



Brownsburg Police Department 2008 ANNUAL REPORT

Highlights

- Department is Nationally Reaccredited by CALEA for the 4th Time Since 1996
- Record-Setting Night Out Against Crime Draws Over 3,000 Attendees
- Bike and Motorcycle Patrol Get Underway
- Uniform Division Transitions to Electronic Ticketing
- Dignitary Security Provided for Presidential Candidates Obama and Clinton During Campaigns

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MESSAGE FROM THE CHIEF..

In the spirit of maintaining a productive partnership with the community, the department was significantly successful in the area of community policing in 2008. Examples of the department's success include the development of a Marketing Committee to promote our positive image and improve the public perception of the department, the revitalization of the Crime Watch program and the staggering success of the National Night Out Against Crime. In addition, the department successfully unveiled the new Bike and Motorcycle Patrol which was invaluable during special events, parades, escorts and special patrols. The department also graduated its

first Citizen's Academy class in November. Feedback from the participants was resoundingly positive. Communication with the public has also improved with my "Ask the Chief" column in the Brownsburg Week and a monthly public education radio spot on the XRB am radio station.

As evident in the following pages of this annual report, 2008 proved to be a clear testament to our unwavering commitment to a strong relationship with the community, while continuing to meet all law enforcement and public safety needs.

Chief Stephen M. Carroll



OFFICE OF THE CHIEF OF POLICE

Chief Stephen Carroll



Personnel

The department hired eight (8) new officers throughout 2008. The new hires included Grant Anderson, Kenneth (K.C.) Pascall, Jason McCoy, Joe Fults, Nathan Schmidt, David Marcum, Jeff Boucher and John Mutnansky. All were hired as either replacements or additional manpower. However, we also lost four patrolman in 2008. Officers Matt Plummer and Toby Deaton left for employment elsewhere, while officers Jeff Boucher and John Mutnansky resigned for personal reasons. At years end, the total number of officers on the department was forty (40), with two openings to be filled in 2009.

The department also began utilizing its new employee evaluation system in June. The semi-annual system proved to be substantially more qualitative and accurate in evaluating specific activity or standards as they relate to each job description.

Fiscal Management

In 2008 the Town of Brownsburg, as well as all communities within the state, was faced with the Governor's permanent cap on property taxes. This led to some strict budget management by the department. The police department was asked to voluntarily give back some funds to the Town to help plan for 2009 and 2010, when the Town would be facing cuts to the budget of millions of dollars. Executive Staff heavily examined our budget and was able to produce over \$200,000 to return to the Town. Having done so, we recognized the need to further restrict spending for the remainder of the year. We suspended purchases that were not immediately necessary, objectively reviewed all planned purchases deemed essential, and were able to send back an additional \$200,000 at year's end. In addition, these funds were made available to us by two (2) officers having been budgeted for who were

activated militarily, and the loss of two (2) officers, that were not yet replaced, freeing up their salary and benefit monies. In a time of financial need, the police department set out and succeeded in doing its part to assist the Town at a time when it was financially possible.

Grants and Donations

The police department actively pursued any and all grant opportunities available and were awarded several. We received a grant for a thermal imaging camera, e-ticketing equipment for our patrol cars, night vision equipment, taser weapons, bulletproof vests for officers, and portable breath testing equipment. Funds were also received for our K9 replacements, overtime to conduct additional interdiction work, overtime for special details such as seat-belt awareness programs and intoxicated driver programs, and special equipment to assist in the investigation of internet crimes. Additionally, we took in donations totaling over \$10,000 towards implementing our Bicycle Patrol Unit, several thousand dollars towards our K-9 replacement program, and \$500 towards purchasing an additional motorcycle for patrol. Grant money totaled approximately \$55,300 for 2008.

2008 Grants

HC Substance Abuse Task Force	Portable Breathalizers	\$4,000
Indiana Criminal Justice Institute	Interdiction Overtime	5,100
US Department of Justice	Protective Vests	12,000
Department of Homeland Security	Night Vision	5,000
Governor's Council on Impaired & Dangerous Driving	E-Ticketing Program	12,600
Hendricks Power Co-Op	K9	1,000
Department of Homeland Security	Thermal Imaging	6,000
National Tactical Officers Assoc.	Tasers (2)	1,600
Central Indiana Bicycle Assoc.	Bicycle Patrol	3,000
Internet Crimes Against Children	Cyber Crimes	5,000
	TOTAL	\$55,300

OFFICE OF THE CHIEF OF POLICE (Continued)

Chief Stephen Carroll



National Election Year Security Events

Brownsburg officers were involved in a few historic events in the county during the 2008 election campaigns. First, we were asked to assist Plainfield Police Department when then presidential candidate Barack Obama visited their community. Our explosive device K-9 was requested to clear the high school where the visit took place, along with several of our officers to act as additional security. I was fortunate enough to be back stage security, where I had the opportunity to meet and speak with candidate Obama.

Within months, our town was asked to host a campaign visit by candidate Hillary Clinton. I personally worked several hours with her entourage to select the best location for her appearance, and then was again assigned backstage security, where I was able to meet and greet the former first lady and future Secretary of State, Hillary Clinton, her

daughter Chelsea, and her mother, Mrs. Rodham.

Brownsburg police officers also had occasion to be requested for a visit by former President Bill Clinton to Avon, while campaigning for his wife Hillary.

All of these events were certainly momentous for the Brownsburg Police Department and a testament to the policies and procedures in place for incident command situations and more specifically, VIP or dignitary visits to our town.

Residency Law

In 2008 I had the pleasure of serving on the Indiana Association of Chief's of Police (IACP) Government Relations Board. Recognizing a need for parity among city officers and town officers statewide in regards to their residency requirements, I approached State Legislator Greg Steuerwald and State Senator Connie Lawson about sponsoring a bill to address the situation. Both readily agreed to assist me with this venture and drafted a bill in the Senate and the Legislature, which then was met with a third drafting across party lines. Greg Steuerwald took the lead, combined all three bills, and proceeded with the sponsorship. I was asked and agreed to testify in the legislative hearings on the bill, and then was also asked and agreed to appear at the Senate hearings to again testify. After both hearings, the bill passed allowing town police officers the same residency privileges as city officers, in that they may reside in contiguous counties.

Community

As stated in my introductory message, a very concerted effort was made in 2008 to maintain our good relationship with the community. I believe our efforts through public education projects, speaking engagements, highly successful special events, (especially enhanced by our new golf cart vehicles allowing staff to get "up close and personal" with attendees), and the new dialogue established with my "Ask the Chief" column, helped the department reach new heights in being considered a very positive and vital part of the Brownsburg community.

INVESTIGATIONS DIVISION

Captain Jeff Scott

During 2008 the Investigations Division underwent several major changes and overcame many transitions. Detective Sergeant April Brandt left the Investigations Division and returned to the Uniform Division. Officer Rooker was assigned to the Investigations Division in May 2008. Corporal Klayer was assigned to the Investigations Division in September 2008. The addition of Corporal Klayer brought the division to full staff. Belinda Sharkey was also reassigned from Records into the division as its full-time Administrative Assistant.



Detective Rooker



Detective Klayer

Property and Evidence

The Investigations Division purchased a new property management system, B.E.A.S.T., in 2008. The B.E.A.S.T. has proven to be a useful and efficient tool to assist in the management of our evidence, its chain of custody and all property. It provides a timeline for the use and destruction of property per state statutory requirements. Detective Gill was appointed our Property Officer and the implementation of the B.E.A.S.T. required him to undergo a month long training with a representative from that company. Detective Gill then trained the Uniform Division on the B.E.A.S.T.

Internet Crimes Against Children

The Investigations Division has assigned Detective Corporal J. Pyatt to the ICAC Task Force (Internet Crimes Against Children). This is a federally funded task force that is composed of Federal, State and Local law enforcement officials. It provides

federally funded specialty training for our division which results in expertise in this field of investigation. The Brownsburg Police Department is currently the only department in Hendricks County, Indiana, that is a member of the ICAC Task Force. The Hendricks County Prosecutor's Office and other law enforcement agencies call upon Detective Pyatt and the ICAC Task Force for assistance in their cases. Detective Pyatt applied for and received a \$5,000.00 grant for our participation in the Task Force. This will be utilized for training and equipment for the 2009 fiscal year. A Cyber Crimes office is currently being established to investigate these crimes.

Training

All detectives in the Investigations Division maintain specialized training to aid the department. Currently, the areas of specialized training include the following: CVSA (Certified Voice Stress Analysis), Underwater Search and Recovery, Internet Crimes Against Children, Sex Crimes, Domestic Violence, Child Abuse, Elderly Abuse, ISP Certified Crime Scene Analyst, Accident Reconstruction and the United Drug Task Force. There are currently three Field Training Officers within the division, who are responsible for the training of all probationary officers, new detectives and interns from the college internship program that the department offers to students.

2008 Classes

IMPD Detective School
 IMPD Homicide School
 A Child Is Missing
 ICAC Team Building Seminar
 ICAC National Conference
 Child Pornography, Solicitation and
 Exploitation
 Hostage Negotiations
 Identi-Kit
 Identity Theft

INVESTIGATIONS DIVISION (Continued)

Captain Jeff Scott

Public Service & Other Division Activity

Detectives also serve as certified instructors in many areas of expertise. In 2008, the Investigations Division instructed at the Citizen’s Academy, Brownsburg Health Care, and an advertised Domestic Violence seminar for the public. It also field-trained for the Investigations and Uniform Divisions and college interns. In addition, the division conducted background investigations for thirty-one (31) potential new hires.

2008 Noteworthy Cases

- ◆ Two armed robberies were solved. Detectives recovered witness statements, evidence and worked anonymous tips that resulted in the arrest of (1) suspect. The suspect was charged with (2) counts of Armed Robbery, class C Felonies, (2) counts of Child Neglect, class D Felonies and (2) counts of Theft, class D Felonies.

October 17, 2008

WTHR INTERNET NEWS ARTICLE

Woman Arrested for Brownsburg Robberies

Brownsburg - A women was arrested after allegedly attempting to rob the same hotel twice.

Amber Kuhn faces six felony charges for armed robbery, child neglect and felony theft. Detectives say she first robbed the Holiday Inn Express on Maplehurst Drive in Brownsburg on May 8 and again on July 19.

During the investigation, investigators discovered that Kuhn had reportedly taken her children with her and left them in her vehicle when she committed the first robbery. After the second robbery, police identified Kuhn as the suspect and located her.

“After the first robbery we received very few calls offering information,” said Brownsburg Police Chief Stephen Carroll. “After the second one, with the help of our public and the media nearly a dozen were received and several either led us toward or named Kuhn as the person involved.”

Kuhn turned herself in to the Brownsburg Police without incident on Tuesday.

- ◆ Ten residential burglaries were solved. The division received a series of burglary cases that after investigation were believed to be connected and perpetrated by the same suspect. Detectives orchestrated an undercover operation that included

the Uniform Division. This operation was successful in securing the arrest of a suspect. A large portion of property was recovered and returned to the rightful owners and a total of (20) felony charges were filed against the suspect.

- ◆ A major Child Pornography and Child Molestation case, which involved multiple agencies and the assistance of other ICAC Task Force members was solved and the suspect charged. The suspect, who was a former police officer, was charged with (17) counts of Child Molest, class A Felonies.

- ◆ An ICAC Child Pornography Dissemination and Possession case resulted in multiple federal charges on a local Fox 59 employee.

- ◆ A major arson case was solved. Detectives investigated, processed and collected evidence from the scene. Detectives were able to obtain a full confession from the suspect and make an arrest. The estimated damage was in excess of \$300,000.

- ◆ Detectives continue to investigate the homicide from October 2007. Numerous interviews have been conducted and the processing of evidence continues. The case is coming to a close and is scheduled to be presented to the Hendricks County Prosecutor in January 2009.

- ◆ Detective Pyatt is currently working on a case involving Child Pornography Dissemination and Possession with the US Attorney’s Office and Federal Agents to secure a multiple felony charges against a suspect that has fled the state and whose whereabouts are unknown.

2008 Case Statistics	
Assigned Cases	310
Resolved Cases	198
Charges	125
Arrests	40

UNIFORM DIVISION

Lieutenant Pat Bullock

Looking back at 2008, it is clear that the men and women of the Uniform Division have met the department's continual goal of being responsive to the community with the delivery of professional and quality law enforcement services. Improvements or changes were made in communication among personnel and community-oriented proactive measures, and adaptations to new operations continued, while the traditional response to public safety needs remained.

Communication Among Personnel

For 2008, one of my goals was to increase the interaction and communication between the Uniform Division and the department's Administration. With this in mind, I requested a meeting between the Chief, Assistant Chief, myself and the shift supervisors of the department. The intent of the meeting was to communicate to one another our thoughts and ideas regarding the direction of the department and then identify the commonalities, in order to come together to achieve our agreed upon direction. The results of this meeting were positive and considered a step forward in effective communication.

In keeping with the goal, Chief Carroll then permitted Sergeants of each shift to attend and become a part of the monthly Command Staff meetings.

Special Events

As usual, the Uniform Division coordinated and assisted in several special projects and events throughout 2008. Each year the Town of Brownsburg is host to numerous community functions and events that require police presence and assistance to be a success. A very special highlight in 2008 was the Brownsburg High School Boys basketball team winning the state championship. The department assisted with a parade and escort from Conseco Fieldhouse to Brownsburg.

Community Policing and Directed Patrol

A business check and tracking program was initiated this year, helping to send out the message to the community that the Brownsburg Police Department is "Working for You". Once a business was checked, officers left a card notifying the business that a security check had been completed. The department received numerous calls of appreciation from the owners. Officers were also directed to select a neighborhood each day and patrol each street in that neighborhood and remain stationary for a short period of time at the busiest



intersection. The idea was to show the people of the community that officers are taking an interest in the security of their neighborhood. Officers would then log both business and neighborhood checks into the computer system. The Uniform Division logged 1,842 neighborhood patrols and 1,127 business checks for 2008.

Manpower and Lateral Movements

The Uniform Division had to overcome some obstacles in the way of manpower during the year. Many officers filled the voids created when officers were either reassigned or left the department. Corporal Jeff Klayer and Officer Dan Rooker were reassigned to the Investigations Division. Detective Sergeant April Brandt was reassigned to

UNIFORM DIVISION (Continued)

Lieutenant Pat Bullock

the Uniform Division and as a shift supervisor. In addition, Sergeant Pete Fleck and Officer Jason McCoy were activated to full-time military duty. Both are expected to return in 2009.

Officer John Maples, with K9 Kai, was also reassigned from regular patrol duties to the Interstate Criminal Enforcement to assist in the drug interdiction program.

Dispatch and Mobile Data Functions

2008 was the first complete year that the Brownsburg Police Department operated utilizing the Hendricks County Communications Center and the Mobile Data Terminals. In June, the Brownsburg Police Department conducted an officer survey of the new operations with the results being overwhelmingly positive. From the ability to complete reports in-car to the utilization of GPS Automatic Vehicle Locating, Brownsburg Officers have done a tremendous job learning and applying the new equipment and applications. These innovations have proved to promote officer safety and efficiency and while updates are continual, it is accurate to say that the department has become quite comfortable in its new environment.

E-Tickets and Accident Reports

Other new facets of officer safety and efficiency are the new E-Ticketing and Accident Reporting programs. Officers can now scan the drivers information directly from the license, enter a minimal amount of information and print out the citation in their vehicles. This permits the officer to direct their attention to the vehicle and occupants rather than handwriting a tedious hard copy citation or warning. It reduces the amount of time the officer is in contact with a violator and has them stopped along the side of the road. Officers also now enter their own accident reports and electronically transfer them to the State Police. This aids in eliminating some of the delays on the report and holds the officer accountable for all of the information that is entered.



Uniform Division Commendations

Throughout 2008, numerous commendations were presented to officers for various reasons. Two notable instances were commendations presented for the Uniform Division's role in the investigation and apprehension of a burglary suspect involved in ten (10) residential burglaries and an entire shift's efforts toward the apprehension of a suspect attempting to utilize stolen credit cards. (Pictured Above)

Use of Force and Vehicle Pursuits

During 2008, twenty-four (24) incidents involving Use of Force were reported, reflecting an increase from 2007 where there were seventeen (17). Incidents involved techniques ranging from restraint to pointing of service weapons. In addition there was one use of a chemical agent and one use of a police K9. It was determined in all 2008 cases that Brownsburg Police Officers exercised excellent application of necessary force and appropriate restraint with only five (5) suspects rendered minor medical aid and zero (0) officers injured. There were four (4) vehicle pursuits in 2008, an increase over 2007 where there were three (3). Of those, one suspect who was operating a motorcycle was able to avoid apprehension. There was one minor injury to a motorist not involved in one pursuit and no officers were injured in any of the four (4).

UNIFORM DIVISION (Continued)

Lieutenant Pat Bullock

Emergency Vehicle Operations

Officers had the opportunity to attend Emergency Vehicle Operations training held at O'Reilly Raceway Park in November. Officers of the Brownsburg Police Department and surrounding agencies participated in practical training of Emergency Vehicle Operation and Pursuit Driving. After an attempt to locate broadcast via radio, officers were required to initiate a traffic stop on the suspected felon and once in pursuit, negotiate evasive maneuvers around the track, while communicating with a dispatcher. Other areas of training included backing, controlled braking, and stop stick deployment.

Calls for Service and Arrests

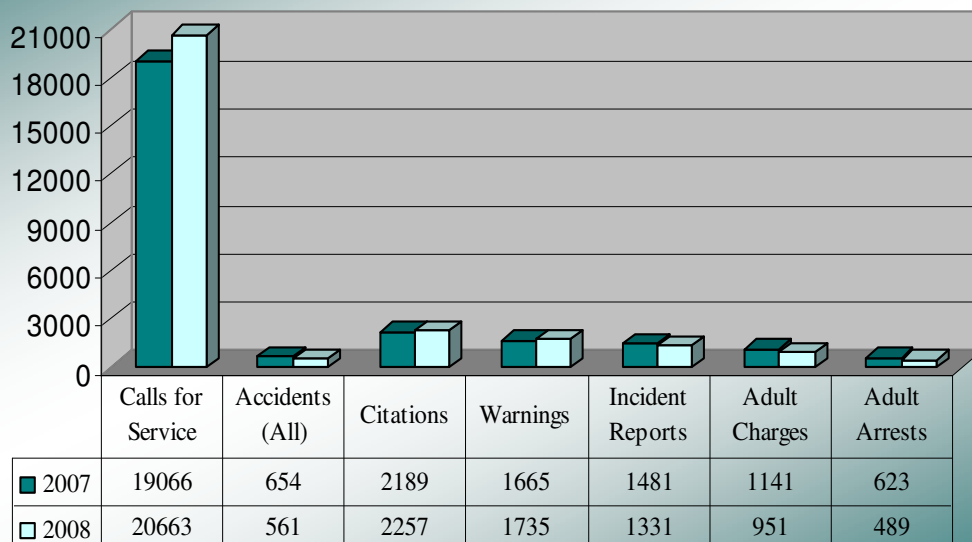
During 2008 the Brownsburg Police Department fielded 20,663 calls for service, reflecting slightly more than an 8% increase over 2007. We worked a total of 561 accidents which is down 14% from 2007. Of those 561 accidents, 91 were crashes with injury, seven (7) were alcohol-related and zero (0) were fatalities.

The issuance of citations and warnings slightly increased from 2007 illustrating the department's continual commitment to traffic enforcement.

Incident reports dropped from 1,481 in 2007 to 1,331 in 2008, reflecting a 10% decrease.

After review, statistics generated in 2007 and 2008 generally exhibit a reduction in overall crime. Adult charges decreased approximately 17% and adult arrests decreased approximately 21% from 2007. I feel this may be a direct result of the department's increased efforts in community policing, directed patrols, officer presence and the department's general ability to remain proactive in public safety measures and crime deterrence. Incidentally, this was achieved with less manpower. It seems clear that the department's redirected focus and streamlined goals greatly helped to remedy the shortage.

UNIFORM STATISTICS



EMERGENCY RESPONSE TEAM

Sergeant Joe Grimes



Since the inception of the Brownsburg Emergency Response Team (ERT) in the year of 2000, there have been many advancements in technology utilized for these specialized teams, with the core principles remaining intact. With new developments every year, Brownsburg has strived to remain at the forefront of the learning

curve through innovative training and operator selection processes. At the year end of 2007, Major Mike Dove resigned as the Emergency Response Team Commander and appointed me to fulfill his former position in the coming year of 2008.

In light of Major Dove's resignation, Sgt. April Brandt's resignation in May, and the military deployment of Sgt. Peter Fleck, the Brownsburg Emergency Response Team was in much need for revitalization of operators. In February, an operator selection process began in which three officers, Chris Reed, Matt Wing, and Dirk Fentz, tried out for two open positions on ERT. Phase One and Two of the process, physical agility testing and firearms testing, were conducted and two of the three officers, Wing and Fentz, continued on to Phase Three. Phase Three was an oral interview held on April the 8th conducted by a board consisting of Chief Stephen Carroll, Major Mike Dove, and myself. Following completion of the oral interview, both candidates were permitted to continue on to the fourth and final phase of the selection process. However, prior to completing Phase Four, both candidates had to complete a short summary of their prior law enforcement experience

and why they wished to be a member of the Brownsburg Emergency Response Team. Phase Four, a psychological evaluation, took place on the 25th of April with both candidates passing. After successful completion of all four phases of the ERT selection process, Chief Carroll approved both Matt Wing and Dirk Fentz to become operators with ERT in the restricted member status.

Pending the return of Sgt. Peter Fleck, the Emergency Response Team was comprised of ten officers from our department and one member from the Pittsboro Police Department, Scott King. The multi-agency ERT currently has eleven operators assigned to this specialty and continues to serve as the primary Emergency Response Team under mutual aid agreements for the Towns of Brownsburg, Pittsboro, and Avon. In addition, Brownsburg ERT serves as the primary team utilized in high risk warrant services for the Hendricks County United Drug Task Force and maintains mutual aids with the Emergency Response Teams of the Plainfield Police Department and Hendricks County Sheriff's Department. Based upon these agreements, our ERT routinely makes attempts to train with both the Plainfield ERT and Hendricks County ERT to ensure cohesion between each teams' tactical deployment methodology, resulting in the ability to easily work together under stressful conditions.



Throughout the year 2008, the Brownsburg Emergency Response Team has continued to provide structured training to each of the teams' operators, both in lecture and practical exercises. Training is geared toward real life incidents, and was made to be as realistic as possible in the training environment by the instructors of the Brownsburg Police Department and any guest instructors that may have been brought in to assist in obtaining our training objectives. With regular monthly training throughout 2008, members

EMERGENCY RESPONSE TEAM (Continued)

Sergeant Joe Grimes

strived to maintain mental and physical preparedness in order to be available to respond in a moments notice. In addition to structured training, operators of ERT were tested throughout the year on tasks within the ERT Task Manual that were designed to test minimum proficiency standards for each member. The task manual consists of both written and practical elements in which every member completed each task to standard with many exceeding the minimum standard in some areas.

The training in 2008 included mutual training venues along with Plainfield ERT and Hendricks County ERT, in which Brownsburg Emergency Response Team trained on simultaneous assaults on structures, limited penetration, "break and rake", and coordinated deployments from vehicles. An instructor with the Federal Bureau of Investigation (FBI) was also brought in to train operators of the Brownsburg ERT on manual and shotgun breaching, in which hands-on training was conducted at residences scheduled for demolition. Officer Andrew Watts completed a forty hour instructor certification course with Defense Technology for OC aerosol projectors, specialty impact munitions, distraction devices, and chemical munitions. With this certification, Officer Watts has certified operators on Brownsburg ERT on Less Lethal (40 mm and Shotgun) munitions and distractionary device deployment. A basic SWAT school was also hosted at Camp Atterbury by the FBI in October, in which our team was only able to reserve one opening for that school. Officer Dirk Fentz attended and successfully completed the course. Officer Matt Wing is still awaiting an opening in an up and coming basic SWAT training course, but has completed all of the required Brownsburg ERT tasks, as has all other current members with the exception of Sgt. Fleck due to his military



deployment. Including the above listed training, Brownsburg Emergency Response Team has a documented 760 hours of training between all eleven members of the team. These documented training hours do not reflect the additional departmental training each officer receives throughout the year, or other training each individual operator may take upon themselves to complete throughout the year. Each operator demonstrates a level of dedication to this specialty that everyone should take great pride in.

While 2008 presented multiple occasions in which Brownsburg ERT was placed on a standby status, there were only two actual full deployments worth detailing. One such deployment was in response to a mutual aid agreement with Avon Police Department in which they requested our assistance in a situation involving a barricaded subject wanted for criminal confinement, battery, and rape. The deployment involved a slow and deliberate stealth entry into a residence in which the suspect was located in a locked bedroom. The suspect from this incident was taken into custody without incident. Another deployment was in response to a mutual aid agreement with the United Drug Task Force in which UDTF requested our assistance on a high-risk warrant service involving an armed convicted felon wanted for dealing and cultivating narcotics, and possible possession of a fully automatic weapon. The deployment involved a dynamic entry of a secure location in which two suspects were located within the residence. Both suspects were taken into custody without incident. As a result of the high risk warrant, the UDTF recovered multiple marijuana plants, eight firearms, a large sum of currency, and seized numerous household items.

For 2009, the Brownsburg Emergency Response Team has discussed and set various goals involving gas deployment operations, taser implementation, and combat life safer training.

BICYCLE PATROL

Officer Andrew Watts



The last quarter of 2007 and first few months of 2008 were development months for the department's newest unit. During this time frame the community generously donated over \$15,000 toward the implementation and outfitting of the bicycle patrol unit. The

unit coordinator and three other officers were selected and sent to train with the already established Plainfield Bicycle Unit. Officer Watts, Sentany, Bass, and Reed completed a rigorous two days of training totaling in excess of 50 miles of actual ride time.

Throughout 2008 the bicycle patrol unit participated in numerous events and activities within the community including parades, escorts, special patrols, community events, block parties, safety presentations, and the July 4th extravaganza. In addition, it has been determined that the mobility of the bicycle along with its stealth has been a great asset toward the location and apprehension of several offenders through the year.

The bicycle patrol unit has begun the process of adding a fifth rider to its ranks after consultation with Chief Carroll. Reserve Officer Bill Levy will be joining the unit in 2009. Officer Levy has a tremendous knowledge and experience base that the unit will be able to draw upon in regards to maintenance and bicycle mechanical operation.

The bicycle patrol unit fully expects to become even more active in 2009 and will continue to train in an effort to increase efficient response to areas more easily accessible and conducive to bicycles than patrol car units.

As the unit is still in its infancy, our 2009 goals are relatively simple. The Bicycle Patrol is dedicated to increasing our number of riders by one officer thereby bringing our numbers to five riders. In addition, we will continue to make the unit available for all high profile events, neighborhood requests, or extra patrols as deemed necessary. Finally, the improvement and maintenance of all riders' overall physical health is imperative for the units continued success.

HONOR GUARD

Captain Jeff Gray



While the Honor Guard was not able to participate in as many events this year due to scheduling conflicts and lack of personnel, they still participated in a ceremony at Hendricks

Regional Health, the 4th of July parade, September 11th memorial ceremonies and the Domestic Violence Week opening ceremonies in October. The Honor Guard continues to be a viable and trained component of the department with efforts underway to obtain more members.

CHAPLAIN PROGRAM

Captain Jeff Gray

The Chaplain program of the Brownsburg Police Department "shall endeavor to provide assistance and guidance for employees, employee families, victims and the community they serve". During 2008, the Chaplain program thankfully had very few death notifications. They conducted over 20 ride-alongs with officers. During these ride-alongs they were able to assist the citizens by helping to get their cars home, calm accident victims and assisted officers with crowds at accident scenes. They also participated in various community events, most notably our National Night Out Against Crime and the September 11th ceremony. Department Chaplains were also contacted and volunteered to coordinate with the Fire Chaplains a brief prayer rendered before each Town Council meeting.

MOTORCYCLE PATROL

Corporal Tony West



The Brownsburg Police Department started its first assigned Traffic Unit in 2008 with the purchase of a Harley-Davidson Electra Glide police motorcycle. I was assigned as the first Motorcycle Patrol officer after attending a

two-week Police Motorcycle Operations school hosted by the Indianapolis Metropolitan Police Department.

When the motorcycle concept was originally presented, it was discussed how it could be used as a traffic enforcement tool. I focused on both residential and public roadways. I found that most of my time sitting in neighborhoods was fairly slow due to the time of day, but I was able to address specific residential roadway complaints from citizens. My time spent there was valuable in the manners of

officer presence and opportunity to speak with homeowners and citizens in the area. Patrol of the public roadways proved very effective. The intent was to focus on accident-causing violations, including speeding. The motorcycle is not equipped with a moving radar system, so all speeding violations were detected in a stationary status using a Kustom Signal, Inc. Lidar radar system. Most of the time while using this system I would utilize the flagging technique in order to stop a vehicle that committed a violation. This technique is easier than starting the motorcycle and pursuing the violator. Upon observing a violation, I would step in front of the vehicle and flag them to the side of the roadway. This is a common practice within motorcycle patrol

and I found it to be very successful.

I found that patrol on the motorcycle rendered me very available to the public. Many times while stationary at a traffic signal, drivers would stop to speak with me. Sometimes it was to get directions. Other times it was to talk about the motorcycle. One incident that comes to mind is where a driver needed emergency medical assistance. It was an elderly female who was traveling from out of state with her spouse who was having chest pain. I advised her to follow me to the Brownsburg Fire Territory station on East Main St. I then cleared several intersections and successfully escorted her to the assistance of paramedics where her spouse was treated for his symptoms.

Cpl. West Pictured With Miss Teen USA 2008



While on patrol, the motorcycle unit was assigned all traffic accidents, vehicle identification number verifications, traffic hazards and escorts when available. Otherwise, the units' main focus was traffic enforcement. Between May and December, 281 uniform traffic tickets and 177 warnings were issued.

With all of the roadway construction hindering the flow of traffic, over the course of 2008, traffic accident runs were relatively common. Although operating a motorcycle, construction particularly hindered my ability to work the north side of Brownsburg. The intent of the Motorcycle Patrol is to reduce the accident rate by means of traffic enforcement. I believe that as this unit expands, it will have a greater impact on these issues. However, until the roadway



MOTORCYCLE PATROL (Continued)

Corporal Tony West

construction is completed on the north side of town, we will continue to respond to several property damage accidents.

ACCIDENTS - MAY TO DECEMBER 2008

Alcohol-Related	0
Fatality	0
Hit and Run	6
Personal Injury	14
Property Damage	55
TOTAL	75

Towards the end of the summer the Motorcycle Patrol started receiving requests to assist in escorted motorcycle rides. This is a common service offered to organized groups that ride in large groups or special events. When done properly the Motorcycle Patrol will provide an escorted ride from beginning to end. The purpose is to keep all riders in one group and to get them through all traffic signals without having to interrupt the flow of the ride. Other times this type of escort was requested by owners of a car club. The escort is essentially conducted the same way as a motorcycle ride. However, when escorting cars the line can be much longer which is why it's

2008 Special Escorts

- ✓ Cancer Benefit Ride for Child Victim
- ✓ Stan Warner's Ride
- ✓ Indy Mazda Miata Car Club
- ✓ Waste Water Treatment Ride

2008 Special Events

- ✓ Fourth of July Parade
- ✓ National Night Out Against Crime
- ✓ Neighborhood Block Parties
- ✓ Bloomington Police Motorcycle Skills Rodeo
- ✓ Motorcops.com Photo Session for Possible Appearance in 2009 Calendar

important to have such escorts in order to prevent traffic congestion on a specific route.

Throughout the summer and into early fall, agencies in Hendricks County with a Motorcycle Patrol assisted one another on several escorted details. Due to the Brownsburg Police Department only operating a single motorcycle this past year, they were a significant help in making sure my commitments were fulfilled.

Fuel efficiency proved to also be a great advantage of this specialized assignment with fuel costs being very minimal.

Fuel Costs:

April	\$38.97
May	67.15
June	66.44
July	86.36
August	102.20
September	57.95
October	33.64
November	8.52
TOTAL	\$461.23

Overall, the induction of the Motorcycle Patrol in 2008 was very successful and the department looks forward to expanding and developing the division.



UNDERWATER SEARCH AND RECOVERY

Captain Jeff Gray

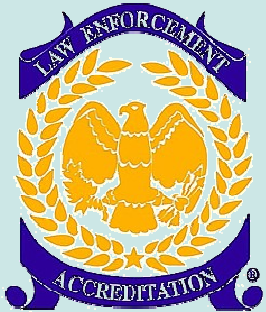


Early in 2008, the team was able to add Lt. Scott King of the Pittsboro Police Department to the Underwater Search and Recovery team after he completed all Brownsburg certification requirements. Also during the year, Officer Kevin Hyde became a certified diver in accordance with department requirements and joined the team, bringing the team up to six (6) members. The team planned and conducted two (2) evidence search dives this year, both involving possible weapons being thrown into area retention ponds. The second dive was conducted in December and upon resuming for the second day was considered too dangerous for divers to continue. There were no emergency callouts for the year. Consistent practical training, recertification dives and equipment maintenance continued throughout the year.



ACCREDITATION

Manager Kimberly Shupert

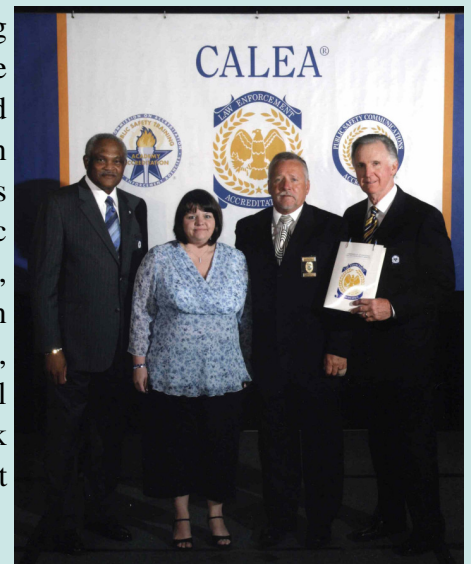


During the period of April 26th through the 30th of 2008, CALEA certified assessors again conducted a thorough inspection and assessment of our police department's buildings (including our training facility and the independent Hendricks County Communications Center), policies, procedures and practices for reaccreditation purposes. The outcome of the on-site was a positive recommendation for our fourth reaccreditation by the assessment team and the report results proved to be the most successful for the department to date.

In late July, Chief Carroll, Captain Gray and myself traveled to Boca Raton, Florida for CALEA's summer training conference to go before a full Board

of Commissioners for question and review, resulting in a final unanimous vote in favor of the department's reaccreditation. At conference end, I and Chief Carroll attended a formal banquet and received our award.

While attending the conference we also received training in various topics including traffic homicide, response to an active shooter, mass and serial killing, and mock assessment training.



MARKETING COMMITTEE

Major Mike Dove



The Town of Brownsburg has experienced a tremendous amount of growth in the last decade, not only in population, but in traffic congestion, business development and crime, as well. As a result, Brownsburg's very identity has changed. Once known as a small "bedroom" community, Brownsburg is on the verge of becoming a thriving

destination with business and industry to support a job force of its own. Brownsburg has always been known for being a safe place to live and raise a family or start a business where an owner felt assured their investment was at low risk of being a victim to crime. Today, as a result of the growth, this reputation is being challenged. The department has recognized a changed perspective as to what our citizens expect of their public service.

In looking towards the future, it is likely the town will continue to grow and evolve. The Brownsburg Police Department must also continue to grow and evolve in order to meet new challenges. To maximize our professionalism, we must continue to train and develop our entire staff, both sworn and civilian. The Brownsburg Police Department should strive to be a law enforcement agency with which the community feels confident, safe and willing to support. That

Marketing Committee Members:

Police Commissioner Kotarski
 Major Mike Dove
 Lieutenant Pat Bullock
 Sergeant Karen Creekbaum
 Sergeant April Brandt
 Officer Steve Sentany
 Kim Shupert
 Accreditation Manager
 Chris Wingler
 Purchasing Agent
 Pete Palanca
 IT Manager

confidence and support will prove quite beneficial if the department and its staff are ever faced with a serious event such as a police-action shooting, large-scale disaster or controversial case. The same confidence and support is equally important when

proposing, funding or staffing future programs or developments.

In an effort to gain said confidence and support, a Marketing committee was established in April of 2008.

The Marketing Committee will be the planning team behind the Community Policing Module. The philosophy of the Marketing Committee is that the police department must form a bond with the community in order to create a team concept that

will help us succeed in the fight against crime. Therefore, the Marketing Committee created an action plan based on improving the department's current methods supporting that philosophy. The first committee meeting was held on April 3rd when discussions of current practices were reviewed. Future meetings were held and an action plan for the Community Policing Module was created. Once the team determined a plan of action, the Community Policing Module was written in less than 60 days. Once completed, the module was disseminated throughout the ranks. The module was designed for use as a guide and reference for the staff with various recommendations on behalf of the Marketing Committee being made for several entities throughout the department. It will be incumbent upon the upper staff in regards to whether or not to implement the module's recommendations. The Marketing Committee continued to meet throughout the year to plan or discuss upcoming events or implement ideas to improve the police department's community relationship. Another function of the Marketing Committee is availability to department staff in assisting with the development, organization, marketing and advertisement of their own ideas or activities.



*"Working
for
You"*

2008 Activities of the Marketing Committee

- ◆ Created the *Community Policing Module*.

MARKETING COMMITTEE (Continued)

Major Mike Dove

- ◆ Created a plan of action for the Uniform Division to provide crime watch patrols and business checks, resulting in nearly 3,000 extra patrols being conducted since the program's inception.
- ◆ Created a public education/informational pamphlet with the goal for it to be disseminated to every household and business in Brownsburg in 2009.
- ◆ Members of the Marketing Committee attended several functions throughout the year to provide literature about the police department.
- ◆ Planned and organized the National Night Out Against Crime (pictures right), which drew a record 3,000 attendees.
- ◆ Discussed and began work on a Special Event Planning Guide project.
- ◆ Collaborated with the Community Relations and Resource Officer and created the newly designed Crime Watch signs.



EMERGENCY PLANNING

Captain Jeff Gray

During 2008, the department was instrumental in a cooperative effort with Captain Dan Chubb of the Brownsburg Fire Territory and other agency heads of the Town in carrying through with the Emergency Operations Team for Brownsburg. This group updated and presented to the Town Council an emergency plan for the Town of Brownsburg approved in a Town Council meeting earlier in the year. This was the first major rewrite and update that could be verified in approximately ten (10) years.

PUBLIC INFORMATION OFFICER

Captain Jeff Gray

The PIO function was addressed in a different way this year that appears to have worked well. Three categories of news releases - *Administration*, which included the Office of the Chief and general releases, *Detectives*, generating the information to be released on various topics under investigation, and *Special Projects*, resulted in twenty-one (21) written news releases with general media contacts listed at seventy-nine (79). Of the 79 media contacts, many were instances of sending the same information to all print and electronic media with some merely responding to inquiries or referring to the proper investigating agency. Also, in an effort to foster a more knowledgeable media/supervisor relationship, the department hosted a 1-day media course for supervisors and other local agencies put on by Ruthanne Gordon of Channel 8. About half of our supervisors were able to attend with plans to have another course in 2009 for the remainder.

RECORDS DEPARTMENT

Captain Jeff Gray

2008 was a year of continued transition for the Records Department. Data entry for the office was a delicate balance at times between the old system and the new Tiburon data system. This was primarily due to identifying data routinely available under the old system that often had to be transferred or Tiburon issues adjusted to serve our department specific needs. However, the goal was by the end of the year to perform only the data entry that could not be completed for one reason or another at the officer level. During the course of the year, more data entry was absorbed by the officers and as the technology slowly progressed, the data entry requirement on behalf of Records staff slowly decreased. Another goal was that by the end of 2008, no additional data would be entered into the old system and that the old system would become merely a storage or retrieval vessel for any data prior to 2009. This was mostly achieved but we are still working on the few additional programs that must be created to completely discontinue any entry into the old system.

Records identified two significant increases in activity this year. First, many agencies, beyond those required by statute, required fingerprints be taken and often on multiple cards, necessary to fulfill their specific requirements. This became such an issue that during meetings to address possible ordinance changes and updates, a fee, which is still pending review and implementation, was suggested for more than two cards per person. The second, as you will see from statistics, was a nearly 68% increase in issued gun permits. Many current permit holders chose to opt for a lifetime permit along with many first timers choosing lifetime permits with a substantial increase the last two months of the year.

Midway through 2008, records personnel was reduced from four (4) to three (3) after the reassignment of Belinda Sharkey to Investigations.

Personnel assigned to Records also attended various trainings including introductory Spanish, Indiana public records access, "How To Deal With The Public", web-hosted emergency operations command and annual department-wide refresher courses.

GUN PERMITS	2007	2008
4 Year Permits (New Issue)	39	78
Renewal to Lifetime Permits	58	49
Lifetime Permits (New Issue)	81	136

WARRANTS	2007	2008
Issued	472	446
Served	335	276

ALARM PERMITS	2007	2008
Residential (New)	187	113
Business (New)	38	36
Renewal Residential	142	161
Renewal Business	177	198

GENERATED FUNDS	2008
Accident Report Fees	\$1531.00
Case Report Fees	1026.00
Handgun Permit Fees	9770.00
Motor Check Fees	75.00
Notary Fees	285.00
Photograph Fees	248.00
Citations Filed for Cost Recovery	3170.96
Alarm Permit Fees	18900.00
False Alarm Fees	1750.00
TOTAL	\$36755.96

TRAINING

Lieutenant Mike Campbell

The Brownsburg Police Department continues to be one of the best trained departments in the county. Sworn and Reserve personnel received an average of 72.4 per person, accounting for 3695 total hours of training in 2008. This average is down from 2007 due to anticipated budget problems. The total cost of training for 2008 was approximately \$14,617 indicating an average cost of \$286.60 per employee. This figure is based on the number of officers that are active, resigned, or retired during 2008.

Various training topics in 2008 included specialty training for various ranks and responsibilities within each division, mandatory state topics, and training needed to maintain specific certifications. The Brownsburg Police Department hosted its first Citizens Police Academy consisting of approximately 45 hours. Topics covered during the course of the academy included Use of Force, Human Behavior, Emergency Vehicle Operations, and Criminal and Traffic Law. The Citizens Police Academy graduated seven citizens. (Pictured Below)



In order to meet the Indiana state-mandated 16-hour in-service training requirement for sworn personnel and the annual civilian training requirement, training sessions were conducted in December. The training was videotaped, limiting overtime costs. Recent developments at the Indiana Law Enforcement Academy indicate the 16-hour mandatory training will soon increase to 24 hours and eventually increase higher than 24 hours to be more consistent with the national average. The increase in hours may

cause a shift of responsibilities of training to rely more heavily on agencies outside the Indiana Law Enforcement Academy. The training demands on the academy have reached the point that the academy can no longer host as many in-service schools due to overcrowding.

Again in 2008, the Training Facility saved the department substantially in training fees due to host agency free seat benefits. By hosting seminars and taking advantage of the Central Indiana Law Enforcement Training Council, the department can significantly reduce the strain on the training budget. To promote increased usage of the facility, availability information continues to be posted on the department website. Hosted training also assists with facility exposure and promotion. The Training Facility was host to all of the intra-department training. The features of the building such as the shoot house and bay area heavily enhance the training experience. In 2008, the department purchased a Laser Shot firearms simulator to further enhance the facility. The funding for this project was taken from our Law Enforcement Continuing Education Fund which totaled \$45000.00. This piece of equipment will benefit all of Hendricks county and surrounding agencies. The simulator also enhanced the development of our Citizen Police Academy by eliminating liability of live fire or simulation activities. Actual range activities can be conducted using the simulator.



COMMUNITY RELATIONS

Sergeant Karen Creekbaum



Throughout 2008, Community Relations was quite busy. We conducted 22 tours with 381 children and adults touring the police department. These groups consisted of Girl Scouts, Daisy Scouts, Boy Scouts, Cub Scouts, Elementary Schools, Day Cares, church groups and senior citizen's groups. I also held fingerprint and safety talks to the Boy Scouts,

Cub Scouts and Day Care.

There were 3 new neighborhoods that began the Crime Watch program and held meetings, while some of the older neighborhoods started their program once again. We held 3 block parties and conducted neighborhood cleanup parties. We also created a new crime watch sign. The police department purchased the signs and they were placed in crime watch areas. A new form was created to place in the lobby for anyone interested in the crime watch program.



We implemented 3 new programs for the public to interact with the police department. In February we held a Valentines Day Contest for grades kindergarten through 7th to make their own valentines card. We had 35 valentines to judge and we had a 1st, 2nd, and 3rd place winner with prizes that were donated from local business. In February and March I visited Brown Elementary and White Lick Elementary during lunch time hours and spoke to approximately 200 elementary students and had

lunch with them. I used a puppet to interact with the children to convey a kid-friendly image. In May we had a Mother's Day essay contest for all age groups explaining why their mother was the greatest mother. We also had 1st, 2nd, and 3rd place prizes from local businesses.

In 2008 we held 3 Child Identification programs with approximately 150 children being fingerprinted and photographed.

I spoke to 3 senior citizens groups with approximately 100 senior citizens regarding telemarketing fraud and identification theft.



I also remained active in the Hendricks County Substance Abuse Task Force and attended 11 meetings.

I participated in the Brownsburg Parks Department annual Easter Egg Hunt, with approximately 500 or more children attending.

We participated in 2 events at the Brownsburg Recreation center. One was for mothers and children to view and ask questions about a Brownsburg Police Department patrol car and the other involved reading stories to under privileged children.

Safety talks were given to approximately 200 children who attend the Goddard Preschool.

During our annual Night Out Against Crime we provided public education materials by handing out

COMMUNITY RELATIONS (Continued)

Sergeant Karen Creekbaum

many home and personal safety brochures and speaking with the attendees about crime prevention.

Our annual Haunted Police Station brought 1,500 little ghosts and goblins through the police facility.



We participated in The Kids Free Lunch Program that was sponsored by the Brownsburg Chamber of Commerce. Approximately 200 kids received free lunches that day.

During 2008, the department's juvenile diversionary and education programs became my responsibility. At that time I met with the previous officer in charge of those activities to establish a transition and review the programs already in place. At the end of December 2008 a one day program was held at the Brownsburg High School. The program covered smoking, underage drinking, prescription drugs, marijuana, and methamphetamine. The students were informed about how all of these affect the body, laws pertaining to these issues, and the consequences. The program was presented to 256 students in all high school grades during their health classes. I will be working in 2009 to develop this program further.

As evident with all of the listed activities, tremendous efforts were made throughout 2008 to educate and connect with the public. Unfortunately, we were not able to have a bike rodeo, Youth Academy, or a Christmas program as planned. However, all other planned programs and goals for the year 2008 were achieved.

JUVENILE OFFICER

Officer Steve Santany



Beginning in 2008, I assumed the responsibility of the Juvenile Officer for the department. My tasks include regular contact with juvenile probation, ensuring that all juvenile records are maintained separately and securely, collection of all records after receipt of a juvenile record

Order of Expungement and reporting statistical information to the Indiana Criminal Justice Institute. In February, I was able to attend Indiana Public Access Records training and learn how the laws specifically relate to juvenile records. I also serve as a member of the

department's Policy Review Committee. In doing so, I act as the liaison between the juvenile justice system and the department in regards to our policies and procedures as they relate to juvenile contacts and arrests.

Various Juvenile Charges/Arrests	2007	2008
Total Charges	265	264
Total Arrests	150	117
Public Intoxication	9	16
Possession of Marijuana	29	21
Possession of Paraphernalia	6	13
Battery (All)	9	15
Criminal Mischief	4	8
Disorderly Conduct (All)	5	19

INTERSTATE CRIME ENFORCEMENT

Officer Ben Pyatt

The 2008 year was a busy year for the Interstate Crime Enforcement Team. We saw many changes throughout. Officers expanded their area of operation to include I-65, along with current areas of I-74. Major personnel changes occurred during the year, including the retirement of K-9 Kai, Officer David Pyatt leaving the I.C.E. Team and returning to road patrol and an addition of a new K-9, Kato. We saw a drop in seized money compared to 2007 but made a large increase in narcotics seized. Officers made the largest seizure of marijuana from a traffic stop by a Brownsburg Officer in early January of 2008 of 10.5 lbs of marijuana, only to top this seizure in mid April, stopping a car on I-65 with 35 lbs of marijuana. Officers also made the largest seizure of Methamphetamine by a Brownsburg Officer during

2008 Seizures/Recoveries

Marijuana	51 pounds
Methamphetamine	2 pounds
Cocaine	9 pounds
U.S. Currency	\$30,000.00
Illegal Handguns	2
Stolen Vehicles	2
Miscellaneous Pills	100

a traffic stop in June, seizing 2 lbs of Methamphetamine. The I.C.E. Team continued to build a working relationship with other agencies working narcotics in the Indianapolis area. The Indianapolis F.B.I. Safe Streets Task Force contacted members of the I.C.E. Team and requested our assistance in a cocaine trafficking case. In March, at the direction of the F.B.I., Officers stopped a vehicle on I-74 in the Brownsburg Town Limits occupied by two members of the cocaine drug trafficking organization out of Decatur, IL. Officers searched the vehicle and found an electronically controlled hydraulic compartment built into the dash of the vehicle and found 4 kilos of cocaine. In September, members of the I.C.E. Team were contacted by the Indianapolis D.E.A. office and were requested to assist on search warrants in Indianapolis. Officers conducted a search of a home and found over

\$35,000.00 of suspected drug money in the home. For our involvement, the Brownsburg Police Department is due to receive nearly \$6,000.00.

During the year, the I.C.E. Team began working I-65 in the northwest corner of Hendricks County. We had success working on I-65 but feel we have more opportunity in 2009 for improvement. Officers learned that the challenges of working I-65 are different than working I-74. After a year of working the road, we believe we have learned the road and now have a better understanding of how to make 2009 more successful. We spent much of the year changing our hours around to get the best results on I-74 and I-65. We learned that day hours are entirely too busy on I-65 to work successfully. The traffic volume in our jurisdiction is overcrowded. Overnight hours give us our greatest chances for making large seizures and arrests. Traffic slows to a workable volume in the overnight hours. However, the opposite is true for I-74. Day hours have proven to be our most successful on I-74. Traffic is too light during the overnight hours on I-74. Therefore, we spent much of the 2008 year rotating our schedule around to accommodate both interstates. We also spent 3 months of the year working overtime on I-65 for a project put together by the Indiana Criminal Justice Institute (ICJI). The extra working hours coupled with the constant changing of scheduled hours took a toll on our team mentally and physically. Furthermore, attempting to work out a reasonable schedule for 3 officers under those conditions added more challenges. We believe that we learned a lot from 2008 and learned how we can make 2009 more successful on both interstates. We need more consistency to keep morale up. We have also reduced our team to 2 officers, which will make coordinating schedules that much easier. We believe the solution is to focus our main attention on I-74 during day hours for three weeks a month and on the

INTERSTATE CRIME ENFORCEMENT (Continued)

Officer Ben Pyatt



fourth week, go to an overnight schedule on I-65 for the entire week. With this schedule in place, we believe we will see a more successful year in 2009. Looking back, 2008 was by no means a loss on I-65. Officers seized over 35 lbs of marijuana, two handguns and over \$12,000.00 on I-65 during that time. We believe the growing pains were necessary to learn the roadway and make the adjustments for the future.

K9

Officer Steve Crowe

The Brownsburg Police Department K9 Division was active in 2008. The K9 unit retired Interdiction K9 Kai due to health and age. K9 Kai assisted in the seizure of approximately \$50,000.00 of illegal narcotics in and around the streets of Brownsburg. After the retirement of K9 Kai, the Brownsburg Police Department K9 Division purchased K9 Cato, a fifteen (15) month old male German Shepherd. Officer Maples attended narcotics training with K9 Cato the entire month of December 2008 with the certification to follow the first part of 2009.

Searches by Brownsburg Police Department K9's resulted in approximately 119.0 lbs of illegal narcotics at an estimated street value of \$119,000 being taken off the streets and not making it to their final destination. The K9's also assisted in the seizure of six (6) vehicles used in the trafficking of these narcotics along with the seizure of an estimated \$8000.00 in US Currency. The Brownsburg Police Department K9 unit also assisted other agencies outside of Brownsburg on several occasions.

The Brownsburg Police Department Explosive K9 was also called upon by the Secret Service to assist in the bomb sweeps as a security measure for visiting dignitaries during the presidential election campaigns. Ezop and his handler Sgt. Grimes were called upon to assist Plainfield P.D. to perform a bomb sweep for Senator Obama when he visited Plainfield and K9 Ezop was again summoned by the

Secret Service to perform a bomb sweep for Senator Hillary Clinton when she visited the Town of Brownsburg.

K9 tracks for 2008 totaled (10) ten with (2) two ending in arrest. Building searches totaled (5) five with the apprehension of one suspect hiding inside a residence. In addition, K9 teams logged 99 hours of narcotics training, 160 hours of patrol training, and 54 hours of explosive training for a total of 313 training hours for the year.



INFORMATION TECHNOLOGY

Captain Jeff Gray

The Town of Brownsburg Information Technology led by IT Manager Pete Palanca made some tremendous strides during the year. Some of the critical infrastructure projects that had languished the last couple of years made progress with Pete now awaiting the signing of contracts to move forward. To advance some, others have to be in place or be initiated at approximately the same time to maximize efficiency. Primarily it consists of the Town of Brownsburg Wireless project hand-in-hand with the Fiber Optics project and Network Consolidation.

The Brownsburg Police Department IT Committee had appointed Sgt. John Depinet the task of being the agency spokesperson or representative on the Hendricks County Communications Center IT committee. During 2008, Sgt. Depinet was instrumental in forming a cooperative effort between the Town IT, Fire Territory IT and agency needs in moving forward with several initiatives improving the efficiency of public safety. These included the

new radio template for the 800mhz radio system and computer-aided dispatch updates to auto refresh the in car computers and a traffic stop module.

A grant was obtained for E-tickets, allowing officers in their vehicles to scan and input information, with in-car scanners and printers producing the written ticket and accident information.

The GPS programs for the enforcement cars are progressing with test programming currently in place.

Several reports were developed by Crystal programming, which allows for the extraction of data from the Tiburon Case management system. With the soon to be implemented Crystal server, data extraction will be greatly enhanced.

An inventory of all radio and laptops or in-car computer equipment was also accomplished.

ANNUAL EMPLOYEE AWARDS

Chief Stephen Carroll

OFFICER OF THE YEAR

2008

CIVILIAN OF THE YEAR



CORPORAL JENNIFER PYATT
INVESTIGATIONS

RESERVE OF THE YEAR

Officer Bill Levy



TOP GUN

Sergeant Joe Grimes



KIMBERLY SHUPERT
ACCREDITATION MANAGER

2009 GOALS AND OBJECTIVES

As Presented By Division, Department or Assignment

OFFICE OF THE CHIEF OF POLICE

Chief Stephen Carroll

Create More Efficiency Within the Budget

Plan of Action

- ◆ Conduct an in-depth review of all budgeted line items to identify deficits or overages contributing to inefficiency and create a better balance.
- ◆ Address manpower as a priority budget item and utilize created allowances accordingly.

Measurement

- ◆ Less funding returned to the Town at the end of the year.
- ◆ Maintenance of a sufficient level of manpower.

Finalize a Pay Matrix for Commission Approval

Plan of Action

- ◆ Review and modify the pay matrix presented to the Police Commission in 2008 for approval and incorporation into the 2010 budget.

Measurement

- ◆ Progress meetings and feedback from the Police Commission.
- ◆ Pay matrix approved and in place for the 2010 budget process.

Develop Rank Structure in Investigations

Plan of Action

- ◆ Identify the ranks and the number of ranks to be included in the structure.
- ◆ Identify those that are currently filled and those that are vacant.
- ◆ Fill vacancies through results of a promotion or reassignment process.

Measurement

- ◆ Establishment and announcement of the rank structure.
- ◆ Rank structure fulfillment through promotion or reassignment.

Improve the Department Web Page

Plan of Action

2009 GOALS AND OBJECTIVES

As Presented by Division, Department or Assignment

- ◆ Coordinate improvements with Sergeant Depinet that make the page easier to maneuver, more informative, and consistently current.

Measurement

- ◆ Consistent checking of the web page content.
- ◆ Structure improvements will be self-evident.

Prepare Personnel to Assume Higher Ranks or Positions of Responsibility

Plan of Action

- ◆ Consider impending retirement or separation of personnel currently filling higher ranking or management positions when making promotion or reassignment plans.
- ◆ As Executive Staff, assume the role of proactively identifying employees with the skills and abilities to assume such roles.
- ◆ Allow employees to identify themselves as candidates through the Career Development program utilized during evaluations and consider the results.
- ◆ Discuss with personnel currently filling higher ranking or management positions their plans on developing other personnel for assuming the responsibilities upon their exit.

Measurement

- ◆ Seamless continuation of all operations of this department through appropriate personnel allocation and training during periods of attrition.

INVESTIGATIONS

Captain Jeff Scott

Increase Public Event Attendance

Plan of Action

- ◆ All detectives will be equally involved in public event attendance.
- ◆ Neighborhood crime watch meetings and hosting informative training classes for the public will be done throughout the year.

Measurement

- ◆ Completion of Public Service Activity Reports.

Increase Training & Preparedness for Roles at Major Crime Scenes.

Plan of Action

2009 GOALS AND OBJECTIVES

As Presented By Division, Department or Assignment

- ◆ Monthly training using a variety of equipment will be conducted. Cross-training detectives on all aspects of crime scene and investigation techniques will be the focus. On a monthly basis, each detective will be the coordinator on the type of equipment to be trained on and will define the training scenario.

Measurement

- ◆ Review and discuss each training scenario with participants. Turn in a Training Scenario Report.

Increase Interpersonal Communications Within the Department

Plan of Action

- ◆ Detectives will attend roll call meetings to make themselves available to the Uniform Division. They will be prepared to discuss trends, answer questions, and provide feedback to the Uniform Division on all topics.

Measurement

- ◆ Turn in outline of what was presented and/or discussed at Roll Call.
- ◆ Maintenance of Roll Call training rosters and hours by the Training Coordinator.

UNIFORM DIVISION

Lieutenant Pat Bullock

Increase Effective Intra-departmental and Inter-departmental Communications

Plan of Action

- ◆ Continue to attend department Command Staff and Supervisor meetings.
- ◆ Distribute information to officers and Command Staff.
- ◆ Ride along with Sergeants when possible to maintain an understanding of their needs.
- ◆ Network with other comparable police departments to obtain new ideas or methods.

Measurement

- ◆ Acquire feedback from those involved.
- ◆ Ensure that all documents disseminated through the PowerDMS management system are being reviewed.
- ◆ Create a set schedule for ride alongs (monthly, quarterly, etc.) and adhere to it.

Improve Efficiency of Manpower

Plan of Action

2009 GOALS AND OBJECTIVES

As Presented By Division, Department or Assignment

- ◆ Implement Community Service Officer program to help alleviate some of the workload.
- ◆ Create a Sergeants position to handle special assignments and assist with administrative duties.
- ◆ Restructure shifts for more effective utilization of manpower.
- ◆ Consolidate specialties to work under the new Sergeants position.

Measurement

- ◆ Community Service Officer program and new Sergeant's position will be self-evident.
- ◆ Monitor for increases or decreases in shift activity after restructuring.
- ◆ After consolidation of specialties, obtain feedback from assigned officers and the Sergeant.

Implementation of Taser Technology

Plan of Action

- ◆ Obtain further information about taser use from available data and other agencies.
- ◆ Complete a proposal and obtain Executive Staff and Police Commission approval.
- ◆ Seek grants for funding and purchase equipment.
- ◆ Establish training and certification.

Measurement

- ◆ Approval and procurement of tasers will be self-evident.
- ◆ Maintenance of training and certification documentation and hours with the Training Coordinator.

ADMINISTRATIVE DIVISION

Captain Jeff Gray

The primary goal of the Administrative Division for 2009 is technology based. This is to include nearly all facets of the Administrative Division in an effort to make as much information and data retrieval/storage possible without multiple paper copies generated, distributed and stored. This would be an effort to decrease unnecessary foot traffic into the building to simply gain a copy of a report or information – and in some cases where coming to the agency is necessary, the ability to prepare the documents prior to arrival would shorten time.

Records

Develop with Town IT and other Town Agencies a system of data request/payment via a web based service allowing the following:

- ◆ Request for documents sent paperless to central records repository for retrieval
- ◆ Paperless response to document retrieval by means of scanning/data
- ◆ Electronic payment program to accept credit card payment/confirmation and receipt as necessary
- ◆ As electronic opportunities progress develop public information program to educate
- ◆ Possibly develop an electronic kiosk in the lobby

This same train of thought would carry over into the Agency IT requirements/in car computer needs,

2009 GOALS AND OBJECTIVES

As Presented by Division, Department or Assignment

Emergency Planning aspect with the Town Emergency Operations Team, Human Resources web site development.

The success of this program could be monitored by a “hit counter” and survey available built into the same electronics programs.

TRAINING

Lieutenant Mike Campbell

Increase Training Facility Usage

Plan of Action

- ◆ Advertise more by posting more information on our website and the Law Enforcement Academy website regarding availability and fees.
- ◆ Host more specialized schools.

Measurement

- ◆ Number of contacts we receive regarding the advertisement.

Increase the Quality of In-Service Training

Plan of Action

- ◆ Seek input from Shift Supervisors as to what training topics should be covered based on high frequency events.
- ◆ Encourage Shift Supervisors to utilize roll call training time more to discuss various topics and policy.
- ◆ Randomly review in-car video to evaluate training needs.
- ◆ Schedule mandated training throughout the year to make it more convenient for shift coverage and attendance.
- ◆ Open scheduled in-service training to surrounding agencies to better agency cooperation and consistency.

Measurement

- ◆ Feedback from supervisors and in-car video reviews of actual field performance. Critique the training event for feedback and improvement.

Prepare for the 2009 Reserve Academy

Plan of Action

- ◆ Review and update curriculum as necessary to ensure compliance with current department

2009 GOALS AND OBJECTIVES

As Presented By Division, Department or Assignment

- standards and agency policy on the Reserve Academy and still maintain training standards.
- ◆ Edit forms and lesson plans as needed.
- ◆ Purchase necessary officer supplies needed for the academy.

Measurement

- ◆ Observation and successful completion of the Academy.

COMMUNITY RELATIONS AND RESOURCE OFFICER

Sergeant Karen Creekbaum

Increase the Number of Active Crime Watch Neighborhoods

Plan of Action

- ◆ Disseminate information on crime watch through the media and special events.
- ◆ Meet with new housing developments and homeowners associations.
- ◆ Place brochures in the lobby of the police department and local businesses relaying information on crime watch.

Measurement

- ◆ Tracking activity on Excel spreadsheets and public service activity sheets to show the increase in Crime Watch Neighborhoods for comparison purposes.

Increase Brownsburg Community School Juvenile Education and Diversionary Programs to Deter Drug Abuse, Alcohol Abuse and Criminal Activity.

Plan of Action

- ◆ Work with the Brownsburg Community School Police Department in developing alcohol and drug deterrence programs
- ◆ Work with teachers and administration to find the program needs of the students.
- ◆ Research current trends through similar state and national programs.

Measurement

- ◆ Analyze programs and hours in these areas conducted through 2009.

Procure a New Child Identification Program and System

Plan of Action

- ◆ Research other law enforcement agencies to see what programs they are using.
- ◆ Research and compare costs of programs through businesses and the internet.

2009 GOALS AND OBJECTIVES

As Presented by Division, Department or Assignment

Measurement

- ◆ Having the new system in place and tracking any uses throughout 2009.

MARKETING COMMITTEE

Major Mike Dove

Continue To Evolve the Committee

Plan of action

- ◆ Continue to hold meetings.
- ◆ Increase efforts of encouraging all department staff to internalize the Community Policing Module.
- ◆ Continue to solicit new ideas and create innovative ways to improve on our community policing efforts.
- ◆ Challenge members to complete assigned tasks.
- ◆ Complete new pre-planning database for entire police department.

Measurement

- ◆ After dissemination of information to the Police Department staff about the workings of the Marketing Committee, obtain feedback.
- ◆ Monitor feedback from the community.
- ◆ Follow-up on past efforts and make comparisons using information obtained to provide educated opinions to upper staff on how to handle future events or projects.

MOTORCYCLE PATROL

Corporal Tony West

Expand Motorcycle Patrol

Plan of Action

- ◆ Provide the Chief of Police with the exact figures it will take to purchase a second motorcycle and all equipment necessary for patrol.
- ◆ Create a process for the interview board and present it to the Chief of Police for implementation.
- ◆ Order the motorcycle and all equipment once approved.
- ◆ Announce the opening and utilize an interview board to select a new motorcycle officer.

Measurement

- ◆ Additional motorcycle officer in 2009.

2009 GOALS AND OBJECTIVES

As Presented By Division, Department or Assignment

Create a Motorcycle Patrol In-House Training Process

Plan of Action

- ◆ Speak with Accreditation Manager and members of Field Training regarding the process of developing a Task Brief Manual for a two-week training program for new motorcycle officers.
- ◆ Create individual task briefs similar to the ones currently used in the Brownsburg Police Department FTO program.
- ◆ Once completed and approved, have all task briefs reviewed and signed off by a new motorcycle officer in training and prior to solo patrol.

Measurement

- ◆ Maintenance of all training records and hours by the department Training Coordinator.

Improve Motor Skills Training

Plan of Action

- ◆ Speak with the Carmel Police Department and request that we train with them on a monthly basis. (Carmel Police Department conducts monthly training on the last Friday of every month.)
- ◆ Request permission from the Connection Point Church to create a training pad for Motor Skills training.
- ◆ Complete annual in-service training with the Indianapolis Metropolitan Police Department.

Measurement

- ◆ Develop a training record and update with all training dates and hours.
- ◆ Contact Sergeant Curtis Hanks from IMPD about annual in-service training.

EMERGENCY RESPONSE TEAM

Sergeant Joe Grimes

Registration and Completion of Basic SWAT School for Officer Matt Wing

Plan of Action

- ◆ Locate Basic Swat School.
- ◆ Ensure curriculum covers areas required by ERT Task Manual.
- ◆ Secure an opening in the school.
- ◆ Ensure Officer Wing is prepared and attends.

2009 GOALS AND OBJECTIVES

As Presented By Division, Department or Assignment

Measurement

- ◆ Obtain attendance/training records.
- ◆ Obtain completion certificate.

Improved Innovative Training for ERT

Plan of Action

- ◆ Train on less lethal including Taser, Chemical, and Impact Munitions.
- ◆ Train using newly acquired equipment for night/low light operations.
- ◆ Train in new/different venues and locations throughout the area.
- ◆ Continue training with various neighboring agency teams.

Measurement

- ◆ Analyze and document monthly training.

Maintain Efficiency of Emergency Response Team

Plan of Action

- ◆ Continue training in all areas of responsibility.
- ◆ Ensure equipment and personnel readiness.
- ◆ Retain current number of personnel assigned to team.

Measurement Plans

- ◆ Testing through training.
- ◆ Completion of monthly equipment inventory.
- ◆ Completion of ERT Task Manual by all operators.