

# BROWNSBURG POLICE

## 2013 ANNUAL REPORT



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## CHIEF OF POLICE – FOREWORD

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During the first quarter of the year, I met with all divisions and departments. The purpose of those meetings was to have direct contact with employees and obtain feedback on the overall operations of the department. I also sought suggestions on improving efficiency and productivity without negatively impacting morale. Many topics were discussed during the course of those meetings with areas of improvement identified. Some adjustments were made, including updates to workspaces, policy revisions and equipment additions in response to some of the employee concerns. The majority of conversations, however, revealed that many areas were running quite smoothly and to the employee's satisfaction.

In the summer of 2013, the Brownsburg Police Department, working alongside or under the auspices of the Brownsburg Fire Territory, Emergency Management, the Department of Homeland Security (threat assessment) and track officials, had the opportunity to demonstrate its ability to plan, organize and execute security command and control of a large sporting event. Considered the world's most prestigious drag race, the Chevrolet Performance NHRA U.S. Nationals draws nearly 1,000 competitors, 100,000 fans and is broadcast nationwide on ESPN. The department dedicated several man hours to this detail using a complement of approximately 70 officers from Brownsburg and other agencies. The event was very successful, in no small part due to outstanding pre-planning and the department received extensive positive feedback from NHRA and Lucas Oil Raceway representatives.

On a less positive note, 2013 revealed an alarmingly fast growing trend in heroin usage nationwide with incidents involving the same in our community. In April, the department investigated a particular case involving a local teenager. Investigation efforts resulted in the arrest of an adult male who provided the heroin. I have heavily communicated my concerns regarding the trend to Chief Deputy Prosecutor Jim Bryan and emphasized this department's desire to work with his office and provide staff resources dedicated to eradication. The department plans to continue a personal stance approach to combat this threat using whatever resources and manpower it can possibly dedicate. In addition, I myself met with the special agent in charge of the Indiana Office of the Drug Enforcement Agency (DEA) for several hours in August. During our discussion I informed him of our assessment of the increase in our area. We discussed solutions and plans of action to combat the problem. The agent relayed to me that he was already aware of the quality work that our police department is doing and our networking abilities regarding narcotics detection and investigation. He agreed to assist us in formulating a plan. Throughout the year, I personally spoke with three classes at the

Brownsburg High School Senior Academy on the heroin topic, outlining the issues and informing the youth that this drug will not be tolerated or allowed to proliferate in this town. On-going efforts in partnership with the DEA will continue into 2014.

As discussed in the 2012 Annual Report and during other opportunities, meetings were held early in the year with the Brownsburg School Corporation regarding safety plans. Members from the school corporation, the school police department, Brownsburg Fire Territory personnel and members of our staff were in attendance. It was decided that meetings for this purpose should be held periodically and plans reviewed continuously. Captain Pyatt had the opportunity to observe some mock incidents and provide input. He reported back that the Brownsburg School Corporation, staff and students performed very well.

Once again, the department demonstrated fiscal responsibility by meticulously allocating budgeted money and came in under budget for 2013. We continuously seek and are awarded grant money. In addition, our department annually generates tens of thousands in revenue through asset forfeitures, training facility rental fees, and Records Department functions such as gun permit processing, alarm permit administration and report copies. For 2013, none of these funds were requested back by special appropriation and remained in the General Fund. Budget details can be found in the Budget and Finance section of this report.

2013 was an overall maintenance year of significant changes made in 2012 in terms of leadership changes and new technology with an occasional highlight or noteworthy incident including assisting IMPD with an accident following a vehicle pursuit of murder suspects and an arrest of a violent sex offender from New York who had \$20,000 in pure silver bars and coins in his possession along with an assault rifle.

Crime trends remain steady and continue to support an overall low-crime community where major crimes are extremely rare. Officers and employees again demonstrated outstanding ability and the utmost professionalism throughout the year despite the various challenges of significant annexation, doing so without an increased budget or staff. New officers hired in the latter part of 2013 were merely replacements in answer to attrition. Our department will continue to work closely with the Town of Brownsburg in preparing for the official commencement of all proposed annexations (nearly a 40% jurisdictional increase) by January of 2015 with the hiring of additional personnel in the last quarter of 2014 already planned.

The following pages detail the activities and accomplishments of each Brownsburg Police Department division, department or specialized unit for 2013.

Chief of Police



## ENFORCEMENT

The Brownsburg Police Department Enforcement Division is comprised of Road Patrol, Motorcycle Patrol, Bicycle Patrol, K9, Interdiction and Reserves.

2013 opened with continued efforts to address nearly daily complaints of speeding motorists in the area of North Odell Street between East Main and 56<sup>th</sup> Street. A traffic study and several directed patrols were assigned resulting in hundreds of traffic stops.

ACTIVITY	2013
All Calls for Service	21,026
Accidents (PD)	427
Accidents (PI)	94
Assault/Battery	88
Major Crimes	467
Arrests	930
Traffic Stops	9,071

The department remained in communication with the Office of the Town Manager to determine a long-term resolution which was ultimately determined to be additional stop signs in the area.

Statistics reveal that activity in the Enforcement Division continued to remain steady in 2013 with an increase in calls for service. Proactive patrols resulted in 11,844 "patrol when possible", premise checks and bike patrols. The total of All Calls for Service does not include Traffic Stops. All personnel self-initiated field activity and calls for service recorded by the Hendricks County Communications Center computer-aided

dispatch program provides for an overall activity level to be 30,097 recorded incidents. A significant increase over 2012's activity, especially in the area of officer initiated activity, can be attributed to the increased patrols of newly annexed areas and the notable size increase of the Reserve Division, many of whom were in field training.

One-hundred nine (109) requests submitted by the public regarding crime tips, suspicious activity, extra patrols, vacation watches, etc. were fielded by the division throughout the year.

Starting in January, several areas around town were targeted by a graffiti tagger and a large amount of property was vandalized. Several incident reports were taken involving damage to local business, Town of Brownsburg and AT&T property. Brownsburg Police Department employees joined the cleanup effort and extensive investigative measures, including surveillance, were taken by both full-time and reserve officers to identify the suspect(s) throughout the spring and summer, to no avail. The suspect would later be identified by a member of Investigations.

On February 13<sup>th</sup>, 2013 Indianapolis Metropolitan Police Department was in pursuit of two teenage boys operating a stolen vehicle suspected of a crime spree including murder in Indianapolis. The pursuit came westbound on 56<sup>th</sup> Street into Brownsburg and ended when the suspects crashed into two other vehicles at the Northfield Drive

intersection. Brownsburg officers assisted at the crash scene. The intersection was



blocked off for several hours during the investigation.

Preparation for the security and crowd control of the NHRA Nationals held at Lucas Oil Raceway began very early in the year. 2013 was the first year that the Brownsburg Police Department was fully responsible for this large scale event. Logistics, especially in terms of procuring and compensating outside agency assistance, took some time to finalize. Meetings with Town Manager Grant Kleinhenz and Clerk Treasurer Jeanette Brickler were held as early as January to establish these procedures. Operations planning meetings with Wes Collier of Lucas Oil Raceway Park also began early in the year. Corporal Doug Abshire and Captain Ben Pyatt formulated a schedule and assignments for the event, coordinating with our own personnel and several outside agency officers wishing to perform extra duty assignments. Nationals went smoothly with staff doing an excellent job preparing and executing security and crowd control plans, setting a precedent and sound base plan for future events.

The Brownsburg Police Department was involved in a total of four (4) vehicular pursuits in 2013. All four were initiated by Brownsburg Police. The first one was an intoxicated individual that fled and after leaving the roadway at a high rate of speed crashed into a light pole. The suspect was charged and transported to Hendricks County Jail. The second was a vehicle pursuit that went for approximately 1.5 miles before evolving into a foot pursuit. Three officers were slightly injured when running through briars and brush in a densely wooded area where the suspect fled. The suspect was apprehended

uninjured. The third pursuit for the department was of an intoxicated driver that refused to stop for police after a traffic violation. Officers were given information by a witness that the female operating the vehicle was too intoxicated to be driving. The pursuit traveled approximately 1.5 miles before the suspect stopped and was taken into custody. The fourth pursuit of the year was of two juveniles that escaped from a juvenile detention center in Illinois and stole a vehicle. The pursuit began in town and travelled over ten miles on 56<sup>th</sup> street at high rates of speed above posted limits. Hendricks County Sheriff and IMPD assisted in the pursuit. Eventually the vehicle crashed into a firehouse in the area of Kessler Boulevard. One of the juvenile suspects was killed in the accident while the other was transported to the hospital to be treated for his injuries. The department trains annually for these types of instances in practical exercises that are held at Lucas Oil Raceway which will continue for the foreseeable future.

The 2012 Use of Force Analysis revealed twenty-seven (27) incidents requiring forty (40) Use of Force reports as multiple officers were involved in some of the incidents and some incident involved more than one type of force. During a review of all incidents, it was noted that officers drew and pointed their service weapons on twenty occasions with none of the incidents resulting in a police action shooting. The department had no incidents involving the delivery of a chemical agent. Two incidents involved the apprehension of a suspect using a police K9. Ten (10) incidents involved the application of a Taser CEW device and seventeen reports involved weaponless physical techniques including strikes, kicks and restraints. The increase in Taser application incidents over 2012 is directly proportionate to the increased availability of the CEW's to all officers. Thirteen (13) suspects were rendered medical attention with none requiring hospitalization and there were no documented instances of officer injury. The department trains on Use of Force practices and policies annually.



Officers continued use of the LincDoc Enforce Arrest Package program and become more and more proficient as the year progressed. Another significant change, however, is on the horizon as the department transitions to the Interact RMS and CAD system in early 2014. At this time, it is unclear exactly how the Enforce Arrest Package will be incorporated into the new environment.

The Brownsburg Reserve Program currently consists of sixteen officers. This is a 45% increase in staff over the end of 2012, when we employed eleven. The department did accept three resignations from Reserve Officers Custer, Baker and Lunsford. The Reserve division continues to prove its value by providing manpower support to the Enforcement division. In 2013, events such as the annual Easter egg hunt, walk/runs,



bicycle tours, parades and the Tox Away day were 100% staffed by volunteer Reserve Officers. Reserve officers were provided with mobile data terminals in each of the squad cars assigned to the division in 2013. This eliminated the need for officers to locate an MDT for use prior to working their shift. In April, the division assumed full responsibility for prisoner transports as well. Starting in June, it was determined that additional road coverage would be most beneficial on Sundays from 10:00 am to 6:00 pm. Sergeant Kim Kiritschenko began attempting to have that block of time consistently staffed with Reserve Officers. Reserves completed the required hours of training and attended various training sessions including standardized field sobriety testing, accident investigation, Taser, and firearms.

## INVESTIGATIONS



During 2013, the Investigations Division encountered some personnel changes. In July, Officer Joe Fults returned to the Operations Division as a patrolman and Corporal Jacque Bass was selected as the newest Detective. Also in July, Lt. Mike Campbell, Investigations Division Commander, retired. To date, Sergeant Jennifer Pyatt-Barrett is the acting commander.

Detectives recorded a total of 357 hours of training while assigned to the division covering several topics including:

- National Law Enforcement Training on Child Exploitation
- Managing Police Discipline Law Enforcement Seminar
- Internet Tools for Investigations - Cell Phone Technology
- Death and Homicide Investigations
- Dave Grossman – Bulletproof Mind Seminar
- Raid and Warrants
- Annual Crimes Against Children Conference
- Annual State Mandates

CASE STATISTICS	2012	2013
ASSIGNED CASES	354	310
CLOSED CASES	129	123
CLOSED BY ARREST	81	73
CASE SUPPLEMENTS	686	554
BACKGROUND CHECKS	19	20

Activity with the division remained relatively comparable to that of 2012 with several cases and suspects arrested. During the second portion of the year, following Lt. Campbell's retirement, the division was manned with four (4) detectives as opposed to five (5).

Some of the more noteworthy cases investigated in 2013 are as follows:

- Arrests in sizeable theft ring involving thefts from vehicles – numerous related cases solved. (Officer Dirk Fentz and Detective Klayer)
- Suspects identified and charges filed for Armed Robbery that occurred in September 2012 on North Green Street. (Detective Mike Gill)

- Investigations and arrests for various counterfeiting offenses in collaboration with the United States Secret Service. (Sergeant Jennifer Barrett and Detective Mike Gill)
- Two arrests in a theft case at a local retailer resulting in a \$10,000 loss (Detective Mike Gill)
- Charges of False Reporting involving a female who claimed she had been drugged and sexually assaulted. (Sergeant Jennifer Barrett)
- Suspect identified in sale of stolen motorcycle. (Detective Joe Fults)
- Case investigation resulting in three (3) felony counts of Sexual Misconduct with a Minor. (Detective Jennifer Barrett)
- Investigation of numerous incidents of vandalism in the form of graffiti causing several thousands of dollars in damage throughout the Town. – Suspect charged with 19 counts. (Detective Jeff Klayer)
- Arrest for burglary of the Connection Pointe Christian Church. (Detective Mike Gill)
- Death investigation of missing mother found in her vehicle, deceased by apparent suicide. (Detective Joe Fults)
- Investigation and arrest of a serial robber in June as a result of a seven day surveillance detail. (Detective Jennifer Barrett and Detective Matt Wing)
- Investigation and identification of female remains found along Raceway Road. Case remains open. (Division)
- Investigation and warrant arrest in Alabama of female robbery suspect committing robberies in Michigan, Indiana and Kentucky. (Detective Jacque Bass and Detective Jennifer Barrett)
- Investigation and evidence collection of vehicular pursuit resulting in fatal accident. (Division)

Detective Jeff Klayer was quite active in 2013 as an accident reconstructionist, conducting lengthy investigations of six accidents comprised of:

- Serious Personal Injury on I74
- Hit and Run Homicide on Raceway Road
- Fatal on US136
- Fatal on I74
- Personal Injury on Northfield Drive West
- Fatal involved in police pursuit

Following the retirement of Lt. Mike Campbell, Sergeant Jennifer Pyatt-Barrett assumed division command duties, which included Case Management and overall supervision of operations and assigned employees. However, Sergeant Barrett was able to continue

her extensive work in the Internet Crimes Against Children task force and general special investigations including child sex crimes and child forensic interviews.

One particular January case of Sgt. Barrett's resulted in three (3) felony counts of Sexual Misconduct with a Minor that involved several interviews and cellular phone forensics examinations. Forensics resulted in the discovery of over 29,000 text messages that were used as evidence.

Sergeant Barrett continues to be an educational resource on internet safety, social networking, child exploitation, "sexting" and cyber-bullying and her reach is extensive. In 2013, Sgt. Barrett made the following formal presentations:

- Social Networking, Sexting and Internet Safety to the entire student body of the Danville High School and the entire Plainfield Middle School.
- Prevent Child Abuse Indiana Conference in Indianapolis keynote speaker presentation on Domestic Violence and the effects on children.
- Social Networking, Sexting and Internet Safety to the Indiana Youth Institute Youth Worker Cafe in Martinsville.

On July 25<sup>th</sup>, officers and detectives responded to a death investigation in the 2700 block of Raceway Road where female remains were discovered in a roadside field. Evidence supported the victim being struck by a vehicle. The investigation revealed the remains were that of 26 year old Dawn Renee Nicole Lanpher who had gone missing on July 19<sup>th</sup>. To date, investigative measures to identify the driver of the vehicle are on-going.

As previously mentioned in the Enforcement section of this report, the Town of Brownsburg was plagued with damage inflicted by a graffiti tagger starting at the beginning of 2013. Strenuous efforts by officers and detectives were put forth to identify the perpetrator. A break in the case finally came in November after Detective Jeff Klayer posted a lead photo he had generated of possible suspects on the Brownsburg Police Crime Tips Facebook page. Tips received from the post resulted in the identification of two suspects. Detective Klayer followed up on the case and



was able to definitively identify the suspect responsible for the damage who was subsequently charged with 19 counts of vandalism.

In regards to the Property and Evidence function, for 2013 there were 5,601 transactions completed. There were 566 pieces of evidence photographed and destroyed or forwarded for long term storage and there were 184 items sent to the Indiana State Police for testing. Eleven (11) items were auctioned. There were 1,361 items of evidence submitted as new evidence and currently the property room houses 1,684 items.

Throughout 2013, the United Drug Task Force was assigned 99 cases and was involved in 52 controlled buys, which is up from 41 in 2012. Of the 52 controlled buys, to date, 38 arrests have been made. Detective Matt Wing made several arrests throughout the year and in March, assisted on a considerable forfeiture case, helping to coordinate a buy-bust of a local heroin dealer. He also assisted Sergeant Barrett with evidence collection and interviews during the homicide investigation in July and with surveillance of the serial armed robber in June. Also, in July Detective Wing began to close out his cases in preparation for his transition back to the Operations Division. Officer Derek Heller was selected to take Detective Wing's position on the United Drug Task Force and began his training in August. Officer Heller's official first day of assignment was September 30<sup>th</sup>. Detective Wing performed well during his tenure in the task force by assisting in 150 cases (surveillance and under cover), working 50 cases and accomplishing a 100% conviction rate. Nearly 80% of Detective Wing's cases were B or A Felony cases. Since Detective Heller's assignment, he has been focusing investigative efforts on a large scale vice crime which is on-going.

The Brownsburg Police Department Crime Tips Facebook page once again proved valuable to the Investigations Division in 2013. During the year, there were twelve (12) photo posts attempting to garner public information about suspects and five (5) were identified as a result.

## **EMERGENCY RESPONSE TEAM**

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During 2013, the Emergency Response Team was activated or utilized for critical incidents on three occasions, a high risk warrant service once and high risk controlled buy-busts three times. The following list does not include all of the occasions where the potential for deployment existed and the team was placed on standby in a state of readiness but essentially did not respond.

March 7 <sup>th</sup>	Armed Suicidal in Avon – Disregarded En route
April 2 <sup>nd</sup>	High Risk Controlled Buy/Bust (Assist UDTF)
May 19 <sup>th</sup>	Armed and Barricaded “Suicide by Cop” – Fatal Self-Inflicted Gunshot

June 15 <sup>th</sup>	Armed and Barricaded Result of Domestic – Disregarded En route
July 18 <sup>th</sup>	Barricaded Suicidal – Surrendered
August 1 <sup>st</sup>	High Risk Controlled Buy/Bust (Assist Interdiction and other federal agencies) – Arrest Without Incident
November 6 <sup>th</sup> & 7 <sup>th</sup>	High Risk Controlled Buy/Bust (Assist Interdiction) Pre-Planning and Coordination – Full Deployment Did Not Occur
December 17 <sup>th</sup>	High Risk Warrant Service (Assist UDTF)

In January, long-time team member, Sergeant Tim Wells, tendered his resignation from the team. Sergeant Wells had served with the team since inception in 2000. In March, ERT Commander Major Grimes and Sergeant Andy Watts met with the Avon Police Chief and Assistant Police Chief regarding adding personnel to the Brownsburg ERT from their department. At the time, the team was comprised of Brownsburg Police Personnel, Brownsburg Fire Personnel and Pittsboro Police personnel and provided service to the Avon community. Avon Police Department agreed to provide one of their officers as a member with the recruitment announcement being made to Avon police officers in April. The Emergency Response Team conducted a selection process following the announcement which included a physical agility test, firearms qualification, interview and psychological evaluation. Candidates also had to be in good standing, not under any type of disciplinary action and have two years of law enforcement experience. Past performance evaluations were also taken into account. At the conclusion of the selection process, Brownsburg Officer Jonathan Flowers and Avon Officer Joseph Ramsbey were selected as the newest members of the ERT. Both attended SWAT school in Evansville in October.

On May 19<sup>th</sup>, Sergeant April Hyde and shift personnel requested the activation of the ERT for a rapidly evolving critical incident involving an armed and barricaded suicidal female threatening "suicide by cop". Surrounding residents were quickly evacuated and containment was established with perimeters. Based upon the threat, Indianapolis Metropolitan Police Department (IMPD) was requested and responded with their armored personnel carrier for additional safety purposes. However, just prior to their arrival, the situation had come to a tragic end with the female taking her own life. Family members communicated their appreciation for our efforts by letter following the incident.

On July 18<sup>th</sup>, the Brownsburg ERT again responded to a barricaded subject with a gun threatening suicide. The team was deployed on scene and utilized the "robot" to search the area and room where the subject was located. The subject subsequently surrendered peacefully without further incident.



The team was again used on August 1<sup>st</sup> to assist the interdiction team, in addition to the drug task force, Homeland Security, the ATF and DEA, with the arrest of a high-risk heroin dealer who was known to be armed. This required several days of pre-operations planning. Based upon the tactical and contingency plans, the suspect was taken into custody without incident.

In 2013, the department requested an armored personnel carrier based upon previously described incidents and a trend of critical incidents involving weapons, such as active shooters and assault rifle threats, across the nation. To date, this request has not been fulfilled, but the department will continue to stress the need. As the citizenry across the country becomes armed with

generally more, and more powerful weapons, law enforcement is compelled to meet the threat at least on the same level but preferably on an advanced level. The Brownsburg Police Department is and always will be community-oriented; but it also must be prepared for a wide range of situations. The safeguard provided by a tactical team and its weapons or tools is the ability to be ready for the highly unlikely, yet potentially tragic event. It is always difficult to predict when special weapons and tactics, including an armored personnel carrier, may need to be used. But it is also always perfectly clear following an incident where you should have, especially those that end in death or serious personal injury.

The Brownsburg Emergency Response team commits to several hours of preparedness training each year and in 2013, the team conducted formal training thirteen (13) times and covered various topics, including:

- Active Shooter
- Hostage Rescue
- Raid Planning
- Tactical Movements and Methodologies
- Vehicle Assaults
- Taser Recertification
- Chemical Exposure

In December, members of the team also had the unique opportunity to attend “The Bulletproof Mind” (mental preparation) training presented by Lt. Col. Dave Grossman who is one of the nation’s leading law enforcement trainers.

## **INTERSTATE CRIME ENFORCEMENT**

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The Interstate Crime Enforcement team remained relatively busy throughout 2013 with officers continuing to work all three major interstates in Hendricks County. In terms of overall activity, Captain Pyatt, Officer Maples, his K9 and Officer Fentz seized approximately \$445,000 in U.S. currency, 20 pounds of marijuana, 44 grams of heroin and 10 kilos of cocaine.

The team added another member to the team in July. Following performance reviews and interviews, Officer Dirk Fentz was selected, becoming the fourth officer to be appointed to the interdiction function since it began.

On February 27<sup>th</sup>, Officer Maples finished a month long investigation with Customs, resulting in the seizure of approximately \$422,000 in U.S. currency and 10 kilos of cocaine. This investigation started with a traffic stop conducted by Officer Maples in January.



On April 16<sup>th</sup> officers stopped an individual from New York en route to Colorado. The individual was on the run from the state of New York and was wanted on a Violent Sexual Offender warrant for Probation Violation. He was also in possession of an SKS assault rifle and over 1000 rounds of ammunition. The Joint Terrorism Task Force in New

York informed our department that they believed the person to be associated with the Sovereign Citizens and he was taking gun parts to a militia in Colorado. Several gun parts were found in the vehicle along with survival gear and a large amount of camouflage clothing. He was also in possession of nearly \$20,000 in pure silver bars and coins. The Bureau of Alcohol, Tobacco and Firearms (ATF) adopted the case and the suspect will be charged with a federal crime.



In early December, the I.C.E. team members were given information about a possible van coming from Colorado bringing a load of marijuana to the East. Team members set up on Interstate 70 to observe for the vehicle. On December 4<sup>th</sup>, team members spotted the vehicle inside Hendricks County traveling eastbound. Following a traffic infraction, the vehicle was stopped and the K9 was deployed. The K-9 gave a positive indication to the odor of narcotics and a search was conducted. The vehicle was a custom conversion van and it had an after-market hidden

compartment constructed in the roof. Inside the hidden compartment, officers found approximately 20 pounds of high grade marijuana with an approximate street value of \$100,000.

During the year, I.C.E team members focused their attention on the heroin problem in Brownsburg and the Hendricks County area. In July, they seized 40 grams of Heroin and arrested 2 mid-level dealers. This will be an on-going area of focus.

Members of the team continue to provide interdiction instruction locally and across the nation.

In February, team members along with two Indiana State Troopers taught a 3-day interdiction class to members of Boone and Hamilton County law enforcement agencies such as Carmel, Fishers and Lebanon police departments.

The Brownsburg team along with a member of the Putnam County Sheriff's Office team conducted a one day class in Lafayette on April 25<sup>th</sup> and then on April 29<sup>th</sup>, our officers along with Indiana State Police traveled to Salt Lake City, Utah to teach a 3-day interdiction course for the West Valley Utah Police Department and several other sheriff's offices.

The Brownsburg Police Department hosted a 2-day Criminal Interdiction course at the department training facility on June 18<sup>th</sup> and 19<sup>th</sup>. I.C.E. team officers taught students

from surrounding agencies. The first day was classroom instruction. The second day the officers were taken out on I-74 for practical training. During this time, a traffic stop led to information regarding a wanted robbery suspect in Montgomery County.

On November 3<sup>rd</sup> to the 7<sup>th</sup>, team members again went to the Chicagoland area with approximately 20 other instructors from around the country to conduct a 4-day hands-on class in Michigan, Illinois and Indiana. Instructors rode out with the students from several agencies on several major interstates and U.S. routes coming out of Chicago. In those four days, the students and instructors produced the following numbers:

- Michigan – 5 pounds of hydro-marijuana, 4 illegal firearms, 6 kilos of cocaine, 1 pound of heroin and \$55,000 in illicit U.S. currency.
- Indiana – Recovery of an abducted child, 90 pounds of marijuana, 2 kilos of cocaine, and \$5,000 in illicit U.S. currency.
- Illinois – 2 illegal firearms, 29 kilos of cocaine, 71 pounds of marijuana, 2 seized vehicles and \$157,367 in illicit U.S. currency.

Our officers also teach Criminal Interdiction and vehicle searches at the Indiana Law Enforcement Academy to new recruits and did so in June, August and October.

I.C.E. team members provided interdiction instruction to over 600 officers during the year.

## **TRAINING**

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Training Coordinator Sergeant Watts started the year procuring some training opportunities for 2013. As a hosting agency to outside training sponsors, our department receives a limited number of free spots. Training topics secured were Startle Response to Officer Ambush, S.T.O.P.S. Instructor Certification, National Tactical Officers Association (NTOA) Training Management and Risk Mitigation for SWAT, Safariland Less Lethal Instructor and NTOA SWAT Team Leader Development. Sergeant Watts remained the President of the Central Indiana Law Enforcement Training Council (CILETC) for 2013 with all meetings being held at the Training Facility.

January was a busy month with training and assignment of the new Taser X2 CEW devices to the entire Enforcement Division. Also in January, Sergeant Watts met with Dr. Paul Whitesell (former ISP Superintendent from 2005 to 2012) and owner of Protective Training Services LLC to discuss the potential for our training facility to host his law enforcement defensive tactics instructor certification course. Dr. Whitesell is a well-known police trainer. He toured the facility and expressed his interest in doing so. Dr. Whitesell's use of the facility generated nearly \$2,000 in revenue in usage fees for May. He is quoted as saying:

*"I have returned to the ILEA since leaving the State Police. As such, I am no longer able to use the ILEA to put on my courses. All courses will be conducted at the Brownsburg Police Dept training facility located at 75 Whittington Dr. in Brownsburg, IN. This facility is located 10 miles straight North of Plainfield on SR 267. It is also just North of I-74. **It is a terrific new facility with a great classroom and large mat area. It also has ample parking outside the building. I feel very fortunate to have gotten a facility so nice and so close to Plainfield for those who prefer to stay in the Plainfield area.**" – Dr. Whitesell*

The 2012-2013 Certified Reserve Academy, which is predominantly conducted at the training facility, was completed during the end of April and graduation took place on Saturday, May 4<sup>th</sup> with thirteen (13) graduates. This academy began on September 18<sup>th</sup> in 2012 and was the fourth academy our department has conducted.

On February 28<sup>th</sup>, Sergeant Watts was interviewed by the Indianapolis Star regarding the training facility firing range specifically covering its use in a populated area and in-place safety procedures for accident prevention.

Officers received 7,375 cumulative hours of training during the year, averaging 136 hours of training per officer. The state mandate is only 24 hours. This is an astounding 42% increase over 2012 where training hours totaled 5,189. In addition to the previously mentioned courses, highlighted training topics for 2013 include:

- Advanced Roadside Impairment Detection
- Interstate Interdiction
- Criminal Law Update
- Annual Physical Tactics
- Dealing with the Mentally Ill
- Monthly Firearms Training
- MMA (mixed martial arts) for Law Enforcement
- The Brady Rule
- Police Executive Leadership
- Tactical Communication Skills
- Raid Planning
- Responding to Persons with PTSD
- Emergency Vehicle Operations
- Enforce Arrest and Laserfiche

Roll call training conducted by shift supervisors in 2013 covered a wide range of topics including supervisor meeting minutes, various policy reviews, mock scenarios, missing persons, case law probable cause, robbery response, and evidence handling.



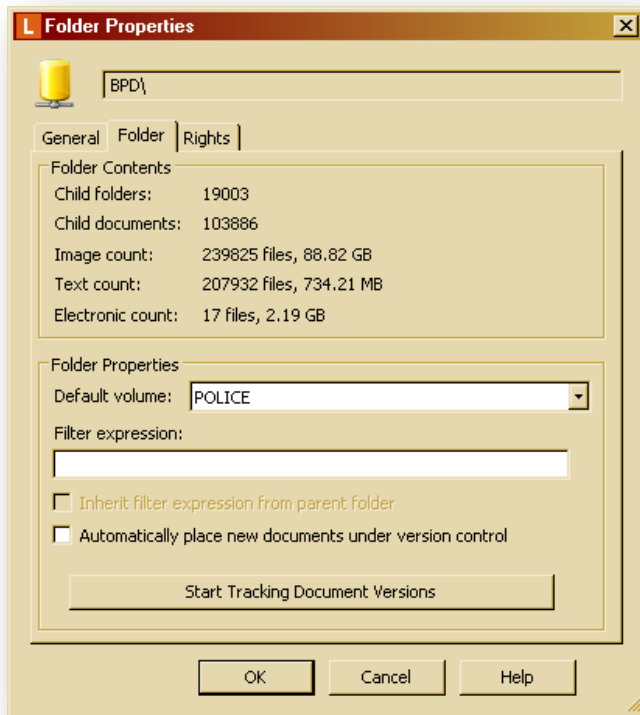
In October, Sergeant Watts was selected by the Indiana Law Enforcement Training Board (ILETB) Master Instructor Committee to receive the distinction of Master Instructor. This was a two year process for Sergeant Watts and required instruction under an assigned mentor and an interview to verify his credentials. Sergeant Watts also had to research and complete a thesis paper suitable for publication for the committee, which he had to

meet and defend. Sergeant Watts was presented with this distinction at the November 6<sup>th</sup> annual Trainers Meeting held at the Indiana Law Enforcement Academy. There are only 54 other Master Instructors in the State of Indiana.

In 2013, the Training Facility generated a total of \$8,813.25 in revenue for facility usage fees as compared to \$6,779 in 2012. The facility hosted twenty (20) various training sessions for other municipal, county and federal agencies. Each year, the department's training facility gains more and more recognition as a viable location for a host of law enforcement training topics.

## **RECORDS**

Records Department staff spent most of 2013 working to transfer all case reports and supplemental documentation from either hard copy or previous records management systems into Laserfiche. By year's end, nearly seven (7) more years of data was transferred. In March, concentration was on all case reports currently housed in Tiburon as the department will be transitioning to a new records management system in 2014. This was in the event of data transfer difficulties or delays. Overall, 2013 would be considered a maintenance year for Laserfiche and LincDoc with all of the project design predominantly occurring in 2012. The volume of data in Laserfiche has nearly doubled since the end of last year. At year's end, the department's repository had 19,003 individual folders containing 103,886 multi-page documents comprised of



239,825 images. In May, Kim Shupert, along with Lt. John Depinet attended a regional Laserfiche workshop in Indianapolis covering Quickfields and Laserfiche Forms. Kim Shupert briefly acquainted herself with Laserfiche Forms; but the department awaits changes in order to determine if the product can ever fully function in correlation with the records management and arrest paperwork workflows currently in use.

One noteworthy change for records staff in 2013 was the decision by the Indiana State Police Firearms Division to discontinue offering a handwritten gun

application form. Effective March 25<sup>th</sup>, all gun permit applicants were required to apply on-line. Prior to the forced change, many applications were already being completed in that manner, but a small portion of the more elderly population, who tend not to opt for electronic options, has been affected. The Indiana State Police also announced at the same time the intention to no longer accept printed fingerprints, requiring applicants to go to a location capable of transmitting the prints electronically. This was to take effect in May. However, shortly after the announcement and in answer to several concerns voiced by law enforcement agencies, the decision was reversed. It is unknown at this time if electronic fingerprint transmission continues to be a goal and has simply been postponed or if that will not ever come to realization.

A trend the Records department noticed in 2013 is the increased number of Orders to Obliterate juvenile records and a noticeable beginning of Orders to Restrict Access to Criminal history to non-law enforcement agencies. In 2011, this department received 16 Orders to Obliterate juvenile records, in 2012 we received 20 and in 2013, we received 33. This indicates a 106% increase in two years. Since the Indiana's Second Chance law was enacted, we have received eight (8) Orders to Restrict. The new Orders to Restrict posed a challenge for determining what information to release to non-law enforcement agencies and what information we are not to release; in addition to what would seem the simple task of keeping track of which individuals have Orders to Restrict. Laserfiche has proven to be an invaluable tool in this area by use of a template and field searching capabilities.

Another noteworthy increase in activity involves Public Access requests. Since 2011 where we had 145, the department has increased to 238 requests in 2013 (226 in 2012). This reflects a 64% increase. We believe it is most likely due to the ease and speed of making a request now electronically from our website, which was launched using LincDoc and Laserfiche in January of 2012.

During May, records staff shifted their focus to a full-time police officer recruitment process. The administration of recruitment is lead by Kim Shupert with all records staff contributing. Administration consists of advertising, processing applications, organizing testing, candidate data entry, candidate correspondence and other tasks. The department continued to administer this process electronically with Lt. Depinet incorporating a Business Process inside Laserfiche.

In September, Records Assistant Angela Seymour, who coordinates the Records Retention schedule, requested permission from the Hendricks County Commission on Public Access (HCPA) to destroy 19 boxes of records that had met their retention period

YEAR	BOXES DESTROYED
2013	19
2012	29
2011	34
2010	40
2009	144

and were eligible for destruction. The reorganization of archival records has been a project that has taken several years. The department now maintains a meticulous schedule for retention, catalog of documents and their location and well-organized archival records storage in the basement. Each year the number of boxes to destroy becomes less and less as records are destroyed in a timely

manner and we become more paperless. Requests made to the HCPA are made in September of each year and are usually approved by April of the following year.

One highlight for 2013 was the remodel of the records department workspace in June. Existing cabinetry was used to create a substantial amount of additional work surfaces which were customized to match the current scheme. Employees now enjoy a significantly improved work area.

In August, Records Assistant Brenda Habermehl resigned due to a necessary relocation out of state. A civilian hiring process to find her replacement began in June. On August 26<sup>th</sup>, Deborah Umbanhowar started employment with the department. She has since completed training and has taken over various duties in Records. Debbie is no stranger to the department as she was a dispatcher for Brownsburg prior to the regional communications center consolidation.

As routine duties assigned to the division, Records personnel provided services to the community including gun permit application processing, public access requests, alarm

permit processing, report copies and fingerprinting. There was a 38% increase in gun permit applications. The following tables reflect various statistics and funds generated for 2013:

<b>ACTIVITY BY SERVICE</b>	<b>2012</b>	<b>2013</b>
Gun Permits – New Issues and Renewals	325	448
Alarm Permits – New Residential	48	59
Alarm Permits – New Business	12	15
Alarm Permit Renewals - Residential	232	198
Alarm Permit Renewals - Business	184	182

<b>REVENUE BY SERVICE</b>	<b>2012</b>	<b>2013</b>
Offense or Arrest Report Copies	\$585.10	\$586.00
Accident Report Copy Fees Collected by the Department	\$788.00	\$670.00
BuyCrash.com (Accident Report) Revenue	\$4,232.00	\$4,051.27
Gun Permit Application Fees	\$14,260.00	\$16,675.00
Motor Check (VIN) Fees	\$70.00	\$80.00
Notary Fees	\$17.00	\$3.00
Photograph Fees	\$41.00	\$50.00
Citations Filed for Cost Recovery	\$3,551.45	\$4,392.00
Alarm Permit Fees	\$15,515.00	\$15,592.00
False Alarm Fees	\$115.00	\$100.00
Local Criminal History Fees	\$50.00	\$540.00
Fingerprinting Fees	\$280.00	\$810.00
<b>TOTAL REVENUE</b>	<b>\$39,504.55</b>	<b>\$43,549.27</b>

## **INFORMATION TECHNOLOGY**

The information technology focus in 2013 was mainly on planning the integration of the new RMS and CAD system selected by the Public Safety Communications (PSC), formerly known as MECA. As reported in 2012, Lieutenant John Depinet was asked to be part of the discovery team regarding the new Records Management System and

Computer Aided Dispatch. By January, he had attended his third set of meetings regarding the integration of the selected product, Interact. Interact will bring major change to the police department and impact operations significantly. It replaces the current system, Tiburon, which has been in place for nearly 20 years by IMPD. The



updated RMS and CAD will enhance the ability for officers to do their jobs more efficiently by means of using the internet as connectivity in both the police vehicle and the police station. Officers

will not only have routine access to IDACS/NCIC data, but also data from over 750 other police departments and jails throughout Indiana and the United States. More importantly, the department will have access to all of Marion County and Indiana State Police records. The official Interact Kick-off meeting was held in Marion County on January 30<sup>th</sup> and then Lt. Depinet attended an initial three-day training and discovery session from February 22<sup>nd</sup> through February 25<sup>th</sup>. Meetings continued through March. In May, Lt. Depinet was assigned to the Interact Interfaces Subcommittee which is overseeing the police, jail and prosecutor's records merger and then in June, he was assigned to the Steering Committee for all Hendricks County Police Agencies. Our department's involvement, through Lt. Depinet, is the most significant in the county which should enable a smoother transition for our employees. By midyear, planning meetings had increased with Lt. Depinet attending six in July and it then became apparent by August that the project was slightly behind schedule. He was also selected to organize and oversee the training for all Hendricks County agencies in October. A multiple jurisdiction training team has been chosen and trainers, which included Detective Corporal Jeff Klayer, received training in December. Over 500 law enforcement employees will be trained in a two month period, involving 4,500 hours of training. Agency training for the Brownsburg Police Department is expected to take place the first week in February of 2014, following which the transition will commence.

The department began to experience an increase in the need for repairs to the older mobile data terminals in operation early in the year. Now that the service contract has expired through the Hendricks County Communications Center, the expense to repair these computers falls on the department. A basic repair cost about \$500, which added up quickly since roughly 40 of these computers were still in use. A replacement plan was put in place, but spanned a time period of at least three (3) years. A quote for new mobile data terminals and radios was obtained in June. Our department had been in communication with Town representatives regarding a possible new purchase plan to replace more data terminals annually. By July, a new plan had been established which should enable the purchase of nine (9) new computers per year. In 2013, the department was able to purchase eleven (11) new mobile data terminals.

Lt. Depinet was able to deploy five (5) new Taser body cameras in August. The cameras worn on the upper body of the officer provide a unique view of situations taking place away from the vehicle. This camera may be a solution for replacing the more costly in-car camera units. They are only about 1/5 of the cost and provide an easy way of uploading video using a docking station and an external storage website.

In April, the department upgraded to Laserfiche 9.0 which brought several new features. Laserfiche continues to be a dominant tool used daily by the department in many ways. Lt. Depinet remains actively involved in the design and implementation of Laserfiche in partnership with Kim Shupert. Each person has designated responsibilities in the system, in addition to LincDoc. Several workflows were modified or improved to optimize performance in September and some new business processes involving recruitment were established.

Lt. Depinet also orchestrated the reprogramming of all agency radios in accordance with state standards in October.

## **COMMUNITY RELATIONS & JUVENILE INFORMATION**

Community Relations and Juvenile Officer Sergeant Fleck kept up quite a busy pace throughout 2013 and experienced a substantial increase in some areas of his assignment such as safety talks, diversionary programs, adult presentations and women's self-defense. In addition to Sergeant Fleck's community relations and juvenile information assignment, he continues to be the Court Security Supervisor, performing security operations of the Brownsburg Town Court each Wednesday. Sergeant Fleck's 2013 activities are outlined as follows. New to Sergeant Fleck's agenda is the administration of the new Explorer Program.

<b>ACTIVITY TYPE</b>	<b>2012</b>	<b>2013</b>
Neighborhood Crime Watch Meetings	11	13
Substance Abuse Task Force Meetings	9	6
Safety Talks (Juvenile Demographic – Preschool, Elementary)	7	11
Diversionary Presentation Days (Juvenile Demographic – School Age)	6	16
Structured Presentations (Adult Demographic)	1	5
Building Tours	12	13
Special Events (National Night Out, Haunted Police Station, Parades, Ceremonies, Shop with a Cop, etc.)	16	12
Women's Self Defense Instructions	10	14
Children's Self Defense Instructions	3	1
Explorer Post 1848 Related Meetings or Trainings	0	14



Sergeant Fleck and others coordinated the 3<sup>rd</sup> Annual Police and Fire Youth Camp in June. The camp again ran for three weeks from June 10<sup>th</sup> to June 28<sup>th</sup>. Ninety (90) kids graduated the program and this event continues to be one of the most popular during the year. Parents regularly contact the police department regarding registration several weeks in advance.

Sergeant Fleck again presented his annual diversionary program at the Brownsburg High School. Over a period of five (5) days from September 9<sup>th</sup> to 13<sup>th</sup>, he instructed seven (7) classes per day discussing illegal and prescription drugs, alcohol effects and related crimes, juvenile law, violence, relationships and the effects of violent media. This is an annual program that takes place during the student's Health classes. In addition, anti-bullying presentations were conducted in May at area Elementary and Middle schools and a presentation on the U.S.

Constitution was provided at the Avon Junior High on December 13<sup>th</sup>.

Sergeant Fleck, along with Records Department staff, completed 33 orders to obliterate juvenile records and entered juvenile statistics in the Quest Case Management system.

New in 2013 was the launch of the Brownsburg Police Department Explorer Post 1848 Program. The intent of the program is to train the youth of today, ages 14 to 20 for the future that potentially awaits them in the law enforcement field of tomorrow. Activities in the program stimulate interest in field practices and Code of Ethics, promoting leadership, responsibility, self-confidence, character and citizenship. On March 1<sup>st</sup> the department conducted an open house for the program at the Training Facility and a mini academy was conducted from July 8<sup>th</sup> to the 12<sup>th</sup>. To date, the program has ten (10) Explorers and there were twelve (12) meetings or activities throughout 2013.

All annual special events in 2013 such as the Fourth of July Extravaganza and Haunted Police Station went well and were heavily attended. Sergeant Fleck again assisted in the set up and organization of those as well as participating in other special events or presentations such as the Law Enforcement Memorial, Summer Ridge Neighborhood Picnic, mentor training for fathers and kids and active shooter training at the Guitar Center. The department was also represented at the annual Shop with a Cop program by Sergeant Fleck, Reserve Officer Mark Christian and Officer Josh O'Brien. Over one-hundred children were sponsored at this event.

The 2013 National Night Out Against Crime was again a wonderful success. Citizens have come to anticipate this annual event. The weather was perfect for a night





of community interaction with public attendance estimated at over 5,000.

Big Daddy Caddy again performed and thousands of hot dogs were served. Participation by local businesses and social organizations was at an all-time high and modifications to the 2014 layout are expected. During the event, the department took the opportunity to thank Brownsburg resident, Cindy Bailey. Ms. Bailey has made several generous donations to the department for various programs and purchases, often for the K9 program. The department honored her philanthropy by planting a dogwood tree in her and her late husband's honor and placing a canine statuette beneath it.



## **MOTORCYCLE PATROL (TRAFFIC UNIT)**

This year marked the sixth year that the Motorcycle Patrol has been active. Since 2007, the department has had great success integrating this unit in terms of traffic enforcement with attention to accident causing violations and accident reporting. The Motorcycle Patrol is now consistently responsible for anywhere from 30% to 50% of accident reporting as primary responding units. Corporal West has done an excellent job maintaining the relevancy and effectiveness of this specialized unit and is now acting as a resource for other agencies, such as Westfield Police Department, wishing to start a Motorcycle Patrol. He also instructed multiple motorcycle classes during 2013.



In January, Corporal West began the extensive task of diagramming intersections in Aries (accident reporting program). This task is quite time consuming with work continuing into 2014. The Motorcycle Patrol was also heavily involved in the traffic study and several directed patrols in the area of North Odell Street between East Main and 56<sup>th</sup> Street that

month. Hundreds of traffic stops were completed in an attempt to deter violations. The eventual solution was the addition of stop signs.

In February, the Motorcycle Patrol conducted a special enforcement effort by coordinating directed patrols in conjunction with the Brownsburg Community School Corporation in efforts to respond to and deter school bus stop arm violations as this had become problematic.

The unit added a third officer, Kevin Huntsman, in April, which brings the number of officers assigned to the unit to three. Officer Huntsman attended Basic Police Motorcycle School from April 8<sup>th</sup> to the 15<sup>th</sup>; but conducted traffic enforcement in an unmarked Ford Taurus for the year until another motorcycle is purchased. Corporal West completed a report outlining the trade-in and purchase of new Harley Davidson motorcycles in November.

Throughout 2013, the Motorcycle Patrol completed special details comprised of the following:

- |   |   |
|---|---|
| March 16 <sup>th</sup>                                      | Memorial Run for Jeremy Strange   |
| April 27 <sup>th</sup>                                      | Nathan Gentry Memorial Motorcycle Ride & Brownsburg East Middle School 10K Walk/Run |
| May 18 <sup>th</sup>  | American Legion Blue Star Motorcycle Ride   |
| May 25 <sup>th</sup>  | Memorial Day Service at the Brownsburg Cemetery                                     |
| May 29 <sup>th</sup>  | Hoosier Burn Camp Escort  |
| June 15 <sup>th</sup>                                       | American Legion Blue Star Motorcycle Ride   |
| June 11 <sup>th</sup> , 18 <sup>th</sup> & 25 <sup>th</sup> | Youth Camp Demonstrations   |
| June 29 <sup>th</sup>                                       | American Legion Ride for a Veteran  |

July 4 <sup>th</sup>	Fourth of July Parade
August 6 <sup>th</sup>	Night Out Against Crime
August 28 <sup>th</sup>	NHRA Top Fuel and Funny Car Escorts
September 4 <sup>th</sup>	Crime Watch Meeting – Traffic Study Guidelines Presentation
September 7 <sup>th</sup>	Steve Brannon Ride Escort
September 8 <sup>th</sup>	Indy Ride for Kids Escort
September 14 <sup>th</sup>	Hoosier Burn Camp Escort
September 18 <sup>th</sup>	LEO Memorial Ceremony
September 26 <sup>th</sup>	IMPD Officer Rod Bradway Funeral Detail
September 28 <sup>th</sup>	Inner City Youth Ride Escort
December 7 <sup>th</sup>	Christmas Under the Stars Parade

Forty-two (42) traffic problems were submitted by citizens using an electronic form posted on our website that enables them to easily report any issues involving traffic. This is up from 35 reported in 2012. These problems were predominantly addressed by the Motorcycle Patrol.

At the riding season's end in November, the Motorcycle Unit secured their motorcycles until spring of 2014 and continued their duties in patrol cars.

## **BICYCLE PATROL**



The Bicycle Patrol unit began preparing for the riding season in March by conducting gear maintenance. Also that month, Officer Steve Sentany resigned from the specialty to pursue other interests in the department and Officer Grant Anderson filled the vacant position. Officer Anderson was certified, as well as Reserve Officer Robert Van, who will be participating in the unit in a Reserve Officer capacity. Officers began conducting actual tactical rides once the weather broke in May. Bicycle Patrol officers also continue to participate in special events such as the Fourth of July Extravaganza and Night Out Against Crime.

The unit was operational from April through October.

## K9

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The K9 division underwent several changes in 2013 in regards to handlers and dogs. In January, canine Czar, assigned to Officer Kevin Hyde, was officially retired due to health reasons. The department petitioned and was approved grant money for a



replacement dog from the Substance Abuse Task Force. In March, Officer Kevin Hyde began working with his new canine partner, Zach. Officer Hyde and Zach began attending patrol training in April and completed in May.

Officer David Marcum became a K9 Officer and attended narcotics and patrol training in February and March. His canine, Xarro, was previously assigned to now-resigned Officer Chad Bowman. In June, Officer Marcum and Xarro were able to successfully track a suspect to an apartment complex after he had fled from a traffic stop by another officer.

In August, long-time K9 Officer Derek Heller was selected to work with the United Drug Task Force. A process for a replacement handler was conducted in September and Officer

Heller's canine was retired. Following the selection process, Officer Josh O'Brien was chosen to become the department's newest handler. Officer O'Brien and his new partner Darro attended K9 school on October 7<sup>th</sup> at the Indianapolis Metropolitan Police Department (IMPD) and then patrol training in November. They are slated to attend narcotics training in January of 2014.

Throughout 2013, the division was responsible for a total of 233 training hours, executing 78 searches and responding to 105 assists or call outs. This activity resulted in 63 arrests.

## FLEET

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In 2013, the department again updated its fleet by purchasing and outfitting six Fords, five (5) of which were the Police Interceptor model and one (1) of which was the Fusion model. Twelve (12) obsolete vehicles, six Dodge Chargers and six Ford Crown Victorias, were traded in which resulted in a \$40,000 trade-in value to help facilitate these



purchases. By October all of the Police Interceptors were outfitted and on active patrol.

Due to the addition of vehicles, the department was able to transition four 2008 Dodge Chargers to Reserve division assignment, bringing the total number of available pool cars for reserve officer use to ten (10). The additional cars are a great benefit as the patrol miles of our jurisdiction and the size of the division increases.

During 2013, the department consumed 53,458 gallons of fuel with an average of 16 miles per gallon. As always, the department maintains a close working relationship with the Superintendent of Fleet Maintenance in regards to the police department fleet program.

## HONOR GUARD

The department Honor Guard, consisting of Major Joe Grimes, Corporal Jacque Bass, Officer Kevin Huntsman and Officer Grant Anderson continues to be active under the leadership of Sergeant Pete Fleck, meeting and training monthly when possible. Events or ceremonies attended by the Honor Guard in 2013 included:

- |   |  |
|---|--|
| May 14th  | Law Enforcement Memorial Service in Danville |
| June 10 <sup>th</sup> , 17 <sup>th</sup> & 24 <sup>th</sup> | Summer Camp Demonstrations                   |
| July 4 <sup>th</sup>  | Fourth of July Parade                        |
| September 26 <sup>th</sup>                                  | IMPD Officer Ray Bradway Funeral             |
| October 4 <sup>th</sup>                                     | Homecoming Parade                            |
| December 7 <sup>th</sup>                                    | Christmas Under the Stars Parade             |



## PUBLIC INFORMATION AND MEDIA RELATIONS

Primary Public Information Officer Sergeant Jennifer Pyatt-Barrett continued duties as such throughout 2013. Sergeant April Hyde remains as the secondary PIO in Sergeant Barrett's absence. For the year, there were nine (9) formal press releases issued by the

department distributed to thirteen established media outlets. There were thirty-four (34) individual inquiries regarding various topics by media representatives and one press conference regarding the female remains found along Raceway Road. Sergeant Barrett conducted five (5) on-scene interviews and one scheduled interview.

Sergeant Barrett began recording all inquiries, interviews and press conferences using an electronic form "Media Contact" which is stored directly into Laserfiche in 2013.

The department continues to utilize social media such as Facebook and Twitter and the website to inform Brownsburg citizens and solicit information (crime tips). The following are subscriber numbers as compared to 2012. It should be noted that in

**Westside**

*November 6, 2013*

### Illinois teen killed in police chase crash

**By Steven Penn**  
[steven.penn@flyergroup.com](mailto:steven.penn@flyergroup.com)  
 Hendricks County Flyer

BROWNSBURG — A teen driver led police here on an early morning chase that ended in a crash and the death of the passenger in the fleeing car.

Brownsburg Police Department (BPD) Det. Sgt. Jennifer Pyatt-Barrett said the chase started after a BPD officer conducted a traffic stop for an equipment violation in the 100 block of North Grant Street.

October, following the website service update there was a minor loss of e-notify (RSS) subscribers.

PLATFORM	SUBSCRIBERS 2012	SUBSCRIBERS 2013	PERCENT INCREASE
Facebook - BPD	781	1378	+76%
Facebook Crime Tips	1221	1740	+43%
Twitter	269	733	+172%
RSS Feed	182	284	+56%

## HUMAN RESOURCES


The department hosted another intern, Spencer Black in 2013. Spencer started his internship on January 14<sup>th</sup> and completed it May 17<sup>th</sup>. Historically, internships have been completed in partnership with area colleges or universities. However, this particular internship was an Avon High School level course, "Career Professional Internship Program". Spencer spent two (2) hours a day with various divisions and personnel of the department throughout his assignment experiencing several aspects and responsibilities of municipal law enforcement.



As the 2012-2013 Reserve Academy neared its end in March, remaining candidates completed their psychological and physical evaluations. Candidates graduated the academy on May 4<sup>th</sup>. Out of the thirteen officers attending the academy, eight (8) were Brownsburg officers. All eight were officially sworn in on May 2<sup>nd</sup> and on May 11<sup>th</sup> were orientated and trained on

the Enforce Arrest system by Kim Shupert as well as the Field Training Program by Sergeant Bryan Fultz.


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APPLICATION DEADLINE: JUNE 30<sup>th</sup> 2013



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- Free Employee Health Clinic
- Surrounding County Residency with Take Home Vehicle in Hendricks County
- Renewed Training Program & Facilities
- Specialized Assignment Opportunities
  - Special Weapons & Tactics
  - Motorcycle Patrol
  - Bike Patrol
  - K9
  - Investigations
  - Interdiction

31 North Green Street  
Brownsburg, IN 46112  
317.852.1100  
[www.brownsburgpolice.org](http://www.brownsburgpolice.org)

Posted to the Brownsburg Police Department Facebook page in April was the first recruitment announcement of the 2013 stating "HIRING SOON! Do you have a special interest in becoming a Police Officer for the distinguished Town of Brownsburg?" officially launching a recruitment effort. Prior to the recruitment commencement, members of Executive Staff, along with Kim Shupert, did a very comprehensive review of the current hiring format. Several adjustments were made to the points system and a second interview at the Executive Staff level was added. The Board of Police Commission approved the recruitment plan at the May meeting.

On May 22<sup>nd</sup>, Kim Shupert and Captain Ben Pyatt conducted a walkthrough of the Brownsburg High School in preparation of the written examination and physical agility testing scheduled in June. Kim Shupert then finalized the electronic pre-application form, coordinated with Lt. John Depinet regarding website content and launched the effort by beginning to accept pre-applications. Just under 300 pre-applications

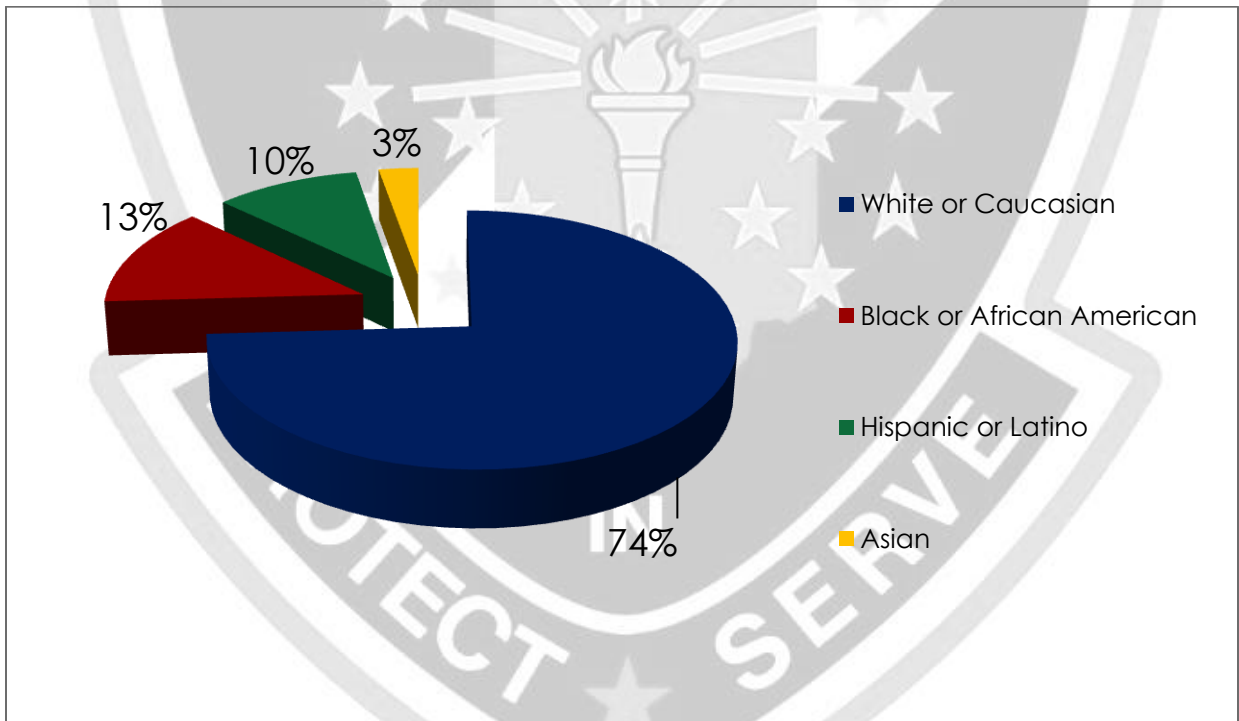
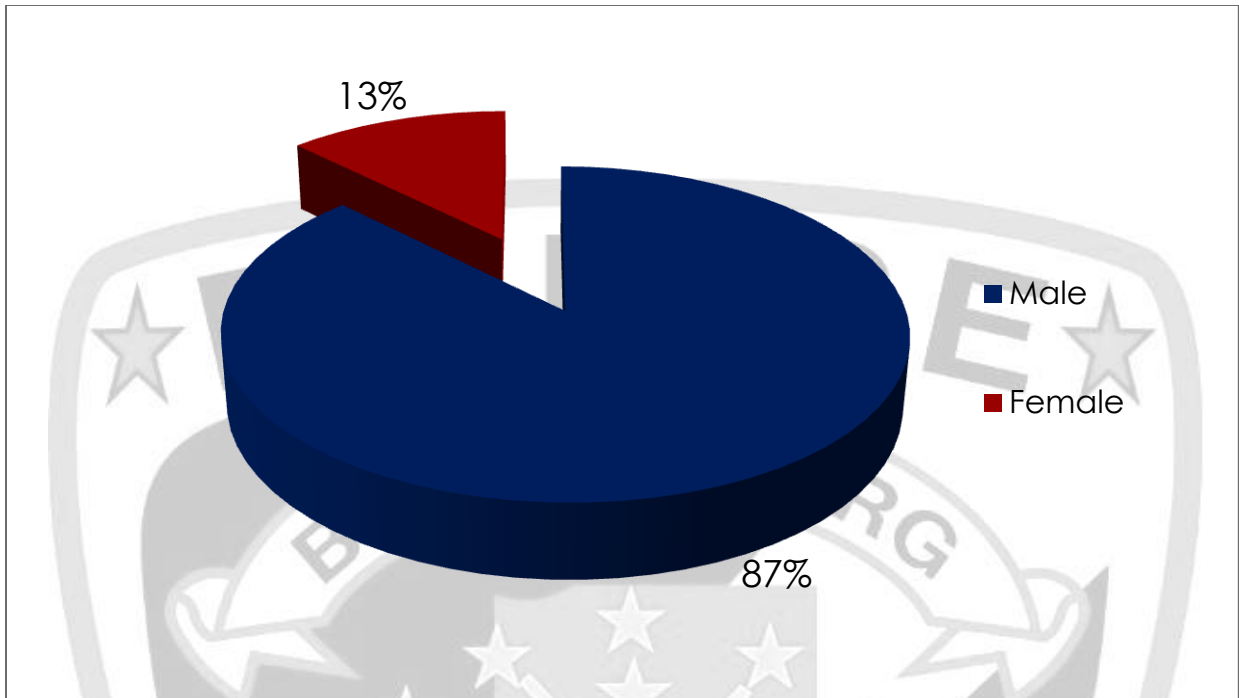


were received. On Saturday, June 29<sup>th</sup>, ninety-two (92) police officer applicants completed the written examination and physical agility testing. Twenty-two (22) candidates failed the physical agility portion and did not continue in the process. Following the receipt of the written examination scores from the Institute for Public Safety Personnel (IPSP), candidates were re-ranked. Forty candidates were invited to the Staff interviews on August 8<sup>th</sup> and 9<sup>th</sup>. Background investigations were conducted on the selected candidates through August and most of September and the final interview with Executive Staff took place on September 30<sup>th</sup>. A hiring list was then established. Conditional offers, pending satisfactory completion of a physical and psychological evaluation, were extended to top candidates Joseph Steward, Corey Sears and David Shedrow at the November Board of Police Commission meeting. At

year's end the department was still working towards Indiana Public Retirement System (INPRS) approval, experiencing delays, with an expected hire date sometime in late January or early February of 2014.



During the initial application phase of the recruitment process, the department received 106 voluntary Applicant Demographics forms completed by candidates. These forms are anonymous and provide aggregate data only in regards to race and gender and are used to gauge department success in attracting minority and female applicants during the advertisement phase. The following charts represent a breakdown and indicate improvement over the 2012 effort where we had 4% females (13% in 2013), 4% Hispanic (11% in 2013), and 0% Asian (3% in 2013). Black or African American candidates did decrease from 20% in 2012 to 13% in 2013. Again, these numbers do not reflect the entire pool of candidates as the form is voluntary and is a sampling of about a third.



At the same time the department was conducting a recruitment effort for police officers, it was conducting an effort for recruitment of a Records Assistant, intended to replace Brenda Habermehl who had announced her intention to resign due to relocation. Advertisement was made for the position and the department began accepting applications on the same day. From June 19<sup>th</sup> through June 27<sup>th</sup>, Kim Shupert conducted a skills assessment on nine candidates. Oral interviews took place

on July 8<sup>th</sup>. At the August Board of Police Commission meeting, the Commission voted unanimously to extend a conditional offer of employment to Debbie Umbanhowar. Debbie began work with the department on August 26<sup>th</sup>, bringing with her 9 ½ years of experience in a law enforcement communications environment.

In July, both Lt. Mike Campbell and Officer Nate Schmidt submitted a notice of intent to retire and resign. Lt. Campbell had been an officer for the Brownsburg Police Department since 1989 and Officer Schmidt since 2008. In October, the department accepted the resignations of both full-time Officer Chad Bowman and Reserve Officer Nick Custer. Reserve Officer James Baker also resigned in August.

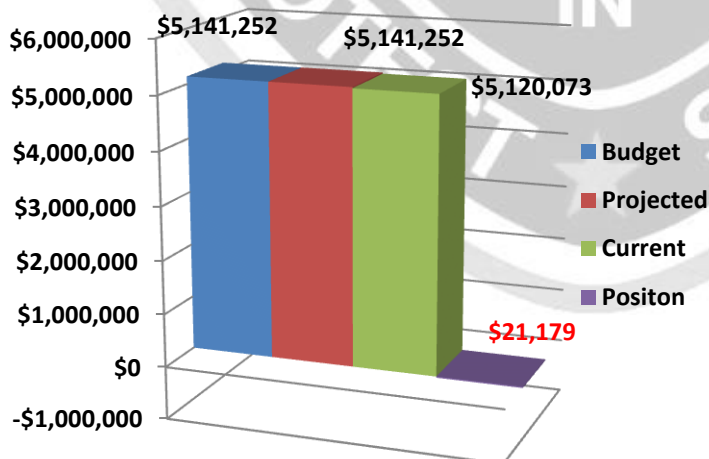
Annual employee evaluations were conducted throughout July, again assessing employees for the time period of July 1, 2012 through June 30, 2013. Fact-based and real-time entered data, using the Guardian Tracking program, was again used to support each employee's ratings and overall score. In 2013, there were 452 total entries into Guardian by department supervisors or employee peers with 97.6% of that total using positive categories indicating performance that exceeded standards.

Major Grimes, Chief of Support Services, who is in charge of the Human Resources aspects of the department, attended a Human Resources Law course on February 12<sup>th</sup> and 13<sup>th</sup> downtown Indianapolis.

At year's end, the department staffing levels were 38 Full-Time Officers, 8 Civilians and 16 Reserve Officers. There were 3 employees on light duty for varying lengths of time during 2013.

## BUDGET AND FINANCE

Throughout 2013, budget money was again meticulously tracked and spending remained rigid. Each monthly report in 2013 reflecting the percentage expended was again very proportionate to the time exhausted in the calendar year. At year's end,



the department had only .41% or \$21,179.27 remaining which was returned to the Town. A slightly larger remainder had been anticipated, however due to the under estimation of health insurance costs, the department had to allocate an additional \$39,102 to that line item. Of the entire \$5,141,252.00 budget for 2013, \$80,479.26 was

encumbered for invoices that were received after the claims deadline or because the invoices had not been received yet. The claims will be paid as they are received in 2014 with those funds.

Grant money received in 2013 totaled \$33,607.18 which consisted of \$15,107.18 in project funds (Operation Pullover, etc.), \$10,000 from Internet Crimes Against Children and \$8,500 from the Substance Abuse Task Force for the purchase of K9 Zach. The majority of this money was deposited into the Town's General Fund. Donations received in 2013 totaled \$16,609.90 for the Police Gift Fund which was utilized for K9, Police and Fire Youth Camp and Night Out Against Crime expenses. The camp and Night Out events are fully funded by donations. The training facility generated \$8,950.11 from facility rental fees and the sale of used brass from the firing range.

In contrast to 2012, the department did not seek a special appropriation of funds for reimbursement from the General Fund that included proceeds from grant money, training facility fees and various other resources administered by the police department.

In 2013, 905 purchase orders were processed by the department Purchasing Agent, which was an increase over 860 in 2012.

By the end of October, the PERF line went to a zero balance. All remaining PERF money spent through the end of 2013 was paid from the old Pension Plan account as requested by the Town Manager.

The 2014 budgeting process began in April as opposed to May in 2012 for the following year. The department is depended upon and works very hard to provide accurate fiscal projections for the following budget year seemingly earlier each year.

## **EMPLOYEE AWARDS**

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Throughout 2013, several employees from both the Operations Division and the Support Division were recognized for their performance with certificates, Chief's or Investigations coins and Employee of the Quarter designation.

### EMPLOYEES OF THE QUARTER 2013

*Officer Steve Sentany, Kim Shupert,  
Sergeant Jennifer Barrett, Officer Dan Rooker,  
Kathy Polhill, Corporal Doug Abshire,  
Corporal Jeff Klayer, Officer Jason McCoy,  
Reserve Officer Andrew Richards*

In November the Department Awards policy was revised, adding the Award of Distinguished Service (plaque) and the Reserve Officer of the Quarter. Officer Andrew Richards was the first Reserve Officer to receive the latter.

Recipients of the Employee of the Quarter award are eligible for the Employee of the Year designation and are selected each year by the Board of Police Commission. For 2013, Corporal Doug Abshire was again selected as the Operations Division Employee of the Year, Executive Assistant Kathy Polhill was Support Services Division Employee of the Year and Officer Rob Van was selected as the Reserve Officer of the Year. 2013's "Top Gun" award went to Officer Steve Sentany.

