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Major Andrew Watts

AUGUST 2022 MONTHLY SUPPORT SERVICES REPORT

CHIEF OF POLICE
&
BROWNSBURG POLICE COMMISSION



Brownsburg Police Department

SUPPORT DIVISION REPORT

The following information contained within this report summarizes information deemed pertinent for dissemination from Major Andrew Watts.

- Investigations
- Administrative Services
- Community Relations
- Public Information
- Purchasing/Budget
- Information & Technology
- Human Resources
- Training
- Vehicle Fleet

Investigations

The Investigations Unit received (40) new cases, closed and/or suspended (15) cases, and closed (1) case with (1) arrest. The crime trend for this month was Crimes Against Persons.

The Investigations Unit served (5) search warrants, conducted (4) interviews, and attended (2) Child Forensic Interview this month.

This month, Captain Barrett and the unit prepared for a deposition and upcoming trial for the 2021 Kroger homicide case. Barrett, along with CSI Knowles and Victim Advocate Earles, audited all property for this case. This audit created a working discovery binder that was utilized in hosting a meeting with the Prosecutor's Office to discuss discovery as well as provide items of evidence.

Captain Barrett filed formal Federal charges on a Zionsville man for an existing child molest and possession of child sexual assault material (CSAM), as well as possession and receipt of CSAM on a local man. Barrett sat on the interview board for the lateral candidates' interviews and collaborated with Statewide *Crimes against Children* (CAC) leaders on a confidential project.

Barrett is collaborating with a not-for-profit organization to develop training and protocols for human trafficking response for law enforcement and other individuals working within the criminal justice system. This project is tentatively scheduled to be launched in spring of 2023.

Barrett attended (3) community relations meetings and a state sexual assault response team (SART) meeting.

Sgt. Bass investigated an intimidation and criminal recklessness case this month. The victim reported that he had met the suspect in a local park and had a disagreement. The victim stated that this escalated and that he was then “chased” by two subjects in vehicles and a potential shot was fired at him from one of the moving vehicles. Search warrants were executed and the alleged crime scene was processed. The case remains active. Bass was called out (1) time, and/or consulted (2) times this month.

Cpl. Stanford made an arrest for level 6 felony theft this month. The suspect stole numerous items from a local business. Stanford was called out and/or consulted (1) time this month.

Detective Wells is actively investigating a report of sexual assault. The victim reported that this crime occurred in another state. Wells has been collaborating with authorities that have jurisdiction over the crime. Det. Wells was called out and/or consulted (4) times this month.

Detective O'Brien continues to screen and close or request legal service for the remaining *Internet Crimes Against Children (ICAC) Crime Tips*. O'Brien organized and hosted the *Multi-Disciplinary Team (MDT)* meeting here at BPD this month. O'Brien was called out (1) time, and/or consulted (2) times this month.

Detective Cronin investigated a death that preliminarily appears to be an overdose with links to other natural causes. Cronin attended ERT training (2) times, attended *Less Lethal Impact* munition and *Ring Public Safety* training this month. Cronin was called out and/or consulted (4) times this month.

Detective Jones investigated a report of *sexual battery, and contributing to the delinquency of a minor*. The allegations were investigated and deemed unfounded. Jones was not called out and/or consulted this month. Jones attended ERT training (2) times this month.

Investigations Assistant and Victim Advocate Amanda Earles is currently actively working with (5) victims. She was called out (1) time, made (9) contacts by phone, transferred (3) cases to other agencies and returned and/or sent (1) search warrant. Earles also ordered office supplies, assisted CSI Knowles (2) times with emptying the lobby Rx box, scanned (23) child abuse tips/reports into Laserfiche and completed (4) Prosecutor's Discovery requests. Earles completed and provided (46) body camera requests, (26) in-car camera requests, (17) photo requests, completed (10) driver's license checks, (2) criminal history searches and (1) vehicle owner search. Finally Earles began auditing the property room with CSI Knowles, attended the *National Night Out* planning

meeting, assisted with (2) new officer's training on the Victim Advocate role, and compiled the discovery binder for a recent bank robbery.

Crime Scene Investigator and Property Room Manager Todd Knowles reported the following: called out (5) times, assisted in serving (3) search warrants, processed (5) crime scenes and made (3) trips to ISP Lab. Todd also completed (20) discovery requests, uploaded (35) body camera videos to Sharepoint drive for the prosecutor's office, conducted (1) Vidanyx download and emptied the lobby Rx box (2) times for a total of 60 lbs. recovered. Todd checked in (229) items of evidence, signed out (55) items of evidence to officers, returned (9) items of property to owners, conducted (2) trips to the Prosecutor's Office, completed (4) DNA swabs and (2) fingerprint cards. Finally, Todd assisted in training (2) new officers in property room/evidence packaging/handling.

Forensics Analyst and Technology Liaison Kim Shupert conducted extractions and forensic reports for (3) phones believed to be involved in a local narcotics and bank robbery case. Due to a malfunction or faulty hardware, our agency had to have one of our forensic tools completely replaced by the manufacturer. The new unit was received and is back in operation. Shupert assisted in training (2) new officers on mobile device seizure (physical) and submission into the *Blocker Locker* for secure storage as well as relevant forms. Shupert completed biennial IDACS/NCIC Full Operator Recertification.

Administrative Services

August was a routine month for the Administrative Services staff. The Administrative Services Unit prepared interview packets for the Lateral Staff Interviews that occurred on August 16th. There were (11) candidates scheduled to interview in the Lateral Officer process however only (9) attended.

Heidi Shepherd continued her acclimation and training throughout the month of August. Heidi has a good personality and seems to be a quick learner. She will be a great addition to the unit. Rachel Burgeson was promoted to Administrative Services Assistant Supervisor on August 15th. Debbie Umbanhowar worked on data entry for the 2023 budget during the month of August and began closing out purchases made in 2022.

In the month of August, the Administrative Services Unit processed (32) public access requests, (29) criminal history requests, (10) gun permits, (16) sets of fingerprints, (3) rider requests, and (84) alarm permit transactions. Fees generated totaled \$2375.00 below is a breakdown of the collected fees:

➤ Accident Reports	\$	55.00
➤ Incident Reports	\$	45.00
➤ Gun Permits	\$	0.00
➤ Criminal Histories	\$	10.00
➤ Alarm Transactions	\$	2135.00
➤ Vin Check	\$	0.00
➤ Notary Fees	\$	0.00
➤ Fingerprints	\$	125.00
➤ Pictures/CD	\$	5.00

Community Relations

During the month of August Sgt. Fleck coordinated, supervised or completed the below events as it relates to community relations:

- Aug 1-5 Self -Defense Intensive. A week long program (two hours a night) with the first night focusing on boxing, the second night kick boxing, third night Maury Thai, fourth night Jujitsu and then bringing all the lessons together on Friday. (16) Ladies participated in the class. It is anticipated that this program can be brought back upon Officer Crosby's return from military deployment. The self-defense programs are one of our most popular activities.
- Sgt. Fleck also conducted two additional introduction to self- defense classes on Aug 6th and Aug 16th.
- Aug 30th Sgt. Fleck instructed the monthly Sheltering Wings woman's self-defense class.
- Sgt. Fleck participated in *Star Soccer game* on Aug 6th along with a few officers from our agency.
- Also on Aug 16th Sgt. Fleck presented three sessions on work place violence to employees at Maplehurst. With the rise in workplace violence the talks are becoming more requested by local businesses. Fleck also discussed with the managers the complex and provided advice about security upgrades and safety features.
- Sgt. Fleck supervised (2) Police Explorer meetings this month on the 18th and 27th. Focus points this month included writing resumes, filling out applications and performing a mock job interview. The training was more beneficial than originally anticipated as the cadets had never conducted interviews before and learned a great deal from the experience.
- BPD participated in *Cop on a Roof* on Aug 19th. Along with two of our new officers, the Chief of Police, both Majors and Officer Crosby participated. The Brownsburg Police location managed to raise \$3600 for the Special Olympics. Along with a generous donation made by Mowery Heating and Cooling placed the Brownsburg location as the third highest location out of (20) different sites.
- On Aug 22nd, Sgt. Fleck supervised a *ladies' Basic Weapon Safety Class*. We utilized the Sim-Guns for the training. The class lasted (2) hours but could have easily been much longer in duration. Emphasis was placed on situational

awareness, personal safety, weapons handling, shot placement and shoot/don't shoot situations.




Sgt. Fleck in cooperation with Lt. Depinet and Captain Bullock conducted court security each Wednesday throughout August. All Juvenile documentation was turned into the State database.

Public Information

The agency received numerous media contacts/inquires throughout the month of August. The majority of the media inquiries (television and written) revolved around significant incidents that occurred throughout the last several weeks including barricaded subject resulting arrest. In addition, BPD received inquiries reference pending Hendricks County Sheriff's cases that occurred adjacent to Brownsburg jurisdiction.

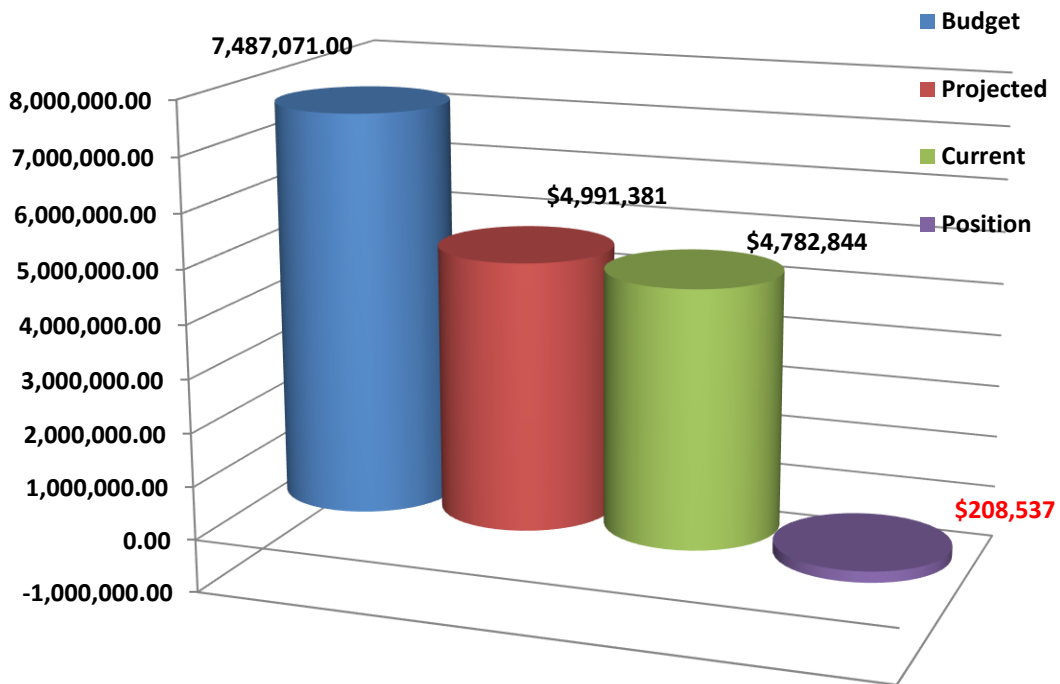
The department also released (20) Facebook posts, (2) Facebook Crime Tips post, (17) Tweets from Twitter, (13) Instagram Posts

Current subscriber lists report the following number of members:

Media Resource	Subscribers/Contacts
Facebook 	12,162
Facebook Crime Tips 	7,690
Twitter 	3,144
Instagram	1,228

Budget

As of August 31, 2022 the department expended 63.88% of its budget. As is typical of August, we remain slightly under budget.



Information Technology

Lt. Depinet reported that he has been coordinating with the Hendricks County Communication Center (HCCC) and that Radio template programming is taking place currently. About 85% of the department's radios have been updated with the new operating template. This number should rise to 100% compliance in the coming week. The template changes will enable encryption of mission critical channels to keep officers safe and provide additional security to the data being transmitted across the network.

Human Resources

In August, BPD had two of its newer officers (Ofc. Clay and Ofc. Navarrete) graduate and successfully complete the full (16) week Indiana Law Enforcement Training Academy (ILEA) basic police officer training course on August 19th. Officer Oliver Hughes is continuing to proceed with his Field Training while completing the remaining steps of his waiver of the ILEA basic course.

In addition, the newest officers (Jacob Smith and James Lynch) were accepted into session 228 of the Indiana Law Enforcement Training Academy. This session is expected to run until 12/16/2022.

On June 15th, the BPD began accepting Pre-applications/Applications for the position of sworn police officer for lateral candidates. Interviews were conducted on August 16th for the lateral process. (9) candidates were interviewed and (4) of the top candidates were sent upstairs for background investigations with hopes of extending conditional offers to lateral candidates on October 11th police commission meeting.

Heidi Shepard (newest civilian employee) started with BPD on August 18th and continues to train in the many facets of the administrative services position. On August 30th Administrative Services Assistant Supervisor Rachel Burgeson resigned her position. BPD will be opening a civilian hiring process to fill the vacated Administrative Services position in the coming weeks.



Ofc. Sarena Clay; Chief Grimes; Ofc. Navarrete at ILEA graduation

Training

The end of the month budget lines maintained by the Department Training Coordinator is as follows:

- Firearms/Range -\$15,044. (\$55,271 is outstanding ammunition/weapon POs)
- Range Maintenance \$4,597.
- Schools/Training \$26,005.

Training Requests submitted to the Training Board in August

<u>Requests</u>					
<u>Date request</u>	<u>Officer</u>	<u>Course</u>	<u>Tuition</u>	<u>Approved</u>	<u>Denied</u>
8/30/2022	J. Bass	Field Search Computer Investigations	\$395	X	

Hosted training courses for August

- August 1st – 3rd Centrifuge Red Dot Sight Instructor Course – We agreed to host this course and were given (2) free host seats. We registered (7) BPD firearms instructors to attend. Tuition was \$650/student. Hosting saved the agency \$1300.00 This course was vital to the overall success in the agency transition from the Glock G21 to the Glock G17 MOS w/RDS
- August 16th – 19th Pro Train Inc STOPS Instructor Course – This was a CILETC sponsored course that we agreed to host. There were no BPD officers in this course.

Training Facility use by outside agencies for the month of August

<u>Agency</u>	<u>Date</u>	<u>Range</u>	<u>Shoot House</u>	<u>Mats</u>	<u>Classroom</u>
Avon PD	8/10		X		
Plainfield PD	8/11	X			
IMPD SWAT	8/12			X	
FBI SWAT	8/18	X			
FBI SWAT	8/26		X		

- As of the last several months, Local and Federal agencies have been trading ammunition or range supplies for training space at the training facility.

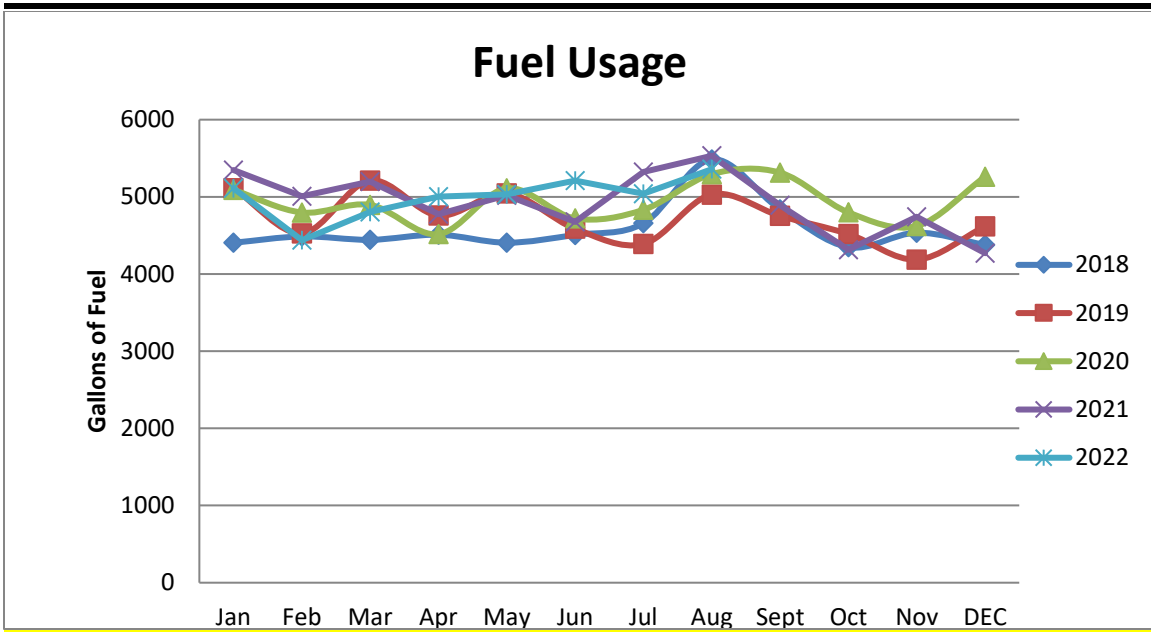
Training Coordinator Business

In addition to normal daily duties, Cpl. West completed the following highlights in August:

- Cpl West attended the Centrifuge RDS Instructor course that we hosted
- Cpl West, along with the assistance of several BPD instructors provided onsite training to the two new BPD officers, James Lynch and Jacob Smith. Both successfully passed the ILEA 40 Pre-Basic course.
- Officers James Lynch and Jacob Smith attended the ILEA Physical agility entrance exam and both successfully passed thus allowing them to be considered for the Basic Academy Class.
- Officer Lynch and Smith reported to the ILEA to attend the Basic Academy Course on Monday, August 29th
- Officer Sarena Clay and Federico Navarrete both graduated from the ILEA Basic Academy Course on Friday, August 19th. Both Officers are now in the FTO program.
- Cpl West held a BPD firearms instructors meeting to identify upcoming training dates for handgun transition and rifle qualifications. September 14th -15th will be the Glock G17 MOS w/RDS training for (14) of the BPD officers to transition from the Glock G21. On September 27th -28th we will be conducting annual rifle qualifications. All training will be held at the Boone County Sheriff's Department, outdoor range.

Vehicle Fleet

As of the time of this report, the town garage has received (2) 2022 Ford Explorers and have (4) additional Ford patrol units on order from the first batch of 2022. The two units on hand have been outfitted and assigned for road service. In addition to the (4) Patrol units on order, the agency is still awaiting the arrival of an F150 that has been earmarked to Training Unit. In an unanticipated turn of events in August (2) vehicles were wrecked and totaled. One vehicle was a marked K9 SUV and the other was an unmarked vehicle used by the narcotics unit. Neither accident resulted in any injuries to our officers. However, it does create a matter of complexity when working with insurance proceeds and attempting to replace vehicles in a timely manner. The fuel usage numbers for August reflected 5,358 gallons used. This is a slight increase from last month and a 174 gallon decrease from August of 2021. Usage is still very consistent with previous months and years (see below chart). Our officers continue to be mindful and conservative of the fuel utilized both on and off duty.



*Respectfully Submitted,
Major Andrew Watts*