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Major Andrew Watts

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# JANUARY 2024 MONTHLY SUPPORT SERVICES REPORT

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CHIEF OF POLICE  
&  
BROWNSBURG POLICE COMMISSION



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# 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 (34) new cases, closed and/or suspended (24) cases, and closed (3) cases with (3) arrests. The crime trend for this month was *Crimes against Persons*. The Unit served (9) search warrants and/or subpoenas, conducted (9) interviews, completed no CVSA exams and attended (3) Child Forensic Interviews this month.

*Captain Barrett* completed the last of the two confidential investigations she is conducting for an area agency. Barrett attended a State Sexual Assault Response Team (SART) meeting, and a State Child Fatality Review meeting this month. These boards require research and review of various cases and a large amount of data. Barrett fielded (11) media inquiries for various topics such as crashes, police presence on I-74, and additional requested information on BCSC Superintendent's resignation. Barrett prepared various offices for the anticipated new Intelligence Analyst.

*Detective Sgt. Bass* is actively investigating a harassment, burglary and several theft/fraud reports this month. Bass was not called out but was consulted (1) time this month by road personnel.

*Detective Sgt. Stanford* made an arrest for theft, and is actively investigating several other thefts, frauds, and thefts from vehicles reports. Stanford completed no CVSA's this month. Stanford was not called out but was consulted (3) times this month by road personnel. Stanford attended firearms training this month.

*Detective Sgt. Wells* made (2) arrests this month for two Level 1 felony child molest charges on one suspect, and (1) Class A misdemeanor domestic battery charge on another suspect. Wells conducted no CVSA exams and no background investigations. Wells was called out (1) time and/or consulted (4) times this month by road personnel. Wells attended firearms training in January.

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*Detective Sgt. O'Brien* is actively investigating a battery, as well as a dog bite case this month. O'Brien was not called out but was consulted (1) time this month by road personnel.

*Detective Sgt. Cronin* is actively investigating multiple thefts from vehicles, and fraud reports this month. Most of the involved vehicles were left unlocked with valuables in plain view inside the passenger area. Cronin was not called out but was consulted (5) times this month by road personnel. Cronin attended firearms training this month.

*Detective Jeremiah Jones* is actively investigating a report of a CHINS as well as (2) child molest/abuse reports this month. Jones was not called out or consulted by road personnel this month. Jones attended ERT training (2) times, and attended firearms training this month.

*Crime Scene Investigator and Property Room Manager Todd Knowles* reported the following: called out (2) times on-duty and (1) time off-duty and processed (3) crime scenes by collecting/processing (26) items of evidence this month. Knowles checked in (226) items of evidence, signed out (30) items of evidence to Officers and returned (14) items of property to owners. Knowles completed (19) Prosecutor Discovery Requests that resulted in the following work product: uploaded (79) pieces of Body Camera footage, (35) Dash/In-Car Camera Footage, and (17) Photos. Knowles made (4) trips to the ISP Lab with (17) completed Lab submission Forms. Knowles obtained/lifted no fingerprints, collected (0) evidence swabs, uploaded (2) CAC (Vidanyx) interviews, and emptied the lobby Rx box for a total of (78) lbs. Knowles served (1) search warrant, and completed the transfer of (0) items of evidence to another agency. Knowles completed firearms training (2) times, met with DCS reference review of body camera footage, and assisted Hendricks County Animal Control and Brownsburg Narcotics Unit with the uploading of videos for their respective cases.

*Forensics Analyst and Technology Liaison Kim Shupert* completed no requests for examination of phones involving child sex crimes this month. Shupert continues to train for the recently appointed Investigations Assistant position. Shupert continued to assist Captain Barrett with organizing and launching/advertising the hiring process for the Intelligence Analyst position this month.

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This month, Shupert completed the following work product in fulfilling the position of the *Investigations Assistant and Victim Advocate*:

Shupert was called out (0) times on duty, and (0) times off duty this month. She is working with (1) new victims. She made (1) victim contacts via TX, (1) victim contacts via text/email, and (0) victim contact in person. Shupert completed (1) Public Access requests, (0) redactions, assisted Investigations Unit in (91) IDACS/NCIC queries, uploaded (77) 310's, transferred (1) case to other agencies, and entered (0) items of evidence into the Property Room. Shupert completed (4) Prosecutor Discovery Requests that resulted in the following work product: (4) body camera footage uploads, (24) Dash Cam/In car camera footage, (0) photos, (0) Data Master Video, and went to the ISP Lab (0) times. She also assisted CSI Knowles (2) times with emptying the lobby Rx box.

### **Administrative Services**

January has been a busy month for the Administrative Service Unit. Staff has been busy reorganizing files, transferring cabinets and finalizing reports/paperwork from 2023. This is addition to the normal daily duties and processing conducted by the staff. Kristi Braziel has been orchestrating the assembly of documents for the 2023 Annual Report. On January 10<sup>th</sup>, a Non-experienced and Lateral Police Officer recruitment was initiated. Administrative Services staff have been task with screening and pointing all applications as they come into the electronic que. As of February 1<sup>st</sup>, 229, applications have been received for Non-experienced sworn officer with (41) of those having standard disqualifiers. (8) Applications for Lateral sworn police officer have been received.

In the month of January, the Administrative Services Unit processed (29) public access requests, (23) criminal history requests, (6) gun permits, (6) sets of fingerprints, (1) rider request, and (74) alarm permit transactions. Fees generated totaled \$4002.00 below is a breakdown of the collected fees:

➤ Accident Reports	\$	55.00
➤ Incident Reports	\$	40.00
➤ Gun Permits	\$	0.00
➤ Criminal Histories	\$	15.00
➤ Alarm Transactions	\$	3820.00
➤ Vin Check	\$	10.00
➤ Notary Fees	\$	2.00
➤ Fingerprints	\$	15.00
➤ Pictures/CD	\$	0.00
➤ Off Duty Mgmt.	\$	45.00




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## **Public Information**

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

The department also released (31) Facebook posts, (1) Facebook Crime Tips post, (15) Tweets from X /Twitter, (13) Instagram Posts

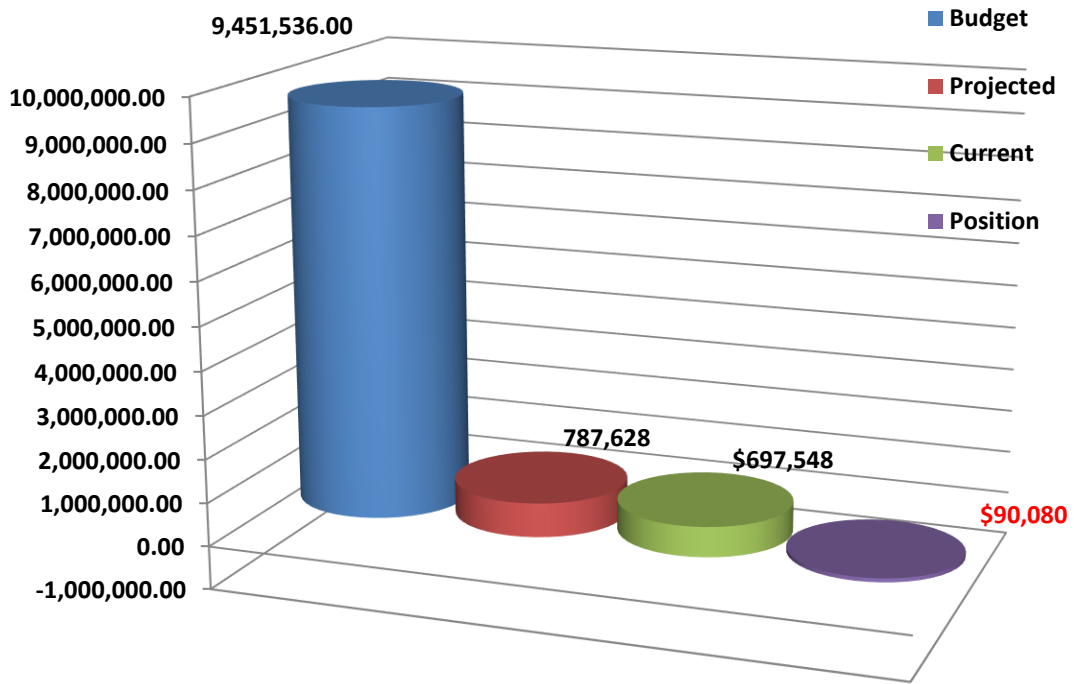
Current subscriber lists report the following number of members:

Media Resource	Subscribers/Contacts
<b>Facebook</b> 	<b>14,068</b>
<b>Facebook Crime Tips</b> 	<b>7,700</b>
<b>Twitter/ X</b> 	<b>3,273</b>
<b>Instagram</b>	<b>1,363</b>

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## Budget

As of January 31, 2024, the department expended 7.38% of its budget. As is typical in January, we are slightly under budget. Encumbered funds from 2023 totaled \$76,551.17 and are reflected in the total budget amount.



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## **Information Technology**

Lt. Depinet reported his focus this month has been on the new car and body camera system, assuring firearm and Taser sensors are installed on all officers' holsters. In addition, the agency is beginning to transition from using external USB GPS pucks in the vehicles to using system installed rocket modems already in place with the new camera systems. Ultimately, this will be more cost effective and prevent frequent lost connectivity.

Lt. Depinet has assisted Capt. Bullock and Ofc. Crosby to ensure that Town Court proceedings are adequately staffed as it relates to security throughout January.

## **Human Resources**

In January, BPD continues operating at near full-allotted staffing with (2) current vacancies in the sworn officer category. BPD currently has (1) officer on light duty for a non-work related condition.

On November 1<sup>st</sup> the BPD, police commission extended conditional offers of employment to the last two remaining eligible candidates from the most recent hiring process in 2023. Devon Craig a lateral hire from Kokomo PD is excelling through the FTO program and is expected to complete and released for solo patrol in the coming weeks. Bryce Plichta is currently assigned to the Indiana Law Enforcement Academy and continues to progress well through the curriculum. His expected graduation date is April 19<sup>th</sup>, 2024. In addition, a new hiring process was initiated for both non-experienced officers as well as Lateral sworn police officers. To date BPD has received 242 sworn applications for non-experienced police officers and (8) applications for lateral police officer. The written test and physical agility are scheduled for Saturday March 9<sup>th</sup> at Connection Pointe Christian Church. This will be the first step in the non-experienced process that requires successful completion to proceed in the process.

Interviews are scheduled for Friday February 1<sup>st</sup> for the vacant civilian Intelligence Analyst position. These interviews should yield a few candidates to proceed into the background investigation portion of the process. It is anticipated to have conditional offers extended to a candidate by the end of February. Applications for a second vacant civilian position are scheduled to be advertised in the coming weeks. The process for Forensic Analyst is being finalized and should be active in the very near future.

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## **Training**

### **Training Requested/Submitted to the Training Board in January**

- 1/22/2024 Training Requests Foote, Heather FUNCTIONAL PATROL K9 DEPLOYMENTS
- 1/22/2024 Training Requests Foote, Heather K9 CASUALTY CARE
- 1/22/2024 Training Requests Foote, Heather K9 First-Aid and K9 Team Training
- 1/22/2024 Training Requests Foote, Heather Muzzle Seminar
- 1/23/2024 Training Requests Abshire, Doug Bosch CDR Tool Technician Training
- 1/23/2024 Training Requests Brinson, Daniel Bosch CDR Tool Technician Training
- 1/23/2024 Training Requests Stalnaker, Michael Bosch CDR Tool Tech
- 1/23/2024 Training Requests Ward, Jacob Bosch CDR Tool Tech

### **Hosted Training Courses for January**

- BPD Firearms Qualifications and Inspections
- BCSC PD Taser Course
- ERT Training x 2
- Physical Tactics Training X 2

**Training Facility utilization by outside agencies for the month of January**

<b><u>Agency</u></b>	<b><u>Date</u></b>	<b><u>Range</u></b>	<b><u>Shoot House</u></b>	<b><u>Mats</u></b>	<b><u>Classroom</u></b>
Airport PD	Jan 2,18	X			X
Plainfield PD	Jan 4, 19	X			
IMPD SWAT	Jan 24	X	X		
Pittsboro PD	Jan 5	X			
Zionsville PD	Jan 8, 11, 22	X			
VA Police	Jan 9	X			
Whitestown PD	Jan 10	X			
FBI SWAT	Jan 12,29,31	X	X		X
MCSO SWAT	Jan 17		X		
USMS	Jan 26		X		
Hendricks Co K9s	Jan 25	X	X		

**Training Invoices sent out for January**

- Airport PD (2) days of Range
- Zionsville PD (3) days of Range
- VA Police – (1) day of Range and Classroom
- Whitestown PD – (1) day of Range
- FBI SWAT (3) days of range
- US Marshall’s Service (1) day of shoot house
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**Training Coordinator Business**

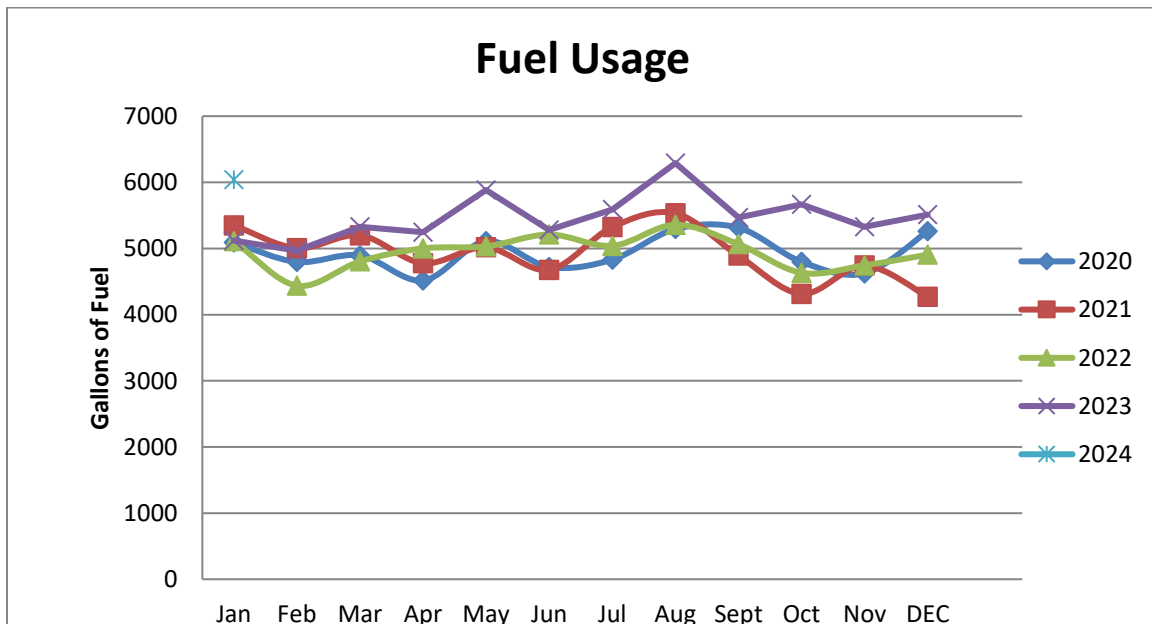
*In addition to normal daily duties, Sgt. Fults oversaw or completed the following highlights in January:*

- Officer Plichta remains in good standing with ILEA attending the Basic Course.
- Officer Plichta completed CPR Training with the BFT
- All except three Officers completed annual handgun qualifications and inspections in January
- All handguns were inspected and batteries were changed on RMRs
- Physical Tactics session one was completed covering part of the (14) State Policy requirements

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## Vehicle Fleet

The town garage has identified and placed orders for (8) 2024 Ford police interceptor SUVs and (2) F150 vehicles for training and traffic assignment. The Chevy Tahoe has been outfitted at the time of this report and assigned to Cpl. Shedrow and his K9 partner. We have been advised that the state bid ordering portal opens in late February for Explorers and that Ford will only accept police vehicle orders at those times. We currently anticipate placing an order for additional vehicles at that time with arrival being in third quarter of 2024. In the meantime, garage staff continue to perform routine maintenance to ensure the safety and life of the vehicle fleet is maintained. The fuel usage numbers for January reflected 6,041 gallons used. This is a slight increase from last month and an increase from January of 2023. One aspect of the increase in fuel usage is the fact that the BPD is operating at nearly full-allocated sworn staff (2 remaining vacancies) for the first time in several years. The fact that each officer utilizes approximately 3600 gallons per year dictates an increase in gallons being utilized. A second aspect of increased fuel usage is the extreme low temperatures our officers were working in last month. Vehicles are required to continue running while in on duty status to ensure camera and computer operation. Usage is higher, but still remains very consistent with previous months and years (see below chart). Our officers and staff continue to be mindful and conservative of the fuel utilized both on and off duty.



*Respectfully Submitted,  
Major Andrew Watts*