



**2013
Annual
Report**

**Greenhills Police
Department**
Neil R. Ferdelman
CHIEF OF POLICE



An Internationally Accredited Law Enforcement Agency

2013 ANNUAL REPORT COVER – Left to right, top to bottom:

1. **MARCH:** Council Safety Committee Chair Bud Wolterman (*left*) administers the Oath of Office to Greenhills Police Chief James D. Schaffer (*right*).
2. **MARCH:** Greenhills Police Officer Ray Tensing (*left*) is sworn in as a full-time officer by Police Clerk Georgia Coddington (*right*).
3. **JUNE:** Neil R. Ferdelman (*left*) is sworn in as the Chief of Police by Greenhills Mayor Fred Murrell (*right*).
4. **AUGUST:** Eric Wetterich (*left*) is sworn in as a Greenhills Police Officer by Mayor Fred Murrell.
5. **SEPTEMBER:** Mayor Fred Murrell (*left*) administers the Oath of Office to Police Officer Eric Tricase (*right*). Officer Tricase's father Frank Tricase (*center*) is holding the Bible.
6. **SEPTEMBER:** Mayor Fred Murrell (*left*) administers the Oath of Office to Police Officer Mike Spinelli (*right*). Officer Spinelli's father, Hamilton Police Officer Dominic Spinelli (*center*) is holding the Bible.
7. **DECEMBER:** Mayor Fred Murrell (*left*) administers the Oath of Office to newly promoted Police Lieutenant Anne Ward (*center*). Lieutenant Ward's husband, Forest Park Police Sergeant Jim Ward (*center*) is holding the Bible.
8. **JANUARY:** Greenhills Police Chief Neil Ferdelman (*left*) administers the Oath of Office to Mayor David B. Moore (*center*). Lieutenant Anne Ward (*right*) holds the Bible.
9. **JANUARY:** Robert White (*left*) is sworn in as a Greenhills Police Officer by Mayor David Moore (*right*). Chief Ferdelman (*center*) holds the Bible.
10. **JANUARY:** Cameron Guilfoyle (*left*) is sworn in as a Greenhills Police Officer by Mayor David Moore (*right*). Chief Ferdelman (*center*) holds the Bible.

The Oath of Office

Not every job requires an Oath of Office, only very special ones. It is a sincere honor to serve one's community as a police officer or public official. Regardless of the capacity in which one serves, the administration of the official's duties will have a significant effect on the community served.

In recognition of the significance of the responsibility bestowed on those who serve, it is incumbent upon those selected to swear or affirm their support for our Constitution, Charter, laws, and ordinances so that they will faithfully and impartially discharge their duties. Not a mere formality, the Oath is a public pledge that the official understands the requirements of the position and will work to meet or exceed those requirements.

Those taking this Oath must fully consider the meaning of the Oath and all of its critical implications. An Oath is a formal pledge which traditionally invokes God to act as a witness to the Oath taker's sincere intention to fulfill that promise and sacred obligation to the community to which he or she is sworn to serve in an honorable profession.



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*Photographs in the 2013 Annual Report were taken by
Police Officer Tony Patton*



www.greenhillspd.org

Greenhills Police

11000 Winton Road
Greenhills, Ohio 45218
Neil R. Ferdelman
CHIEF OF POLICE



513-825-2101

Members of the Greenhills Police Department, in partnership with our citizens, will excel in providing dependable and professional service to ensure the safety of our community.

Our Values: Integrity - Honor - Respect - Excellence - Accountability

Ms. Evonne Kovach,
Municipal Manager
Village of Greenhills
11000 Winton Road
Greenhills, Ohio 45218

Ms. Kovach:

This report is submitted to you, the Mayor, and members of Council. 2013 was a year of transitions for the Greenhills Police Department. Longtime Police Chief Tom Doyle had retired in December of 2012, and the New Year saw Sergeant Anne Ward assume interim chief duties until the hiring of new Chief James Schaffer in March. Unfortunately, he resigned the following month due to unforeseen health issues. Sergeant Ward once again assumed the interim chief role until my hiring in June.

Police Officer Karen Huber resigned in February, followed by Officer Kevin Williams in March and Police Clerk Georgia Coddington in July. Police Officer Ray Tensing transitioned from part-time to full time in April, and Sergeant Robert Dean resigned from his full-time position in July and became a part-time officer.

We began working mid-year to fill the vacancies in our entry level and promotional positions. Police Clerk Vonda Secoy started in July, followed by Police Officer Eric Wetterich, and Officers Eric Tricase and Michael Spinelli were appointed in September. Finally, Officer Robert White was hired in December. Timothy Lukes was promoted to Sergeant in October, and Anne Ward became a Lieutenant in December after graduating from Session 64 of the Police Executive Leadership College in Columbus.

To address the police officer vacancies, an entry level examination was administered in September. The test given was designed to measure a candidate's level of integrity and good character. The police chiefs of Forest Park, Springdale, and Fairfield collaborated as evaluators in the promotional process for the Sergeant's position.



An Internationally Accredited Law Enforcement Agency



*Neil Ferdelman is the
Greenhills Chief of Police.*

The department's equipment needs were assessed and addressed. Aging computers were replaced and the new systems were placed onto a network. The department's policies and other reference manuals were placed online for availability from within police headquarters and from our cruisers. Officers' e-mail capabilities were upgraded, and a new agency website was rolled out in October. New handguns were purchased, and we look forward to the future replacement of aging cruisers.

The department's mission and values statements were reviewed by all police personnel during a departmental meeting in October and subsequently simplified and revised with input from all. A newly updated Strategic Plan serves as a multi-year blueprint for where we are heading in terms of short term as well as long term goals and objectives.

A grant application was submitted to the Office of Criminal Justice Services seeking funding for replacement of our aging video cameras. Both our Municipal Prosecutor and Mayor's Court Magistrate provided letters of collaboration to support our application. We were recently notified that the grant will be partially funded in 2014.

The interior of our police headquarters now contains photos and artifacts from the archives of the department's 75 year history. Former Chief John Sellman donated old badges, and old photos have been restored and enlarged and all are now on display. We are working on a new composite photo of our officers for display inside our headquarters.

The department became a member of the Law Enforcement Institute at Butler Tech to address our future training needs, allowing us to send officers to local professional training courses at half the normal tuition. Additionally, we are collaborating with the nearby Forest Park Police Department in obtaining the Ohio Peace Officers Training Academy's (OPOTA) Mobile Academy. The mobile academy comes here to us with a state-of-the-art firearms simulator and a driving simulator. An OPOTA instructor will conduct the training, which is being provided to both departments at no cost.

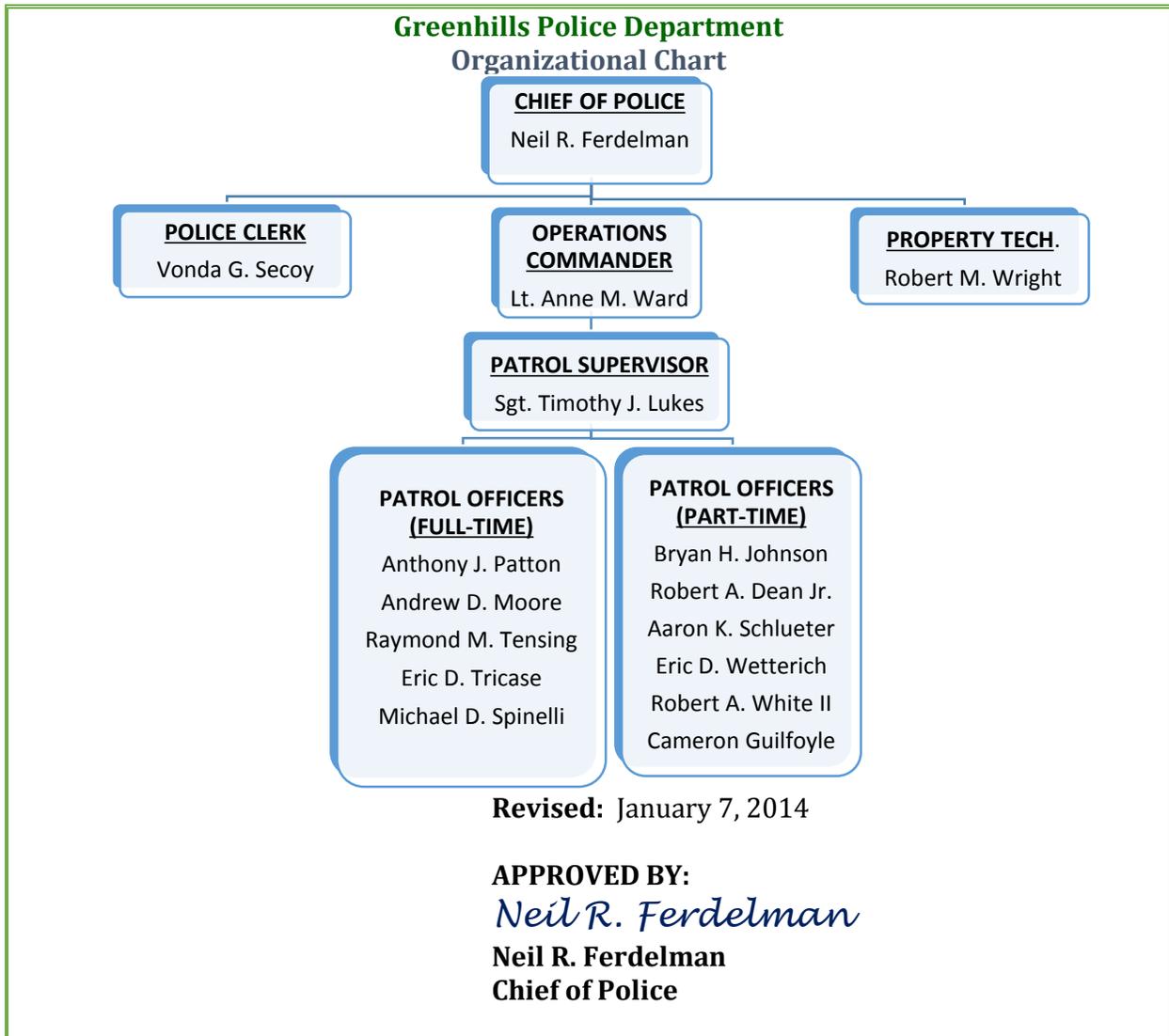
Finally, we are continuing to work on preparing files for our upcoming on-site assessment, which will be conducted in March by assessors from the Commission on Accreditation for Law Enforcement Agencies (CALEA). The department was originally accredited in 2008, and was awarded re-accreditation in 2011. The process separates average police departments from those that voluntarily strive for excellence.

The core concept of accreditation has always been the voluntary compliance with a body of professional standards that tells an agency what must be covered in policy, but not how the policy is written. Ultimately, the process facilitates and verifies our commitment to professional excellence.

Sincerely,

Neil R. Ferdelman

Neil R. Ferdelman
Chief of Police



Personnel in Transition

Karen Huber – Longtime Police Officer Karen Huber resigned in February. She was hired on June 13, 1986 and had completed over 26 years of service. She currently serves as a Bailiff in the Hamilton County court system and also as an auxiliary for the Hamilton County Sheriff's office.

James D. Schaffer – Appointed as Greenhills Police Chief on March 4. He began his career in law enforcement in 1979 at the University of Cincinnati, and also served as a police officer in Montgomery until joining the Blue Ash Police Department in 1987. He rose through the ranks and retired as a captain before his appointment here. He resigned on April 17 due to unforeseen health issues.

Raymond M. Tensing – Part-time officer Ray Tensing was elevated to full-time status on March 4. Originally appointed on April 4, 2011, he is a graduate of Colerain High School, the University of Cincinnati (UC) Police Academy, and also holds a Bachelor's Degree in Criminal Justice from UC.

Neil R. Ferdelman – Appointed Greenhills Police Chief on June 18. He has been in law enforcement since January of 1976, when he was appointed as a Police Cadet in Hamilton, Ohio. He served as a member of the Hamilton Police Department for 36 years, and was appointed Chief of Police in 1998 and served in that capacity for over 13 years until his retirement in 2012. He is a graduate of the University of Cincinnati with a Bachelor's Degree in Criminal Justice, the Police Executive Leadership College, and the FBI's Law Enforcement Executive Development School.

Kevin Williams – Officer Williams resigned on May 12 after serving as a Greenhills Police Officer for over three years. Originally appointed on April 27, 2009, he currently is a police officer for his hometown of Woodlawn.

Georgia Z. Coddington – Police Clerk Georgia Coddington resigned on July 8. She was appointed to her current assignment on September 19, 2011, but had been a village employee in other capacities for over 14 years.

Vonda G. Secoy – Vonda Secoy was appointed as the new police clerk on July 15. She most recently had been employed at Brookside Extended Care, and served as a clerk at the Hamilton County Sheriff's Department. She also assumed responsibilities as our Accreditation Manager and the Clerk of Courts.

Robert A. Dean – Sergeant Robert Dean resigned his rank and transitioned to a part-time status as a police officer effective on July 17. He was originally appointed on September 3, 2002 and has 11 years of service.

Eric D. Wetterich – Police Officer Officer Wetterich was appointed as a Greenhills Police Officer on July 24. He came to Greenhills with nine years of law enforcement experience, most recently from the Forest Park Police Department where he served as a defensive tactics instructor. Previously, he served as a park ranger at Five Rivers Metro Parks in Dayton, and as a deputy sheriff and SWAT operator on the Montgomery County Sheriff's Department. He holds a Bachelor of Science degree from the University of Cincinnati and is currently studying for his Master's degree in Criminal Justice Administration.

Eric D. Tricase – Eric Tricase was appointed as a Greenhills Police Officer on September 9. He graduated from St. Xavier High School in 2008, obtained his OPOTA certification from the University of Cincinnati in Clermont County, and his Firefighter/EMT certification from Great Oaks. He serves in

the United States Marine Corps Reserves as a corporal. He most recently was an auxiliary officer with Xavier University Police, and is a volunteer firefighter with the Greenhills Fire Department.

Michael D. Spinelli – Mike Spinelli was appointed as a Greenhills Police Officer on September 9. He graduated from Badin High School in 2009, from Miami University with an Associate’s degree in Criminal Justice in 2012, and obtained his OPOTA certification from Butler Tech in 2013. He most recently was a Line Service Technician for the Cincinnati Jet Center.

Timothy J. Lukes - Sergeant Lukes assumed his new rank effective on October 1. He was appointed as a Greenhills Police Officer on July 26, 2006, and has completed over seven years of service. He serves as a Field Training Officer and is the department’s Firearms Instructor. Sergeant Lukes was assigned as the Patrol Supervisor for the department.

Anne M. Ward – Sergeant Anne Ward was promoted to the rank of lieutenant on December 3. Lieutenant Ward became a Greenhills Police Officer on January 4, 1994 and was promoted to sergeant in 2008. She recently graduated from the Police Executive Leadership College, and has been appointed the department’s Operations Commander.

Robert A. White II – Police Officer Robert White was appointed on December 7. He graduated from Northwest High School and the Ohio State Patrol Academy. He was a corrections officer for the Hamilton County Sheriff’s Department, and served as a police officer for the Forest Park Police Department for the past five years.



Officer Andy Moore and Chief Neil Ferdelman (center left and right) are pictured with two of the Winton Woods Middle School students who honored police officers and firefighters on September 11th at the school.

Organizational Profile

Operations

The Operations Commander serves as the department's second in command, and is responsible for the day to day operations of the department, training of personnel, and the administration of the department's records system. A part of the department's operational functions includes crime analysis.

Crime analysis is a law enforcement function that involves systematic analysis for identifying and analyzing patterns and trends in crime and disorder. Information on patterns can help law enforcement agencies deploy resources in a more effective manner, and assist in identifying and apprehending suspects. In 2013, crime analysis for Greenhills included 64 reports that were reported to the Department of Justice.



Lieutenant Anne Ward is the Operations Commander

Of those 64 reports, two were felonious assaults:

- The first occurred in July and took place in the "I" section of town. It involved a person shot with a long gun after someone knocked on his door. Officer Eric Wetterich investigated the case, with assistance from detectives from the Forest Park Police Department. We believe that this incident was not a random act and that the victim was targeted by the assailants. Several leads have been followed-up and viable suspects have been identified, but to date we do not have sufficient evidence to charge them with the crime. The investigation is ongoing and leads are followed-up as we receive them. It should also be noted that we also received assistance with other aspects of this case from Springfield Township, the Hamilton County Park District and the Ohio Bureau of Investigation.
- The second felonious assault occurred in December and the case was closed with an arrest. This offense started in Springfield Township and ended in the "C" section of the village. The arrested assaulted the victim with the car he was driving by ramming the victim's car. The case is still pending in the court system.

Officer Bryan Johnston conducted several drug and alcohol related investigation in 2013. In May, he obtained information that there was a marijuana grow house in the "A" section of the village. Officer Johnston was able to gather enough information to obtain a search warrant and gain access to the residence, shutting down the grow operation. The information obtained in the search of the residence was turned over to DART units to be used in a case that they were working on.

Officer Johnston also received information on a person growing marijuana in the backyard of a residence in the "B" section. He was able to gather enough information for a search warrant to be obtained resulting in the seizure of the marijuana and the arrest of the person responsible.

Finally, Officer Johnston worked on an undercover operation that was directed at a business where the employees were selling alcohol to underage persons. Officer Johnston was able to observe several underage sales to a confidential informant over the course of several weeks by two employees of the business. Both employees were subsequently charged and found guilty. It should be noted that Officer Johnston is a part-time officer and completed these investigations while still holding down another full-time job.

In 2013, we did not conduct a great deal of outside training due to being short-staffed, but we did accomplish some which is listed in the chart below.

The 2013 Operations Report was submitted by Lieutenant Anne Ward, Operations Commander.

| Training Type | Officer (s) attended/completed |
|--|--------------------------------|
| Criminal Patrol/Drug Interdiction | Moore |
| Conductive Energy Device (TASER) | Lukes |
| Investigating Synthetic Drugs | Johnston |
| PELC | Ward |
| Firearms Training | All Officers |
| ASP refresher | All Officers |
| Legal Updates review | All Officers |
| Use of Force Review | All Officers |
| Pursuits Review | All Officers |
| TASER | All Patrol Officers |
| Excited Delirium Training | Lukes, Ward, Moore, Williams |
| Stop and Frisk Refresher | All Officers |
| Vehicle Search Review | All Officers |
| Consent to Search Part 1 and 2 from eOPOTA | Ward |
| Conducting Complete Traffic Stops | Moore, Spinelli, Tricase |
| Operation Street Smart-Drug Smart | Spinelli, Tricase |

Patrol



Sergeant Tim Lukes is the Patrol Supervisor.

The Greenhills Police Department's Patrol Division provides 24 hour service to the citizens of Greenhills and also provides mutual aid assistance to surrounding agencies. The Patrol Division concentrates its efforts on the enforcement of local and state laws.

The Patrol Division has 11 patrol officers: five full time and six part-time officers. Patrol officers typically work ten hour shifts. Occasionally, officers are assigned to selective enforcement such as a traffic enforcement, bike patrol, and foot patrol. The department currently has four marked police cruisers and three police bikes.

The cruisers are set up with the same equipment with the exception of the SUV, which also has emergency management materials, crime scene equipment, and a patrol rifle. All of the marked cruisers have Mobile Data Computers (MDCs) accessing the county's Regional Crime Information Center (RCIC), the state's Law Enforcement Automated Data System (LEADS) and the federal National Crime Information Center (NCIC). Additionally, our cruisers are equipped with radar, a shotgun, stop sticks, evidence collection kits, and car to car radios accessing tactical channels and the Law Enforcement Emergency Radio Network (LEERN).

In 2013, the department hired four new officers, restoring our staffing level back to normal and allowing the department to provide excellent service to the community. There have been several officers that have enhanced their skills by attending additional training to help with everyday operations. In 2014 we will be sending Officer Moore to Field Training Officer (FTO) school, and he will then assist in the training of new officers. We will also identify another officer to attend FTO School later in the year.

The 2013 Patrol Division report was submitted by Sergeant Tim Lukes, Patrol Supervisor.

Greenhills Police Patrol Officers





Police Clerk

The department's Police Clerk handles a myriad of duties in three separate areas.

Police Clerk

The police clerk works with many functions within the department such as:

- Receiving incoming calls,
- Processing payments of fines for both criminal and traffic offenses,
- Making computer entries and filing all citation and arrest paperwork, and
- Assisting the public, attorneys and officers with inquiries, accident reports, and information concerning past and present cases.

The police clerk receives training through the Regional Crime Information Center (RCIC) system, which maintains information regarding persons and property.

Accreditation Manager

The Accreditation Manager function ensures the department's continued compliance with the applicable standards set forth by the Commission on Accreditation for Law Enforcement Agencies (CALEA) by providing proofs of compliance and maintaining continued compliance in areas such as operational and administrative activities. The Accreditation Manager attends CALEA conferences for training regarding standards and the accreditation process, and networks with personnel from neighboring accredited agencies. Accreditation signifies that an agency has met specific standards of excellence and operates according to guidelines, policies and procedures that meet internationally accepted practices.



Police Clerk Vonda Secoy

Clerk of Courts

The clerk of courts duties are related to the Mayor's Court. The clerk prepares the docket prior to each court session, collects court fees and fines, and records the amounts collected.

The clerk:

- Prepares and issues orders of the court regarding fines, and documentation associated with cases, including intervention, driving privileges, and letters to the state's Bureau of Motor Vehicles;
- Answers inquiries regarding court procedures, court dates, warrants, and payment of fines;
- Receives training through the Central Ohio Association of Mayor's Court Clerks that covers basic requirements, docketing, expungements, and handling cases dealing with driving under suspension and operating vehicles while intoxicated.

The 2013 Clerk's Report was submitted by Vonda Secoy, Police Clerk.



Robert M. Wright is the department's Property Technician.

Property

The Greenhills Police Department's property function filed a total of 184 property log reports in 2013. These reports included multiple pieces of property which accounted for over 400 items coming into the property room.

Drugs coming into the property room included 151 pieces, ranging for the most part marijuana to crack cocaine, some heroin, and the drug paraphernalia to administer these drugs. Eight guns from crimes were registered, and the 22 alcohol cases were logged into evidence.

The property room function is to register the evidence and establish a chain of custody for court presentation. The evidence that goes to an outside agency such as the Hamilton County Coroner's Laboratory is handled several times, with each of those steps requiring documentation to ensure the integrity of the evidence.

Recovered property from crime in the village is held in the same manner until after a court decision is made and the property is returned to the owner. Contraband and illegal substances are destroyed under court order. Evidence is registered and stored in accordance with CALEA standards.

The 2013 Property Report was submitted by Robert M. Wright, Property Technician.

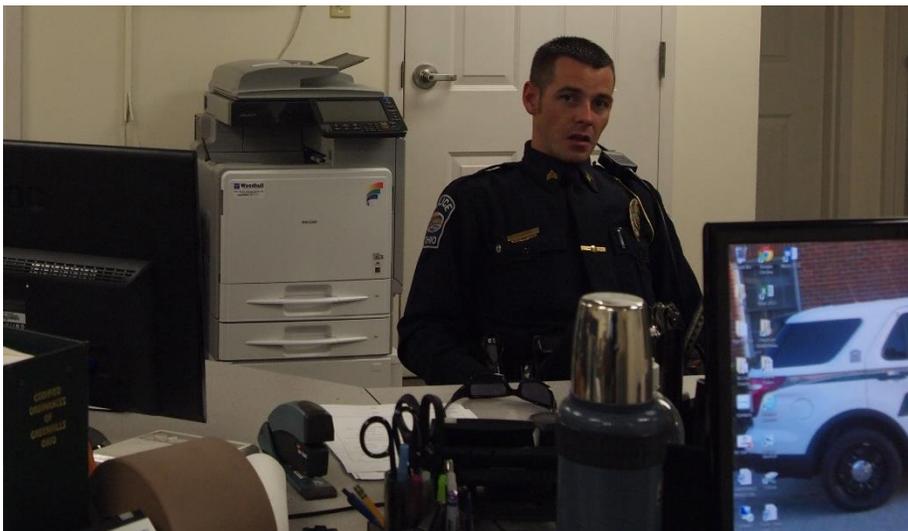


Police Officer Robert White directs traffic. Winton Road, in the background, is a major thoroughfare between Cincinnati and its northern suburbs, channeling thousands of motorists through Greenhills each day.



Former FBI Special Agent in Charge Harry Trombitas, the Executive Director of the Police Executive Leadership College (PELC), with Lieutenant Anne Ward upon her graduation from PELC in November.

Sergeant Tim Lukes prepares to go on shift. In 2013, the department's reference materials were



placed in an electronic format and placed onto a network.

The department received new computers for officers in 2013.

E-mail access was upgraded significantly, and departmental policies are now accessible electronically from the network and from the department's cruiser terminals.

Annual Profile

January

- On January 1, Anne Ward assumed the duties of Interim Chief of Police.
- Police Officer Andy Moore attended Criminal Patrol/Drug Interdiction School at the Ohio State Patrol Academy.
- The Services Department graciously painted the Chiefs and Lieutenant's offices, which was very much needed. We are lucky to have these guys around.

February

- Officer Tim Lukes went to Conductive Energy Device (Taser) Instructor School at the Ohio Peace Officers Training Academy.

March

- On March 4, James G. Schaffer was appointed the Chief of Police.
- On March 16, Officer Bryan Johnston arrest two suspects on felony charges for heroin and a misdemeanor arrest for child endangering. On March 23, one person was arrested for trafficking in marijuana, a misdemeanor. Both of these incidents resulted from traffic stops that Officer Johnston initiated. He is a part-time officer and his work hours are limited, but he continues to produce a high volume of activity and has a great work ethic. We are proud to have him as a member of the Greenhills Police Department.

April

- Chief Schaefer resigned on April 17. Before he did, he stated the process to administer a test for an eligibility list for the police department.
- We were able to have the Pamet reporting system placed on the mobile computers in each of the cruisers. By so doing, the officers are able to spend more time out in the community. They are able to do log entries and basic reports from the cruisers, requiring less time to be on station.

May

- Officer Kevin Williams submitted his resignation on May 2. His last day was May 12. He will be working for his hometown of Woodlawn as a police officer. We have enjoyed having Kevin with us over these last several years and he will be missed.
- The search process for the Chief's position has been started.

June

- Neil R. Ferdelman was sworn in as Chief of Police on June 18. During the first week, Sergeant Anne Ward, who had served ably as Interim Chief since Chief Schaffer's resignation, conducted the following orientation activities with the new chief:
 - Reviewed departmental procedures;
 - Provided a tour of the community;
 - Issued equipment;
 - Ensured familiarity with various locations and services such as the Hamilton County Communications Center, Hamilton County Coroner's Crime Lab, and various juvenile and adult court facilities;

- Facilitated access to or setup training for various law enforcement information systems, such as the Pamet Records Management software, the Regional Crime Information Center, the National Crime Information Center, and the Law Enforcement Automated Data System.
- Vonda Secoy was hired as our new police clerk to replace Georgia Coddington. She started employment on July 15. She comes to us with prior service at the Hamilton County Sheriff's office as a records clerk.
- Chief Ferdelman spoke with Christie Goddard, our Program Manager for the Commission on Accreditation for Law Enforcement Agencies, (CALEA) Inc. setting up:
 - Our next on-site assessment for early 2014;
 - A transition to the new Tier 1 Law Enforcement Accreditation compliance;
 - Attendance for the new Accreditation Manager and Chief of Police at the CALEA conference on July 30-August 3 in Columbus, Ohio.
- Chief Ferdelman began meeting with each police officer/employee one-on-one to discuss any pending departmental issues and its future direction.
- Officer Bryan Johnston was selected as the Greenhills Police Officer of the Month for May. Bryan was instrumental in shutting down a marijuana grow house on Avenell Lane and securing a three count indictment against Joseph R. Metz for drug cultivation, possession, and possessing criminal tools. Congratulations to Officer Johnston for a job well done!

July

- Officer Eric Wetterich was hired and comes to us from the Forest Park Police Department. In addition to his hiring in July, we interviewed eight candidates for police officer vacancies, filtered the applicants to five after interviews, and following polygraph examinations, currently have three remaining candidates continuing through the final phases of the hiring process.
- The most newsworthy events of the month occurred on the same day: July 24. The two incidents were at the opposite ends of the spectrum:
 - In the morning, the Creamy Whip at ½ Eswin Street was cited for two zoning offenses involving a roof-mounted ice cream cone sign. It was placed on the roof contrary to a roof-mounted signage prohibition, and it was erected without the benefit of a permit. The owner was cited to Mayor's Court for the violations, with an initial court appearance of August 8. WXIX Television has featured the incident in several news stories.
 - In the afternoon, a shooting occurred on Inman Lane. The 35 year old resident was shot with a long gun by an assailant who was accompanied by two accomplices. Officers on the scene within two minutes of the 911 call. Initially, a shelter in place was ordered for the pool, and a lockdown was ordered for the nearby school. Information on possible suspects was relayed to Springfield Township Police, and within minutes, they located two possible suspects. Officer Eric Wetterich secured the crime scene, and Sergeant Ward and Chief Ferdelman met with Springfield Township officers and interviewed the suspects along with a Forest Park detective, and the lockdown orders were cancelled. During the course of the investigation, Greenhills Police have been assisted by Forest Park, Park Police, and the Ohio Bureau of Criminal Investigation (BCI). The investigation continues, and further follow-up is ongoing.
- Police Clerk Vonda Secoy and Chief Ferdelman attended the training conference held by the Commission on Accreditation for Law Enforcement Agencies in Columbus to prepare for next year's on-site assessment.

August

- Two police applicants completed the pre-employment process during the month, and were sworn in as Greenhills' newest law enforcement officers, filling existing vacancies:
 - Eric Tricase, is 24, single, and currently resides in Fairfield;
 - Michael Spinelli is 22, single, and currently resides in Hamilton.

- Several technology initiatives were completed in August:
 - Waycross Communications installed two new computer systems at the department near the end of the month. They replace an older slower computer, and another that recently quit functioning. The remaining functioning system was placed in the booking room so arrestees can be booked in there directly;
 - Plans are underway to hook these three systems into a network that is already available in the Municipal Building;
 - The officers received new Outlook e-mail that allows them to receive departmental e-mail away from the department;
 - Work is underway to update department's website.
- A new police officer's examination was set for 9 AM on September 21 next door at the American Legion Hall. We have advertised the test nationally and locally with the NAACP, police academies, and area colleges with law enforcement programs. We will be using a test designed to test the applicant's integrity, good character, and honesty.
- Eligible Greenhills police officers were permitted to sign up for a police sergeant promotional examination which will be held in September.

September

- A new police officer's examination was held at 9 AM on September 21 next door at the American Legion Hall. Forty applicants were tested, and the results were sent to the exam vendor for scoring and ranking. We used a test designed to test the applicant's integrity, good character, and honesty. Twenty-three of the applicants passed the exam and 17 did not. We will begin interviewing the top applicants for part-time positions on the department in the near future.
- Officer Tim Lukes was tested as a part of the sergeant's promotional process by Fairfield Police Chief Michael Dickey on September 5. Chief Dickey conducts promotional assessments for the Ohio Association of Chiefs of Police. As a final step in the process, Officer Lukes participated in an oral interview before a review board that included Council Member Bud Wolterman, Municipal Manager Evonne Kovach, Forest Park Police Chief Phil Cannon, Springdale Police Chief Michael Mathis and Chief Ferdelman on September 17. The board unanimously recommended his promotion, and he was sworn in by Mayor Murrell.
- Sergeant Ward participated in her first week of training in the Police Executive Leadership College. She graduates in November.

October

- A departmental meeting was conducted on October 3, 2013, and included:
 - Legal update training presented by the Municipal Prosecutor;
 - Establishing a new departmental Mission and Values statement,
 - Set-up of committees within the department to address and channel input for policy development, new cruiser selection and technology;
 - A review of policy changes; and
 - Training on ethics, bias based policing, responding to persons with mental illness, and incident command.
- To provide better customer service, one of our policy changes allows us to assist motorists locked out of their vehicles. A new device was purchased that allows us to access locked vehicles without damage to electronic locks or otherwise damaging the vehicle, and a waiver was developed with the assistance of the Law Director to protect the department and the village when lockout assistance is provided. Several residents have already been very pleased with this new service.

- A new website for the police department was rolled out in October, and new pages are still being added. The village's website consultant, Tom Schuetz, along with Council Member Halter, both have provided invaluable assistance in setting up the new site.
- A \$19,895 grant application was submitted to the Office of Criminal Justice Services seeking funding for replacement of our aging video cameras. The grant is a 90%/10% match, so our share in seeking the funding is \$1,989.50, with the grant providing \$17,905.50. Both our Municipal Prosecutor and Mayor's Court Magistrate provided letters of collaboration to support our application. We will be notified of the award on January 15, 2014.
- Retired Greenhills Police Chief John Sellman donated a complete set of Greenhills Police badges from 1938 through 1984. We also collected a set of badges worn between 1984 and 2004. All were placed in shadow boxes in police headquarters. Historical group photos of our past officers have been hung throughout the department. Courtesy of Chief Sellman, retired Sergeant Larry Zettler, and former GPD and current Forest Park Officer Robert Huber, all officers in the historical photos have been identified and the photos now have captions identifying the officers. Debbie Mills of the Greenhills Historical Society has recently provided some additional historical GPD prints, and we will be working on their display. Feel free to stop by to see our history.
- The department updated its Strategic Plan, which serves as a multi-year blueprint for where we are heading in terms of short term as well as long term goals and objectives.
- The Hamilton County Chiefs of Police Association is developing a plan tailored for each individual jurisdiction to ensure a planned response to an active shooter/mass casualty incident at every school in the county. Each agency was tasked with developing a plan for the schools in its jurisdiction. Police Officer Aaron Schlueter developed our plan, and provided a comprehensive report that has been made available electronically to all officers through our desktop and mobile computers. He did an excellent job with this.
- The department participated in the National Prescription Take-Back Day on October 26, and in fact we accepted pounds of unused prescriptions throughout the month. The unwanted prescriptions were boxed and were taken by Greenhills police officers to another agency for forwarding to the Drug Enforcement Agency for proper destruction.

November

- The department adopted an "*internal control policy*" as required by Ohio law to properly process and expend funds received from court orders of asset forfeitures. The policy was reviewed by the Law Director, Finance Director, and Municipal Manager prior to its implementation.
- A new departmental organizational chart was distributed to all police personnel reflecting the department's structure. A copy is attached to this report and is also posted on our website.
- The department received four new Glock 40 caliber handguns. We had depleted our stock of reserves, and the new weapons were distributed to our personnel who were carrying the oldest weapons by our firearms instructor after inspection. The older guns have been placed in reserve and will be utilized as needed for replacement weapons if repairs are needed to those being carried. We purchased the guns using assets forfeited by criminals in drug cases.
- The department received two additional computers and a printer replacing systems that were older and slower. Installation of the new components will be completed in December.
- A group of officers on our cruiser committee worked on the selection of a new cruiser for next year, including the make (a Chevrolet Caprice) and design (black and white with green lettering and the Greenhills logo). Council Member Halter helped with some aspects of the design work and we are grateful for his assistance.

- Officer Andy Moore headed up a committee of officers to select a new video camera system if our \$19,895 grant proposal is successful. We will receive word from the State of Ohio in mid-January. We met with one vendor and have received information from several others. Two of our aging cameras have ceased to function and have been removed from patrol cars. Two other cameras currently remain functioning.
- Chief Ferdelman received instruction on how to use our Microsoft Word program to create a digital background on a portrait photo, and Officer Tony Patton has agreed to take new photo portraits of each of our officers for the creation of a new departmental composite photo. Our last composite dates back six years.
- We are still interested in filling some additional part-time police officer candidates. Five candidates have been interviewed already, and an additional five are scheduled to be interviewed in early December. The candidates were the top scorers from the examination administered in September. We have selected one candidate from the first round of interviews for additional testing as mandated by ordinance, and he is currently near the end of those tests. The use of supplementary part-time officers will not increase the budget but will allow us greater flexibility in filling gaps in the schedule without the added costs of overtime.
- Accreditation Manager Vonda Secoy continues to work on our re-accreditation preparation efforts. We have made significant progress, but still have much yet to do. Our on-site assessment has been scheduled for Sunday, March 16 through Tuesday, March 18, 2014.
- Sergeant Anne Ward graduated from Session 64 of the Police Executive Leadership College (PELC) in Columbus on Friday, November 22, 2013. PELC is sponsored by the Law Enforcement Foundation in conjunction with the Ohio Association of Chiefs of Police and the Ohio State University. It consists of an intensive three week training program covering all aspects of law enforcement leadership and management. She capped it off with her promotion to the rank of police lieutenant and appointment as the department's Operations Commander. We are all extremely proud of her prestigious accomplishments. Congratulations to Lieutenant Ward!
- The Greenhills Police website makeover is nearing completion. Although much has been added, a few additional pages remain under construction. Pictures and detailed attachments now can be found on the site, and following instruction and assistance provided by Tom Schuetz, the village's website consultant, we plan to keep it updated and timely. The front page currently features Anne Ward's recent PELC graduation, holiday crime prevention tips, and winter driving advice. We have already received positive feedback from our citizens.

December

- Council adopted the updated Hamilton County Police Mutual Aid Agreement after it was prepared by the Hamilton County Chiefs of Police Association, and reviewed by our Law Director. This document provides us with resources from other agencies when needed, and enables us to assist surrounding jurisdictions upon their request.
- Police Officer Robert White II was appointed as a new part-time Greenhills Police Officer on December 7.
- The department became a member of the Law Enforcement Institute at Butler Tech. This permits us to send officers to local professional training courses at half the normal tuition without incurring travel expenses. This is a cost effective solution for providing necessary training designed to protect us from liability and fulfill mandated requirements.



The department conducted several drug and alcohol related investigations in 2013. In May, information was obtained that there was a marijuana grow house in the "A" section of the village.

Officers were able to gather enough information to obtain a search warrant and gain access to the residence, shutting down the grow operation.

The information obtained in the search of the residence was turned over to the Drug Abuse Resistance Task Force (DART) to be used in a case that they were working on.

As a result of the investigation, a three count indictment was secured against Joseph R. Metz for drug cultivation, possession, and possessing criminal tools.



Statistical Profile

Uniform Crime Report

The Uniform Crime Report represents the figures recognized by the Federal Bureau of Investigation as Part 1 crimes. These figures below represent actual offenses where a report was taken and the crime can be substantiated.

| Type of Crime | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|-----------|-----------|-----------|-----------|-----------|
| Murder & Attempts | 0 | 0 | 0 | 0 | 0 |
| Sexual Offenses | 3 | 13 | 3 | 0 | 1 |
| Robbery | 0 | 1 | 2 | 0 | 0 |
| Assaults(Include Felonious and Domestic) | 32 | 21 | 25 | 28 | 18 |
| Burglary and B&E | 13 | 14 | 9 | 14 | 13 |
| Larceny (Theft) | 49 | 34 | 41 | 40 | 30 |
| Motor Vehicle Theft | 1 | 0 | 0 | 0 | 0 |
| Total Part 1 Crimes | 98 | 83 | 80 | 82 | 62 |

An analysis of Part 1 crime (crimes categorized by the FBI which includes the seven crime categories listed above) shows that crime is down across the board from both the previous year and when examining a five year trend. Assaults dropped by ten, burglaries by one, and larcenies by ten. In 2013, Total Part 1 crime decreased by 25 percent from the previous year.



Greenhills and Forest Park first responders at Winton Woods Middle School on September 11th.

2013 Offense Statistics

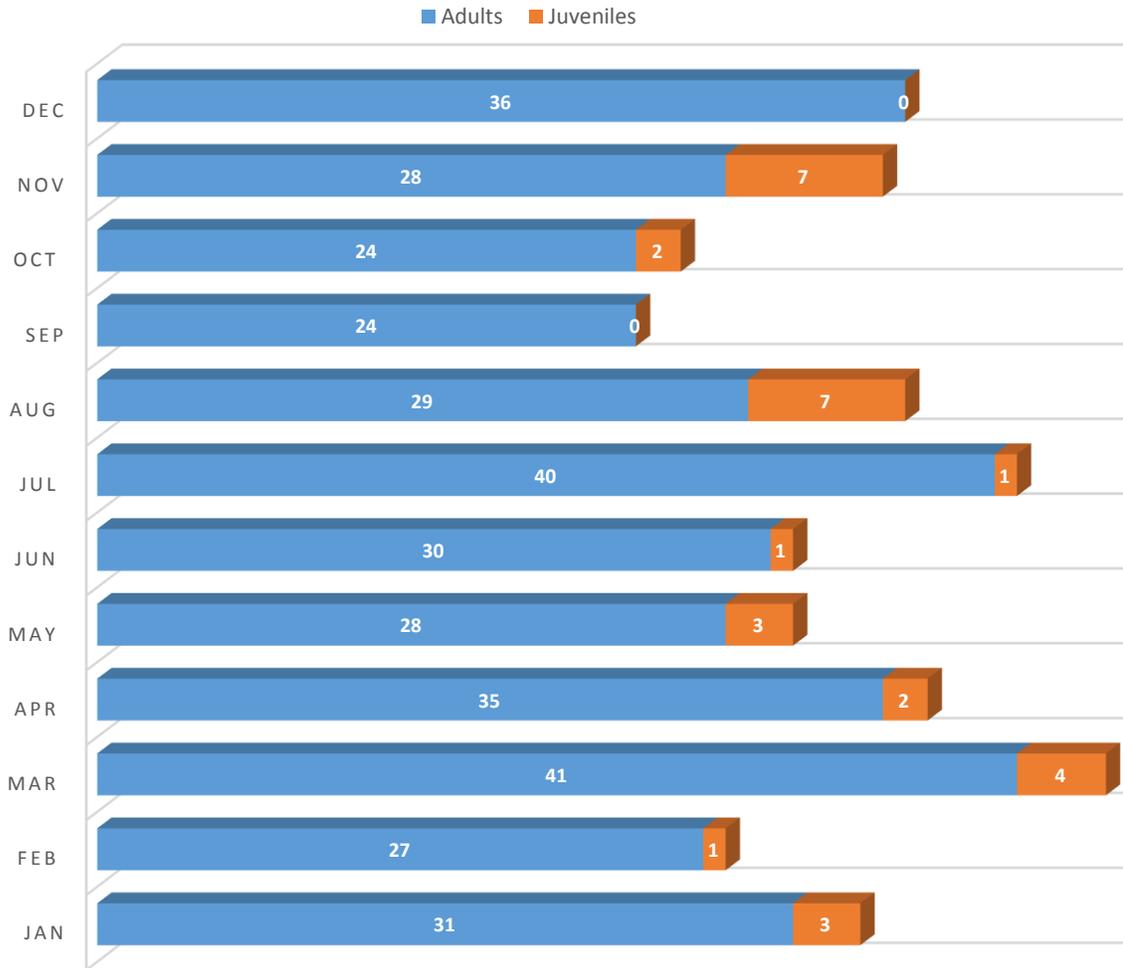
Incident-Based Reporting

| <u>OFFENSE TYPE</u> <u>DESCRIPTION</u> | <u>TOTAL</u> <u>OFFENSES</u> | <u>TOTAL</u> <u>VICTIMS</u> |
|---|---------------------------------|--------------------------------|
| Sex Offenses | 1 | 1 |
| Aggravated Assault | 2 | 2 |
| Simple Assault | 14 | 14 |
| Assault - Intimidation | 2 | 2 |
| Burglary/Breaking & Entering | 13 | 13 |
| All Other Thefts | 30 | 30 |
| Counterfeiting/Forgery | 1 | 1 |
| Credit Card/Automatic Teller Fraud | 1 | 1 |
| Stolen Property Offenses | 3 | 3 |
| Destruction/Damage/Vandalism of Property | 33 | 33 |
| Drug/Narcotic Violations | 100 | NA |
| Drug Equipment Violations | 42 | NA |
| Weapon Law Violation | 6 | NA |
| Disorderly Conduct | 21 | NA |
| Driving Under the Influence | 21 | NA |
| Liquor Law Violation | 24 | NA |
| Trespass of Real Property | 3 | 2 |
| All Other Offenses | 19 | 8 |
| GRAND TOTALS | 336 | 110 |

Arrests and Citations

In 2013, the department's officers made 404 arrests. Of those, 92% (373) were adults, and 8% (31) were juveniles. In comparison, in 2012, the department made 448 arrests: 90%, or 403, were adults, and 10% (45) were juveniles. In 2013, 1,045 criminal and traffic citations were issued, compared to 1,254 in 2012.

2013 Arrests



| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| ■ Adults | 31 | 27 | 41 | 35 | 28 | 30 | 40 | 29 | 24 | 24 | 28 | 36 |
| ■ Juveniles | 3 | 1 | 4 | 2 | 3 | 1 | 1 | 7 | 0 | 2 | 7 | 0 |

2013 Citations

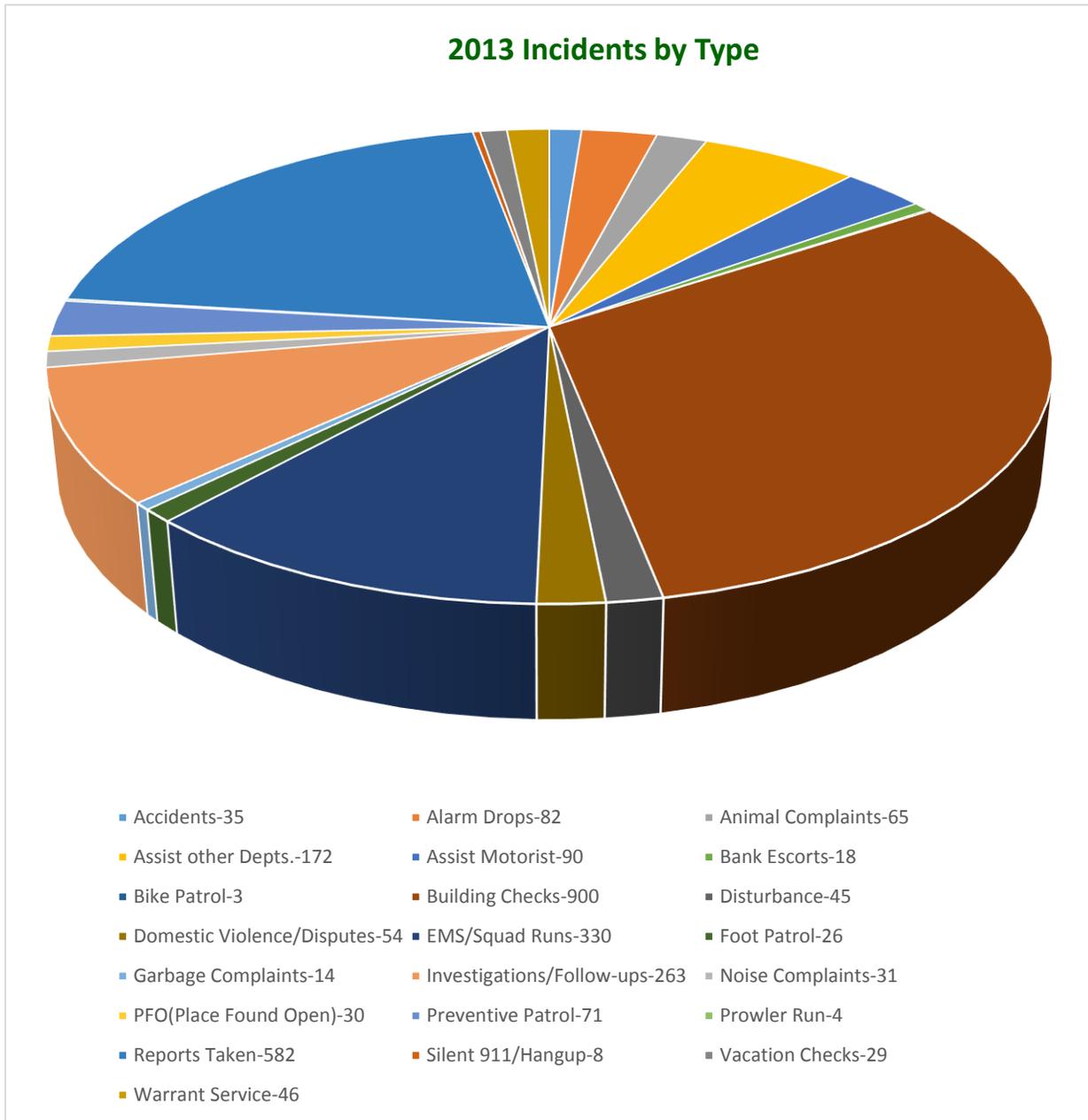
| Type | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. | Total |
|-------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|-------------|
| Criminal Citation | 9 | 12 | 6 | 17 | 14 | 14 | 23 | 15 | 15 | 20 | 16 | 13 | 174 |
| MMC/Recite | 12 | 4 | 15 | 19 | 6 | 10 | 14 | 13 | 15 | 15 | 23 | 18 | 164 |
| Traffic Citation | 60 | 59 | 57 | 50 | 55 | 48 | 58 | 44 | 59 | 51 | 79 | 87 | 707 |
| | 81 | 75 | 78 | 86 | 75 | 72 | 95 | 72 | 89 | 86 | 118 | 118 | 1045 |

Incidents

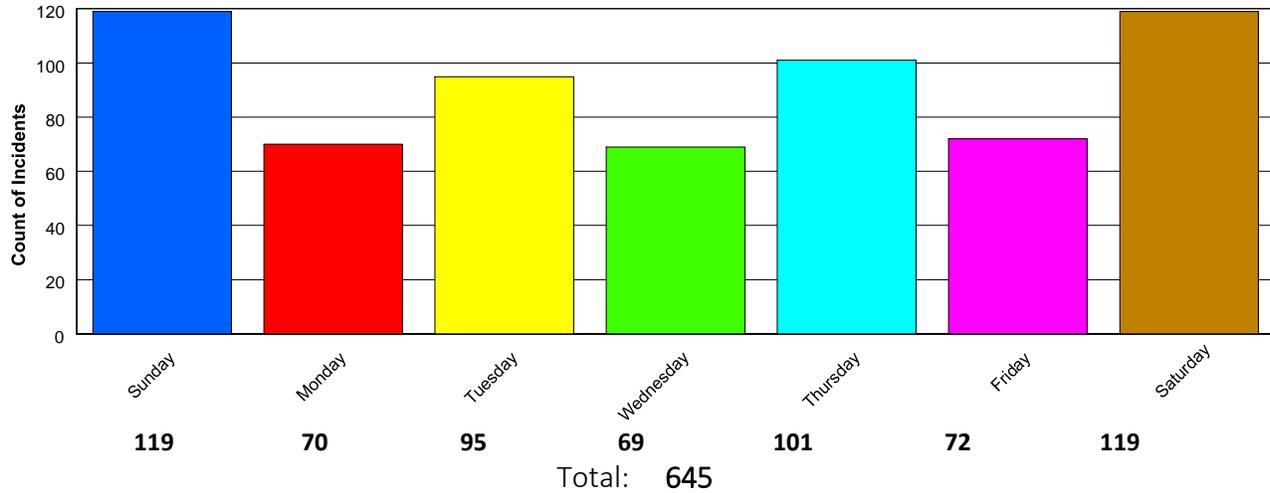
In 2013, the Greenhills Police Department handled a total of 7,358 incidents. Of these, 77% (or 5,676) were self-initiated by the officers, and 23% (1,682) were dispatched. Of the dispatched calls for service, 49% (835) were received via the Hamilton County Communications Center, and 51% (847) were received by the station telephone.

In comparison, in 2012, the Greenhills Police Department handled a total of 10,833 incidents. Of these, 88.8% (or 9,623) were self-initiated by the officers, and 11.2% (1,210) were dispatched. Of the dispatched calls for service, 63.1% (763) were received via the Hamilton County Communications Center, and 36.9% (447) were received by station telephone.

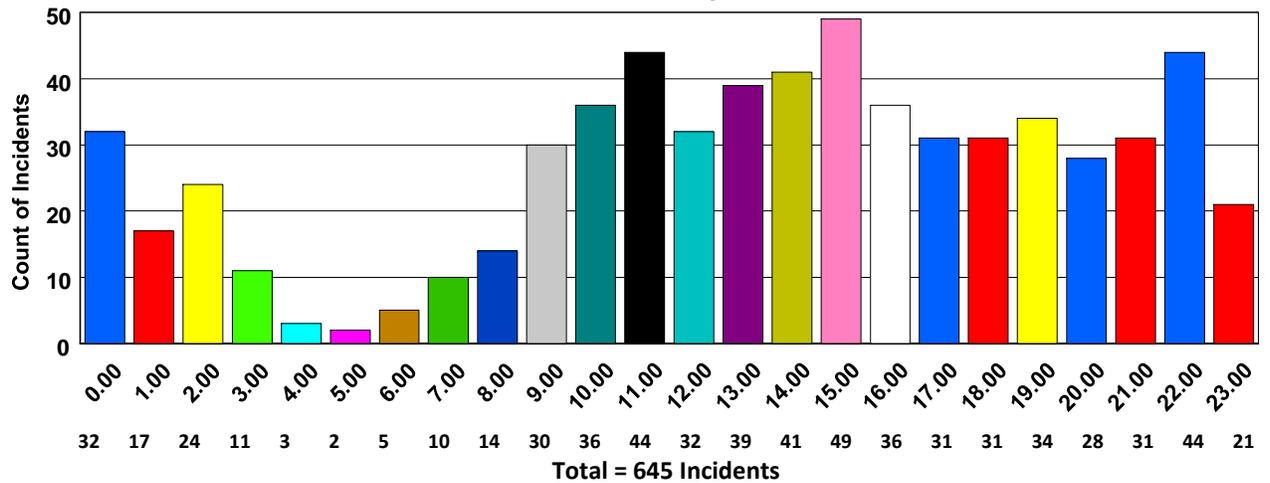
Incidents handled by Greenhills police officers consisted of the following call types:



2013 Incidents by Day of Week



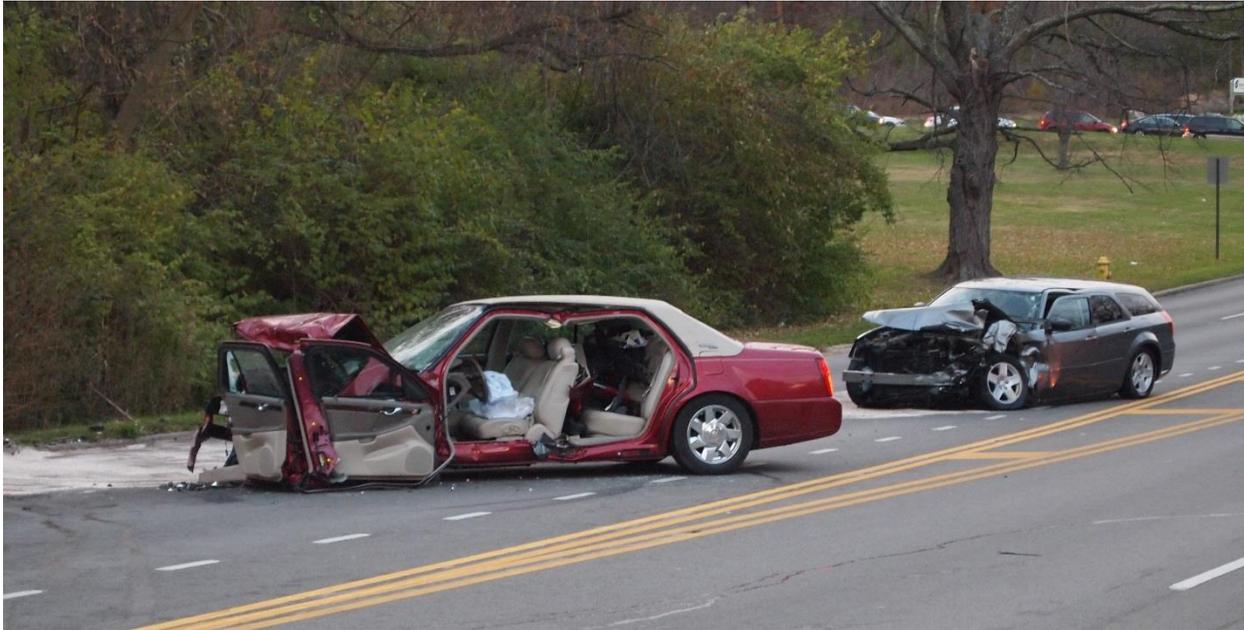
2013 Incidents by Hour



2013 Incidents by How Received

| How Received | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Citizen Initiated | 17 | 16 | 16 | 17 | 24 | 31 | 33 | 20 | 34 | 32 | 14 | 20 |
| Communications Center | 33 | 61 | 65 | 74 | 61 | 78 | 50 | 55 | 65 | 40 | 47 | 47 |
| Officer Initiated | 442 | 618 | 487 | 482 | 395 | 418 | 404 | 346 | 353 | 398 | 469 | 557 |
| Other-See log entry | 5 | 2 | 1 | 7 | 4 | 5 | 3 | 5 | 17 | 12 | 21 | 14 |
| Telephone | 19 | 20 | 37 | 23 | 37 | 35 | 21 | 44 | 29 | 39 | 23 | 33 |
| Teletype | 1 | 1 | 1 | 3 | 4 | 0 | 2 | 2 | 0 | 0 | 0 | 3 |
| Village Official | 8 | 6 | 7 | 5 | 5 | 5 | 5 | 4 | 3 | 0 | 1 | 2 |
| Village Radio | 0 | 2 | 0 | 5 | 4 | 1 | 1 | 2 | 3 | 2 | 3 | 5 |

Traffic Accidents

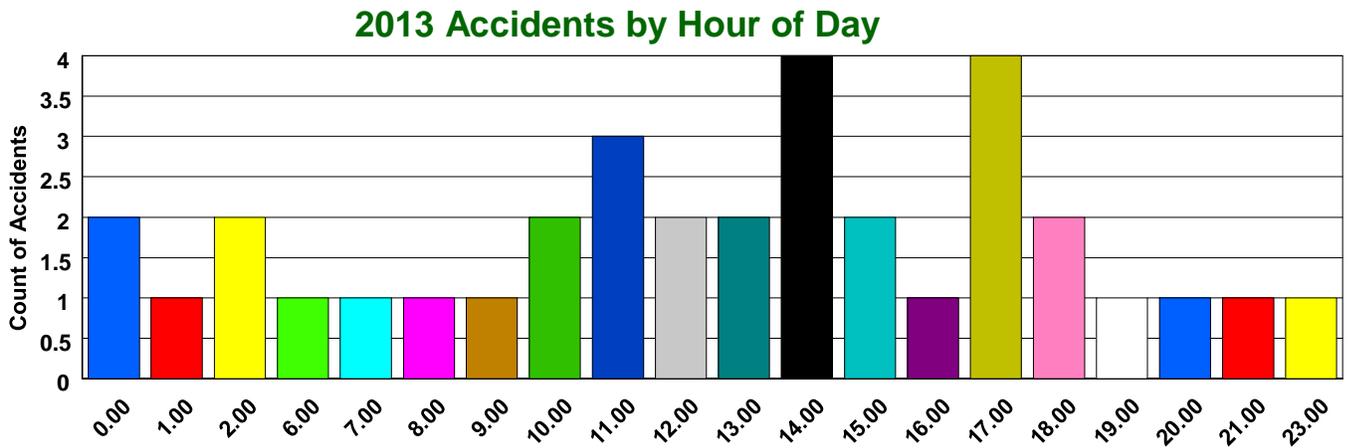
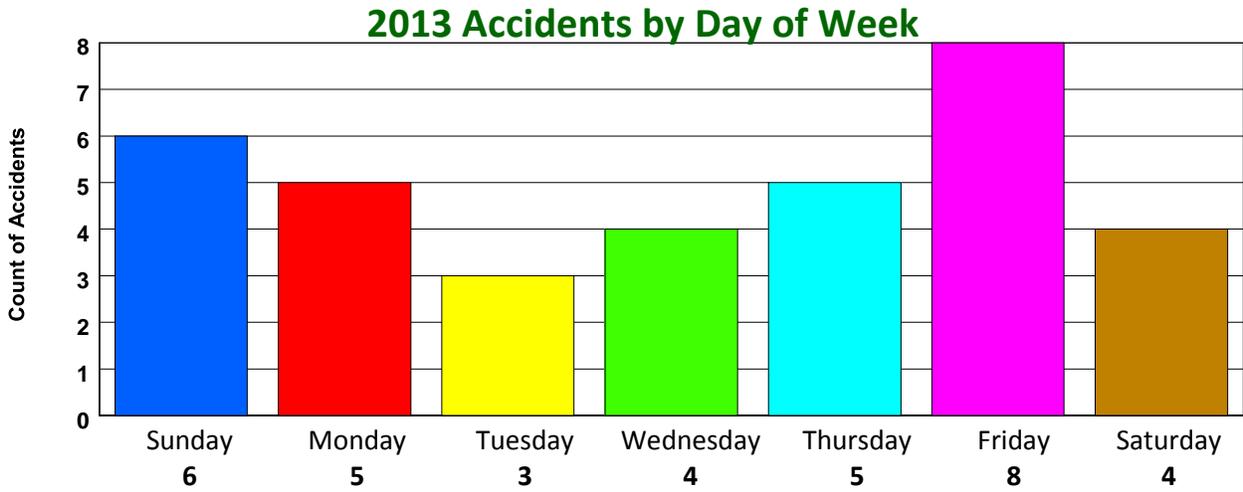
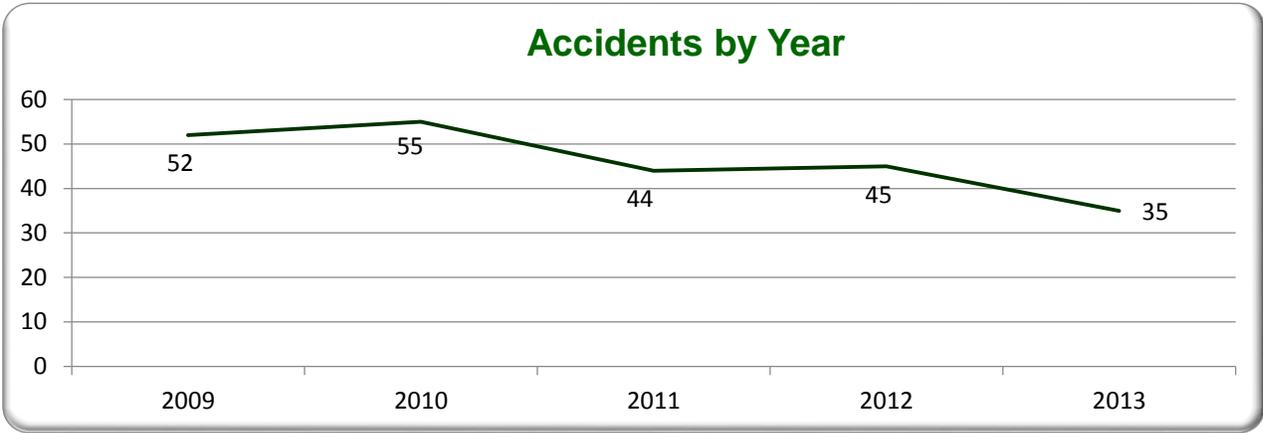


This crash in the 11000 block of Winton Road occurred on November 15 at the beginning of morning rush. The driver of the Dodge, who was headed to work, was struck head-on in the southbound lane of traffic by the northbound driver of the Cadillac, who was subsequently charged with OVI.

There were a total of 35 traffic accidents reported in 2013, a decrease of 22% over the previous year. Of these reported accidents, 34% (12) involved injuries. In the prior year, 13.3% of the reported accidents involved injuries. There have been no fatal accidents reported in the five-year review period (see chart below). The peak time for accidents are from 11 AM until 6 PM, with most accidents by far occurring on Fridays. Extra caution is needed when travelling on Friday afternoon. The following charts contain:

- A breakdown of auto accidents by severity over a five-year period;
- Accident trends by year;
- 2013 accidents by day of week; and
- 2013 accidents by hour of day.

| Year | Accidents | Injuries | Deaths |
|------|-----------|----------|--------|
| 2009 | 52 | 13 | 0 |
| 2010 | 55 | 13 | 0 |
| 2011 | 44 | 9 | 0 |
| 2012 | 45 | 6 | 0 |
| 2013 | 35 | 12 | 0 |



Futures Profile

Strategic Plan Summary

The department's Strategic Plan was updated in October following a review and discussion by all personnel at our departmental meeting. It contains the following elements:

OBJECTIVE 1: Maintain Open Communication between the Police and the Schools

During an annual Council retreat several years ago, Council indicated their wishes to have the police develop a communications mechanism between the Winton Woods Consolidated School District and the police. The intended focus is to ensure the safety of the community by addressing the issues of early student dismissal, discipline issues, and increasing patrols in teen-frequented areas. Our discussion in 2013, naturally in light of the continuing proliferation of school shootings nationwide, has been to ensure a planned response to a school shooter or mass casualty incident.

OBJECTIVE 2: Maintain CALEA Accredited Status

Accreditation from the Commission on Accreditation for Law Enforcement (CALEA) is based upon a set of professional standards developed by a coalition of police managers and professional organizations. This voluntary program provides guidance in the development of policies and procedures. Additionally, they furnish the organization with a proven management system of written directives as well as the ability to determine short and long term goal setting. Accreditation embodies the precepts of community oriented policing as it fosters an environment whereby the community and the police work collaboratively addressing the problems.

On March 17, 2008 the Greenhills Police Department received its initial accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). While working towards achieving accredited status, this agency continued to work towards institutionalizing the standards as a way of conducting business, demonstrating our commitment to delivering professional, cost-effective services to the community. In addition, there is a level of assurance that any civil action against the department will be diminished.

The department saw the appointment of both a new Accreditation Manager and Chief of Police in 2013. The Chief of Police is a veteran CALEA assessor and team leader, and was the police chief of an accredited agency for 14 years, and also previously served as that agency's accreditation manager. Our new Accreditation Manager attended the most recent CALEA Conference in Columbus, Ohio in July of 2013, just weeks after her appointment. She received ten training certificates after attending various different training sessions designed to provide training for her new assignment. We visited two nearby accredited agencies to learn how other agencies are managing the process.

We have a very short time to complete this review since the on-site has already been postponed and must be conducted in March of 2014. CALEA assessors will review files off-site a month before. Prior to that, we scheduled a "mock" on-site to ensure our preparedness. The mock must be held several months prior to the actual on-site to allow sufficient time to make corrections of errors found during that process. This required the mock on-site to be conducted in early February.

OBJECTIVE 3: Comprehensive Equipment Replacement

The Greenhills Police Department is a communications-based organization depending upon the retrieval of accurate information by use of radio, computers and other technology. For the organization to be truly effective, it is critical that all of these components are working efficiently and properly. To

ensure that equipment is in a state of readiness, a structured and well-conceived equipment replacement strategy is required. It is fiscally prudent to project and plan for purchases that will be required in the future while ensuring that the department is capable of continually delivering service to the community.

It is not realistic to expect that all purchases involving high dollar equipment can be planned for. However experience and productivity can evaluate most equipment.

With a history of fast starts, quick stops, continuous idling, and a large power drain to run communications equipment, in car video systems, and radar units, the Greenhills Police Department utilizes vehicles in marked service until the mileage nears the 100,000 mile mark. The following reports the mileages for the department's police vehicles over a five year period:

| <u>YEAR</u> | <u>CAR 12</u> | <u>CAR 14</u> | <u>CAR 16</u> | <u>CAR 28</u> | <u>CAR 26</u> |
|-----------------|----------------------|----------------------|----------------------|----------------------|-----------------------|
| | Marked Patrol | Patrol Supvr. | Marked Patrol | Marked Patrol | Unmarked-Chief |
| | <i>2007 Ford</i> | <i>2007 Ford</i> | <i>2008 Ford</i> | <i>2012 Ford</i> | <i>2005 Ford</i> |
| 2009 (year-end) | 37,964 | 37,701 | 20,500 | N/A | 44,885 |
| 2010 (year-end) | 51,855 | 51,801 | 35,855 | N/A | 53,429 |
| 2011 (year-end) | 65,746 | 65,901 | 51,210 | N/A | 61,973 |
| 2012 (year-end) | 79,637 | 80,001 | 66,565 | 6,697 | 70,517 |
| 2013 (current) | 91,214 | 91,758 | 79,362 | 15,070 | 77,618 |
| 2013 (year-end) | 93,528 | 94,108 | 81,920 | 16,744 | 79,042 |
| 2014 (estimate) | 107,419 | 2014 Car | 97,275 | 26,788 | 87,586 |

We must order a new police vehicle to replace Car 14 soon and its invoice will be paid from the 2014 budget. The end of 2014 is more problematic in that two marked vehicles, Car 12 and Car 16 will be at the end of their life cycle with near or over 100,000 miles and over seven years of service.

Our current portable radios were purchased in July of 2004 and all are in good working order. In 2006 new Mobile Data Computers were installed in all of our marked vehicles and are working well.

The manufacturers of bullet resistant armor containing Kevlar warranty their product for five years. The Greenhills Police Department has in the past followed the replacement recommendations of the manufacturer, and we will continue to do so to address both officer safety and liability issues.

In October of 2013, the department applied for a \$17,905.50 grant from the Office of Criminal Justice Services to replace our four aging in-car video cameras. With a \$1,989.50 match from the 2014 budget, the total cost of the new video system will be \$19,895.00 if the grant is approved. Awards were announced on January 15, 2014, and we were partially funded.

OBJECTIVE 4: Enhance the Quality of Service and Customer Satisfaction

As its mission, the Greenhills Police Department, in partnership with its citizens, strives to excel in providing dependable and professional service to our community. By its very nature, police service has the potential of placing employees in a negative light. Police officers are issuing traffic tickets, making criminal arrests and often ordering persons what to do and what not to do to avoid incarceration. However, the concept of positive customer service must be sustained by being ingrained into the fabric and philosophy of the agency.

If we, as an organization, remain focused upon meeting or exceeding all targets, the percentage of customer satisfaction will continue to reflect favorable attitudes toward the agency and its members. Toward that end, the members of the department reviewed the agency's mission and values in 2013, making substantial changes aimed at streamlining our mission and focusing our values toward excellent customer service. Our new mission and values are outlined below.

OBJECTIVE 5: Provide Quality Training to Officers and New Supervisors

Providing quality training to both officers and newly appointed supervisors in a timely manner after their appointment is of paramount importance to this agency. Ongoing training for officers will rest with the lieutenant's position, and this will be a priority, balancing needed training against its costs. Quality training provided through grants or underwritten by governmental entities will be given first consideration.

In terms of supervisory training, in the past this agency utilized the Center for Public Safety at Northwestern University. This is a two week, in depth training class for the new supervisor where they are given the concepts, theories, and tools to function as a first line police supervisor. The cost for the training, lodging, meals, and mileage is approximately \$3,000.00. A more recent cost-effective option is the leadership, management, and supervision schools offered by the Law Enforcement Foundation and sponsored by the Ohio Association of Chiefs of Police. These schools are:

- The Police Executive Leadership College (PELC), for senior management, and
- The Supervisory Training Education Program (STEP) for first line supervisors.

These schools provide top quality and detailed instruction and require significant work for the supervisor attending. STEP teaches basic supervisory principles, while PELC is primarily a law enforcement leadership school, involving the preparation of college level papers and the delivery of speeches and teaching familiarity with other venues of public speaking and presentations.

OBJECTIVE 6: Maintain Acceptable Workload for Police Officers

To ensure that each incident is attended to and satisfactorily resolved, workloads must be examined to assure that officer staffing levels are appropriate.

A competent response to each incident is required. Although a large portion of the calls handled by the Greenhills Police Department can be categorized as quality of life issues such as noise complaints, trash problems, animal calls etc., they still require an appropriate police response. With a general sense of satisfaction in the ability of the department to handle current service demands, the goal is to maintain that level with the current number of staff.

OBJECTIVE 7: Streamline Operational Efficiencies

Doing more with less is not just a cliché in today's economic downturn – it must be an operational reality. It is imperative to analyze daily operations with an eye toward improving operational efficiencies. An operational analysis was conducted on the department's command structure by the new Chief of Police in 2013. It was determined that the organization did not require the supervisory structure that was in place on paper, especially since it did not exist in reality. The organizational structure previously called for a lieutenant and two sergeants. The lieutenant's position, however, had not been filled in recent years and two sergeants had very different duties. In effect, one of the sergeants was accomplishing the lieutenant's duties, and the other sergeant, because of his schedule, had minimal supervisory responsibilities.

After consultation with the Municipal Manager, this structure was changed to include one lieutenant assigned as the Operations Commander, responsible for the daily operation of the agency. One sergeant has been assigned as the Patrol Supervisor, responsible for the scheduling and supervision of all patrol officers. The second sergeant's position has been eliminated. As the result of scheduling, all three supervisors will have the opportunity and responsibility to routinely meet and discuss departmental issues, working as a team to address problems, accomplish goals, and collaboratively determine future objectives.

It is neither cost-effective nor efficient to print multiple documents, manuals, and guides when they can easily be accessed through a network. In the third quarter of 2013, the Greenhills Police Department accessed the municipal network that was already being used by the Municipal Manager and the Finance Department. GPD was given a folder and multiple subfolders for use by the department and its personnel.

OBJECTIVE 8: Conduct On-Site Drug Testing

We are aware of a problem in conducting drug testing prior to a contested case in our Mayor's Court. Once the defendant has made the court aware of a contested plea, there is often little time to accomplish the testing and still meet the burden of a speedy trial. As a remedy, we are exploring the possibility of training our own officers to test substances to the same level as tests conducted at the Hamilton County lab. Forest Park PD has already done this, and as an alternative solution, substances could be transported there for examination. We would have to develop a mechanism to not only pay for the cost of the testing, but for the testimony of the examiner at trial. The new protocol will reduce our testing costs and ensure that drugs are tested in a timely manner.

OBJECTIVE 9: Partner with Springfield Township on Impound Lot

The Springfield Township Police Department currently operates an impound lot, and may be willing to share its usage with our agency. The advantage of a partnership is financial: we would split any storage fees or other monies netted from an impounded vehicle initiated by our officers. Currently, we call a towing company and if a vehicle is impounded, the two companies reap all of the dividends of storage and salvage rights.

CONCLUSION: OUR MISSION AND VALUES

Seventy-nine words: that is the difference between our former Mission Statement (105 words, five sentences) and the one adopted in 2013, at just 26 words and one sentence. ***Members of the Greenhills Police Department, in partnership with our citizens, will excel in providing dependable and professional service to ensure the safety of our community.*** It is simple, succinct, meaningful and memorable, and each GPD employee placed a word or two in it. Our core values were reduced from eight to five. The words in these statements will become our guiding principles as we complete our day to day duties.



Greenhills Police Department

Mission and Values

Our Mission

Members of the Greenhills Police Department, in partnership with our citizens, will excel in providing dependable and professional service to ensure the safety of our community.

Our Values

1. **Integrity** – Personal honesty is the foundation for trust, and integrity is the most valued police officer’s virtue. We will do the right thing even when no one is watching. Our word is our bond. We will be honest in all of our dealings, with justice as our objective. Our decisions will be based on common sense guided by integrity.
2. **Honor** – We are sworn to protect and preserve all human life, and serve with honor. We will scrupulously observe the rights of all suspects, but we will enforce the law with fidelity. We will give recidivists the scrutiny they deserve within the limits of the Constitution.
3. **Respect** – We will treat all persons with compassion and understanding, always demonstrating our strong belief that one should always treat others as they would like to be treated. A significant part of our business involves customer service. *All* personnel shall treat *ordinary* citizens with *extraordinary* respect. Each citizen–police encounter should foster a feeling of goodwill that extends throughout the community. We will treat all persons with dignity and respect, regardless of their race, creed, sex or social position.
4. **Excellence** – Our demeanor, and our appearance, should be above reproach. An unkempt appearance reflects poorly on all of us. We will constantly strive to improve our skills, knowledge, and abilities to improve our performance. By reaffirming our goal of overall excellence, we set the standard for pride in ourselves and in our department, always being mindful that members of the Greenhills Police Department, in both their professional and personal lives, are held to a higher standard than those we serve.
5. **Accountability** – We are accountable to each other and to the citizens we serve. They are the source of our authority.