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*On the Cover...*

*Photos of extensive property damage as a result of a tornado on April 13, 2006. Identifiable officers shown are Officer Denise Brotherton in the upper right corner and Lt. Dan Sellers and Officer Ed McMartin in the lower center photo.*



## *Chief of Police Samuel E. Hargadine's 2006 Annual Message to the Citizens of Iowa City*



This report illustrates the activities of the Iowa City Police Department for 2006. Crime trends remain relatively low and with the assistance of the citizens of Iowa City the department is committed to keeping it that way.

Iowa City faces challenges as the city transitions from small town problems to metropolitan issues of congested traffic, increased illicit drug and gang activity and as always the issue of underage and binge alcohol abuse.

This year we fell prey to Mother Nature's wrath of multiple tornados with one hitting a dense area of the city. Many law enforcement agencies came to assist with keeping order while the Iowa City officers went on a 12 hour shift rotation for seven days. During this time the officers, dispatchers, community service officers (CSO's) and civilians rose to their absolute best.

Future challenges for the department are Community Policing. The national average for cities our size (50,000 to 99,000) is 1.8 officers per 1000 citizens<sup>1</sup>. Iowa City's ratio is 1.1 per thousand. Iowa City's officers typically work a six day work week with numerous demands for extra overtime work. Examples of such demands are court, sporting events, traffic grant enforcement and many other types of call in situations.

ICPD still remains two officers short from budget cutbacks in 2003 all while the city continues to grow and prosper. Clearly where we fall short is in our ability to Community Police our community. Throughout the year I hear from citizens, parents and elected officials questioning response times, speed at which their case is handled, etc. Issues like "why aren't there more foot and bike patrols downtown or in my neighborhood" are continually raised.

It's a pretty simple answer, 1.1 per thousand.

I've heard many good things about the professionalism of the department too. Letters and thank you notes continually come in. Those comments are always very appreciated.

Sincerely,

Samuel E. Hargadine  
Chief of Police

<sup>1</sup> Bureau of Justice Statistics

# 2006 IOWA CITY POLICE DEPARTMENT PERSONNEL

## **SWORN PERSONNEL**

Chief Sam Hargadine  
 Captain Matt Johnson  
 Captain Tom Widmer  
 Lieutenant Sid Jackson  
 Lieutenant Dan Sellers  
 Lieutenant Jim Steffen  
 Lieutenant Rick Wyss  
 Sergeant Mike Brotherton  
 Sergeant Bill Campbell  
 Sergeant Doug Hart  
 Sergeant Kevin Heck  
 Sergeant Kevin Hurd  
 Sergeant Troy Kelsay  
 Sergeant Brian Krei  
 Sergeant Vicki Lalla  
 Sergeant Mike Lord  
 Officer Chris Akers  
 Officer Jorey Bailey  
 Officer Kevin Bailey  
 Officer Paul Batcheller  
 Officer Kevin Berg  
 Officer Jerry Blomgren  
 Officer Jeremy Bossard  
 Officer Denise Brotherton  
 +Officer Rob Cash  
 Officer Todd Cheney  
 Officer Jenny Clarahan  
 Officer Gabe Cook  
 Officer Joel Dekraker  
 Officer Zach Diersen  
 Officer David Droll  
 Officer Steve Duffy  
 Officer Jeff Fink  
 Officer Steve Fortmann  
 Officer Colin Fowler  
 Officer Derek Frank  
 Officer Scott Gaarde  
 Officer Robert Gass  
 Officer Ron Gist  
 Officer Dave Gonzalez  
 Officer Matt Hansen  
 Officer Bob Hartman  
 Officer Mark Hewlett  
 Officer Matt Huber

## **SWORN PERSONNEL (cont.)**

#Officer Harry Huff  
 Officer Greg Humrichouse  
 Officer Paul Jacobs  
 Officer Travis Jelinek  
 Officer Dennis Kelly  
 Officer Marty Leik  
 Officer Erik Lippold  
 Officer Troy Lorence  
 +Officer Sarah McAdams  
 Officer Ed McMartin  
 Officer R. A. Mebus  
 -Officer Scott Miller  
 Officer Marcus Mittvalsky  
 Officer Dave Nixon  
 Officer Kevin Prestegard  
 Officer Andy Rich  
 Officer Dan Roth  
 Officer Becki Sammons  
 Officer Abe Schabillon  
 Officer David Schwindt  
 Officer Mike Smithey  
 Officer D. J. Steva  
 Officer Scott Stevens  
 Officer Terry Tack  
 Officer Carlos Trevino, Jr.  
 +Officer Chad Wallace  
 -Officer Bill Welch  
 Officer Laura Wood  
 +Officer Ryan Wood  
 Officer Darin Zacharias



# Retired (1)  
 \* Promoted (0)  
 + Hired in 2006 (4)  
 - Left Employment (3)  
 ~Part Time to Full Time (1)

## **CIVILIAN PERSONNEL**

Administrative Secretary  
 Linda White  
System Analyst  
 Jim Baker  
Emergency Communications  
 Nancy Sereduck, Supervisor  
 Donna Bogs  
 Lori Connell  
 Kathy Droll  
 Todd Evans  
 Susan Fuhrmeister  
 Sandy Heck  
 Kelly Jehle, Part Time  
 Dawn Miller  
 Merry Rooks  
 Brandon Siggins  
 Jason Thomas, Part Time  
Community Service Officers  
 Lynda Ambrose  
 Dave Harris  
 Tracy Koogler  
 April Miller  
 Dave Solis  
Records  
 Jo Farnsworth, Supervisor  
 Jennifer Dahm  
 Wendy Mayer  
 Becky Passavant  
 Lori Schroeder  
Animal Care & Adoption  
 Misha Goodman, Supervisor  
 +Laura Alcala, Part Time  
 Stacy Dykema  
 -Amber Ellerhoff  
 ~Andrea Kilkenny  
 Susan Lay  
 Doreen Loring, Part Time  
 Chris Whitmore  
 Jim Williams

**CROSS    POLICE LINE - DO NOT CROSS    POLICE LINE - DO NOT CROSS    POLICE**

# FIELD OPERATIONS



*Captain Matt Johnson*

Field Operations is one of two divisions through which Police services are provided to the residents of Iowa City. This division, commanded by Captain Matt Johnson, includes the Uniformed Patrol section and Community Service Officers, Investigations, Street Crime, and Special Response. Following is a summary of each of the sections assigned to Field Operations.

## PATROL

The Patrol section is divided into three watches, each of which covers a specific block of time within each day. These patrol watches are responsible for emergency and non-emergency response to calls for service which occur within the city.

The Iowa City Police Department breaks the city down into four patrol areas. These areas, or beats, are covered by patrol watches 24 hours a day, seven days a week, 365 days a year. The Patrol section has approximately 55 officers assigned to it and each of the watches are commanded by a Lieutenant and two Sergeants. The officers on each patrol watch perform all primary police functions including responding to citizen requests for police assistance, enforcing criminal and traffic laws, investigating motor vehicle crashes, investigating criminal activity, taking offense reports and regulating non-criminal conduct.

In addition to being staffed by sworn police officers, the Patrol section utilizes the services of Community Service Officers. These 4 officers are assigned to patrol watches and deal with a variety of calls for service including parking complaints, the impound and towing of vehicles, traffic control, animal control issues, and a variety of other tasks.

Within the Patrol and Investigative sections are several categories of specialized service the Department provides to the community. They include:



*Community Service Officer David Solis takes a report.*

Crime scene technicians- these officers are trained to identify, document, secure and analyze materials which are relevant in the investigation of criminal events.

Traffic collision reconstructionists- these officers are trained in the reconstruction of vehicle collisions in order to capture relevant information used to identify why the collisions occurred.

Field Training Officers- these officers are trained in the development of probationary officers and assist those officers in acquiring skills and knowledge to perform the job of police officer.

Bicycle patrol officers- Taking a non-traditional approach to covering their assigned beat, these officers, who have received bike certification, cover their assignments via bicycle. The maneuverability and ability to enter areas inaccessible to patrol cars makes these officers on bikes a very valuable resource for patrol watches.

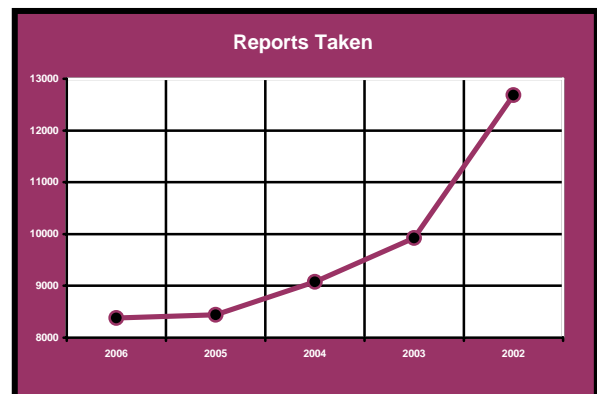
In addition to the duties listed above, patrol officers frequently participate in other activities which occur in their assigned area. For example, officers attend neighborhood meetings, conduct business checks, conduct house checks, and visit schools in their respective beats.

## POLICE DEPARTMENT ACTIVITY

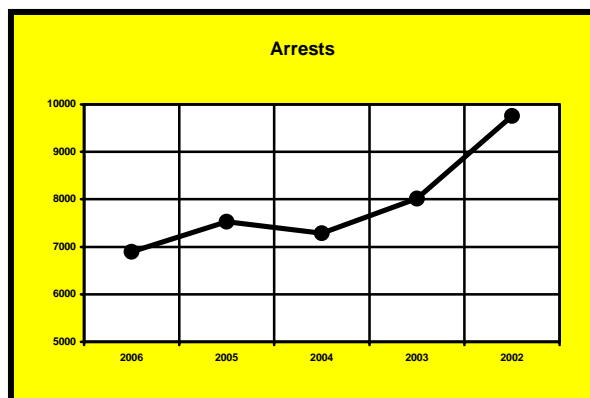
A collection of graphs is located in this section. These graphs illustrate the volume of a variety of activities with which police officers are engaged.



In 2006, the Iowa City Police Department responded to 66,197 calls for service. This number represents a 1.6% increase in calls for service than were received in 2005.

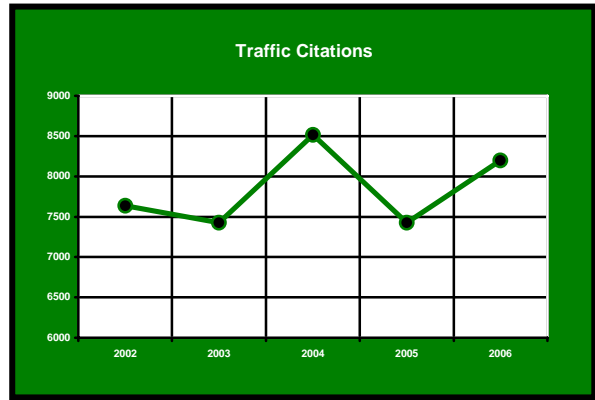
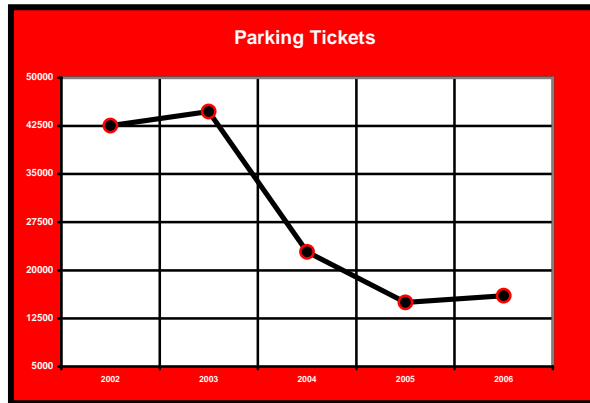


In 2006 the Iowa City Police Department took 8378 reports. This number represents a .75% decrease from 2005.



In 2006, Iowa City Police Officers and Investigators filed 6895 complaints. This represents an 8.4% decrease in complaints filed than were filed in 2005.

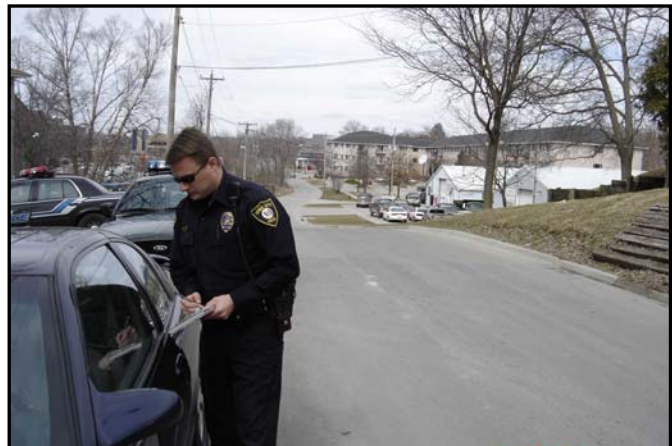
In 2006, Iowa City Police Officers issued 8198 traffic citations. This is a 9.4% increase over the number of traffic citations issued in 2005.



In 2006, Iowa City Police and Community Service Officers issued 16071 parking tickets. This represents a 6.7% increase from the number of parking tickets issued in 2005.

## GRANT ACTIVITY

A strong cooperative effort continues between the Iowa Governor's Traffic Safety Bureau and the Iowa City Police Department. Through a grant received from IGTSB, Iowa City Police officers logged over 530 hrs of traffic enforcement efforts, making over 900 traffic contacts, over 570 occupant restraint contacts, over 100 alcohol enforcement contacts, and participated in several multi-agency enforcement efforts, all with the goal of promoting highway traffic safety. Part of the focus of this grant is to promote the importance of seat belt use by vehicle drivers and passengers. To that end, several seat belt compliance surveys are taken annually to assess compliance by our motorists and their passengers.



*Officer Troy Lorence discusses a citation with a motorist while working the Governor's Traffic Safety Bureau Grant.*

## INVESTIGATIONS

The Investigations Bureau, under the command of a Lieutenant and Sergeant, conducts follow-up investigations on information and reports generated by Patrol personnel, tips, informants and self-initiated cases.

In 2006, 10 officers were assigned to the Investigations section. The Street Crime Unit also operates out of the Investigations section. Utilizing grant funding, two officers operate out of this section to investigate specific crimes. One officer is assigned to investigate crimes of domestic violence. This position is funded in part through a grant



received from the U.S. Department of Justice, Office on Violence Against Women administered by the Iowa's Crime Victim Assistance Division (CVAD) of the office of the Iowa Attorney General. Another investigator is assigned to narcotics cases. This position is funded, in part, through a grant, received from the State of Iowa Governor's Office on Drug Control Policy. The investigator assigned to this position serves on the Johnson County Multi-Agency Drug Task Force and works with a variety of other narcotics and drug investigators from city, county, state, and federal agencies.

Investigators conducted 603 case investigations in 2006.

The importance of sharing resources and collaborating with other agencies as a means of making operations more efficient is illustrated by listing some of the agencies and organizations with whom the Investigations section routinely partners.

Johnson County Sheriff's Office  
Iowa County Sheriff's Office  
Coralville Police  
University Of Iowa Police  
North Liberty Police  
University Heights Police  
DCI (Iowa Division of Criminal Investigation)  
DNE (Iowa Division of Narcotics Enforcement)  
Governor's Office of Drug Control Policy  
MDT (Multi-Discipline Team) Dependent Adult and Elder Abuse  
SART (Sexual Assault Response Team)  
JCDDTF (Johnson County Drug Task Force)  
DEA Heroin Task Force  
Law Enforcement Intelligence Network  
FBI Terrorism Task Force  
MGIA (Midwest Gang Investigators Association)  
ICAC (Internet Crimes Against Children investigators)  
JCCADV (Johnson County Coalition Against Domestic Violence)  
DAIT (Domestic Abuse Investigative Team)

In 2006, the Investigations section utilized new equipment and tools to assist them in solving criminal events. The new equipment includes a composite sketching software package, new digital photography equipment, and computer and internet investigative software and hardware.

## **STREET CRIMES ACTION TEAM**

With its origin stemming from a series of incidents which required sustained police operations in a specific beat, the Street Crime Action Team (SCAT) was formed. This unit, assigned to the Investigative section, operates by responding to needs for sustained operations, specific Department needs or to conduct investigations into cases that SCAT members develop themselves.

In 2006, the Street Crimes Action Team (SCAT) was involved in making nearly 750 arrests. Additionally, they seized over 300 pounds of a variety of drugs and controlled substances and seized 36 firearms and 52 edged weapons as well as 24 other weapons. As the activity levels indicate, this unit is a frequently utilized and very busy



component of Field Operations. This unit fielded 144 requests for assistance, either through the Patrol or Investigations sections or from other law enforcement agencies.

## **SPECIAL RESPONSE TEAM**

Historically, Special Response Teams have been formed to be utilized when traditional patrol units are tasked with objectives which surpass normal operations capability or capacity. These may include response to situations which are unique or carry with them high risk where specialized training and equipment are necessary.

Formed in 1997, the Iowa City Police Department Special Response Team (SRT) is made up of officers who have acquired special skills and who have undergone training which includes physical fitness, team operations, tactical movement, marksmanship, and risk assessment.

In 2006, the Iowa City Police Department Special Response Team (SRT) was called upon several times to assist in operations which required their unique skills and training. To maintain those skills, the team also participated in several training days throughout the year including training which allowed the Iowa City Police SRT to jointly train with teams of similar makeup from other local agencies, including the Johnson County Sheriff's Department, the Iowa State Patrol, and the Coralville Police Department. The SRT also conducted training utilizing the Iowa City Police Department's K9 resources.



## **K9**

The Iowa City Police Department utilizes the services of a Police Service Dog and handler. The Department's K9 component is made up of Officer Kevin Berg and K9 Naton, a 4 year old Belgian Malinois. Naton is trained as a dual purpose Police Service Dog with specialized training in narcotics detection. During 2006, Officer Berg and Naton responded to over 470 incidents where their service was needed, with over 430 of those deployments done to assist in searching for drugs or narcotics. In addition to field work, Officer Berg and Naton conducted several presentations for area groups to demonstrate the K9 unit's capabilities.

In addition to the ongoing monthly training they do, Officer Berg and Naton undergo annual skill recertification testing.

## **METRO BOMB TEAM**

The Johnson County Metro Bomb team, a nationally accredited team, made up of representatives from the Coralville Police Department, Johnson County Sheriff's Department, Iowa City Police Department, and University of Iowa Police Department, responds to calls of suspicious and explosive devices. The response capability includes the use of an explosives detection dog and handler. The scope of their duties includes

protective sweeps for suspicious packages, mitigation of known explosive devices, and investigation of incidents involving explosive unstable substances. 2006 saw the introduction of several new pieces of equipment for the team, including optics, breathing apparatus, trailering equipment and robotics.

The Johnson County Metro Bomb Team also participates as a regionalized response asset for the State of Iowa Department of Homeland Security.

## CRIME IN IOWA CITY FOR THE LAST 5 YEARS

GROUP A CRIMES	2006	2005	2004	2003	2002
Murder/Non-Negligent Manslaughter	0	0	2	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Kidnapping	2	6	10	11	6
Forcible Rape	46	28	29	29	40
Forcible Sodomy	2	1	1	3	0
Sex Assault with Object	1	1	0	0	0
Forcible Fondling	39	16	24	20	23
Robbery	45	34	47	48	45
Aggravated Assault	116	105	144	298	273
Simple Assault	502	472	457	331	248
Intimidation	20	15	22	15	17
Arson	8	8	13	9	8
Extortion / Blackmail	1	0	2	0	0
Burglary / Breaking & Entering	307	290	419	347	317
Pick Pocketing	1	1	1	0	0
Purse Snatching	1	2	3	2	2
Shoplifting	182	205	223	319	291
Theft from Building	309	249	386	410	411
Theft from Coin-Operated Machine	0	2	5	6	3
Theft from Motor Vehicle	162	111	215	280	247
Theft / Motor Vehicle Parts	115	81	179	223	195
All Other Larceny	270	356	365	417	401
Motor Vehicle Theft	76	67	63	85	80
Counterfeit / Forgery	99	94	106	111	78
False Pretenses / Swindle	150	124	142	166	170
Credit Card / ATM Fraud	26	18	38	57	50
Impersonation	4	0	1	0	1
Embezzlement	29	17	22	30	18
Stolen Property Offenses	9	7	12	8	9
Vandalism of Property	808	689	870	1,133	1,056
Drug / Narcotics Violations	471	376	334	294	371
Drug Equipment Violation	173	17	16	18	9
Incest	0	0	2	3	0
Statutory Rape	2	2	3	5	3
Obscene Material	6	2	0	0	5
Operating Gambling	1	0	1	0	0
Promo Prostitution	0	1	0	0	0
Bribery	0	1	0	0	0
Weapon Law Violation	14	11	12	19	16
<b>TOTAL</b>	<b>3,997</b>	<b>3,409</b>	<b>4,169</b>	<b>4,697</b>	<b>4,393</b>



## ADMINISTRATIVE SERVICES

The Administrative Services Division of the Iowa City Police Department consists of the following sections:

- Animal Care and Adoption
- Computer & Technology Systems
- Emergency Communications
- Evidence & Property Control
- Records
- Research & Development
- Training & Accreditation

Captain Tom Widmer is responsible for oversight of these sections. It consists of 25 full-time, 6 part-time and 5 work-study employees. The primary function of Administrative Services is to support the Operations Division in their assigned duties.

#### Items of note for 2006:

- The annual "Customer Survey" was conducted in the third quarter of this year (July - September). This is the sixth such survey conducted by our department. Consistent with past practice, a survey was sent to every 100<sup>th</sup> call for service made to the Iowa City Police Department. This means that those who have some sort of interaction with the Iowa City Police are responding to the survey. The results of this year's survey were based on a 30% return rate and indicate a high level of satisfaction with services provided by our Department.
- For the third year, the Department teamed with United Action for Youth through a grant to put officers in school and community functions to address safety and violence. Through this partnership, officers logged 67.25 additional hours on these special activities.
- The volunteer and University work study positions were expanded this year. Excluding the regular volunteer pool working with Animal Services, Administrative Services now uses 8 volunteers and 5 work study positions to hold down staffing costs and still maintain the expected level of service.
- 2006 saw the completion of the "Radio System Options and PSAP Consolidation Study" confirming the City of Iowa City needs to replace our current communications equipment very soon and recommended that all emergency communications in Johnson County be consolidated as a part of this replacement. A group is currently working on the necessary decisions and partners to make that possible.
- The General Order covering "Department Disciplinary Philosophy" was amended to formalize and expand awards given to officers/staff of the Iowa City Police Department. The Iowa City Police Department now has criteria for the awarding of five different commendations; Valor, Distinguished Service, Life Saving, Special and Letter. In addition, an annual awarding for "Officer of the Year" and the "Richard Lee Award" were spelled out and may be given. Corresponding medals and/or award bars were acquired for each commendation/award.

## ANIMAL CARE AND ADOPTION



The Animal Services division is responsible for the enforcement of laws and ordinances which pertain to animals, issuing licenses and permits, animal welfare, sheltering animals, adoption of unwanted and/or unclaimed animals and public education about the proper care and treatment of animals.

The Animal Care and Adoption Center is supervised by Misha Goodman.

Staffing currently includes 2 Animal Service Officers, 2 Animal Care Technicians, 1 Animal Center Assistant and 2 temporary workers assisting with both clerical and kennel operations. Added this year were two University work study positions.



The Animal Services statistics for 2006	Total
Total animals impounded into the center	1,999 (7% decrease from 05)
Total animals adopted	735 (3% increase)
Total temperament evaluations on dogs	188
Total animals reclaimed by owner	529
Total wild animals relocated	28
Animals transferred to rescue	2
Animals transferred to rehabilitators	24
Euthanized (due to aggressiveness, disposition, injury, illness)	474
Euthanized (due to overcrowding / lack of cage space)	3
Field calls handled	1,653
Citations issued	38
Warnings issued	397
Grants for dog training	4
Foster Homes	17
Animals fostered through Cold Noses Warm Hearts	195
Humane Education Presentations	915
Microchips implanted	1,035
Volunteers	240
Volunteer total work hours	3,005 hours

2006 saw a re-structuring of the shelter operation as Coralville no longer is participating with the Iowa City facility as a partner. Instead, Coralville now will be operating under a negotiated contract fee per animal. Iowa City now is the sole operator of the shelter facility. Believing that animal care issues do not stop at jurisdictional boundaries, an Animal Care Task Force made up of broader community members was developed to examine animal care issues as they effect the shelter. This board is currently meeting two times a month.

Animal Services staff and volunteers continue to utilize the media (radio, cable access television in Iowa City, print media, web site linked to national adoption web sites as well as the Friends of the Animal Center Foundation web site) to promote adoption, reclaim and proper care of animals. The Cat's Eye, Holiday with the Hounds, Paws in the Park and private donations to the Friends of the Animal Center Foundation brought in \$60,552.18 to be used toward special programs, and the care and maintenance of the animals at the Center.

The Iowa City Dog Park has become a reality in 2006. Animal Services continues to monitor activity and work with the Dog Park committee to insure the safety and success of this highly popular facility.

The Animal Services division continues to offer support and expertise to neighboring jurisdictions with regards to animal sheltering, ordinances and operations (Lone Tree, North Liberty, West Branch, Cedar Rapids, Vinton). Misha continues to serve on the Iowa/Nebraska Animal Care and Control Association and the National Animal Control Association boards.

## Animal Service Goals for 2007

- \* Finish installation of guillotine door for inside kennel (carry-over from 2006)
- \* Work with Animal Care Task Force to formulate a plan to reduce animal population.
- \* Complete County Emergency Animal Disaster Plan including Pandemic Flu Plan
- \* Formulate vet licensing program
- \* Continue on update of codes and fees (carry-over from 2006)
- \* Work with Johnson County to update their contract for service. This will be expanded to other jurisdictions within the County.

## COMPUTER & TECHNOLOGY SYSTEMS

Jim Baker begins his fifth year working with police information technology, CAD system support and records integration. This position has grown to now being responsible for incorporating and upgrading technology for the Police Department as a whole, including wireless solutions and communication upgrades. A big part of what Jim does is the day

to day support of all police computer hardware and software, both in the station and mobile applications in the field.

A big project this year was completing the digital video installation for all police vehicles. On the back end of this project is the responsibility to store, retrieve and organize all the captured images. Closely tied with this technology was our project to switch to all digital for department photography. Cameras were selected and purchased, a secure storage solution was chosen, and policy insuring the integrity of the images was developed.

In an effort to tighten security within the police department and as a way to establish integrity of the identity of Iowa City Police Department employees, an ID Card system was developed and put into place. It included the purchase of an ID Card printer and the design of the card itself. This system is separate from the City of Iowa City employee card system. Also dealing with information security was a mandated change by the State from LINXX to OMNIXX software for running reports and queries with the State of Iowa. As with any change of this sort, this switch had its user issues before it was operational on a daily basis.

Much work was done planning for the wireless upload of video, with a plan now in place, this project should be installed and completed in 07.

## Computer & Technology Goals for 2007

- \* Replace and upgrade all vehicle computers
- \* Replace the EDACS radios with broadband wireless data radios
- \* Install digital recording and indexing system for all interview rooms
- \* Publish an RFP and coordinate selection of a new Records Management System
- \* Continue to seek ways to train more officer on the use of TRACS to streamline OWI, Citations, and Accident Reports to the State of Iowa
- \* Develop extensive documentation on Police hardware/software procedures utilized by my position (carry-over from 06)

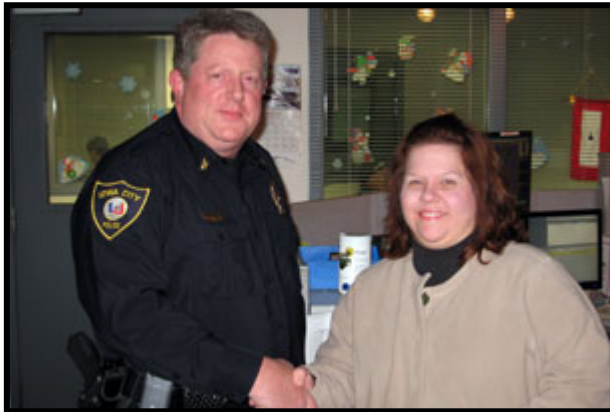
# EMERGENCY COMMUNICATIONS

Calls for Service: **66197** (1.65% increase)  
Fire/EMS Calls for Service: **3687** (2.4% increase)  
University Heights Calls for Service: **3336**  
Johnson County Ambulance Dispatch: **3131**  
9-1-1 Calls Recorded: **17,982** (2.9% increase)  
Incoming Routine Calls Recorded: **101,045**  
IOWA/NCIC transactions: **200,000** (approx)

The staff includes one full time supervisor, Nancy Sereduck, (9) full time operators, and (1)  $\frac{3}{4}$  time operator and (1)  $\frac{1}{2}$  operator. No turn-over in personnel occurred in 2006 and all positions are filled at this time.

In 2006, all ECOs received training in Fire Dispatching, Advanced EMD certification, CPR certification and computer updates. Three ECOs completed Spanish training for Emergency Communications. One ECO completed a six week on line certification course for Communications Training Officer.

Three changes took place this year that had a significant effect on ECC procedure. First, new "Emergency Medical Dispatch" protocols were completely revised in November. Second, new enhanced 9-1-1 system software was installed which gave us mapping capabilities and the ability to locate cell phone calls through a GPS system (Phase II wireless). Third, the State of Iowa switched to OMNIX software to access the IOWA/NCIC/NLETS computer systems. All ECOs received training in these three protocols.



*Susan Fuhrmeister accepts her award from Chief Hargadine.*



*Kathy Droll smiles as she holds the infant saved after instructing the mother in lifesaving CPR .*

In December 2006, 2 ECOs were given departmental awards involving emergency medical dispatch. Kathy Droll and Susan Fuhrmeister gave lifesaving CPR instructions during 2 separate 9-1-1 incidents. These were the first 2 such awards given to our division.

Sally Robinson and Dottie Maher continue to volunteer at the Police front desk once a week. They greet clients at the front desk, receive and transfer many phone calls and continue to contribute to the effectiveness of the ECC.

### Communication Goals for 2007

- Revise and update the training manual in anticipation of new hire
- Continue to seek out and develop in-house training
- Continue to review and provide input for replacement/upgrade of Iowa City's emergency communications need.
- Be involved and serve as information source for "Joint Communications" projects on the City, County and State levels.

## EVIDENCE AND PROPERTY CONTROL

Community Service Officer David Harris is assigned the duties of evidence and property control. In 2005, there were 1939 cases in which evidence was submitted. That represents a 6% increase over 2004. Each case has a minimum of one item, and in some cases, hundreds of individual items of various types. Many items require special packaging and/or transport to outside sources like the DCI Laboratory in Des Moines. Evidence requires a high degree of legal accountability requiring all items to be carefully documented. In addition, an increased filing of charges through the Federal Court System and recent changes at the Johnson County Attorney Office has resulted in more time being spent by CSO Harris in documentation, pre-trial hearings, and courtroom testimony. In 2006, a total of 1039 cases were removed from the evidence system.



Property that is either found or turned into the Iowa City Police Department is also held in an attempt to return to the rightful owner. Last year, 256 (22% increase) cases involved the handling of found property. In addition, 230 bicycles were taken in and handled through the system. A volunteer was developed this year to help process the bicycles. They checked the documentation on each bicycle, checked the serial number/description for stolen, attempted to return bicycles to owners, and disposed of the bicycles in accordance with procedure.

With all patrol vehicles now utilizing digital recorders and the Iowa City Police Department going to all digital photography in 2006, an increase in responsibility for the evidence custodian has been brought about. CSO Harris is tasked with the integrity of the storage and dissemination of the digital evidence. This entails downloading all photos into the system and making usable duplicates requested for court and investigative purposes. The number of requests in-car video as well as photographs continues to increase.

### Evidence & Property Goals for 2007

- Participate in a needs study of the evidence facility and procedure.
- Develop a legitimate means of evidence disposal utilizing an on-line auction protocol.



# POLICE RECORDS

The Records Division of the Iowa City Police Department is supervised by Jo Farnsworth and consists of the following personnel:

**Full time staff of five**

**1 Records Supervisor**

**2 Records Clerks**

**2 Senior Records Clerks**

**Temporary Positions**

**2 Part-time (< 10 hrs/wk each)**

**Work Study Positions**

**3 Part-time (< 20 hrs /wk each)**

**Volunteers**

**4 Senior Citizens (approx. 30+ hrs/wk)**

**1 Retired Citizen ( 25 hrs/wk)**



*Jo Farnsworth, Records Supervisor*

Records personnel completed the entry and scanning of 8,378 incidents for 2006. This was a .75% decrease of incidents completed for 2005.

A total of 6,895 criminal charges were entered for an 8.4% decrease from 2005.

8,198 traffic citations were entered for a 9.4% increase over 2005.

2,100 local criminal history checks were completed in 2006 by Records personnel.

One of our ongoing goals was placed into action when Records began entering pawn tickets in October of 2006. Pawn tickets are picked up once a week from area pawn shops. The most current tickets are being entered first and, as time allows, the older tickets will be entered. This project has already resulted in the recovery of stolen property.

Changes were made this year in the way citations, charges, and incident reports are handled. A review of procedure revealed that these items were being handled by more steps than need be. A revision of steps in the review and data entry has cut the steps and staff time needed for processing. A change was also made in scanning procedure which eliminates a step, hence staff time is saved.

Records personnel attended several training opportunities this year. On November 7<sup>th</sup> & 8<sup>th</sup> two employees attended a National Incident Based Reporting System training hosted by the State of Iowa in Des Moines. The two day training was provided by two FBI officials. This was the first training by the FBI in Iowa in more than five years. Crime reports to local agencies are compiled at the state and national level through the Uniform Crime Report (UCR) program, the most widely cited crime statistics in the

nation. In addition, in November four employees of the Records Division traveled to the Ames Police Department to observe their policies and procedures.

While attending the FBI seminar in Des Moines, the Iowa City Police Department was recognized for 10 years of reporting crime information to the FBI. The Iowa City Police is one of only 128 agencies in the state of Iowa who have participated in NIBRS for at least 10 years.

#### Records Goals for 2007

- Records personnel schedule more visits to other agencies to observe departmental policies and procedures
- Finish scanning 2002 case files
- Develop a notification letter to other police departments when someone from their city pawns items locally
- Continue to explore ways to increase Records efficiency in daily tasks without compromising the standard of quality

## PLANNING AND RESEARCH

Sgt. Doug Hart was in charge of this assignment in 2006 and completes his two year rotation. This job includes working closely with Police Records and Emergency Communications under the direction of the Administrative Commander. Planning and Research is responsible for developing and disseminating the majority of the statistical reports that are made available to citizens and the community. This is done by individual request, media releases and information posted to the Iowa City Police Department web page ([www.icgov.org/police](http://www.icgov.org/police)). Reports are also generated which allow command staff to examine trends and help plan deployment of resources. This includes the Use of Force Report, Officer Activity Report, and special generated reports as needs arise. Sgt. Hart monitors for accuracy and completeness the submission of all tickets, reports and documentation submitted by officers. This requires him to work closely with Watch Supervisors to insure documentation is complete.

This position is also includes assignment to duties as the Department Information Officer. Working as the media contact, he gathers the requested information or provides facts about current activities in the community as requested. This puts him in the public eye and results in being frequently quoted and seen as the Iowa City Police Department spokesperson.



*Sgt. Doug Hart is interviewed by a reporter after a tornado hit the Iowa City area on April 13, 2006.*

#### Planning and Research Goals for 2007

- Inventory/assess the various reports generated through this assignment and make recommendation for continuation, modification and/or elimination.
- Look for ways to establish a more proactive relationship with the media.

# TRAINING AND ACCREDITATION

Sgt. Mike Lord has been assigned these functions since January of 2004. In addition to coordinating and documenting all the training attended by the Iowa City Police Department, he also is responsible for developing training that has to do with review, updates and changes to general orders. Another large portion of his duties is to oversee the review and development of the general orders as part of the CALEA Accreditation. Sgt. Lord also coordinates the Governors Traffic Safety funding which provides overtime funds for special traffic enforcement.

## Training

In 2006, officers attended a total of 4314 hours of in-house training. This is up 4.4% from 2005 and reflects our continual goal to look for quality ways to train. It helps offset increase funding needed for off-site training opportunities, many of which are mandated. In-house training consists of an annual coordinated 24 hour block of training conducted jointly with other Johnson County law enforcement agencies. Additionally, Iowa City Officers participate in other mandatory training days focusing largely on firearms qualification, use of force and vehicle operation issues. Based on 73 sworn officers, each Iowa City Officer received an average of 59 hours of in-house training.

Members attended 99 off-site training sessions totaling 3456 hours. This represents a 27.6% increase from 2005, and puts the Department virtually even with where we were in 2004. Off-site training was primarily provided at MTTU IV in East Moline, Iowa Law Enforcement Academy, Midwest Counter-Drug Training Center and the Sioux City National Training Center. Additionally there were many conferences and seminars dealing with many varying areas of law enforcement. Of note is that Iowa City brought in/sponsored two law enforcement related schools. This allowed a total of 130 hours of training with no travel costs.

Based on 73 sworn personnel officers attending 7770 hours of training in 2006, officers averaged approximately 106 hours of training, an 8 hour increase per officer over 2005..

In addition to the above training, three new officers completed the certification training required of officers with the Iowa Law Enforcement Academy. These officers attended 560 hours each for a total of 1680 hours.

Sgt. Lord's goal of computerizing individual training records for all officers was completed in 2006. All training records are now computerized back through 1984. This allows access to up-to-date records and documentation for the entire police department to better address individual and departmental needs.

## Training Goals for 2007

- Increase the number of officers certified to do field training.
- Increase the number of officers who qualify as crime scene technicians.
- Explore Spanish language training for officers and dispatchers.
- Continue to seek ways to bring quality training to Iowa City to reduce travel costs.
- Continue to seek out needed training in a wide diversity of subjects to expand departmental expertise.

## Accreditation

The Iowa City Police Department was originally accredited by the Commission on Accreditation for Law Enforcement (CALEA) in March of 2002. The Department is then re-accredited every three years. In December of 2007 the next assessment takes place. At that time assessors from CALEA will visit the Iowa City Police Department over the course of five days and examine the department's facilities, operations, policies and procedures. The assessors will determine if the department has continued to maintain compliance with the 459 standards required for accreditation. If the assessment is successful the department will be formally re-accredited in March of 2008. To maintain accreditation, compliance with all 459 standards must be proven each year of the accreditation cycle. In 2006 documentation was completed for the years 2005 and 2006. Preparations were then made for collection of 2007 data. In 2006 a significant hurdle was addressed due to CALEA revising a large number of their standards as well as implementing 13 all new standards. The new standards required the Department to make significant changes to a number of policies and procedures. Development of

several new policies and procedures were also required.



*Sgt. Mike Lord proudly holds the CALEA accreditation certificate presented in 2006.*

### Accreditation Goals for 2007

- Fully implement new standards required by CALEA.
- Complete collection of all required directives and documentation for 2005, 2006 and 2007 needed for re-accreditation.
- Completion of “mock” re-accreditation with minimal problems or concerns being identified.
- Successful completion of actual re-accreditation in December.



# LEE AWARD RECIPIENT

2006 saw a revision in the way the Richard W. Lee Award is selected and presented. In looking for ways to formalize and expand awards presented within the Iowa City Police Department, a new section of the Department Disciplinary Philosophy was written. This new order states:

"On an annual basis, this award (Richard Lee Award) may be given to an officer in recognition of outstanding sustained efforts over the last year which positively impacted the community through a program or activity. This award recipient will be chosen by the officers of the Department after nominations have been received. The criteria for selection will be:

1. professionalism
2. compassion for citizens & other officers
3. unique & effective ways of accomplishing objectives
4. a specific action/program exemplifying



*Chief Sam Hargadine presents the Richard W. Lee Award to the 2006 recipient, Officer David Schwindt.*

Four officers were nominated for the 2006 award and Officer David Schwindt was selected by his peers to receive the award. Officer Schwindt has been an Iowa City Police Officer since February 12, 2001. During this last year, he was assigned to the Investigation Unit. Using his expertise with computers, he and his wife have started a program to recondition computers for underprivileged children in the community. He is also involved in the PALS program where he has worked with area youth building model rockets.

Officer Schwindt's professionalism and compassion makes him a worthy recipient of this award. He will have his name permanently inscribed on the award and receive a silver award bar to be worn on his uniform.