

# Xenia Police Division 2008 Annual Report



Chief Donald R. Person



*An Internationally Accredited Agency*

***"A Family of Professionals"***



## Index

	<b>Page Number</b>
Introduction from the Chief of Police	1-2
Organizational Chart	3
History of Police Chiefs	4
Chief Donald R. Person	5
Special Services Captain Daniel T. Donahue	6
Patrol Services Captain Douglas P. Doherty	7
Administrative Services Captain Scott J. Anger	8
Sworn Personnel Roster	9-10
Sworn Personnel Changes	11
Changes in Authorized and Actual Strength of Sworn Personnel	11
Sworn Personnel Years of Service Chart	11
Tabulation of Age of Sworn Personnel	12
Sworn Personnel Changes – Authorized Strength Chart	13-14
Communications Personnel Roster	15
Civilian Personnel Roster	16
Casey Elliott Memorial “City’s Finest” Award Winner	17
Five Year Offense Summary Report	18-19
Five Year FBI Uniform Crime Report	20
Analysis of Vehicular Pursuits	21
Accident and Traffic Enforcement Review	22-24
Divisional Training	25
Reserve Unit Report	26
D.A.R.E. Report	27-28
School Resource Officer Report	29-30
D.I.V.E.R.T Report	31
Greene County Regional SWAT Team/Hostage Negotiation Team	32
Parking Revenue Receipts	33
Auxiliary Unit Report	34
2008 Police Division Performance Plan with outcomes	35-39
2009 Police Division Performance Plan	40-43
2008 Communications Performance Plan with outcomes	44-46
2009 Communications Performance Plan	47-48



## **Letter of Introduction To the Citizens of Xenia:**

To the Citizens of Xenia:

It is with great pride that I present to you the Xenia Police Division's 2008 Annual Report. This year has been a rewarding year of hard work and accomplishment at the Xenia Police Division. Our authorized strength continues to stand 45 sworn officers, reduced from 48 Officers in 2003. We have been able to stay fully manned in 2008 as we were allowed by City Council to hire one additional officer in 2006 to fill in for Officer Henry who continues to serve on active duty in the military. Despite reduced manning, the police division has continued to provide the best service that manning would allow and I am proud of our Officers and staff for persevering throughout the year.

A large part of this past year has been dedicated to updating our policies and procedures and this will continue into the first few months of 2009. This is necessary as we moved towards our 2010 accreditation on-site review which is a four day assessment through the Commission on Accreditation for Law Enforcement Agencies. This four day assessment every three years assures the community that the Xenia Police Division has policies, procedures, and guidelines that follow nationally standards for professional law enforcement services.

The Xenia Police Division has continued to join forces with other agencies over the years to better serve the community we live in. We have enjoyed a partnership with the Family Violence Prevention Center for many years. This partnership has been recognized nationally as a "best practice" to combat crime in a small community. Greene County Children Services Board has joined our team to help us in our efforts to prevent violence in the home. The consortium on Domestic Violence established by the Greene County Prosecutor's Office and Victim/Witness Division has enlisted not only the help of the police, but also of the courts, prosecutors, hospital and social agencies to provide comprehensive services in all jurisdictions of Greene County on issues involving violence in the home.

Our ongoing partnership with the Xenia Community Schools allows us to have an officer in each of the elementary schools teaching the D.A.R.E. curriculum for many years. In addition, we have continued our program at Xenia High School which put a School Resource Officer in the schools at least three full days per week. We also assign this officer to each of the middle schools one day per week. Our involvement doesn't stop there. Patrol officers assist by being in the school zones or at school crossings at the beginning and end of as many school days as we can. Once again, Officer Dean Margioras and many others assisted with the planning of police week with seniors in their government classes at Xenia High School. Several officers spent a day in class with the seniors.

We continue our partnership with the Greene County Combined Health District through their program called "Safe Communities." Their health educator, Beth Player, provides training on child safety seats and coordinates safety checks. Beth is our connection to many of Ohio's traffic safety events.

Another example of our partnerships would be our mutual aid agreement with all the law enforcement agencies in Greene County and our participation in the countywide drug enforcement unit. The Greene County Sheriff, County Prosecutor, Beavercreek Police, Fairborn Police and Xenia Police joined forces in the 80's to create the drug unit now known as The Agencies for Combined Enforcement (A.C.E.). The partnership was expanded in recent years to include agents from the State of Ohio and the Drug Enforcement Agency (D.E.A.).

Through the Chamber of Commerce's Old Fashioned Days Festival Committee, we work together to plan the annual festival and parade. And for fun, in March of each year, we partner up with Red Lobster Restaurant and do "Cops-n-Lobsters," a fundraiser for Special Olympics.

There are challenges that we face going into 2009. One of the challenges is maintaining services with the loss of personnel due to decreased revenue. Another challenge is to continue doing more with fewer funds, and we still must some day find a solution to our lack of space and upgrade our facility. To that

end through drug seizure funds we expect to build a new evidence and property storage facility at the City Service Center and a new training building at the new firing range on Ford Rd. Both of these facilities are being built without the use of tax dollars.

Your comments or suggestions on how X.P.D. can better serve you are welcome. You may reach me at (937) 376-7221 or by e-mail at [dperson@ci.xenia.oh.us](mailto:dperson@ci.xenia.oh.us).

Donald R. Person (Randy)  
Chief of Police  
Xenia Police Division

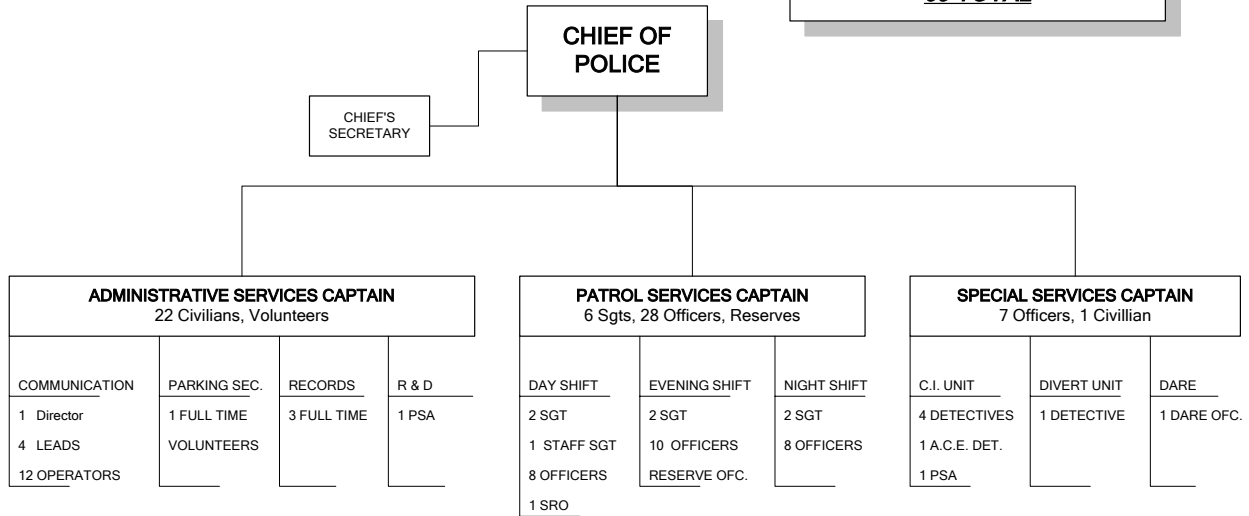
# City of Xenia, Ohio Police Division Organizational Chart

## XENIA POLICE DIVISION

January 12, 2009

**CURRENT ORGANIZATION**

**TOTAL ORGANIZATION STAFF**  
 46 SWORN PERSONNEL  
 1 on Military Leave  
 24 FULL TIME CIVILIAN  
***69 TOTAL***



## **City of Xenia, Ohio Police Division History of Police Chiefs**

The Xenia Police Division was first organized on August 28, 1871.  
Those serving in the office of Chief of Police since that time are:

1871-1880	Marshall Solomon K. Harner
1881-1892	Chief Norman S. Tiffany
1892-1914	Chief Edward M. Smith
1915-1920	Chief James Canaday
1921-1929	Chief M. E. Graham
1930-1939	Chief Ozni H. Cornwell
1939-1950	Chief Stanley L. Nickell
1951-1955	Chief Ancil R. Stephens
1956-1965	Chief Robert Killeen
1966-1971	Chief Harold Miller
1971-1978	Chief Raymond B. Jordan
1978-1991	Chief Dan Aultman
1991-1995	Chief Claude N. Lyons
1995-1998	Chief Danny L. O'Malley
1998-2003	Chief Eric J. Prindle
2003-Present	Chief Donald R. Person

Each of these men dedicated themselves to the betterment of the City of Xenia.  
For this dedication, we honor and salute them all.

**City of Xenia, Ohio Police Division  
Chief Donald R. Person**



Chief Donald R. Person, better known as Randy has been with the police division for over 32 years. Chief Person started his career with the City of Xenia in 1976 as a Communications Operator. In 1979 Chief Person was sworn in as a police officer. In 1987, Chief Person was promoted to the rank of sergeant and served as a street patrol supervisor. Chief Person served as a member of the division's special events tactical team for a number of years before being promoted to Lieutenant in 1992. As a Lieutenant, Chief Person supervised the Patrol Section, the Administrative Section, and twice served as the interim Chief of Police before being appointed full-time to the Chief of Police position in June 2003. Chief Person has led the Xenia Police Division through its initial Accreditation process in 1993, as well as very successful re-accreditation inspections in 1998, 2001, 2004, and 2007. Chief Person has an Associates Degree in Applied Sciences in Law Enforcement from Sinclair Community College and a Bachelors Degree of Science in Urban Administration from Wright State University. In addition Chief Person graduated from the Northwestern University Traffic Institute School of Police Staff and Command in 1996. In 1998 Chief Person has also received the Casey Elliott "City's Finest" Award. Chief Person has worked diligently to keep the division on the cutting edge of technological advancements and current management philosophies. Chief Person, in his position as Chief, looks forward to facing the challenges in our community. Chief Person is married to his wife Cheryl and has two sons, Ben and Brian.

**City of Xenia, Ohio Police Division  
Special Services Captain Daniel T. Donahue**



Captain Donahue has been a member of the Xenia Police Division since April of 1976. He began his career as a patrol Officer and spent 14 years in Patrol. During that time he served as a BAC Operator, Special Events Team member, Evidence Technician, Fatal Accident Team member and a Field Training Officer. In 1990 he was transferred to the Detective Section where he spent the next four years. In 1993 he received the Greene County Victim Witness Division's Outstanding Community Service Award for his work on Sexual Abuse cases. In 1994 he received the Xenia Police Division's "Casey Elliot Xenia's Finest Award". In 1994 he was promoted to the rank of Sergeant and returned to the Patrol Section as a Shift Supervisor. In 1998 he was promoted to the rank of Lieutenant and placed in charge of the Special Services Section, overseeing all Criminal Investigation activities. In 2000 he was involved in the formation of the Internet Child Protection Unit, which has gained national recognition for its work in protecting children from predators on the internet. In mid 2003 he transferred to the Uniform Patrol Section, during this time the Xenia Police Lieutenants were changed to Captain. On January 1, 2006 Captain Donahue took over the position of Administrative Captain, which includes being the Accreditation Manager, Special Operations Commander over the SWAT and HNT teams, along with managing day to day finances of the Division. Captain Donahue has an Associate Degree in Law Enforcement Technology from Clark Technical College. In 1997 he attended the Northwestern University Traffic Institute's School of Police Staff and Command, a ten week management program that also earns the student 21 college credit hours. Captain Donahue has been married to Brenda for 30 years, and has three children and one grandchild. In January of 2008 Captain Donahue will be reassigned to the Special Services Section where he will be in charge of Criminal Investigations, DARE, Divert, and the Xenia Police Div. Detective assigned to the Greene County A.C.E. Drug Task Force.

**City of Xenia, Ohio Police Division  
Patrol Services Captain Douglas P. Doherty**



The Xenia Police Division Patrol Captain is Douglas P. Doherty. Capt. Doherty had served ~~two years~~ as the Special Services Captain in charge of the Det. Section from 2006-2008. Capt. Doherty has served in all three administrative positions since being promoted to Captain. Captain Doherty has been with the Xenia Police Division since February 26, 1990. Captain Doherty was a patrol officer for 8 years before taking an assignment within the Division as a Detective in December 1997. Captain Doherty was promoted to Sergeant in May 1998. He served as the District Two Sergeant for the Evening shift for five years. Captain Doherty joined the XPD SWAT team in 1993 and served as our tactical team leader for the SWAT team from 2001--2004. In March 2003, Captain Doherty was promoted to the rank of Captain. Captain Doherty attended Wright State University for four years as a Political Science major. Captain Doherty is a 2000 graduate of Northwestern's School of Police Staff and Command. Captain Doherty received the Casey Elliot "City's Finest" award in 2001. Captain Doherty attended the F.B.I. National Academy in 2003 and graduated in the 214<sup>th</sup> session. Captain Doherty is married to Shannon and has two children, Christina and Daniel.

**City of Xenia, Ohio Police Division  
Administrative Services Captain Scott J. Anger**



Captain Scott Anger started his career with Xenia Police Division in 1987. He attended Clark State Community for two years in the Criminal Justice Program. Captain Anger holds a B.A. degree in Liberal Professional Studies with a concentration in Criminal Justice and Psychology from Capital University. He graduated from the Northwestern University Traffic Institute's School of Police Staff and Command in 1999. Captain Anger graduated from The FBI National Academy Session 235 in December of 2008. Captain Anger has been active in the Fraternal Order of Police and was lodge president for two years in 2001 and 2002. He worked as the department's D.A.R.E. Officer from 1993-95. In 1995, he was assigned to the criminal investigation section as a detective. In 1997, Capt. Anger was promoted to patrol sergeant and served in this capacity until being promoted to lieutenant in June of 2003. In 2003, Capt. Anger became the commander of the Special Services Section which includes the Detective Section, the DARE Program, the Domestic Violence Intervention Unit (DIVERT), the Internet Child Protection Unit (ICPU), and the detective assigned to the county drug task force (A.C.E.). He served as the commander of the division's patrol operations section in 2007 and 2008. Captain Anger is currently serving as the Administrative section commander which includes the oversight of the budget operations and the police records section. He served on the division's Special Events & Tactics Team for fifteen years prior to be promoted to Lieutenant in 2003. Captain Anger was awarded the "Casey Elliott Xenia's Finest" award in 1995. Scott is married and has two children. He stays involved with local youth recreational activities in Xenia.

**City of Xenia, Ohio Police Division  
2008 Sworn Personnel Roster**

<b>Name &amp; Unit #</b>	<b>Current Rank</b>	<b>Date Appointed</b>
11-Donald R. Person	Chief of Police	4/12/76
41-Daniel T. Donahue	Administrative Services Captain	4/26/76
12-Douglas P. Doherty	Special Services Captain	2/26/90
29-Scott J. Anger	Patrol Services Captain	4/6/87
27-B. Todd LeMaster	Patrol Sergeant	8/6/84
21-David J. Pazynski	Patrol Sergeant	3/3/91
35-Steven T. Lane	Patrol Sergeant	2/23/93
32-Gary E. Johnson	Staff Sergeant	11/18/91
36-Peter P. Wiza IV	Patrol Sergeant	3/25/94
31-Alonzo O. Wilson	Patrol Sergeant	3/10/91
42-Christin A. Stutes	Patrol Sergeant	3/11/96
28-Kathleen D. Forrest	Patrol Officer	8/20/84
30-Gerald W. Merriman	Patrol Officer	4/6/87
<i>17-Jack I. Mann</i>	<i>Patrol Officer</i>	<i>12/13/87</i>
26-Frederick W. Barker	Patrol Officer	2/26/90
33-Richard Scott Sams	Patrol Officer	1/20/92
34-Darrin R. Barlow	Detective	3/2/92
37-Fred E. Meadows	Detective	3/25/94
38-Larry L. Henry	Patrol Officer	1/3/95
39-Timothy E. Roop	Patrol Officer	1/30/95
40-Matthew R. Foubert	Patrol Officer	2/11/96
43-Dean A. Margioras	S.R.O. Officer	3/11/96
46-Jeffery L. Osburn	Detective	6/16/97
47-Robert A. Kelley	Patrol Officer	6/16/97
48-Holly N. Clay	Detective	6/16/97
49-Marc A. Margioras	Patrol Officer	9/8/97
50-Ellyn D. Board	Divert Detective	1/5/98
51-Harold P. Matheson	D.A.R.E. Officer	8/31/98
52-Patrick M. Walsh	Patrol Officer	8/31/98
53-Scott A. Beegle	Patrol Officer	1/19/99
54-Lon E. Etchison	A.C.E. Detective	1/19/99

55-Robert D. Stouffer	Patrol Officer	1/19/99
58-Stephen G. Shaw	Patrol Officer	9/7/99
25-Phillip M. Pierson	Patrol Officer	9/9/02
57-Matthew R. Miller	Patrol Officer	9/9/02
44-Ryan T. Dillon	Patrol Officer	3/24/03
62-Rebecca L. Lilje	Patrol Officer	06/30/03
63-Charles H. Sanso	Patrol Officer	06/30/03
64-Matthew Cvitkovich	Patrol Officer	06/30/03
60-W. Paul Stott	Patrol Officer	09/29/03
66-Greg Burri	Patrol Officer	4/25/05
67-Doug Sparks	Patrol Officer	4/25/05
68-Matt Dray	Patrol Officer	4/25/05
61-Anthony Vitale	Patrol Officer	1/30/06
70-David Wilson	Patrol Officer	6/25/07
71-Terry Zoerb	Patrol Officer	6/25/07
45-Brian Blackaby	Patrol Officer	10/20/08

*Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2008 year.*

**City of Xenia, Ohio Police Division  
2008 Sworn Personnel Changes**

1.	Present for duty on January 1, 2008	46
2.	Retired from the Division in 2008	1
	Total.....	45
3.	Resigned from the Division in 2008	0
4.	Appointed to the Division in 2008	1
5.	Present for duty on December 31, 2008	46

**Timeline for Sworn Personnel Changes during 2008:**

- 9/6/2008      Officer Jack Mann Retired with a full medical retirement.
  
- 10/20/2008    Officer Brian Blackaby was hired to replace Officer Mann

**City of Xenia, Ohio Police Division  
2008 Changes in Authorized and Actual Strength of Sworn Personnel**

Rank	Authorized Strength		Actual Strength	
	1/1/08	12/31/08	1/1/08	12/31/08
Chief	1	1	1	1
Captains	3	3	3	3
Sergeants	6	7	7	7
Officers	<u>35</u>	<u>34</u>	<u>35</u>	<u>35</u>
Totals	45	45	46	46

**City of Xenia, Ohio Police Division  
2008 Sworn Personnel Years of Service Chart**

<u>Number of Officers</u>	<u>Years of Service</u>	<u>Percent of Force</u>
2	25 +	4.3%
4	20-24	8.7%
8	15-19	17.4%
14	10-14	30.4%
11	5-9	23.9%
7	-4	15.2%

**City of Xenia, Ohio Police Division  
2008 Tabulation of Age of Sworn Personnel**

Year of Birth	Chief	Captain	Sergeant	Police Officer	Number of Members	Approx Age Members of Division
1953	0	1	0	0	1	55 years
1954	1	0	0	0	1	54 years
1955	0	0	0	1	1	53 years
1956	0	0	0	0	0	52 years
1957	0	0	0	0	0	51 years
1958	0	0	0	0	0	50 years
1959	0	0	0	0	0	49 years
1960	0	0	0	0	0	48 years
1961	0	0	0	0	0	47 years
1962	0	1	1	1	3	46 years
1963	0	0	1	3	4	45 years
1964	0	0	0	0	0	44 years
1965	0	1	0	1	2	43 years
1966	0	0	2	2	4	42 years
1967	0	0	0	0	0	41 years
1968	0	0	1	1	2	40 years
1969	0	0	0	2	2	39 years
1970	0	0	0	2	2	38 years
1971	0	0	1	4	5	37 years
1972	0	0	1	2	3	36 years
1973	0	0	0	1	1	35 years
1974	0	0	0	1	1	34 years
1975	0	0	0	0	0	33 years
1976	0	0	0	1	1	32 years
1977	0	0	0	1	1	31 years
1978	0	0	0	1	1	30 years
1979	0	0	0	1	1	29 years
1980	0	0	0	3	3	28 years
1981	0	0	0	2	1	27 years
1982	0	0	0	3	3	26 years
1983	0	0	0	0	0	25 years
1984	0	0	0	1	1	24 years
1985	0	0	0	1	1	23 years
<b>TOTAL</b>	1	3	6	36	46	Avg. Age 35.2 years

**City of Xenia, Ohio Police Division  
1998-2008**

<b>Sworn Personnel Changes - Authorized Strength Chart</b>						
<b>YEAR</b>	<b>Authorized Strength</b>	<b>Actual Strength</b>	<b>Personnel</b>	<b>Ret/Res</b>	<b>Hired</b>	<b>NOTES</b>
1998	47	46	E. Board		1/5/98	
		47	C. Hennon		1/5/98	
		46	G. Evans	2/11/98		
		45	D. O'Malley	3/6/98		
	48	44	J. Huston	5/8/98		VAWA Grant- Add 1 Sgt - 5/4/98
1998		43	B. Minter	7/21/98		
		44	H. Matheson		8/31/98	
		45	P. Walsh		8/31/98	
		44	C. Hennon	12/16/98		
1999	48	45	S. Beegle		1/19/99	
		46	L. Etchison		1/19/99	
		47	R. Stouffer		1/19/99	
		46	J. Earley	1/27/99		
		45	R. Thomas	4/1/99		
		46	T. Lemaster		9/7/99	
		47	M. Gau		9/7/99	
		48	S. Shaw		9/7/99	
2000	48	47	C. Keith	3/38/00		
		46	D. Savage	5/2/00		
2001	48	47	S. Ritterbach		3/19/01	
		46	M. Gau	9/12/01		
2002	48	45	J. Shanks	1/19/02		
		44	S. Slone	1.28/02		
		45	K. Tubbs		7/1/02	
		46	S. Huntsman		7/1/02	
		45	T. Norris	8/3/02		
		46	P. Pierson		9/9/02	
		47	M. Miller		9/9/02	
2003	48	46	E. Hughes	1/4/03		
		45	K. Tubbs	2/7/03		
		46	R. Dillon		3/24/03	
		45	S. Ritterbach	3/19/03		
		44	S. Helling	3/28/03		
		43	W. McKinney	4/30/03		
		44	J. Phillips		5/4/03	
		43	E. Prindle	5/30/03		
		44	R. Lilje		6/30/03	
		45	C. Sanso		6/30/03	
		46	M. Cvitkovich		6/30/03	
		47	W. Phillips		6/30/03	
		46	Gene Fischer	7/5/03		
		45	J. Phillips	9/2/03		
		46	W. Stott		9/29/03	
	45	45	R. K. Smith	12/7/03		Reduced three officers - failure of .25% tax levy - down economy
2004	45	44	S. Huntsman	1/27/04		
		45	C. Mintz		5/10/04	

<b>Sworn Personnel Changes - Authorized Strength Chart</b>						
<b>YEAR</b>	<b>Authorized Strength</b>	<b>Actual Strength</b>	<b>Personnel</b>	<b>Ret/Res</b>	<b>Hired</b>	<b>NOTES</b>
		44	W. Phillips	7/12/04		
2005	45	43	C Mintz	1/15/05		
		42	S. Moning	2/17/05		
		43	G. Burri		4/25/05	
		44	D. Sparks		4/25/05	
		45	M. Dray		4/25/05	
2006	45	46	T. Vitale		1/30/06	Temporally hired to cover while L. Henry is on military leave
2007	45	45	TD. LeMaster	4/24/07		
	45	45	T. Vilale		4/24/07	Moved to Permanent Status
	45	44	K. Linkhart	6/16/07		
	45	45	D. Wilson		6/25/07	
	45	46	T. Zoerb		6/25/07	Temporally hired to cover while L. Henry is on military leave
2008	45	45	J. Mann	9/6/08		
	45	45	T. Zoerb		9/6/08	Moved to Permanent Status
	45	46	B. Blackaby		10/20/08	Temporally hired to cover while L. Henry is on military leave

**City of Xenia, Ohio Police Division  
2008 Communications Personnel Roster**

<b>Unit Number</b>	<b>Name</b>	<b>Assignment</b>
160	P. June Johnson	Communications Director
161	Mickey E. Sweeney	Communications Operator II
162	Donna K. Swisshelm	Communications Operator II
163	Marian L. Bankhead	Communications Operator II
164	Vicki L. Coy	Communications Operator II
165	Connie S. Miller	Communications Operator II
166	Jacquelyn M. Foster	Communications Operator II
167	Valerie L. Mills	Communications Operator II
168	Dawn E. Ellis-Whittemore	Communications Operator II
169	Kimberly Creswell	Communications Operator II
170	Christina L. Beegle	Communications Operator II
171	Patricia A. Bowen-Balonier	Communications Operator II
172	Susan E. Wolfe	Communications Operator II
173	Jessica Gibbs	Communications Operator II
174	Heather Brown	Communications Operator II
175	Heather Glaspell	Communications Operator II
176	Kimberly Parker	Communications Operator II

*Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2008 year.*

**City of Xenia, Ohio Police Division  
2007 Civilian Personnel Roster**

<b>Unit Number</b>	<b>Name</b>	<b>Assignment</b>
150	Kathleen Pratt	Records Clerk
151	Christina L. Shaw	Police Service Aide/Accreditation Manager
152	Pamela S. Gibbs	Police Service Aide
153	LeJean R. Huston	Secretary
154	Sandra I. Saunders	Secretary
155	James Osburn	Parking Enforcement/Volunteer Coordinator
156	Stephanie Erbaugh	Secretary

*Those names in Italic are individuals that ended their service to the City of Xenia sometime during the 2008 year.*

## **City of Xenia, Ohio Police Division Casey Elliot Memorial “City’s Finest” Award Winner 2008**

The Casey Elliott Memorial “City’s Finest” Award is given each year in recognition for either an outstanding accomplishment in police work, bravery in the line of duty, or a humanitarian deed. The selection committee is comprised of the City Manager, a Representative of the Fraternal Order of Police, Greene County Lodge #37 and the Chief of Police.

The Casey Elliott Memorial Award for leadership recognizes those officers who on a daily basis, and through personal example, set a standard of excellence for others in the division to follow. All of these leaders are the type of person that you instinctively appreciate.

This year’s winner is a twenty-three year veteran of the police division. He is a 1980 graduate of Cedarville High School where he was a standout football player. In his role with the police division, he serves as a Field Training Officer, and BAC Operator. He is a state certified instructor and has acted in the capacity as a Radar Instructor, Driving Instructor, and served as a D.A.R.E Officer. He served for several years as the division’s representative to the Traffic Commission. Several years ago when there was a problem with the professionalism in the DIVERT unit, he agreed to step in as the DIVERT Unit Supervisor and restored confidence in that position. In addition to his regular duties as a Sergeant, his current special assignment is supervision of the Xenia Police Division Training Committee.

At the Awards Ceremony in 2006, he received the Leadership award for the positive attitude he displays while conducting his supervisory duties. He provides a great deal of leadership to the officers and civilians he comes in contact with every day though both deed and character. He regularly meets and exceeds performance expectations given to him by administration. He is a fine leader who leads by example and provides a fine leadership model for those under his command. He can be summed up with the simple phrase: “He is a class act”.

On a personal note, he is married to Carla and has two children, Katelyn and Sam. In his spare time, he enjoys riding motorcycles, camping, and has turned a hobby of Sports Photography into a small business.

Prior to the death of Evelyn Douglas in 1996, the daughter of Casey Elliott and the founder of this award, she made arrangements for this award to be endowed in perpetuity. We believe that Evelyn would be proud to know that this award will continue to “carry on.”

From his many accomplishments in the Xenia Police Division and from the hearts of his fellow officers, it is indeed an honor to present the 2007 Casey Elliott Memorial “City’s Finest” Award to **Sergeant B. Todd LeMaster**.

## City of Xenia, Ohio Police Division Five Year Offense Summary Report

### Offenses of Arson

Types of Property	2008	2007	2006	2005	2004
Commercial	2	5	2	3	4
Residential	2	8	6	3	6

### Offenses of Assault

Types of Assault	2008	2007	2006	2005	2004
No Weapon	501	482	481	496	493
Weapon	18	21	19	8	18
Domestic	272	230	253	296	294
Adult	419	418	432	392	408
Juvenile	100	85	68	111	102
Officers Assaulted	6	8	2	6	3

### Offenses of B&E/Burglary

Types of Property	2008	2007	2006	2005	2004
Commercial	34	26	42	21	27
Residential	150	169	151	159	160

### Offenses of Homicide

Types of Homicide	2008	2007	2006	2005	2004
Overall	1	1	1	0	0
Infant Death/Stabbing/Arson	0	0	0	0	0

### Offenses of Larceny

Types of Larceny	2008	2007	2006	2005	2004
Automobile/Other	41	40	56	42	46
Auto Accessory	100	84	69	87	75
Grand	180	184	205	177	174
Petty	661	625	679	742	672

### Offenses of Rape

Types of Rape	2008	2007	2006	2005	2004
Forcible	7	9	14	11	8

### Offenses of Robbery

Types of Robbery	2008	2007	2006	2005	2004
Armed	10	7	10	5	4
Strong Arm	12	17	11	9	10

**Other Offenses**

<b>Types of Offenses</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>
Bad Checks/Fraud	129	169	175	192	162
Phone Harassment/Threats	333	392	367	391	407
Property Damage	386	440	494	451	383
Miscellaneous Incidents	1658	1903	1990	2047	2041

**Traffic Accident Investigations**

<b>Types of Accidents</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>
Fatal	0	0	0	4	1
Personal Injury	118	109	138	117	120
Property Damage	416	497	462	511	503
Hit Skip	143	156	168	171	161
Private Property	50	64	77	61	66
Number of Injured Persons	150	148	177	149	180

**House Checks**

<b>Types of Check</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>
Vacant House	67	92	70	66	55

**Special Services Activity**

<b>Types of Activity</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>
Total Cases Assigned	841	661	923	664	804
Misdemeanor Cases	201	140	454	163	208
Felony Cases	576	455	469	501	596
Felony Charges (Adult)	221	143	127	146	158
Property Room Items Logged	1416	1580	1628	1560	1386
Narcotics Cases Handled	129	64	62	68	73
Other Cases (missings, deaths, etc.)	64	36			

## City of Xenia, Ohio Police Division Five Year FBI Uniform Crime Report

### **Criminal Homicide** 2008 2007 2006 2005 2004

Murder/Non-Negligent Manslaughter	1	1	1	0	0
Manslaughter by Negligence	0	0	0	0	0
<b>Total Criminal Homicides</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>

### **Forcible Rape** 2008 2007 2006 2005 2004

Rape by Force	7	10	14	12	8
Attempts to Commit Forcible Rape	0	0	0	0	0
<b>Total Forcible Rapes</b>	<b>7</b>	<b>10</b>	<b>14</b>	<b>12</b>	<b>8</b>

### **Robbery** 2008 2007 2006 2005 2004

Firearm	10	4	7	2	3
Knife or Cutting Instrument	1	1	3	3	2
Other Dangerous Weapon	5	3	2	1	3
Strong Arm	8	17	9	7	6
<b>Total Robberies</b>	<b>24</b>	<b>25</b>	<b>21</b>	<b>13</b>	<b>14</b>

### **Assault** 2008 2007 2006 2005 2004

Firearm	2	4	1	3	3
Knife or Cutting Instrument	2	2	1	3	1
Other Dangerous Weapon	0	1	0	0	2
Hands, Fists, Feet – Aggravated	1	0	1	0	0
Other Assault (simple)	516	505	500	499	504
<b>Total Assaults</b>	<b>521</b>	<b>512</b>	<b>503</b>	<b>505</b>	<b>510</b>

### **Burglary – Breaking and Entering** 2008 2007 2006 2005 2004

Forcible Entry	112	116	108	107	92
Unlawful Entry – No Force	53	67	79	59	72
Attempted Forcible Entry	18	13	20	15	21
<b>Total Burglaries</b>	<b>183</b>	<b>196</b>	<b>207</b>	<b>181</b>	<b>185</b>

### **Larceny – Theft (Except Motor Vehicle Theft)** 2008 2007 2006 2005 2004

<b>Total Larceny Thefts</b>	<b>943</b>	<b>894</b>	<b>951</b>	<b>1009</b>	<b>917</b>
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### **Motor Vehicle Theft** 2008 2007 2006 2005 2004

Autos	28	34	46	32	33
Trucks and Buses	11	3	8	5	10
Other Vehicles	2	6	1	5	1
<b>Total Motor Vehicle Thefts</b>	<b>41</b>	<b>43</b>	<b>55</b>	<b>42</b>	<b>44</b>

### **Grand Totals** 2008 2007 2006 2005 2004

	<b>1721</b>	<b>1681</b>	<b>1752</b>	<b>1762</b>	<b>1678</b>
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## City of Xenia, Ohio Police Division 2008 Annual Analysis of Vehicular Pursuits

During the past year of 2008, the Xenia Police Division maintained its operation under the pursuit policy redesigned in September 2005. The pursuit policy allows for vehicular pursuits for the apprehension of suspects involved in very serious and violent crimes. Officers are required to document all incidents when a suspect violator fails to stop and a pursuit decision must be made. Our current policy requires the administration to convene the Use of Force Review Board in any instance an officer is involved in a high speed vehicular pursuit. Division officers received a policy review during roll call. This was an informal review and was not documented in the form of a read and sign. Xenia Police Officers will receive a more formal training on this policy in January 2009.

The Xenia Police Division was not involved in any high speed pursuits during the year of 2008. Xenia Police Officers were involved in two (2) incidents that involving a suspect violator failing to stop. In the past year, we had no occurrences of using stop sticks. The following is a summary of the 2008 incidents:

**On June 23, 2008,** Officer D. Wilson attempted to stop a vehicle for a traffic violation. The suspect vehicle ignored the police officer's lights and siren and maintained his driving without stopping. The traffic was moderate and the visibility conditions were good. Once the driver began to drive "aggressively" the officer terminated the apprehension attempt. The officer turned off his overhead lights and turned around per policy. Sgt. LeMaster was the duty supervisor and was informed of the officer's actions.

**On July 07, 2008,** Officer M. Margioras attempted to stop a motorcycle for a speed violation. The suspect ignored the officer's lights and siren and actively began to elude the officer. The suspect ran several traffic control devices while accelerating away from the officer. The attempt to capture was terminated by the officer. Shortly thereafter, the officer located him again on a dead end street. The suspect's motorcycle stalled and he was captured after he tried to flee on foot.

The detailed reports of these incidents are maintained in accordance with our records retention schedule.

Vehicle Pursuits by Year

Pursuits	2006	2007	2008
Total Pursuits	7	6	2
Policy Compliant	6	6	2
Policy non-compliant	1	0	0
Accidents	1	2	0
Injuries (Officer/Suspect/Third Party)	0	0	0
Traffic Offense	6	4	2
Felony	0	0	0
Misdemeanor	1	2	2

## City of Xenia, Ohio Police Division 2008 Accident and Traffic Enforcement Review

### Section 1 Traffic Accident Statistical Data

**Data Collection:** All Traffic Accident Reports completed by the division have been compiled.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Percent
0000	3	1	1	5	1	2	4	17	3.2%
0100					2		1	3	0.6%
0200		1	4				3	8	1.5%
0300	3		2			1	5	11	2.1%
0400	1		1				1	3	0.6%
0500	3					2	1	6	1.1%
0600			2					2	0.4%
0700	2	1	1	3	9	4		20	3.7%
0800		7	3	5	7	3	2	27	5.1%
0900	1	5	7	7	1	3	2	26	4.9%
1000	1	6	7	1		1	3	19	3.6%
1100	1	2	4	5	3	2	7	24	4.5%
1200	2	5	4	10	7	5	7	40	7.5%
1300	2	5	6	5	7	5	3	33	6.2%
1400	5	6	9	4	6	8	5	43	8.1%
1500	4	12	10	7	6	11	10	60	11.2%
1600	10	1	8	2	6	10	5	42	7.9%
1700	4	5	5	7	6	7	3	37	6.9%
1800	4	5	9	6	3	5	4	36	6.7%
1900	3	2	1	1	3	4	3	17	3.2%
2000	3	4	2	1	2	3	2	17	3.2%
2100	2	4	2	3	2	3	2	18	3.4%
2200			1	4	1	5	3	14	2.6%
2300			3	2	3		3	11	2.1%
<b>Total</b>	<b>54</b>	<b>72</b>	<b>92</b>	<b>78</b>	<b>75</b>	<b>84</b>	<b>79</b>	<b>534</b>	<b>100%</b>
<b>Percent</b>	<b>10.1%</b>	<b>13.5%</b>	<b>17.2%</b>	<b>14.6%</b>	<b>14.0%</b>	<b>15.7%</b>	<b>14.8%</b>	<b>100%</b>	

#### Pattern/Trend Identification:

**Pattern # 1** – Fifty-four (54%) of all crashes occurred between 1200 and 1759 hours regardless of the day of the week.

**Pattern # 2** - Thirteen percent (13%) of all crashes occurred on Tuesdays in an eleven (11) hour window between 0900 and 1959 hours.

**Pattern # 3** - Ten percent (10%) of all crashes occurred on Fridays in a six (6) hour window between 1200 and 1759 hours.

**Trend # 1** - Total crashes decreased in 2008 by twelve percent (12%) from 2007.

**Cause/Effect of Patterns/Trends:** The crash patterns identified above seem to correspond with, and seem to be proportionate to, peak traffic volumes.

**Findings:** The number of traffic crashes reported in Xenia is within the average that other cities of similar population and geographic composition reported.

The following intersections were identified as having the high number of crashes:

W. Main St. @ Church St.	12
W. Main St. @ Allison Ave.	11
W. Main St. @ Progress Dr.	11
W. Main St. @ Orange St.	10
N. Detroit St. @ W. Church St.	9

N. Detroit St. @ Wilson Dr.	9
Progress Dr. @ Harner Dr.	9
N. Detroit St. @ Kinsey/Hollywood	8
S. Detroit St. @ Second St.	6
W. Main St. @ Hospitality Dr.	5

**Recommendation:** It is recommended that selective traffic enforcement be directed in the area of the listed intersections, particularly during the peak crash times.

## Section 2 Traffic Enforcement Statistical Data

**Data Collection:** The Divisions monthly Productivity Reports from Jan. 1 to Dec. 31, 2008 were compiled to arrive at a total number of citations. The Bias Based data was used to determine the total number of warnings and traffic stops.

2008	Citations	Warnings	Total Stops
1 <sup>st</sup> Quarter	1046	716	1504
2 <sup>nd</sup> Quarter	1225	757	1649
3 <sup>rd</sup> Quarter	1072	642	1328
4 <sup>th</sup> Quarter	1004	679	1359
<b>Totals</b>	<b>4347</b>	<b>2794</b>	<b>5840</b>

\* Note that more than one violation can go on one citation. A person can be issued a combination of citations and warnings.

**Pattern/Trend Identifications:** All areas of reported traffic enforcement increased in 2008 from 2007. Citations were up by forty-five percent (45%). Warnings were up by forty-three percent (43%). The total number of traffic stops was up by sixty-one percent (61%).

**Cause/Effect of Patterns/Trends:** None

**Findings:** There has been a continued effort by the Division to increase traffic enforcement. This effort is clearly visible in the enforcement activities of 2008.

## Section 3 Specific Traffic Enforcement Activities

**Activity 1:** Officers were assigned to conduct selective traffic enforcement in the area of high crash intersections, specifically those along W. Main St.

**Activity 2:** We participated in the statewide "Click It or Ticket" campaign with an emphasis on seatbelt enforcement.

## Section 4 Evaluation of Selective Traffic Enforcement Activities

**Activity 1:** Selective traffic enforcement near high crash intersections seems to be an effective activity. The increased police presence/visibility seems to raise awareness and reduce violations thereby reducing crashes.

**Activity 2:** Participating in the statewide campaigns benefits the community as a whole. There is TV media coverage of the campaigns and the Division's participation reinforces our commitment to traffic safety.

## Section 5 Activities for the Coming Year

**Activity 1:** Officers will continue to focus selective traffic enforcement efforts in the area of the top 10 crash intersections as report above.

**Activity 2:** Officers will participate in statewide traffic safety/enforcement campaigns as they become available.

## Section 6 Comparison of collision and Enforcement Activities

Event	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Accidents	128	133	146	128
Citations	1046	1225	1072	1004
Warnings	716	757	642	679
Traffic Stops	1504	1649	1328	1359

**Cause/Effect of Patterns/Trends:** The above statistics did not support drawing any strong conclusions regarding the comparison of crash data and enforcement data during any given quarter. Traffic enforcement activities for the year were increased and traffic crashes decreased.

**Findings:** While there are many variables, it is a reasonable conclusion that the Division's increased traffic enforcement activities have directly contributed to the reduction of traffic crashes in the city.

**Recommendations:** Continue to make assignments for increased selective traffic enforcement in the area of high traffic crash intersections.

## City of Xenia, Ohio Police Division 2008 Divisional Training

The Xenia Police Division is proud of its ongoing training program. The Xenia Police Division's training program starts with the Training Committee led by Sergeant Todd LeMaster. The Training Committee meets monthly to review the ongoing training needs of the division and to review individual requests for specialized training to ensure the those requests meet both individual and divisional needs. The Training Committee is charged with scheduling all training mandated by the State of Ohio and CALEA standards. Finally the training committee is tasked with scheduling training that will keep our staff at the forefront of law enforcement tactics and techniques.

The Xenia Police Division is fortunate to have a high number of certified training instructors on our staff. We not only benefit from their ability to provide training in-house but we gain more diversity in our training by collaborating with other departments and academies by exchanging instructors.

Because of budget limitations, the training program was cut back in 2005 and 2006. In 2007 we began working to restore the number of training hours to ensure that the skill levels of officers remain at the high level we have come to expect from the staff of the Xenia Police Division.

<b>Training Year</b>	<b>In-House Training Hours</b>	<b>Outside Training Hours</b>	<b>Total Training Hours</b>
2008	44% - 1395 hrs.	56% - 1802 hrs.	3197 hrs.
2007	46% - 1552 hrs.	54% - 1798 hrs.	3350 hrs.
2006	54% - 1476 hrs.	46% - 1253 hrs.	2729 hrs.
2005	55% - 1217.5 hrs.	45% - 998.5 hrs.	2216 hrs.
2004	61% - 1904 hrs.	39% - 1231 hrs.	3135 hrs.
2003	24% - 1167 hrs.	76% - 3671 hrs.	4838 hrs.
2002	36% - 1851 hrs.	64% - 3341 hrs.	5192 hrs.
2001	40% - 2637 hrs.	60% - 3982 hrs.	6619 hrs.
2000	38% - 2737 hrs.	62% - 4484 hrs.	7221 hrs.
1999	41% - 2862 hrs.	59% - 4118 hrs.	6980 hrs.

## **City of Xenia, Ohio Police Division 2008 Reserve Unit Report**

The Reserve Unit of the Xenia Police Division started the year 2008 with two officers and ended the year with the same two officers. The Reserve Lieutenant was on limited duty from mid June until mid September due to major eye surgery. The Lieutenant is now back to full duty status. In the year 2008 the Reserve Unit of the Xenia Police Division logged a total of 531 man-hours with just two officers.

The hours logged by the Xenia Police Division Reserve Unit include many areas of activity in their service to the City of Xenia. Included in these hours is time on patrol duties, traffic control, services at special events, security for local businesses, emergency call-ins, administrative duties, monthly meetings, training sessions and time spent in court.

Reserve Unit members took part in many special events, such as traffic control for the bike marathons and the Greene County Fair. The unit participated in traffic control and security details for the Xenia Old Fashioned Days Parade and week-end festivities. Security was also provided too many Xenia businesses and the Greene County Library.

The Reserve Unit stayed current in all training made available to them and both officers are qualified with their duty and off-duty firearms, the patrol rifles, shotguns, and Tasers. This year both Reserve Officers also took advantage of training courses made available on line through OHLEG and the Ohio Attorney Generals office.

The Reserve Unit looks forward to serving the City in the coming year and aiding the Police Division in any way it can.

## **City of Xenia, Ohio Police Division 2008 D.A.R.E. Report**

The Xenia Police Division currently presents the DARE curriculum in 10 elementary schools. All of our schools embrace the program and support its continuance. The students enjoy the lessons and look forward to "DARE Day". The younger kids look forward to their turn in the future. Many parents have stated that their kids talk about DARE and what they learn all the time (many parents are challenged about their own behaviors).

The DARE curriculum focuses on drug prevention in two main areas. First, teaching kids the harmful physical, criminal, and social consequences of tobacco, marijuana, and alcohol. Second, focusing on choosing good friendships and how to resist and avoid negative peer pressure to use drugs.

2008 has been a good year for DARE in Xenia. This was our first year to teach the program at Summit Academy. The program was well received and has become a regular part of the school year at Summit Academy.

January through May officer Matheson taught the DARE program at St Brigid, Xenia Nazarene, Mckinley, Cox, and Simon Kenton. Each School program concluded with a graduation for the students. The graduations included a slideshow with pictures of the kids doing different activities in DARE class. The slide shows were a big hit. In addition to teaching DARE classes, officer Matheson regularly read to various classes and taught pre-schoolers about Stranger Danger and about what police officers do.

In April and May Officer Matheson, took 24 DARE essay winners to McDonald's for lunch. McDonald's graciously donated the lunches as they have the past four years. Officer Matheson took part in Integrated Youth Service's annual alcohol awareness program at Shawnee Park. There, officer Matheson used the fatal vision goggles to demonstrate the dangers of drunk driving.

May also started the planning of safety city and the 17<sup>th</sup> annual DARE golf scramble. Officer Matheson visited businesses in the city and a few outside the city soliciting sponsorships for the DARE program. The community responded with enthusiasm. Officer Matheson attended Community Action Day at Shawnee Park, He passed out pamphlets and talked to people about drug abuse.

In June, Officer Matheson also presented the safety city program to about 76 of Xenia's soon to be 1<sup>st</sup> graders at Simon Kenton Elementary. Pam Gibbs and Christina Shaw assisted with the program and proved to be invaluable. He also had the help of two high school students, and 9 D.A.R.E. graduates assisting with set up and activities for the kids. Officer Matheson taught stranger danger, pedestrian safety, and gun safety. Jackie foster taught 911. Greene county parks and Recreation taught water safety. Officer Dean Margioras taught bike safety. Officer Becky Greene taught about safety belt use and Laura Smith from Xenia Community schools, taught school bus safety. Members of the Xenia Fire Division brought the fire safety trailer out and taught fire safety and poison prevention. Deputy Dennis Nipper and Deputy Dan Funk brought out their dogs for a presentation. The program went smoothly and was enjoyed by all. Many compliments and thanks from parents were received.

In July was Xenia Police Division's 17<sup>th</sup> annual golf scramble held at Locust Hills Golf Course in Springfield. It was a beautiful day and the golf scramble was a huge success with record earnings of over \$6,400.00. Jim Osburn, Pam Gibbs and Christina Shaw were exceptionally helpful. The community supported the fundraiser both financially and with loads of door prizes. Everyone who attended received a door prize. The scramble was enjoyed by all. Many compliments were received.

In August, Officer Matheson took 17 of his D.A.R.E. graduates to Camp Birch for D.A.R.E. camp. There were D.A.R.E. kids from Beavercreek, Fairborn, Jamestown, and other schools in the county. It was a good experience for all. Activities included swimming, canoeing, arts and crafts, archery, a talent show, and a family dinner.

September through December Officer Matheson taught the DARE program at Springhill, Arrowood, Shawnee, and Tecumseh and Summit Academy. The new fifth graders were excited to finally get to participate in the program. Again along with teaching the D.A.R.E. program, Officer Matheson reads and teaches safety lessons to the younger classes. Again, each Schools DARE program concluded with a graduation for the students.

In October, Officer Matheson went to Faith Community Church and gave them a tour of a police cruiser and taught a lesson to pre – schoolers about what police officers do. On Halloween Officer Matheson participated with the Masonic lodge #21 and Xenia Parks and Recreation in a trick or treat night at the Xenia Bike Hub. The event was a huge success. There were over 1000 people that attended the event.

In November, Officer Matheson attended Science Day at Tecumseh Elementary and taught 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders about the harmful effects of smoking.

In December, Officer Matheson took 24 DARE essay winners to McDonald's for lunch as a reward for their hard work (McDonald's graciously donated the food).

In all, this was a very good year for the DARE program. Through the program, positive relationships are established with school staff, students, and parents. It continues to be a positive influence for the City of Xenia.

## **City of Xenia, Ohio Police Division 2008 School Resource Officer Report**

For the year 2008, the Xenia Police Division made a commitment to increase officer presence in the schools this gave school resource officers an opportunity to further their efforts at the high school and middle school levels. From January 2008 to the end of the school year, Officer Dean Margioras was assigned to the high school 2 to 3 days a week, and Officer Tim Roop was at both middle schools 1 to 2 days a week. In August at the beginning of the 2008 school year, Officer Dean Margioras was assigned as the full-time SRO for all three schools assisting the elementary schools upon request. Although the SRO spent four days a week at the high school and only one day a week for both middle schools, he responded to the middle schools whenever summoned.

As in any middle or high school, drugs are always a concern and measures have been taken to battle this issue. A drug seep was conducted at all three schools in November of 2008. Detective Jeff Osburn and Officer Dean Margioras organized the event and were able to obtain assistance from numerous agency's K-9 Units. The K-9 Units alerted on numerous lockers and vehicles, but only a trace amount of marijuana was found in one vehicle. One of the K-9 Units checked several classrooms at the high school, nothing was found. The Greene County K-9 Unit agreed to visit the schools and conduct searches throughout the year upon request. As part of this Detective Jeff Osburn and Officer Dean Margioras gave drug awareness presentations to several classes in the high school. Because of the ongoing concern of youth prescription medication abuse in the country, this topic was covered. Due the presence of the SRO the students have become comfortable reporting students who are using and trafficking illegal drugs. Several students have been charged based on the information obtained from the students.

Each year there are a number of fights and assaults inside the schools. In most cases, students engaged in a mutual encounter. Depending on the severity of the incident, the SRO charged the students with disorderly conduct and/or assault. These altercations occur mostly at the high school. I believe the large number of students contribute to these incidents. There were no reports of students who used weapons in these physical altercations. There were, however, a few incidents at the middle schools where students made school personnel aware of other students who were carrying knives. These students were charged through juvenile court.

School Resource Officers continue to schedule class time with teachers to educate students on various law related topics and crime prevention:

- Officer Roop used 8<sup>th</sup> grade math class at both middle schools to show students how math is used in traffic crash investigations. He taught the lesson a total of 16 times during the year.
- Officer Margioras spoke to 10<sup>th</sup> grade health classes at the high school about proper conduct with the police, drug awareness, reporting students with weapons, bullying, and internet crimes.
- Before prom, senior government classes were utilized to educate students on driving responsibly and the penalties for operating a motor vehicle while under the influence. The possibility of destroying others lives was stressed in the presentation. The Signal 30 Fatal Crash video was shown to classes, and students were given OVI tests while wearing the impaired vision goggles.
- Presentations on 4<sup>th</sup> Amendment Search and Seizure Rights were given to the Government classes at the high school.
- Girls Health classes at Central Middle School were educated on cyber-bullying and internet safety.
- Domestic Violence presentations were given to Family Life Sciences class at the high school.
- The SRO spoke to boys health classes about fighting in school, conduct with police, and reporting weapons and drugs to school personnel.

- The Vo-ag teacher at the high school asked the SRO to speak to his classes about firearm laws including properly carrying firearms in a motor vehicle. Many of the students in the class hunt with guns.

Officers have continued to educate students on the nature of police work so they can gain somewhat of an understanding of what it is like to be behind a badge. This has also sparked interest from some students as far as choosing law enforcement as a career.

The 12<sup>th</sup> grade Government classes once again participated in Police Education Week. Some of the students took a tour of the Madison Correctional Facility in London while those students that were under 18 years old listened to London Correctional employees and inmates speak about their experiences. Students either participated or watched a mock trial that was held at the Xenia Municipal Court. Detective Jeff Osburn gave a presentation on evidence collection and his experiences being a detective and working with the drug task force while Officer Margioras brought SWAT and other police equipment speaking about police work.

Officer Margioras arranged a meeting with the high school student council executive board to speak about the possibility of organizing a student led organization that focuses on subjects such as crime prevention, bullying, and peer pressure education. Once organized the group would use whatever means desired to deliver messages on these topics to not only the high school but also the middle schools. There were numerous students in the National Honor Society that were interested in being a part of the organization.

Sergeant Steve Lane and Officer Dean Margioras once again participated in the mock crash at the high school before prom. Both gave short speeches to the 11<sup>th</sup> grade student body in the auditorium. Sergeant Lane narrated the mock incident while police, fire units, Care-flight, and the coroner's office responded.

New Citizens Swearing-in Ceremony was held at the high school during the year. In attendance were several federal judges, leaders of community organizations, the 12<sup>th</sup> grade student body, and school staff from not only Xenia but other school districts as well. The SRO worked with the U.S. Marshals and court security personnel to ensure the safety of the judges. A swearing-in ceremony for judges and public officials was also held at the high school. The Xenia Police Division administration personnel were in attendance at both ceremonies.

Sergeant Gary Johnson installed the Wintergrate software to the SRO's computer at the high school. This allowed for the SRO to utilize time more efficiently completing arrest reports and juvenile charge packets without leaving the school.

Officer Dean Margioras began making contact with other police divisions that have SRO programs in place collecting their contracts with the schools. The Xenia Police Division has a positive relationship with the Xenia City Schools that was established years ago, but a contract with the SRO program would clarify what is expected from the SRO and the schools.

The Xenia Police Division continues to have a strong working relationship with Xenia City Schools and placing an officer in the schools full-time has allowed for this relationship to further strengthen showing the police division's commitment to servicing the schools.



## City of Xenia, Ohio Police Division 2008 Greene County Regional Swat Team / Hostage Negotiation Team Report

The Greene County Regional S.W.A.T. Team completed six (6) missions in 2008. Two (2) of the missions were emergency responses to incidents of a subject who was barricaded with a firearm. Each of these missions resulted in the arrest of the barricaded subject with misdemeanor charges being filed. Two (2) of the missions were preplanned search warrants of residences. One search warrant resulted in a felony weapons and felony drug arrest. Two stolen firearms were also recovered. The other search warrant was served without incident. There was no one located at that residence and no contraband was recovered either. Two (2) of the missions were preplanned dignitary protection details. Both of these missions were a cooperative effort with the Secret Service. Each was uneventful.

<b>2008 Missions</b>					
<b>Date</b>	<b>Location</b>	<b>City</b>	<b>Requesting Agency</b>	<b>Type of Location</b>	<b>Mission Type</b>
2/25/2008	2050 Jasper Rd.	Xenia Twp.	ACE TF	Single Family Residence	Search Warrant
3/27/2008	WPAFB / Sugarcreek Twp	Various	Secret Service	Various	Other - Dignitary Protection
5/22/2008	530 Newport Rd. Apt. 3	Xenia	ACE TF	Apartment	Arrest / Search Warrant
5/26/2008	955 Ankeney Rd.	Beavercreek Twp	GCSO	Single Family Residence	Barricade
6/6/2008	2747 Waynesville Rd.	Sugarcreek Twp.	Sugarcreek Twp PD	Single Family Residence	Barricade
8/29/2008	Nutter Center, Fairborn	Fairborn	Secret Service	Business	Other - Dignitary Protection

### City of Xenia, Ohio Police Division 2008 Parking Revenue Receipts

Month	Parking Citations			
	2007 Citations	2008 Citations	Amount Difference	Percent Difference
January	241	299	+58	+19.40%
February	153	205	+52	+25.37%
March	272	247	-25	-09.19%
April	231	217	-14	-06.06%
May	266	229	-37	-13.91%
June	233	161	-72	-30.90%
July	224	230	+06	+02.61%
August	313	224	-89	-28.43%
September	241	256	+15	+05.86%
October	237	220	-17	-07.17%
November	196	227	+31	+13.66%
December	175	217	+42	+19.35%
<b>YTD Totals</b>	<b>2772</b>	<b>2732</b>	<b>-50</b>	<b>-01.8%</b>

Month	Parking Citation Receipts			
	2007 Receipts	2008 Receipts	Amount Difference	Percent Difference
January	\$ 4,691.09	\$ 5,313.08	\$ 621.99	+ 11.71%
February	\$ 4,244.05	\$ 5,235.25	\$ 991.20	+ 18.93%
March	\$ 5,842.74	\$ 5,805.90	-\$ 36.84	- 00.63%
April	\$ 4,620.02	\$ 6,269.93	\$1,649.91	+ 26.31%
May	\$ 5,071.46	\$ 5,233.70	\$ 162.24	+ 03.10%
June	\$ 4,672.71	\$ 5,457.60	\$ 784.89	+ 14.38%
July	\$ 4,557.26	\$ 5,158.92	\$ 601.66	+ 11.66%
August	\$ 5,944.13	\$ 5,727.99	-\$ 216.14	- 03.64%
September	\$ 5,094.76	\$ 5,327.41	\$ 247.65	+ 04.64%
October	\$ 4,503.26	\$ 5,541.75	\$1,038.49	+ 18.74%
November	\$ 5,517.70	\$ 4,589.21	-\$ 928.49	- 16.83%
December	\$ 3,972.04	\$ 6,100.80	\$2,128.76	+ 34.89%
<b>YTD Total</b>	<b>\$ 58,731.22</b>	<b>\$ 65,761.54</b>	<b>\$ 7,029.82</b>	<b>+ 10.70%</b>

**City of Xenia, Ohio Police Division  
2008 Auxiliary Unit Report**

**Volunteer Time for 2008**

<b>Name</b>	<b>Unit Number</b>	<b>2007 Hours</b>	<b>2008 Hours</b>
Bob Craig	701	443 hours	425 hours
Sue Grooms	702	142 hours	0 hours
David Davis Jr.	703	0 hours	240 hours
Mary Plsek	707	130 hours	60 hours
Marg McQuinn	708	0 hours	0 hours
Marilyn Smallwood	709	0 hours	0 hours
<b>YTD Totals</b>		<b>715 hours</b>	<b>725 hours</b>

Volunteer's time worth @ \$17.00 for 2008 x 725 hours = \$12,325.00 saved.

**XENIA POLICE DIVISION 1221, 1223, 1213, 1224  
2008 PERFORMANCE PLAN**

**IT IS THE MISSION OF THE POLICE DIVISION TO:**

- Make the maximum contribution to enhancing the quality of life in Xenia;
- Have the courage to always fight injustice;
- Protect the innocent and provide aid to those who cannot care for themselves;
- Work in partnership with our community to prevent, resist, and eliminate crime;
- Recognize diversity and foster a relationship of mutual respect with the members of our community;
- Achieve personal and professional excellence;
- Ethically, consistently, and equitably exercise police powers and discretion.

**Requested Resources:**

Employees ... 46 Sworn Officers & 6 Civilians & 1 Parking Enforcement

<b>Positions</b>	<b>General Fund – 101</b>	<b>Parking Fund - 615</b>
Police Chief -1	100%	
Captains, Admin, Special-2	100%	
Captains, Patrol – 1	95%	5%
Sergeants – 6	100%	
Officers – 36	100%	
Civilians – 6	100%	
Parking Enforcement - 1		100%

■ **Grant Income -**

Violence Against Women’s Act (VAWA/DIVERT) - Estimated at \$48,000.00 including required match.

D.A.R.E. Grant - \$15,000.00 (Estimated)

Third Grade Safety Belt Program - \$1,000.00 (Estimated)

**ADMINISTRATIVE GOALS:**

**KEEP POSITIVE PUBLIC RELATIONS A PRIORITY BY MAINTAINING CLOSE ASSOCIATIONS WITH VARIED SEGMENTS OF THE COMMUNITY.**

- Assign uniform personnel to most school zones on a daily basis.  
**Outcome:** Completed
- Continue the partnership with secondary school administrators through attendance at meetings, semi-annual drug sweeps, and discussing matters of mutual concern.  
**Outcome:** Completed
- Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups.  
**Outcome:** Ongoing
- Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities.  
**Outcome:** Completed as needed

- Continue the School Resource Officer (SRO) program utilizing current resources in the secondary schools. Look at ways to expand middle school involvement.

**Outcome:** Program continuing including middle schools.

- Encourage officers to be present or participate in after school activities with our youth.

**Outcome:** Ongoing

- To the extent possible publicize successes in the Police Division.

**Outcome:** Ongoing

### **ACHIEVE AND MAINTAIN STANDARDS OF EXCELLENCE IN ALL ASPECTS OF POLICE OPERATIONS**

- Maintain accreditation standards during the year 2008 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA).

**Outcome:** Completed including review of all standards.

- Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA.

**Outcome:** Completed

- Complete transition to the Fifth edition CALEA Standards including rewrites and new policies required by the new standards.

**Outcome:** Completed

### **CONTINUE TO DEVELOP DIVISION WIDE INNOVATION,**

- Encourage the command staff and first line supervisors to develop, cultivate and implement programs and ideas that optimize results utilizing current limited resources.

**Outcome:** Ongoing

- Continue to look at ways to control and minimize overtime.

**Outcome:** Ongoing

- Continue to seek grant funding to supplement local dollars to modernize equipment and increase efficiencies.

**Outcome:** Ongoing

- Evaluate operations, staffing, and special programs to determine the needs of the division and the efficacy of the special programs.

**Outcome:** Ongoing

- Review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility.

**Outcome:** Ongoing

### **ADDRESS QUALITY OF LIFE ISSUES IN A TIMELY AND EFFECTIVE MANNER**

- Continue Committee work on plans for a new Police Division building or larger quarters.

**Outcome:** With the down economy, this has temporarily been put on hold.

- Increase community awareness and expectations on junk vehicles and other neighborhood nuisance programs as it relates to the police division. Continued partnership with city staff and XPD personnel to handle junk vehicles within the City.

**Outcome:** Ongoing

- Strive to increase division visibility which projects positively on the division and on the city. Look at new arenas for promoting the police division.

**Outcome:** Ongoing

## **OPERATIONAL GOALS:**

### **IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING**

- Have the Training/Safety Committee determine guidelines for improving safety within the police division. Also look at developing minimum and preferred fitness guideline standards.

**Outcome:** Ongoing

- Provide annual training schedule with emphasis this year on a Diverse Training program for officers.

**Outcome:** Completed

- Provide a minimum of 2 hours of in-service training on the topics of “legal use of force” and “vehicle pursuit policies”.

**Outcome:** Completed

- Continue to provide at least 8 hours of in-service training for all officers on less lethal force options in the department to include the ASP baton, chemical agents (OC spray), tasers, and all other authorized less lethal force options at least once during the year.

**Outcome:** Completed

- Understand and implement new state guidelines for continuing education to maintain certification of officers.

**Outcome:** Completed

### **EMPHASIZE ATTENTION TO TRAFFIC SAFETY THROUGH ENFORCEMENT AND EDUCATION.**

- Continue to focus enforcement efforts in areas identified as hazardous based on recent crash reporting data. Utilize fixed traffic posts to increase police visibility at the most dangerous city street intersections.

**Outcome:** Completed

- Attempt to balance speed enforcement between high-volume roadways and residential streets attracting citizen complaints. Display the Division’s speed monitoring trailer in critical areas, followed by increased police presence to reinforce posted limits.

**Outcome:** Completed

- Support and participate in enforcement campaigns organized and promoted by the Ohio Department of Public Safety. Publicize local efforts with the assistance of print and broadcast media.

**Outcome:** We participate in several but not all.

- Continue close association with the local “Safe Communities” coalition, seeking all opportunities to increase local restraint usage and espousing sensible and safe habits among youthful, inexperienced drivers.

**Outcome:** We are continuing our relationship with Safe Communities.

- A renewed effort by uniform patrol officers to include, teach or otherwise instruct citizens on the proper use of child safety seats.

**Outcome:** We have not reinstated this program.

- Continue the Safety City traffic and safety education program. The Safety City program teaches safety to first graders including bicycle safety, pedestrian safety, Danger Stranger, Police Officers are Our Friends, and fire safety. Investment of about 160 hours of D.A.R.E. officer time required to set up and run the program.

**Outcome:** Completed

- Provide one sworn officer full-time to the D.A.R.E. program and the D.A.R.E. summer camp, serving over 450 children each year.

**Outcome:** Completed

- Present at least one seat belt education program at each elementary school to teach children to “buckle up” their safety belts.

**Outcome:** Completed

#### **WORK TO PREVENT AND REDUCE FAMILY VIOLENCE**

- Reduce the number of Domestic Violence related injuries by establishing and maintaining an arrest ratio of at least 75% in all reported Domestic Violence reports.

**Outcome:** Completed

- Reduce the number of repeat Domestic Violence calls to the same residence within a 12 month period by striving to ensure the response of a trained social worker and police officer team to 100% of all follow-up investigations for Domestic Violence.

**Outcome:** Completed

- Renewal of DIVERT grant to maintain DIVERT Officer. 4<sup>th</sup> Quarter

**Outcome:** Completed

#### **CONTINUE ALL PRACTICAL MEANS OF REDUCING STREET LEVEL DRUG ABUSE AND/OR TRAFFICKING.**

- Schedule additional special patrol assignments that target all “nuisance complaints” commonly associated with those involved in ongoing drug activity.

**Outcome:** Ongoing

- Emphasize in-service training relevant to drug law enforcement. Seek external training opportunities worthy of XPD participation

**Outcome:** Completed

- Solicit more joint operations with the ACE Task Force, utilizing its resources and promoting collaborative efforts. Attempt to supply a second XPD officer to ACE to provide valuable experience to interested officers on a part-time, rotating basis as available.

**Outcome:** Ongoing

## **CAPITAL PROJECTS**

- Complete Property Facility Project on Towler Rd.  
**Outcome:** Ongoing
- Start Training Facility Project on Ford Road.  
**Outcome:** Started
- Implement Countywide Computer Aided Dispatch and Records Management Projects.  
**Outcome:** Ongoing
- Develop and complete Booking Area Upgrades.  
**Outcome:** Completed

**XENIA POLICE DIVISION 1221, 1223, 1213, 1224  
2009 PERFORMANCE PLAN**

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IT IS THE MISSION OF THE POLICE DIVISION TO:

- Make the maximum contribution to enhancing the quality of life in Xenia;
  - Have the courage to always fight injustice;
  - Protect the innocent and provide aid to those who cannot care for themselves;
  - Work in partnership with our community to prevent, resist, and eliminate crime;
  - Recognize diversity and foster a relationship of mutual respect with the members of our community;
  - Achieve personal and professional excellence;
  - Ethically, consistently, and equitably exercise police powers and discretion.
- 

Requested Resources:

Employees ... 46 Sworn Officers & 6 Civilians & 1 Parking Enforcement

<b>Positions</b>	<b>General Fund – 101</b>	<b>Parking Fund - 615</b>
Police Chief -1	100%	
Captains, Admin, Special-2	100%	
Captains, Patrol – 1	95%	5%
Sergeants – 7	100%	
Officers – 36 (Only 33 Authorized)	100%	
Civilians – 6	100%	
Parking Enforcement - 1		100%

**Grant Income -**

Violence Against Women’s Act (VAWA/DIVERT) - Estimated at \$52,000.00 including required match.

D.A.R.E. Grant - \$18,000.00 (Estimated)

Third Grade Safety Belt Program - \$1,000.00 (Estimated)

Jag Grant - \$23,000 estimated for equipment

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**ADMINISTRATIVE GOALS:**

**KEEP POSITIVE PUBLIC RELATIONS A PRIORITY BY MAINTAINING CLOSE ASSOCIATIONS WITH VARIED SEGMENTS OF THE COMMUNITY.**

- Assign uniform personnel to most school zones on a daily basis.
- Continue the partnership with secondary school administrators through attendance at meetings, semi-annual drug sweeps, and discussing matters of mutual concern.
- Maintain existing Neighborhood Watch groups to address quality of life issues in and around their neighborhoods. Look for opportunities to start new groups.

- Attempt to fulfill all requests for police involvement at functions hosted by civic groups, churches, youth organizations and government entities utilizing the new crime prevention unit.
- Continue the School Resource Officer (SRO) program utilizing current resources in the secondary schools.
- Encourage officers to be present or participate in after school activities with our youth.
- To the extent possible publicize successes in the Police Division.

**ACHIEVE AND MAINTAIN STANDARDS OF EXCELLENCE IN ALL ASPECTS OF POLICE OPERATIONS**

- Maintain accreditation standards during the year 2009 by complying with all applicable mandatory standards of excellence established by the national Commission on Accreditation for Law Enforcement Agencies (CALEA).
- Maintain at least 85% compliance with all applicable other than mandatory standards of CALEA.
- Complete transition to the Fifth edition CALEA Standards including rewrites and new policies required by the new standards.
- Complete a successful on-site Mock in preparation for the 2010 re-accreditation on-site.

**CONTINUE TO DEVELOP DIVISION WIDE INNOVATION,**

- Encourage the command staff and first line supervisors to develop, cultivate and implement programs and ideas that optimize results utilizing current limited resources.
- Continue to look at ways to control and minimize overtime.
- Continue to seek grant funding to supplement local dollars to modernize equipment and increase efficiencies.
- Evaluate operations, staffing, and special programs to determine the needs of the division and the efficacy of the special programs.
- Review policy on fleet utilization to ensure safe vehicles and maximize useful life and utility.
- Maintain the Xeniapd.com website

**ADDRESS QUALITY OF LIFE ISSUES IN A TIMELY AND EFFECTIVE MANNER**

- Continue Committee work on plans for a new Police Division building or larger quarters.
- Increase community awareness and expectations on junk vehicles and other neighborhood nuisance programs as it relates to the police division. Continued partnership with city staff and XPD personnel to handle junk vehicles within the City.
- Strive to increase division visibility which projects positively on the division and on the city. Look at new arenas for promoting the police division.

**OPERATIONAL GOALS:**

**IMPROVE DIVISIONAL SKILLS/SAFETY THROUGH TRAINING**

- Have the Training/Safety Committee determine guidelines for improving safety within the police division. Also look at developing minimum and preferred fitness guideline standards.
- Provide annual training schedule with emphasis this year on a Diverse Training program for officers.

- Provide a minimum of 2 hours of in-service training on the topics of “legal use of force” and “vehicle pursuit policies”.
- Continue to provide at least 8 hours of in-service training for all officers on less lethal force options in the department to include the ASP baton, chemical agents (OC spray), tasers, and all other authorized less lethal force options at least once during the year.
- Understand and implement new state guidelines for continuing education to maintain certification of officers.
- Implement exercise, nutrition, and stress management guidelines for staff and encourage compliance with same.

### **EMPHASIZE ATTENTION TO TRAFFIC SAFETY THROUGH ENFORCEMENT AND EDUCATION.**

- Continue to focus enforcement efforts in areas identified as hazardous based on recent crash reporting data. Utilize fixed traffic posts to increase police visibility at the most dangerous city street intersections.
- Attempt to balance speed enforcement between high-volume roadways and residential streets attracting citizen complaints. Display the Division’s speed monitoring trailer in critical areas, followed by increased police presence to reinforce posted limits.
- Support and participate in enforcement campaigns organized and promoted by the Ohio Department of Public Safety. Publicize local efforts with the assistance of print and broadcast media.
- Continue close association with the local “Safe Communities” coalition, seeking all opportunities to increase local restraint usage and espousing sensible and safe habits among youthful, inexperienced drivers.
- Continue the Safety City traffic and safety education program. The Safety City program teaches safety to first graders including bicycle safety, pedestrian safety, Danger Stranger, Police Officers are Our Friends, and fire safety. Investment of about 160 hours of D.A.R.E. officer time required to set up and run the program.
- Provide one sworn officer full-time to the D.A.R.E. program and the D.A.R.E. summer camp, serving over 450 children each year.
- Present at least one seat belt education program at each elementary school to teach children to “buckle up” their safety belts.

### **WORK TO PREVENT AND REDUCE FAMILY VIOLENCE**

- Reduce the number of Domestic Violence related injuries by establishing and maintaining an arrest ratio of at least 75% in all reported Domestic Violence reports.
- Reduce the number of repeat Domestic Violence calls to the same residence within a 12 month period by striving to ensure the response of a trained social worker and police officer team to 100% of all follow-up investigations for Domestic Violence.
- Renewal of DIVERT grant to maintain DIVERT Officer. 4<sup>th</sup> Quarter

### **CONTINUE ALL PRACTICAL MEANS OF REDUCING STREET LEVEL DRUG ABUSE AND/OR TRAFFICKING.**

- Schedule additional special patrol assignments that target all “nuisance complaints” commonly associated with those involved in ongoing drug activity.
- Emphasize in-service training relevant to drug law enforcement. Seek external training

opportunities worthy of XPD participation

- Solicit more joint operations with the ACE Task Force, utilizing its resources and promoting collaborative efforts. Attempt to supply a second XPD officer to ACE to provide valuable experience to interested officers on a part-time, rotating basis as available.

### **CAPITAL PROJECTS**

- Complete Property Facility Project on Towler Rd.
- Complete Training Facility Project on Ford Road.
- Continue implementation of the Countywide Computer Aided Dispatch and Records Management Projects.

**XENIA/GREENE CENTRAL COMMUNICATIONS CENTER  
2008 PERFORMRANCE PLAN AND OUTCOME**

**IT IS THE MISSION OF THE XENIA/GREENE/CENTRAL COMMUNICATIONS CENTER TO:**

- Establish and maintain an essential link between those who need services and those who provide assistance.
- In times of crisis, obtain and relay critical information to ensure the safety of responding emergency personnel and persons in danger at the scene.
- Provide information, instructions, and support to callers requesting intervention.
- Act as the initial point of contact for community information and referral.
- Provide a high-level state of readiness for immediate and coordinated response during natural and man-made disasters and other unusual occurrences.
- Achieve personal and professional excellence.

**REQUESTED RESOURCES:**

Full-time employees: 1 Communications Director, 2 Supervisors 16 Communications Operators

Position	General Fund – 101
Communications Director – 1	100% *
Communications Supervisors - 2	100% *
Communications Operators – 16	100% *

- Essentially includes a 50% reimbursement of costs from Greene County.

**ADMINISTRATIVE GOALS:**

**SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION**

- Participate in public events to promote 911  
**Outcome:** Ongoing
- Continue education programs in schools, churches, and Safety City of Xenia  
**Outcome:** Ongoing

**DEVELOP CAREER TRACKING SYSTEMS THAT LEAD TO PROFICIENCY IN THE ORGANIZATION AND SELF SUFFICIENCY IN ITS OPERATION BY A PROCESS OF CONTINUOUS IMPROVEMENT AND SELF-ASSESSMENT.**

- Provide an average of 16 hours in-service training in 2008  
**Outcome:** Completed
- Provide an average of 8 hours of outside professional training in 2008 for operators to expand their skills, knowledge and abilities.  
**Outcome:** Completed
- Continue the Safety Program of bi-monthly/quarterly refresher training.  
**Outcome:** Completed

## **MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE**

- Continue our in-house Quality Assurance program with 90% compliance in accordance with NAEMD procedures.

**Outcome:** Ongoing

- Continue EMD QA Review Committee

**Outcome:** Ongoing

- Continue updating and writing policies and procedures for Communications in accordance with CALEA, APCO, NENA, and NAEMD standards.

**Outcome:** Ongoing

### **OPERATIONAL GOALS:**

#### **PROVIDE PROMPT RESPONSE AND PRE-ARRIVAL EMERGENCY INSTRUCTIONS ON ALL CALLS INVOLVING AN ILLNESS, INJURY OR THREAT TO LIFE UNTIL A FIRST RESPONDER IS ON THE SCENE.**

- Answer a minimum of 90% of 9-1-1 calls within 12 seconds (two rings of the telephone).

**Outcome:** Completed

- Establish the interval from answering of all Fire, EMS, and Law Enforcement Priority One calls from time of receiving location of emergency to the time of dispatch to 95% within 90 seconds.

**Outcome:** Ongoing

- Testing of all operators through the National Academy of Emergency Medical Dispatchers (NAEMD) on EMD procedures with all operators scoring at least 80% proficiency. Re-certification (testing) is required every two years with operators having completed 24 hours of approved continued education during those two year

**Outcome:** Completed

#### **PROVIDE TIMELY AND ACCURATE INFORMATION TO RESPONDING PUBLIC SAFETY PERSONNEL**

- Provide prompt information to law enforcement personnel by answering queries for LEADS to within three (3) minutes in 95% of all wants, warrants, and registration requests.

**Outcome:** Ongoing

- Make all LEADS (Law Enforcement Automated Data Systems) entries of wanted persons, runaway juveniles and removal of all served or recalled warrants from LEADS with a 100% accuracy rate.

**Outcome:** Completed

#### **ENSURE ADEQUATE STAFFING TO HANDLE THE PROJECTED WORKLOAD**

- Demonstrate use of sick time by Communications Operators is maintained at or below 2007 levels.

**Outcome:** Completed

- Work to control hours and overtime.

**Outcome:** Ongoing

- Explore adding two additional Operators for the Center increasing minimum manning from three to four operators during peak hours.

**Outcome:** Not Completed

- Review role of LEAD DISPATCHERS vs Supervisors

**Outcome:** Not Completed

**DEAL EFFICIENTLY WITH ALL WEATHER EMERGENCIES AND OTHER DISASTERS**

- Continue testing the Disaster Sirens monthly first Monday of the month and bi-monthly refresher training in the evenings.

**Outcome:** Completed

**GRANTS AND OTHER FUNDING AVAILABILITY:**

**OTHER FUNDING** – SB361 money. Awaiting the County's Addendum to the final 911 Plan to the State.

**Outcome:** Completed

**XENIA/GREENE CENTRAL COMMUNICATIONS CENTER  
2009 PERFORMRANCE PLAN AND OUTCOME**

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- Act as the initial point of contact for community information and referral.
- Provide a high-level state of readiness for immediate and coordinated response during natural and man-made disasters and other unusual occurrences.
- Achieve personal and professional excellence.

**REQUESTED RESOURCES:**

Full-time employees: 1 Communications Director, 2 Supervisors 16 Communications Operators

Position	General Fund – 101
Communications Director – 1	100% *
Communications Supervisors - 2	100% * (Not authorized at this time)
Communications Operators – 16	100% *

- Essentially includes a 50% reimbursement of costs from Greene County.

**ADMINISTRATIVE GOALS:**

**SEEK OPPORTUNITIES TO DISPLAY POSITIVE IMAGE AND PROVIDE PUBLIC EDUCATION**

- Participate in public events to promote 911
- Continue education programs in schools, churches, and Safety City of Xenia
- Complete contract negotiations

**DEVELOP CAREER TRACKING SYSTEMS THAT LEAD TO PROFICIENCY IN THE ORGANIZATION AND SELF SUFFICIENCY IN ITS OPERATION BY A PROCESS OF CONTINUOUS IMPROVEMENT AND SELF-ASSESSMENT.**

- Provide an average of 16 hours in-service training in 2008
- Provide an average of 8 hours of outside professional training in 2008 for operators to expand their skills, knowledge and abilities.
- Continue the Safety Program of bi-monthly/quarterly refresher training.

**MAINTAIN POLICES AND PROCEDURES FOR THE HANDLING OF CALLS FOR SERVICE**

- Continue our in-house Quality Assurance program with 90% compliance in accordance with NAEMD procedures.

- Continue EMD QA Review Committee
- Continue updating and writing policies and procedures for Communications in accordance with CALEA, APCO, NENA, and NAEMD standards.

**OPERATIONAL GOALS:**

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- Continue testing the Disaster Sirens monthly first Monday of the month and bi-monthly refresher training in the evenings.

**GRANTS AND OTHER FUNDING AVAILABILITY:**

**OTHER FUNDING** – SB361 money.