



**2014**

# Hamilton Police Department **ANNUAL REPORT**





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# Mission and Values

## OUR MISSION

TO PROVIDE EXCEPTIONAL POLICE SERVICE FOR A BETTER HAMILTON.

## OUR VALUES

- 1. Empathy:** We will treat all persons with compassion and understanding, always demonstrating our strong belief that one should always treat others as they would like to be treated. A significant part of our business involves customer service. All personnel who come into contact with citizens shall treat *ordinary* citizens with *extraordinary* respect. Each citizen-police encounter should foster a feeling of goodwill that extends throughout the community. We will treat all persons with dignity and respect, regardless of their race, creed, sex, or social position.
- 2. Integrity:** We will do the right thing even when no one is watching. Our word is our bond. We will be honest in all of our dealings, with justice as our objective. Our decisions will be based on common sense guided by integrity.
- 3. Excellence:** Our demeanor, and our appearance, should be above reproach. An unkempt appearance reflects poorly on all of us. We will constantly strive to improve our skills, knowledge, and abilities to improve our performance. By reaffirming our goal of overall excellence, we set the standard for pride in ourselves and in our department, always being mindful that members of the Hamilton Police Department, in both their professional and personal lives, are held to a higher standard than those we serve.
- 4. Justice:** We are sworn to protect and preserve all human life. We will scrupulously observe the rights of all suspects, but will not coddle criminals. We will give recidivists the scrutiny they deserve.
- 5. Cooperation:** We welcome neighborhood involvement and encourage our officers to be role models within the community. We will strive to cooperate with the community and among ourselves. Differences in opinion are not only inevitable, but are also healthy. Conflict in appropriate settings encourages creativity that leads to equitable problem-solving and trust-building. We will be innovative, open-minded, and imaginative when solving problems. How we settle our differences sets the tone for our future working relationships. Whenever possible, we will strive for a “win-win” situation.







# **ADMINISTRATIVE PROFILE**

## MESSAGE FROM THE CHIEF OF POLICE

Mr. Joshua A. Smith  
City Manager  
City of Hamilton, Ohio



Sir:

The Annual Report of the Hamilton Police Department for 2014 is submitted to you, members of Council, and to the residents of our city. I've just completed my third and final year as the Chief of Police, and I have accepted a new role and new challenges as the Director of Public Safety. Change continues to be a norm within the organization. With my departure, a great deal of change will unfold within the organization and for the next chief. I have complete confidence in the competency and capability of command staff to rise to the challenge and embrace that change while continuously working to make HPD its best.

We were able to accomplish several goals in 2014. One goal was to expand our community engagement efforts. This year we grew our partnership with local businesses by transforming our business check program and staffing the downtown walking beat position full-time. In addition, we partnered with local businesses and not-for-profit entities to privately fund additional officers in the downtown area. This public-private partnership allowed us to dedicate a uniformed officer in the area during the busiest times of the day and year.

In continuing our commitment to community engagement, we joined forces with the Unity Alliance and helped host a summer picnic at the Booker T. Washington Community Center. The event was an overwhelming success and underscored our commitment to being engaged in the community with the ultimate goal of enhancing our ability to deliver on our mission statement: *"to provide exceptional police service for a better Hamilton."*



To be an effective, proactive, and multi-faceted law enforcement agency requires many units to investigate offenses, enforce the law, and deter crime, as well as provide ancillary services to the community we serve. In this report, you will find an overview of the sections and units of the department: Patrol, Investigations, SWAT, Traffic, Administrative Services, Central Records, Honor Guard, and more. This annual report contains information detailing the responsibilities and duties of these sections and units, as well as overviews of other services that we continue to provide.



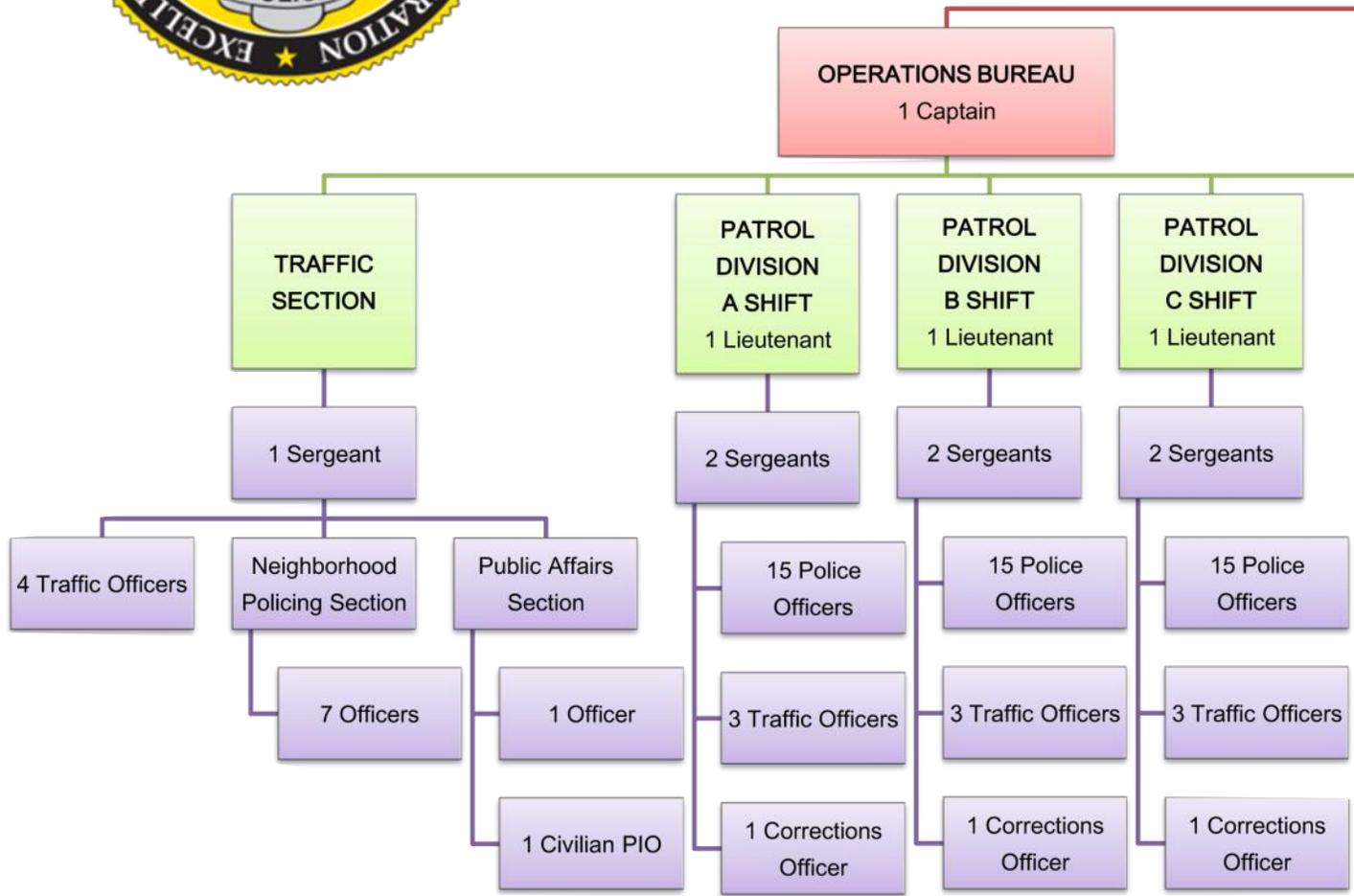
Thank you for your support and the support of City Council. As we move forward, we will continue to work cooperatively in close partnership with individual citizens, groups of citizens, and both public and private organizations to identify and resolve issues that impact the livability of specific neighborhoods and the city as a whole. We will provide the highest level of service to those who live, work, and play in our city.

Very Respectfully,

A handwritten signature in black ink that reads 'J. Scott Scrimizzi'.

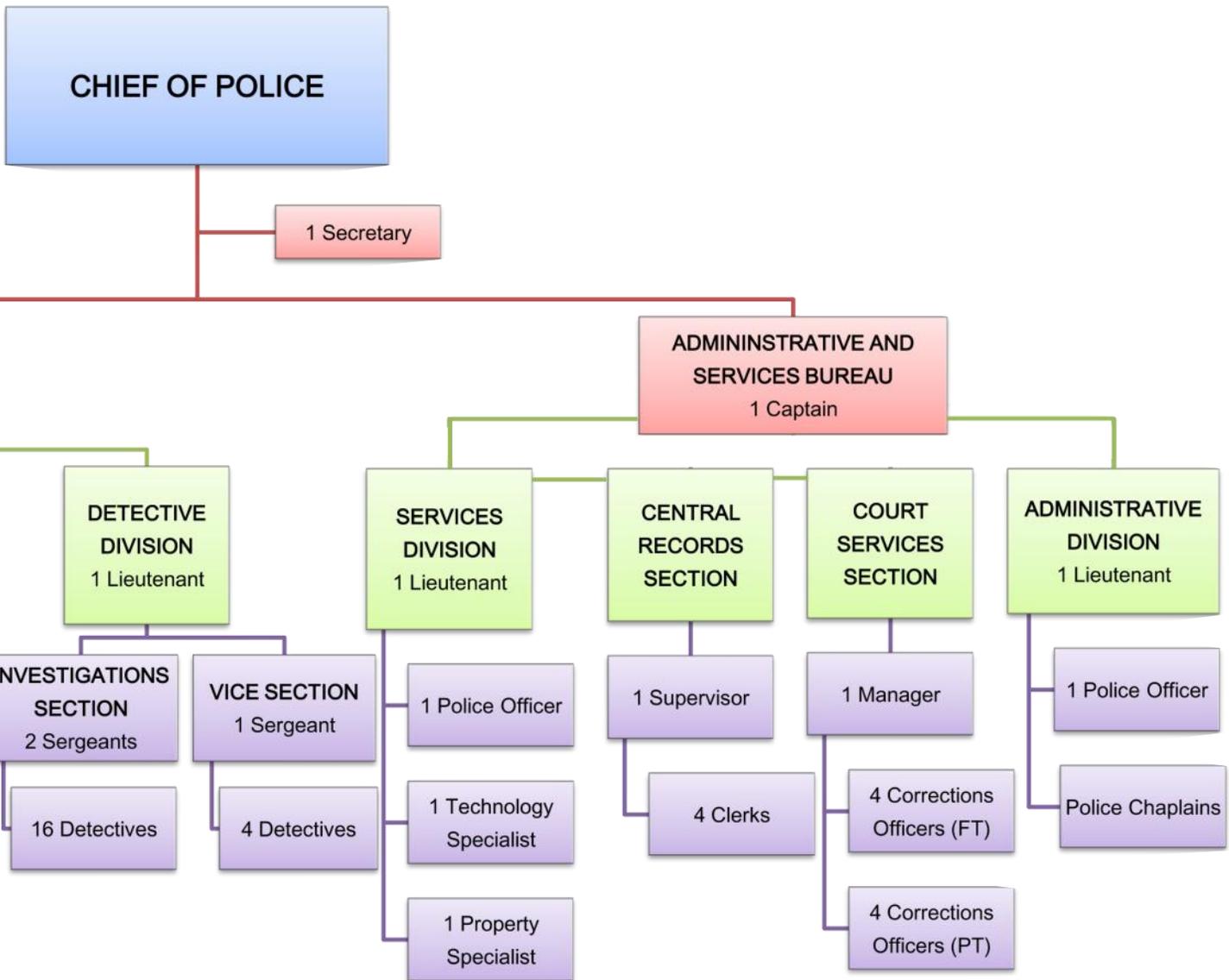
J. Scott Scrimizzi, Chief of Police





# Hamilton Police Department Organizational Chart





## RECAPITULATION

### FULL-TIME SWORN (105)

Chief of Police	1
Captains	2
Lieutenants	6
Sergeants	10
Detectives	18
Police Officers	68

### NON-SWORN (9)

Records Supervisor	1
Secretary to the Chief	1
Records Clerks	4
Technology Specialist (PT)	1
Property & Evidence Specialist	1
Civilian PIO	1

### CORRECTIONS OFFICERS (12)

Corrections Manager	1
Full-Time Corrections Officers	7
Part-Time Corrections Officers	4
<b>FULL-TIME PERSONNEL</b>	<b>121</b>
<b>TOTAL PERSONNEL</b>	<b>126</b>





## PERSONNEL IN TRANSITION

### APPOINTMENTS

Police Officer Joshua W. Gabbard	January 2, 2014
Police Officer George W. Arnold	January 2, 2014
Police Officer Martin D. Trenum	January 2, 2014
Corrections Officer Ryan Brockman	April 28, 2014
Corrections Officer Steve Poulemanos	April 28, 2014
Police Officer Robert A. Calhoun	July 15, 2014
Corrections Officer Steve Isgro	July 15, 2014
Corrections Officer Mark K. Christian	August 26, 2014
Corrections Officer Jason Hickerson	October 27, 2014

### RESIGNATIONS

Corrections Officer Caleb Payne	June 6, 2014
Police Officer Jo Hornschemeier	June 15, 2014
Corrections Officer Anthony Smith	June 25, 2014
Police Officer Robert A. Calhoun	August 26, 2014

### RETIREMENTS

Police Officer Rick Miller	January 10, 2014
Police Officer Mark K. Christian	April 25, 2014
Lieutenant Steve Henderson	September 26, 2014
Police Officer Robert Payne	December 1, 2014





## **IN MEMORIAM**

### **Dispatcher Kathy Myers**

Kathy Myers passed away on February 13, 2014 after a lengthy battle with cancer. Kathy served as a dispatcher with the City of Hamilton from May 5, 2008 until 2013.

### **Lieutenant Leroy Henes**

Lieutenant Henes passed away on March 20<sup>th</sup> at the age of 71. Lieutenant Henes was appointed to the department in July, 1964 and retired on November 16, 1989.

### **Police Records Supervisor Maxine Menninger**

Maxine Menninger passed away on March 31, 2014. Maxine began her career with the City of Hamilton in 1962 as a Parking Meter Attendant. She was promoted twice within the city before becoming the Police Chief's Secretary in 1977. In 1987, she was promoted to Police Records Supervisor before retiring in 1992. She returned as a Police Records Clerk in 2001 and worked another 8 years with the department. Maxine was 80 years old.

### **Captain Jackie V. Flannery**

Captain Flannery passed away on May 10, 2014. Captain Flannery was appointed on November 3, 1956 and held several ranks and positions in the department. She was responsible for organizing the Youth Aid Bureau in 1959. She played an instrumental role in the computerization of our department. She was promoted to the rank of Captain in 1983, a position she held until her retirement in 1991.

### **Police Officer Edward C. Toerner**

Officer Edward Toerner passed away at his home on August 3, 2014. Officer Toerner was appointed in May of 1954. He served as an officer for over 28 years. Officer Toerner retired from the Hamilton Police Department in 1982.

### **Detective Jerry Merz**

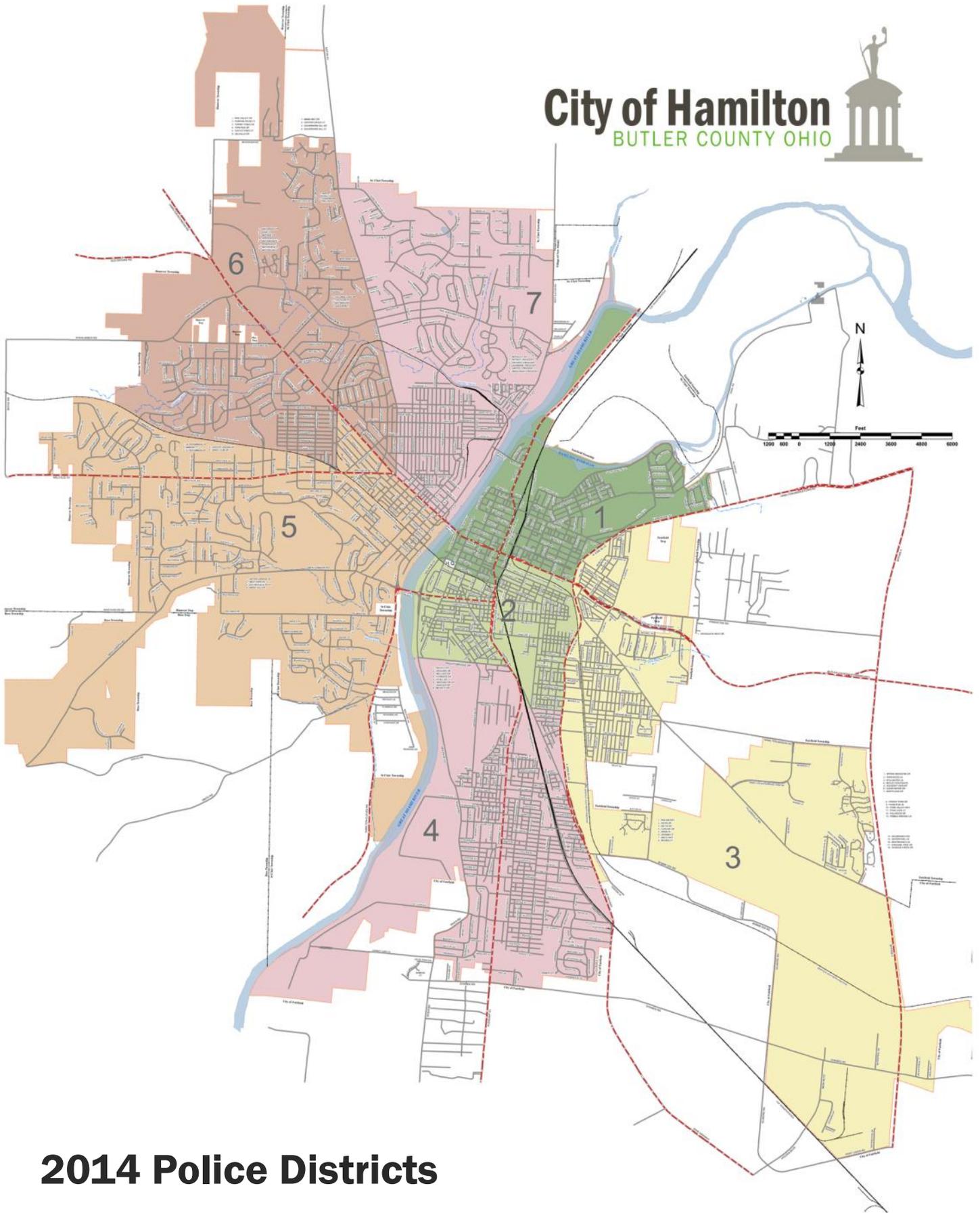
Detective Jerry Merz was appointed on May 27, 1954. He served the citizens of Hamilton for over 31 years. During his tenure, he served as President of F.O.P. Lodge 38. Detective Merz was a member of the award-winning Hamilton Police Department Pistol Team. Detective Merz was an avid racquetball player. He won several medals in the Police Olympics. Detective Merz passed away on September 9, 2014. He was 83 years old.







# **ORGANIZATIONAL PROFILE**



**2014 Police Districts**

## OPERATIONS BUREAU

The Operations Bureau is commanded by Captain Craig Bucheit. Captain Bucheit took command of the bureau in 2012. The Operations Bureau is divided into the Traffic, Patrol, and Detective Divisions. The Neighborhood Policing unit is incorporated into the Traffic Division.

These three divisions work to complement each other in their everyday functions. The Patrol and Traffic Divisions are the first responders to emergencies and crimes. The Detective Divisions provides the follow-up service to bring criminal investigations to a successful conclusion.





## PATROL DIVISION

The Patrol Division is the largest component of the Hamilton Police Department. Patrol officers have the most interaction with our citizens. They provide the basic service of preserving the peace and protecting the lives and properties of others. The mission of the Patrol Division is to provide exceptional police service for a better Hamilton. The department utilizes several methods to deter and suppress crime. Other than the traditional use of marked patrol cars, the patrol division utilizes foot patrols, bicycles, and Segways for special events and needs within the community.



The Patrol Division is divided into three rotating shifts. Each shift is commanded by a lieutenant and supervised by two sergeants. At the end of 2014, Lieutenants John Nethers, Joseph Gabbard, and Acting Lieutenant Dave Alatorre commanded the three shifts in the Patrol Division. When fully staffed, each shift consists of fifteen patrol officers and three traffic officers.

In 2014, patrol officers responded to 59,159 calls for service. This was a decrease of 4,846 calls from 2013.

The Hamilton Police Department investigates all complaints against the organization or any member. This process is vital in protecting the integrity of the agency. The majority of complaints received are not assigned for internal affairs investigation.



Complaints such as corruption, brutality, excessive use of force or criminal conduct are matters that would rise to this level. Most complaints do not rise to this level and are handled by appropriate supervision. In 2014, there were eleven documented complaints against officers or the department in general. Of these documented incidents, four were deemed unfounded, six were exonerated, and one complaint was sustained. In the one sustained instance, the officer was counseled.



**PATROL DIVISION ROSTER**



**"A" SHIFT**

**Patrol Shift Commander**  
A/Lieutenant David Alatorre

**Supervisors**  
Sergeant John Fischer  
Sergeant Joey Thompson

**Police Officers**  
Jason Holmes, Kevin Ruhl, Jon Richardson, Joe Barker, Brian Ungerbuehler, Steve McFall, Tom Hurst, Mel Gray, Justin Boyd, Joshua Gabbard, Tony Kiep, Randy Payne, Scott Arbino, Phillip Root, and Jon Habig.

**Corrections Officer**  
James Carpenter



**"B" SHIFT**

**Patrol Shift Commander**  
Lieutenant Joseph Gabbard

**Supervisors**  
Sergeant Mark Thomas  
Sergeant Mark Hayes

**Police Officers**  
Scott Laney, Dave Anglin, Ernie Huff, Todd Hurst, Terry Kiefer, Ross Sherman, Ryan Beckelhymer, Carla Browning, Rick Cardwell, Lanny Ash, Doug Trennum, Brian Wynn, Pete Gibbons, Kevin Flannery, James Colwell, and Terry Kiep.

**Corrections Officer**  
Goldie Greene



**"C" SHIFT**

**Patrol Shift Commander**  
Lieutenant John Nethers

**Supervisors**  
Sergeant Gerald Butler  
Sergeant Brian Robinson

**Police Officers**  
Adrian Jackson, Mike Thacker, Hank Adkins, Chris Gibson, Shawn Fryman, Tony Nichting, Melva Baker, Chris Browning, Wyatt Arnold, Aaron Laflin, Brian Gleason, Tony Murray, Chris Robinson, Wayne Wells, and Aaron Hucke.

**Corrections Officer**  
Jason Hickerson





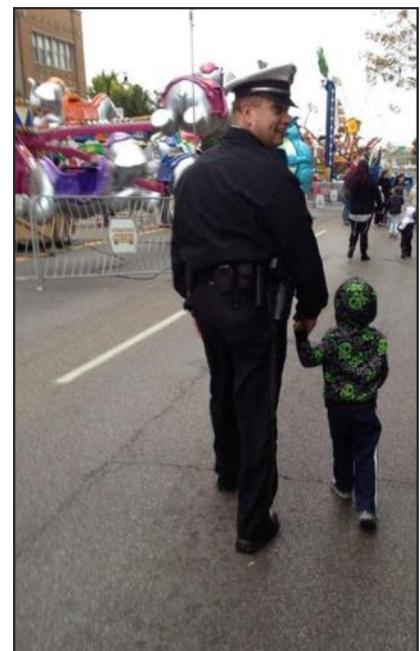
## TRAFFIC DIVISION

The officers assigned to the Traffic Section are tasked with a wide range of duties. The focuses of these tasks are to insure that those who travel in any mode of transportation in the city do so safely. Traffic officers investigate all property damage, injury and fatal motor vehicle accidents in the city, as well as instances where trains collide with motor vehicles or pedestrians.



The Traffic Section is supervised by Sgt. Ed Buns and is staffed by two traffic officers, Officer Mike Coleman and Officer Darrell Prewitt. Each patrol shift also has three officers assigned to traffic investigation and enforcement duties. PO Coleman is the primary operator of the speed van, the speed notification trailer and the stealth stat traffic monitor. Police Officer Darrell Prewitt's primary responsibilities involve the investigation of hit skip accidents. He also serves as the auto storage officer and deals with tow companies that provide towing services for the city.

To meet the goals of insuring traffic safety, the department utilizes special-use vehicles and devices to perform our tasks. One piece of specialized equipment used is the speed enforcement van which supplements traffic enforcement by using an unmanned vehicle to record speeding violations in areas of high pedestrian travel, high accident occurrence, and identified areas of speed-related concerns. Another is the mobile speed trailer, which is a speed advisory unit that displays the speed of vehicles on a display board to warn motorists that they are exceeding the posted speed limit in areas of complaint by residents. Finally, the Stealth Stat is an autonomous traffic monitor that is placed in a location to determine if traffic violations are prevalent and warrant increased traffic enforcement. The Stealth Stat is also deployed to assist the City of Hamilton Traffic Engineering Department as they attempt to determine appropriate speeds for streets, as well as to obtain traffic counts as they perform traffic engineering studies.



During 2014 the department was re-awarded the *HIGH VISIBILITY TRAFFIC ENFORCEMENT GRANT* by the Ohio Department of Public Safety. This grant provides overtime funding for officers to focus enforcement efforts for traffic law violations that lead to accidents and other situations that affect motorist and pedestrian safety.

Traffic division officers are committed to ensuring that those living in and traveling in the city of Hamilton are able to move about freely and safely. Through fair and unbiased enforcement of traffic laws, we will do all we can to accomplish that goal.



**TRAFFIC DIVISION ROSTER**

**Supervisor**

Sergeant Ed Buns

**Traffic Officers**

Chad Stafford, John Ebbing, Rodney Wilson, Bob Snyder, Jim Beeler, Jo Hornschemeier, Carla Browning, Dave Patterson, Brett Britt, Tim Less, Mike Coleman, Darrell Prewitt.





## PUBLIC AFFAIRS SECTION

For the majority of 2014, the Public Affairs Section was staffed with a sergeant, a detective, and a police officer. However due to adjustments in staffing the detective was reassigned to the Investigations Section, leaving the Public Affairs Section with one police officer. The sergeant overseeing the section also supervises the Traffic and Neighborhood Policing Section. A goal of the section is to add a civilian public affairs staffer to assist with public affairs duties and allow sworn officers to be dedicated to performing law enforcement functions. The process was started in 2014 to identify a suitable candidate to be hired for this position.



The primary duties of the Public Affairs Section are to work with the media to report on the activities of the department and also to insure that the public is kept aware of information that promotes a safe city. They also participate in community and school programs to promote safety. Members of the Public Affairs Section are also assigned as the recruiting officers for the police department.

PO Collins, with the support of the Hamilton Safety Council, was the primary instructor for the Safety Town program, which has educated several generations of children. She also taught the Third Grade Safety Belt Program which teaches every third grader in the city, in both public and private schools, the value of wearing seat belts.

To promote the relationship between the community and the police, especially focusing on our youth we hosted several Boy Scout, Girl Scouts, and school tours. Officers attended and talked about safety at several scout meetings. We also welcomed adults to tour our facility through programs such as Leadership Hamilton, the Lighthouse, and Miami University.



Throughout the year the Public Affairs Section participated in numerous community events and neighborhood meetings: Christkindlmarkt, Joy to the Wald, the Hamilton Unity Picnic, Operation Pumpkin, and several Trunk or Treats throughout the city. We participated in meetings of the Sense of Place organizational committee and several Sense of Place neighborhood meetings, officers also attended functions and meetings of the Greater Hamilton Safety Council as well as Neighborhood Watch meetings in many areas of the city. The section also worked with German Village to establish a Neighborhood Watch program.



The department is also committed to recruiting the best individuals that we can find to be Hamilton Police Officers. To accomplish the goal of ensuring a diverse department, the section continued to be very active in our recruitment efforts. Officers attended recruitment fairs at many local colleges and universities and also focused on traditionally minority institutions to work toward a more diverse workforce. Some of the institutions that recruiters attended jobs fairs at were Miami University, Sinclair Community College, Xavier University, and Eastern Kentucky University. In addition to attending recruitment and jobs fairs, officers lectured at a criminal justice class at Miami University and then hosted a tour of headquarters for the class. At Badin High School, we gave interested students an overview of the Hamilton Police Department's hiring process. Officer Collins also spoke at the first ever Miami University- Hamilton Criminal Justice Career Fair.

**PUBLIC AFFAIRS ROSTER**

**Supervisor**  
Sergeant Ed Buns

**Public Information Officers**  
Detective Rich Burkhardt  
Officer Kristy Collins





## NEIGHBORHOOD POLICING UNIT

The Neighborhood Policing Unit is responsible for providing focused, intensive attention to areas of the city that would benefit from it to relieve problems affecting the community. The unit is staffed by two highly motivated, proactive patrol officers. For the majority of the year the unit was supervised by a Sergeant, however due to staffing reductions the supervision of the unit was combined with the Traffic and Public Affairs Sections.



The Neighborhood Policing Unit's objectives are multi-faceted. Officers are tasked with following up on neighborhood complaints, coordinating with the detective sections to find wanted suspects, and assisting the Vice Unit with drug search warrants and security on undercover buys. When not addressing problem areas or assisting other sections of the department, officers patrol high crime areas of the city, develop relationships with local businesses and charitable organizations, and patrol business districts. The Neighborhood

Policing Unit was developed to address the specific needs of the community that regular patrol officer don't always have time to address during the course of their tour each workday.

### NEIGHBORHOOD POLICING UNIT ROSTER

**Supervisor**  
Sergeant Ed Buns

**Officers**  
Eric Taylor  
Casey Johnson

**K-9 Officer**  
Flash (Handler: PO C. Johnson)





## INVESTIGATIONS SECTION

The Detective Division is comprised of two sections, the Investigations Section and the Vice Section. There are a total of 24 officers assigned to the division, which is commanded by a lieutenant. The lieutenant is in charge of both the Investigations Section as well as the Vice Section. The Investigations Section has two sergeants and 16 detectives. Within the section, the detectives are divided into four squads of four detectives each. The four squads of detectives rotate shifts to provide coverage during normal business hours and evening hours. The Vice Section is supervised by a sergeant, and staffed with four detectives. Each section of the Detective Division has different and specific primary duties and responsibilities.



The Detective Division supervisors are also responsible for all internal affairs investigations within the police department. The goal of the internal affairs function is to insure that the integrity of the police department is maintained through an internal system where objectivity, fairness, and justice are assured by intensive, impartial investigation and review.

The primary function of the Investigations Section is to provide follow-up investigation on criminal complaints involving homicide, robbery, rape, burglary, thefts, fraud, kidnapping, and abduction. Additionally, the Investigations Section



handles all juvenile complaints. Investigations Section detectives investigate all crimes except for vice and narcotics-related crimes. The objective of the investigator is the conviction of the perpetrator. In order to achieve this objective, the investigator must prove in court that a crime was actually committed and that the person charged with the offense did, in fact, commit the crime. All members of the section are trained in the techniques of criminal investigation and an effort is made to constantly stay abreast of the latest innovations in this area. To aid the investigators in this process,



## INVESTIGATIONS SECTION

two small rooms on the lower level of the building house the Hamilton Police Department's Crime Lab. The lab contains several high tech pieces of equipment, which help detectives process evidence to lead to the identification of criminal suspects. The department is connected to AFIS (Automated Fingerprint Identification System). AFIS enables detectives to submit a fingerprint from a crime scene into a nationwide data base. The department also has a polygraph instrument. This year, Detective Paul Webb successfully completed polygraph training. It is a very demanding school. He is the sole polygraph operator for the department.



The Detective Division received 3,689 Part I crime reports and 4,099 Part II crime reports. The Investigations Section assigned 5,830 of these reports to detectives for follow up action. This was a slight increase from last year. On average, each detective was assigned 364 reports for the year. The Investigations Section handled seven homicides during 2014. Four homicides were cleared by arrest and three were self defense. A homicide from 1994 was closed. The suspect was identified through advancements in DNA testing however; he died from a drug overdose in 2002.

The Investigations Section worked closely with other outside support agencies. Some of those agencies include: Butler County Juvenile Court and Probation Department, Ohio and Butler County Adult Parole and Probation Departments, Butler County Children Services Board, Butler County

Prosecutor's Office, Butler County Child Assault Task Force, Hamilton City Schools, Cincinnati Children's Hospital, Federal Bureau of Investigations, Bureau of Alcohol Tobacco Firearms and Explosives, the United States Marshall's Service, and the United States Secret Service. Additionally, detectives worked with several surrounding police agencies to solve crimes extending over many jurisdictions.

### Investigations Section Roster

#### Section Commander

Lieutenant Carl Sigmon

#### Supervisors

Sergeant Mike Waldeck

Sergeant Dave Collins

#### Detectives

Jim Calhoun, Dave Weissinger, Mark Nichols, Matt Fishwick, Paul Davis, Mark Henson, Don Taylor, Jim Gross, Jim Smith, Rich Heidorn, Frank Botts, Steve Hamilton, Steve Rogers, Pat Erb, Paul Webb, Kevin Holstein.



**PRESS RELEASE FROM MARCH, 2014**

## 20-YEAR-OLD HOMICIDE SOLVED

On October 18, 1994, 76-year-old Emerson Skinner was found murdered in his home at 716 Ludlow Street, Hamilton, Ohio. Initially, police officers responded due to a neighbor calling, concerned that they had not seen Mr. Skinner for a couple of days. Upon arrival, patrol officers found Mr. Skinner lying in a pool of blood inside his home. Mr. Skinner had suffered numerous stab wounds along with his throat being cut. It was obvious to investigators that Mr. Skinner had put up a fight as he had several defensive wounds along with several long human hairs clenched in his hands that belonged to his assailant.

Hamilton detectives conducted an extensive investigation. Throughout the years, twenty-eight individuals were interviewed as possible suspects but none could be positively linked to the murder. Over the years, as is routine in cold case homicides, several other detectives examined the case file, adding additional pieces to the puzzle. During the past year, detectives again began reviewing the case.

On March 18, 2014, Hamilton Police Detectives received notification that the suspect had been positively identified from a submitted hair sample through DNA technology. The suspect was identified as Wendell Proffitt, DOB 11/03/64. Mr. Proffitt was one of the suspects early on in the investigation, but detectives were unable to conclusively connect him to the crime. Investigators discovered that Mr. Proffitt died from a drug overdose in 2002. Mr. Proffitt had an extensive record with the Hamilton Police Department, which included a Felonious Assault with a Knife charge in October of 1996.

Detectives recently met with family members of Mr. Skinner and confirmed for them that the case had finally been solved. Hopefully, this will bring some closure to their lives.

Detectives James Smith and Steve Rogers were the most recent investigators who worked on this case. They, along with previous investigators, many who are now retired, should be commended for a job well done.



**PRESS RELEASE FROM NOVEMBER, 2014**

## **MINNICK'S DRIVE-THRU ROBBERIES**

In mid-November over a two-week period, a series of four armed robberies occurred at various Minnick Drive-Thru stores. Each time, the suspect wore a mask to hide his identity. On two occasions the robber displayed a handgun, on another he implied he had a gun, and on another he displayed a knife.

A task force was formed, members of which included detectives working on the case and police officers from the Neighborhood Policing Section. Crime analysis was used to establish a pattern for the crimes. By using the data from the crime analysis, the task force was able to assign officers to several drive-thru stores throughout the city to conduct surveillance at those locations during times the next robbery was most likely to occur.

On the third night of the task force detail, a robbery took place at Minnick's Drive-Thru on Dixie Highway where the lead investigator of the case, Detective Paul Webb, was conducting surveillance. As the suspect exited through the drive thru after committing the robbery, Det. Webb confronted him. The suspect disobeyed commands to surrender and fled on foot.

The suspect was chased by members of the task force – including Detective Gregory Baker – who had arrived in the area to offer backup. He was chased across Route 4 and behind some commercial buildings where he was apprehended.

Along the attempted escape route, the suspect had discarded the weapon he had used in the robbery. Patrol officers searched the area and recovered a toy gun that looked like a real gun. The suspect admitted to discarding the toy gun, and he identified it as the one he used in the robberies. The suspect also confessed to committing all of the robberies of the drive-thru stores.

The case is pending in Common Pleas Court.

The use of crime analysis predicted when and where the next robbery would occur, and the Hamilton Police Department continues to use this tool to help its officers perform their duties more intelligently.





## VICE SECTION

The Vice Section is comprised of a sergeant and four detectives. The section investigates complaints involving drugs, pharmaceuticals, prostitution, pornography, illegal gambling, liquor permit premise inspections and complaints, and organized crime. The section gathers information on criminal activity and discreetly secures and analyzes highly sensitive intelligence information. This information is passed on to other elements of the police department or maintained within the Vice Section.

In 2014, the Vice Section received a total of 837 complaints, compared to 791 received in 2013. We responded by making a total of 203 arrests and executing 86 search warrants. We also saw the amount of guns taken off the streets increase again this year with 201 guns seized.

During the year, detectives devoted a substantial portion of their investigative time toward drug complaints received in various neighborhoods. These investigations led to the execution of numerous search warrants by the section.

We received several complaints from citizens and patrol officers in reference to bars and liquor establishments. We responded by conducting several operations at these establishments and using other city resources such as the Health Department and Construction Services.

Detectives and officers appeared in Columbus numerous times throughout the year to testify in liquor hearings. We opposed several renewal requests from liquor establishments that we had received complaints on throughout the year.

We have continued reaching out and working with other federal, state and local enforcement agencies, as well as other narcotics units in the area. We have conducted joint cases with the Hamilton County Sheriffs RNU Unit, Middletown, Cincinnati, Fairfield and the Ohio Department of Public Safety. Our joint efforts have resulted in the arrest and conviction of drug traffickers that were living in or selling drugs to residents of Hamilton.





## POLYGRAPH UNIT

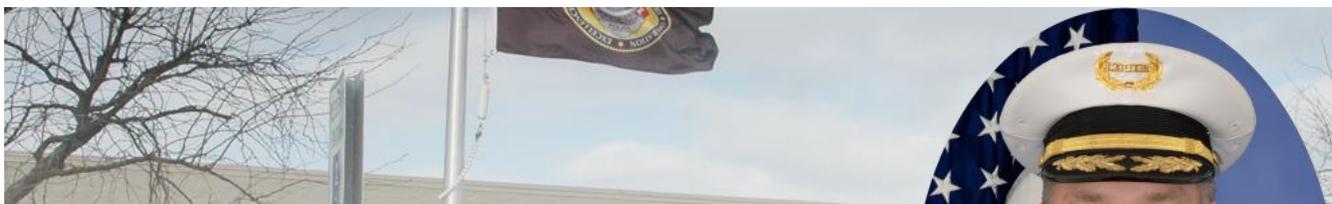
Polygraph examinations are used to resolve cases that cannot be solved through ordinary investigative methods. Typical types of examinations include criminal suspects, witnesses, victims, pre-employment, civil court proceedings, and internal affair investigations. The goal is always to determine the "Truth" of the matter under investigation. Numerous innocent persons have been cleared from further suspicion by use of the polygraph. In other cases the guilty party, or parties, have been uncovered and the case solved.

The Hamilton Police Department has a qualified polygraph examiner. Detective Paul Webb is a graduate of the National Polygraph Academy. It is an accredited polygraph school. In addition to his initial training, Detective Webb attends annual training to stay up to date with the latest in polygraph examination. Detective Webb performed 25 polygraph examinations during the year.

### Polygraph Unit Roster

Detective Paul Webb





## ADMINISTRATIVE & SERVICES BUREAU

### Hamilton Police

The Administrative and Services Bureau is commanded by Captain Marc McManus and is functionally divided into the Services Division, Central Records Section, Training Section, and Court Services Section. The Administrative and Services Bureau serves to support the functions of the Operations Bureau and is also responsible for maintaining the departmental accreditation status with the Commission on Accreditation for Law Enforcement Agencies (CALEA).



There were significant changes that took place in 2014 that involved the Administration and Services Bureau: the Butler County Sheriff's Office began dispatching the City of Hamilton Police, and a software system was implemented department wide. This included a new field-based reporting system, records management system, and property-and-evidence system.

Finally, as the department restructures to keep up with changes necessitated by the economy, some positions previously occupied by sworn police officers have been converted to civilian employee positions. This has permitted those sworn officer positions to be returned to patrol duties. For the Services Division, this included the property officer and information technology officer positions.





## SERVICES DIVISION

The Services Division encompasses several units of the Hamilton Police Department. These include Central Records Section, Property and Evidence and Court Services Section. These various functions are supervised by a Corrections Manager and Central Records Supervisor, and are overseen by the Services Division Commander. The Services Division Commander also acts as the department's comptroller for purchasing and maintaining daily expenditures. The

Services Division provides administrative, technical, and training support to all members of the Hamilton Police Department.

Security within the Hamilton Municipal Court, as well as the municipal building is the responsibility of the Court Services Section. Corrections Officers run the court security checkpoint, transport prisoners, provide building security, and respond to trouble calls within the municipal building. A Corrections Manager supervises these officers.

During 2014, the Services Division was integral in the purchase of and equipping 4 marked police vehicles. Also included in the equipment is the Mobile Video Recording system in all the new marked cruisers. Also, the Services Division was integral in the changeover to the new departmental records system.

The goal of the Services Division has been to provide support to both the Operations and Administrative Bureaus of the Hamilton Police Department. This promotes efficiency in both bureaus and increases the level of service to our citizens.

### Services Division Roster

#### Supervisor

Lieutenant Daniel Pratt

#### Services Officer

Dominic Spinelli

#### Property Officer

Robert Payne



## CENTRAL RECORDS SECTION

One Records Supervisor and four Records Clerks staffed the Central Records Section in 2014. We also received assistance from a volunteer. This unit reports directly to the Services Commander.

The Central Records Section is a vital part of the Hamilton Police Department. The section keeps up to date and complete records that are accessible to all members of the department.

The Central Records Section is responsible for maintaining all criminal and traffic records for the police department. All accident, crime, arrest and released vehicle impoundment reports are scanned and entered into the departmental computer system. All citations, field interview cards and new gun sales are entered into the departmental computer system. Additionally, all fingerprint cards are processed and kept in the office. The section ensures that mug shots in our digital imaging system and those taken from the digital camera in Court Services are connected to the correct jacket. Additionally, all warrants from Hamilton Municipal Court are processed in our section. The section also handles the recreational assembly & parade permits in the city.

The Central Records Section collects and submits statistical data to BCI&I and the FBI on a monthly basis. Statistical data is also provided to other sections of the department, and to other agencies and individuals. The section is responsible for maintaining cash reports for funds collected through the sale of copied reports, discs, and mug shots. The section is responsible for cash reports of fees involved with processing impounded vehicles. The section is also responsible for collecting fees for vehicles salvaged through local towing companies.



In the first quarter of 2014 the department changed computer software systems.





The training took place in the first and second quarter of the year. The new system has changed the manner in which some data is being collected and submitted for reports and the final validation of reports takes place in this section.

The Central Records Supervisor is the computer systems administrator and must keep all computer tables updated, as well as

maintaining the Records Retention Schedule for the Department. The Central Records Supervisor also spent time in 2014 receiving and providing training to prepare the department for the new computer system.



### **Central Records Section Roster**

**Records Supervisor**  
Allison Baker

**Records Clerks**  
Amy Beasley, Karen Snyder, Kim Owens, Carole Walters.





## ADMINISTRATIVE DIVISION

The Administrative Commander is assigned the task of ensuring that every member of our department is properly trained. Training begins on an employee's first day and runs throughout their entire career. Training for agency personnel is offered internally via in-service training sessions and externally through outside training agencies. The department also hosts many training courses. Hosting outside training affords officers the opportunity to learn from expert instructors.

Training needs for employees are identified by officer and supervisor requests. Other documentation can assist the department in identifying other areas of need.

Police Officer Lee Brian Buchanan is assigned to the section and is the main instructor. He serves as our in-house instructor on a variety of training topics such as firearms, Taser, intermediate weapons, and self-defense tactics.

The section is responsible for coordinating the semi-annual in-service training of our personnel. State mandated topics, as well as current issues, are included at our in-service trainings.

The Administrative Commander arranges travel, financial reimbursement, registration, and payment for all training. All training files and certifications are maintained by the section. The Administrative Commander is accountable for the upkeep and care of the firearms training facility, the training center in the police department building, and the armory. All LEADS training is administered through the section.

Training conducted in 2014:

- Fall and winter in-service training.
- Multiple courses with Police Technical.
- All officers were trained in the use of the patrol rifle.

<p><b>Training Section Roster</b></p> <p><b>Training Section Commander</b> Lieutenant Trent Chenoweth</p> <p><b>Training Section Officers</b> Officer L. Brian Buchanan</p> <p><b>Fitness Specialists</b> Detective Greg Baker Officers Brian Wynn and Robert Snyder</p>	<p><b>Unarmed Self Defense</b> Officers L. Brian Buchanan, Ryan Beckelhymer</p> <p><b>Ohio Peace Officer Training Commission Certified Instructors</b> Lieutenant Trent Chenoweth Sergeant Ed Buns Detective Dan Stevenson Officers L. Brian Buchanan and Anthony Kiep</p>	<p><b>Firearms Instructors</b> Chief Scott Scrimizzi Lieutenant Trent Chenoweth Sergeant Ed Buns Detectives Paul Davis, Dan Stevenson, Paul Webb, Matt Fishwick Officers L. Brian Buchanan, Mike Coleman, Mike Thacker, Mel Gray, Chad Stafford</p>
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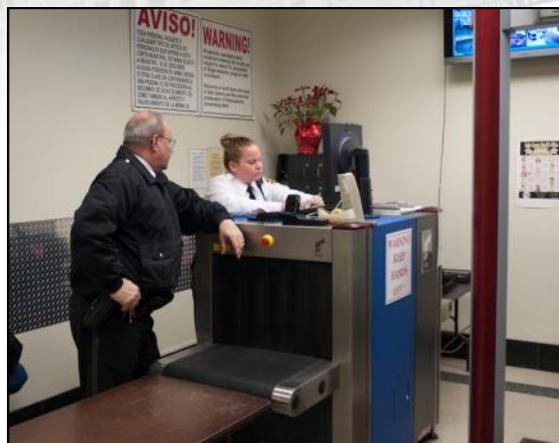




## COURT SERVICES SECTION

The Hamilton Police Department is responsible for security at the Hamilton Municipal Court and at One Renaissance Center, the Hamilton Municipal Building. The court

security unit was formed in 2001. In 2013, the Court Services Section was comprised of a corrections manager, four full time corrections officers and three part time corrections officers. The unit is under the direction of Joe Murray, who reports to the Services Division Lieutenant.



The Court Services Section operates the checkpoint security station located on the second floor entrance of the Hamilton Municipal Court. The checkpoint is equipped with a magnetometer used to detect concealed metal items. Checkpoint efficiency is maintained by security checks conducted by the corrections manager.

### Court Services Roster

#### Court Services Manager

Joe Murray

#### Corrections Officers

Pat Erb Sr., Pat Fackey, Craig Farrell, Andrew Lymburner, Joel Mast, Heather Maus, Dave Mick, Caleb Payne





## CHAPLAINS

The Hamilton Police Department is served by two volunteer chaplains who are available to the department on a 24-hour basis. Both of our chaplains, Don Reed and Frank Smith, have extensive ministerial and law enforcement experience.

Chaplains Reed and Smith respond to traumatic scenes to provide comfort and care to victims and their families. Police Chaplains are trained to make death notifications, provide grief counseling, and administer traumatic incident debriefing when necessary. Chaplains Reed and Smith are fixtures at department retirements and promotions. They are available for confidential counseling to all department members and their families.

Our volunteer chaplains continue to give a priceless service to both our employees and citizens.





## SPECIAL WEAPONS & TACTICS TEAM

The Hamilton Police Department Special Weapons and Tactics (SWAT) team provides a ready response to situations that are beyond the capabilities of normally equipped and trained department personnel. The City of Hamilton recognizes that the presence of a highly trained and skilled SWAT unit has been shown to substantially reduce the risk of injury or loss of life to citizens, police officers, and suspects. The City also recognizes that a well-managed team response

to critical incidents usually results in their successful resolution.

Hamilton SWAT officers have dual assignments within the department, serving as patrol officers, investigators and field supervisors. The team complement was increased in 2006 when the cities of Hamilton and Fairfield signed an agreement in which Hamilton SWAT would handle all critical incidents in both cities. In 2008, Miami



University signed a similar memorandum of understanding with HPD SWAT to cover any critical incident on Miami's campus. In accordance with these agreements, five new positions from the Fairfield Police Department and one from the Miami University Police Department were added to the team. The total complement of 37 officers includes the SWAT Commander, team leaders, operators, sniper teams, crisis negotiators, and Hamilton and Fairfield fire department paramedics.

The unit is activated for a variety of situations to include barricaded subjects, hostage rescues, high-risk warrants, armed suicidal subjects, officer and citizen rescues, and dignitary protection details. The unit is on-call and ready to respond 24 hours a day, 365 days a year.

### Personnel Selection

The team relies heavily upon each other, and must not only trust the impending actions of their teammates, but also confidently anticipate them. Coupled with the intensity of the situations that the SWAT team encounters, this makes it imperative that each member is a good fit physically, psychologically and cohesively. Therefore, the team screens applicants based on physical fitness testing, firearms qualification, and an oral interview. Applicants must serve three years on the police force before applying. If accepted to the team, they remain on probation for one year.

Officers assigned to the unit are issued specialized equipment such as ballistic helmets, level III load bearing tactical vests, tactical headsets, Glock model 35 pistols with tactical lights, Benelli Super 90 12-





gauge shotguns, H&K MP-5 sub machine guns, and 5.56 caliber assault rifles.

The team is also equipped with several tools to deliver less lethal force and an assortment of tools used for breaching. Given the broad spectrum of tools that each SWAT team member must have ready at all times, it has proven effective to assign several of the team members take home vehicles. The remainder of our equipment is transported in a one-ton equipment truck that doubles as our mobile command post. We also deploy an armored heavy rescue truck.

### Training

The SWAT unit trains a minimum of one day per month. In addition to the monthly training, members attend two weeks of specialized training instructed by leading experts in the tactical community. Instructors in this process have included members of the Los Angeles Police Department SWAT Team and experts in the field.

During training drills, SWAT officers utilize live fire bullet traps as well as simunitions. This environment gives SWAT members conditions as close to “real-life” as possible.

Team members also regularly train on the obstacle course at our firearms range. The course includes 19 different obstacles including climbing walls, a cargo net, a rope climb, monkey bars, a 55-foot rappel tower, an A-frame, and a running trail through the 40-acre wooded property.

### SWAT Members Roster

**Commander**  
Captain Craig Bucheit

**Team Leaders**  
Sergeants Wade McQueen, Joe Thompson, and Steve Maynard

**Operators**  
Detectives Paul Davis, Greg Baker, Paul Webb, Frank Botts, Matt Fishwick; Police Officers Mel Gray, L. Brian Buchanan, Brian Wynn, Shawn Fryman, Casey Johnson, Jon Richardson, Mike Thacker, Brian Gleason, Scott Laney, and Chris Gibson.

**Fairfield Officers**  
Sgt. Steve Maynard, Detectives Doug Day and Mike Woodall; Officers Rob Corner, and Larry Green

**Miami University**  
Officer Aaron Baker



**Sniper Commander**  
Sgt. Steve Maynard

**Snipers**  
Sergeant Steve Maynard, Detective Dave Weissinger, Officers Mel Gray, Shawn Fryman, Aaron Baker, Brian Wynn, Matt Fishwick, and Mike Thacker.

**Negotiators**  
Lt. John Nethers, Detectives Steve Rogers and Jim Calhoun, and Officer Eric Taylor.

**Paramedics**  
HFD Paramedics Joseph Gregory and Nate Robinson, FFD Paramedics Richard Hall, Kyle Temple, Tom Wagner, Chad Cooper, Scott Colvin, and Jamie Viers.

**Athletic Trainer**  
Travis Snyder





The Honor Guard is a unit of the Hamilton Police Department that is ceremonial in nature, whose purpose mission is to honor our city, our country, our departmental members, and those designated by the Chief of

Police. Patrol officers comprise the Honor Guard and consider it an honor to represent the department and the city at ceremonial events such as parades, sporting events, funerals, and memorial services.

The most sacred of duties that members of the Honor Guard participate in is laying to rest police officers and public servants who dedicated their lives in the service of others.

In 2014, the Honor Guard participated in parades and other functions held in the city. The Honor Guard participated in the opening ceremonies of the United States Archery Championships, the Memorial Day and 4<sup>th</sup> of July Parades, the Ohio Law Enforcement Officers Memorial Service, and many other events. The unit also laid to rest several retired members of the HPD who passed during the year.

## HONOR GUARD UNIT



### Honor Guard Unit Roster

**Honor Guard Coordinator**  
Sergeant Ed Buns

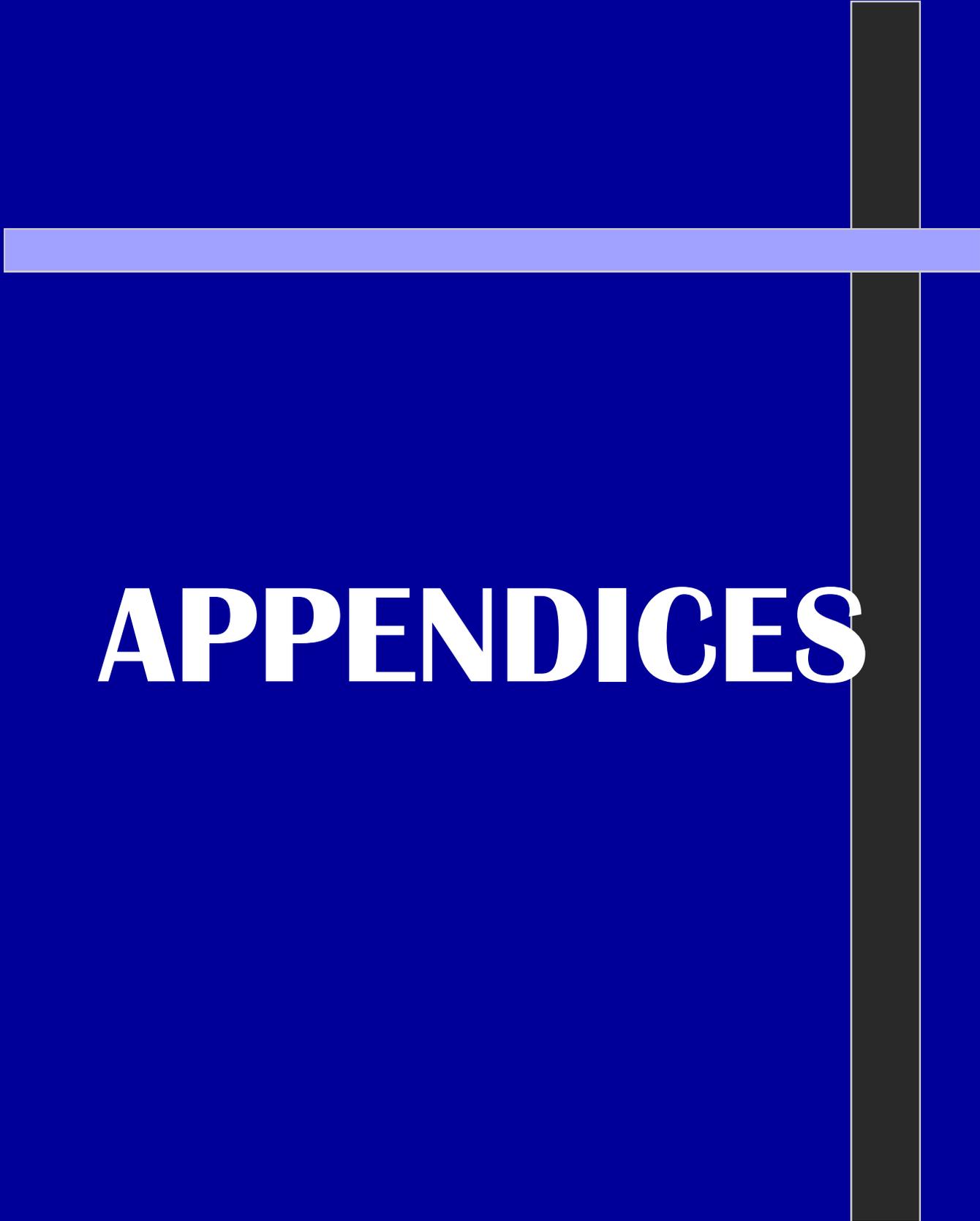
**Honor Guard Officers**  
Lanny Ash, Dave Anglin, Justin Boyd, Shawn Fryman, Todd Hurst, Tom Hurst, Tony Kiep, Terry Kiep, Rick Miller, Randy Payne, Rob Payne, Jon Richardson, Bob Snyder, Chad Stafford, Mike Thacker, Terry Kiefer, and Pete Gibbons.







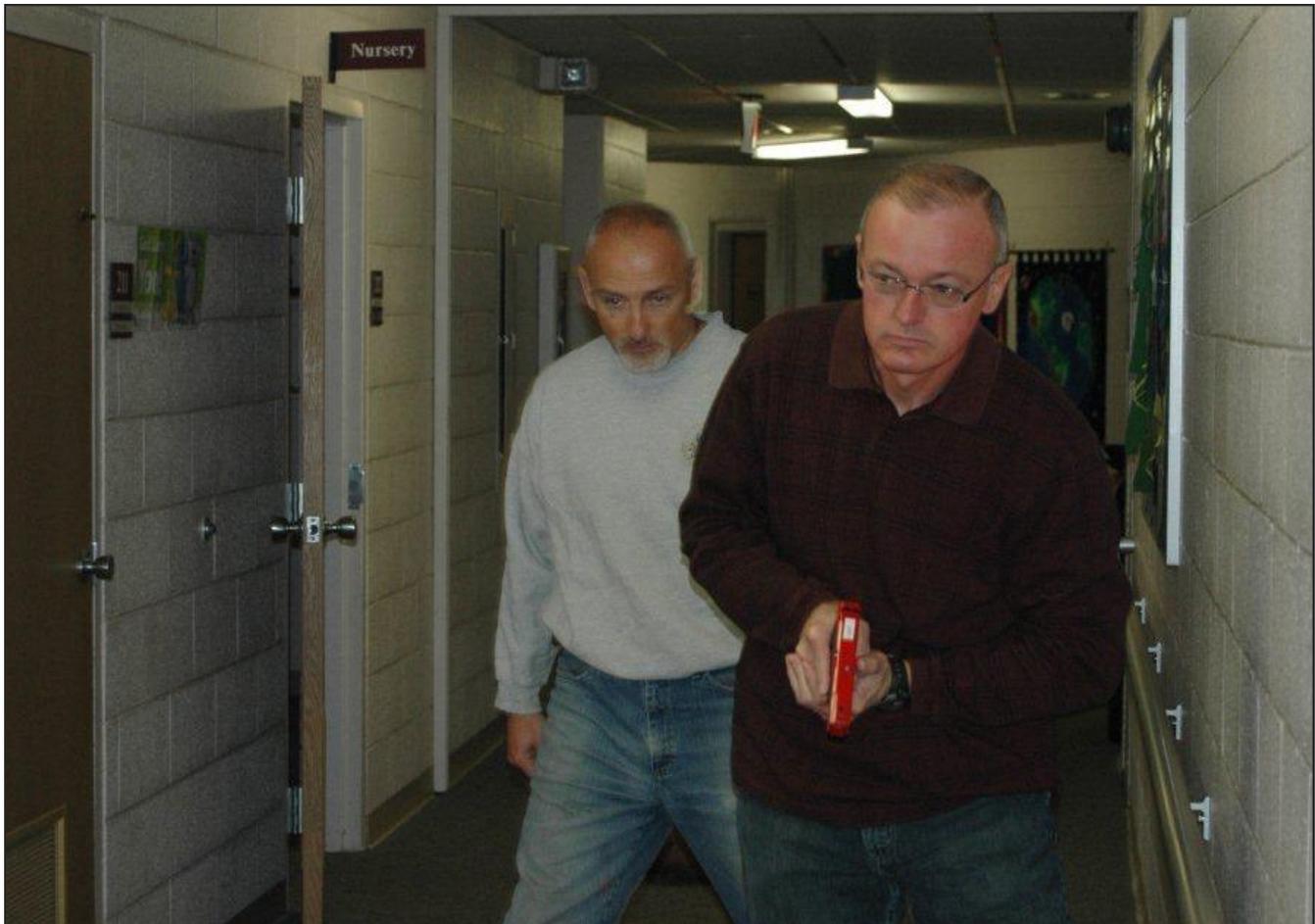




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Traffic Division.....	Submitted by Sgt. Ed Buns
Public Affairs .....	Submitted by Sgt. Ed Buns
Neighborhood Policing Section .....	Submitted by Sgt. Ed Buns
Investigations Section.....	Submitted by Lt. Carl Sigmon
VICE Section .....	Submitted by Sgt. Wade McQueen
Polygraph Unit.....	Submitted by Lt. Carl Sigmon
Administrative and Services Bureau.....	Submitted by Cpt. Marc McManus
Services Division .....	Submitted by Lt. Daniel R. Pratt
Central Records Section .....	Submitted by CRS Allison Baker
Administrative Division.....	Submitted by Lt. Trent Chenoweth
Court Services Section .....	Submitted by Joe Murray
Special Weapons and Tactics Team.....	Submitted by Sgt. Wade McQueen
Honor Guard Unit.....	Submitted by Sgt. Ed Buns
Chaplains.....	Submitted by Cpt. Marc McManus



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## APPENDIX C: STATISTICAL PROFILE

Due to a change in dispatching and record-keeping software, the 2014 statistical profile will be unavailable.

If you require any statistics for your own use, please contact our Central Records section or Public Affairs section for assistance.







**Hamilton Police Department  
2014 ANNUAL REPORT**

