

February 12, 2004

To the honorable Board of Supervisors of Ozaukee County,

A brief summary of the past year was requested in lieu of a full annual report. It is difficult to take the functions of a large department with 100+ employees and condense it into a few pages. Therefore, the department continues to publish this document: a complete annual report, which will be made available at the sheriff's office and can also be viewed on the county's website.

The sheriff's department lost two long-term employees to retirement: Deputy Greg Eichstaedt had been enforcing Wisconsin laws for 33 years, and Data Processing Coordinator Nancy Sachse retired after 25 years of service.

The year 2003 brought many economic strains on the Ozaukee County Secure Juvenile Detention Center. After a close assessment of operational costs versus services to the community, it was determined that Ozaukee County's needs were better served by boarding the low, fluctuating number of juvenile offenders at other detention facilities. A determination was made that as of May 13, 2003, all juveniles in need of secure detention would no longer be processed or detained at the Ozaukee County facility.

A major change occurred with the operation of the jail's food services division. In January, the Sheriff's Department partnered with the county's Aging Services Department and agreed to prepare the food for its senior meals program, which distributes daily meals to the elderly at several locations throughout Ozaukee County. The demands of the program added a daily average of 180 meals to the more than 198,969 already required for the inmate population of the jail.

New technology aids in the enforcement of our state's and nation's laws. Some advances for 2003 included:

- **Video conferencing equipment** now links the jail, courts and any other facility in the world that utilizes video conferencing technology.
- The **Vericomm 2000 Accelerometer** is used for accident reconstruction in determining drag factors, acceleration rates and G-forces applied during vehicle movement.
- The department now has three **less-lethal 12 gauge drag-stabilized, bean-bag shotguns** to provide another acceptable force option for officers.
- The dispatch center obtained a **push-to-talk wireless headset**, which enables the dispatcher to be mobile within the dispatch center while speaking on the phone or radio.

The jail's transport program continues to be used heavily since its inception in 2001. There have been so many transports that additional staff must sometimes be used to supplement the two full-time officers who are permanently assigned to this duty. The

transport unit frequently travels to Chicago to transport U.S. Immigration and Customs Enforcement (ICE) detainees.

As always, you are invited to visit us at any time. We would be privileged to show you our operations and answer any questions you may have.

Sincerely,

*MAURY STRAUB*

Ozaukee County Sheriff

***Ozaukee County Board of Supervisors***

***Law Enforcement Committee***

***Rose Hass Leider, Chairman***

***Elizabeth Brelsford***

***Paul H. Brunnquell***

***Richard Karshna***

***Gerald E. Walker***

Ozaukee County, Wisconsin

Sheriff's Department

Sheriff's Annual Report

**Sheriff 2003 Annual Report**

***Department Flow Chart***

**SHERIFF STRA**  
**CHIEF DEPUTY J.M. K**

**LT. J. EBERT**  
**JAIL ADMINISTRATOR**

**LT. R. GALBRAITH**  
**SUPPORT SERVICES**

**LT. E. HERMANN**  
**ADMINISTRATION**

**JAIL DIVISION**

<b>SERGEANTS (5)</b>	Dep. Buchholz	Dep. Moertl
Sgt. Dettmann	Dep. K. Caswell	Dep. Neitzel-
Sgt. Enders	Dep. Creaney	Sanders
Sgt. Gierach	Dep. Didier	Dep. Nemacheck
Sgt. J.G. Johnson	Dep. Domagalski	Dep. Nilsestuen
Sgt. Kort	Dep. Frechette	Dep. Penkwitz
	Dep. Gahan	Dep. Roth
<b>COURT</b>	Dep. Griffin	Dep. Sauer
<b>SECURITY</b>	Dep. Harrington	Dep. Schmidt
Dep. N. Caswell	Dep. Heller	Dep. Schulz
	Dep. Helm	Dep. Serak
<b>JAILERS (39)</b>	Dep. M. Hermann	Dep. Shelander
Dep. Arendt	Dep. Holzer	Dep. D. Taylor
Dep. Behnke	Dep. Jarvela	Dep. Thiermann
Dep. Belzer	Dep. Kies	Dep. Thomas
Dep. Bittner	Dep. Krueger	Dep. Yates
Dep. Braun	Dep. Lusty	2 vacancies

**JAIL HEALTH NURSES (2)**  
M. DeCesaro  
L. Williams

**FOOD SERVICE SUPERVISOR**  
N. Lucas-Gierach

**COOKS (8)**  
S. Berres  
J. Doers

N. Hosking  
L. Lanser  
J. Nagle  
J. Pawling  
D. Rinehart  
S. Zemlicka

**PATROL**

**SERGEANT**  
Sgt. Glocke  
Sgt. Martin  
Sgt. Seeger  
Sgt. Vargo

**PATROL OFFICERS**  
Dep. Daniel  
Dep. Donde  
Dep. Dudas  
Dep. Goerk  
Dep. C. Kno  
Dep. J.D. K  
Dep. Lambr  
Dep. Last  
Dep. Maglic  
Dep. Milcza  
Dep. Noll  
Dep. Ogren  
Dep. Parr  
Dep. Passe  
Dep. Rowe  
Dep. Schar  
Dep. Schoe  
Dep. Webb

**SPECI DEPUT**

**CIVIL PROCESS AND COMMUNITY PROGRAMS**

Sgt. McElligott  
Dep. Speth

**OZAUKEE COUNTY SHERIFF'S DEPT.**

## ***Personnel Movement***

### ***New Hires:***

Deputy Sarah Thiermann

Deputy Hilary Braun

Special Deputy Scott Smith

Business Manager Timothy Nelson

Cook Lois Lanser

Cook Janice Doers

### ***Promoted to Patrol Sergeant:***

Sergeant Kristopher Martin

### ***Promoted to Patrol Officer:***

Deputy Craig Webb

Deputy Wayne Lambrecht

Deputy David Schoenherr

Deputy James Goerke

### ***Retired:***

Deputy Greg Eichstaedt - 33 years

Data Processing Coordinator Nancy Sachse - 25 years

### **Patrol Division**

The Ozaukee County Sheriff's Department's **Patrol Division** consists of 18 patrol deputies and four patrol sergeants who provide patrol services 24 hours a day, 365 days a year. These services include coverage of 501 miles of interstate, state, county and town roads.

The Patrol Division provides full law enforcement services for all townships, unincorporated villages and municipalities that do not maintain a law enforcement

agency. The population of these areas is over 20,000. The Patrol Division also assists other law enforcement agencies within the county as requested.

The Patrol Division responds to and investigates all criminal activity reported or observed, including domestic violence, disturbance, death, burglary, theft, damage to property, weapon, sexual assault, other assault, fire, mental illness, missing/runaway persons, motor vehicle theft, narcotics, rescue, robbery, suspicious person/vehicle/circumstances, trespassing, wanted person, 911, alarms.

<b>PATROL DIVISION STATISTICS - 2003</b>			
	<b>2003</b>	<b>2002</b>	<b>% Change</b>
Incidents	8,147	7,895	3.19
Arrests	942	898	4.90
County ordinance citations	368	384	-4.17
Motor vehicle accidents	881	779	13.09
Fatalities	2	6	
Traffic citations	3,917	4,487	-12.71
Warnings	6,007	6,558	-8.40
15 day violation correction notices	1,529	1,674	-8.67

While responding to calls for service of a wide variety, patrol officers are also called upon for the service of civil process and arrest warrants, as well as various special assignments, including D.A.R.E., training, conducting background investigations, and county fair duties.

### ***Snowmobile Patrol***

The Snowmobile Patrol program was initiated—and is partly funded—by the Wisconsin Department of Natural Resources (DNR). The purpose of the program is to increase law enforcement presence on the snowmobile trails to ensure compliance with state and local laws, and to serve in a public safety awareness role. The Snowmobile Patrol’s purpose mirrors that of the patrol division in many respects.

The Ozaukee County Sheriff's Department has two snowmobiles that were purchased with the assistance of the DNR to assist in carrying out the intentions outlined above. The snowmobiles are operated by deputies and special deputies who are certified law enforcement officers. The officers involved with the Snowmobile Program are alert to situations where enforcement or assistance is called for.

### ***Special Deputy Program***

The Ozaukee County Sheriff's Department offers the opportunity for individuals to serve their community through the Special Deputy Program. The Special Deputies are

part-time, sworn officers who assist the Patrol Division in areas such as security, traffic control, crowd control and other police duties at special events such as the Ozaukee County Fair, Waubeka Flag Day, and Port Washington Fish Day. The Special Deputies are certified law enforcement officers and maintain their certification through monthly in-service training sessions.

### ***Civil Process Division***

The Civil Process Division is in charge of the intake, service and return of all civil papers brought to the department for such service. There are many different types of civil papers to be served, ranging from subpoenas to seizures of property. This division also handles all foreclosure sales, evictions and repossessions. The Patrol Division assists with these duties as needed.

The Sheriff’s Department served 2,070 items of civil process in 2003. The civil process served by the Sheriff’s Department brought \$30,736 into the County Treasury. Process is served at no charge to county departments and other entities as required by law. The division scheduled 60 foreclosure sales, of which 30 were held on property valued at \$8.6 million. Additionally, these officers handled 16 evictions and 16 Replevins (repossessions).

The detective bureau is primarily charged with the investigation of felony crimes, as well as some misdemeanor crimes that are complex in nature, or involve suspects or witnesses residing outside Ozaukee County. The division may, at times, work in a joint effort as a “task force” with other local, state, or federal agencies when a crime (or series of crimes) in a specific geographical area of the state is being committed by one or more persons identified as being responsible for those crimes. This year all members of the detective bureau were sworn in as Special Deputy U.S. Marshals. The detectives are now members of a statewide task force put together for the purpose of locating and apprehending violent fugitives.

The detective bureau handles all death investigations, including homicides and suicides. The bureau also participates in a CORE committee of area police representatives and agents from the Department of Probation and Parole to oversee the sex offender release program that was mandated by law in 1997. The committee is responsible for assessing potential threat to the community in order to determine the appropriate level of community notification. The Detective Bureau registered 14 parolees/probationers in 2003.

<b>PROPERTY BY TYPE AND VALUE - 2003</b>		
	<b>STOLEN</b>	<b>RECOVERED</b>
Motor vehicles	\$ 177,030	\$ 36,450
Currency, notes, etc.	16,468	11,082
Miscellaneous items	48,720	8,132
Jewelry	21,825	8,650

Household items	6,087	962
Television/stereo/radio	23,099	900
Firearms	1,503	0
Clothing, furs	1,430	104
<b>TOTAL</b>	<b>\$ 296,162</b>	<b>\$ 66,280</b>

### *Juvenile Office*

It is the intent of the juvenile office to promote a juvenile justice system capable of dealing with the problems of juvenile delinquency. It is believed that this

approach will protect the community, impose accountability for violations of law, and equip juvenile offenders with the competency to live responsibly and productively. The juvenile office attempts to control delinquency through prevention and apprehension. There are two aspects to delinquency prevention: preventing the original delinquent act, and preventing further delinquent acts after apprehension.

To this end, strong ties have been established with Ozaukee County's Department of Social Services and the Ozaukee County District Attorney, the courts, schools, and citizen groups. These ties ensure an appropriate police and aftercare disposition. Minor offenders are handled in a protective yet firm manner. Parents are alerted to the antisocial behavior of the child, regardless of the offense, and are also made a part of the consequence process. More serious offenses require referrals to juvenile court, either through citation or through a social services juvenile court referral. Both look to the juvenile office for continued input.

A strong partnership also exists between the sheriff's department and Social Services' child protection unit. A detective and a protective caseworker will respond jointly to and investigate reports of suspected abuse and neglect. This cooperation avoids duplication of efforts, causes less trauma for the victim, and enhances the decision-making process.

The current juvenile officer, Detective David Guss, carries a caseload of general investigations in addition to his work in the juvenile office. He also serves on the board of the Wisconsin Juvenile Officers Association, and is the editor of its newsletter. Detective Guss is also a member of: the Wisconsin and Ozaukee County Juvenile Officers Associations, the sexual abuse treatment team committee, the Sheriff's Department's sex offender registration/community notification unit, and the Sheriff's Department's gang unit.

The juvenile officer speaks to youth and adult groups upon request of schools and community organizations. Topics include criminal and traffic laws, alcohol and drug offenses, child abuse, and gang issues.

### JUVENILE COURT REFERRALS - 2003

Arson	1
Sexual assault	3
Burglary	6
Theft	6
Motor vehicle theft	3
Battery	6
Forgery	2
Criminal damage to property	2
Weapon violation	1
Controlled substance	7
Liquor law violation	37
Disorderly conduct	43
Runaway	10
All other offenses	78
<b>Total</b>	
2003	205
2002	154
2001	190
2000	157
1999	221

### *The Ozaukee County Anti-Drug Task Force*

The Drug Task Force is comprised of officers from the Ozaukee Sheriff's Department, the Police Departments of Mequon, Grafton and Cedarburg, and the Fredonia Village Marshal's Office. Currently, the unit operates with seven agents, one of whom is a limited-term employee funded through a federal grant. Mequon assigns a full-time officer on a two-year commitment. Officers from the other agencies work part-time, their hours varying according to their individual department's needs and staffing levels. The unit as a whole operates as a specialized section of the Detective Bureau. The Detective Lieutenant is the project director and grant expeditor.

The unit investigates criminal drug activity occurring in Ozaukee County and frequently works with drug units in Milwaukee, Washington, Waukesha and Sheboygan Counties, as well as the Wisconsin Department of Justice-Division of Narcotics Enforcement and its Federal counterpart, the Drug Enforcement Administration.

The unit held 23 drug presentations and training programs in 2003 for area law enforcement officers, schools, private industry and the Department of Social Services.

The presentations focus on drug and drug user identification, and the laws governing illegal use, possession and delivery of controlled substances and narcotics.

In 2003, the unit executed twelve search warrants. The duties of the Task Force are covert and cannot be readily discussed without compromising its effectiveness. Please refer to the statistics on the next page for a breakdown of enforcement data.

### Case Statistics - 1998 through 2003

	Cases Generated	Persons Arrested	Charges	% Felony
2003	86	37	111	70
2002	79	49	120	64
2001	62	51	75	70
2000	77	93	148	82
1999	78	97	140	70

### Seizures

	Marijuana (lbs)	Cocaine (gms)	Crack (gms)	Psi. <sup>1</sup> (gms)	LSD (dose)	Meth. <sup>2</sup> (gms)	MDMA <sup>3</sup> (tabs)	Heroin (gms)
2003	32.7	149.1	216.4	521.7	0	292.2	1	11.8
2002	22.8	78.5	13.1	0	0	0	0	10.6
2001	4.8	2.4	9.4	0	457	0	54	0.7
2000	33.25	68.8	1239.5	21.0	10	0	0	6.3
1999	10.77	8.6	184.6	0	2	0	0	9.8

### *Training Program*

The Sheriff's Department's 2003 Training Program consisted of both specialized and in-service training within each division of the department. Some of the areas of specialized training that the specific divisions received includes:

**Administrative Division** - Traffic safety issues, supervision/management, jail supervision, media relations, records management, management/employee relations, weapons training, risk management, anti-terrorism

**Detective Division** - Homicide investigation, robbery and cold case investigation, arson investigation, narcotics investigation, voice stress analysis, computer crime on the Internet, gambling investigation and technology, DNA technology

**Patrol Division** - Street survival, evidence handling, crime scene response, standardized field sobriety testing, handling of accident reports, identification of intoxicated drivers, emergency vehicle operation, automated emergency defibrillator, CPR, Spanish for patrol officers

**Jail Division** - Intoximeter, gangs, juvenile detention, jail certification, jail health, Correctional Emergency Response Team (CERT)

The department continued to meet the Wisconsin Training and Standard Bureau's requirements in basic police recruit academy training (400 hours), basic jailer training (120 hours), and the mandatory 24 hours of in-service training for all sworn personnel, as well as co-located juvenile detention center training.

In-house training subjects included firearms (see below), defense and arrest tactics, and use of a defibrillator unit. Officers view brief training videos monthly, which provide them with current updates on the law, officer safety issues, and many other job-related topics.

Sheriff's Department employees participated in nearly 4,000 hours of training, most of which was devoted to state-mandated training programs attended by more than 80 participants.

### ***Firearms Training***

Firearms training is managed by the Training Officer and three firearms instructors. Deputies train four times a year at the department's outdoor range. It takes four days on the range for all officers to go through quarterly training. Training is held regardless of the weather.

Shotgun familiarization and a "night shoot" to experience flashlight-assisted shooting and flash point shooting. Other training areas include weapon maintenance, managing weapon malfunctions, and various tactical situations in scenarios involving a deadly force situation. Officers are tested several times during the year on their knowledge of the law and department policy and procedure regarding the use of deadly force.

Firearms training is augmented by use of a F.A.T.S. (firearms training system). The F.A.T.S. provides scenarios which are displayed on a life-sized screen and create situations which require the officers to make the proper split-second decision: to shoot or not to shoot. The officers are required to use verbalization skills during the scenarios as well as after to justify their actions. Officer reaction times and accuracy

are recorded and critiqued. The entire training process provides each officer with invaluable training.

### ***Community Services***

Community Services are coordinated by a sergeant who is one of the department's

D.A.R.E. (Drug Abuse Resistance Education) instructors, facilitates other community related programs, and speaks on a variety of subjects, including law enforcement careers and crime prevention. The following are some examples of community activities in 2002 involving Sheriff's Department staff:

**Career Day**, John Long Middle School

**Ozaukee County Fair** - Sheriff's Department tent; shared information with county residents on crime prevention, D.A.R.E., Explorers, child files, and hunter safety

**Neighborhood Watch Program** - Neighbors working together to assist law enforcement with suspicious activity

**McGruff Safety Houses** - Child safety houses in Belgium

**Security surveys** performed on residential and commercial buildings.

**Ozaukee High School** - presentation to American Problems and Social Studies classes

**Bicycle Safety** - Rose Mary school

**Stranger Danger Programs** - Fredonia, Belgium, Grafton Safety Town, Port Washington Safety Town

**Travel Safety Program** - Port Washington High School, Concordia University

**D.A.R.E. (Drug Abuse Resistance Education)** - 136 graduates of the program

**Building Tours** - 405 tour participants

**Baseball/Football Card Handouts** - 1000 sets handed out to county youths

**Sexual Assault Safety and Awareness** - Concordia University

**School liaison** - Northern Ozaukee Schools

**Child files finger printing** - Halloween Safety Day Town of Grafton, Waubeka Fire Department open house, Belgium Fire Dept. Open House.

## ***Hunter Education***

The Ozaukee County Sheriff's Department sponsors a **Hunter Education** course approved by the Wisconsin Department of Natural Resources. The course provides training for students to become safe and responsible hunters. Anyone born on or after January 1, 1973 must successfully complete the course in order to purchase a hunting license in Wisconsin. The student must be at least twelve years of age in order to participate in hunter education.

The classes are conducted by five certified instructors: four deputies and one civilian. The nine weeks course is offered twice a year, with 20 hours of classroom instruction and one three-hour outdoor field day held at the Ozaukee County Sheriff's Department's firing range, when students are tested on their ability to demonstrate what they have learned in the course and are allowed to fire shotguns and rifles at targets.

The program, which is directed by Detective William Steck, certified 26 students in 2003.

## ***Jail Division***

The Jail Division saw many changes in both technology and staffing during 2003. With the unstable juvenile population numbers and the loss of several employees due to military leave or extended injury leave, the secure juvenile detention center was closed. This action reduced staffing demands and overtime pay costs.

The Jail Division also entered into a contract with the federal government to provide transportation between Chicago and Ozaukee County for federal inmates, thereby ensuring a more stable inmate boarding population.

In 2003 the jail was elevated to a state-of-the-art identification system, providing better communication between federal, state and local law enforcement agencies. This included a new electronic fingerprint system, a digital photograph system and a "Fast ID" fingerprint identification system that allows for a response from the Wisconsin Crime Information Data base in less than two minutes.

### **PRISONER DAYS AND MEALS 1999 THROUGH 2003**

	Total Bookings	Ave. Daily Jail Pop.	Total Prisoner Days	Total Meals Served
2003	3,709	206.9	75,513	198,696
2002	3,555	205.3	74,917	198,902
2001	3,156	188.9	68,945	191,772

2000	3,555	218.3	79,902	227,819
1999	3,082	150.5	54,769	170,199

[Click here to see the chart on the next page to view the 2003 inmate population on a monthly basis.](#)

### ***Secure Juvenile Detention Center***

The year 2003 brought many economic strains on the Ozaukee County Secure

Juvenile Detention Center. After a close assessment of operational costs versus services to the community, it was determined that Ozaukee County’s needs were better served by boarding the low, fluctuating number of male juvenile offenders at other detention facilities. A determination was made that as of May 13, 2003, all juveniles in need of secure detention would no longer be processed or detained at the Ozaukee County facility.

For the first four and one-half months of 2003, the secure detention center processed 39 male and 17 female juvenile offenders. After May 13, no statistics were kept by the sheriff’s department as to the number of juveniles held in secure detention.

### ***The Huber Law***

The Huber Law, Section 303.08 of the Wisconsin Statutes, has been in existence since 1913. Persons sentenced under the Huber Law may seek employment, or be gainfully employed, and spend their non-working hours in the jail. Thus, they maintain their sense of self-dignity by supporting their dependents and meeting other financial obligations.

Huber prisoners pay the County for their keep while serving their sentences. They are kept separate from the main prisoner population, are allowed to do their own laundry, and in general have more freedom than other prisoners. A total of 213 Huber prisoners served their sentences in the Ozaukee County Jail in 2003. They paid \$214,662 to the County Treasurer for their board.

### ***Health Services***

The jail’s health services division is staffed by two registered nurses who provide the inmate population with medical, dental and mental health care for 13 hours daily. The nurses are on call during off hours. A health screening technician supports the nurses and, as a team, they monitored the health of—and provided care to—the 3,709

inmates who passed through the Ozaukee County Jail in 2003. The nursing staff physically treated 2,177 inmates, and provided written responses to another 1,249 inmates who had medical concerns. More than 49,600 doses of prescription medication were processed for inmate use.

### ***Food Services***

The year 2003 brought a major change to the operation of the jail's food services division. In January, the Sheriff's Department partnered with the county's Aging Services Department and agreed to prepare the food for its senior meals program,

which distributes daily meals to the elderly at several locations throughout

Ozaukee County. The demands of the program added a daily average of 180 meals to the more than 198,969 already required for the inmate population of the jail.

Through the hard work of the dedicated kitchen staff, directed by Kitchen Supervisor Nancy Lucas-Gierach and in collaboration with the county's licensed dietician, the food services division provides meals that meet or exceed all state, federal and Department of Corrections daily nutritional requirements.

The kitchen staff follows a five-week menu cycle in the jail and a thirty-day menu cycle for the senior meals program. Through the guidance of the jail's health services staff, the kitchen is often required to prepare special meals for medical or religious diets. All desserts and main entrées are produced by kitchen staff in-house as a cost-savings measure to the county and for the benefit of the inmates and the elderly in the senior meals program.

### ***Jail Chaplaincy Program***

The purpose of the jail chaplaincy program is to identify and meet the spiritual needs of inmates, and to provide a means for established religious groups within Ozaukee County to minister to the inmate population.

The Ozaukee County Jail recognizes the right of inmates to practice the religion of their choice while incarcerated. Substantial efforts have been made by the jail staff to facilitate these rights. A Muslim cleric was added to the program in 2002. All inmates have access to religious resources, services and instruction on a voluntary basis.

### ***Transport Unit***

The Sheriff's Department assigns two full-time deputies to the duties of transporting detained inmates between the Ozaukee County Jail and other county, state and federal detention centers or jails. This transportation function is necessitated by an order of the courts to produce a detained person at court hearings, execution of

sentence in Ozaukee County Jail, or transport to a state prison to serve sentence. In July, the sheriff's department entered into an agreement with the Federal Department of Homeland Security and the U.S. Marshal's Office to transport federal prisoners and detainees to and from their regional reception offices located in Milwaukee and Broadview, Illinois. While the federal contract reimburses most of the costs of transportation, additional resources are currently necessary to accomplish our other transports.

**PRISONER TRANSPORTS - 1999 THROUGH 2003**

	Transports	Miles	Hours
2003	362	77,232	4,320
2002	341	56,188	3,164
2001	501	62,694	3,227
2000	546	60,624	3,148
1999	528	57,020	2,862

***Ozaukee County Jail Literacy Program, Inc.***

The Ozaukee County Jail Literacy Program, established in 1992, continues to provide the jail inmates with the opportunity to earn their high school equivalency degrees.

Courses on "Decision Making and Goal Setting" and twelve hours of basic computer skills supplement the high school equivalency program. These classes are intended to provide the inmate with useful skills to help them return to the community and to lower criminal recidivism.

The program is a non-profit organization that relies on public support for a good portion of its activities. It has had 151 graduates, with many more receiving credit for their work within the program.

***Records Management and Accounting***

The six full-time civilian employees of the records management team fill the vital role of performing the duties related to the maintenance of the records management system for the Sheriff's Department. These employees are responsible for various duties such as transcribing dictated reports, providing data entry of citations, dissemination of various law enforcement

reports, preparation of civil process papers for service by deputies, coordinating information for entry into the jail management program and overseeing the open records procedure. These staff members also handle reception

duties by assisting visitors to the administrative office and jail and directing telephone calls to appropriate individuals and/or departments. A part-time employee assists

the anti-drug task force with various secretarial duties.

The accounting team consists of one full-time and one part-time civilian employees who are responsible for the financial records of the department. They operate the inmate commissary fund and safeguard inmate monies by providing an account for deposits and disbursements. They are also responsible for the processing of monies received, invoicing for the jail boarding program and other services, purchasing of equipment and supplies and preparation of departmental payroll. Additionally, a full-time business manager provides supervision of the records management and accounting staff, assists with preparation of the budget, grants and financial reports, and serves as liaison to the Technology Resources Department.

*Received and paid to County Treasurer*

Photocopies	\$ 983.96
Sheriff's fees: warrants	5,780.50
Miscellaneous: witness fees, permits	165,859.74
Civil process fees	30,736.00
Towing and storage fees collected	2,567.99

*Received and paid to County Clerk of Courts*

Bail bonds and fines collected	25,565.91
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*Paid to outside jurisdictions:*

Bail bonds and fines collected	85,322.90
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*Paid to victims:*

Restitution/worthless check complaints	6,879.77
Restitution/criminal damage to property	0

*Paid to attorneys and plaintiffs:*

Executions collected	6,320.00
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<i>Paid out for refunds</i>	16,078.82
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<i>Paid out for sales and services</i>	2,761.00
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<i>Paid out for foreclosure sales (to County)</i>	683.00
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<i>Paid out for foreclosure sales (to Clerk of Courts)</i>	113,069.07
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<i>Paid out for foreclosure sales (to Reg. of Deeds)</i>	4,366.80
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<b>TOTAL</b>	<b>\$ 466,705.45</b>
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## ***Communications Division***

The Ozaukee County Sheriff's Department's Communications Division operates 24 hours a day, 365 days a year. The dispatch center has a civilian staff of eight dispatchers and one supervisor.

During the normal course of a shift, the on-duty dispatcher is in constant radio contact with the deputies and other police and emergency agencies while answering telephones, sending and receiving messages on the Teletype system, and monitoring a great number of public and private alarm systems.

The dispatchers are responsible for answering all emergency and non-emergency telephone calls and radio transmissions for the sheriff's department, as well as for the Saukville and Thiensville Police Departments during those agencies' non-business hours and 24 hours a day on weekends. The staff also dispatch for five local fire departments and two local ambulance services.

Each dispatcher must be certified on the TIME (Transaction Information for Management of Enforcement) System by the Crime Information Bureau as this division is also responsible for the entry and maintenance of all warrants issued by the local courts. All temporary restraining orders, injunctions, missing persons, stolen vehicles and

numerous other stolen articles must also be entered and maintained.

The staff issued a total number of 8,147 incidents for 2003, which included MEG Unit activity, internal record keeping, and calls for service by the citizens of Ozaukee County to which members of the patrol division were dispatched.

Additionally, a minimum of 7,065 calls by the general public for informational purposes, were recorded by dispatch staff in 2003. Emergency 911 calls numbered 1,539.

The dispatchers also handled and dispatched 156 calls for the part-time Fredonia

Police Department; 856 calls were dispatched and 402 informational calls were processed for the Saukville Police Department; and 647 calls were dispatched and 1,093 informational calls were processed for the Thiensville Police Department.

The dispatch center is the custodian of warrants issued by the Office of the Clerk of Courts. The dispatch staff processed 1,185 warrants in 2003.

New technology obtained for 2003 was a push-to-talk wireless headset, which enables the dispatcher to be mobile within the dispatch center while speaking on the phone or radio.

## ***New Technology***

The Ozaukee County Sheriff's Department continues to provide efficient and effective law enforcement services through the utilization of new technology. Several new technologies were purchased and implemented in 2003:

**Video conferencing equipment** now links the jail, courts and any other facility in the world that utilizes video conferencing technology.

The jail has a new **Livescan fingerprint system** for electronic fingerprint submission and storage of fingerprints and digital mug shots.

The **Vericomm 2000 Accelerometer** is used for accident reconstruction in determining drag factors, acceleration rates and G-forces applied during vehicle movement.

The department now has three **less-lethal 12 gauge drag-stabilized, bean-bag shotguns** to provide another acceptable force option for officers.

The dispatch center obtained a **push-to-talk wireless headset**, which enables the dispatcher to be mobile within the dispatch center while speaking on the phone or radio.

## ***Public-Private Partnerships***

The citizens of Ozaukee County deserve and expect the highest degree of quality when it comes to law enforcement services. The effectiveness of any modern law enforcement agency depends on the cooperation and involvement of the community it serves. The Ozaukee County Sheriff's Department works hard to establish public-private partnerships locally, regionally, and on a statewide level.

### ***Local Emergency Planning Committee (LEPC)***



This committee works closely with local facilities that have hazardous materials on the premises. The committee is comprised of representatives of state and local officials, emergency response agencies, community groups, the media and reporting facilities. The LEPC focus on emergency planning for potential hazardous materials spills, and provides training in hazardous materials emergency mitigation. The Ozaukee County Sheriff's Department is active in the planning, training and emergency response duties of the LEPC.

### ***Ozaukee County Traffic Safety Commission (TSC)***



The TSC meets quarterly to review traffic crash data and discuss traffic safety issues, and then makes recommendations to local officials so that traffic safety records can be improved. Membership includes officials of the Ozaukee County Highway Department, law enforcement officers, medical personnel, educators, Department of Transportation officials and others. The Ozaukee County Sheriff's Department maintains a leadership role with the TSC.

### ***Traffic Incident Management Enhancements (TIME)***

The TIME program is a cooperative effort led by the Wisconsin Department of Transportation (DOT) involving freeway transportation safety. Efforts are directed toward planning and developing strategies and infrastructure to maintain safe traffic flow and minimize delays caused by accidents, stranded motorists, debris on the roadway, and planned events. The program includes representatives from the DOT, emergency services, medical services, education, engineering, media and others.

### ***Association of Ozaukee County Fire Departments***

Since 1969, this association meets quarterly to discuss new standards, procedure changes, new equipment purchases and past incidents. In addition to the local fire departments, the list of associate members includes representatives from the ambulance services, professional medical services, emergency government, Milwaukee Area Technical College and law enforcement. The Ozaukee County Sheriff's Department works closely with this association in areas of mutual service

### ***Critical Incident Stress Management Group*** **CISMG**

Ozaukee and Washington Counties participate in a joint Critical Incident Stress Management Group. This is a cooperative effort of emergency responders, professional medical personnel and mental health advocates who try to deal with the harmful physical and psychological effects suffered by personnel during emotion-charged events. The Ozaukee County Sheriff's Department has taken an active role with the group during training and in stress debriefing sessions.

### ***Ozaukee Peace Initiative***

The Ozaukee Peace Initiative is a coalition of municipal, county and state agencies working to ensure that the systems addressing domestic abuse in Ozaukee County are accessible, efficient and coordinated - while preserving the safety and dignity of the victims. This coalition affirms the community belief that domestic abuse is unacceptable and utilizes appropriate methods of prevention, education, rehabilitation and punishment.

## ***Civilian Participation at All Levels***

The Ozaukee County Sheriff's Department offers several opportunities for civilians to learn more about our law enforcement operations. These programs offer various degrees of hands-on experience to the participants.

### **Internship Program**

College students who are preparing for a career in law enforcement are eligible for the internship program, a cooperative effort between the Ozaukee County Sheriff's Department and area colleges and universities. Participants observe and assist personnel within all divisions and receive work/study credit.

### **Civilian Ride-Along**

The civilian ride-along program provides the opportunity to ride with a patrol officer for a first-hand look at his/her daily duties. The goal is to help riders understand the problems and concerns of law enforcement while establishing lines of communications between officers and the community.

### **Externships**

Workforce 2010, a program of partnerships between education, business, community and government, sponsors area educators as candidates for 40-hour externships. The program is usually held during the summer and is similar in nature to an internship. The participant gains experience working with Sheriff's Department personnel in all divisions, and returns to the classroom to share those experiences with students. Workforce 2010 awards a stipend to the participant.

### ***Citizen Academy***

The citizens of Ozaukee County have a unique opportunity to learn about the technical aspects of our law enforcement operations. Staff instructors present information on the different skills and techniques employed by the different divisions of the department. Participants also have an opportunity to practice some of the things they learned. It is a rewarding experience for both instructors and participants.