



Frederick Police Department

2010 Annual Report



Kim C. Dine
Chief of Police

Randy McClement
Mayor, City of Frederick

Frederick Police Department

MISSION STATEMENT

The mission of the Frederick Police Department is to provide professional police services in partnership with our community.

Foundation

The foundation of the Frederick Police Department - Respect:

Responsive

We understand the importance of listening...and being heard.

Enlightened

We're proud of our unique and diverse community.

Service Oriented

We serve all our citizens as equal customers, and never tolerate taking another person's dignity.

Problem Solvers

We don't just treat the symptoms; we get to the root of the issues.

Evolving

We understand the need to grow and change along with our community.

Communicators

We believe talking with our community is a requirement, not an option.

Team Players

We work as partners in the Frederick community to preserve our quality of life.

VALUES

We have **PRIDE** in our community, in our Department, in our profession and in ourselves!

Partnership

Respect

Integrity

Dedication

Education

2010 in Perspective

This annual report is part of our continuing effort to provide information regarding the initiatives, programs and overall work and progress of the Frederick Police Department. Throughout this report you will find evidence of the outstanding work done on a daily basis by our men and women, both sworn and civilian. Each day, in a variety of roles and circumstances, our members engage in critical administrative tasks; dispatch calls for service; process and file records; meet with our citizens; make arrests; and engage in a comprehensive approach to combat overall crime, illegal drugs, graffiti, gangs, and potential acts of terrorism in the City of Frederick. I believe our efforts to combat these issues are inextricably linked. Our police department is comprised of many members, both sworn and civilian, who engage in a variety of critical tasks, all tied in to public safety in our City. This is also a perfect time for me to repeat my thanks to all the members of our agency who have worked so hard to make these things happen and who keep the quality of life in Frederick so high.

Frederick is a growing City with changing and increasing demands on our police department. We strive to meet these changing dynamics through a variety of enlightened policing efforts while maximizing our resources. We continue to strive to build trust and communication with all of our residents; access to and communication with our customers has never been higher from the officer on patrol to the Chief of Police. I thank and commend the women and men of the Frederick Police Department, civilian and sworn, for their outstanding efforts.

A few highlights resulting from the hard work of our members:

- Our officers made 2,225 arrests in 2010.
- 39 Search Warrants served by the Drug Enforcement Unit.
- Continuing to recognize that community policing and enforcement go hand in hand in our community policing and problem solving strategy, our officers and officials continued to meet with Neighborhood Advisory Councils throughout the City. Contact and communication with our citizens between all ranks is at an unprecedented level as we meet with citizens, identify their concerns, prioritize them, and work with all stakeholders and other governmental agencies to come up with plans to address their concerns.
- Our Police Activities League Centers recorded 3,353 visits, thereby helping to reduce youth victimization and reduce juvenile crime.
- As of 2010 our officers taught the Gang Resistance Education and Training Program to more than 3,233 children as one aspect of our anti-gang efforts.
- The Frederick Police Department continues its management of the Red Light Photo Enforcement Program to reduce crashes and save lives. Over 30,973 citations have been issued under this program since its inception on May 31, 2005, which is one facet of our efforts to improve the quality of life in the City as it relates to traffic concerns. We believe this program has a significant impact on traffic safety in the City of Frederick.
- The Chief of Police made several submissions to the Governor's Awards for Crime Prevention Program and once again our members and citizen volunteers were recognized in a number of areas of policing from the Governor of Maryland during the Governor's Awards for Crime Prevention for:

- The agency as a whole was recognized for its overall comprehensive law enforcement and crime prevention strategy; and,
 - Community Groups, Organizations, and Individual Citizens
- Expanded the scope of the Collaborative Supervision and Focused Enforcement (CSAFE) grant, to cover the entire City of Frederick and used grant funding to hire a Crime Analyst and Community Prosecutor
 - Using CSAFE funding initiated data driven policing practices establishing partnerships with Frederick County State's Attorney, Department of Parole and Probations, Department of Juvenile Justice, City of Frederick Public Housing and community organizations to reduce violent crime
 - Requested and worked with the Office of the United States Attorney in Maryland, the Frederick County SA, and the Bureau of ATF, to bring Project EXILE to Frederick
 - Converted to new digital in-vehicle mounted cameras with wireless downloading (replacing VHS tape units) and increased number of in car cameras (Funded by the GOCCP and BJA)
 - Implemented the License Plate Reader Program
- Maximizing technology, equipment, and customer service, we are working on:
 - With the County's intended upgrade to a digital radio system, current City of Frederick government analog radios must be replaced. Mr. Stephen Haller is the project manager for this task. As well as, work with Nextel/Sprint, the Federal Communications Commissions appointed Transition Administrator and Frederick County - the radio system license to deal with the Commission's mandated 800 MHz frequency rebanding. The digital radio project is on-schedule and under budget. The radio hardware has been purchased and been received. Radio programming is currently in progress; once completed hardware installation will begin. The new equipment for City of Frederick Government (excluding police) will contain national, regional and local frequencies to achieve better interoperability with other first responders.)

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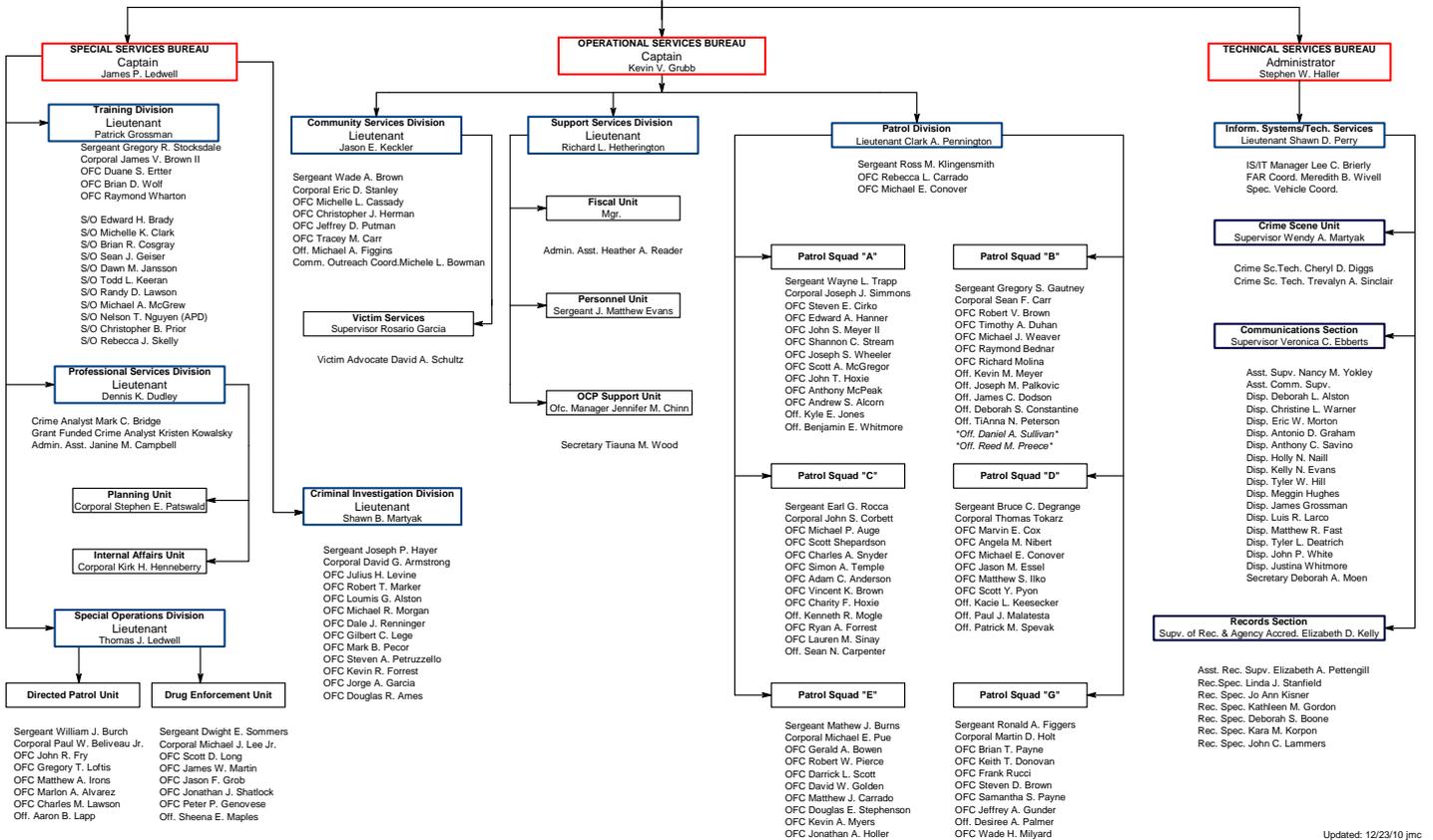
Frederick Police Department Organizational Structure



Frederick Police Department



Chief
Kim C. Dine



Updated: 12/23/10 jmc

Officers marked with * are temporarily unavailable to perform police officer duties

Chief



Kim C. Dine, Chief of Police of the Frederick, Maryland Police Department since 2002, is beginning his fourth decade of policing. Chief Dine retired as an Assistant Chief from the Metropolitan Police Department (MPD) in Washington, DC, where he started in 1975 and rose through the ranks from patrol officer to assistant chief.

Chief Dine holds a BA from Washington College in Chestertown, MD and an MS from American University in Washington, DC, where he was briefly a member of the adjunct faculty. Chief Dine's graduate study at American University included study abroad at the University of London Imperial College of Science and Technology Institute on Drugs, Crime, and Justice in England. Chief Dine is a graduate of the FBI National Academy and is a member of a number of organizations, to include the Police Executive Research Forum, the International Association of Chiefs of Police, and the Maryland Chiefs of Police Association.

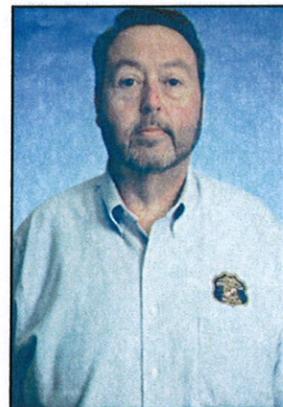
Deputy Chiefs & Administrator



Captain James P. Ledwell
Special Services
Bureau



Captain Kevin V. Grubb
Operational Services
Bureau



Stephen W. Haller,
Administrator
Technical Services Bureau

Command Staff



Lt. Dennis K. Dudley
Commander
Professional Services Div.



Lt. Patrick Grossman
Commander
Training Div.



Lt. Richard L. Hetherington
Commander
Fiscal Affairs Div.



Lt. Thomas J. Ledwell
Commander
Special Operations Div.



Lt. Shawn B. Martyak
Commander
Criminal Investigation Div.



Lt. Clark A. Pennington
Commander
Patrol Div.



Lt. Shawn D. Perry
Commander
Human Resources Div.



Lt. Jason Keckler
Commander
Community Services Div.

CITY OF FREDERICK LEADERSHIP



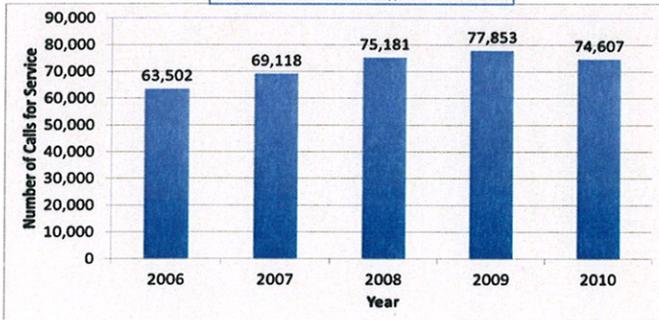
L-R: Aldermen Karen Young, Carol Krimm, Mayor Randy McClement, Aldermen Shelley Aloï, Kelly Russell and Michael O'Connor.

The City of Frederick, founded in 1745, and incorporated as a municipal corporation in 1817, is a democratic form of government where the Mayor serves as the Chief Executive Officer (CEO) and the Board of Aldermen serves as the legislative body.

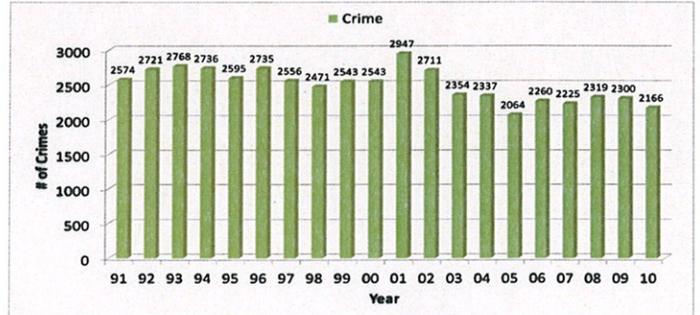
Statistical Information

Calls for Service for the City of Frederick, MD (2006 - 2010)

Duplicate and cancelled call types were excluded.

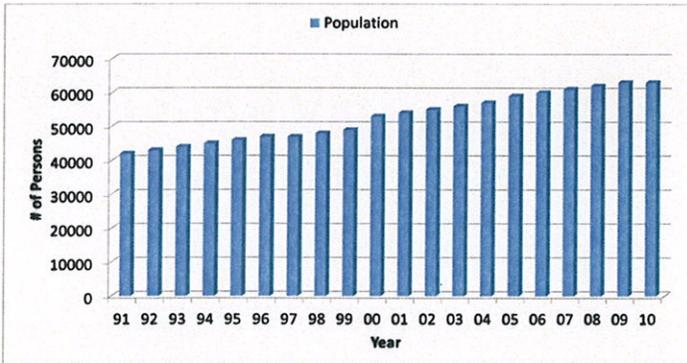


Part I Crime for the City of Frederick, MD (1991 - 2010)



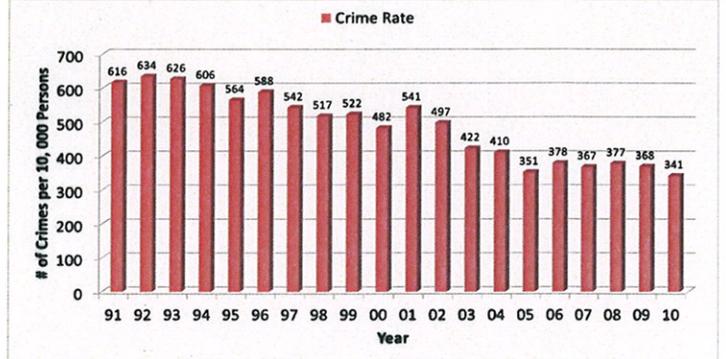
Data Source: FPD Uniform Crime Reports (1991-2010).
Part I Crime: Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny-Theft & Stolen Auto.

Population for the City of Frederick, MD (1991 - 2010)



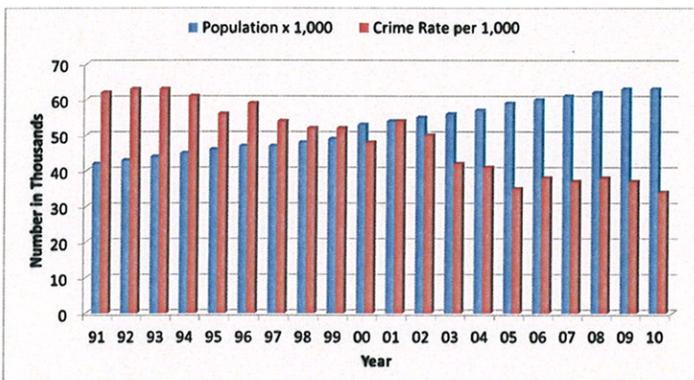
Data Source: US Census Bureau (1991-1999) & City of Frederick Population Projections (2000-2010).

Crime Rate for the City of Frederick, MD (1991 - 2010)



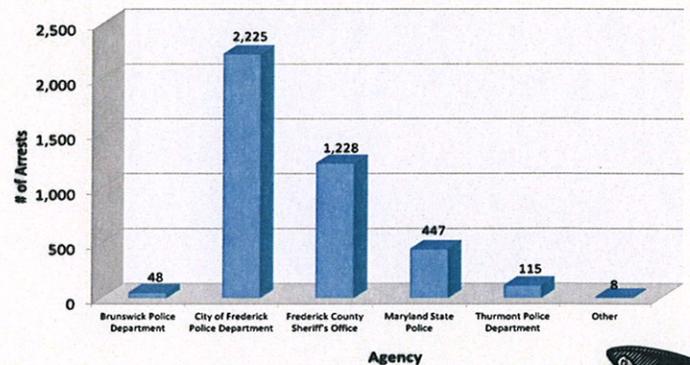
Data Source: US Census Bureau (1991-1999), City of Frederick Population Projections (2000-2010) & FPD UCR (1991-2010).
Crime: Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny-Theft & Stolen Auto.

Population & Crime Rate for the City of Frederick, MD (1991 - 2010)



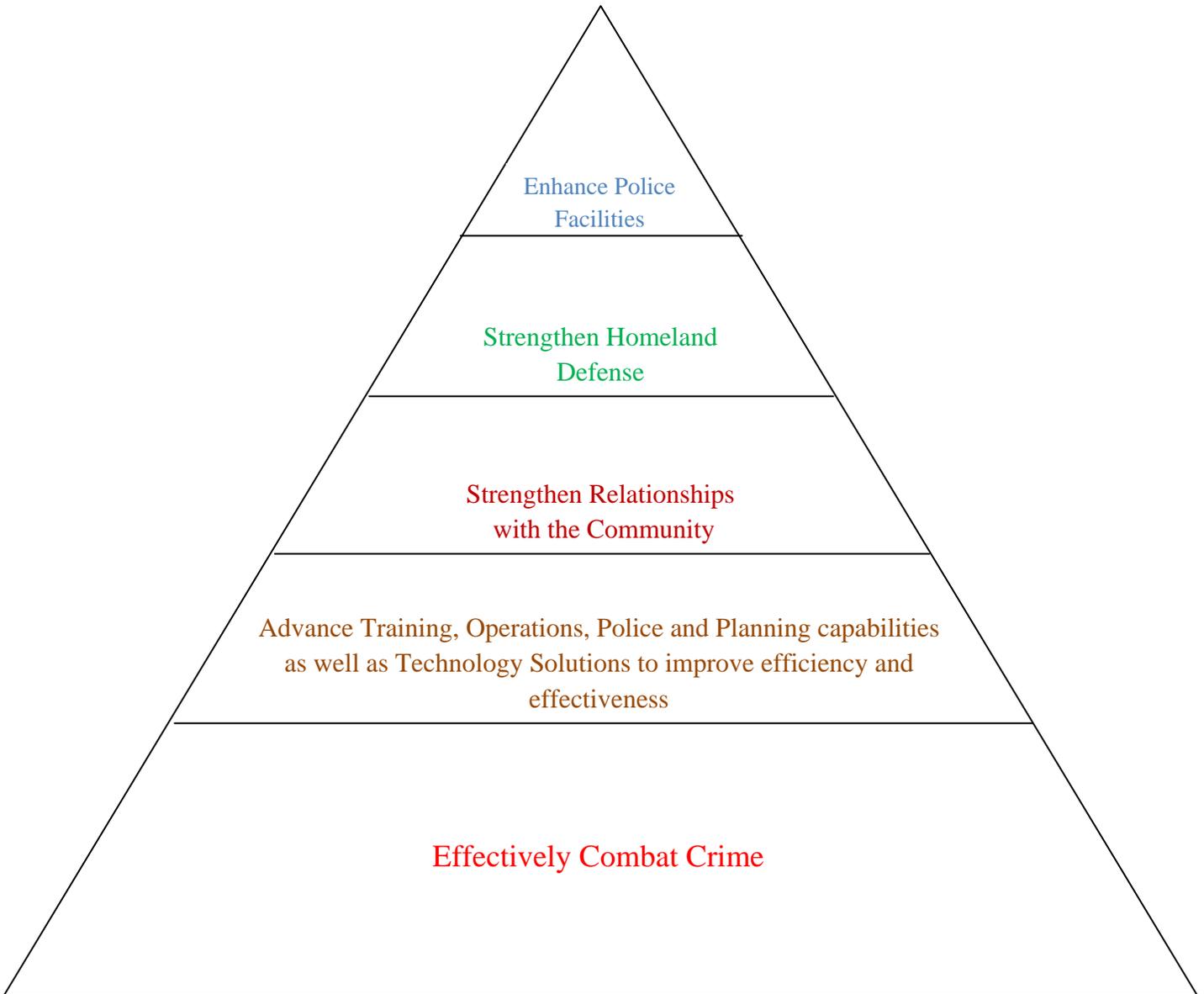
Data Source: US Census Bureau (1991-1999), City of Frederick Population Projections (2000-2010), & FPD UCR (1991-2010).

2010 Arrests for Frederick County, MD



*Other includes DNR, Fire Marshall, etc.
*Data Source: Frederick County Sheriff's Office - Central Booking

Strategic Directions



SPECIAL SERVICES BUREAU

The Special Services Bureau is comprised of Department components that conduct specialized functions and provide focused services to the public, both directly and indirectly. Captain James P. Ledwell is the Deputy Chief of Police in command of Special Services. He can be contacted at 301-600-1224 or jledwell@frederickmdpolic.org.

The Special Services Bureau includes two operational divisions that provide service directly to the public. The Criminal Investigation Division, under the command of Lieutenant Shawn B. Martyak, conducts all manner of criminal investigations and includes specific concentrations in domestic violence/child abuse, gang investigations, missing persons, polygraph operation, and special vehicle coordination.

The Special Operations Division, commanded by Lieutenant Thomas J. Ledwell, encompasses the Drug Enforcement Unit and the Directed Patrol Unit. In addition, the S.O.D. commands the Department's Special Response Team, Crisis Intervention Team, and Canine Corps.

The remaining two Special Services Bureau divisions are administrative in nature, primarily providing support services to the Department rather than directly to the public. The Training Division, under the command of Lieutenant Patrick Grossman, operates the Department's Police Academy and firearms range at the Charles V. Main Training Center, provides training to both entry-level and in-service personnel, and conducts the Citizens' and Children's Police Academies.

The Professional Services Division, commanded by Lieutenant Dennis K. Dudley, is comprised of the Planning Unit, which provides strategic planning, homeland security operations, and grant management, and the Internal Affairs Unit, which provided internal investigations and inspectional services.

The P.S.D. also oversees the Department's professional accreditation management and long-term, strategic crime analysis.

Training Division

The Training Division is designated as the Department's central training authority, which includes entrance level, in-service, specialized and advanced training of the Department's sworn and civilian personnel. In addition, the Division is responsible for oversight and administration of all training programs as well as the research and development of new training programs and initiatives that benefit the Department. To maintain certification of all sworn personnel, the Training Division ensures compliance with all regulations, mandates and criteria set forth by the Maryland Police and Correctional Training Commissions. Lieutenant Patrick Grossman has been the Commander of the Training Division since June 2nd, 2008.

Sgt. Gregory Stocksdales was assigned as the Training Division Supervisor on June 28, 2010 and was officially promoted to the rank of Sergeant on July 7, 2010. Sgt J. Evans was relieved of his duties within the Training Division and assumed a position within the newly created Personnel Unit. Among a myriad of other duties, Sgt Stocksdales is primarily responsible for the management and facilitation of the Frederick Police Academy. Other duties of the Training Division Supervisor include, but are not limited to:

- Functions as the first line supervisor for all personnel assigned to the Training Division, including newly hired student officers
- Coordinates all training for all Department personnel, sworn and civilian.
- The general oversight of the Department training facility and structures and is the primary instructor for student officers attending the Frederick Police Academy.

Throughout 2010, Cpl James Brown remained assigned to the Training Division as the Assistant Supervisor. Cpl Brown has been assigned to the Training Division since October 2007 and his continued presence has added to the stability of the Division programs during supervisory transition. Cpl Brown serves as the coordinator of in-service training for both sworn and civilian personnel, the Citizens Police Academy, and Departmental physical fitness and defensive tactics training programs. As the primary Taser instructor, Cpl Brown also coordinates the Departments TASER certification and procurement program.

OFC D. Scott Ertter is the Departmental Firearms Coordinator and chief firearms instructor, ensuring all sworn personnel are in compliance with MPCTC firearms regulations and standards. OFC Ertter is also the Departmental Emergency Vehicle Operations Course (E.V.O.C.) training coordinator and primary E.V.O.C. instructor. In this role, OFC Ertter assists with data compilation and analysis of Departmental motor vehicle accidents and pursuits. Along with these duties, OFC Ertter assists the Special Services Bureau Commander with the management of the Department's ballistic vest program.

OFC Brian Wolf has been assigned as the Training Division's Training Officer since December 2008. Duties assumed by OFC Wolf as the Training Officer include, but are not limited to:

- Primary physical training officer for entry level training and general subjects' instructor for all training evolutions
- Provide assistance to the Supervisor and Assistant Supervisor with the presentation of periods of instruction, defensive tactics, and other police related tactical functions to include building searches, vehicle stops, and other practical training scenarios
- Coordinator of the Ti use of force training simulator
- Coordinator of the Department's roll call training program
- Primary instructor and coordinator of the Department's bicycle patrol program
- Primary instructor for certification of speed measuring devices
- Responsible for the quartermaster to include inventory, inspection, and coordinates the procurement of items not currently in stock with the Fiscal Affairs Division. This includes the ordering of supplies, uniforms and equipment for student officers.

The role of the Training Officer is diverse as it is necessary to remain efficient in order to meet the numerous instructional demands but also maintain professional contacts outside of the Department. While looking to improve efficiency and reduce spending during the current economic climate, OFC Wolf coordinated with the Fiscal Affairs Unit to ensure personnel requesting replacement equipment were directed to the quartermaster prior to ordering from a vendor. According to Lt. Hetherington, this assisted with reducing the amount of money spent to replace worn or damaged personal equipment. During the procurement process to obtain equipment for the members of the 52nd Academy, OFC Wolf identified and collected equipment items that were purchased several years ago and never issued due to the fact the Department currently utilizes more up to date equipment. The Training Division was able to return this

equipment to the vendor as we ordered items for the upcoming Academy for a cost savings of approximately \$600.

The Training Division operates the Charles V. Main Training Facility, which is the primary training location for entry-level, in-service, firearms, defensive tactics, supervisor, advanced, and specialized training. In addition, the Division hosts seminars, workshops, and the Citizen Police Academy. In conjunction with the Community Services Division and the City of Frederick Department of Recreation, the Training Division hosts the Children's Academy during the summer months.

Frederick Police Academy

The Frederick Police Academy, located at the Charles V. Main Training Facility, is a Class I Academy permanently certified by the Maryland Police and Correctional Training Commissions for entry-level police training. In addition to full time staff members, the academy utilizes a resource of over 50 MPCTC certified Department instructors and approximately 48 outside instructors to give recruits a well balanced and diverse mix of information and instruction. The current Academy curriculum is a seven month program, approximately 1225 training hours, of academic and practical skills training and evaluation. Since 1964, the Frederick Police Academy has trained and certified over 460 officers from 21 different jurisdictions, including:

Annapolis Police Department
Brunswick Police Department
Carroll County Sheriff's Office
Clifton C. Perkins Hospital Center
Fort Detrick Police
Frederick County Sheriff's Office
Garrett County Sheriff's Office
Hood College Security
Landover Hills Police Department
Laurel Police Department
Maryland Department of General Services
Maryland School for the Deaf
Montgomery County Dept. of
Fire & Rescue Services
North Beach Police Department
Oakland Police Department
Queen Anne's County Sheriff's Office
Springfield State Hospital Center
Taneytown Police Department
Thurmont Police Department
University of Maryland at Baltimore
Washington County Sheriff's Office

On November 29, 2010, the Training Division began the 52nd Entry Level Academy. The 52nd Academy consists of ten student officers from the Frederick Police Department and one student officer from the Annapolis Police Department. The 52nd Academy is unique in the fact that for the first time, we have fully implemented the newly re-organized and numbered MPCTC entry-level objectives. This is also the first Academy where the staff of the Training Division will be incorporating the Training Manager software to more efficiently track taught and tested MPCTC objectives, and create written examinations. The Frederick Police Department continues cooperative efforts with the Frederick Community College in offering the Police Science Program to eligible student officers. Successful completion of the Frederick Police Academy and Frederick Community College curriculum will earn the student officer an Associate of Applied Science Degree in Police Science from the College. Due to the fact numerous student officers had previously attained their degree, there are no students of the 52nd Academy participating in the Police Science Degree program this year due to the minimum number needed to complete the program was not met.

The Frederick Police Department participates in the FCC Police Science Advisory Board and in this forum, proposals were made to expand the FCC Police Science Degree program to include eligible veteran officers. Peggy Waxter, FCC Police Science Program Manager, worked diligently with the Training Division staff and this program is now available to all officers of this Department.

Charles V. Main Training Facility

Located off Linganore Road just east of Frederick, the Charles V. Main Training Facility was host to many different agencies using the firearms range during 2010. In addition to FPD personnel, other agencies using the range and classroom facilities for training were:

Federal Bureau of Investigation
United States Inspector General's Office
Ft. Detrick DOD Police and Military Police
Ft. Detrick S.W.A.T.
National Institute of Standards and Technology Police
National Institutes of Health Police Department
Montgomery County Division of Corrections
Glock Inc.
National Naval Medical Center
BAE Systems
United States Army
Col Mar Manor Police Department
Rockville Police Department

During 2010, the Thurmont Police Department contacted the Training Division and inquired if we could assist them with certifying a new officer they have hired and was nearing the completion of the comparative compliance process. The Training Division facilitated their request and instructed the student through the MPCTC certified basic 40-hour firearms course. On another occasion, the Training Division again assisted the Thurmont Police Department with providing firearms instruction to an officer that was recently hired. This officer recently retired from the Frederick Police Department and was in need of up to date qualifications and annual firearms in-service training. This training was also quickly facilitated and

assisted the Thurmont Police Department with getting both of these officers fully certified quickly and efficiently.

The live fire range features the extensive berm improvement project that allowed the existing berm to be encapsulated in concrete with a new granulated rubber backstop installed. This allows for a much cleaner and safer range to prevent damage to the environment and health risks to the users. In completing this project, our range received a "Certificate of Recognition" from the EPA stating to all that our range is an "*active steward of the environment*". Improvements are continuing to be made to the live fire range. Materials have been purchased and the electrical upgrade to the range facilities is to be completed in the near future. A third amendment has been made to the cooperative agreement between the F.B.I. and City of Frederick. In this amendment, the F.B.I. provided a sum of money to assist with range renovations. The Training Division has coordinated the use of these funds and during 2010, replacement of the timber target wall was completed. The new target wall is constructed with concrete, timber and faced with ballistic materials. The construction of this wall and other enhancements made by the Training Division have improved the efficiency and safety of personnel as they change their targets while also effectively mounting and protecting the target system with ballistic rated components.

The Multi-Purpose building was used in 2010 to host outside training. The ability to host training events is extremely cost efficient and convenient. Due to the success of these ventures, the Training Facility is becoming one of the premier training locations in the area and receives numerous requests to host training events. The multi-purpose building provides two additional classrooms and a safe environment in which to conduct physical and defensive tactics training. This allows the agency to meet the increasing training needs of the Department as the City continues its rapid growth. Also available to the Department, is the F.B.I. building located within the training facility. This building provides an additional classroom, which can be used when the F.B.I. is not on-site. Training Division has mounted the Ti use of force simulator in the multi-purpose building. This state of the art simulator allows the Training Division to conduct numerous branching "use of force" scenarios to include Taser, OC spray, impact weapons, and deadly force in a variety of lighting conditions as well as basic firearm fundamental drills. The Ti use of force training simulator was used frequently in 2010 during both in-service training and specialized training such as the TASER re-certification program.

Improvements to the single-family town home/scenario house continue to be a priority for the Training Division. This structure provides the Training Division with the capability of providing a realistic environment for scenarios during training exercises. Additional improvements will be made in 2011 to include electrical service and the mounting of video cameras to monitor training inside the structure. This project will coincide with the completion of the electrical up-grade to the live fire range. The planning for creating an additional scenario location utilizing the existing pavilion continues.

During 2010 we continued our cooperative agreement with the Maryland Emergency Management Agency (MEMA) to host several training courses at our facility. We will continue to work with MEMA and the Professional Services Division to expand their schedule of training dates at our facility in 2011.

2010 Training

In 2010, the Training Division provided or hosted training, to both Department and allied-agency personnel, in the following courses:

Dispatcher FTO Training
Firearms Remedial Training
CJIS Computer Re-certification Training
CJIS Initial Certification Training
2010 In-Service Training - Sworn & Civilian
APCO Training
Glock Armorer School
ICS 300 / 400
Accident Reconstruction Training
Defensive Tactics Instructor Training
SRT Tactical Training
TASER Instructor Course
TASER Certification Training
Assault Rifle Certification Courses
Frederick County Investigators Seminar
Leadership Frederick Public Safety Seminar
FBI Safe Streets (Street Survival) Course
CBENR Training for the U.S. Army
DWI/DUI Training for Frederick County Court personnel
Maryland Training Directors Meeting
Ft. Detrick Gas Mask Training
40 Hour MPCTC Approved Firearm Course
FCFR in-service and communications training
Magloclen- Elder Abuse
FBI Evidence Collection Course
Residential Crime Prevention and Security Screening Training
Advanced Roadside Impaired Driving Enforcement
FCSO Regional Pawn Database Training

For the first time, the Training Division conducted the initial Law Enforcement Officer Security Act (LEOSA) qualification course in 2010. This course was available to eligible retirees of this Department. Two courses were conducted and they consisted of classroom instruction and both daylight and reduced light live fire qualifications. Upon successful completion, the retirees were issued a LEOSA identification card, which identifies them as successfully completing this program and adherence to Federal mandates as required to carry a concealed firearm.

In 2010, the Training Division facilitated the testing of multi-lingual skills officers. Testing was coordinated through the Frederick Community College. During June 2010, seven officers satisfactorily

completed the written and oral examinations and maintained their multi-lingual designation.

In-Service Training

The Training Division continued in-service training during quarterly sessions throughout the year. The number of hours of in-service training provided to our officers remained at 42 hours in 2010. The amount of training Frederick Police Department officers receive is more than twice the amount of annual in-service training required by the MPCTC. During 2010, the Thurmont Police Department requested that their officers attend in-service training with the Frederick Police Department. This is another example of the partnerships created to assist other law enforcement agencies with maintaining a professional police force.

The Department used in-service training time in 2010 to continue to provide the most up-to-date training available in many different areas of law enforcement. One of the highlights of 2010 in-service training was the Training Division's ability to complete the bridge process for all sworn personnel to be trained in the Law Enforcement Emergency Medical Care Course (LEEMC). The Training Division diligently sought out instructor level certification for several of the Department's first aid instructors and also training in the Casualty Care Course. Throughout the four periods of in-service training, officers received training with regards to this new first aid program that brought real world medical emergencies experienced by law enforcement to the forefront. The implementation of this program was a success and during on-duty operations, officers were commended by EMS personnel on the manner in which they initiated life saving efforts to victims of traumatic injuries.

The agency continued with American Red Cross CPR and Automatic Electronic Defibrillator (AED) training during the in-service program in 2010. It should be noted that during 2010, the Training Division facilitated the issuance of the AED to each Patrol Squad and other divisions such as the Special Operations Division, Training Division, Criminal Investigative Division, and Community Services Division. The Training Division obtained these devices from the Frederick County Fire Rescue and after a detailed inspection, the devices were issued to the respective units to increase their availability throughout the Department. All sworn and non-sworn employees of the Frederick Police Department received American Red Cross certification in CPR and will maintain those certifications during future in-service training sessions.

In September 2010, the Training Division coordinated and presented first line supervisor training to civilian supervisors. Due to the nature of the attendees' responsibilities in the agency, training was conducted during a two-day period and covered the topics of:

- Administrative functions of the first line supervisor
- Fundamentals of Leadership and Supervision
- Effective Communication
- Standards of employee conduct and the Departmental disciplinary process
- Problem solving
- Risk Management

In 2010, the Training Division continued its progress towards a more realistic practical approach to training. E.V.O.C. training consisted of a review of the circumstances surrounding the fatal motor vehicle accident of a Frederick Police Officer and lecture to address the proper mindset needed when driving a vehicle in an emergency manner.

In-service training in 2010 also included instruction on the following topics:

- Use of Force – O.C. Spray and Baton
- Legal Updates
- Tactical live fire exercises
- Review of Deadly Force guidelines
- Off duty use of force/enforcement considerations
 - Financial Planning
 - Defensive Tactics
 - Municipal Infractions
 - Towing Procedures
- Standardized Field Sobriety Testing
- RADAR/Lidar review
- Marc Train operations and anti-terrorism
 - LPR familiarization
- Conducting Identifications/Photo Arrays
- Responding to Victims of Sexual Assault
 - Emergency Vehicle Operations
 - Review of Pursuit policy
 - First aid and CPR Certification
- MPCTC annual firearms qualification course
- Annual weapon armorer inspections

Citizen Police Academy

During 2010, the Training Division conducted the 18th session of the Citizen Police Academy. The CPA is designed to show the citizens of Frederick the many functions that their Police Department performs and the situations that officers face as they carry out their daily duties. Under the direction of Corporal J. Brown, citizens were presented with eleven sessions of topics that are normally taught at the Frederick Police Academy. Experts from the various divisions of the Department lectured on their specialties, while documentary videos and practical exercises reinforced each block of instruction. Attendees included members of the community, local business leaders, local government officials, and citizens who expressed an interest in learning the workings of the FPD.

Police Children's Summer Program

In the summer of 2010, the Training Division, Community Services Division and the Frederick City Recreation Department continued the "Kiddie Academy" a program which was implemented as part of the Recreation Department's summer camp activities. This program included classroom lectures, police related practicals, physical agility testing, equipment displays, K-9 demonstrations, and career preparation

information to introduce the children to a career in law enforcement. During the four sessions, over 250 children participated in the program.

Criminal Investigation Division

The purpose and primary responsibility of the Criminal Investigation Division (CID) is to conduct complete and thorough in-depth investigations into crimes that occur within the corporate limits of The City of Frederick. At times, through mutual aid agreements, CID is asked to conduct investigations for allied agencies. The division is also responsible for applicant background investigations and specific administrative investigations.

As part of the investigative process, all FBI Uniformed Crime Reporting System (UCR) Part 1 offenses are submitted to the division for review. Supervisory or command level personnel examine each case to determine if any solvability factors exist. Those that possess solvability factors are assigned to a detective for investigation.

Eleven (11) detectives (two short of the authorized 13), one Lieutenant, one Sergeant, and one Corporal currently staff the division.

As part of their assignment to the Criminal Investigation Division, detectives and supervisory personnel participate in a variety of groups and task forces such as:

- Child Fatality Review Board;
- Domestic Violence Fatality Review Board;
- Child Advocacy Center;
- Sexual Assault Response Team;
- Sex Offender Containment Team;
- Governor’s Gang Task Force;
- Amber Alert program and the National Center for Missing and Exploited Children; and
- Missing Persons Task Force.

During 2010, the division conducted investigations into 624 crimes. A breakdown of major cases follows:

Homicides	2
Child Abuse	26
Burglaries	121
Assaults	33
Fraud	42
Death Investigations	14
Missing Persons	75
Robberies	110
Sex Offenses	42
Rape	18
Suicide	4
Thefts	64
Vehicle Thefts	5
Weapons Violations	8

Additionally, the division conducts polygraph examinations for criminal and background investigations, as well as presents community education programs.

- Polygraphs Conducted: 96
- Gang Awareness Presentations: 10

The division was responsible for the handling some significant high profile cases during 2010:

Armed Robbery: On January 13th at 7:00 PM, officers responded to the 1300 block of Taney Avenue for a report of an armed robbery. The victim told officers that the suspect displayed a handgun and assaulted her as he took her money. Detectives were able to identify the suspect quickly and within hours, learned he had fled the area to Urbana. Detectives were able to locate the suspect in Urbana and charged him with the robbery and handgun violation.

Bank Robbery Series: On February 1st at 11:50 AM, officers responded to the BB&T Bank in the 1600 block of Rosemont Avenue for an attempted robbery. The suspect entered the bank and demanded money from the teller; however, he fled the bank prior to getting any money. On February 2nd at 12:00 PM, officer responded to the PNC Bank in the 1300 block of W. 7th Street for a bank robbery. In this incident, the suspect demanded and obtained money from the teller before fleeing the bank. Detectives quickly determined that the suspect from the previous day at the BB&T Bank was the same suspect from the PNC Bank. While processing the scene of the PNC robbery, the Crime Scene Unit was able to lift a latent fingerprint from an item the suspect had touched. The fingerprint was sent to be analyzed and entered in the national database. Another bank robbery took place with the same suspect on February 9th at 2:00 PM at the PNC Bank in the 1200 block of W. Patrick Street. During the next two weeks, bank robberies took place in Chester, Maryland, Littlestown, Pennsylvania and Capon Bridge, West Virginia all involving the same suspect. Detectives worked closely with all jurisdictions involved to identify and apprehend the suspect. On February 24th, the Department was notified that the print recovered from the scene of one of the robberies matched a specific person. An anonymous caller, on the same day as the fingerprint notification, advised they recognized the person from the surveillance photos, and provided the same name that matched the fingerprint analysis. Detectives obtained arrest warrants for the suspect, and with the cooperation of authorities in West Virginia, he was arrested in Charlestown, WV. The suspect was charged in all jurisdictions and, as of this writing, has pled guilty to most charges.

Abduction/Kidnapping: On February 14th at 10:30 PM, officers responded to the 1200 block of Danielle Drive for a reported abduction. Witnesses told police a female had been assaulted and abducted by two men. While conducting the initial investigation, it was learned that the victim was located just beyond the City limits. Detectives were able to identify one of the suspects and obtained a warrant for his arrest. The suspect was featured in the Frederick News Post, "Frederick's Most Wanted" on Sunday March 20th. That evening, a call was received that the suspect was known to frequent a location in the Walkersville area. Deputies with the Frederick County Sheriff's Office responded and located the suspect. He was charged with kidnapping, reckless endangerment and assault. The second suspect has not been identified.

Armed Robbery: On March 2nd at approximately 1:30 PM, officers responded to a report of an armed robbery in the 1000 block of Key Parkway. Two males, one of whom brandished a handgun, robbed the

victim when he answered a knock at the door to his residence. Detectives were able to identify one of the suspects and charged him with the crime on March 5th. The second suspect that displayed the firearm was not identified.

Homicide: On March 6th just after midnight, officers responded to the 400 block of W. South Street for a call of a deceased person. The investigation revealed a 25 year man had been shot once in the chest. Very little information has been developed regarding this case and no suspects have been identified. The case remains open and active.

Bank Robbery: On March 16th at 10:30 AM, officers responded to the Comstar Federal Credit Union on Thomas Johnson Drive for a bank robbery. The male suspect entered the bank and demanded money and then fled on foot. The surveillance videos were distributed to agencies in the surrounding area and states but a suspect has not been developed.

Bank Robbery: On March 17th at 4:32 PM, officers responded to the Sovereign Bank on Opossumtown Pike for a bank robbery. A female suspect entered the bank, demanded money, and fled on foot. A K-9 track led officers through a large drainage pipe that runs under Route 15 to the east side. Several items of evidence were recovered during the track but the suspect was not located. Detectives continued to investigate the incident and by 7:20 PM that evening, had positively identified the female suspect. She was located and apprehended near her residence on Heather Ridge Drive. Detectives then applied for a search warrant of her residence and, upon executing the warrant, located additional evidence and the money that belonged to the bank.

Stabbing: On March 25th at 10:30 AM, officers responded to a residence in the 1100 block of Providence Court for a report of a stabbing. Officers found a male victim with a serious stab wound to his leg that required him to be taken by helicopter to Baltimore Shock Trauma. Detectives were able to determine that the 30 year old suspect was assaulting his mother when the victim intervened and broke up the altercation. The suspect then returned with a knife and stabbed the victim. He was arrested and charged appropriately.

Robbery/Shooting: On April 4th at approximately 1:50 AM, an officer on patrol in the area of Dill Avenue observed a vehicle being operated erratically. The officer stopped the vehicle and discovered the male passenger in the vehicle had been shot in the upper torso. Detectives were able to determine that this vehicle and occupants had driven to Fieldpointe Apartments to purchase prescription medication. The purchase was pre-arranged by one of the accomplices in the robbery/shooting and the intent was to rob the persons in the vehicle of the money they were bringing for the pills. During the robbery attempt, the male passenger (victim of the shooting), chased the robber and a confrontation took place, during which the victim was shot. Detectives were able to identify the persons involved in the incident and by April 7th, had charged two females and the male shooter on crimes relating to the robbery and shooting.

Armed Robbery: On April 10th at 10:52 PM, officers responded to Vocelli's Pizza on Thomas Johnson Drive for an armed robbery. The suspect displayed a handgun and stole money. At the time of this robbery, the County was also experiencing a string of robberies that were occurring at similar businesses. Detectives with both agencies began meeting regularly to discuss the incidents and were able to determine

that the suspect in all of these was a former employee and his girlfriend. On April 19th both suspects were arrested at a local motel and charges were placed in the Vocelli's robbery as well as other robberies.

Armed Robbery: On April 24th at 9:21 PM, officers responded to the Burger King restaurant on E. Patrick Street for a reported armed robbery. Detectives were able to determine that the victim's statements were inconsistent and he had fabricated the story. When confronted, the victim admitted he had stolen money from the restaurant while he was working and he made up the robbery story to cover the theft. He was charged appropriately.

Bank Robbery: On June 10th at 1:53 PM, officers responded to the Chevy Chase Bank on W. 7th Street for a bank robbery involving two suspects. During the initial investigation, one person was detained and it was learned this person was also wanted on a warrant through the U.S. Marshals Service. As the detectives continued their investigation, they determined that this person was involved in the bank robbery and was charged. Detectives were also able to determine the identity of the second suspect involved and at 11:00 PM the same evening, took this person into custody and charged him.

Home Invasion Robbery: On June 26th at 5:00 PM, officers responded to an apartment at 160 Willowdale Drive for a burglary report. Officers learned that two suspects came to the victim's apartment at approximately 1:00 PM and forced their way into the apartment by kicking in the door. One of the suspects displayed a handgun and threatened the victim; the second suspect assaulted the victim during the robbery. Detectives were able to identify the two persons involved and on July 9th, arrested and charged both persons.

Home Invasion/Shooting: On July 13th at 2:22 AM, officers responded to home invasion/shooting call in the 200 block of S. Market Street. Officers learned that victim had been asleep in his bed when he awoke to three suspects standing in his apartment. Without warning, one of the suspects shot the victim in the leg and then all three fled the residence. A short time later, three persons were located a short distance from the scene. As officers approached they began to run. After a short chase, all subjects were detained and taken to police headquarters for questioning. Detectives were able to determine that all three were involved in the incident, as well as identify which person actually fired the gun. Additionally, a fourth suspect was developed as being involved in the incident. All four were charged with the crime and additional charges were placed on the shooter.

Armed Carjacking: On July 24th at 1:00 PM, officers became aware of an armed carjacking that had taken place just minutes before in the first block of N. Market Street. The victim was a delivery driver for a courier service and was making a delivery to a bank in the area when a suspect entered his vehicle and forced him to drive to another location on W. 5th Street. At that time the victim was assaulted and property was stolen from his vehicle. The suspect jumped out of the victim's vehicle and entered a red SUV, occupied by another person, and then fled the area. The investigation led the detectives to Hagerstown as they were able to identify one suspect. Hagerstown is also the main location of the courier service. With the assistance of units from the Hagerstown Police Department, the suspect was located and arrested. Detectives were then able to determine that an employee with the courier service provided the arrestee with the information about the route and times of the courier as they plotted the robbery. This person was also arrested and charged, as was another female accomplice that was in the red SUV.

Stabbing: On August 12th at 8:50 AM, officers responded to the area of 50 Carroll Creek Way for a report of a stabbing. Officers located a person that had been stabbed several times in the chest and abdomen. Due to the serious nature of the injuries, the victim was flown to Baltimore Shock Trauma for treatment. Detectives interviewed several persons in the area and were able to determine the identity of the suspect, who remained at the scene. He was arrested and charged appropriately.

Peeping Tom/Burglaries: On September 11th at approximately 8:00 AM, officers responded to the first block of E. 3rd Street for a report of a peeping tom. Detectives had been working a series of burglaries in and around the downtown area that involved the same described suspect. The suspect in the peeping tom case was arrested on the morning of the 11th and detectives began to interview him about the other cases. He did not want to answer questions; however he had in his possession numerous items that led detectives to believe he had committed more burglaries. Detectives applied for search warrants for several locations and recovered property and evidence linking him to numerous burglaries. Also located was a cell phone that contained videos the suspect had taken during his burglaries, several of which had not been reported. Detectives spent the next couple of weeks linking cases, as well as identifying the persons in the videos that had not known they were burglarized. The extensive investigation led to the identification of 17 victims and resulted in a Grand Jury indictment of 36 counts.

Shots Fired Investigation: On September 18th at 4:13 AM, officers responded to the Sheetz in the 1600 block of Rosemont Avenue for a shots fired call. Officers learned that a male had entered the rest room and fired one shot into the ceiling and then fled on foot from the business. Through the course of their investigation, detectives were able to determine the identity of the suspect. They also discovered the handgun had been stolen from a residence in the City on the same day by the suspect. It was also determined the suspect was a convicted felon and not permitted to possess a firearm. He was indicted by the Grand Jury on five criminal charges.

Officer Involved Shooting: On September 19th at 5:52 AM, officers responded to the 200 block of S. market Street for a domestic disturbance. Officers had been to the residence previously that morning and the male had agreed to leave. Information from the female caller indicated the male had broken into the apartment and armed himself with an SKS type rifle and fled. Officers began checking the area for the suspect in nearby yards and streets. One officer was checking an adjacent yard when he discovered the male with the rifle in the rear of the yard behind several trees. When the officer shined his flashlight, the subject was manipulating the rifle in what the officer believed was a manner to fire upon him. The officer was in the open area of the yard and began moving to a position of cover when he heard a gunshot. Believing he had just been fired upon, the officer returned fire while continuing to move. After other officers arrived, they approached the area where the subject had concealed himself and discovered he was deceased. The investigation determined the subject had taken his own life with a single gunshot wound to the head and the officers rounds struck the trees in front of where the subject was concealed.

Homicide: On October 3rd at 3:23 AM, officers responded to the 200 block of Madison Street for a report of shots fired. Upon arrival, officers discovered a 31 year old male suffering from a single gunshot wound to the abdomen. He was transported to the hospital and subsequently died of his injuries. After extensive investigation by detectives, no suspect has been identified or charged in the crime.

Shooting: On November 3rd at approximately 8:00 PM, Patrol officers were flagged down in the area of W. South Street and S. Bentz Street for a report of shots fired. Simultaneously, police dispatchers were receiving calls for the same. An officer located a victim several blocks from the incident and discovered he had been shot in the leg. Initially, a suspect was identified by detectives and presented a photo array to the victim. The victim selected the suspect from the array and positively identified him as the person that shot him. This suspect was arrested several days later. New information was received several days after this arrest that another person was involved and not the suspect that had been arrested. The victim was confronted with this information and admitted the person he picked from the photo array was not the person that shot him. Although another suspect has been identified as the possible shooter, and absent any other physical evidence linking that person to the crime, the Frederick County State's Attorney's office has declined to move forward based on the lack of credibility of the victim.

Robbery: On November 22nd at 1:05 AM, officers responded to the CVS in the 400 block of Jefferson Street for a robbery. Officers learned that a suspect entered the business, indicated he had a weapon and then took cash from the register. As a result of the press release and video surveillance pictures, a call was received that identified the suspect and his possible location. Officers and detectives responded to Beckley's Motel and located the suspect. He was arrested and charged with the robbery.

Robbery/Shooting: On November 27th at 9:00 PM, officers responded to the International Market in the 1400 block of W. Patrick Street for a report of a robbery and shooting. Officers learned that three armed suspects entered the business to commit a robbery. One of the suspects confronted the business owner and a brief struggle took place. During the struggle the business owner was shot once in the chest at which time all three suspect fled the area in a vehicle. Despite extensive investigative efforts, no suspects have been identified or charged in this incident.

Robbery: On December 4th at 1:30 AM, officers responded to a robbery in the area of Shelley Circle. The victim advised he was talking from his vehicle to his apartment when he was confronted by two suspects wearing masks. The suspects demanded property and fled the area after the victim complied. The items were valued at approximately \$9,000. Within two days, detectives identified both suspects and located them at a residence in the 2500 block of Emerson Drive. Both were arrested and charged and detectives were able to recover approximately \$6,500 of the property taken in the robbery.

Professional Services Division

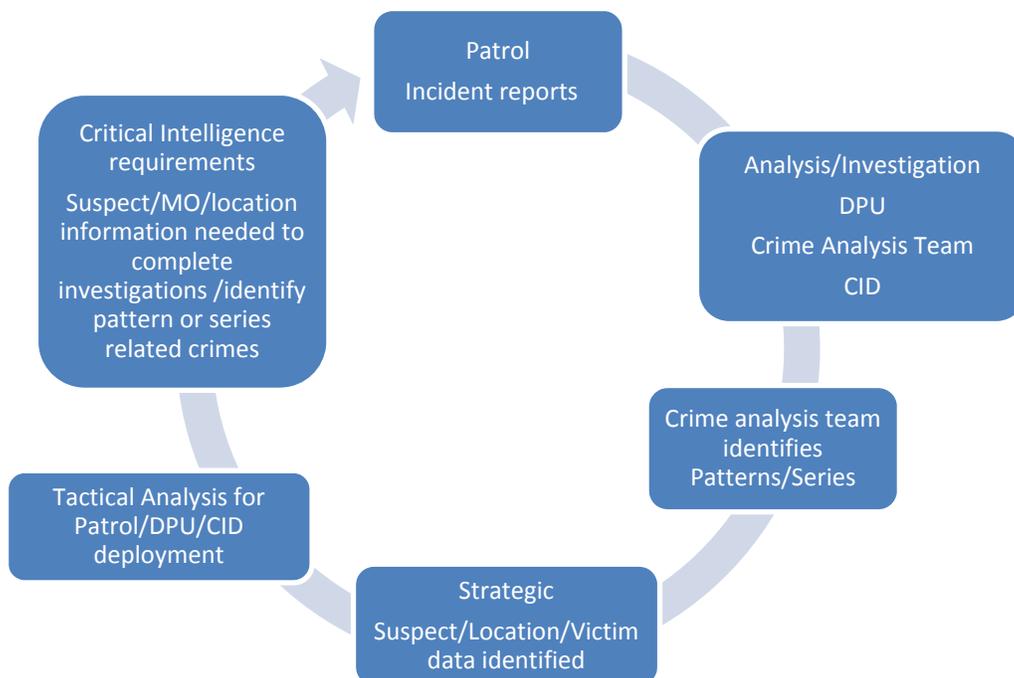
The Professional Services Division Commander is responsible for intelligence coordination, crime analysis, inspectional processes, investigation and/or oversight of allegations of misconduct, strategic planning, grant management, and all aspects of the Department's emergency planning and Coordination and maintenance of the City of Frederick Emergency Operations Plan with plans developed at the City, County, State, and Federal levels through the City of Frederick Homeland Security Technical Advisory Committee. The Division is also responsible to ensure the professionalism, honesty, and integrity of the Department and the training of personnel in their personal and professional responsibility to adhere to the Law Enforcement Code of Ethics.

Crime Analysis Team

The Crime Analysis Team was formed in 2010 when the full time and grant funded crime analyst positions were filled. The Crime Analysis Team has the responsibility for collecting, categorizing, analyzing, preparing, and disseminating information relative to actual and anticipated criminal activity, and to provide information that will lead to the apprehension and prosecution of career criminal offenders. The Team also conducts statistical analysis as required to support the Chief of Police and Command Staff in the improvement of police operations.

The two analysts have been provided numerous mapping and analysis products over the year in support of our intelligence led policing efforts. The analyst attend Heightened Enforcement And Treatment (HEAT) Team meetings and quarterly COMSTAT meetings under the Collaborative and Focused Enforcement grant to provide analysis of violent crimes and monitoring of violent offenders on parole and probation. This information is coordinated with the Department of Parole and Probation, Department of Juvenile Justice, Frederick Police Department, Frederick County State’s Attorney Office, citizen groups and the US Attorney for Maryland to reduce crime in our community through the development of enforcement, intervention, and prevention strategies.

The analysts also prepare briefings for the Biweekly operations meeting identifying crime trends and patterns for the command staff to use in planning strategies and tactics to reduce crime. In addition they work with the Maryland Coordination and Analysis Center (MCAC) and The Western Maryland Information Center (WMIC) to share and obtain additional information and intelligence.



Planning Unit

The Planning Unit manages all aspects of the Department’s emergency planning, develops and maintains the Department’s and City of Frederick emergency operations plans, and is responsible for managing and preparing the Department’s long-term strategic goals and plans. All aspects of the Department’s grant

processes and applications are managed by the Unit. The Planning Unit coordinates all Intelligence received and passed on by the department working through the WMIC and MCAC and coordination with the Department's crime analysts. The Planning Unit conducts and coordinates all aspects of the Department's homeland security activities and terrorism preparation and response. The members of planning unit serve as the Chief of Police and City's representatives to committees and other joint functions preparing for emergencies and/or conducting homeland security activities. The Planning Unit administers the collection, analysis, and submission of data gathered under the Department's Vehicle Stop Log program. Each year it reviews the data and provides a report to the department Command and Staff. The planning unit initiated the process of developing COOP (Continuity of Operations Plans) for the City of Frederick through the Homeland Security Technical Advisory Council (HSTAC). This continued through the 2010 calendar year with 4 meetings held and draft plans being initiated for 11 city departments.

In 2010 \$958, 603 in funding was obtained in grants from the Governor's Office of Crime Control and Prevention and the Bureau of Justice. In addition The planning unit works closely with the Mid Western Traffic Safety Coalition coordinating grant money and enforcement programs provided through the Maryland highway Safety Office. The Frederick Police Department participated in enforcement efforts through DUI Checkpoints and Saturation Patrols, seatbelt enforcement during Click It or Ticket, and all 4 waves of aggressive driving enforcement through Smooth Operator. The Planning Unit also coordinated a supplemental grant application with Thurmont Police Department, Brunswick Police Department and Frederick County Sheriff's Office for additional funding for another DUI Checkpoint in the month of August. The total funding from MHSO was more than \$15,000 for almost 400 hours of overtime enforcement.

The Frederick Police Department has participated in the School Bus Safety Enforcement Program since it started in 2000. The grant period runs from July through June of the following calendar year. For the 2009-2010 grant the Planning Unit coordinated over 350 hours of selective enforcement and spent \$15,000 in grant funds. In May of 2010 the Planning Unit applied for and received an additional \$15,000 for enforcement for the 2010-2011 grant period. The Planning Unit works with the Frederick county Public Schools Transportation Department by collecting data about complaints of violations by the bus drivers and sending out letters to vehicle owners observed to be in violation. The Planning Unit also conducts training with the New Driver Training classes on the specifics of the grant on has the school bus drivers can work with the police department to reduce violations and increase safety of the students.

In April of 2010 the Planning Unit applied for grant money through the Project Safe Neighborhoods – Maryland (PSNM) program and received just under \$30,000 of money for gang enforcement. The grant funds twenty seven four man patrols to target gang activity and related crimes that are identified through crime analysis and the COMSTAT meetings.

The State of Maryland offered grant money through the BJAG Enforcing Underage Drinking Laws program for compliance check operations. The Planning Unit applied for this grant and received \$7,560 for Compliance Check Operations from July 2010 through June 2011. In December of 2010 one Compliance Check Operation found 14 of 19 businesses checked to be in violation.

The Planning Unit participates in meetings with the Local Emergency Planning Committee, Frederick Citizen Corp Council, The Frederick County Law Enforcement Committee, Fort Detrick's Anti Terrorism and Homeland Security Threat Groups. ON August 23, 2010 the Planning Unit taught the ICS for Elected Officials course to the Mayor and Aldermen. In October members of the planning unit attended EMAC training in Emmitsburg, Maryland and in November attended Mass Fatalities Training along with the Frederick County Health Department and Frederick Memorial Hospital Security Department in Glen Burnie, MD.

In November the Planning Unit, in a response to a decrease in manpower and an increase in workload, initiated an internship program with Mount Saint Mary's University's Criminal Justice Department. The Planning Unit developed 6 intern projects for the Spring, 2011 semester. The positions were posted and interviews and backgrounds were conducted in preparation to filling these internship positions. The Planning Unit worked with the Personnel Unit to conduct background investigations on applicants and coordinated with Mount Saint Mary's University Career Center to develop and fill these positions as credit internships through the University.

Internal Affairs Unit

The Internal Affairs unit ensures the professionalism, honesty, and integrity of the Frederick Police Department through inspectional processes, investigation and/or oversight of allegations of misconduct. The Professional Services Division completes a separate annual report and analysis of the Internal Affairs Unit activity for the year which upon completion is available to the public upon request.

Special Operations Division

During calendar year 2010, the Special Operations Division (SOD) was comprised operationally of the SOD Lieutenant, the Drug Enforcement Unit (DEU), and the Directed Patrol Unit (DPU). Additionally, the SOD had administrative and deployment oversight of the Special Response Team (SRT) and the Crisis Intervention Team (CIT), and administrative oversight of the Canine Unit. Personnel included:

SOD Commander

Lt. Thomas Ledwell

Directed Patrol Unit

Sgt. William Burch	Cpl. Paul Beliveau
OFC. John Fry	OFC. Gregory Loftis
OFC. Steven Petruzzello*	OFC. Matthew Irons
OFC. Marlon Alvarez	OFC. Mike Lawson
Off. Aaron Lapp	

Drug Enforcement Unit

Sgt. Dwight Sommers	Cpl. Michael Lee (Jr.)
OFC. Scott Long	OFC. James Martin
OFC. Jason Grob	OFC. Megan Mattingly *
OFC. Jonathan Shatlock	OFC. Peter Genovese
OFC. Sheena Maples	

Canine Unit

OFC. Matthew Trageser*	Canine Felko*
OFC. Steven Cirko	Canine Balu
OFC. Scott Long	Canine Frock
OFC. Michael Conover	Canine Dak
OFC. Charles Snyder	Canine Roni
OFC. Michael Weaver	Canine Bady

Crisis Intervention Team

Sgt. William Burch	Cpl. Joseph Simmons
OFC. Scott Long	OFC. Timothy Duhan
OFC. Robert Pierce	OFC. Mark Pecor
OFC. Gregory Loftis	OFC. Brian Wolf
OFC. Rebecca Carrado	Off. Desiree Palmer
OFC. Douglas Stephenson	

Special Response Team

Sgt. Dwight Sommers	Cpl. Paul Beliveau	Cpl. James Brown II
OFC. Gerald Bowen *	OFC. Steven Brown	OFC. Michael Figgins
OFC. Ryan Forrest	OFC. Jonathan Holler	OFC. Matthew Ilko
OFC. Matthew Irons	OFC. Frank Rucci III	Off. Daniel Sullivan
OFC. Joseph Wheeler		

*Indicates personnel who left this position during 2010

Canine Unit

The Canine Unit maintained five (5) canine teams for the majority of 2010. OFC Trageser and Felco retired in June of 2010. As a result of OFC Trageser’s retirement, a K9 applicant process was initiated, and OFC Weaver was selected. During October and November of 2010, OFC Weaver attended the Castle K9 NAPWDA Certification School with his newly assigned K9 “Bady.” Four (4) of the canine teams were assigned to Patrol Division Squads. The fifth (5th) team was assigned to the DEU. One (1) of the canine teams is always “on-call,” if the on-duty canine team is unavailable due to training or leave.

Each canine team was required to attend bi-monthly retraining and to maintain North American Police Work Dog Association (NAPWDA) certification standards. All of the canines are licensed through the Maryland State Police Licensing Division. The canine teams are certified in obedience, agility, area searches, article searches, building searches, tracking, and controlled aggression. All of the canine teams are certified in the detection of marijuana, hashish, cocaine, crack cocaine, heroin, meth-amphetamine, and ice.

The Canine Unit continued to improve the monthly training received by our canine teams. Our canine teams continued to practice some “reality-based” training exercises and scenarios, but also refocused on critical fundamentals, allowing them to better prepare for similar situations encountered on the street and to maintain proper discipline and control.

During 2010, the Canine Unit performed a variety of functions. Statistics as compared to calendar years 2009 and 2008 were as follows:

	2010	2009	2008
Building searches	12	15	5
Officer assists	28	40	21
Apprehensions	1	5	0
Crowd control	0	0	1
Other agency assists	34	50	13
Tracks	48	29	30
Drug scans	261	476	345
Drug scans leading to arrest	101	166	131
Canine demonstrations	20	29	27
Bites	0	0	0
School drug scans	0	0	1
Explosive scans	0	0	0

2010 Crisis Intervention Team (CIT) Annual Report

Training

The CIT held eight (8) regular training sessions during 2010. CIT training consisted of scenario training with the SRT and practice in the varying roles of crisis intervention. CIT training also included familiarization and proficiency on the setup and maintenance of CIT equipment, including the Rescue Phone and its accessories, the Tellular System, and the Mobile Command Vehicle.

The CIT frequently worked with the SRT on training dates, and continued to develop scenarios and practical exercises for both teams. Members used their community contacts to acquire vacant properties for use during training that would challenge and enhance skills for both CIT and SRT.

The CIT also attended the FBI/Baltimore County Hostage Negotiation Seminar in Hunt Valley, Maryland. This annual event was attended by the entire team, however, day two (2) of the event was not attended due to a significant snow storm.

Activations:

On 9/20/2010 at approximately 1437 hours, Patrol Division Officers were dispatched to the Best Western Hotel at 420 Prospect Blvd for a suicidal subject. Officers on scene were attempting to make contact with a suicidal subject from Baltimore that was believed to be in one of the rooms (151). The callers were the subject's family members, who advised that he had reportedly purchased a gun recently; had turned in his work keys; and, had made suicidal threats about using the gun to "end it all." Patrol Officers were unsuccessful in making contact, and the CIT and SRT were activated.

When CIT members arrived on scene, Lt Thomas Ledwell and Sgt Bruce DeGrange were the on-scene supervisor/ commander. Officers Duhan and Loftis began utilizing the hotel phone system from a nearby room to attempt contact. Officers Pecor and Simmons attempted to develop additional intelligence from

family and hotel staff. After attempting contact over a period of time, the SRT was utilized to breach the room at 1726 hrs.

The suicidal subject was located within the room in an alcohol induced sleeping state. After he was secured, Officers Loftis and Duhan assisted in debriefing the subject, and an Emergency Petition was completed by Officer Spevak. The subject was transported by EMS to FMH. A search of the room and the subject's vehicle did not reveal a gun. It was later determined that the in-house telephone system was not working, thus preventing room to room calls.

On 11/11/10 at approximately 1028 hours, the Frederick Police Department received a telephone report of a domestic assault. Upon arrival, Patrol spoke with the victim who, was complaining of visible injuries to her jaw. Patrol had not yet made contact with the male, who was still inside the residence in the upstairs bedroom. The decision was made to place the male under arrest.

Several Patrol officers entered the residence through the open front door and announced their presence. The male yelled and cursed from the second floor for the officers to get out of the house. Patrol maintained verbal contact with the male. As Patrol ascended the stairwell, a single gunshot was fired from the second floor. The male suspect yelled, "Get the SWAT team." Patrol believed the male was in a back bedroom behind a closed door.

Patrol continued verbal contact with the male in person and via cell phone. Patrol maintained cover on the stairway until SRT and CIT arrived on scene. With the coaching assistance of CIT Members, OFC Stephenson and Cpl Simmons, Patrol successfully negotiated the suspect's surrender to SRT members without incident.

A command post was established at Lancaster and Essex. CIT personnel arranged for the transport and set-up of the Mobile Command Unit at that location. Once the suspect was taken into custody, CIT members performed various support roles, to include interviewing the wife and mother of the suspect. Several other members were detailed to establish contact with neighbors to assure them that safety had been restored to the neighborhood and that the incident was resolved. Detective Pecor changed roles and responded to Headquarters to conduct a detailed interview of the suspect prior to having him transported to Central Booking.

Directed Patrol Unit (DPU)

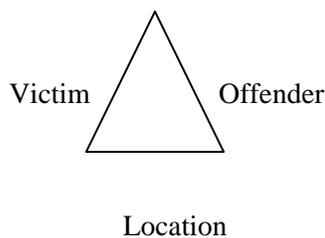
The Directed Patrol Unit (DPU) continued to carry over and fine tune its Intelligence-Led Policing strategy. Strategy goals are:

1. To provide a concrete *Crime Reduction Strategy* that was both effective and sustainable using the existing manpower assigned to the DPU
2. To provide the members of the DPU with a more consistent direction and focus in order to increase deployment efficiency and to have maximum impact on crime reduction
3. To increase DPU personnel's job satisfaction and productivity

After careful research in 2009, the SOD adapted a successful crime reduction strategy that was being used by the Tampa Police Department titled, “Focus on Four.” This strategy was modified to suit the FPD, and was successfully implemented. The strategy has proven highly successful to date. An outline of this strategy is as follows:

1. Directed Patrol Unit Crime Reduction Strategy
 - A. Four Component Approach
 - B. Target Specific Pattern Crimes
 - C. Structured Balance with other Problem-Solving / Directed Enforcement Efforts
2. Four Components
 - A. Efficient Deployment of Resources
 - B. Intelligence Led Policing
 - C. Proactive / Preventative Policing Initiatives
 - D. Community Policing
3. Common Pattern Crimes
 - A. Robbery
 - B. Thefts from Vehicles
 - C. Burglary
 - D. Auto Thefts
4. Four Common Pattern Crimes: Robbery, Thefts from Vehicles, Burglary, Auto Thefts
 - A. Crime Analysis shows that offenders who commit these pattern crimes often commit other violent crimes
 - B. Tracking offenses as they occur is a critical element of crime reducing tactics.
 - C. DPU Supervisors will use I-Leads Database Search Reports, crimereports.com, and the Daily Bulletin to create a daily report for roll call for this purpose
 - D. Follow-up through I-Leads, Crime Analyst, and other sources as needed to aid in deployment strategies and prioritization
5. Component 1: Efficient Deployment of Resources
 - A. Tracking Pattern Crimes as a **Daily** Focus
 - 1) Daily DPU Team Deployments (must have buy-in)
 - a) Overt preventative patrols and directed enforcement: combining community policing that leads to intelligence gathering and establishing & nourishing citizen contacts with proactive enforcement initiatives
 - b) Creative covert strategies for surveillance / directed enforcement with vehicle, bicycle, & foot patrols
 - 2) Roll Call Accountability
 - a) Balance DPU tips with pattern crime team initiatives
 - b) Requires daily progress reports on tips from officers
 - c) Requires daily reports on pattern crimes from supervisors
6. Component 2: Intelligence Led Policing
 - A. **Daily** tracking of pattern crimes
 - 1) I-Leads Access Database Search
 - 2) **Daily** Excel Spreadsheet prepared for Roll Call

- 3) Crimereports.com (raw, but timely data / how, where / I-Leads follow-up)
 - 4) Crime Analyst Reports (bi-weekly, suspect intelligence, how, where, why)
 - 5) Daily Bulletin / Press Releases
 - 6) Patrol Squad Liaisons, Division Liaisons (specifically CID)
7. Component 3: Proactive and Preventative Policing Initiatives
- A. Daily DPU Team Deployments Based on Intelligence Led Policing
 - B. Daily Roll Call Accountability → Weekly Supervisor Accountability → Bi-Weekly Crime Meeting Accountability
 - C. Positive Reinforcement versus Stress-Inducing Fear (PER Refocus, Team Building, Camaraderie)
8. Component 4: Community Policing
- A. Community Policing = Problem Solving
 - B. SARA Problem Solving Model
 - 1) Scanning
 - 2) Analysis
 - 3) Response
 - 4) Assessment
9. Scanning Process
- A. Problem Identification
 - B. Community Interaction (community policing)
 - 1) Active Listening
 - 2) Consistent Proactive Contacts (**major emphasis**)
 - C. Prioritization
 - 1) Must provide focus and consistent direction of mission
 - 2) While realizing that each case is very important to that citizen and that we must be flexible
10. Analysis Process
- A. Might be able to use crime forecasting
 - B. Root causes to answer the questions:
 - 1) Who, what, where, when, why, and how?
 - C. Examine the problem triangle
 - D. Location, victim, offender
11. The Problem Triangle



How can you affect one or two sides of this triangle to stop the problem from reoccurring?

12. Response
 - A. Actions that address analysis findings, focusing on:
 - 1) preventing future occurrences by deflecting offenders;
 - 2) protecting likely victims; or
 - 3) making crime locations less conducive to problem / complaint behaviors.
 - B. Responses designed for long-term impact on problem, and do not require a commitment of police time and resources that is not sustainable over the long-term.

13. Response Development
 - A. Goal is "ACTION"
 - B. Attempt to involve stakeholders (community policing)
 - C. "What ifs?" - Have several options
 - D. Continuous monitoring of response

14. Assessment
 - A. The measure of the impact of the responses on the targeted crime / complaint, comparing pre and post response plan implementation
 - B. Will be documented on DPU modular forms
 - C. Did response work?
 - 1) Is the problem solved / abated, or is the situation still occurring?
 - a) Requires follow-up contact with citizens (community policing)
 - 2) If not, where did we fail?
 - a) May need to adjust response
 - b) Did we follow our plan?
 - c) Did we properly identify the problem?

15. DPU Crime Reduction Strategy Transition Plan
 - A. Develop modular, standardized forms that capture daily DPU Officer tip activity and progress (tweak current forms), DPU Supervisor Pattern Crime Reports, and Crime Meeting Progress Reports
 - B. Refocus certain aspects of DPU Position Description Responsibilities to reflect strategy
 - C. Focus on positive reinforcement and consistency for accountability

During 2009 the Directed Patrol Unit observed several documented successes immediately after implementing the Focus-On-Four strategy. Calendar year 2010 has been a challenging year with crime spikes in several of the pattern crimes that the Unit tracks. The Unit has successfully contributed to a significant slow down or elimination of several crime patterns in the Route 40 corridor. Among them were a robbery series that the DPU named the "Hallway Robbery Series," a daytime burglary series, and more recently, a significant spike in street robberies in that area. The DPU accomplished this through daily analysis, inter-departmental liaison work, and effective manpower deployment plans. DPU Members adjusted their work hours, when necessary, to better their chances of impacting the crimes they were tracking. The fruits of the DPU's labor were seen in the form of arrests, intelligence-gathering that

benefited criminal investigations, and reductions in our pattern crimes. The DPU liaison activity with the Patrol Division and the Criminal Investigations Division has facilitated a better flow of criminal intelligence throughout the Department. The DPU has attempted to utilize all available technology to assist in our goals, ranging from an infrared video recording system to various public and Departmental databases which investigate and track offenders. The DPU has carried on with a tradition of excellent customer service by keeping in contact with complainants and victims through personal follow-up visits from DPU members and through telephone interviews. On several occasions, the DPU placed video surveillance equipment within private properties in an effort to assist victims. Approaches such as these directly impact various sides of the “Problem Triangle.”

The DPU, the DEU, and the Patrol Division worked together in the later months of 2010 on a robbery detail initiative. An aggressive approach, which included intelligence-led, high-visibility patrols, field inquiries, surveillance, foot patrols, and covert vehicle patrols, appeared to have a measurable impact on the number of robberies in comparison to the third quarter of 2010.

The DPU is tasked with problem solving of criminal activity in neighborhoods and with directing enforcement efforts toward specific or reoccurring crimes and traffic violations. Other duties of the DPU have included assisting the DEU with operations, working special events, such as the “Frederick Marathon,” the Pangea Festival, the 4th of July Celebration in Baker Park, “National Night Out,” “Light the Creek Ceremony,” the “Kris Kringle Parade,” “the Great Frederick Fair”, and assistance with police functions after the “In The Streets” festival and on St. Patrick’s Day. The DPU was also tasked with developing and implementing plans regarding Frederick’s first “Outlaw Jam.” The “Outlaw Jam” was an all day concert event with large organized motorcycle rides from various points in Maryland to the Frederick Fairgrounds venue. The event occurred on August 1, 2010, and was the first of its kind in this area. The event drew a crowd of approximately 12,000 people. DPU Supervisors met with City and County officials, fair board members, the promoters, and security consultants, while planning for the event. Traffic control plans were developed and implemented. DPU personnel staffed the event with assistance from the Training Division, Personnel Unit, Patrol Commanders Office, and Community Services Division. Additionally, the DPU has consistently interacted with other divisions to offer assistance and to work on joint operations.

During the month of August, the DPU took over a community improvement project that had been started by a Patrol Squad as a result of NAC concerns. After several meetings with the Department of Housing and Urban Development (HUD) agents, an operation was planned and executed on September 28th. DPU members and HUD agents conducted early morning “knock & talk” investigations in the Country Hill Apartments. Several trespass notices were issued, and information obtained during the interviews led to further financial investigations by HUD investigators. The operation also appeared to have a deterrent effect as police actions were closely monitored and spoken about by the residents and guests of the community. The efforts were also recognized favorably by the property management company who originated many of the concerns.

One of the DPU responsibilities is the Neighborhood Watch Program (NW). Members of the DPU have worked to streamline, to improve, and to expand the NW. Goals for the NW include updating current member information, adding new groups, and facilitating improved communication through our Web site

and through e-mail. DPU NW Coordinators continued to encourage community members involved in NW programs to participate in their NACs also. Other members of DPU have also attended both NW and NAC community meetings to assist with communicating our efforts toward addressing community issues. Implementation of the SpiresGIS crime map software has also enabled the public to access crime data for specific neighborhoods. DPU has also been educating the public about the crimereports.com Web-based search tool. Officers Fry and Irons are currently running the program. The DPU also attended meetings with the residents of both the Hessian Hill and Whittier communities which were outside of planned NAC and Neighborhood Watch activities.

The DPU administers the graffiti eradication program. The DPU receives graffiti reports from throughout the Department, investigates possible suspects, and follows through to have the graffiti removed. OFC Lawson has joined OFC Loftis in documentation, investigation, and eradication efforts. The emphasis remains on educating property owners on the City graffiti ordinance requirements, and having the graffiti promptly removed. DPU officers frequently initiate incident reports proactively after identifying fresh graffiti, and will also “jump” calls for service involving graffiti complaints, assisting the Patrol Division. The DPU maintains a graffiti database on the Department’s “R” drive. This database reduces duplication of effort concerning graffiti, and is accessible to all sworn officers, providing intelligence on graffiti “hotspots.” OFC Loftis also provides a DPU liaison to the CID regarding possible gang connections with graffiti incidents.

During the warm weather months of 2010, DPU members were frequently deployed on bicycle patrol. Based on crime analysis and citizens’ concerns, the DPU deployed highly visible bicycle patrols in neighborhoods and business districts not usually subjected to this type of patrol.

DPU members were assigned to monitor several civil demonstrations that occurred in 2010. These events were peaceful and were handled without incident.

The DPU continues, as time permits, to proactively locate subjects who have open arrest warrants and criminal summons. OFC Lapp and Alvarez were responsible for the administration of the MVA Outstanding Arrest Warrant (OAW) program. This program is administratively time consuming, and requires the Department to monitor incoming warrants, examine them for characteristics that make them suitable for the program, enter them into the program, cause the suspension of the driver’s licenses of the wanted subjects, and perform monthly audits that are sent to the Department of Motor Vehicles.

The DPU has continued to provide liaisons to Patrol, CID, and the DEU through roll call attendance and through proactive contacts and information sharing, as well as participation in the Department’s Gang Intelligence Committee.

Drug Enforcement Unit (DEU)

The primary mission of the Drug Enforcement Unit (DEU) in 2010 continued to be to protect the quality of life for the citizens of Frederick through assertive enforcement of laws related to illegal drug dealing and prostitution occurring in Frederick City. The DEU also conducted long-term drug investigations leading to search and seizure warrants and to criminal arrests. Additional responsibilities of the DEU during 2010 included support of other units and divisions within the Department through surveillance,

assistance with search and seizure warrants, and the sharing of drug investigation expertise. Members of the DEU assisted with post-arrest interviews and debriefings that resulted in confessions and additional drug information and intelligence.

The DEU also manages the Department's asset forfeiture program in conjunction with the Frederick County State's Attorneys Office (SAO). OFC Shatlock is the Asset Forfeiture Coordinator, and he maintains liaison with the SAO in order to efficiently secure and process seized funds, vehicles, and other property. Members of the DEU assisted the SAO by testifying before newly seated members of the grand jury, providing education on Maryland's drug laws, as well as information on drug identification and investigation. DEU members gave lectures at the Citizen's Police Academy and the Frederick Police Auxiliary on drug identification, the effects of illegal drugs and drug crimes, and information about drug investigations.

DEU members acted in an undercover capacity to make controlled purchases of controlled dangerous substances and to target prostitution. They routinely utilized covert surveillance, as well as confidential informants, as a means to investigate and make arrests for drug offenses. DEU members conducted investigations based on citizen complaints and police officer observations, which led to the service of thirty nine (39) search and seizure warrants and numerous arrests.

The DEU also utilized several Patrol Division officers to work in an undercover capacity for prostitution and CDS reversals, and with the DEU during confidential informant operations. Although the DEU has observed a decline in the illegal open-air drug markets in Frederick, they remain flexible and creative in the use of confidential informants and intelligence gathering techniques to ensure street level criminal activities and violence continue to decline.

The DEU maintains administrative oversight of the Special Response Team (SRT). Included in this responsibility is the development of monthly training agendas, completion of training and operational reports, and procurement of equipment. A member of the DEU has been designated as the Special Operations Division liaison with the Accreditation Coordinator. This allowed for the dissemination of reports and information that demonstrate proof of CALEA standards during the accreditation process. Each investigator on the DEU has liaison responsibilities with an assigned Patrol Squad. This has aided in the sharing of important criminal information, as well as promoting cooperation between the Divisions. The DEU continues to support the Patrol Division by assisting with interviews of arrestees; assisting in the application process for search and seizure warrants; and providing expert testimony in drug cases conducted by Patrol officers.

Members of the DEU attended community meetings at various locations throughout the City in order to address citizen concerns and to obtain drug activity information and complaints. Many citizen contacts were developed through these efforts, which lead to successful drug investigations. Despite the DEU's enforcement-oriented role, DEU members earned awards for their efforts, to include "Letters of Appreciation" and "Letters of Acknowledgement."

In furtherance of their professional knowledge and expertise, members of the DEU continued to attend advanced training throughout the year. The DEU took advantage of numerous free drug investigator schools taught at the Northeast Counterdrug Training Facility located at Ft. Indiantown Gap - Annville, Pennsylvania and at the High Intensity Drug Trafficking Area (HIDTA) (Instructed by the Multi-jurisdictional Counterdrug Taskforce) Office. “No cost” training courses attended by DEU members in 2010 included: *Incident Response to Terrorist Bombings, Indoor Cannabis Grows, Role of the Undercover, Informant Management, Identifying Deceptive Behavior, Management of Undercover Operations, Pharmaceutical Investigations, and Interview and Interrogation.*

In April 2010, two DEU Members were temporarily assigned to the Frederick County Narcotics Taskforce in order to participate in an OCDETF investigation.

The DEU maintains an open line of communication with the citizens of Frederick. This is accomplished in many facets. DEU Supervisors communicate on a regular basis with the Supervisors of the DPU, who oversee the Neighborhood Watch Program. Cpl. Lee monitors the “drug tip” telephone line on a regular basis, and he contacts callers who report illegal drug activity and suspicious incidents. Much of the information provided by the community has led to productive investigations that have concluded with search and seizure warrants and with numerous arrests. SOD policy includes having investigators maintain consistent contact with complainants, and also keeping citizens advised of the status of their investigations. In addition to the “drug tip” telephone line, an email address is dedicated to receive drug information. By using the email address, citizens can send photos and videos of their observations.

Some Current Values of Illegal Drugs		
Drug	Street Value	Unit of Measure
Crack Cocaine	\$1,200	Per ounce
Cocaine HCL	\$100	Per gram
Marijuana	\$20-\$50	Per gram
Ecstasy	\$15	Per tablet
Heroin	\$10-\$20	Per capsule
PCP: Powder/Liquid	\$600	Per ounce
Oxycontin	\$1	Milligram

	2010	2009	2008
Arrests			
Adult:	214	221	173
Juvenile:	11	10	9
Total:	227	230	182
Charges			
Felony:	126	174	146
Misdemeanor:	470	453	441
Total:	596	625	587
Search Warrants			
Total:	39	38	32
Reversal Operations			
Prostitution:	2	4	11

CDS:	9	3	6
Total:	11	7	20
Seizures			
Vehicles:	1	6	1
Currency:	\$25,954.00	\$68,916.00	\$24,065.00
CDS Seizures			
Crack Cocaine	207.36 grams	502.75 grams	771.5 grams
Cocaine HCL	252.17 grams	503.54 grams	99.78 grams
Marijuana	9176.01 grams	2076.46 grams	1594.72 grams
Marijuana Plants	15	0	1
Non-CDS	1576 grams	0	1 grams
Ecstasy	23 units	129 units	30 units
Heroin	5.5 grams	22 grams	0
PCP	7.2 grams	60.11 grams	28.12 grams
Prescription Drug/Pills	222 pills	2094 pills	75 pills

Special Response Team (SRT)

The primary mission of the SRT is to assist other Departmental entities in the tactical resolution of critical incidents, service of high risk search and seizure warrants, arrest warrants, and other special details when directed. Eleven (11) officers, who fulfill full time billets in other divisions throughout the Department, currently staff the SRT. A sergeant currently holds the billet of Team Leader and a corporal serves as Assistant Team Leader. The team is further broken down into two elements. Both elements have the ability to operate independently from the other, and to undertake assignments that may not require the use of the entire team. Although every team member is placed on an “on call” status twenty-four (24) hours a day, the elements rotate primary duties and responsibilities monthly.

All SRT members are assigned to the FPD Chemical Biological Radiological Nuclear Explosive (CBRNE) Group in the interest of domestic preparedness, and are awaiting equipment to fully become operational in this type of environment.

SRT personnel also maintained several instructor and user-level certifications in the areas of Chemical Munitions, Special Impact Munitions (SIMS), Noise Flash Diversion Devices (NFDD), and OC Spray. The SRT conducts annual training and recertification in these areas with the inclusion of legal updates. Certified instructors also assisted the Training Division with the implementation of the SIMS program in the Patrol Division. SRT members assisted by providing periods of instruction and by certifying Patrol Division members in the use of these munitions, and they also provided familiarization training during regularly scheduled in-service training periods.

Several members of the SRT are also Maryland Police and Corrections Training Commission (MPCTC) certified instructors. These officers assisted the Training Division by providing instruction in the following areas: Building Searches/Active Shooter Engagement, Chemical Agent/OC Formulation Deployments, Assault Rifle Course and bi-annual qualifications, entry level and in-service Firearm Instruction, Defensive Tactics, and Physical Training.

The following is a brief synopsis of incidents handled by the SRT:

Search and Seizure Warrants		
Date	Location	Summary
08/27/2010	1418 Taney Avenue, E104 Frederick, MD	SSW for the DEU. Three arrests. Crack cocaine, cocaine, marijuana, two stolen handguns, and paraphernalia were seized
07/19/2010	427 A Carrollton Drive Frederick, MD	SSW for the CID for a robbery investigation
06/04/2010	412 West South Street, B3 Frederick, MD	SSW for the DEU. Crack cocaine, currency and a handgun were seized
Barricades		
Date	Location	Summary
11/16/2010	566 Lancaster Place Frederick, MD	Patrol responded to a domestic dispute. The suspect fired a round from a handgun. Suspect surrendered without incident.
09/20/2010	420 Prospect Blvd, Room 151 Frederick, MD	Missing suicidal person through Baltimore PD. Shotgun breach used to enter room. Subject was taken into custody without incident.

The SRT continues to improve through candid critiques of both actual activations and training scenarios. The SRT is a member of the National Tactical Officer Association (NTOA), and it utilizes this professional organization to maintain its standards at or above industry standards. Each team member strives to improve and to enhance individual and team capabilities by researching current methods and techniques and by studying strategic concepts. The SRT continues to evaluate equipment and training methods in order to remain flexible and effective in any tactical situation.

OPERATIONAL SERVICES BUREAU

The Operational Services Bureau continues to function as one of the Department's three main components, along with the sworn Special Services Bureau and the civilian Technical Services Bureau. Captain Kevin V. Grubb is the Commander of the Operational Services Bureau, which consists of the Community Services Division, Human Resources Division, Patrol Division, and the Fiscal Affairs Division. The Crime Analyst retired in July, 2008 and the position was not funded.

Patrol Division

The largest Division in the Department, the Patrol Division, consists of over 70 sworn officers. It is important to know that on average, the Frederick Police Department contributed just over 50% to the total 2009 Frederick County Adult Detention Center population or just over 2,200 arrests, and handled over 74,607 calls for service. This equates to just over one call for service per each City resident.

The Patrol Division utilizes several modes of transportation. Primarily the fleet is comprised of Chevrolet Impalas. This year our fleet was drastically improved and a significant number of older cars were replaced along with the addition or upgrade of equipment to include new low profile light bars and Panasonic laptop computers replaced older hard mount car computers. In addition to the fully marked patrol cars, the Department also utilize unmarked cars, bicycles, motorcycles, and of course foot patrols.

To provide the most modern service available, each patrol fleet vehicle is equipped with a Mobile Data Computer (on-board computer). This modern law enforcement tool allows each officer the ability to complete their required reports, MVA inquiries, wanted person checks, and officer-to-officer e-mail without ever returning to the Police Station during an entire shift. Such a system allows for higher visibility and availability. The patrol division added three Automated License Plate Readers (LPR) to the fleet. The Department employs LPRs in its efforts to identify, and when appropriate, apprehend persons in possession stolen vehicles and license plates; persons who are subjects of Missing Person Reports, outstanding warrants or who may be on a terrorist watch list, scofflaw list, or operating a vehicle with a suspended registration.

The Patrol Division is divided into six squads, each supervised by a Sergeant who is assisted by a Corporal. To ensure 24/7/365 day coverage, the squads are divided into four day and evening shifts and two midnight shifts. Each shift works four 10.5-hour days with three consecutive days off. Lieutenant Clark Pennington conducts the overall supervision of the Division. Each shift includes members with specialized training in one or more of the following areas: Accident Re-construction, K-9 Handlers, Hostage Negotiators, Drug Recognition Experts, Special Response Team members and Intoximeter Operators. All of these highly trained men and women are also assisted in their daily duties by our other divisions which include: Criminal Investigation Division; Evidence Technicians/Support Services Unit; Drug Enforcement Unit; Crime Analyst; Directed Patrol Unit; Community Services Division; Training, Planning & Research Division; and, of course our Dispatchers from the Communications Section.

In 2010, Patrol Officers focused a large portion of their un-obligated time on issues presented to them by citizens through the City's 12 Neighborhood Advisory Councils (NAC). Problem solving efforts occur daily by patrol officers and supervisors throughout the city. These efforts focus on quality of life issues and crime problems as presented by the Neighborhood Advisory Councils and officers working their beats. The officers focus their unobligated time on working through problems and issues within neighborhoods or business districts of the city. To better assist and increase the availability of officers, each NAC is assigned a patrol supervisory team which maintains direct contact with Neighborhood Advisory Council members and community leaders.

Community Services Division

The Community Services Division serves a number of critical functions in the community policing strategy of the Frederick Police Department. The core functions of CSD involve focused effort on enforcement, education, prevention and outreach. By linking these four initiatives to the programs administered and coordinated by the Community Services Division, the agency can focus efforts on gang members, at risk youth, people on parole and probation, known criminals and CSAFE clients. This strategy is accomplished by engaging in aggressive enforcement, community education programming, and preemptive efforts to quell, prevent and reduce victimization and criminal activity.

The Community Services Division is located at 136 West Patrick Street, to the rear of the West Patrick Street parking deck. The division was commanded by Lieutenant Stephen Tuel from June 2008 until his retirement in June 2010. Lieutenant Jason Keckler assumed command of the Community Services Division on June 28, 2010. He is assisted by supervisors Sergeant Wade Brown and Corporal Eric Stanley. The other members of the division in 2010 were:

CSD Officers

OFC Jason Essel (transferred to Patrol in 2010)
OFC Michael Auge (transferred to Patrol in 2010)
OFC Christopher Herman
OFC Michael Figgins
OFC Tracey Carr
OFC Jeffrey Putman (assigned during 2010)
OFC Michelle Cassady (assigned during 2010)

Victim Services Unit

Rosario Garcia, Supervisor
David Schultz

Community Outreach Specialist

Michele Bowman

In addition to the many functions the division serves, a concerted effort was made in 2010 to focus on providing increased operational support to other departmental elements. For example, the Community Services Division coordinated a detail to address criminal activity and nuisances along Carroll Creek. Officers conducted daily checks of Carroll Creek to combat these issues, which resulted in a significant decrease in crime and a reduction in citizen complaints.

The Community Services Division continued to build upon its programming and outreach efforts in 2010. This was accomplished through expanding partnerships with citizens, community leaders, businesses, allied law enforcement agencies and other members in the criminal justice field.

The following are the highlights of the division's efforts in 2010.

Special Events

The Community Services Division continued its role of planning and organizing the agency's support of special events in 2010. The major special events coordinated by the division included the Frederick Marathon, Pangaea Festival, the 4th of July Celebration in Baker Park, National Night Out, In The Street Festival, The Great Frederick Fair, Elk's Parade and the Kris Kringle Procession. Of particular note in 2010, was the change in the traditional date of In The Street Festival from October to September 11th. Another change involved significantly decreasing staffing levels at the Great Frederick Fair.

Requests from the public for police assistance with smaller special events, such as races, walks and parades, increased significantly in 2010. The Uniformed Auxiliary handled the majority of these requests, but the volume of requests created planning and operational concerns for the agency. To address these

concerns, the Community Services Division drafted a special events SOP and has been working with the Parks and Recreation department on implementing changes to the special event permit process.

Police Activities League Program (PAL)

In cooperation with the PAL Board of Directors, the PAL program continued operations in 2010, serving the Sagner and Hillcrest areas of the City. The program is funded in part through the CSAFE grant, which allows for department employees to be used on an overtime basis to staff the center, fund trips, and begin new initiatives. In 2010 the Computer Lab was re-opened at the Sagner PAL facility which assists youth with homework and projects. Karate is being offered in both communities and remains a successful program taught by instructor Shelley Aloii. Due to budget and personnel constraints karate is the only program offered in the Hillcrest area.

During 2010 there were over 4219 visits by youth to the PAL Centers. Since 2001, there have been over 39,900 visits to the centers.

2010 PAL Center Program Attendance

Site	Total Visits 2010	# nights open	Average/nt
Sagner	2575	152	16.9
Hillcrest	1644	46	35.74



GAL PALS Program

The GAL PALS program which is in its 4th year, is designed to nurture and to help young girls of all backgrounds develop courage, confidence, and character. Officers in the department play a supporting role in this program, which meets twice a month during the school year. Topics that will be discussed are self-confidence, nutrition, first aid, career choices, etc. Approximately 15 girls are currently enrolled.



GREAT Program

The goal of G.R.E.A.T., which stands for Gang Resistance Education and Training, is to prevent violence while developing a positive bond between law enforcement and youth during their early developmental years. The Frederick Police Department initially instructed the G.R.E.A.T. program at middle schools in the City of Frederick. The Community Services Division completed the middle school component of the Gang Resistance Education and Training program at the end of the 2009-2010 school year.

In 2010 the agency began introducing the program to elementary school students. The G.R.E.A.T. elementary school component is designed for fourth and fifth grade students. The elementary curriculum consists of six 30- to 45-minute lessons designed to be taught in sequence. Each lesson is accompanied by a parent letter that the student takes home explaining the lesson and encouraging parent/student interaction. 686 elementary school students were introduced to the GREAT program during 2010. The agency recognized approximately 100 North Frederick Elementary School students by holding the first graduation of the elementary school program on November 17, 2010.



National Night Out (NNO)

The Frederick Police Department participated in the 27th Annual National Night Out Celebration on Tuesday, August 3, 2010. The department along with its partners organized NNO in four areas of the city: Whittier Community, Mullinix Park, Lake Coventry Park, and in the Sagner Community. At each location there were demonstrations and activities for the entire family.



CSAFE Initiative

The Maryland Collaborative Supervision and Focused Enforcement (CSAFE) Initiative is a crime fighting strategy that systematically assists in high-crime and at-risk neighborhoods in reclaiming their streets. The CSAFE Initiative has been a valuable tool in intelligence gathering in the entire community.

CSD continues to take the lead with the CSAFE Initiative. The Initiative supports collaborative efforts between the Department and other elements of the criminal justice system, such as the Department of Juvenile Services, Parole and Probation, The States Attorney's Office, Housing Authority, Code Enforcement, as well as other local law enforcement agencies.

As part of a renewed CSAFE grant in 2010, the agency was able to acquire \$21,660 to be applied toward overtime costs for officers working the PAL Program.

Frederick's Most Wanted

Frederick's Most Wanted is a partnership between the Frederick Police Department and the Frederick News Post. The program idea had its beginnings in the HEAT team meetings. It was first published in April of 2009. Every other week approximately four wanted persons from FPD and other agencies are featured in the "Monday Advance" section of the newspaper. The wanted person's photograph and charges are listed, along with information for contacting police with tips. The Outreach Coordinator monitors the program and works with the newspaper, FPD personnel, Parole & Probation, and allied law enforcement agencies to formulate candidates and share information.

The Frederick Police Department in partnership with the Frederick News Post marked its 100th capture on December 29, 2010. During 2010, 108 offenders were featured every other week in the Monday Advance Section of the Frederick News Post. Of those, 65 were captured in 2010.

Youth Police Academy

In 2010, The Frederick Police Department was pleased to offer the 8th annual Youth Police Academy from July 12th – 15th. The youth had an opportunity to learn what it is like to be a police officer, by participating in scenarios, learning about stranger danger, internet safety, having a chance to see departmental equipment, watch a K-9 demonstration, dust for fingerprints, and receive information on departmental programs. There were over 200 attendees for this program in 2010. Since the program's inception in 2003, there have been over 1485 youth that have participated in this program.



Toys For Tots

The Community Services Division participated, as we have since before 2002, with the Marine Corp Toys For Tots campaign. Beginning the end of November and continuing through the distribution event on December 22nd, the division assisted the Marines with organizing, distributing, and maintaining all the intakes for this campaign. This year's campaign proved to be very challenging with the warehouse location flooding. This was a very worthwhile endeavor, with almost 8,000 children served.

Taxi Tops

Frederick businesses Yellow Cab and Airport View Signs donated ten "taxi tops" to the Frederick Police Department to help promote the department's anonymous crime tip phone number. The signs were placed on top of the taxi cabs and rotated through the fleet during 2010.



Victim Services Unit

The Victim Services Unit (VSU) conducts follow-up with crime victims to determine needs or resource referrals. The VSU serves victims of criminal acts (burglary, destruction of property, rape, robbery, theft, serious assaults, fraud, child abuse, elder abuse/neglect, exploitation, murder, suicide and sexual assault); as well as non-criminal acts, such as traffic accident victims, lost or fearful persons, departmental outreach and education. The unit is staffed by VSU Supervisor Rosario Garcia and Victim Services Advocate David Schultz.

During 2010 the VSU was involved in 350 victim cases, and 24 outreach cases for a total of 374. The 2009 total for all types of calls was approximately 309. It should be noted that the number of cases handled is partly dependent on the severity/complexity of cases and available staffing. Ms. Garcia has advised me that she and Mr. Schultz have had to prioritize their workload so that the most grievous cases get attention, sometime to the detriment of other cases. This is directly related to the insufficiency of staffing in VSU, which I believe will become more acute in the future.

Uniformed Auxiliary

The Frederick Police Department's Auxiliary Program is divided into two (2) components:

1. Uniformed Auxiliary
2. Non-Uniformed Auxiliary

The enthusiastic volunteers that staff these programs complete tasks and assignments that would normally be completed by sworn officers or paid civilians. At this time, the Auxiliary consists of fifteen uniformed members and one non-uniformed member.

The Auxiliary Academy continued to train new Auxiliary members and during 2010, seven new members were added to our ranks. Class instruction included such topics as first aid, police ethics, report writing, traffic direction, community policing, etc.

Calendar year 2010 was a record year for our Auxiliary Units in both hours of service and number of events staffed. During 2010, they were responsible for staffing 111 of 113 scheduled events (two were cancelled) and donated a total of 7,008.25 hours to the Department and the City of Frederick. These hours included not only the staffing of the events, but acting as another set of “eyes and ears” for the Department through vehicle, foot, and Segway patrols throughout the City. Additionally, they assisted the Department’s Special Vehicle Coordinator with the inspection of eighty taxicabs and our Crime Scene Unit with the process of completing both court ordered and civilian fingerprinting. They also assisted both the Frederick Police Department and the Maryland State Police with traffic safety at four DUI Checkpoints throughout the year.

The Uniformed Auxiliary issued a total of 298 parking citations and attended court 13 times during 2010. These court cases included some of the aforementioned parking citations as well as several criminal cases in which they were witnesses for an arresting officer.

One Auxiliary member, Jolene Hart, left the Auxiliary during 2010 after volunteering a total of 623 hours and staffing 37 events. Her time, dedication, and effort during this past year were greatly appreciated.



2010 Uniformed Auxiliary Graduation Class

Police Volunteer Chaplin Corps

Started in 1994, the Frederick Police Volunteer Chaplains are called to respond to the needs of families, individuals and members of the Department who may be suffering trauma (internal, psychological or spiritual) from many causes. Chaplains are assigned on a rotating on-call basis. The Chaplain Corps program is managed by the Community Services Division.

There are a number of general areas in which Chaplains can be of use to law enforcement. Some examples of the services they are able to provide are family assistance when an officer is injured, ill or killed, assistance to officers dealing with professional or personal concerns, counseling for Department members and their families, death notifications including fatal accidents, suicides, homicides or other life threatening situations, education/teaching, assistance to hostage and barricaded suspect negotiators, serious domestic disturbances, victim and witness assistance, consultation on religious questions, liaison with other community clergy, prayers and ceremonies, awards, review boards and other committees.

The Frederick Police Chaplain Corps is comprised of public-spirited clergy of various faiths and denominations who volunteer their time, energies and talents to assist the Department and the community. The Frederick Police Department currently has four volunteer chaplains representing various faiths.

Police Volunteer Chaplain Corps

Reverend Billy Graham

Reverend Byron Grayson

Reverend Richard Dyson

Rabbi Dan Sikowitz



Explorer Post #714

Explorer Post #714 was established to introduce young adults to all phases of law enforcement. Explorers participate in many activities throughout the year. Some activities include working with other posts, touring area law enforcement agencies, attending conferences, and working with members of the police department to direct traffic at large public events. Explorer Post #714 trains and also maintains a Color Guard, which participates in many large city events and parades.

In July 2010, members of the Explorer Post #714 attended the National Explorers Conference in Atlanta, Georgia. During the conference, explorers participated in a variety of police related competitions, such as Arrest and Search, Bomb Threat Response, Crime Scene Search, Crime Prevention, Domestic Crisis Intervention, Shoot/Don't Shoot, Hostage Negotiation, Burglary in Progress, Traffic Accident Investigation, Traffic Stop, White Collar Crime, Emergency Field First Aid and Drill Team. The Explorer Post #714 team of Nathan Corp and Adam Shook placed 4th in the Hostage Negotiation competition out of nearly 2,700 explorers nationwide.



Nathan Corp and Adam Shook

Awards

The Frederick Police Department received recognition from the Governor's Office of Crime Control and Prevention receiving seven Governor's Awards. The purpose of the Governor's Awards is to recognize those citizens, community groups, law enforcement agencies, and law enforcement officers who have made outstanding contributions to the furtherance of crime prevention in their departments and in their communities.

The Department received the following Governor's Awards:

- Comprehensive Law Enforcement Agency Crime Prevention program – overall department award
- Outstanding Proactive Crime Prevention Program In MD – Taxi Tops Program
- Comprehensive Community-Based Anti-Crime Strategies in MD – CSAFE/HEAT Team

The Department also nominated the following community groups, organizations, and private citizens who also received a 2010 Governor's Award:

- Frederick News Post – Frederick's Most Wanted Program
- Ms. Cindy Powell – recognition for her work with the PAL program
- Spring Ridge Elementary School – recognition for their work with the PAL program
- Yellow Cab – Taxi Tops Program

Personnel Unit

The Frederick Police Department faced many challenges in 2010. These challenges were due in large part to a shrinking budget. Not unlike the rest of Country, the City of Frederick has seen a decrease in revenue over the past several years. To address these challenges, the Department has had to make tough financial and personnel decisions to ensure we continue to provide the high level of police service our citizens deserve while reducing our overall costs of providing those services. Mayor Randy McClement directed that the City Human Resources Office take over some aspects formally handled by the Frederick Police Department as it related to typical Human Resources duties. This resulted in the elimination of our Human Resources Division and the creation of a smaller Personnel Unit. This change occurred in July of 2010. Whereas the former HR Division was staffed by a lieutenant, an officer and an administrative assistant, the Personnel Unit is currently staffed with only a Sergeant. The Personnel Unit still has the same duties and responsibilities of the former HR Division; however, because of the reduction in staffing, there has been a dramatic re-prioritization of those duties. For instance, the ability to attend job fairs or

otherwise go out and actively recruit has been reduced absent using other personnel to assist with those efforts. However, our research indicated that most of our applicants heard about the FPD through our website, so continued efforts have been undertaken to make that site more robust. We are currently working with the City of Frederick Human Resources Department to transition some of the more day-to-day personnel duties to that office such as managing our employee evaluations program, processing workers compensation claims and managing our employee medical and drug screening programs, which would conceivably create more time and opportunity for the Personnel Unit to review, revise and develop recruiting literature and conduct active recruiting. We hope to have this transition completed by the end of the 2011 calendar year.

Recruitment of Sworn Personnel

Recruiting Objectives:

It is essential that police departments recruit and select qualified individuals who possess the skills, abilities, characteristics and attitudes that can lead law enforcement agencies into the future. A commitment must be made to select the most qualified applicants available to fulfill the long-term needs of an agency instead of simply hiring individuals to fill existing vacancies. In order to do this police departments must recruit individuals with a high level of intelligence who have the personal qualities which are essential to today's law enforcement environment and who possess a sincere interest in community service.

The Department is committed to meeting the goal of attracting, selecting and hiring the most qualified candidates without discriminating against an individual for reasons of race, sex, color, religion, national or ethnic origin, age, marital status or conditions of disability. The Department is an "Equal Opportunity Employer" and is committed to affirmative action.

Recruiting Plan of Action:

To reach its recruitment goals the Department has developed a written Plan of Action. The Plan of Action includes the following strategies:

Advertising and Media Use: During active recruiting the Department "markets" itself using a variety of techniques including but not limited to:

- A. recruiting brochures;
- B. newspaper advertisements;
- C. photographic displays;
- D. public service announcements on both radio and cable television;
- E. internet postings; and,
- F. public access bulletin boards.

College Recruiting: The Department takes an active approach toward attracting college-educated applicants by making and keeping contact with colleges and universities around the country.

Community Activities: The Department attends organized community-sponsored events such as ethnic festivals and fairs in order to reach a largely untapped source of our diverse community. We also attend community civic events and gatherings.

Department Personnel: All Department personnel bear the responsibility for attracting potential candidates to the Department. In addition, uniformed personnel, because of their visibility, first-hand job knowledge and experience, are well prepared to explain to the public the demands and duties of professional law enforcement officers. All Department personnel participate in recruiting by conducting themselves in a professional manner and by actively providing information to prospective applicants.

Institutional Contacts: The Department actively involves officers with schools and other institution programs geared toward mentoring young people and developing their interest in a law enforcement career. This includes programs developed and instituted by the Department such as the Explorer Post, Police Activities League, and High School and College internships.

Job and Career Fairs: The Department actively competes in the job market with other "private" and "public" sector employers by participating in job fairs, career days and other structured recruiting programs. The Supervisor of the Personnel Unit is responsible for the selection of events that are most conducive to the Department's goals. Trained recruiters generally attend the events in pairs.

Liaison with Community Leaders: The Department actively seeks out community leaders and solicits their assistance in locating and referring potential applicants to the Department. They are provided with job announcements and recruiting packets for distribution to their constituencies.

Military Recruitment: The Department attends military job fairs, conducts on-site recruiting and works closely with transition offices of military installations to ensure that military personnel transitioning out of the service are made aware of the opportunities within the Department.

Recruiting Officers: The Department selects individuals to act as official recruitment officers for the Department. These officers are selected and assigned to special recruitment assignments. Their recruiting responsibilities are in addition to their normally assigned duties.

Site Recruitment: The Department identifies and selects high visibility and high volume locations within minority communities and conducts recruitment activities.

The chart below lists the "source," or how the applicant found out about the position, for the applicants of the 52nd Academy.

52 nd Academy			
*Source	All Applicants	Successful Applicants	Successful Applicants by Race
Internet	495	5	3 white / 2 Black
Employee Referral	55	1	1 White
Job Fairs	24	0	0
Job Postings	23	1	1 White
Print Media	11	0	0

Walk-in	6	0	0
Job Service	5	0	0
TV / Cable	3	0	0
Other / Unknown	73	*2	1 White / 1 Hispanic
No source listed	24	1	1 White

* The source as indicated on the Affirmative Action form submitted with the initial job application. Completion of the form is voluntary.

**Includes 4 former applicants

***Includes 1 former applicant

In response to budget cuts and reduced staffing, our current recruitment strategies focus primarily on advertising on the internet and employee referrals. Data collected over the past few years suggests that the vast majority of successful applicants use the internet to find information about becoming a Frederick Police Officer. While the internet is a very effective means of advertising, we will continue to use multiple methods for recruiting as resources allow.

Community Recruiter Program:

The Personnel Unit plans to add a new strategy called the “Community Recruiter Program” and have it in place by the end of 2011. The Community Recruiter Program was developed by the Sacramento, California PD in 2004. It is a community-oriented approach to recruiting police officers and it is helping the Sacramento PD with its minority recruiting efforts. The concept is fairly simple: identify interested community leaders and provide them with training to be police recruiters.

Recruitment Material:

The Department is market oriented in its approach to recruiting. We know that Frederick is an exceptional place to live and work. We capitalize on that by selling the city in our recruiting materials. We have developed an overall recruiting theme of inclusion, by using a photo of a diverse group of Frederick Police Officers, and using the slogan “Faces of the Frederick Police Department ... Can you see yourself here?”

Salary and Benefits:

As with any business, having a competitive salary and benefits program in place is helpful in attracting quality applicants. This is especially true of attracting quality lateral police officer applicants who are looking to better their employment situation. The Frederick Police Department is fortunate in that we currently have a competitive salary and benefits package to offer prospective police officers and we include this information in our recruitment literature.

The current starting salary for entry-level police officers is \$43,187. According to U.S. census data for 2009, males and females living in the City of Frederick had a median income of \$49,129 and \$41,986 respectively. Our starting salary is somewhat lower than other agencies in the area that we are in direct competition with for applicants (see chart below). In addition to a competitive starting salary, the Frederick Police Department currently offers numerous other benefits to attract highly qualified applicants to include health insurance, vacation accrual, differential pay, step-increases, court compensation and tuition reimbursement to name a few.

Agency	Advertised Starting Salary
Rockville PD	\$47,371
Prince Georges County PD	\$46,610
Montgomery County PD	\$46,972
Howard County PD	\$45,926
Frederick PD	\$43,178

Associates of Applied Science Degree (AAS)

In the past, the Frederick Police Academy offered the Associate of Applied Science Degree in Police Science to students in the Police Academy. The curriculum was developed as a result of a partnership between the Frederick Police Department and Frederick Community College (FCC). Student officers received 40 credits of police science courses as part of the approved academy curriculum and were required to complete 21 credits of general education course instructed by FCC. This enabled them to graduate from the Police Academy with an AAS degree from FCC. We considered this program to be an outstanding recruiting tool.

When the AAS degree program was first implemented it was open to students in both the Frederick Police Academy and the Frederick County Sheriff's Office Academy. FCC required that at least 13 students be enrolled in the AAS program in order for the program to be viable. Between the two academies it was not difficult to meet that requirement. Recently though, the Frederick County Sheriff's Office has discontinued their academy and there has been a dramatic increase in the number of students entering our academy who already possess at least an Associate's degree. For the past two Academies there have not been enough students to enroll in the AAS program and it has not been conducted. As a result, FCC, in close cooperation with the Frederick Police Department, has made the AAS program available to incumbent police officers of the Frederick Police Department, Frederick County Sheriff's Office and the Maryland State Police.

In addition to the more structured programs and activities of our community outreach plan, the Chief of Police, along with our officers, has made it a point to personally engage in recruiting around the city and area. He makes frequent appearances at meetings and other gatherings where he takes the opportunity to discuss the positive aspects of having a police career in Frederick. He makes it a point to highlight this agency in all venues using every interaction as an occasion to recruit.

Selection of Sworn Personnel

Selection Process:

The selection and hiring process used by the Frederick Police Department is a two-stage, multi-step process. Stage I, the "pre-offer" stage, consists of the following steps:

1. Filing of an application;
2. Completion of a Personal History Questionnaire;
3. Written entry-level test;
4. Board interview by departmental members;
5. Polygraph examination;
6. Background investigation; and

7. Physical Agility Test

Stage II is the "post-offer" stage at the beginning of which applicants continuing in the selection process are given a "conditional" offer of employment. The "post-offer" stage consists of:

1. Medical examination (including drug use urinalysis and physical abilities screening);
2. Psychological examination; and,
3. Review of applicant qualifications by a selection panel that includes the Chief of Police, the Bureau Commanders, the Commander of our Support Services Division, the Supervisor of the Personnel Unit, and the department psychologist.

The hiring process concludes with the candidate's appointment to the Department by the Mayor and Board of Aldermen.

52nd Academy Selection Process:

For economic reasons the Department did not conduct a police academy in 2009. In 2010, we also saw a reduction in our number of authorized sworn employees from 145 to 138. Police Applicants that were in the selection process as far back as July of 2008 were advised that the selection process had been suspended due to a hiring freeze. That selection process remained suspended until July of 2010 when the Department received authorization to hire up to the budgeted strength of 138 officers. The Department ended up receiving and processing a total of 719 applications during this selection process. We were able to hire 10 of those applicants for our 52nd Academy. The 52nd Frederick Police Academy commenced on November 29, 2010.

The Current Selection Process:

The recruitment and selection of high quality police officers is a time consuming and lengthy process. Suspending and then restarting the last selection process created several problems. Most significantly we lost qualified applicants who became frustrated or who were hired by other agencies while our selection process remained in a state of limbo. Regardless of today's budget situation the fact remains that future attrition will necessitate the hiring of police officers. Eleven officers are eligible to retire by the end of the current fiscal year (June 30, 2011). We could be faced with eleven police officer vacancies on July 1 that would not be filled until the next academy begins which would most likely be sometime in November 2011. It would take an additional 10 months before those new officers would hit the streets as solo officers. For these reasons we accept applications for the position of police officer on a continual basis.

The selection process for the next academy officially began in July of 2010. To date the Department has received 297 applications for the 53rd Academy. We have conducted written testing in the months of February and March 2011, with plans to continue written testing in April and May in anticipation of the budget being approved and allowing us to remain at a budgeted strength of 138 sworn officers. In the event we are not authorized to fill vacancies next fall, we will continue accepting applications and conducting written testing for new applicants.

We are also accepting applications for lateral police officers. Lateral police officers are attractive applicants because in theory they bring knowledge and experience to the position and can be productive members of the force in less time than an entry-level officer, however, hiring lateral officers is not a

panacea to fill police vacancies. We will continue to screen both lateral and entry-level applicants and offer positions to those found to be the most qualified.

Retention Initiatives

Salary and Benefits:

City officials, the leadership of the Police Department and the Fraternal Order of Police have worked tirelessly over the years to ensure the Frederick Police Department remains one of the premier law enforcement agencies in the region. The ability to offer a competitive salary and benefits package not only helps us attract and select the most qualified candidates, it has also helps us retain them once they are employed. This has a direct impact on our ability to provide a premium level of police service our community deserves.

Here is a list of benefits offered under our current employment contract:

- Sworn personnel are eligible for step increases.
- Uniforms and equipment are furnished, and an allowance is provided for uniform cleaning and the purchase of shoes.
- Overtime pay at the rate of time and a half (1½) through the rank of Sergeant.
- Paid vacations (time is accrued based on years of service).
- Paid off-duty court appearances.
- Fifteen (15) paid leave days annually for current Military Reservists or National Guardsman.
- Tuition Reimbursement Program.
- 22-year retirement plan at 60% of salary.
- Ten (10) holidays annually.
- Bereavement and Sabbatical Leave.
- Available Supplemental Savings Program, Deferred Compensation Program, Credit Union membership and Savings Bond Program.
- Paid life insurance coverage with full Federal and State benefits for in-the-line-of-duty deaths.
- Contributory basic health insurance or HMO plans and non-contributory disability coverage and Life Insurance Plan.
- Full coverage under Workmen's Compensation Laws.
- Bi-Lingual Pay
- Night shift differential

Awards and Recognition

The leadership of the Frederick Police Department recognizes that its employees *are* its most valuable asset. Retaining quality police officers is crucial to providing a high level of service to our community and remaining a premier law enforcement agency.

Our employees work extremely hard. We understand that official recognition of their hard work and achievements costs very little in terms of money, but it pays huge dividends in terms of job satisfaction and retention. During 2010, the Department issued more than 200 awards to its employees ranging from letters of recognition and acknowledgement to Unit Citations and Bronze Stars.

In 2010, three Frederick Police Officers were recipients of the American Red Cross Hometown Hero Award, and the Rotary Club of Carroll Creek continued to recognize our officers with the Officer of the Month and Officer of the Year award programs.

PROMOTIONS

The agency also allows for internal growth. Officers who successfully complete their probationary period are able to compete in the promotional process or for any of the many specialized units or duties.

The Department promoted several employees during 2010. One Sergeant was promoted to Lieutenant, two Corporals were promoted to Sergeant and six Officers were promoted to Corporal.

Community Interaction

High School and College Internships:

The Frederick Police Department's Intern Programs are designed for young men and women interested in the criminal justice system. The purpose of this program will be to further the knowledge and understanding of the criminal justice system by exposing the High School and College Interns to various work assignments throughout the agency; to provide an insight into all phases of police work as a possible profession; and to create a better understanding between the Police Department and the youth of our city.

During the '09 – '10 academic year, we had two High School Interns from Linganore High and two from Tuscarora High. We also had 5 College Interns from Mt. Saint Mary's College and 1 from Hood College. We had several other high school and college students inquire about internships that we did not have positions for.

Fiscal Affairs Division

The Fiscal Affairs Division handles budgeting, purchasing, quartermaster, payroll (including court time and overtime), and facilities management in order to maximize the net result to the Department and citizens of Frederick. The Division is staffed by a Lieutenant who acts as the Fiscal Affairs Manager and a civilian who is the Administrative Assistant.

For Fiscal Year 2009, the Department's budget was approved at \$25,297,199. The Department was within budget and returned monies to the City's general fund. The Division continues to support all other divisions to improve facilities, equipment and complete the Department's mission.

TECHNICAL SERVICES BUREAU

The **Technical Services Bureau** is commanded by Administrator Stephen Haller. It is comprised of the Information Systems and Technical Services Division, commanded by a Lieutenant, which is further broken down into seven specialized areas; Communications, Records and Accreditation, Crime Scene, False Alarm/Excessive Use of Police Services, Warrant Validation, Special Vehicle Coordinator and IS/TS Manager.

Records Section

The Records Section is the central repository for all paperwork generated by the Police Department and it is also the central repository of all property and evidence collected by our Police Department. The Section is overseen by a civilian supervisor who also manages the **Departments Accreditation**. The supervisor reports directly to the Commander, IS/TS.

The Records Section is required to read every report that is generated and classify them into crime categories. Records Section personnel also enter every report, motor vehicle citation, civil citation, and accident report into the Department's Records Management computer system.

The Records Section is also responsible for the management, safekeeping, disposition and disposal of all property and evidence. Accurate documentation of the location and chain of custody of property and evidence is critical to the success of a case. There are currently over 30,000 total pieces of property and evidence stored in our property and evidence section over 15,000 are for active cases. In 2010, records took in over 5,000 pieces of property and returned, released, disposed of, or destroyed over 1,998 pieces of property (*Due to system problems the total number of items released to the owners cannot be determined*).

During the calendar year 2010, the Records Section entered and processed 9,599 motor vehicle citations, 189 civil citations, 38 municipal infractions, 595 motor vehicle accident reports and 543 hit and run reports. The Records Sections also read entered and classified into crime categories over 11,474 reports. Additionally, the Records Section responded to 940 public information requests and 546 records checks.

Crime Scene Unit

Crime Scene Unit is a support unit for the Department, which consist of: CSS Wendy Martyak, CST Cheryl Diggs and CST Trevalyn Sinclair. The Unit's workload consists of processing crime scenes and evidence, fingerprinting the public, photographing events, maintaining the integrity of the digital imaging program by processing the memory cards from the over one hundred (100) digital cameras throughout the department. In 2010, over one thousand and forty-four (1,044) cases were archived resulting in approximately fourteen thousand, eight hundred and eight-six (14,886) photographs entered into the digital archive program. From these archived photographs, one thousand and five hundred and fifty-six (1,556) 4x6 photographs were printed; two hundred and six (206) and compact disc copies were made.

The Crime Scene Unit rolled eight hundred and eight (808) fingerprint cards and processed thirty- two (32) Court Ordered Fingerprints, during the 2010 year. In 2010, the Crime Scene Unit processed fifty-five (55) crime scenes during the night shift hours of 1530-2400. Seventy-seven (77) crime scenes were processed during regular business hours of 0800-1600, twenty-one (21) scenes were processed from the hours of 0000-0800 and forty-nine (49) scenes were processed on the weekends for a total of two hundred and two (202). The Crime Scene Unit also processed evidence from over one hundred and sixty-four (164) cases.

The Maryland State Police accepted five hundred and ninety-eight (598) drug cases and two hundred and five (205) other types of cases from the Department for analysis.

2009 Crime Scene Unit – Scenes Processed			
Homicide	1	Theft	7
Suicide	4	Stolen vehicle	7
Attempted Homicide/Suicide	1	DNA sample	3
Attempted Suicide	1	Assault	6
DOA	11	Rape	3
B&E	1	Sexual Assault	3
Home Invasion	1	Sex Offense	1
Residential Burglary	26	Stabbing	6
Commercial Burglary	38	Shooting	9
Armed Robbery	14	Shots fired	2
Bank Robbery	1	Destruction of property	3
Strong Armed Robbery	1	Additional Evidence	1
Bomb Threat	2	Search Warrant	3
Fraud	1	Assist Fire Department	2
Fingerprints for case	3	Graffiti	1
Return to Crime Scene	3	Cardiac Arrest	1
Total crime scenes processed this year were 168			
Evidence processed in over 141cases			

Communications Section

The Communications Section is the largest of the civilian staff consisting of 18 members which includes a supervisor and two assistant supervisors. Communication is responsible for receiving requests for police service from the public. They must correctly prioritize and dispatch calls, often in a fast - paced environment and under stressful conditions. They are also responsible for receiving requests from police officers such as contacting the Emergency Communications Center for ambulances, fire equipment, etc. They contact other services such as tow trucks, electric company, taxicabs, other outside police agencies, etc. The Communications Supervisor is also responsible for supervision of **warrant validations**.

In 2010 the Communications Section received 84,629 non-emergency calls for service, 14,267 emergency calls for service and made 29,070 outgoing calls for service, and processed approximately 2500 warrants or other court documents.

The Communications Section utilizes a variety of telecommunications equipment to provide the public with 24-hour communications access to police services. The Section is overseen by a civilian supervisor who report directly to the Commander, IS/TS.

False Alarm Reduction and Excessive Use of Police Services Coordinator

The False Alarm and Excessive Use of Police Service Coordinator is a support unit for the Department whose general purpose is to educate the citizens and business owners of the City Ordinances pertaining to

Alarms and Excessive Use of Police Services. S/he is responsible for issuance of citations and invoices to those who fail to comply with these two ordinances.

In 2010, there were 3,015 alarms reported, of that 534 were violation of the ordinance and received a fine; 2,502 alarms were registered within the City of Frederick.

Special Vehicle Coordinator

The Special Vehicle Coordinator is responsible for the administrative duties that address taxicabs, abandoned vehicles and carriages. The SVC coordinates the application process, inspections and licensing for taxicabs, taxicab drivers and carriages. The SVC also handles complaints and compliments about the cab service that is provided in the City. The SVC also is responsible for the disposition of abandoned vehicles on City property.

The City must approve and issue a permit for any vehicle that transports passengers for cost from points within the City of Frederick. The City must also license all those drivers.

Manager, IS/TS

The Manager, Information Systems/Technical Services, reports directly to the Commander of IS/TS and is responsible for providing technology expertise on a daily basis to both sworn and civilian personnel in the Department. S/he coordinates successful operations of computer network(s) with hardware/software providers through constant interaction and liaison; arranges for service and installation of telephone equipment on the County telephone network; coordinates the service and installation of field deployed (user assigned) radio equipment with the maintenance vendor; issues departmentally provided paging equipment; maintains inventory control for computer equipment, mobile/portable radio equipment and personally assigned paging equipment, and all other aspects of technology related administration and operations.

In 2010, the Manager of IS/TS was responsible for the maintenance of over 70 mobile computers, 120 desktop computers, all video camera systems, the door access system, the installation of an intercom system at the front window, the replacement of wiring in several vehicles, the writing and scripting of programs to ensure that the computer systems operate properly.

The Technical Services Bureau has completed a number of projects to include:

- Integration of License Plate Readers (LPR), with the current mobile computer
- Upgraded 9-1-1 Phone Equipment
- Door Access System installed
- Combined Radio System is an ongoing project which is slated to be completed in the last quarter of 2011
- Integration of vehicle video recording system, video now downloads properly to the server
Software compatibility issues were resolved by the current ISTS Manager
- All current desktop computer memory has been upgraded
- Analysis of vehicle power drainage; determination of improper wiring by previous vendor; vehicles were properly wired