

HAMILTON COUNTY
SHERIFF'S OFFICE
T E N N E S S E E



2013 ANNUAL REPORT

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**A MESSAGE
FROM
HAMILTON COUNTY SHERIFF
JIM HAMMOND**



The year 2013 was a year of significant challenges – but also a year of great achievements for the Hamilton County Sheriff’s Office. Let me mention just a few of our accomplishments last year.

We received the Advanced Law Enforcement Accreditation from the Commission on Accreditation for Law Enforcement Agencies (C.A.L.E.A.). They are the gold standard for accreditation in public service internationally. With that accreditation, our agency became one of only five sheriff’s offices in the state of Tennessee and the second largest to receive this coveted status.

In September, the U.S. Department of Justice Community Oriented Policing Services (COPS) notified our agency that we had been selected to receive a one million dollar federal grant to enhance our School Resource Officer Division (SRO). This grant will be used to help fund the hiring of eight new School Resource Officers. This is vitally important to the outcome and future quality of life for our student population and for our school safety and security.

We received Crisis Intervention Team (CIT) training for 43 more officers and other personnel last year. This brings us to a total of 203 officers and others, mostly from Hamilton County, who have become CIT trained since our first 40-hour school held in September 2009. This innovated, proactive, law enforcement driven approach to addressing the needs of the mentally ill in our community has had a tremendously successful track record.

After a lengthy, nationwide employment search, we were able to employ a new deputy chief for our Corrections Division. Chief Fowler is a retired Army Sergeant Major who has had an extensive and impressive background in managing both military and federal correctional facilities.

We completed the plans for our new virtual/video visitation for the jail. We plan for this state-of-the-art equipment to be installed in the jail soon. The efficiencies gained through this system will help our facility to reduce costs, increase security, and ensure the safety of staff, inmates, and visitors. At the same time, we will be able to provide better service to public and professional visitors and even generate revenue.

We finally signed an MOU between the county and the city for a new indoor firing range which will be jointly owned by the county and city. The new range will be constructed in 2014 and will serve approximately 1,000 law enforcement officers. This new facility will make training possible 24/7, 365 days of the year and will provide better weapons safety and protection for our law enforcement officers. It’s truly a great win / win effort for everyone.

Finally, it is my hope that this annual report for 2013 will serve to inform and encourage the members of our county commission as they strive to determine a budget for this coming fiscal year for the sheriff’s office. Also, our annual report will be posted on our agency’s website in our continuing effort to keep the public informed and maintain transparency.



**THOUGHTS
FROM
CHIEF DEPUTY
ALLEN BRANUM**

As I review the activities of the Hamilton County Sheriff's Office for 2013, I again notice the huge number of responses each division handled for the year. As the population and call loads increased, the employees of the sheriff's office continue to successfully provide excellent service to the citizens of Hamilton County. That is directly connected to the quality of employees of the HCSO.

We have seen the duties and responsibilities of the sheriff's office shift from (*not only*) law enforcement related issues to more and more of the services previously expected of social services providers. I mention this because society now calls on law enforcement for much more than just law enforcement duties. I have heard radio traffic on more than one occasion when units have been dispatched to assist a parent because a young teenager would not get out of bed to go to school. This is just an example of what changes the men and women have seen in the communities they serve. There has been a feeling by some in law enforcement that we were expected to help raise children, but now we are also expected to get them up and off to school in the mornings!

In years past, we viewed the corrections division responsibilities to be dealing with inmates within the facility. Just as patrol duties change, the Hamilton County Corrections Division deals with many more types of community concerns than in times past. One is the way we now are mandated to deal with the mentally ill. With the reduction in mental health resources all across the state, we are also the first responders for mental health consumers. It is estimated that approximately 30 percent or more of the inmate population of the Hamilton County Jail is receiving mental illness related treatment and it has been estimated that as much as 60 percent of the prescription medication costs are directly related to that 30 percent. According to information provided by the corrections division for 2013 it is estimated that in excess of **1650 mental health consumers** were transported over almost **62,000 total miles to mental health facilities** across the state, requiring deputies to commit **nearly 10,000 man hours (many of those hours involved overtime)** to accomplish this required duty.

The Crisis Intervention Team has greatly helped in dealing with those consumers on the street and in the jail. Many deputies have answered the call to become CIT trained, for that we thank them for their dedication. Additionally, approximately **5,500 detainees were transported to courts, medical facilities** and other required destinations, accumulating almost another **40,000 additional miles and nearly 5,000 additional man hours**. These additional responsibilities have increased substantially, indicating the need for several additional positions. The responsibilities have increased, but not the funding to cover those additional duties.

In November 2013, Deputy Chief Joe Fowler was brought on board as our jail administrator. He plans to be here for an extended career and we look forward to his leadership within the corrections division. Also we will soon see the implementation of a new video visitation system at the jail that will greatly reduce the number of inmate movement within the facility. Included is a web-based program that can allow visitation to off-site facilities including an option for family to visit from home via the internet.

Although the past year brought many challenges to the sheriff's office, it also initiated some positive steps for the future. We are now going through the process of adding eight (8) more deputies to the SRO division. Those deputies will be assigned before school starts this fall.

We also anticipate the completion of the joint indoor firing range that is being constructed by Hamilton County Government and the City of Chattanooga. The final draft is currently being completed and reviewed by the training division representatives of HCSO and CPD. Bids and construction should be a reality within the next several months.

The fiscal year 2014/2015 draft budget was recently submitted to county finance for review. Sheriff Hammond has included several requests based on the needs of the sheriff's office. Some of those requests include additional personnel and salaries, adequate funding for capital purchases, the bridge plan as well as other ongoing needs of the agency.

The Hamilton County Mayor and Commissioners have a difficult task determining where the resources should be placed. Every department and division within Hamilton County Government is experiencing some of the same funding issues and it is up to the commission to decide what can be funded with the limited resources available. We hope to see some financial relief to assist with our shortages, but will work within the budget that is ultimately approved.

As I look ahead, I know there will be some frustrating times and at times we all will feel pressures that the job brings, but I also know we are blessed to have the caliber of employees who will make it happen when asked to provide safety and security to the areas we serve. I remain proud of each person within the Hamilton County Sheriff's Office.

Chief Deputy Allen Branum, HCSO

UNIFORMED SERVICES

2013

ANNUAL REPORT



Prepared by; Lynn Triplett
Captain Uniformed Services

Uniform Services Division
Captain Lynn Triplett



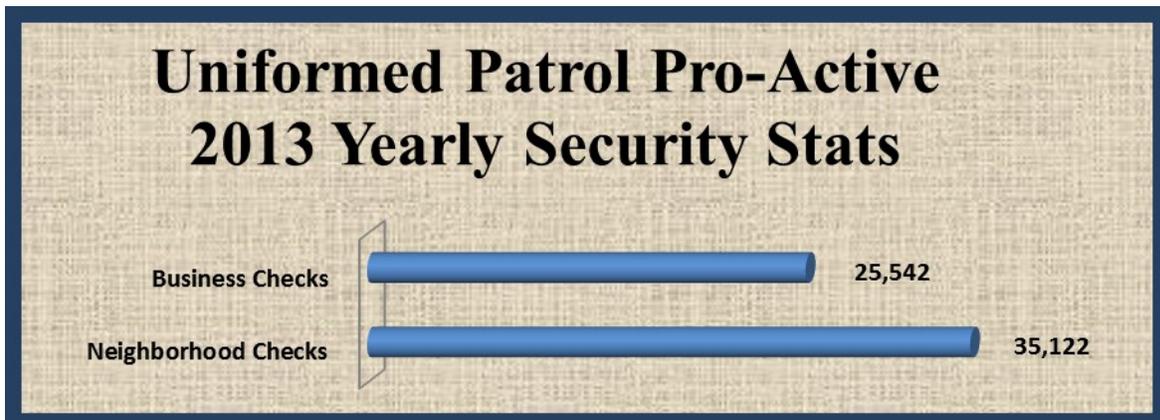
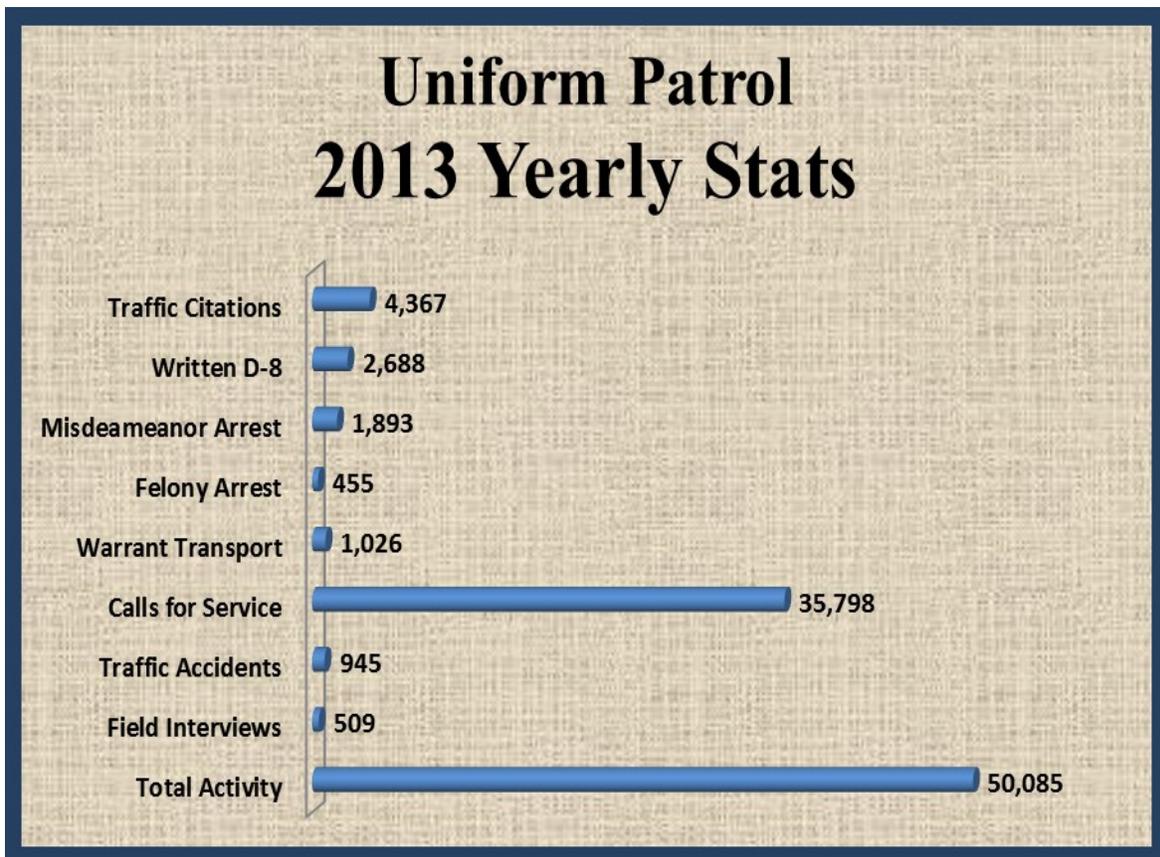
***“Commitment to Excellence For All Citizens
With Fair and Equitable Performance”***

2013 saw a substantial increase in activity for the men and women of the uniformed patrol division. But with that increase the personnel of patrol division stepped up to the task and performed with great professionalism and determination.

As Captain of the Uniformed Patrol Division I am proud of the work all members of the patrol team have accomplished in 2013.

Captain Lynn Triplett

The charts below reveal the statistics for 2013.



Alpha Team

Lieutenant Doug Wilson

Commendations:

- **March** - The entire West Sector Alpha Team was commended for the increase of productivity and arrest.
- **May - Deputy Glenn Rollins** received a commendation for his 30 plus years of Service to Law Enforcement. He retired in June 2013.
- **June** - All members of Alpha Team were commended for picking up the slack and helping each other during special events, vacations, training and sickness. Manpower shortage was handled.
- **August** - All members of Alpha Team commended for working shorthanded and being able to stay over as all early days were cancelled due to manpower shortage.
- **November – Deputy Rountree** appeared before the command staff and was presented a commendation for the prosecution of Credit Card Fraud/Vehicle burglary cases.
- **December - Deputy Roistacher; was** commended for job well done in solving a burglary at Save-A-Lot in Middle Valley; felony arrests made.
- **December – Sergeant Johnson;** Commended for mentoring and encouraging officers to work together and assisting them with further investigations beyond the scope of patrol. Sergeant Johnson played a significant role in the Save-A-Lot burglary investigative process. He promotes self-initiative and allows officers time to work on self initiated cases even if it means additional work for him .

Shift Operational Impact:

- This team's impact for 2013 was a great benefit to the community. Several burglary rings, theft rings and drug manufacturing suspects were apprehended. A kidnap victim was also rescued during the year. Several cases were made through proactive efforts and not being hesitant to take on a further investigative role as a patrol officer.

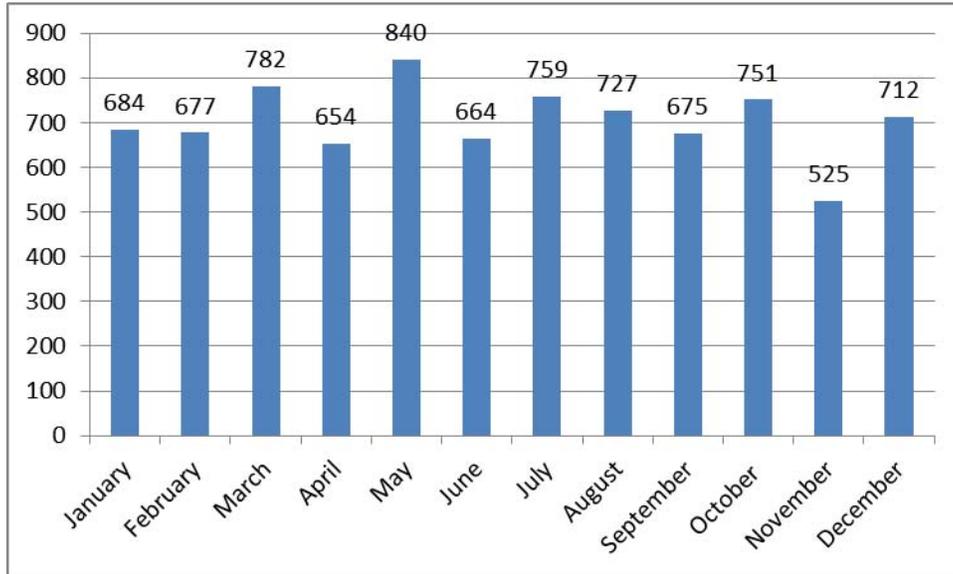
Goals & Ideas:

- I would like to build upon the interest of this patrol team in the proactive areas of law enforcement. I will be contacting CID/intelligence service and asking for a list of a few consistent problem people in or around the areas we are responsible for and start targeting our problem individuals who are responsible for a majority of the crimes in the community.

Summary of the Year:

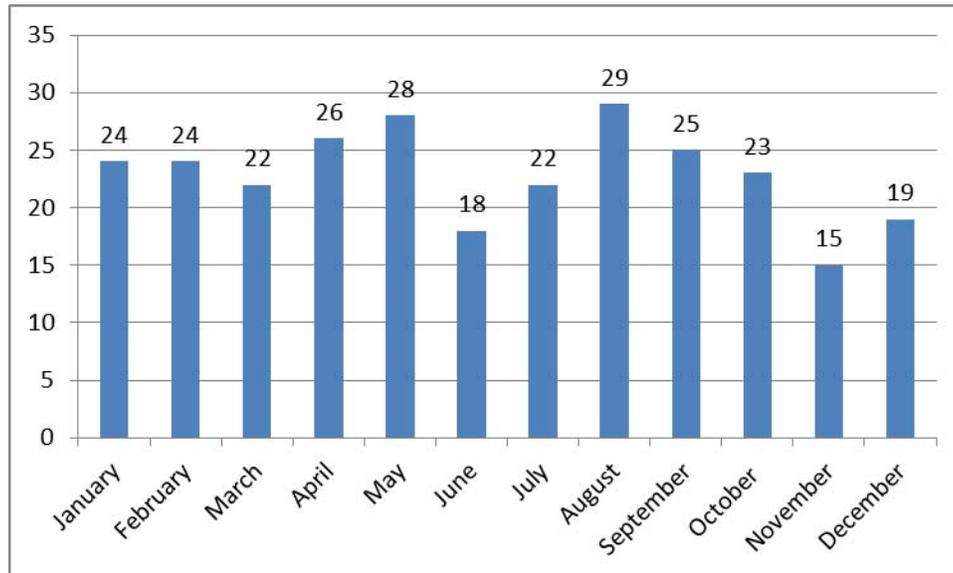
- While performing the standard duties required of any patrol team, this team also provided investigative support solving various thefts, burglaries, as well as drug cases in the community. The team suffered a substantial loss with Deputy Sullivan taking a job with a federal agency but still continue to perform excellent service for the citizens of Hamilton County while operating short for a large portion of the year. I believe the fall of citations after Deputy Sullivan left may be one indicator in the drop of self initiated activity. Our focus will be to motivate and challenge through methods such as listed in goals and ideas.

Alpha Team Calls for Service by Month

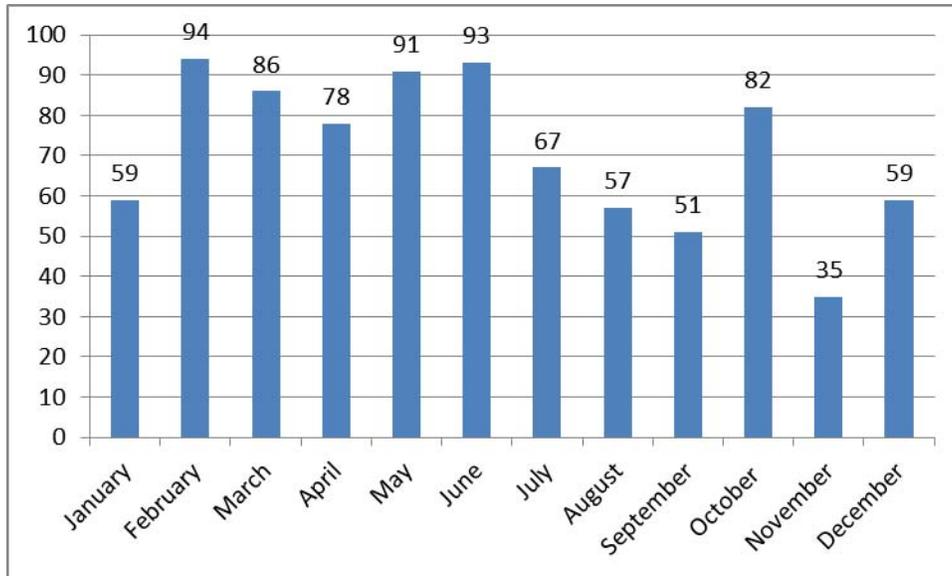


*Some results may be skewed by personnel changes and shift shortages

Alpha Team Traffic Crashes by Month



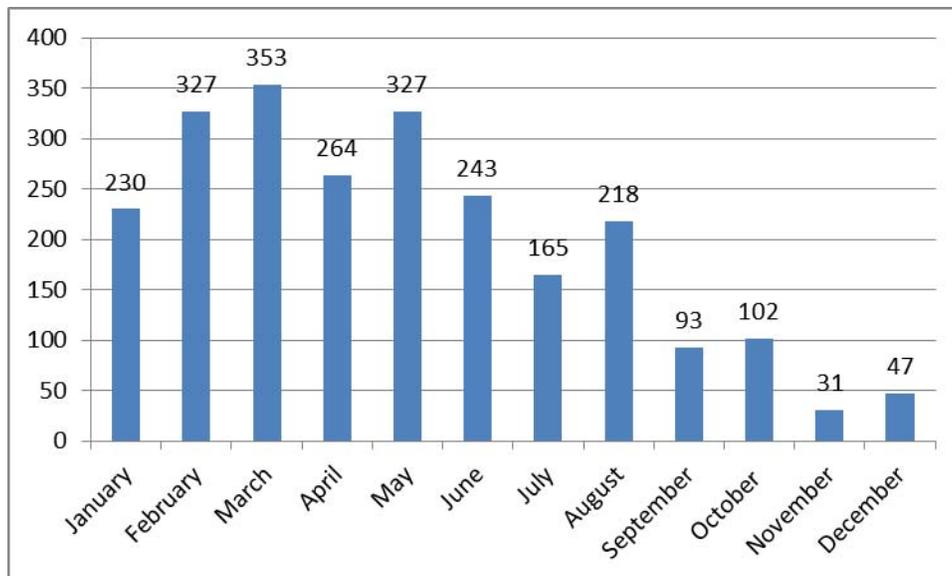
Alpha Team Arrests by Month



*Some results may be skewed personnel changes and shift shortages by Misdemeanor. Felony and Warrant Transports Combined

Alpha Team Citations by Month

*Some results may be skewed personnel changes and shift shortages



Bravo Team

Lieutenant Ricky Jones

Commendations:

- Deputy Robards investigated and arrested several individuals who were involved in multiple car thefts and burglaries in the Hixson area.

Shift Operational Impact:

- I came to the shift in October 2013 following the retirement of Chris Chambers, and was greeted with open arms. There have been several personnel changes including Lt. Wilson, Sgt. McDowell and Cpl. Naylor going to day shift along with Det. Sowder being promoted to Sergeant and coming to the shift. As seen in the statistics there have been a lot of training days, and annual days but the shift has been able to absorb the days due to the cooperation of other deputies in the department assisting during shortages. With the addition of deputies to eight on each side, it has been easier to allow the off days and training days.
- Some shift impact has occurred due to on the job injuries on both sides and a man power shortage but once again this Bravo team had continued to be productive.

Significant Events:

- Deputies responded to several significant events during 2013. The following is a brief summary of some of those events. Bravo Team deputies responded to several calls involving narcotics mainly involving Methamphetamine, Prescription Medication involving illegal use and/or theft. Deputies investigated several deaths that involved either Suicide or Natural Causes. Deputies investigated and recovered stolen vehicles and property that resulted in several arrests.

Goals & Ideas:

- More emphasis on mentoring and developing personnel, especially the new members to the team.
- Attack problem areas in a more proactive way.
- Set more initiatives in place for special patrol activity targeting problem areas.
- I would like the sergeants to attend leadership training and then work with the corporals on leadership traits.

COMMENTS FROM LIEUTENANT JONES:

Bravo Team is a very good cohesive team who enjoy working together. We have been able to provide service to the community and to help in identifying suspects who are involved in criminal activity. We have strengthened our communication with other divisions. Officer self-initiative is getting back to the level it needs to be on this shift, and we will work harder to achieve the goals of the Hamilton County Sheriff's Office.

Charlie Team

Lieutenant Robert Starnes

Commendations:

- Several Charlie Team deputies received commendations and Challenge Coins from the Sheriff for exceptional performance during the year.

Shift Operational Impact:

- Charlie Team suffered shift shortages due to various annual, sick leave, and training days (In-service, Specialized Schools, Etc.) throughout the year. Deputies injured on duty during the year created manpower issues for both East and West sector team members. We had to move personnel around to cover these shortages. Charlie Team still managed to serve the citizens and cover our call load.

Significant Events:

- Charlie team responded to several shootings involving suicides and accidental shootings.
- The Team recovered \$162,250 dollars worth of stolen property during the year.
- Several Meth Labs were busted by team deputies.
- Charlie Team responded to a homicide call at 8912 Lovell Road; the suspect later took his own life in Gordon County, GA after being confronted by Police.
- Several traffic stops resulted in the seizure of various illegal narcotics by team deputies.
- Team members assisted the Criminal Investigations Division with several unattended death and suicide investigations throughout the year. Team deputies responded to and apprehended several burglars in the process of committing their crimes at residences and breaking into motor vehicles during the year.

Goals & Ideas:

- Continue to work on the team concept with Charlie Team members.
- Focus more patrol in neighborhoods due to recent auto burglaries, residential burglaries and thefts depending on shift call volume.
- Deputies will also be serving warrants during the shift to remove the criminal element from our districts and hopefully assist with back log of criminal warrants.
- Conduct more field interviews reports and improve documentation of all suspicious activity to assist Criminal Investigations Division. Continue to enforce traffic related offenses such as aggressive driving, speeding and equipment violations while on patrol.

Summary of 2013:

Charlie Team did an outstanding job of meeting the needs of the citizens we serve during the calendar year.

I am very proud of the dedication the Charlie Team members give to the Sheriff's Office.

I am looking forward to another productive year in 2014.

Delta Team

Lieutenant Mark King

Commendations:

- Lt. King, Deputies Miller and Willerson each received commendations December 2013.
- Deputy Miller; apprehended a suspect following a pursuit, the suspect was charged with theft over \$10,000, felony evading and reckless endangerment.
- Deputy Willerson received a commendation for his dedication in locating a missing 20 year old female in a mental crisis state. Willerson took time to build a rapport with the female convincing her to ride with him to the hospital, the victim confided with Deputy Willerson that she had been the victim of a sexual assault earlier in the day.



Shift Operational Impact:

- Patrol vehicle accidents and break downs were elevated during December causing an impact on managing officers and units available for call response. Breakdowns are a constant with the older patrol vehicles that have higher mileage.
- In December, Delta Team West received Deputies A. Patterson and B. Cameron and Delta East received Deputies M. Willerson and P. Miller. All of the deputies assigned to Delta Team have grasped their job tasks very well and have adapted to their teams with very positive attitudes.

Significant Events:

- Stolen vehicle recovery following a pursuit suspect charged.
- Meth Lab recovery from a traffic stop on highway 58 numerous stolen items from previous thefts were also recovered that included;
- A loaded .380 handgun that was found to be stolen from Jefferson County, Tennessee was recovered.
- A bag with (2) plastic baggies of a green, leafy substance suspected to be marijuana totalling approximately (40) grams.
- (2) bottles containing unknown pills. One bottle contained (31) orange pills and one bottle contained (8) white pills.
- (2) sets of digital scales and a metal grinder that smelled of marijuana.

Goals & Ideas:

- Promote and support areas that officers are focused on for career advancement with the Sheriff’s Office.
- Conduct training evolutions that will support the individual and team for building skills and knowledge.
- Create and apply specialized tactics for uniform officers to detect and prevent criminal activity.

Summary of the Year:

Given the economy’s present condition and all the associated issues, the stress of every day normal living conditions has seemed to grow increasingly dramatic. The tensions in family life and personal privileges have caused a noticeable increase in law enforcement intervention. Even though law enforcement cannot solve financial burdens and hardships we still must create solutions that will assist in regaining control for each and every incident we are called to. The statistical data gathered over the last year will show that the men and women of the Hamilton County Sheriff’s Office have and will agree to shoulder the challenge of our profession. We also must realize that with this increase in violence we must stay diligent in training and equipping our officers with the knowledge, skills, tools of the trade and survival attitude they must have to be steadfast against every threat they face.



Deputies honored by (MADD) for there hard work in arresting Intoxicated Drivers in 2013

SPECIAL OPERATIONS

ANNUAL REPORT

2013

SWAT **NEGOTIATIONS**

HOMELAND SECURITY

RESERVE PROGRAM

FIELD TRAINING

HONOR GUARD

Prepared by; Lieutenant Mark King

SWAT:

- The Hamilton County Sheriff's Office Special Weapons and Tactics Team responded to 14 call out requests on high-risk situations. The team resolved all operations with positive results.
- The team trained one 12-hour period each month completing all objectives based on the team's responsibilities. Firearms training and qualifications, search and entry techniques, explosive breaching, water operations and numerous other areas required in the tactical arena.



- The team received new Sig Sauer 516 223 cal. Sub-guns. The weapons were tested and placed through a series of drills before issuing each operator their gun. The weapons have proven to be a good choice and the upgrade has provided the team with a reassurance and trust with their primary weapon.



- The responsibility of a nuclear facility within out county requires the team be trained in several areas of advanced capabilities. Water operations and explosive breaching are just two of these areas. Presently the team is confident and ready to respond in the event that a threat occurs at the Sequoyah Nuclear Site.

- The team held tryouts for tactical medical operators in 2013. The outcome resulted in 3 new tactical medical operators being assigned to the team. This will advance our team in many areas of tactical medicine. The tactical medical team strength is now 6 swat medics with advanced trauma skills.

HOMELAND SECURITY



Lieutenant King met with Sequoyah Nuclear Security officers and supervisors on December 31st to conduct an annual review. Protocols and response capabilities were the topics; based on the support requirements for local law enforcement. The nuclear facility response plans and protocols are in place for a proper response.



SEQUOYAH NUCLEAR PLANT

RESERVE DEPUTY PROGRAM

2013

ANNUAL REPORT

**The Reserve Deputies assisted
with over 15 special events in
2013**

Some of those events were:

- US Cycle Race
- Home Built for Vet. Andrew Smith
- Soddy Daisy Fire Works
- River Front Triathlon
- Centennial Celebration
- National Safety Week Displays at local vendors
- Shred-It and Drug Take Back Programs
- Hamilton County Fair
- Armed Forces Day Parade
- Soddy Lake Pumpkin Festival



Field Training Officer Program

Sergeant Spencer Daniels

The F.T.O. Program is designed to provide new deputies assigned to the Patrol Division a regimented on-the-job training curriculum before they are assigned to solo duties. Through positive reinforcement, specialized training and shadowing by other deputies trained to teach in the field, we are able to produce highly efficient and skilled law enforcement professionals.

During 2013, fourteen (14) new patrol deputies were assigned to the program after either completing the Tennessee Law Enforcement Academy or being hired as lateral transfers from other law enforcement agencies. Two of the basic recruits assigned in 2013 are scheduled to complete the program in April 2014.

Five new (FTOs) were selected and trained in 2013. There was one FTO who was promoted or re-assigned to another division in 2013 and will no longer actively participate in the training of new recruits unless there is a critical shortage.

Another major change for 2013 was the FTO incentive pay. In forecasting a major budgetary constraint with the upcoming high number of recruits going through the program between October '13 and June '14, FTO incentive pay was reduced from 3 hours of overtime per 12 hour shift to 2 hours per 12 hour shift. FTOs working 8 hour shifts training will now receive 1 hour of overtime incentive pay; down from 1.5 hours of pay.

The goal for 2014 is to select and train a minimum of 4 new FTOs to fill a void on the evening shifts. The target month to accomplish this will be November 2014 after the agency enters a new budget year.



Recruits who completed the FTO Program in 2013

Honor Guard Sergeant Spencer Daniels

The Hamilton County Sheriff's Honor Guard is an elite team of deputies who have taken the initiative to be a part of a highly proficient ceremonial unit which represents the men and women of the Sheriff's Office in local and national events.

In 2013, the unit had 10 scheduled training dates and 1 specially called training date to prepare for an upcoming ceremony. The unit participated in 11 local ceremonies and one ceremony outside of our local area. The unit also sent representatives to the Memphis area to represent our agency in a line of duty funeral.



Members of the unit also travelled to Washington D.C. to attend and participate in the National Law Enforcement Officers Memorial. While in Washington, three members had the privilege to participate in a ceremony with the Secretary of Homeland Security and the Attorney General. (These members are tentatively scheduled to participate again in 2014). HCSO Honor Guard members also represented the agency participating in a 5K race to benefit the National Law Enforcement Officers Memorial. Deputy Sullivan finished in the top 30 out of almost three thousand participants.

Personnel:

The Honor Guard lost three members during 2013 and gained one new member. The current number of personnel assigned is seven. A minimum of ten to twelve members is critically paramount in the success of our mission, especially when tasked with large scale ceremonial obligations.

Motor Fleet Division Sergeant Mark Williams

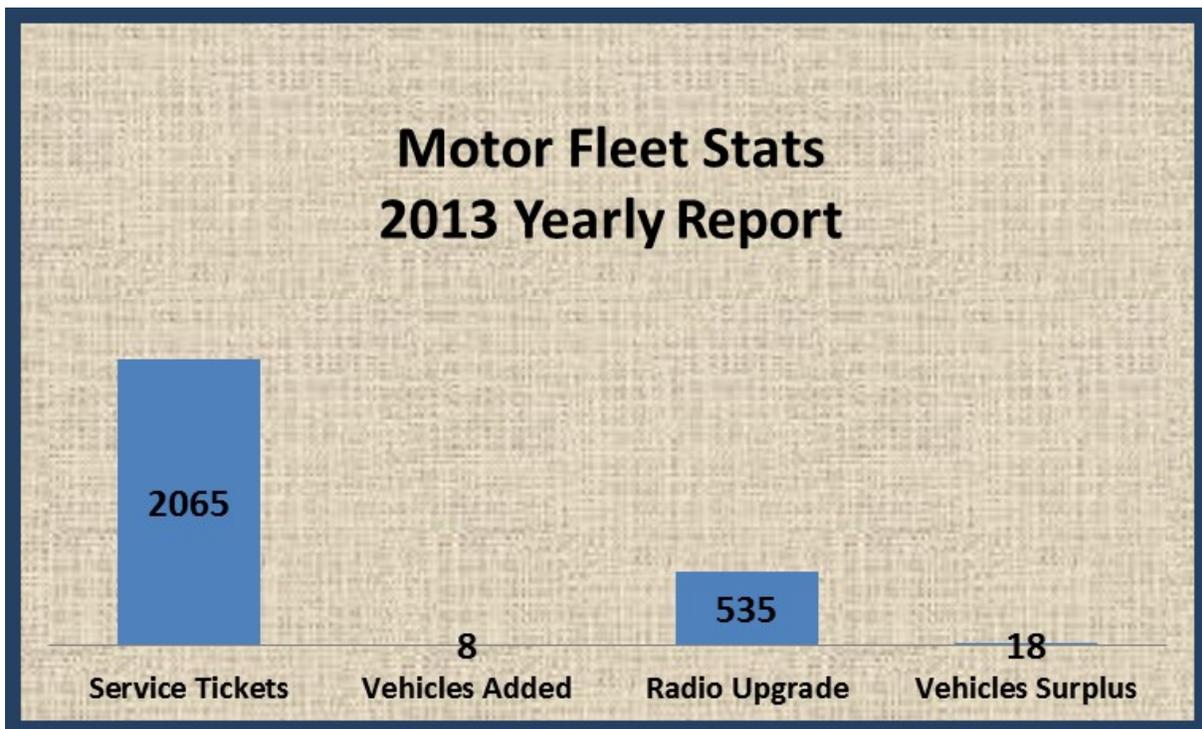
The Motor-Fleet for the year out fitted 8 new vehicles for the fleet.

- 3 went to Fugitive,
- 1 to SRO,
- 1 to Traffic,
- 2 to Patrol and
- 1 Van to Corrections.

For the year, the division saw more time consuming repairs to vehicles due to the age and mileage of our fleet. As of January 2014 the fleet had 58 vehicles in excess of 150,000 miles on them.

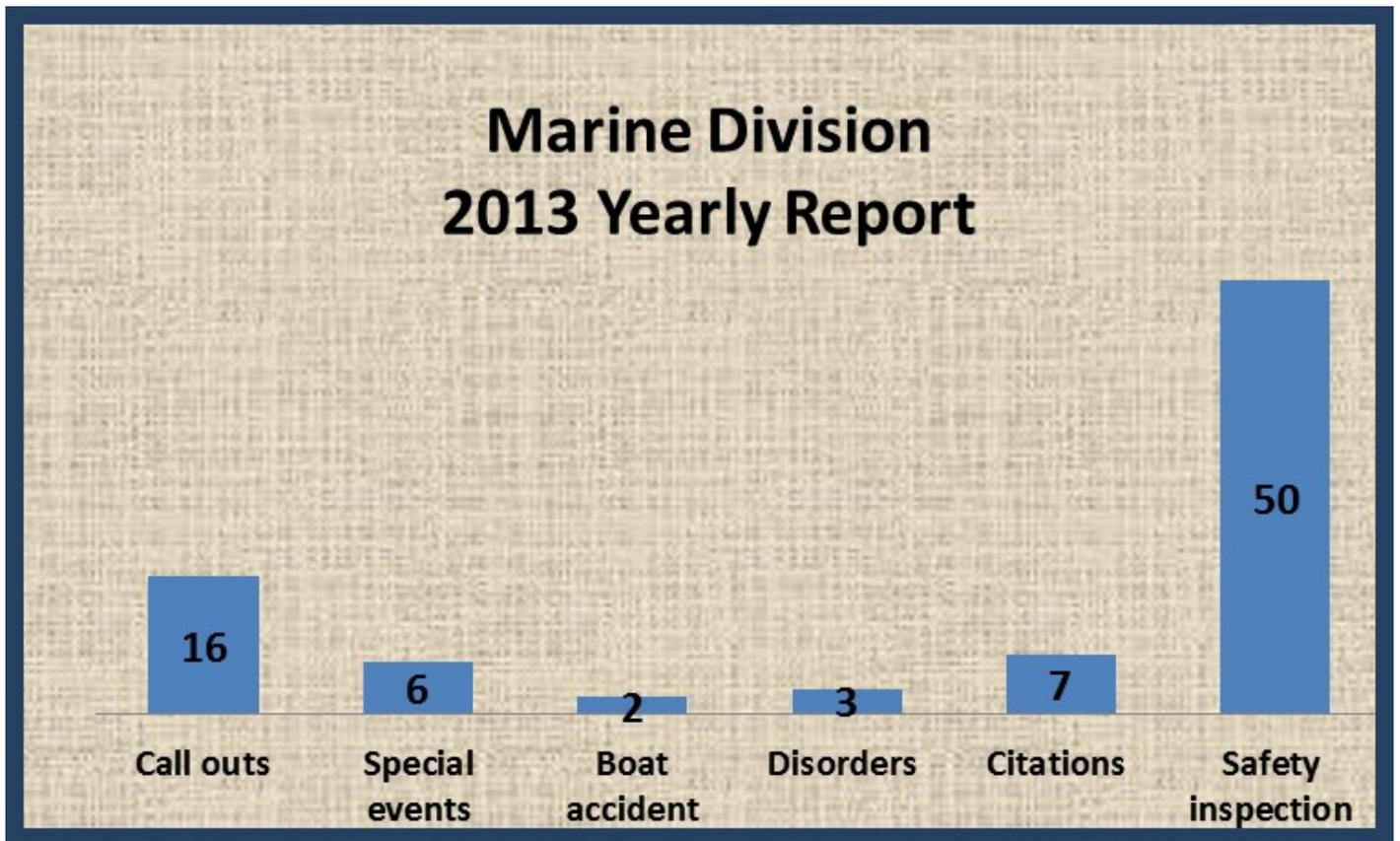
The division also handled the coordination of programming of new radios for the agency and the issuing and installation of them. These radios replaced the agency radios that had been in-service since March of 2000.

The Motor-fleet was also responsible for providing the antique car and Mobile Command Center for 5 Christmas parades and 2 call-outs.



Marine Division Sergeant Mark Williams

The Marine Division added 3 officers to the unit, both boats were utilized several times during different events and holiday weekends. The unit also supported the Dive Team and Tennessee Wildlife Resources Agency during the year.



Explorer Program Investigator Eddie Sledge

The Explorers had a very busy and productive year. Some of our highlights included Winterfest competition in February, a camping trip in March, a camping trip in October and participation in several Christmas Parades. Investigator Eddie Sledge stepped down as the Explorer Advisor in June after several years of dedicated service. Detective Gregg Carson took his place. Inv. Sledge will still be active but will take a less active role.

The Explorers meet on the first and third Thursdays of each month. During the meetings the Advisors made sure to teach and go over different topics at each meeting. Some of the topics covered were cell extraction conducted at the jail, STOPS, report writing, service call scenarios, and Officer and Explorer safety.

During both of the camping trips, Corrections Officer Andrew Voss went and served as our rappel master. The Explorers went on several hiking, rappelling and rock climbing excursions.



Our annual Winterfest competition was held in Gatlinburg, TN on February 3rd and 4th. This is an annual event where various Explorer groups from around the country come tighter in fellowship and competition. Our Explorer Group competed in and did a remarkable job in these areas:

- * Class "A" Uniform Competition – First Place Award
- * Driving Under the Influence STOPS – Second Place Award
- * Individual Law Enforcement Written Exam – Third Place Award
- * Jail Cell Extraction Competition – Fourth Place Award
- * Unknown Trouble Competition – Fifth Place Award
- * Individual Tactical Fitness Challenge – Seventh Place Standing

There were over 3,000 explorers in attendance so our post did exceptionally well. This is the most awards the Post has ever received in any competition. All our explorers should be commended for their hard work and dedication to the Post and the Sheriff's Office.



School Resource Officer Annual Report 2013

This report contains the review of the past year for the School Resource Officer Division. Many things have occurred that have made an impact on the agency, the schools, the students and the community as a whole.

Commendations:

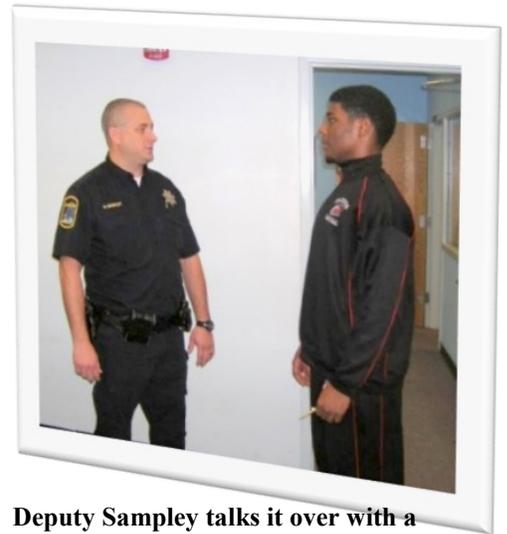
The SROs had a team of deputies that assisted Sergeant Merkle in performing Safety Assessments of all elementary and secondary schools in the public school district, as well as the Central Office facility on Hickory Valley Road. Four private schools within the Seventh Day Adventist education group were also assessed. The job was initiated in the spring of 2013 and was completed this past fall.

Shift Operational Impact:

Although the number of SROs assigned to the Unit has decreased over the past two years, the work performed by the remaining personnel has maintained a standard set in the past and the SROs continue to employ the Triad + 1 concept with great effort.

SRO Davis (CPD) had her baby and both are home recovering nicely. She will return to work when school resumes in January.

SRO Edwards has scheduled hip replacement surgery for January 30, 2014. He plans to retire in June 2014, which will create a vacancy at Tyner High for next school term.



Deputy Sampley talks it over with a student at Ooltewah High

Significant Events:

We continued this year to focus on distracted driving concerns. During the fall semester we continued the classroom presentations that covered distracted driving issues, especially texting while driving. Tennessee had previously passed a law that prohibits teenaged drivers from using their cell phones while operating a vehicle on the roadway. This has not deterred the young drivers from utilizing the ever changing devices. Our efforts were expanded upon during the fall semester of this school term by working with Erlanger Hospital on the Battle of the Belts Program. This program is monitored by the SROs on some high school campuses, but is primarily performed by students. It will continue on into the spring semester of 2014. We did participate with two DUI Mock Crashes, one at Signal Mountain High and the other at Soddy Daisy High. This was a partnership with the Hamilton County Health Department and the local municipality police agencies.

Another project initiated this year was the Gang Resistance Education and Training (GREAT) course at the middle school level. This is in partnership with Goodwill of Chattanooga. The elementary piece of the project is being conducted by a contract employee of Goodwill that is an officer with East Ridge Police Department. The schools primarily participating are within the I-Zone Initiative of at risk schools. We have added another school by teaching the lessons at East Lake Middle School. This fall was the first time we introduced the program to students at East Lake Middle with six classes and 121 students. SRO Ward expects a 100% graduation from the course. SRO Ray plans to begin classes at Dalewood Middle in the spring semester of 2014. We expect to conduct a program review by the end of the school term in May in order to determine if it is something we as an agency wish to expand in the future.

Deputy Kilgore gives some advice at Orchard knob Middle School



Goals & Ideas:

There are needs for the SRO Unit that still remain to be met. There are thirteen secondary school campuses with vacancies or still without an SRO ever being assigned. These vary from middle schools with grades 6 through 8, high schools with grades 9 through 12, and some middle/high schools with grades 6 through 12 represented. There are six schools that previously had an SRO assigned, Lookout Valley Middle/High, Sequoyah High, Howard High, East Ridge Middle, Ooltewah Middle, Dalewood Middle, and Washington Alternative School. The agency did receive a federal COPS grant to assist in replacing these six SROs as well as adding two additional SROs, one at Red Bank Middle and the other at Chattanooga School for Arts & Sciences. These SROs will be hired and placed on campus in August of 2014. Additionally, we received a new sergeant this year, bringing the total of field supervisors to two. It is proposed to introduce two corporals into SRO in the future.

Following the tragedy at Sandy Hook Elementary School in Connecticut, several elementary school administrators have requested the placement of an SRO on their campuses. This would require an additional minimum of 45 deputies plus supervisors. A trend in budgetary constraints has greatly impacted the SRO Program with manpower shortages, and should be considered when reviewing new requests at the fiscal year end.

Summary of Year:

The Hamilton County Sheriff’s Office currently has deputies assigned to sixteen campuses within the Hamilton County School District. These deputies were all trained as a School Resource Officer, hereinafter referred as an SRO, and each possessed the knowledge necessary to implement the School Resource Officer Program within the schools. The deputies were instructed to incorporate the SRO Triad plus 1 approach into their daily activities on campus. The Triad plus 1 concept involves the deputy performing functions in law enforcement, life advisory sessions, being guest educators within the classroom, and serving as a role model for the students. This year we continued to have additional personnel with the two Chattanooga Police Department officers assigned to the unit on special assignment. One officer was assigned as a partner to an HCSO deputy at Brainerd High School and the officer at Howard High School missed August through December due to her high risk pregnancy and maternity leave following the birth. The officers typically work alongside their partners, each trained to incorporate the SRO concept in the same manner.

This report contains the performance statistics as well as detailed information on different types of actions taken by the deputies over the past year. You will find information regarding various types of arrests or criminal charges filed with Juvenile Court, different advisory session topics, and a variety of classroom lecture topics that the deputies performed.

Although the majority of time most school campuses function primarily as the learning environment intended, criminal activity does occur. The deputies assigned to these campuses have been tasked with not only filing a report on these activities, but they also have investigated them to an end of either suspending the investigation due to no available evidence, clearing the cases exceptionally due to victims deciding not to prosecute, or by making an arrest or the filing of criminal charges with the courts.

The deputies have cleared a number of cases by the filing of criminal charges as Citations in Lieu of Arrest, as well as Misdemeanor and Felony Arrests where subjects were actually transported to the Juvenile Detention Unit. Additionally, the deputies also made several contacts with students involved in criminal activity that were cleared by their being handled within the department as a Juvenile Arrest with No Custody. This method gave the students an opportunity to serve an alternative punishment in an attempt to avoid criminal charges and gain a better understanding of their expected behavior.

The students were assigned community service tasks such as painting, trash pickup, as well as submitting research papers on the offense in which they were found to have been responsible for committing. The types of offenses students charged with have been: Tobacco Citations; Possession of Controlled Substances on School Grounds; Alcohol Use or Possession Violations; Weapons Law Violations (handguns, knives and brass knuckles); Simple, Domestic, and Aggravated Assault; Disorderly Conduct due to fighting or creating disturbances on campus without cooperating with administrators or deputies; and Theft. The deputies typically filed petitions with Juvenile Court instead of transporting every subject in an attempt to remain on campus and be available for any other circumstances.

The deputies have been responsible for participating in additional activities on campus that would ordinarily be outside the normal actions of a law enforcement officer in any other assignment. These are the vital components of the Triad plus 1 concept to include life advising sessions with students, parents, faculty, and other staff members. They also must attend special events during and after school hours, participate in club or organizational activities, and make classroom presentations that are law enforcement related.

Some of the topics that have been discussed during the advising sessions have been bullying issues, dating problems, concerns with problems at home between parents and children, and many discussions about driving issues and those looking for advice in dealing with difficult situations of professional or personal issues.

The deputies have attended club and organization activities on campus that include student counsel and honor society meetings, addressed P.T.S.A. groups as guest speakers, attended safety committee team sessions to discuss concerns on campus as well planning for safety drills, sat in on faculty meetings as a participating member of the school staff. They also have attended athletic events such as football, basketball, wrestling, and volleyball games. There has been school dances and field trips attended as chaperones and open house functions to meet parents and students.

Many classroom lectures have been conducted this past year, with new topics being explored by various deputies. Presentations dealing with law enforcement issues such as Searches and Seizures, Driving under the Influence and Driving Safety, Drug and Tobacco Use, and Fingerprinting and Forensic Investigations are just a few. Other topics have been Internet and On-line Predator Safety, Safety Drill Procedures, Bullying and Violence, and Setting Career and Life Goals. Many of these lectures have provided valuable information to the young people within our community that might not have ever heard the information that they can utilize throughout their days as a student, and on into adulthood.



Deputy Dotson at Central High School

The activity level of the deputies on the school campuses is at the level that was expected when considering the populations of the various student bodies. Some deputies have shown more law enforcement actions, and others have participated more in the classroom and advisory roles. This is a normal example of activity by an SRO under these circumstances, and as the SRO Unit grows there will continue to be a wide range of varied activities and actions submitted by the deputies.

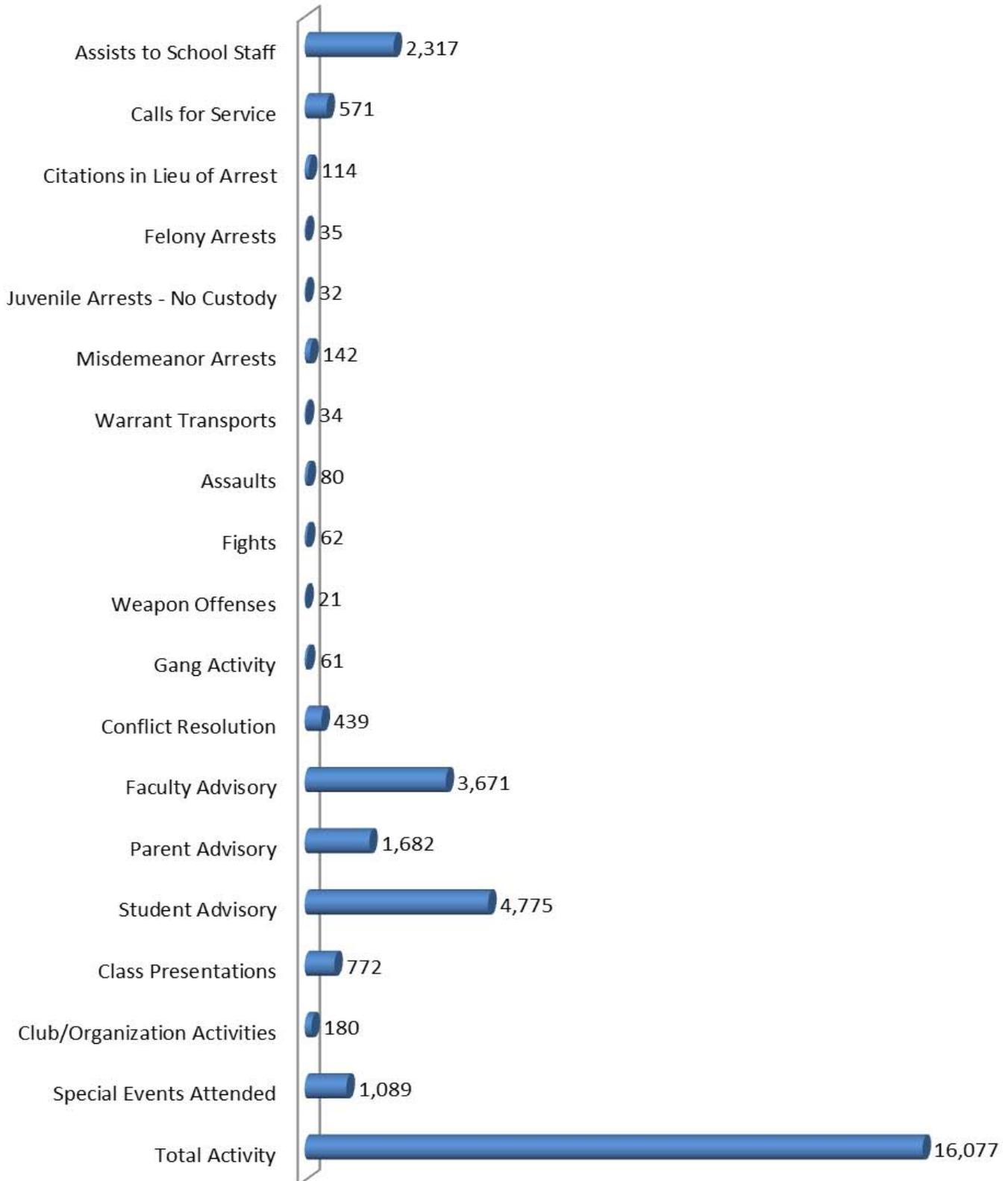
The deputies from the Hamilton County Sheriff's Office assigned to the area schools have risen up to the challenge of rebuilding the necessary relationships with our students, parents, faculty members, and the community. These relationships through the SRO Triad plus 1 concept have already made a valuable impact on the lives the deputies have encountered. It is the intention of the Hamilton County Sheriff's Office's SRO Unit to expand on the work already conducted, and to continue these efforts towards building a SRO Program that all members of the Sheriff's Office and the Community of Hamilton County can be proud of and can help ensure the futures of our children. It is recommended that the program continue in the direction already established, but with consideration of meeting those personnel needs previously stated.



Deputy Bates working on a problem with a student



SRO Yearly Activities for 2013



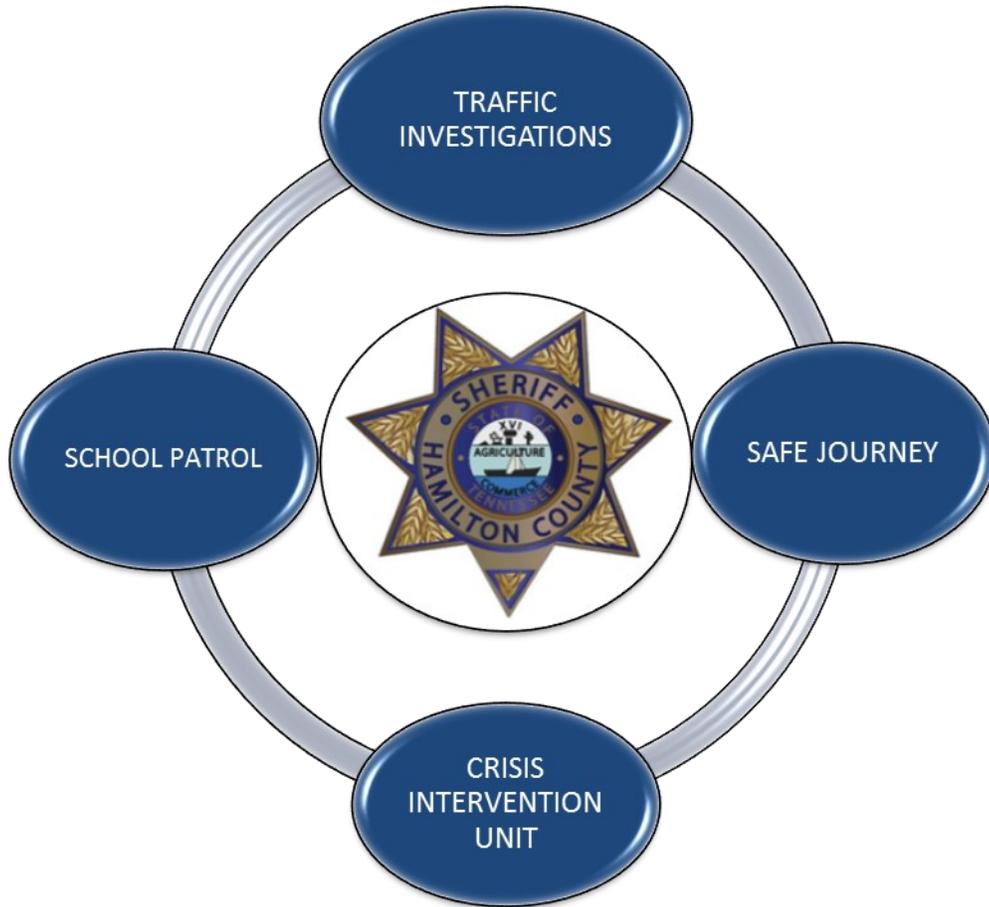


HAMILTON COUNTY SHERIFF'S OFFICE
School Resource Unit
Year End Report 2013
Team Statistics

ACTMTY	BHS	BMS	CHS	EHHMS	ELMS	HixHS	HixMS	HSAT	HMS	LMS	OHS	OKMS	RBHS	SCHMS	SDHS	THS	TOTAL
ASSIST SCHOOL STAFF	236	125	22	122	95	202	162	104	84	118	361	320	156	84	38	88	2317
CALLS FOR SERVICE	132	31	61	26	26	26	15	48	21	21	44	19	36	11	35	19	571
FIELD INTERVIEW	3	0	2	0	0	0	0	1	0	0	5	3	0	0	1	1	16
CITATION IN LIEU OF ARREST (PETITION FILED)	29	5	3	2	6	13	2	15	5	1	15		7	1	8	2	114
FELONY ARREST	6	1	2	1	0	5	0	12	0	0	2	2	2	0	2	0	35
JUVENILE ARREST-NO CUSTODY	7	2	8	0	0	3	1	0	3	1	0	0	2	0	5	0	32
MISDEMEANOR ARREST	39	4	3	2	4	12	4	42	1	2	4	5	5	1	8	6	142
WARRANT TRANSPORT	12	0	0	3	3	3	0	7	0	0	0	0	4	0	1	1	34
CONFLICT RESOLUTION	11	172	15	42	11	22	5	13	1	12	20	38	7	25	18	27	439
FACULTY ADVISORY	607	30	70	306	273	148	266	102	471	177	72	230	139	217	298	265	3671
PARENT ADVISORY	325	90	28	202	79	133	52	57	55	39	165	153	88	39	89	88	1682
STUDENT ADVISORY	657	98	167	275	225	556	323	252	213	151	289	343	323	266	275	362	4775
CLASS PRESENTATIONS	55	52	34	94	103	59	9	13	52	58	30	15	11	67	42	78	772
CLUB/ORGANIZATION ACTMTY	5	0	32	45	0	28	0	2	0	25	16	21	1	1	2	2	180
SPECIAL EVENTS ATTENDED	26	41	55	177	51	68	61	40	132	63	54	21	78	73	25	124	1089
ASSIST OTHER AGENCY OR DEPARTMENT	82	0	1	7	16	49	2	25	3	1	25	13	3	3	1	26	257
ASSIST OTHER SHERIFF'S OFFICE DIVISION	0	1	3	3	1	14	2	1		3	23	4	2	8			65
																	16191
OFFENSE STATISTICS	BHS	BMS	CHS	EHHMS	ELMS	HixHS	HixMS	HSAT	HMS	LMS	OHS	OKMS	RBHS	SCHMS	SDHS	THS	TOTAL
ASSAULTS	10	11	8	1	3	7	1	15	5	2	3	1	4	1	4	4	80
FIGHTS	23	0	5	2	3	3	0	10	6	0	1	0	4	0	2	3	62
THEFTS	13	5	11	1	3	1	2	3	0	5	14	0	3	0	1	4	66
VANDALISM	1	0	3	1	0	2	0	4	4	5	1	0	0	0	1	0	22
ALCOHOL OFFENSES	0	0	0	0	0	1	0	2	0	0	1	0	1	0	2	0	7
DRUG OFFENSES	6	1	4	3	0	6	1	5	2	0	9	1	5	0	6	2	51
GANG RELATED OFFENSES	45	2	0	4	0	0	0	10	0	0	0	0	0	0	0	0	61
SEXUAL OFFENSES	5	2	5	4	0	0	0	0	0	1	0	0	1	0	2	0	20
TOBACCO OFFENSES	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	3
TRESPASS OFFENSES	3	0	0	0	0	1	0	12	0	0	1	0	0	0	0	0	17
WEAPONS OFFENSES	3	0	1	0	2	1	1	5	2	0	4	1	0	0	0	1	21
TOTAL	2341	673	544	1323	904	1365	909	800	1060	685	1159	1190	882	797	866	1103	16601

BHS - Brainerd High CHS - Central High ELMS - East Lake Middle HixHS - Hixson High LMS - Lottis Middle OHS - Ootewah High OKMS - Orchard Knob M SCHMS - Sale Creek High/Middle SDHS - Soody Daley High
 BMS - Brown Middle EHHMS - East Hamilton High/Middle ERMS - East Ridge Middle HixMS - Hixson Middle OMS - Ootewah Middle

TRAFFIC DIVISION



2013 ANNUAL REPORT



Prepared by: Capt. Charles Lowery Jr.

TRAFFIC DIVISION

The Traffic Division is comprised of four (4) Sub-divisions/Units - Traffic Crash Investigation, School Patrol, Safe Journey, and Crisis Intervention.

TRAFFIC DIVISION

The Traffic Division is comprised of One Captain, One Sergeant, and four deputies all are certified crash reconstructionist. The year 2013 brought about some changes within the Traffic Division, as we started the year with just two Investigators and managed to fill the two vacant slots by the end of 2013. The varied responsibilities of the Traffic Division Section include routine patrol for deterrence and enforcement of traffic violations, providing escorts for special events, as well as the investigation and reconstruction of vehicle crashes (with special emphasis on those which involve serious injury and/or death.) Crash investigators of the Traffic Division serve in a highly specialized field, requiring more than five hundred (500) hours of specialized training.

SCHOOL PATROL

The School Patrol consists of nine part-time employees whose responsibility is traffic control in twelve school zones. These individuals work mornings and evenings controlling vehicular and pedestrian traffic when the schools are in session.

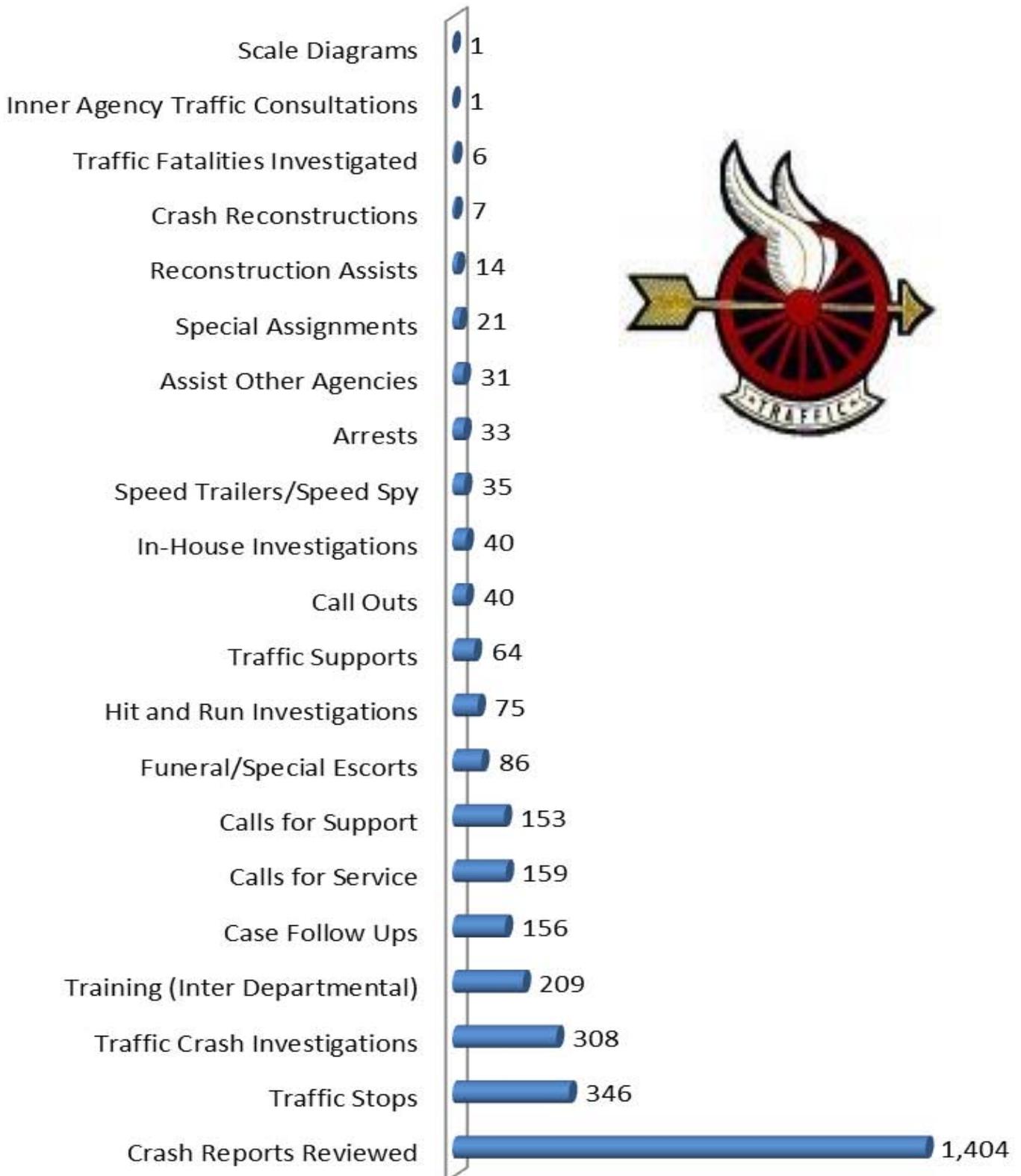
SAFE JOURNEY

Safe Journey is a grant funded division whose responsibility is the checking and installation of child car seats and the education of parents and other family members. This division consists of three Certified Child Seat Technicians. All the Technicians are certified Child Seat Instructors, which qualifies them to train and certify those who are interested; EMS, Law Enforcement, Civilian, Medical, etc., as technicians. For citizens who meet a specified qualification, free car seats are distributed and installed by Safe Journey.

CRISIS INTERVENTION TEAM

Crisis Intervention Team (CIT) was placed under the supervision of the Traffic Captain due to his being certified in CIT. Crisis Intervention was established in Memphis following a fatal incident involving law enforcement and a mentally challenged citizen with the citizen being the fatality. It became apparent that some type of recourse had to be established in an attempt to prevent such tragedies. Crisis Intervention was created to establish a partnership between mental health professionals, community and law enforcement, and develop a way to administer to the mentally challenged without having to arrest and create an unnecessary criminal history for someone who has not committed a criminal offense. CIT is a grant funded program within the Sheriff's Office which has been responsible for training officers and deputies from many law enforcement agencies.

TRAFFIC ACTIVITY REPORT - 2013



TRAFFIC DIVISION
2013 ANNUAL
TRAFFIC CRASH ANALYSIS REPORT



Prepared by: Sergeant David Tittle & Missy Wilson



Hamilton County Sheriff's Office Vehicle Crash Analysis

During the year of 2013, The Hamilton County Sheriff's office answered a total of One thousand four hundred and four (1404) calls to crashes between (Jan 1, 2013 and Dec 31, 2013). Friday was the day of the week that most crashes occurred with two hundred and twenty nine (229) and December was the month that most crashes occurred with one hundred and thirty (130). Those percentages are (17 %) for day of the week and (10%) for the month.

Total Crashes by Day of Week

MONTH	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL
JAN 2013	17	11	12	24	19	13	12	108
FEB 2013	15	10	14	14	17	21	24	115
MAR 2013	16	18	10	13	16	15	16	104
APR 2013	15	25	15	14	18	12	11	110
MAY 2013	18	19	20	16	28	25	18	144
JUN 2013	20	14	12	12	16	19	21	114
JUL 2013	10	15	15	14	12	16	21	103
AUG 2013	19	21	7	13	19	25	22	126
SEP 2013	13	19	13	25	14	21	14	119
OCT 2013	9	12	17	19	22	15	13	107
NOV 2013	11	14	14	14	21	31	19	124
DEC 2013	16	17	32	10	18	16	21	130
TOTAL	179	195	181	188	220	229	212	1404

- There were a total of twenty – eight (28) injury crashes in the month of December with that percentage being twenty - two (22%).
- There were a total of one hundred - two (102) crashes that were property damage with that percentage being seventy - nine (79%).
- 21 Hit & Run investigated

Fatal Crashes by Day of Week

MONTH	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL
JAN 2013	0	0	0	0	0	0	0	0
FEB 2013	0	0	0	0	0	0	0	0
MAR 2013	0	0	1	0	0	0	0	1
APR 2013	0	0	0	0	0	0	0	0
MAY 2013	0	0	1	0	0	0	0	1
JUN 2013	0	0	0	0	0	0	0	0
JUL 2013	0	0	0	0	0	0	1	1
AUG 2013	1	0	0	0	0	0	0	1
SEP 2013	0	0	1	0	0	0	0	1
OCT 2013	0	0	0	0	0	0	1	1
NOV 2013	0	0	0	0	0	1	0	1
DEC 2013	0	0	0	0	0	0	0	0
TOTAL	1	0	3	0	0	1	2	7

There were a total of 7 Fatal Crashes in 2013, versus 11 in 2012 showing a reduction of 36% in 2013

The worst day for fatal crashes was Tuesday with 43%



Traffic Crash Statistics for the Year of 2013, shows the following:

Total Crashes: 1404
Injury Crashes: 309
Property Damage: 1088
Fatal Accidents: 7

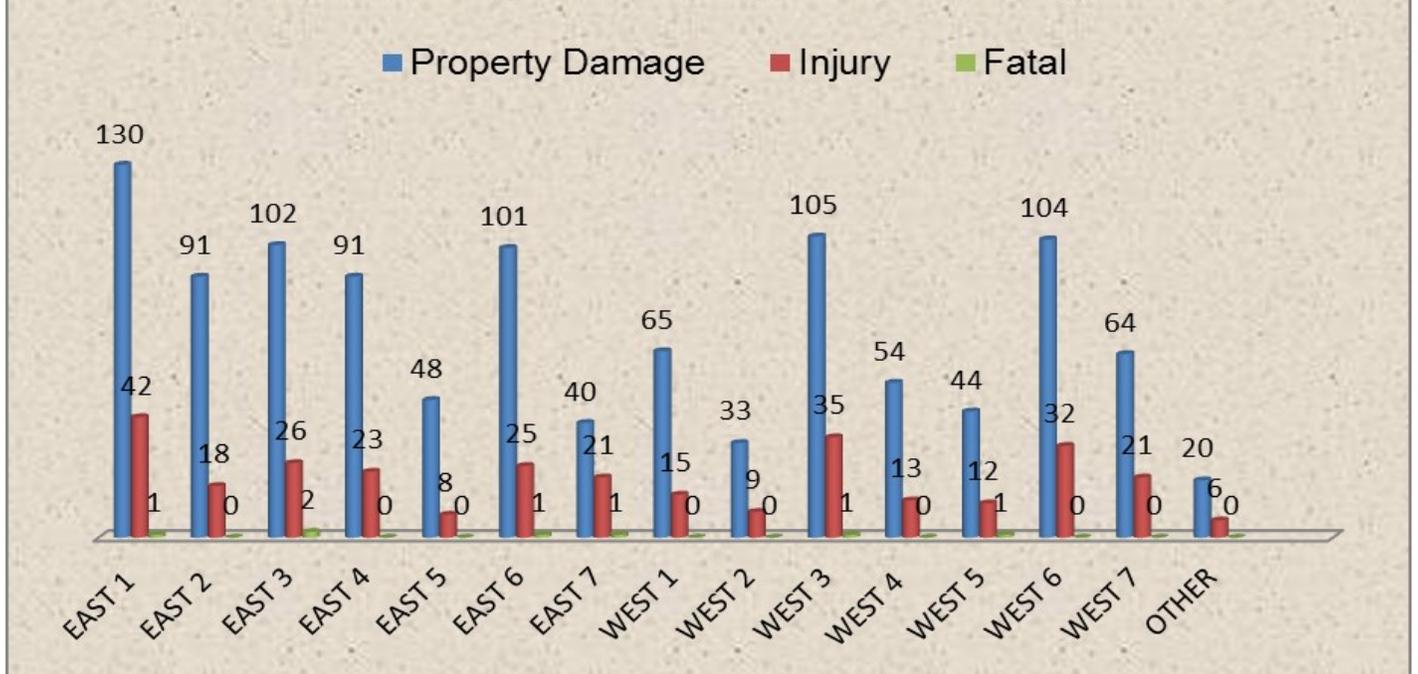
The following charts and graphs shall display different breakdowns and comparisons in order to visualize problem areas within the County.

TOTAL CRASHES FOR THE YEAR 2013:



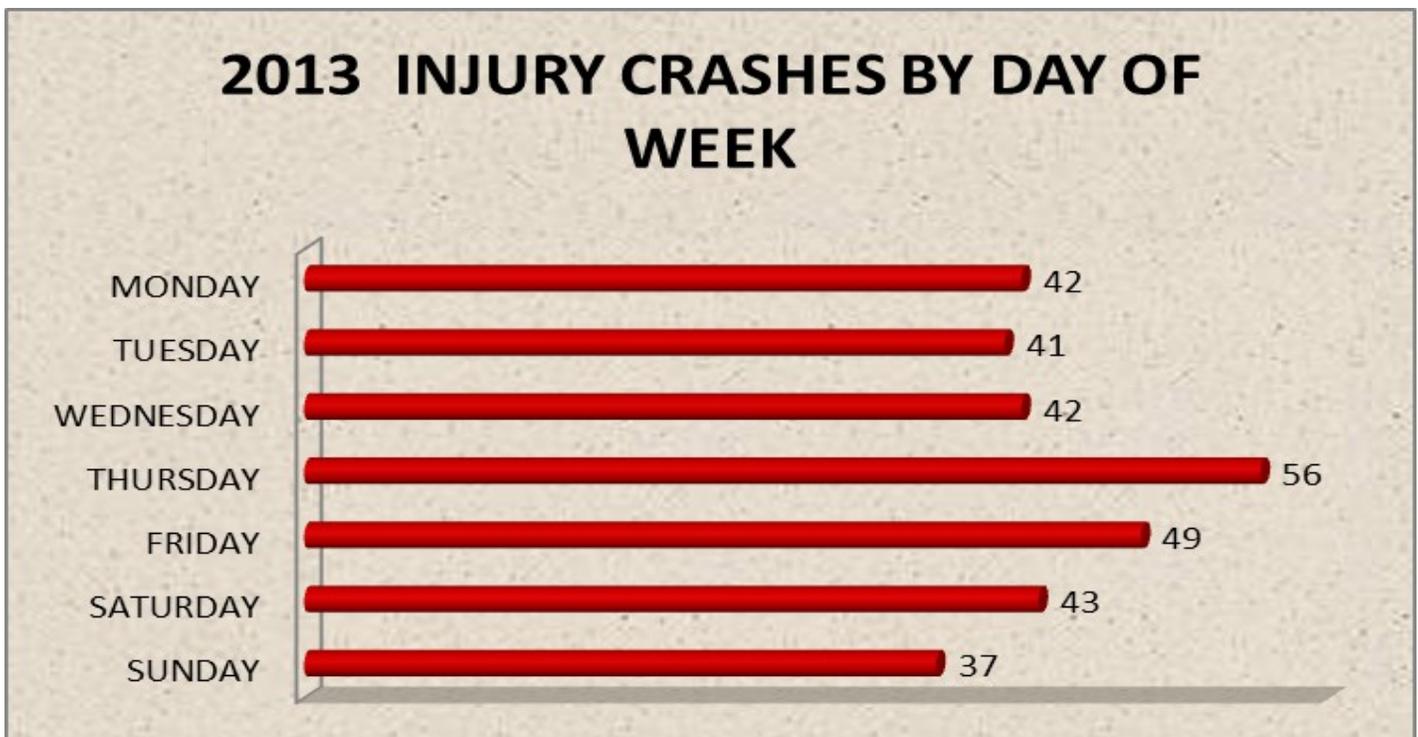
The above graph depicts the total number of crashes in the un-incorporated portions of Hamilton County for the year 2013. The average amount of crashes per month to date calculates at 117 per month.

TOTAL ACCIDENTS BY DISTRICT FOR THE YEAR 2013



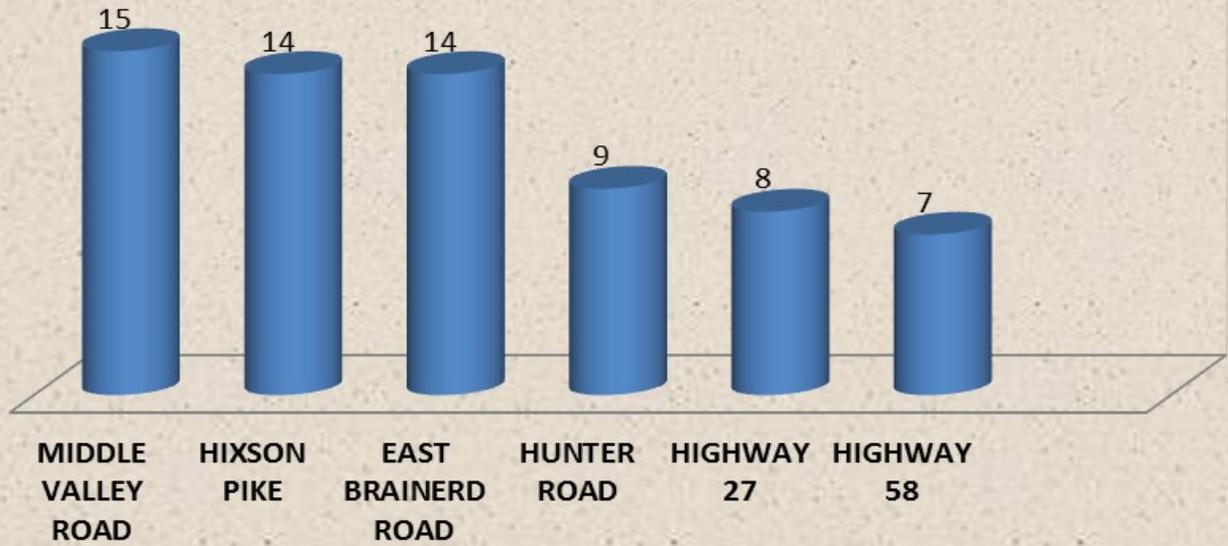
The above graph depicts that the majority of Traffic Crashes for the year of 2013 took place in EAST Sector Districts 1, 3, and 6. In the WEST Sector the majority took place in Districts 3, 6, and 1. The majority of injury crashes occurred in EAST-1 and WEST- 3. There were Seven (7) fatalities for the year of 2013.

2013 INJURY CRASHES BY DAY OF WEEK



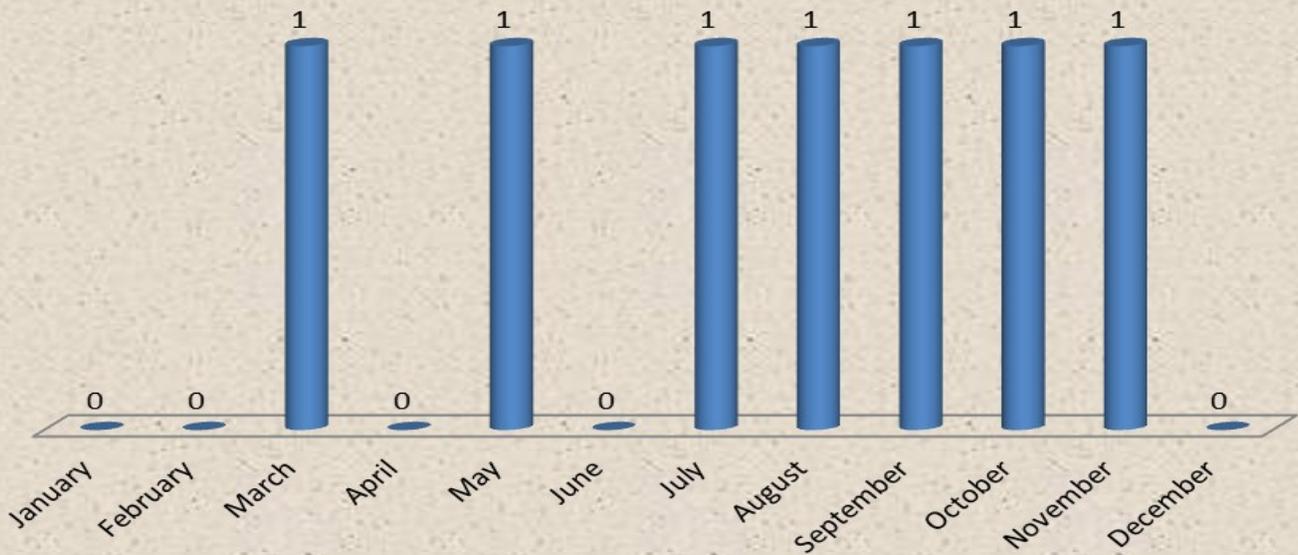
The above chart clearly shows that the busiest days for Traffic Crashes with Injuries in the year 2013 was Thursday with Fifty-Six (56) and Friday with Forty-Nine (49). The least amount of Injury crashes for the year of 2013 occurred on Sunday with Thirty-Seven (37).

ROADWAYS WITH MULTIPLE INJURY CRASHES 2013



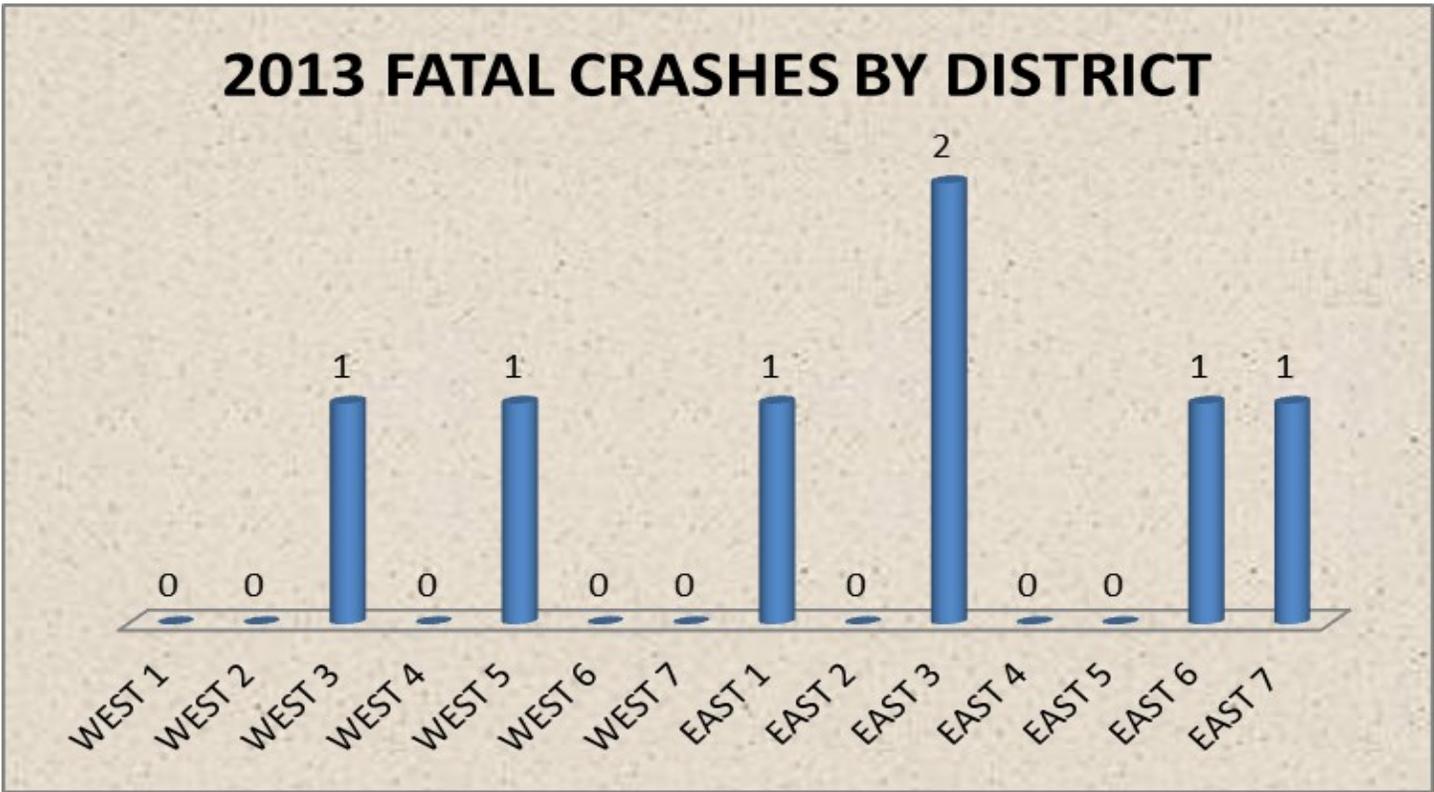
The above graph depicts roadways that had multiple crashes with injuries during the year of 2013. Middle Valley Road, Hixson Pike and East Brainerd Road had the highest amount of injury crashes in the year 2013.

2013 FATAL CRASHES BY MONTH



The above graph will depict the amount of Fatal Crashes for Calendar Year 2013 through December.

2013 FATAL CRASHES BY DISTRICT



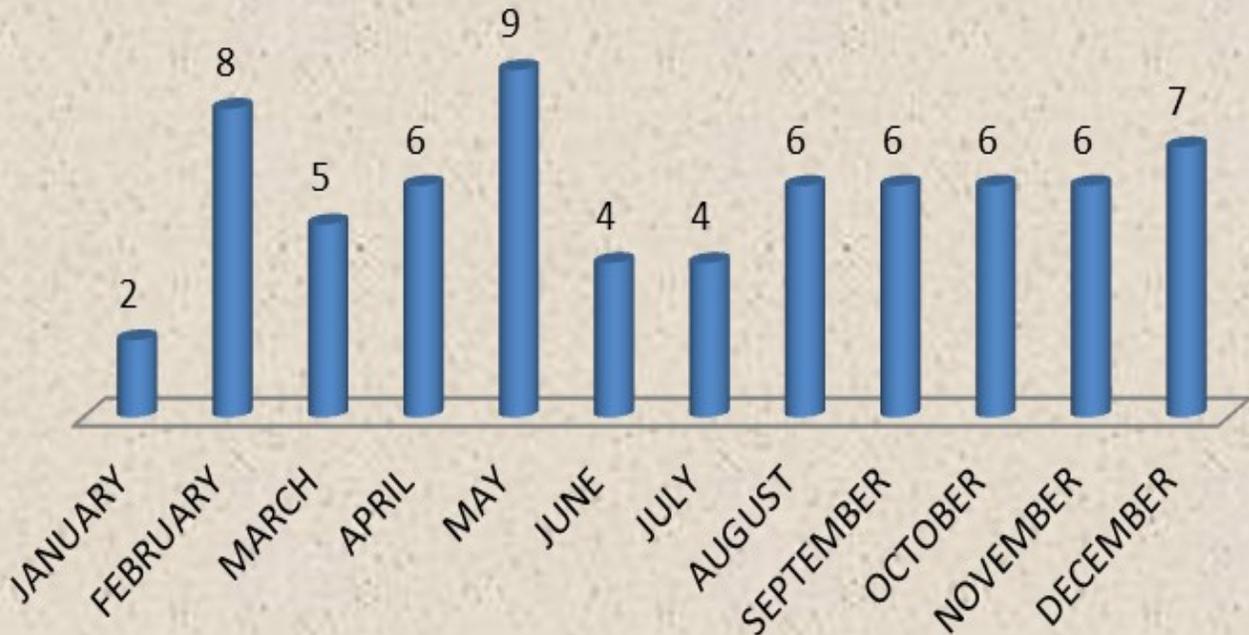
The above graph depicts the amount of Fatal Crashes by District in 2013. There were Seven (7) fatal crashes for the year.

FATAL CRASHES BY DISTRICT 2008 - DECEMBER 2013



The above graph shows that the highest amount of Fatal Crashes occurring in the unincorporated portions of Hamilton County were in Districts EAST 7 with thirteen (13) and West 7 with nine (9) and East 1 with nine (9) over the 6 year period. These three Districts account for 44% of the total Fatal Crashes.

FATAL CRASHES BY MONTH 2008 - DEC 2013



The above graph breaks down the total amount of Fatal Crashes by month over the six year period. Clearly the months of February and May had the highest amount of Fatal Crashes with Eight (8) in February and Nine (9) in May.

SUMMARY:

There were Seven (7) Fatal Crashes for the year 2013. The roadways with the most crashes with injuries were Middle Valley Road, Hixson Pike and East Brainerd Road. The busiest days for crashes with injuries were Thursday with Fifty-Six (56) and Friday with Forty-Nine (49). Sunday was the least busy day with Thirty-Seven (37) injury crashes. These 3 days account for Forty-Six (46%) of all the injury crashes in the year 2013.

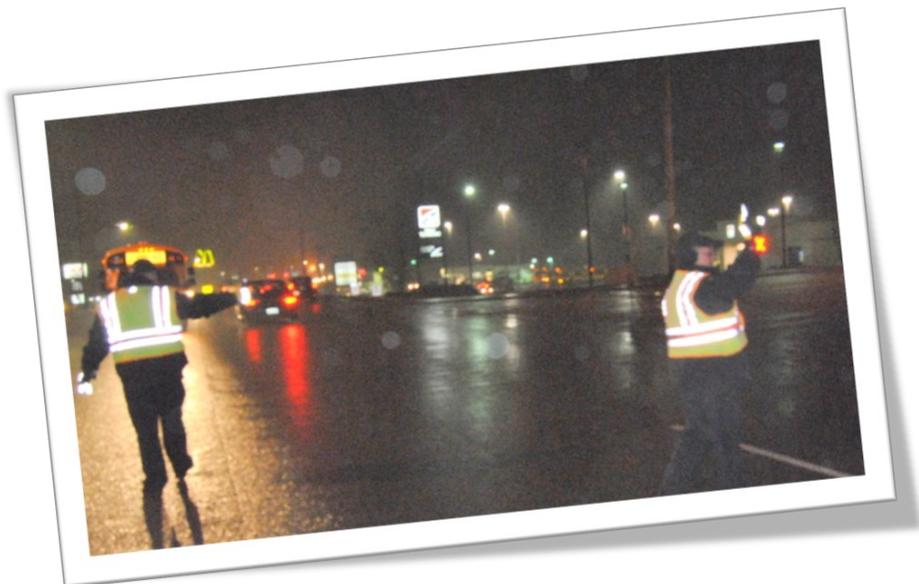
HAMILTON COUNTY SHERIFF'S OFFICE



SCHOOL PATROL ANNUAL REPORT 2013

Prepared by: Captain Charles Lowery, Jr.

The School Patrol Division was first established with the Hamilton County Sheriff's Office in October 1990. The primary responsibility at that time was to ensure the safety of the students crossing major streets and arriving at school and at home safely.



Since then the responsibility has shifted to also include vehicular traffic which includes school buses, parents driving to and from work, and an increase in students driving.

It's cold and wet !



The Hamilton County School Patrol Deputies are assigned the following locations:

East Hamilton Middle High	2015 Ooltewah-Ringgold Road
Ganns-Middle Valley Elementary	1609 Thrasher Pike
Hamilton County High	9050 Career Lane
Snow Hill Elementary	9042 Career Lane
Hunter Middle School	6810 Teal Lane
Wallace A. Smith Elementary	6930 Teal Lane
Loftis Middle School	8611 Columbus Road
McConnell Elementary	8629 Columbus Road
North Hamilton County Elementary	601 Industrial Blvd. Sale Creek
Ooltewah Elementary School	8890 Snowy Owl Road
Sale Creek Middle/High	211 Patterson Road Sale Creek

The School Patrol Deputies work all days that school is in session in the morning and afternoon hours and in all types of weather. These individuals are dedicated to the schools, the students, the sheriff's office, and most importantly the citizens of Hamilton County.



Hamilton County Sheriff's Office Crisis Intervention Team

2013 Annual Report



This project is funded under an agreement with the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs and is supported by Award #2009-DJ-BX-0036 awarded by the Bureau of Justice Assistance, Office of Justice Programs, USDOJ.



HAMILTON COUNTY SHERIFF'S OFFICE
T E N N E S S E E
CITY OF CHATTANOOGA
POLICE DEPARTMENT
T E N N E S S E E
CRISIS INTERVENTION TEAM

8395 HICKORY VALLEY ROAD - CHATTANOOGA, TN 37421 - PHONE: (423) 893-3503



The Hamilton County/Chattanooga Crisis Intervention Team (CIT) program is innovative, pro-active law enforcement based approach to addressing issues surrounding the treatment of persons with mental health issues.

It is an effective partnership between law enforcement, the mental health community, consumers and consumer advocates that trains and equips officers to respond effectively to individuals with mental illness (consumers). CIT provides an avenue for treatment instead of incarceration for consumers. This is done at little risk to public safety and it improves outcomes for both consumers and for the law enforcement officers who interact with them during crises.

The Memphis Police Department is known for setting a standard of excellence with respect to the treatment of individuals with mental illness. They established the first Crisis Intervention Team in 1988. The Hamilton County/Chattanooga Crisis Intervention Team (CIT) program was established in 2009 with direct assistance from Memphis Police Department and The University of Memphis. CIT Training is designed to educate and prepare officers who come into contact with people who may be experiencing a mental health crisis. CIT Officers are trained to de-escalate a crisis on the scene or to make the decision to transport for an evaluation. Because of the 40-hour CIT training, the specialized group of CIT officers has the ability to understand and relate to what the person in crisis is going through. They have established working relationships with mental health agencies and hospitals and they are able to get people the help they need.

In recent years, mental health agencies and programs have increasingly felt devastating blows to their budgets, and there have been far too many tragic incidents where speculation of mental illness has been at the forefront of media attention and in conversations around the world. The CIT program prepares, educates and trains officers to recognize signs and symptoms of mental illnesses. Law enforcement officers are increasingly coming into contact with those who may be experiencing a mental health crisis. The CIT Training program provides information to assist officers in knowing what to do and who to contact.

For the year 2013, there were two 40-hour CIT Schools. The 2013 Annual Report will review the statistics submitted by CIT Trained Officers from the Hamilton County Sheriff's Office. This report offers information about the CIT program. For those of you familiar with CIT, you will marvel about the level of response reported by CIT Officers. For those of you that are new to CIT, you will read about CIT, our efforts, our partnerships and our commitment to the citizens of Hamilton County.

CIT Curriculum

The curriculum is a 40-hour week of intense training provided by volunteer mental health professionals, advocates and seasoned CIT Officers. The training consists of classroom lectures, visits to various mental health facilities and group homes where consumers lead discussions, scenario based de-escalation skills and training using role play exercises. The training is to ensure law enforcement awareness of mental health resources and to address attitudes and stigma regarding mental illness. The CIT training includes the following blocks of instruction:

- Introduction of Clinical Issues
- Psychotropic Medication and Side Effects
- Substance Abuse and Co-occurring Disorders
- Post-Traumatic Stress Disorders
- Alzheimer's and Dementia
- Legal Issues and Mental Health Law
- Traumatic Brain Injury
- Borderline and Other Personality Disorders
- Community Resources, including training on assessing and requesting crisis services
- Family and Consumer Perspectives
- Verbal Techniques and Intervention Strategies

The 40-hour training is submitted and approved by the Tennessee Peace Officer Standards and Training (POST) Commission.

This training would not be possible without the strong support we have received from all stakeholders. Instructors used during training in 2013 included subject matter experts from Parkridge Valley Hospital, Moccasin Bend Mental Health Institute, CADAS, Orange Grove Center, Chattanooga Community Kitchen, AIM Center, Walden Group Home, Volunteer Behavioral Health, Department of Veterans Affairs, Pine Ridge Treatment Center, Alzheimer's Association, NAMI, Chattanooga Autism Center, Youth Villages, Siskin Rehabilitation Hospital and many others.

40-Hour CIT Class

There were two 40-hour CIT Schools held during the year 2013. The first was held at the Hamilton County Sheriff's Office West Annex May 6 – 10, 2013 and graduated 21 new CIT Officers. The second class was also held at the Hamilton County Sheriff's Office West Annex November 11 – 15, 2013. This school graduated 20 new CIT officers. The schools included officers from the following agencies: Hamilton County Sheriff's Office (8), Chattanooga PD (16), Hamilton County 911 (3), Dept. of Veteran's Affairs, Law Enforcement Training Center (3), Chattanooga State PD (1), Hamilton County Park Rangers (1), Veterans Affairs Police Services (3), East Ridge Police Department (4), CCA Silverdale (2).

CIT Officers Trained to Date

Over 200 officers have been trained by the Hamilton County/ City of Chattanooga CIT program since inception in 2009. They represent 21 law enforcement agencies from 6 counties in 3 states. We expect this number to grow as outreach efforts continue and more department heads recognize the value of providing these skills to those under their command.

C.I.T. TRAINED OFFICER

WITHIN HAMILTON COUNTY

Chattanooga Police Department	75
Hamilton County Sheriff's Office	55
Hamilton County 911 District	14
UTC Police Department	6
Chattanooga State Police Department	6
Collegedale Police Department	2
East Ridge Police Department	7
Cleveland Police Department	2
Hamilton County Juvenile Court	2
Lookout Mountain Police Department	2
CCA Silverdale	2
Red Bank Police Department	1
Signal Mountain Police Department	2
Soddy Daisy Police Department	2
Chattanooga Housing Authority	1
Hamilton County Park Services (transferred to HCSO)	2

CIT Reporting

All agencies are encouraged to document their CIT incidents. A CIT form is only used by CIT Officers for reporting on CIT related calls. Standardized CIT forms are completed and are turned in to the CIT Coordinator for review.

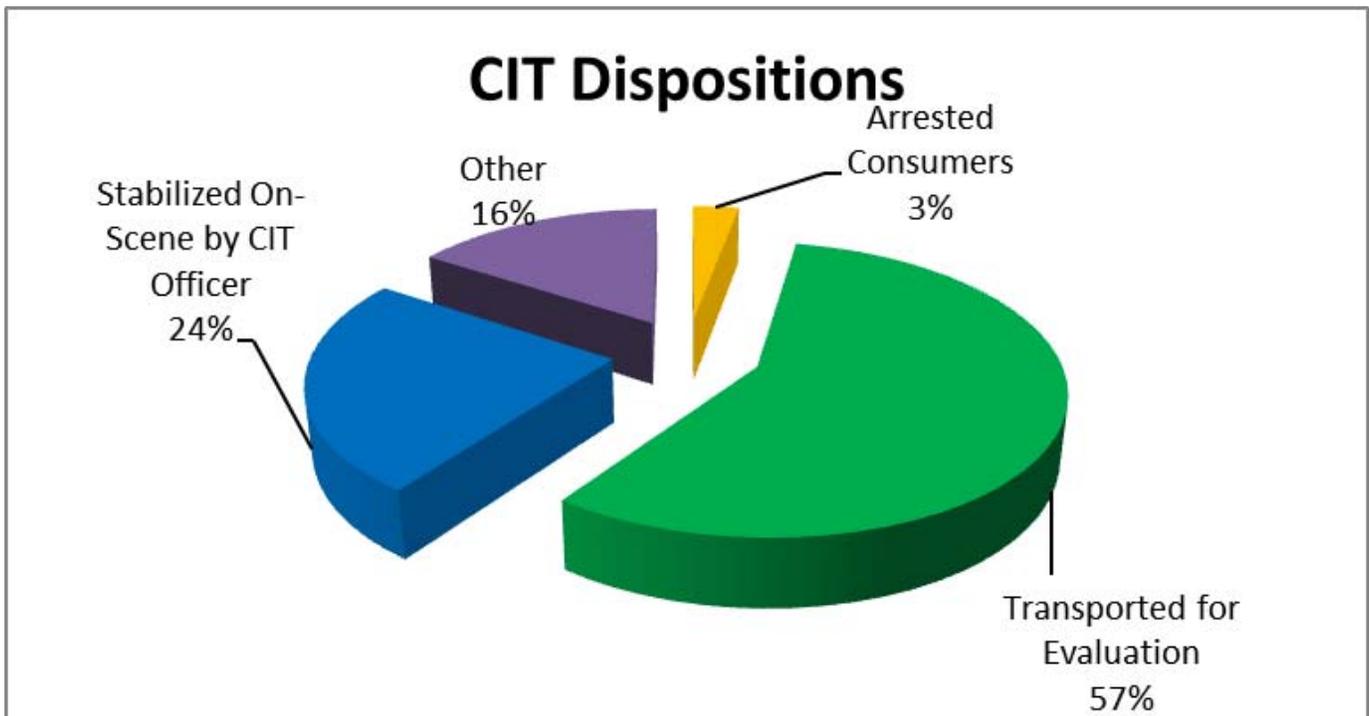
All CIT reports are reviewed monthly by coordinators of the program and discussed with the CIT Manager. The statistics are helpful in managing the CIT program and planning for future needs and training.

The total number of reports written by CIT Officers with the Hamilton County Sheriff's Office, and Hamilton County Corrections for 2013 was two hundred forty (240) up from one hundred seventy eight (178) in 2012.

Hamilton County Sheriff's Office - 240 Calls for CIT Services

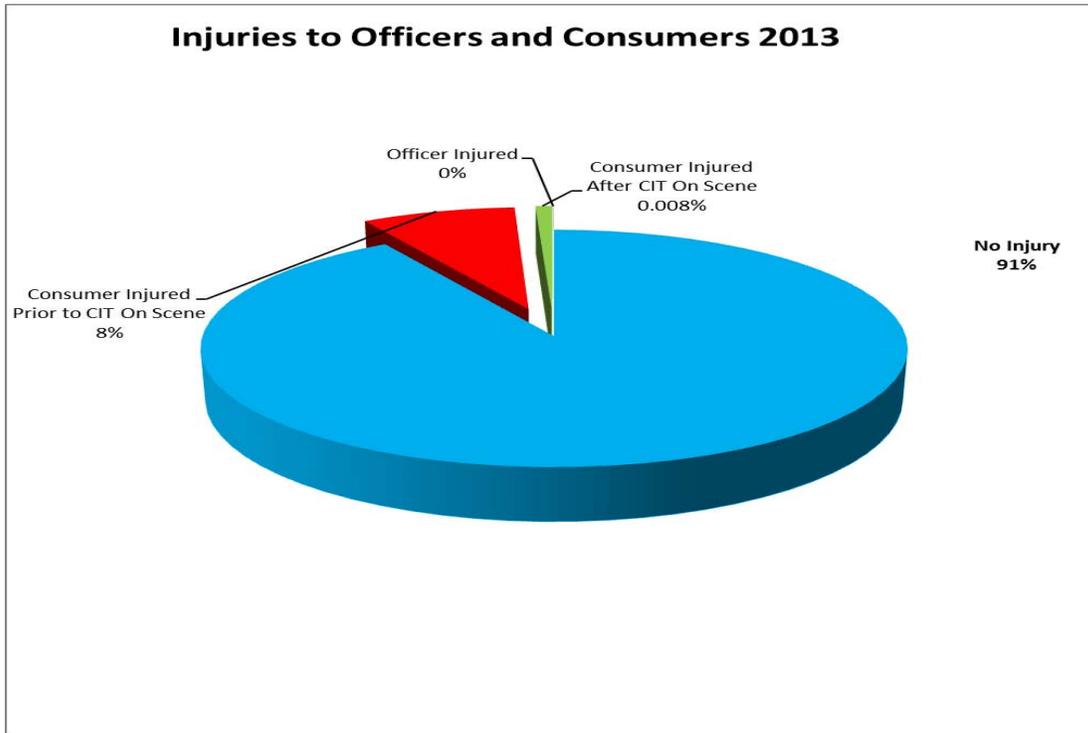
Outcomes

Jail diversion is one objective of CIT; however, there are cases where officers are required by statute or departmental policy to make arrests. These would include cases where violent felonies were committed, cases of domestic abuse, and cases of impaired driving. In most cases, officers have the flexibility to use their professional judgment to decide the best course of action based on the totality of the circumstances. Of two hundred forty (240) reports submitted, only seven (7) resulted in a consumer being arrested on criminal charges. There were one hundred thirty seven (137) consumers transported for mental health evaluations and fifty eight (58) consumers stabilized by CIT Officers with no further action taken. Other dispositions would include a current jail inmate placed on suicide precautions or referral to out-patient care equated to a total of thirty eight (38).



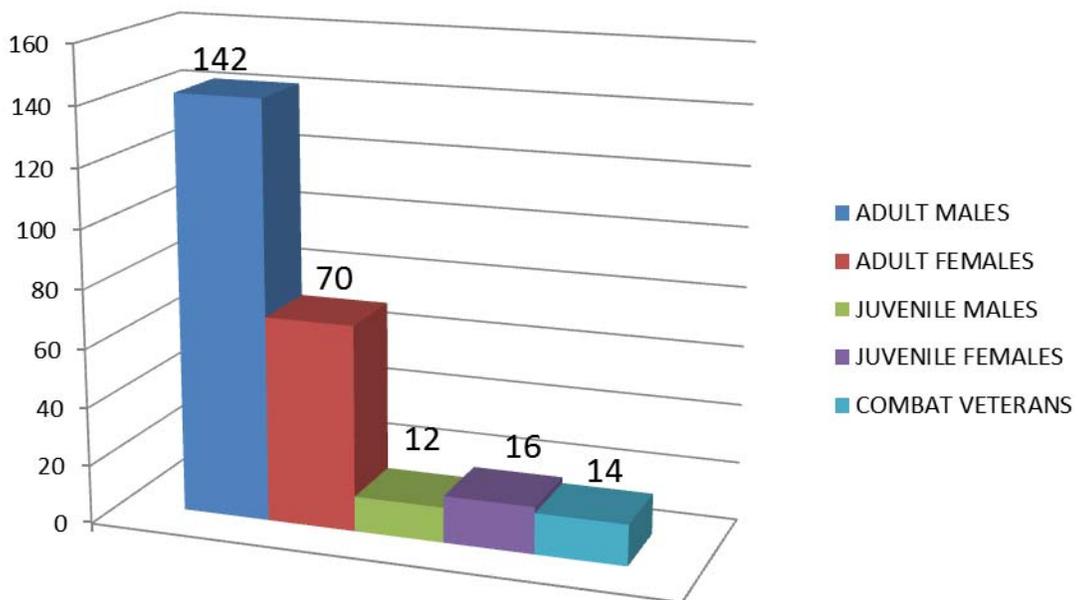
Injuries

Injuries to Officers and Consumers are tracked through CIT Officer Reporting. No officer injuries were reported during CIT Calls in 2013. Nineteen (19) consumers were injured prior to police arriving. Two consumers sustained injuries while police were on scene. The most common types of injuries to consumers were ingestion of dangerous substances and self-inflicted lacerations.



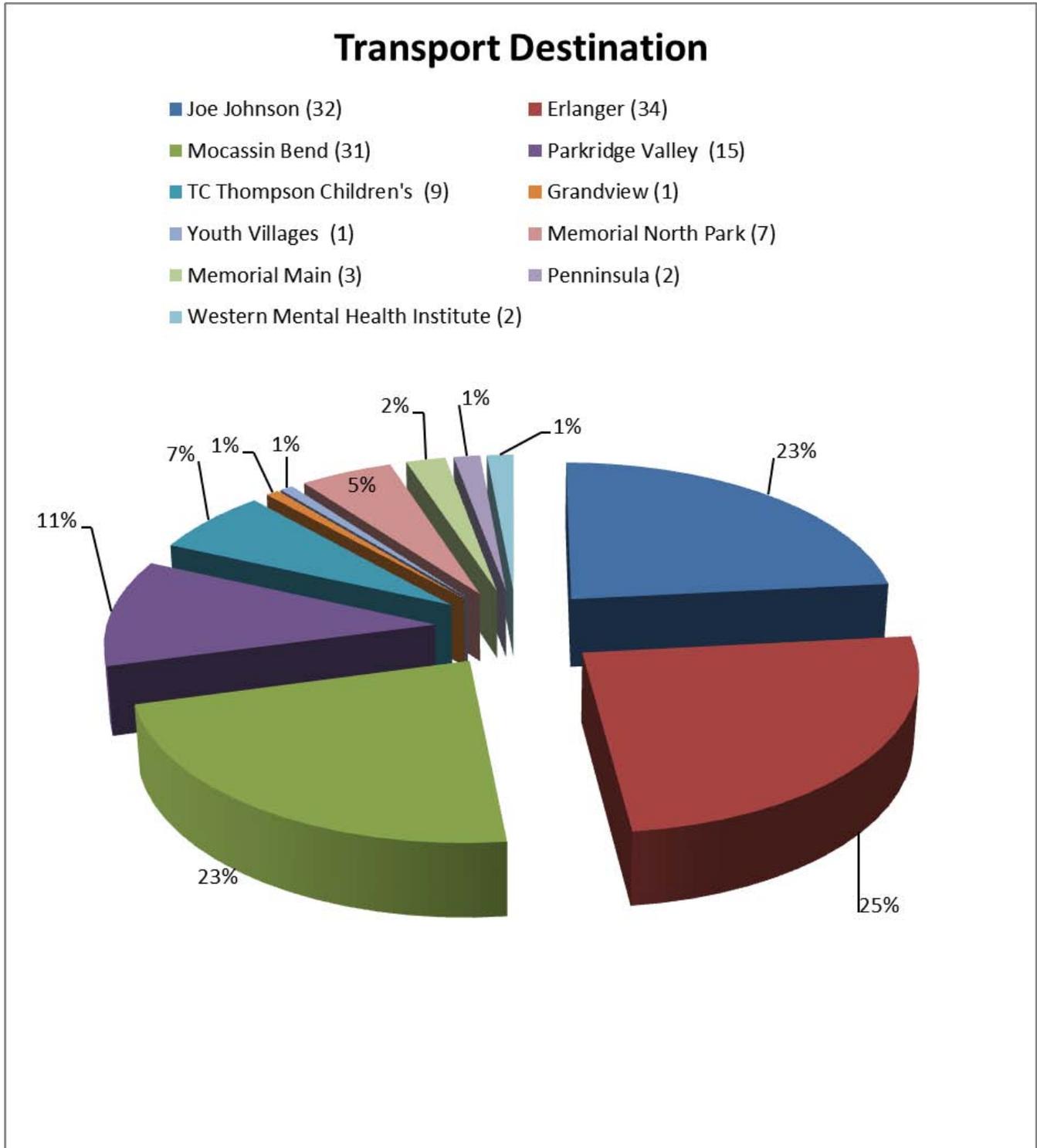
Demographics

Other information provided from reports included age, gender, and combat veteran status.



Receiving Facilities

The destination of those transported to Community Mental Health Facilities, Medical Hospitals, or Moccasin Bend is also captured in CIT reports.



CIT Pin

The CIT program has designed CIT pins which officers wear on their uniforms to identify themselves as CIT Officers. Consumers and others from other areas where CIT exists will look for and recognize this CIT Pin and will know that the officer wearing it is CIT trained. CIT Officers wear their pins with pride.



The Sheriff's Office also provides a front license plate of the same design to be displayed on the patrol vehicles of their CIT Officers.

CIT Advisory Committee

The CIT Advisory Committee meets one to four times per month to discuss the objectives of CIT. This dedicated committee is instrumental in attaining the goals for all activities of the CIT program. The committee is made up of law enforcement, consumers, advocates, mental health agencies, centers and hospitals.

CIT Awards Banquet

The Second Annual CIT Awards Breakfast/Banquet was held April 17, 2013 at the Chattanooga Choo Choo Imperial Ballroom. There were over 200 attendees. The banquet is sponsored by donations from corporate sponsors and mental health agencies and hospitals. The banquet recognizes all CIT Officers and names a CIT Officer of the Year. The public is invited to attend this special occasion. The 2012 CIT Officers of the Year were Jimmy Bowers, Hamilton County Sheriff's Office, and Lewis Davis, Chattanooga Police Department. CIT Officers of the Year receive the opportunity to represent their law enforcement agencies at the annual CIT International Conference. This is at little or no cost to the law enforcement agencies because the mental health community provides for and supports CIT Officers to attend the National Conference on CIT related topics. The 2013 CIT International Conference was held in Hartford, Connecticut.

Summary

The CIT program will continue to accomplish the goals of decreasing the incarceration of non-violent individuals with mental illness from the jails, decreasing officer, consumer and civilian injuries and decreasing the use of force and SWAT callouts. The focus will remain on increasing the number of specialized CIT Officers, increasing the number of transports for psychiatric evaluations when necessary, increasing the amount of crises that are stabilized by the techniques and practices of CIT Officers and providing ongoing training for all CIT Officers. The techniques CIT Officers learn are proven to work and have saved lives.

The Hamilton County/Chattanooga CIT program is making a difference in the lives of those we serve. Several mass casualty tragedies across the county during 2013 have brought the subject of mental illness back into the minds of the public. Family members are more frequently calling for help for their loved one. The CIT program has brought together a powerful partnership between law enforcement and the mental health community that works diligently to get consumers the help they need and deserve. The mindset of incarcerating individuals because of the uncertainty of what to do with them has disappeared. Consumers are no longer afraid to call the police. They are now calling for CIT Officers by name when they are experiencing a crisis and need help.

Many have recognized the benefit of our CIT program and donated generously to not only keep it sustained, but to help it grow. We thank each of our partners for the generosity that has been shown not only through funding, but through volunteered time, expert advice and guidance. We look forward to continuing these essential partnerships for years to come.

SAFE JOURNEY

ANNUAL REPORT

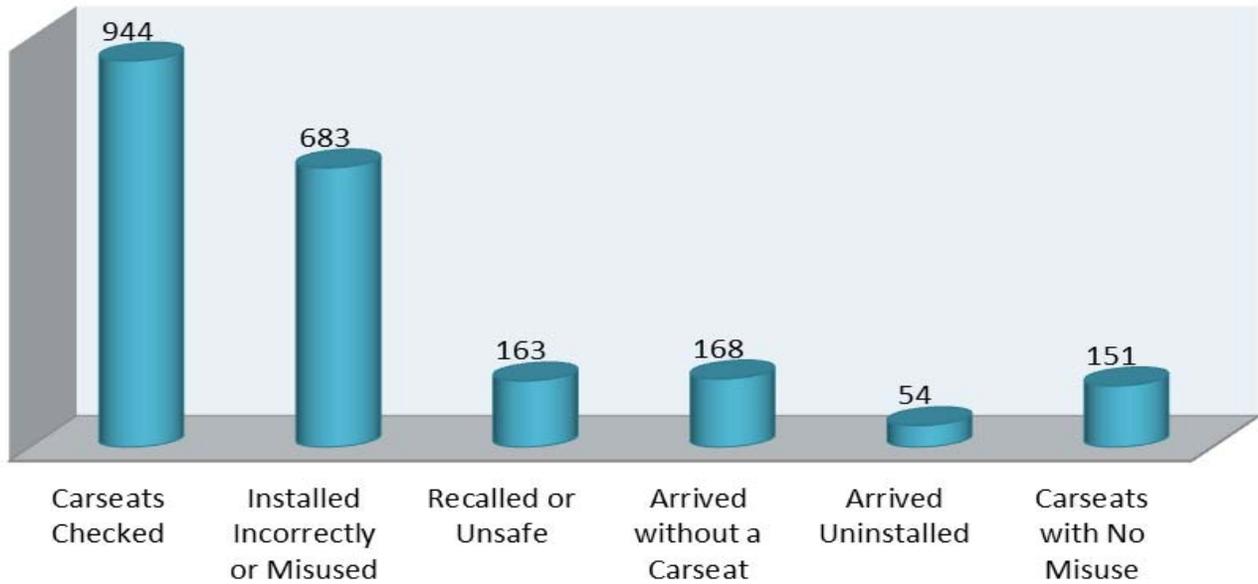
2013



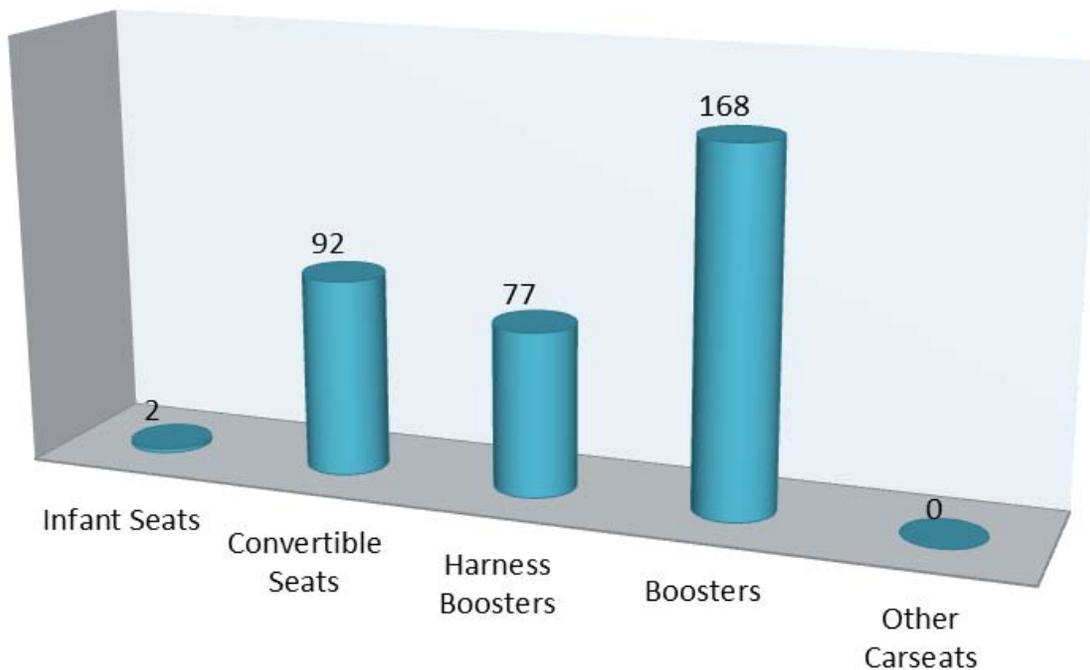
Event Information

There were one hundred thirty-two (132) different locations for the year 2013 where car seats were checked, installed and provided and where car seat information was provided.

Checklist Information - 2013



Child Safety Seat Distribution - 2013



Investigative Services



Annual Report

2013

Mission Statement:

“Commitment to Excellence For All Citizens With Fair And Equitable Performance”

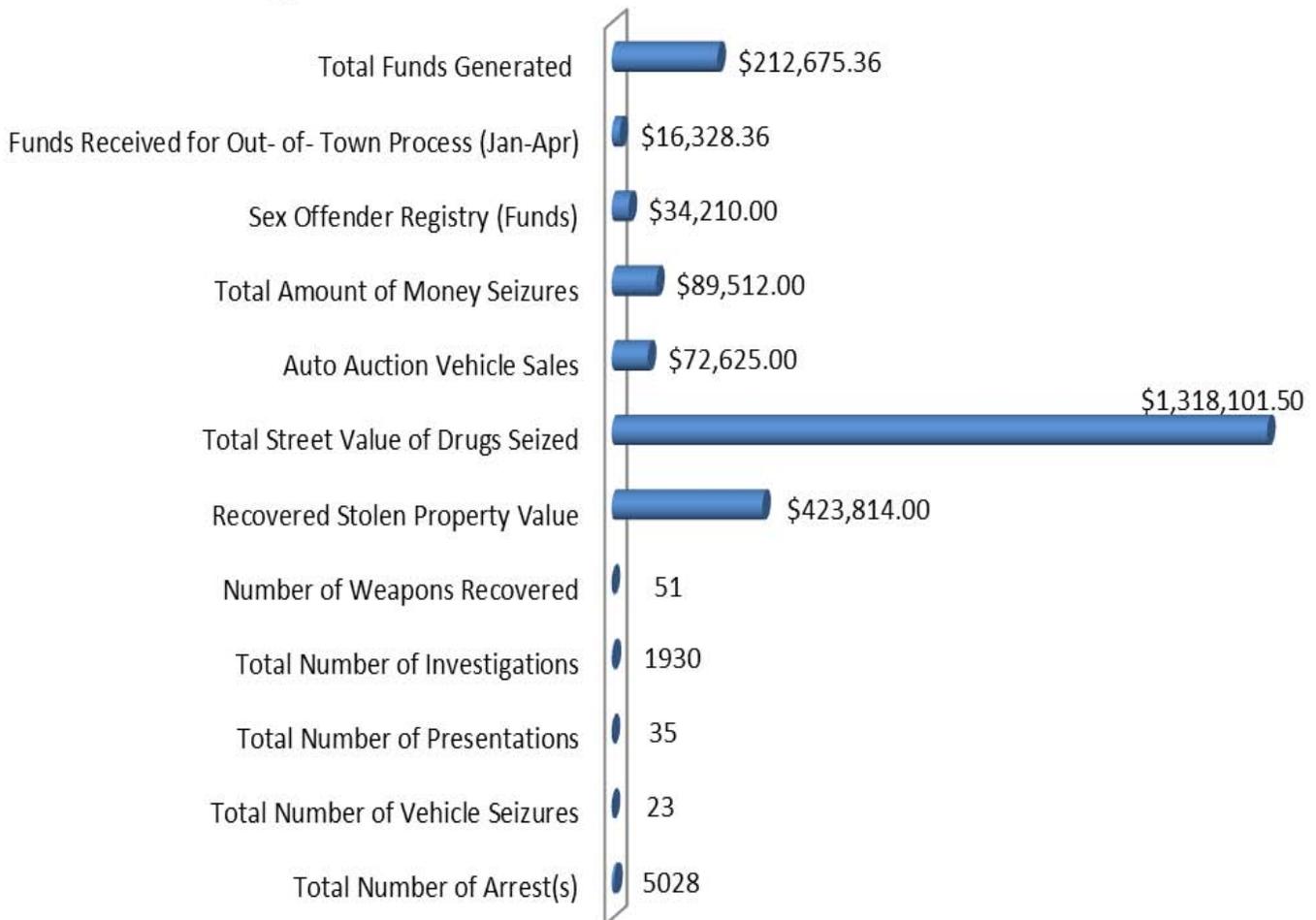


CAPTAIN BILL JOHNSON

Hamilton County Sheriff's Office Investigative Services Report Annual 2013

The Investigative Services Division is comprised of five (5) Divisions, Narcotics/Special Operations (NSO), Criminal Investigations Division (CID), Warrants Division (Fugitive), Internal Affairs (IA) and Property/Evidence Division totaling 61 full-time and part-time personnel. During the year of 2013, the divisions received 1,930 investigations, arrested 5,028 suspects, recovered \$423,814 in stolen property and seized \$89,512 in cash (drug) seizures and a total street value in illegal drugs seized \$1,318,101.50. Total Generated Funds was \$212,675.36.

Investigative Services Overview 2013

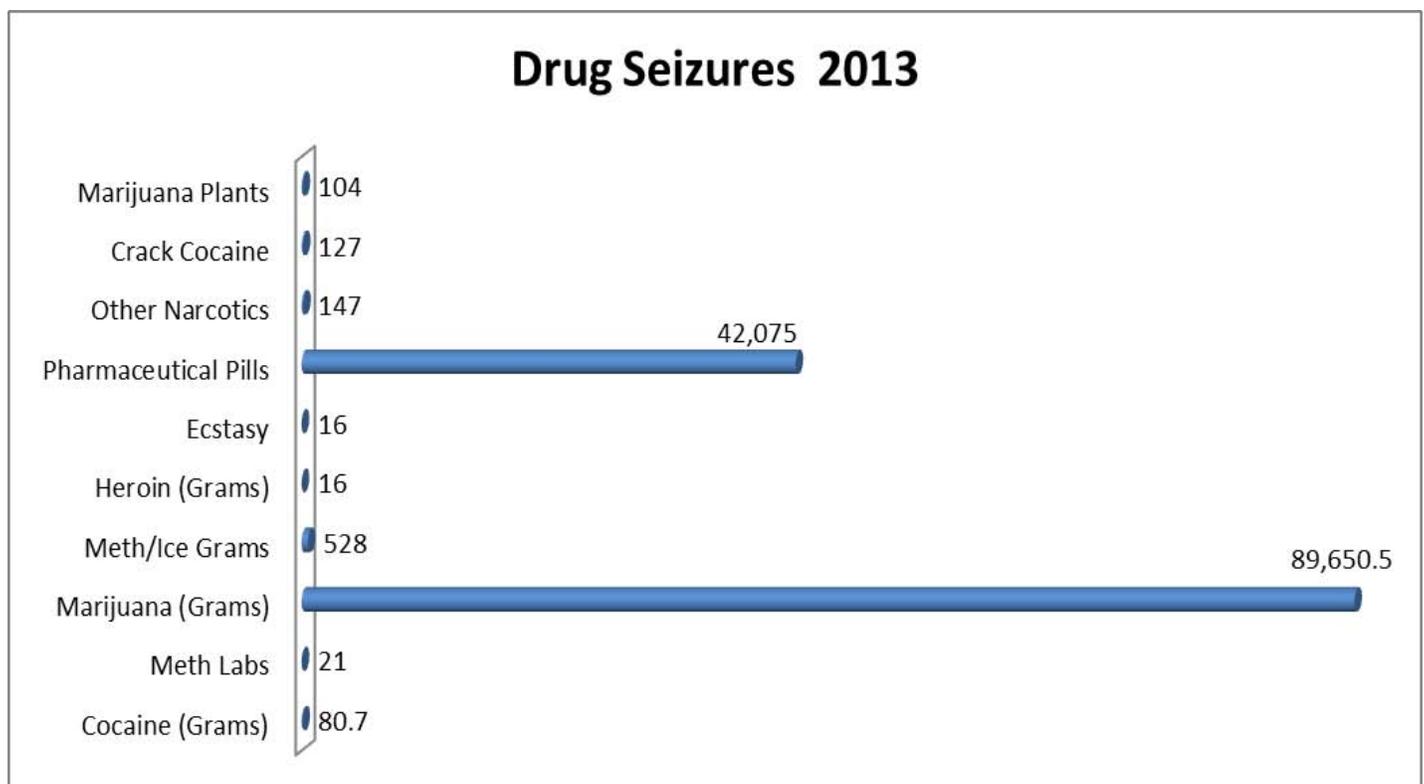


Investigative Services Personnel by Divisions

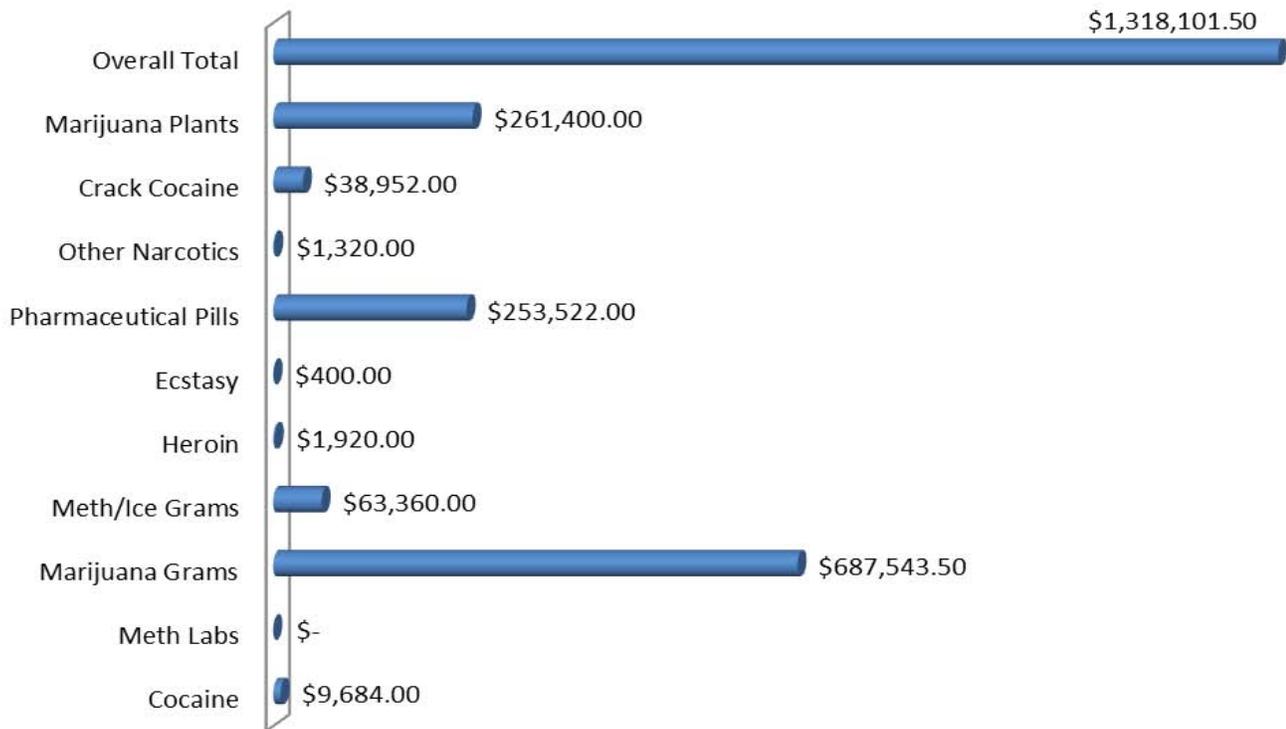
Investigative Services Personnel by Divisions	Sworn	Sworn Non-Certified	Civilian		
			F/T	P/T	
Administration	1	0	0	0	
CID	13	0	1	0	
Narcotics/Special Operations	7	0	1	0	
FBI/DEA Task Force	2				
NSO K-9	2	1 Vacant			
Fugitive	12	1	3	10	
Sex Offender Registry	1	1			
Internal Affairs	2	0	1	0	
Property/Evidence	0	2	1	0	
Total {s}	40	4	7	10	(Overall Total 61)
Civil Process was placed under the command of Captain Parson May 1, 2013					

Narcotics /Special Operations

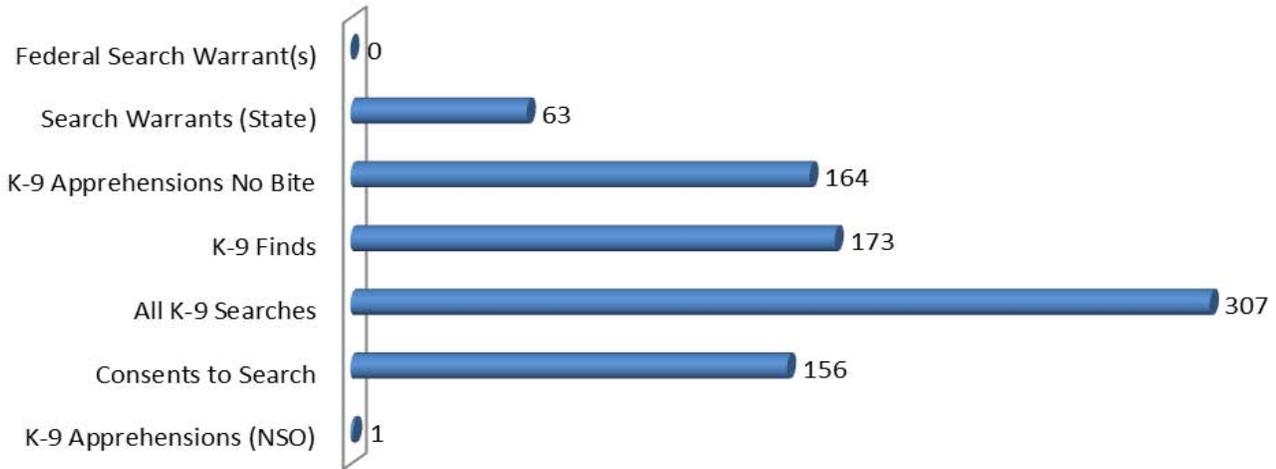
During the year of 2013, the Narcotics / Special Operations Division assisted other agencies and divisions 519 times. The unit conducted 219 searches, 307 K-9 searches, seized a total street value of \$1,318,101.50



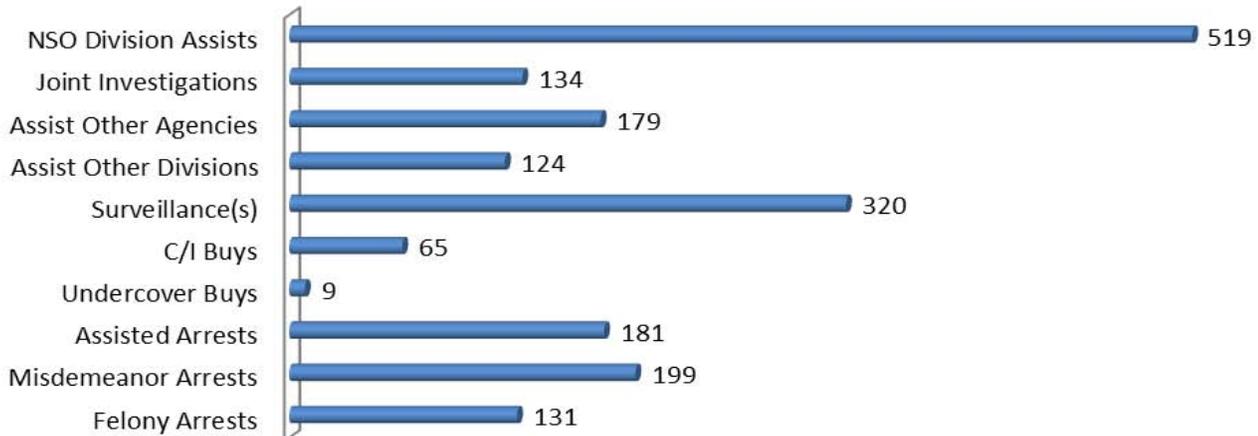
Total Street Value of Drugs Seized 2013



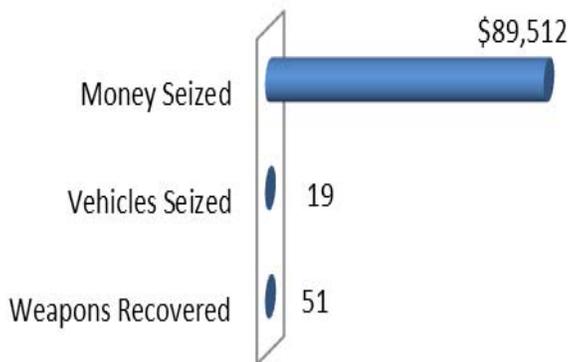
NSO Searches 2013



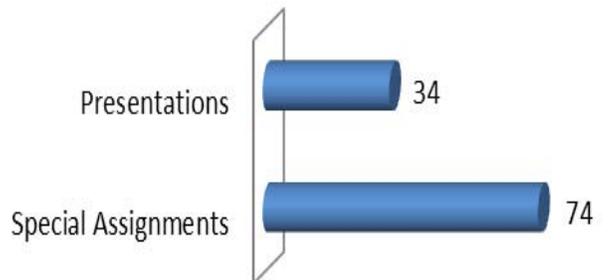
Arrest & Assist 2013



NSO Seizures 2013



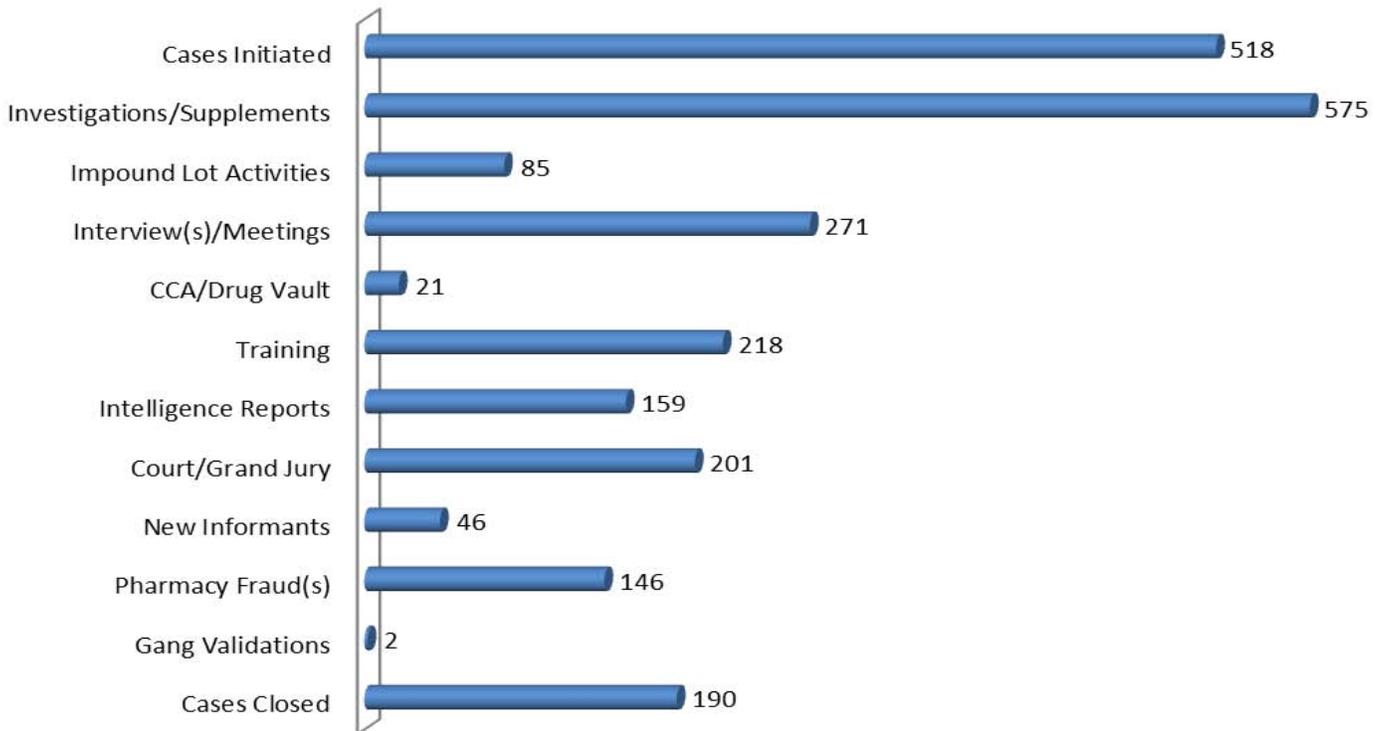
Special Assignments & Presentations 2013



NSO Citations and Traffic Stops 2013

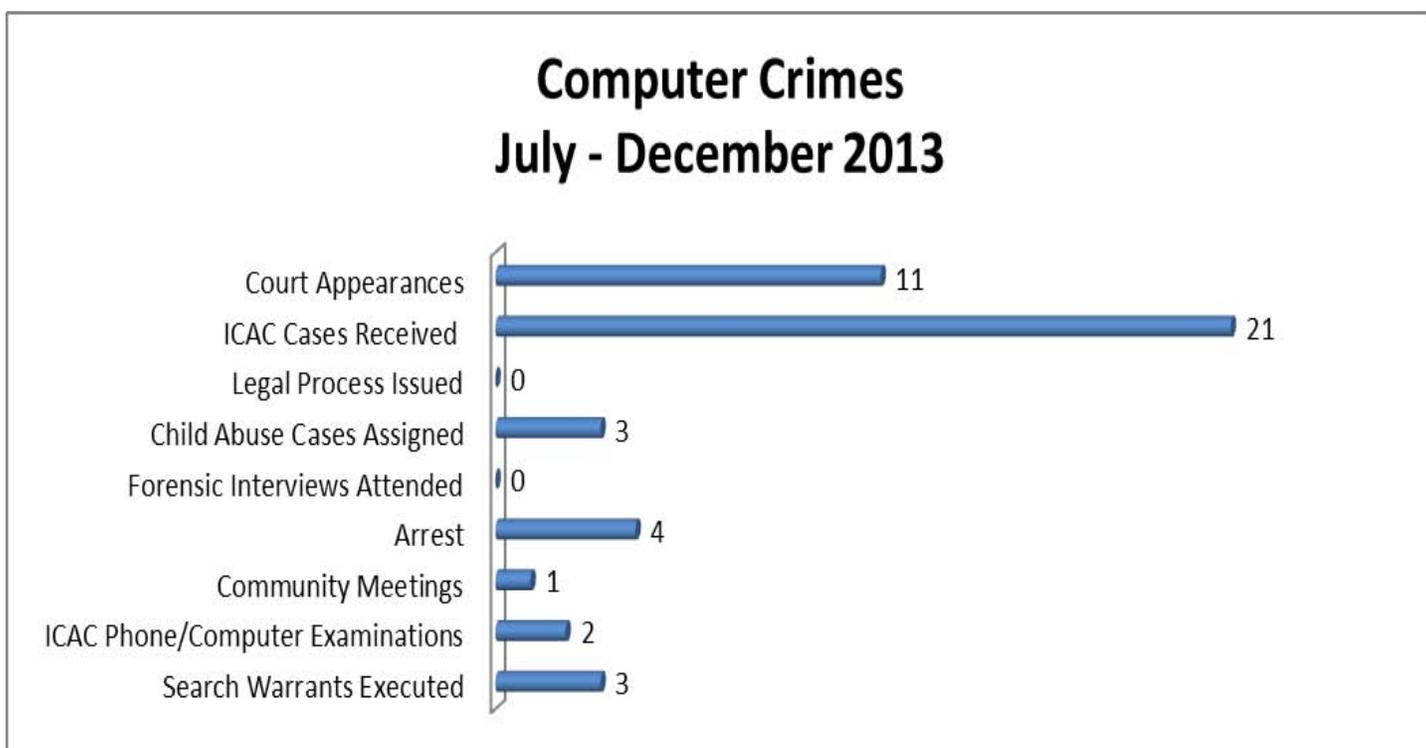
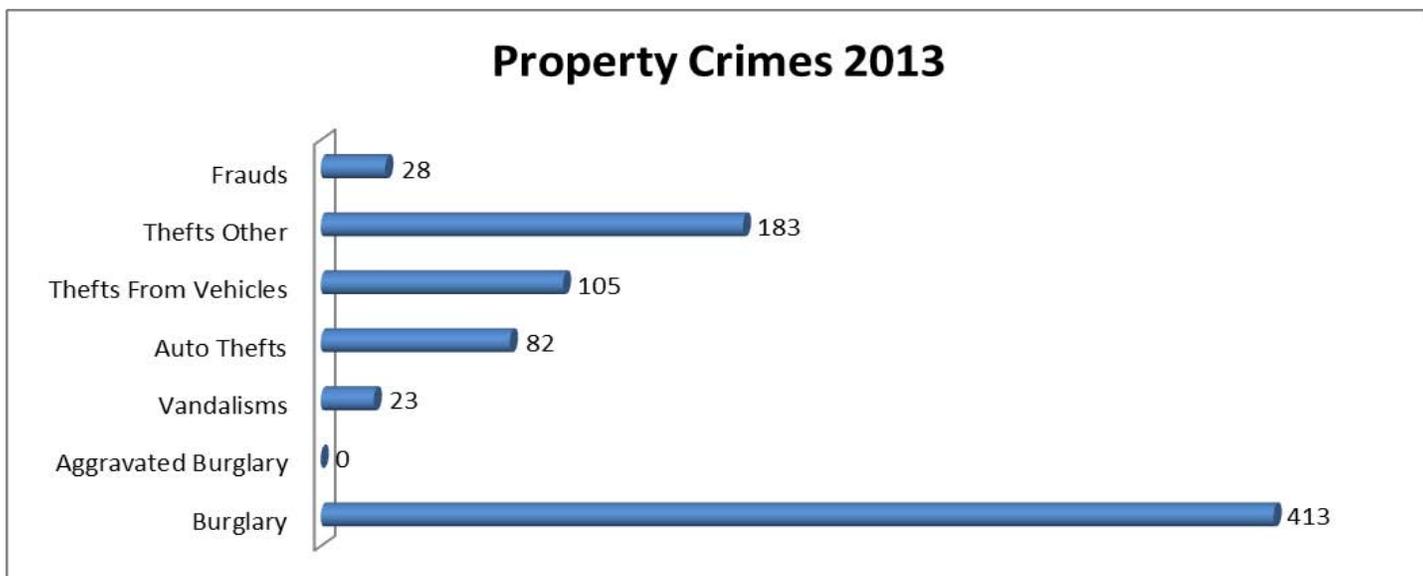


NSO Cases 2013

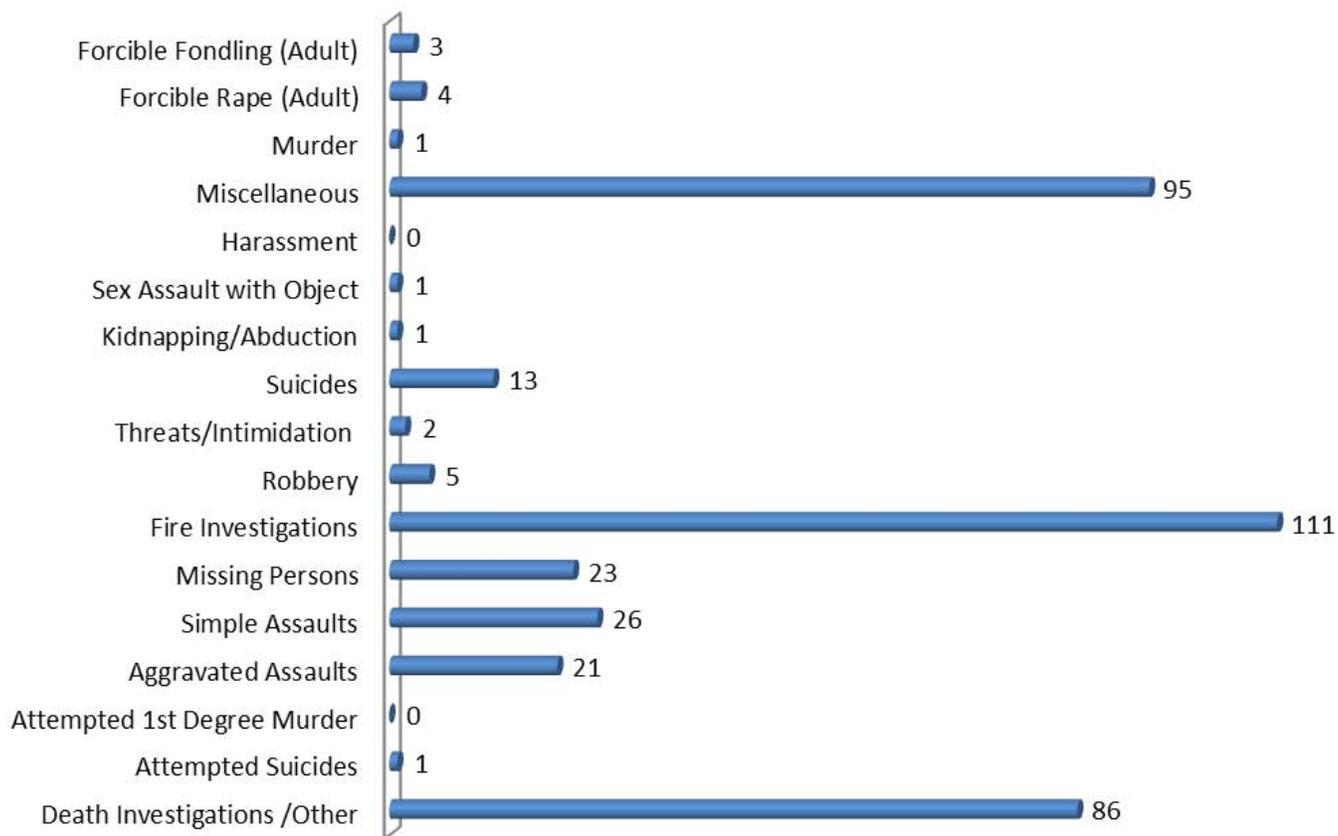


Criminal Investigations

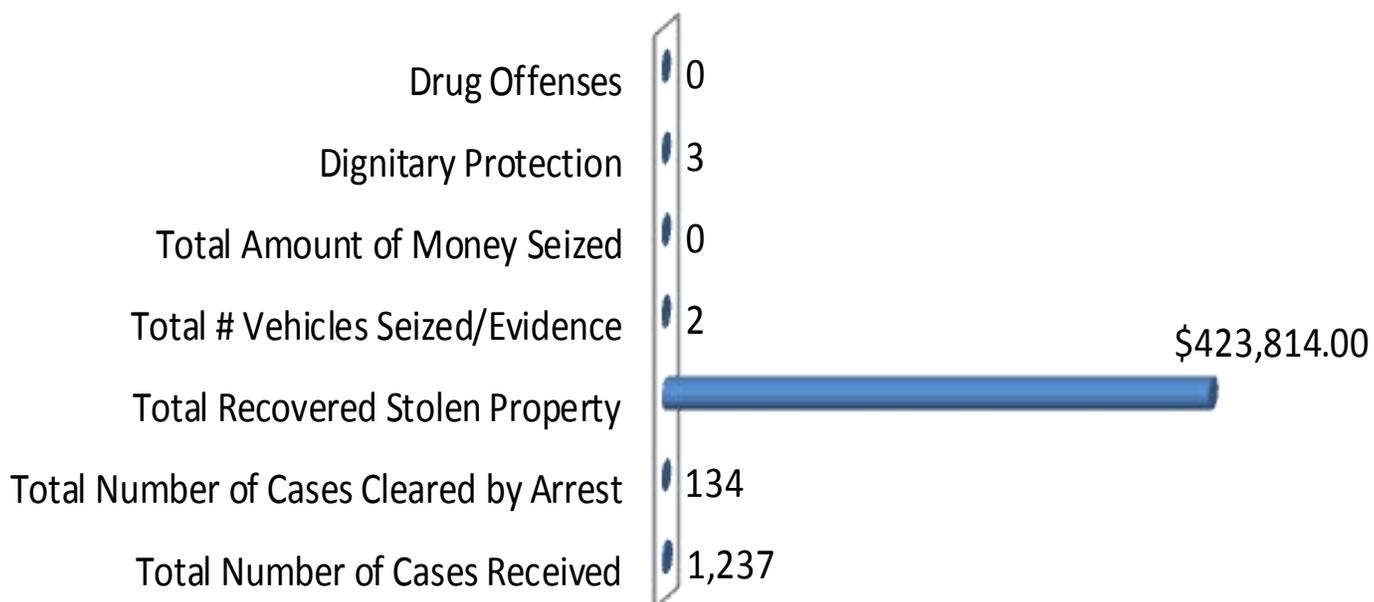
During the year of 2013, the CID Division received for investigation 1,231 complaints making 134 arrests and recovering \$423,814 in stolen property. There were 100 deaths investigated by CID during 2013, with only one (1) classified as a homicide/murder and 13 classified as suicide. There were 65 child abuse-related investigations conducted with 38 referrals from Child Protective Services. The division conducted 111 fire investigations, received 413 burglary reports, 82 auto thefts and 105 reports of theft from vehicles.



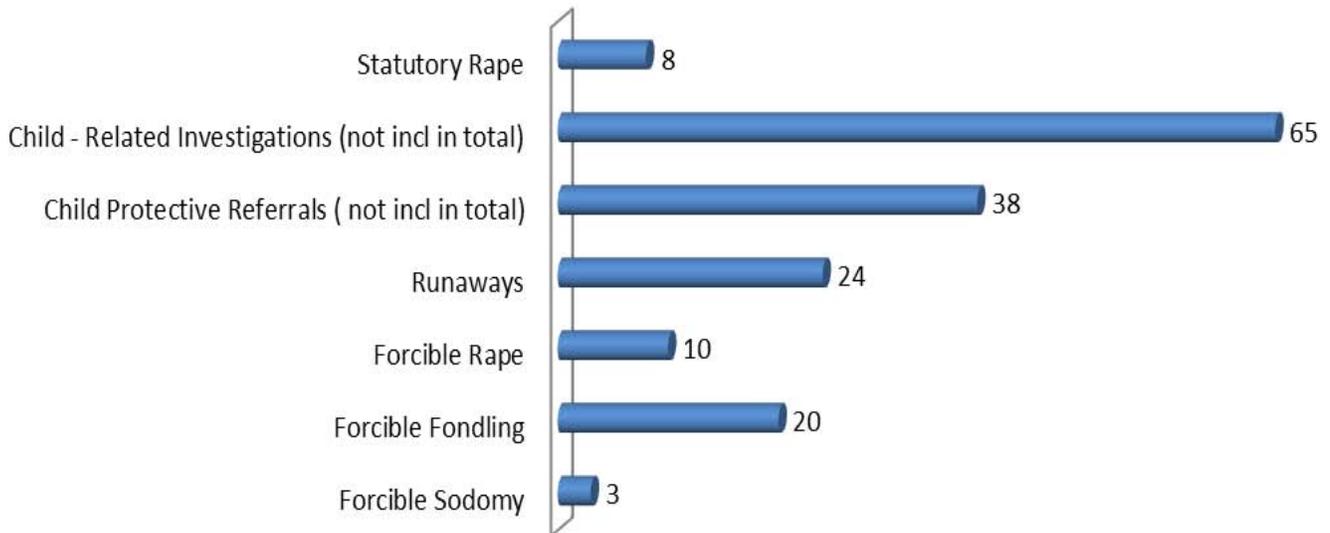
Personal Crimes 2013



CID Other 2013



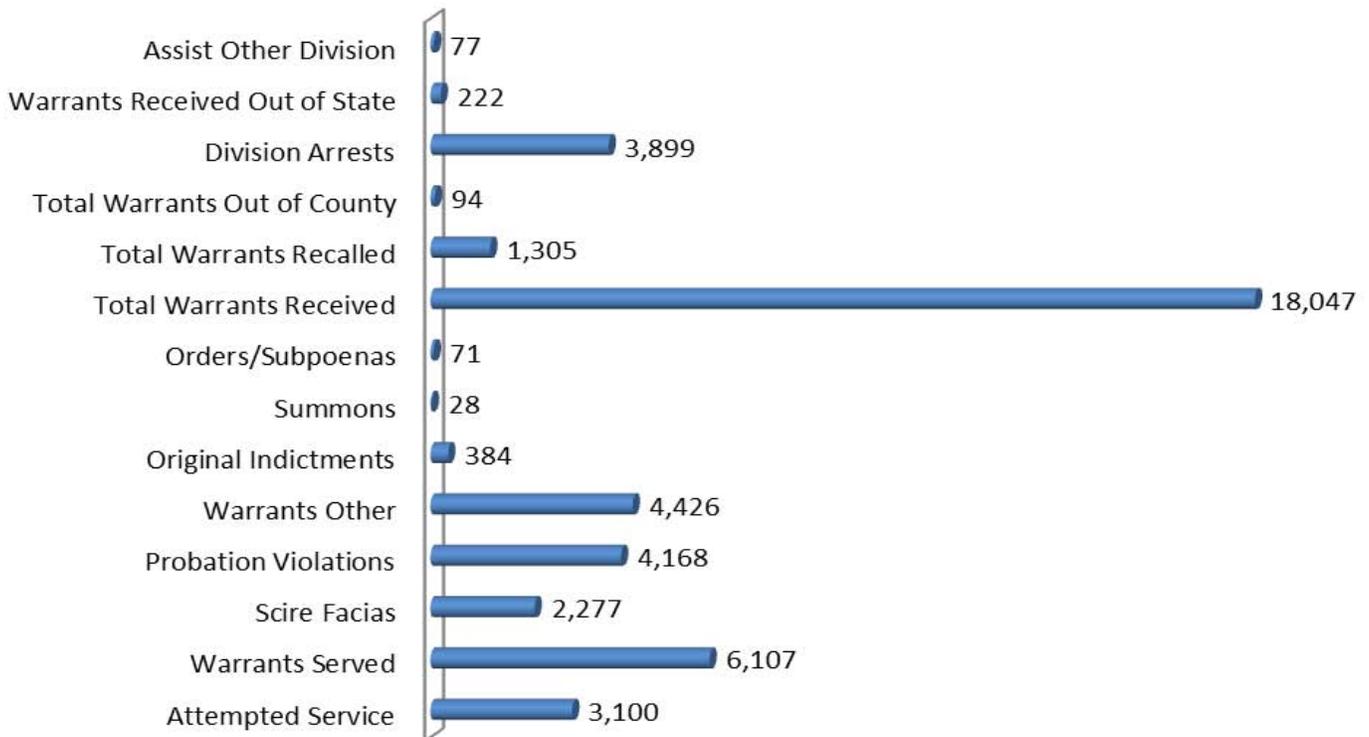
Juvenile Crimes 2013



Fugitive Division

During the year of 2013, the Fugitive Division received 18,047 warrants serving 6,107 warrants, arresting 3,569 offenders with 3,100 attempts. Forty-One (41) of the 12 Most Wanted were apprehended during this reporting period. Four hundred and sixty-eight (468) transports were made outside the state of Tennessee. Three hundred and seventy-six (376) were made within the state of Tennessee, excluding Hamilton County.

Fugitive Division 2013



Transports by Region 2013



Sex Offender Registry

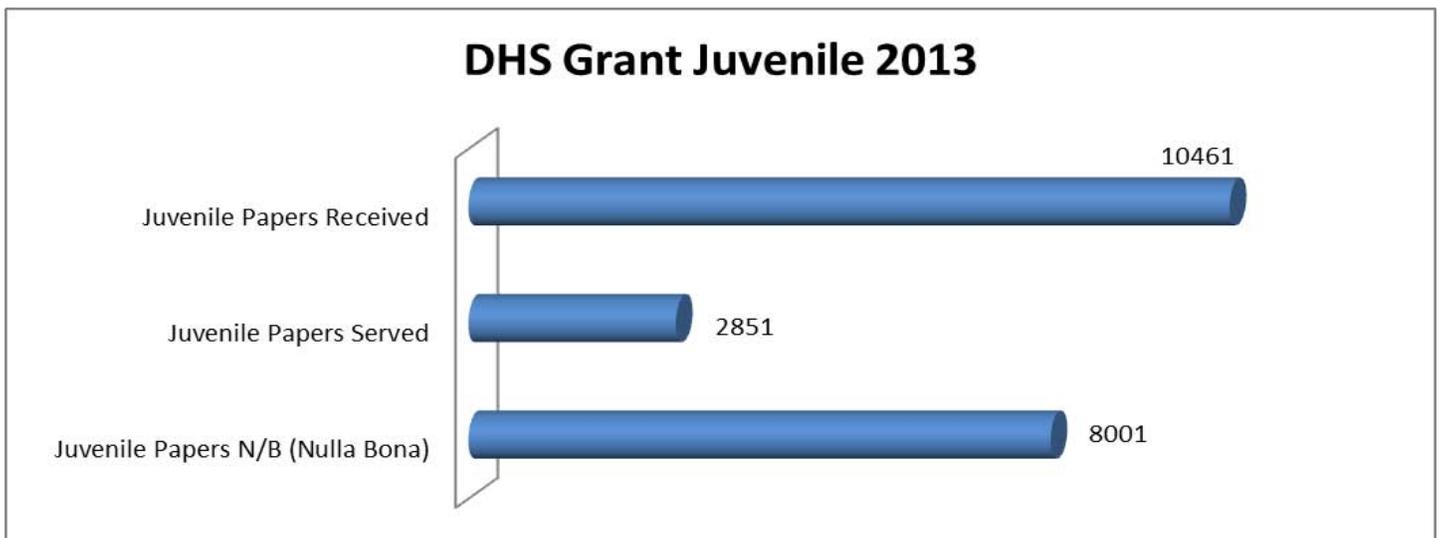
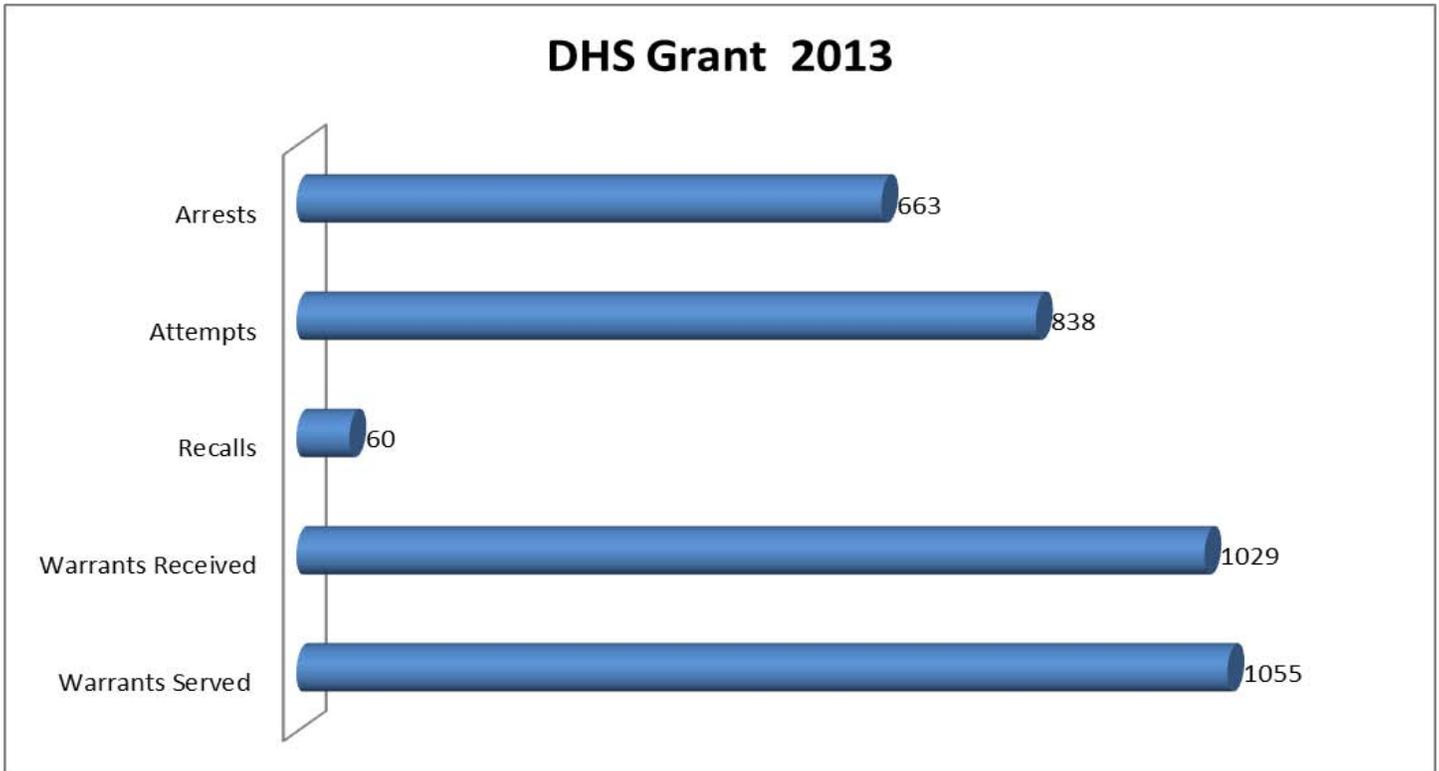
During the year of 2013, the Sex Offender Registry updated 992 offenders quarterly, 105 with annual reporting and verified 275 addresses during this reporting period. The Registry received \$34,210.00 dollars in revenue during this reporting period and made 56 arrests of offenders failing to meet registry compliance.

Sex Offender Registry 2013



Department of Human Services Grant (DHS)

During the year of 2013, the detectives assigned to this task received 1,029 warrants and served 1,055 warrants. There were 60 warrants recalled, 838 attempted services and 663 arrests of suspects for failure to pay child support.



Property/ Evidence

The Property/Evidence Division is made up of three (3) full time employees.

Y.T.D. 2013		APV	GENERAL	DRUGS	Totals
Year-To-Date Intake		379	2110	964	3453
Year-To-Date Dispositions Received		473	707	226	1413
Year-To-Date Files Closed		0	1249	0	1249
Year-To-Date Court Orders Received		0	6	0	6
Items on Court Orders		0	1016	0	1016
Tennessee Pharmaceutical Take Back Program partnered with DEA				36475.232	Weight in Grams
Knoxville					
Y.T.D. 2013	Blood Alcohol	Drug/Other	Nashville	Outsource Lab	Total Trips
Trips to TBI Crime Lab	9		13	0	22
Items Taken to Crime Lab	150	395	120	0	655
Items Returned from Crime Lab	0	469	106	0	5

Mike Fulmer was assigned to the Property/Evidence Team, giving us three (3) full-time employees.

John Scruggs and Mike Fulmer attended IAPE Class. Certifications will be acquired in 2014.

Heather Winters and John Scruggs acquired POST Certified Instructor Development Training.

Heather Winters renewed NCIC Certification, John Scruggs acquired NCIC Certification.

Heather Winters renewed Forklift Certification, John Scruggs acquired Forklift Certification.

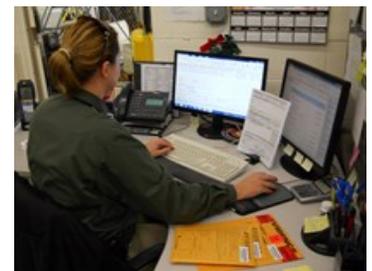
Heather Winters and John Scruggs renewed Weapons Certification

Heather Winters, John Scruggs, and Mike Fulmer completed all required civilian training.

Completed successful Internal and County Audits.

Began new process for more frequent processing of dispositions;

Upgrades made to Kustom Signals in -car- video system.

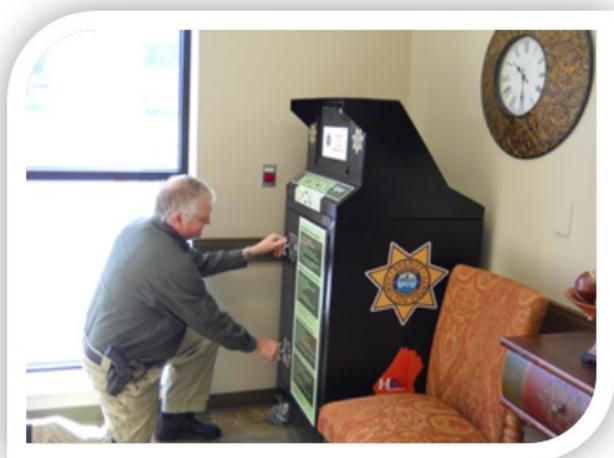


The Hamilton County Sheriff's Office in conjunction with Tennessee Dept. of Environment and Conservation, Hamilton County Coalition and Tennessee Dept. of Mental Health & Substance Abuse Services is proud to announce the placement of two Drug Take Back Boxes for the citizens of Hamilton County.

These boxes will allow citizens of Hamilton County to dispose of unwanted medications and are based at the Hamilton County Sheriff's Office East and West Sector's locations. Proper disposal of unwanted prescriptions prevents contamination of our water supply. Prescription/over-the-counter medication may be dropped off between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday at the following HCSO locations:

1. West Annex, 6233 Dayton Blvd, Hixson, TN 37343
2. East Annex, 8395 Hickory Valley Road, Chattanooga, TN 37416

Tennessee Pharmaceutical Take Back Program



Several detectives and deputies testify in the Shannon Ory trial. Ory was charged with Attempted 1st Degree Murder of his wife. On Friday, March 18, 2013, the jury returned a verdict of guilty on the lesser charge of Reckless Endangerment.



On 04/02/13, Detective Sowder made two arrests in the Loftis Middle School case. Dustin Holland and Tyler Lewis were arrested and charged with Aggravated Burglary, Arson, Vandalism and Reckless Endangerment. Detectives, along with the ATF, interviewed in excess of 40 people over a seven month period before the case was solved. The damage to the Loftis Middle School was extensive caused by fire and vandalism.



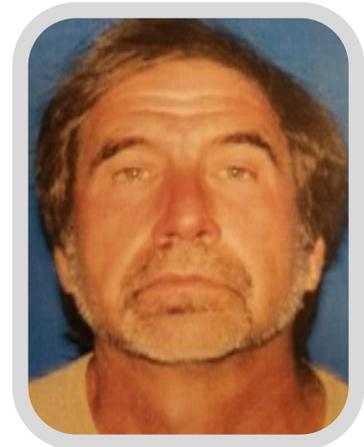
LOFTIS MIDDLE SCHOOL

On 05/19/13, CID Detectives investigated a homicide and a rape which occurred at 8912 Lovell Road. A 35 year old female victim was found to be deceased in the bedroom of her residence. The investigation revealed she was the victim of a homicide. Detectives also investigated a rape of a juvenile victim which occurred at the same location. A suspect was identified in the investigation and was tracked to a location in Calhoun, Georgia. The suspect took his own life prior to being taken into custody.



8912 LOVELL ROAD

Detective Whaley conducted a Missing Person investigation where on 11/21/13, a 58 year old male, James Wesley Blackwell was reported missing from his residence at 4020 Clonts Road. He was last seen on 11/18/13. His truck was located parked at his residence with his cell phone inside. There have been no new leads or additional information.



JAMES WESTLEY BLACKWELL

On November 28, 2013, CID Detective Brown and Deputy Robards conducted a joint investigation into several vehicle thefts, residence and business burglaries in Hamilton County and the Chattanooga area. This investigation lead to the recovery of numerous stolen vehicles and property valued at \$67,000. James Young W/M 06-11-1995 and several Juveniles were arrested in connection to the crime spree.

On 9/11/13, Detectives Baker, Carson, Gienapp and Langford assisted NSO and Lookout Mountain PD with a search warrant. Detectives recovered numerous items suspected as being stolen. The suspected stolen property included; T.V.'s, computers, jewelry, tools, cameras and other assorted items. It is suspected the thefts occurred in multi-jurisdictions. This investigation cleared in excess of ten burglaries in the City of Lookout Mountain, Tennessee.

On 10/15/13, an investigation related to the solicitation of a minor via the internet was culminated with the arrest of a 21 year old male at the Greyhound Bus Station and the execution of a search warrant at his residence in Harrison. Detective Ashburn initiated his investigation on 10/03/13, after law enforcement officers in Goshen, Ohio contacted him and advised him of the offense. The joint investigation revealed the suspect transmitted pornographic images of himself to a 14 year old male and attempted to solicit the juvenile into traveling to Chattanooga in order to engage in sexual activities.

Sheriff's Underwater Recovery Team

On May 3, 2013, Sheriff's Underwater Recovery Team assisted Chattanooga Police Department with a search in the Tennessee River for evidence connected to a homicide investigation.

Sheriff's Underwater Recovery Team assisted Chattanooga Police Department in the search and recovery of the two juvenile drowning victims in South Chickamauga Creek. The water was estimated at 4-5 knots.

The Chattanooga office of the FBI requested Hamilton County S.U.R.T. to search the water near an area of a shooting which took place at the Watts Bar Nuclear Facility on April 21st, 2013. Information provided indicated an individual in a boat shot at a security officer. The search was conducted and the result of the search was relayed to the FBI.

On Wednesday, 12/11/2013, the Sheriff's Office Dive Team assisted the FBI in the search for a weapon in Percy Lake which is located in Nashville, TN. The purpose was to search for a weapon used in a 2009 drive by shooting. The dive operation was conducted in 46 feet of water with a temperature of 44 degrees. Additionally, there was little or no visibility and the search was conducted by feel. The outside temperature ranged from the 20's to low 40's. The search was conducted and the result of the search was relayed to the FBI.

Training:

CID hosted a "Homicide Course" put on by IPTM. Those who attended the course included: HCSO personnel, 1 Medical Examiner Investigator, 1 ADA, and numerous police jurisdictions were represented.

Dignitary Protection Unit:

The Dignitary Protection Unit provided a six person detail at the Lincoln Day dinner held at the Chattanooga, March 8, 2013.

On July 29, 2013, the Sheriff's Dignitary Protection Unit was part of a joint law enforcement effort in providing protection for President Obama during his visit in the Chattanooga area.



Narcotics/Special Operations

June 26, 2013 (HCSO Police Service Dog “UBS”)

HCSO was saddened to report the loss of one of the HCSO Police Service Dogs, K-9 “UBS”. K9 UBS is a 10 year old Belgian Malinois that has served the department for over 8 years. On June 25th Detective Hank Ritter noticed when he got home that UBS could barely stand or walk. He took him to the veterinarian and they kept him for testing. The veterinarian determined that UBS had cancer and that it had spread from his liver to his pancreas and he had blood entering his stomach. The veterinarian advised that there was nothing that could be done to ensure a quality of life so it was recommended to put him to sleep.



PSD K-9 “UBS” Badge #307HS

END OF WATCH: June 26, 2013

Hamilton County Sheriff’s Office Narcotic and Special Operations Division, in conjunction with Tennessee Alcohol Beverage Commission, conducted alcohol sales law compliance checks at thirty six businesses who are licensed to sell alcoholic beverages. Working with plain clothed officers several underage (buyers) entered these businesses and attempted to illegally purchase alcoholic beverages. Thirty businesses refused to sell to the underage buyers with six businesses who did sale alcoholic beverages to the underage buyers.

Current research shows that effective compliance checks helps decrease alcohol sales to minors; helps reduce underage drinking which in turn reduces alcohol related traffic crashes, violence, and other health problems associated with alcohol.

Businesses who received citations for selling to underage buyers:

1. KANGAROO EXPRESS #3498 8229 MAHAN GAP RD.
2. PARK GROCERY 8400 HARRISON BAY RD.
3. HWY 58 MART 8909 HIGHWAY, HWY 58
4. SPUR MARKET 6802 MIDDLE VALLEY RD
5. FRIEND'S 7714 HIXSON PIKE
6. COUCH'S 12839 DAYTON PIKE



Narcotics detectives locate an indoor marijuana grow operation in the Harrison



Narcotics detectives locate a Shake and Bake Meth Lab in the Middle Valley area of Hamilton County.



HCSO Narcotics detectives seize crack cocaine from a location in the inter-city of Chattanooga in Hamilton County.



HCSO Narcotics detectives work with the United States Postal Services and other carriers, intercepting packages containing illegal drugs.



CID Crime Lab and Processing Bay

The Hamilton County Sheriff's Office has the ability to process evidence in-house. With more demands being placed on local agencies to identify, recover and process more evidence the HCSO CID division has focused on training and obtaining the equipment needed to meet this demand.

Five (5) detectives with the HCSO are graduates of the National Forensic Academy where they received training in Bloodstain Pattern Analysis, Bombs, Booby Traps and Threats at the Scene, Crime Scene Management, Computer Sketching and Mapping, Courtroom Testimony, Criminal Investigative Analysis, DNA, Firearms and Toolmark Identification, Footwear and Tire Impressions, Forensic Fire Investigation, Latent Fingerprint Processing, Photography (Digital and Videotaping), Post-blast Investigation, Postmortem Fingerprinting, Serial Number Restoration, Shooting Incident Reconstruction, Trace Evidence.

Death Investigation

- Autopsy
- Bone Trauma
- Burned Bone
- Child Fatality
- Manners of Death
- Time Since Death
- Wound Pattern Interpretation

Forensic Anthropology

- Bone Scatter Search
- Forensic Entomology
- Forensic Odontology
- Forensic Osteology
- Human Remains Recovery

The HCSO will continue to focus on training/equipment and when manpower will allow, move towards a full-time established crime scene unit.





The Scenic Chattanooga Optimist Club honored Hamilton County Sheriff's Office, Detective Robin Langford at the club's "Respect for Law Award" luncheon. Detective Langford was nominated and chosen because of his outstanding forensic investigative skills, where he takes the lead role in crime scene investigations and forensic analysis.



**Detective
Robin Langford
Investigator of
the Year**

**HAMILTON COUNTY
SHERIFF'S OFFICE
CORRECTIONS
ANNUAL REPORT
2013**



Prepared By: **Beverly McCurdy**



DEPUTY CHIEF JOE FOWLER



CAPTAIN JOHN SWOPE

The Hamilton County Corrections Division consists of 6 Sub-divisions; Jail Operations, Security Operations, Sentence Management, ACA Accreditation and Support Services. The Corrections Division is comprised of 145 officers and staff employees (including: part-time employees and corrections officers assigned to other division within the Sheriff’s Office).

JAIL OPERATIONS:

Jail operations consist of ensuring the safety, security, and well-being of all inmates (**500+**) housed in the Hamilton County Jail. Booking and the release of inmates are also handled by this area, as well as, Inmate Transports and Court Transports.

The Hamilton County Jail is a 24/7 operation that is responsible for the care and well-being of all the inmates placed in its charge. The current rated capacity is 505. The jail was completed in 1975 and occupied in 1976. It went through a major renovation in 1995; until this time the Justice Building contained the Courts, Court Clerk’s Office, District Attorney’s Office, and the County Jail. It now houses inmates on the first (1st) through the sixth (6th) floors. The Justice Building presents many challenges for all who work in it. Although it went through a renovation, much of the original plumbing and electrical service still remains. Due to the fact that these services are over thirty (30) years old, daily problems continually present themselves. The Hamilton County Maintenance Department makes constant effort to repair both plumbing and electrical issues that come up. In addition to these issues, the heating and air-conditioning are regularly in need of repairs and/or adjustments.

JAIL OPERATIONS:

AVERAGE daily population for **JANUARY- DECEMBER, 2013: 522 TOTAL**

Rated Jail “*capacity per day*”, per TCI: 505 TOTAL

Inmates booked: 19,436 TOTAL

- First Shift – 6,578
- Second Shift – 6,297
- Third Shift – 6,687

Inmates (**male & female**) released from jail: **14,435 TOTAL**

Released on Bond – 7,469

Dismissed/Parole/Suspended/Time Served – 1,442

Transferred (CCA, Comm.Corr., Other & TDOC) – 5,524



Transferred/Sentenced Inmates to CCA: **895 TOTAL**

Pre-trials: **1,641 TOTAL**

Inmates transported to Hamilton County Courts (i.e. Chancery, Circuit, Juvenile/

Child Support/Criminal/Sessions and City Court) are as follows:

* Inmates escorted to All Courts: **10,805 TOTAL**

Criminal, Session, and City Courts: 10,522

Child Support, Chancery, Circuit, and Juvenile Courts: 283

* Pen Runs: **301 Inmates (to Morgan County and/or West Tennessee State Penitentiary)**

Number of Officers' used to transport HC inmates: **74 TOTAL**

Number of **FEDERAL** Inmates transferred out: **30 TOTAL**

MENTAL HEALTH TRANSPORTS: 1,677 TOTALS (1st, 2nd, 3rd)

1st Shift - 497

2nd Shift - 699

3rd Shift – 481

Females: 809

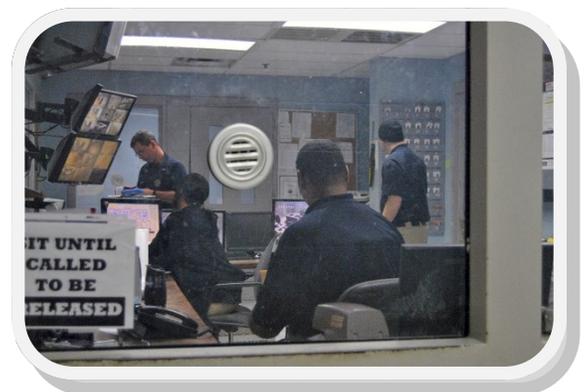
Males: 938

Mileage Traveled – **61,842**

Hours - **9,744**

Officers used for transporting - **2,511**

Force Used - **10**



DAILY INMATE TRANSPORT TRACKING: 1,855 TOTAL

1st Shift: 1,299 Transport Trips

2nd Shift: 362 Transport Trips

3rd Shift : 194 Transport Trips

Number of Inmates transported: **5,453**

Mileage Traveled: **39,570**

Hours: **4,869**

Officers used for transporting: **3,246**

SENTENCE MANAGEMENT- 2013 Major Achievements

Many tasks have been streamlined to avoid repetition therefore; the section is able to work more effectively. With the help of the IT section, the amount of paper generated by the various posts have decreased and employees are able to keep electronic files and share documents with other facilities' in a more efficient manner.

We have received reimbursements/billing from the State of Tennessee, Federal Government and Social Security for housing inmates in the Corrections Facility for this year.

The Sentence Management division has transferred **1,641 misdemeanants** and **pre-trial** inmates to CCA Silverdale for this calendar year. Also, there have been **301** inmates transferred to either **Morgan County or West Tennessee State Penitentiary**, and there have been a total of **30 Federal** inmates transferred out of the Hamilton County Jail.

A group from TDOC did a "fingerprint" audit this past year. The jail "**passed**" the audit and the TDOC staff were pleased with our working relationship.

Sessions Court Dockets Post:

Averaged 150 inmates on the court list weekly.

Averaged 7, 500 inmates to session's court. Average number of affidavits processed 37,500.

This section has been returned to the jail files for audits, to minimize paperwork errors.

Criminal Court Dockets Post:

Average number of inmates on the court dockets weekly – **150**

Average total of dockets has increased by **20%**

This post processed an average of **80,000** judgments and orders.

Processed **1,521** suspended sentence releases.

Other releases totaled **3,808** [Fugitive, CCA, CADAS and Other programs]

Billing:

Federal Inmate Housing - \$ **673,856** with an additional \$189.00 for prisoner guards

State Inmate Housing - \$ **606,282** not including November and December

Social Security - \$ **65,000**

Transfers:

CCA – **2,822**

TDOC – **94**

Community Corrections – **33**

File Room Averages:

Files processed per day – **65**

Total Average files processed – **30,000**

Number of records/files that have been sent to Archiving – **500**

Working on 2009 and 2010 files to go to Microfilm Department at the West Annex.

Dispositions - **26,718**

Dispositions Purge - **4,238**

AFIS RESPONSES FROM TBI & FBI = 38,870 [plus additional responses for corrections and applicants].

NOTE: By asking the IT Department for changes to AFIS, this action has saved the HCSO wear and tear on Sentence Management’s copy machine, as well as, paper and toner.

FINGERPRINTS:

<u>2013</u>	<u>HC</u>	<u>CPD</u>	<u>E.RIDGE</u>	<u>RED BK.</u>	<u>S. MTN</u>	<u>SODDY-D.</u>	<u>OTHERS</u>
JAN	620	1,086	221	92	10	70	80
FEB	537	636	45	77	13	32	84
MAR	579	633	65	80	11	35	55
APR	606	798	89	92	7	48	68
MAY	624	799	78	85	17	51	78
JUN	602	768	61	63	4	42	45
JUL	592	915	87	114	6	64	91
AUG	696	821	90	68	5	47	60
SEP	595	913	102	81	4	45	98
OCT	581	866	94	89	2	35	65
NOV	523	680	55	101	3	39	48
DEC	466	747	50	88	6	31	61

TOTAL Fingerprints and ID’s submitted for this year: **30,956**

SENTENCE MANAGEMENT’S GOALS and OBJECTIVES for 2014

The Sentence Management Division will continue to work with the DA’s Office to expedite inmates who are on “appeal.” Sentence Management will continue making certain that all TDOC inmates, for “Post Conviction” hearings, are returned in a timely manner when brought to Hamilton County Jail. Sentence Management will continue to work closely with Shawn Johnson on Drug Court processes and issues.

Training:

Sentence Management would like to visit the TDOC Administrative Offices for guidance on Drug Court policies, billing and processes.

To visit the Davidson County Criminal Court to observe their Drug Court procedures and to the Davidson County Jail to see their procedures firsthand.

ACA ACCREDITATION:

ACA ACCREDITATION MANAGER: Officer Tracey Case, CCO, CJO

The Hamilton County Jail's Accreditation and Standards Division was created in 2009 to pursue the accreditation process established by the American Correctional Association (ACA) and the National Commission on Correctional Health Care (NCCHC) along with maintaining the jail's compliance and certification with Tennessee Corrections Institute (TCI) standards. Since the Hamilton County Sheriff's Office has now achieved accreditation through the Commission of Accredited Law Enforcement Agencies (CALEA), we will now concentrate on achieving Accreditation through the American Correctional Association (ACA), and the National Commission on Correctional Health Care (NCCHC). Once attained, the Hamilton County Sheriff's Office will be awarded the recognition of being a "Triple Crown" agency.



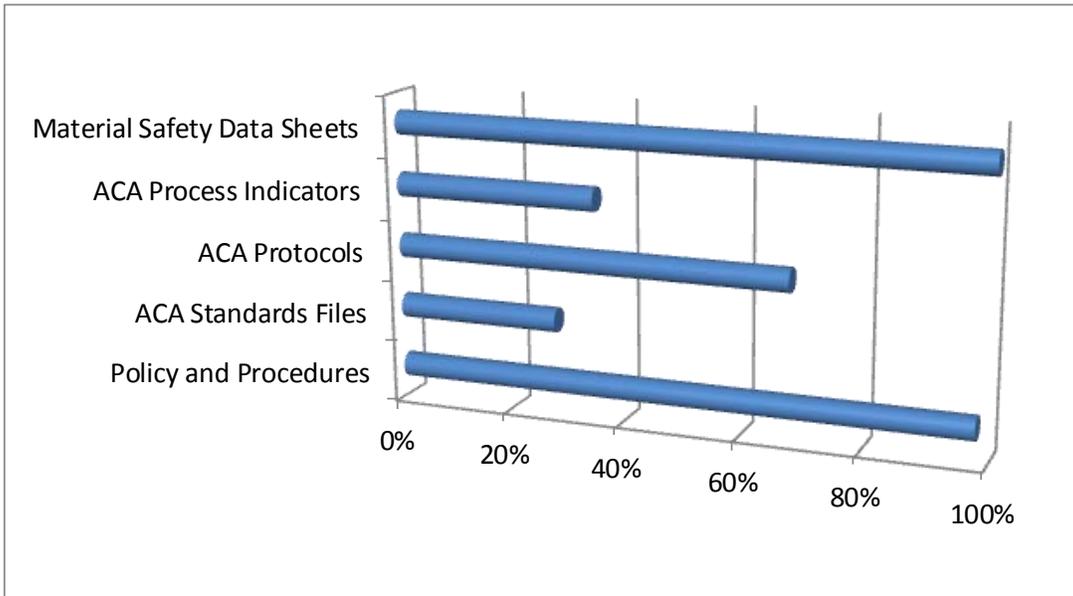
American Correctional Association (ACA) accreditation requires compliance with 386 professional standards and continuous review of departmental policy and procedures. Accreditation is awarded to the "best of the best" in the corrections field. Staff has a better understanding of policies and procedures which contributes to a safer facility and improved working conditions. Accredited agencies have a stronger defense against litigation through documentation and the demonstration of a "good faith" effort to improve offender supervision.



The National Commission on Correctional Health Care (NCCHC) grew out of a program begun at the American Medical Association in the 1970s and is dedicated to improving the quality of correctional health services and helping correctional facilities provide effective and efficient care. NCCHC accreditation provides an independent, professional assessment of compliance with 67 health care related standards. It has proven to be an effective tool in achieving and maintaining peak organizational performance.

Since the creation of the jail's Accreditation and Standards Division in 2009, we have reviewed and approved 178 corrections division policies and required them to be read by all departmental staff. A total of 188 Material Safety Data Sheets (MSDS) have been transferred into electronic documents and placed into the department's Policy Tech computer system to be readily available to all employees. The jail's inmate handbook has been revised and placed into circulation within the inmate population and is also available in an electronic format through Policy Tech. English and Spanish versions are maintained and distributed to inmates being housed inside the facility.

The Accreditation and Standards Division is currently working to build the 386 ACA standard files to be audited by a team of ACA auditors. The Corrections Division must obtain 100% compliance with all mandatory standards and 90% compliance with all non-mandatory standards. We look forward to assisting the Sheriff's Office in its pursuit for the "Triple Crown".



2013 CHAPLAIN’S INMATE PROGRAM REPORT

Weekly Numbers to Date:

Inmates Enrolled - 230

% Inmate Population Enrolled - 41

GED Graduates in 2013: TOTAL - 17

Active Volunteers: TOTAL 100



Chaplain John Waters

Inmate Programs for 2013: TOTAL 31

- Adult GED Cohort
 - Adult GED Prep/Math Tutoring
 - Alcoholics/Narcotics Anonymous
- Anger Management

- Art Class
- Beyond the Bars
- Father’s Class
- Hispanic Worship Service
- Holy Communion
- House of Refuge
- IEP – Juvenile SPED
- Job Readiness
- Jumah
- Juvenile Inner Circle
- Living Well by Faith
- MaxiMYze
- New Believers



GED Inmates with Volunteer

Pneuma
 Post Emmaus Walk
 Seventh Day Adventist Worship Service
 Stephan's Table
 Sunday AM Worship Service
 Sunday PM Worship Service 2/4 Floor
 Sunday PM Worship Service 5/6 Floor
 Sunday PM Worship Service 3 West
 Wednesday PM Worship Service
 Correspondence Courses - 5

Number of Active Volunteers: 100

VTP 1st Qtr.: 22

VTP 2nd Qtr.: 13

VTP 3rd Qtr.: 22

VTP 4th Qtr.: 34



VOLUNTEER TRAINING

Programs:

- **Weekly Programs – 17**
 - **Bi-weekly Programs – 9**
- Correspondence Courses – 5**

TOTAL - 31

NEW Programs:

Art Class
 Beyond the Bars
 Job Readiness
 Seventh Day Adventist Worship Service

Ending Programs:

Juvenile FLO



**MEMORIES OF DAYS GONE BY
 THE OLD HAMILTON COUNTY JAIL**

Support Services Operations:

Support Services is comprised of seven (7) different work assignments and areas. It forms the infrastructure of the Hamilton County Jail and works in the background. The duty assignments are: Quartermaster, Supply, Laundry, Commissary, Kitchen, Medical Clinic and Maintenance.

Support Services section consists of the following positions:

Security/Support Services Lieutenant –

Support Services Sergeant –

Quartermaster 1st shift Officer –

Supply Officer 1st shift Officer –

Supply Officer 2nd shift Officer –

Supply Officer 3rd shift Officer –

Laundry 1st shift Officer –

Laundry 2nd shift Officer –

Kitchen 1st shift Officer –

Kitchen 1st shift Officer –

Kitchen 2nd shift Officer –

Kitchen 2nd Shift Officer –

Medical Clinic Officer –

Commissary Officer –

Special projects/Relief Officer –

Maintenance Officer –

Overtime and shift support hours used:

Support Services (inside) overtime used - **104 hours**

Support Services (used on shift) overtime – **1,036.5 hours**

Support Services manpower pulled to support shift posts/outside transports – **1,120.25 hours**

Quartermaster is composed of two sub-sections. One section orders needed medical supplies required for the First Aid boxes distributed throughout the Jail and all medical/dental supplies used by the Jail's dentist. The other sub section orders all shift cleaning equipment and supplies, inmate's jail issued items, inmate's sanitary products, kitchen non-food items , chemicals, laundry supplies, all items needed for operations of the Jail from inmate's clothing and bedding, to office supplies, forms, specialty items. The Quartermaster is also a liaison between the Corrections Division and any supply vendors. They work closely with the Sheriff's Office purchasing and finance division.

Purchase orders processed - **324**

Sanitation Inspections Conducted

Weekly cell sanitation inspections – **inspections are conducted during each week**

Bug infestation control - **14**

Kitchen sanitation inspection – **inspections are conducted during each week**

Jail garbage dumpster pickup – **Twice weekly**

Jail bio-hazard disposal pickup – **Bi- weekly**

Inmate cell showers/drains disinfected – **Twice weekly**

Disinfectant sent for inmates use inside the cell – **Twice weekly**

Disinfectant sent to floor officer for general floor use – **Three times daily**

Supply Operations

Supply is responsible for issuing all of the needed cleaning materials and supply materials inside the Jail.

They handle a number of requests for clothing items and personal property items for the current inmates housed in the Jail. Supply is responsible for dressing out any inmates being housed in upstairs or being transported to appointments, outside courts, the workhouse; or being transferred to TDOC, USMS, BICE and other agencies as well as being released from custody per orders from the courts. They are responsible for scanning mattresses for contraband and sanitizing the mattresses used in the Jail. They handle the releasing of personal property to family members and the acceptance of Televisions brought into the Jail.

Inmates requests processed – **3,569**

Inmates dressed out – **10,462**

Mattresses scanned for contraband – **3,504**

Mattresses sanitized – **5,566**

Jail issued property damaged by inmates - **\$33,993.67**

Jail issued property disposed of by attrition - **\$7,717.11**

Laundry Operations

The Jail laundry operates on two shifts, five days a week. Each inmate is offered laundry service twice a week in order to comply with the mandate from The Tennessee Corrections Institute. The laundry is bagged, washed, dried and returned to the inmates on the same day, providing a timely and hygienic cleaning of their jail issued clothing. The laundry also does bulk loads of laundry to keep the supply operations stocked with clean clothing and bedding materials for issuance to new inmates arriving at the Jail.

Bagged laundry washed and cleaned – **29,328**

Bulk carts of laundry washed and cleaned – **1,474**

Commissary Operations

The Jail operates an inmate commissary system which allows the inmates housed in the Jail an opportunity to purchase writing materials, food snack type items and hygiene items from a jail selected vendor. Inmates classed as indigent are afforded the privilege to order limited writing and hygiene items at the Jails expense. Our commissary operations meet all requirements mandated by the Tennessee Corrections Institute. The commissary officers process the inmate's orders every week and then deliver the purchased or indigent items to the inmates in a timely fashion weekly.

The number of commissary deliveries – **13,684**



Kitchen and Meal Operations

The internally operated kitchen is staffed by officers who oversee several inmate workers in the preparation and sending of meals to the inmates housed inside the Jail. All meals are made in-house and meet all Federal, State, medical and local mandates for a nourishing meal. The kitchen complies with all state and federal mandates for safe, clean and sanitary operation. The kitchen operates seven days a week all year. It supplies three fresh meals a day to every inmate housed inside the Jail consisting of two hot meals and one cold meal. Any special medical or religious diet meals are also prepared and sent to any inmate requiring them.

Total Meals – **614,382**

Medical/Special Diets - **60,190**

Dietary snacks - **4,011**

	<u>Total Meals</u>	<u>Monthly Cost</u>
Jan.	49,689	\$70,157.32
Feb.	44,572	\$53,747.89
Mar.	47,521	\$56,269.72
Apr.	45,511	\$56,749.70
May	52,346	\$55,832.74
Jun.	52,198	\$59,194.98
Jul.	54,172	\$61,832.56
Aug.	54,437	\$64,407.03
Sept.	53,798	\$57,911.09
Oct.	54,372	\$66,914.79
Nov.	52,136	\$56,317.26
<u>Dec.</u>	<u>53,630</u>	<u>\$79,235.18</u>
Totals	614,382	\$738,570.26



Medical Clinic Operations

Support Services has a security officer working in the Jail's Medical Clinic. The officer provides both control of and security to the medical staff in the performance of the daily duties. This officer checks all inmates coming to the clinic for medical services to assure no incompatible problems exist. The officer is also responsible for the tracking of accountable items used by the medical staff i.e. "sharps". The officer assures the First Aid boxes distributed throughout the jail are stocked and have any necessary supplies. The medical staff which is under contract to the Jail is responsible for overseeing any and all medical needs of the inmates entering or housed in the Jail. The staff treats any sick or injured inmates and provides any medication needed to assure their health and wellbeing while in the custody of the Sheriff's Office. They also conduct all physicals as mandated by the Tennessee Corrections Institute on inmates housed inside the Jail. The clinic also provides a limited dental service and mental health service for inmates needing treatment. The clinic is operated 24/7 and is available for any medical emergencies in the Jail.

Inmate physicals - **1,936**

Inmate sick call - **2,997**

Inmates dental services - **329**

Inmates mental health services – **558**

Average Number of I/M's on medication – **65.2%**

Average Number of I/M's on mental health medication – **35.2%**

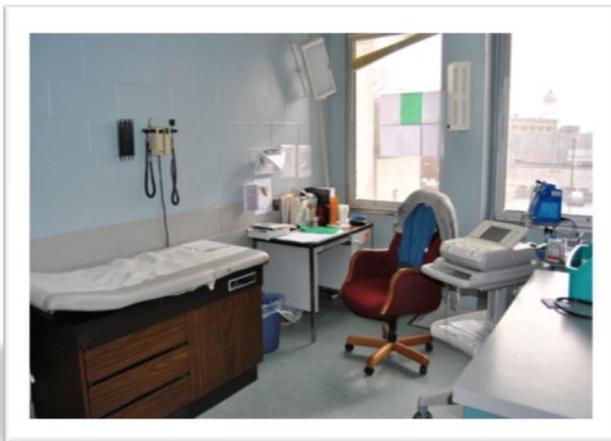
Inmate emergency room visits – **63**

Inmate outside medical appointments – **113**

Inmates sent out for X-Rays - **52**



JAIL CLINIC STAFF



Maintenance Operations

The Jail is maintained by a maintenance officer and the Hamilton County Building Maintenance Staff. They are responsible for all items needing repairs to the building and inside the Jail areas. Security is always a concern while conducting maintenance operations around inmates and in secure areas of the Jail. The maintenance officer and building staff operate on a normal 40 hour shift but are on call 24/7 for any emergencies. They are experts and licensed to conduct all repairs that may be needed. The maintenance staff conducts an inspection of the living and secured areas of the Jail to locate and fix any maintenance issues. This provides for a safe, clean and hygienic operation of the Jail and inmate living areas.

Maintenance issues inside the Jail – **1,143**

Jail cells/areas refurbished – **7**

SECURITY OPERATIONS:

The Security Operations Section has the responsibility of overseeing daily operational security and safety for the Hamilton County Jail. This section is responsible for overall facility security operations, physical plant security, emergency plans, fire and life safety, security vulnerability assessments, coordinates all safety and security inspections of the facility and follows up on needed repairs and/or corrections. It is responsible for facility key and lock control, security equipment inventory, communications equipment, kitchen tool inventory and equipment, and vehicle maintenance and upkeep; Security Threat Group (STG) task force, visitation, inmates workforce, recreation programs, disciplinary process, special management unit including [high risk, administrative, disciplinary, pre-hearing disciplinary, protective custody, special needs inmates], contraband reduction program, inmate transports [both inside and outside the facility], movement of inmates within the facility to medical, programs, arraignment, court assigned housing areas pending and after classification. We conduct educational tours, and are actively involved with both In-service and Pre-service training programs, The Security Operation staff has the ability to communicate effectively both orally and in writing; and have the ability to ascertain facts by personal contact, observation, inspection which enables the unit to to render objective opinions and recommendations.

THE SECURITY OPERATIONS SECTION CONSISTS OF THE FOLLOWING POSITIONS:

- Security Lieutenant –**
- Security Sergeant –**
- Security Corporal –**
- Disciplinary/Workforce Officer –**
- Segregation/Movement Officer –**
- Security Intelligence Officer –**
- Recreation Officer (1st shift) –**
- Recreation Officer (2nd shift) –**
- Part-time employee (transports) –**



SHIFT(S) SUPPORT FOR THE YEAR:

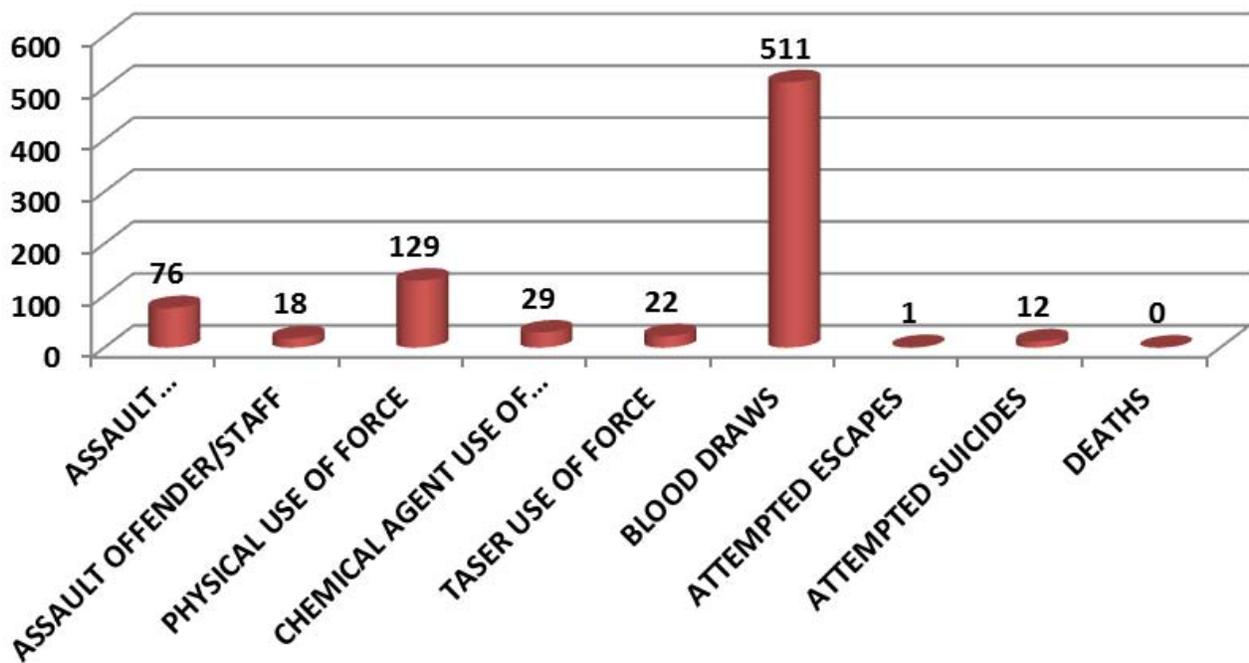
Security Operations officers assist the 1st shift on a daily basis covering posts or making outside transports as needed due to staffing shortages. This greatly reduces the ability of the Security Ops. Section to be a proactive force in completing daily assignments.

Security Ops. manpower pulled to support shift posts/outside transports - **869.5 hours**

Security Ops. used on shift overtime - **1,287.75 hours**

Security Ops. (inside) overtime used - **154.25 hours**

CRITICAL INCIDENTS 2013



Contraband Control

Contraband is any item that is not purchased through the commissary, issued by jail personnel, or included on the authorized inventory list. It also includes any items in excess of authorized amounts, or items modified for the purposes other than those of their original intent. Inmates in possession of this type of contraband will be subject to disciplinary action. The introduction or the possession of contraband into the facility (Tobacco, Drugs, Weapons, etc...) is a serious offense which will result in disciplinary action and/or criminal prosecution.

During **January-December** over **4,006** cell searches were conducted:

Bi-weekly inspections of all of the cells in the jail: **2,338**

Routine random cell searches: **1,071**

High Risk target cell searches: **597**

As a result of these searches between **January-December** we recovered:

Items of dangerous contraband: **800**

Nuisance items: **2,005**

Items of excess clothing: **1,385**

SEGREGATION/MOVEMENT

Segregation refers to any time an inmate is housed in a separate cell due to his special circumstances. These circumstances could be that he is a high risk inmate, has certain medical needs, etc... The segregation officer is there to make sure that these inmates are separated according to their classifications. Segregation officer's basic daily duties include; but are not limited to the following:

PROTECTIVE CUSTODY - a form of separation from the general population for inmates requesting or requiring protection from other inmates for reasons of safety and wellbeing.

Inmates housed in Protective Custody / Pending Protective Custody - **243**

JUVENILES – juveniles will be permanently assigned to segregation or a designated cell only for juveniles. Per policy, juveniles will never be held with any adults based on their classification, nor will they have any contact with adults.

Inmates housed in Juvenile Custody : **147**

SPECIAL NEEDS (MEDICAL / MENTAL) – inmates whose mental and / or physical condition requires special handling and treatment by staff. These include, but are not limited to, substance abuser or addict, emotionally disturbed, mentally handicapped, suspected mentally ill, physically handicapped, chronically ill, suicidal, quarantined for contagious illnesses and those disabled or infirm.

Inmates housed with Special Needs: **2,674**

PRE-HEARING DETENTION – the administrative segregation of an inmate in an individual cell until an investigation is completed or a hearing is scheduled.

Inmates housed under Pre-hearing Detention: **762**

DISCIPLINARY SEGREGATION – separation from the general population in which inmates committed serious violations of conduct regulations is confined to individual cells. Placement in disciplinary segregation may only occur after a finding of a rule violation at a disciplinary hearing and where there is not adequate alternative disposition to regulate an inmate's behavior.

Inmates housed under Disciplinary Segregation: **433**

HIGH RISK INMATES – inmates who present an extreme security threat to facility operations, staff, other inmates, volunteers, or the community. Inmates whose continued presence in the general population poses a serious threat to life, property, self, staff, other inmates; or to the security, order and discipline of the facility to include escape or attempted escape.

High Risk inmates in custody: **401**

INMATE RELOCATION – this occurs whenever an inmate is housed in one particular location and is placed into another location whether it be due to classification, medical disciplinary, protective custody or any other status change.

Inmates relocated by the Security Section: **1,888**

SPECIAL / EXTENDED VISITATION – all inmates have opportunities for visitation unless there are substantial reasons for withholding such privileges. The jail provides opportunities in certain cases for special visits and extended visits between inmates and their families. A special visit is any visit, except official, that is authorized outside of the inmate's normal visiting hours. An extended visit is when visits between inmates and their families are extended beyond normal visitation times.

Special / Extended Visitations: **671**

Inmate Recreation Program – by Classification Level

There are an average total of **522** inmates in the facility daily; the inmates are run off of a recreation schedule. Recreation is run **5** days a week on **1st** shift and **2nd** shift. There are two (2) officers that run recreation. The two shifts overlap in order to run high risk/high profile inmates as well as maximum custody and medium close inmates, with these groups two officers must be present with these groups at all times for officer safety concerns.

High Risk/High Profile [Recreation Alone]:	45
Maximum Custody -	1,990
Medium - Close Custody -	619
Medium Custody -	2,494
Minimum Custody-	<u>4,183</u>
TOTAL	9,331

Inmate Work Force

Inmate workers are constantly replaced due to inmates leaving the facility and getting dismissed. The inmates fill out a request form for an inmate workers position and they are reviewed. If they are approved, they are put into a work force pool for a [ready to work status]. There are approximately **71** request forms for jobs that have to be reviewed daily.

<u>Average</u> Daily Totals of Inmate Workers:	69
<u>Average</u> Inmate Workers That Work 2 thru 6:	26
<u>Average</u> Supply/Laundry Workers:	9
<u>Average</u> First Floor Workers:	7
<u>Average</u> Barbers:	2
<u>Average</u> Kitchen Workers:	21

Inmate Disciplinary Processed - by Severity of Charges

If an inmate is written up on in-house disciplinary charges, they will be relocated to a pre-hearing cell if applicable at the time of write up depending on the severity of their charge; he is given his advisement that he has been written up on disciplinary charges while he awaits his disciplinary hearing. The disciplinary comes down and is reviewed by the disciplinary officer, a disciplinary packet is put together and within seven (7) working days the disciplinary officer will go up and have the inmate's disciplinary hearing.

Major Severity:	208
Moderate Severity:	319
Least Severity:	114
Reduced to Incident Report:	75

Emergency Drills and Inspections

Conducts emergency operation drills, scheduling facility safety inspections with appropriate agency, i.e.; fire safety inspection, fire alarm and sprinkler system inspection, emergency generator test and maintenance, fuel tank certification and industrial safety inspections. Coordinate and conduct emergency drills such as fire and power failure scenarios etc. ... on a regular basis.

Fire/Safety Inspections conducted

- 4 - Security equipment inspections
- 4 - Fire Safety equipment inspections
- 4 - First-Aid equipment inspections
- 2 - "Emergency" lighting equipment inspections
- 2 - Door and Lock inspections
- 2 - Window and Screen inspections
- 2 - "Security" lighting inspections
- 4 - Vehicle inspections on 6 assigned vehicles
- 4 - Security Camera inspections
- 4 - Inmate Phone system inspections

Inmate Grievances and Requests

Grievances investigated and answered: **315**

Requests answered: **2,107**

Certification Inspections:

Passed – Tennessee Corrections Institute (TCI) inspection in **2013**

Passed – U.S. Marshal's Office inspection in **2013**

Passed – U.S. Bureau of Prisons inspections in **2013**

Inmate Mail delivery:

Legal mail – **1,573**

Package mail – **4,563**

Personal mail – **66,471**

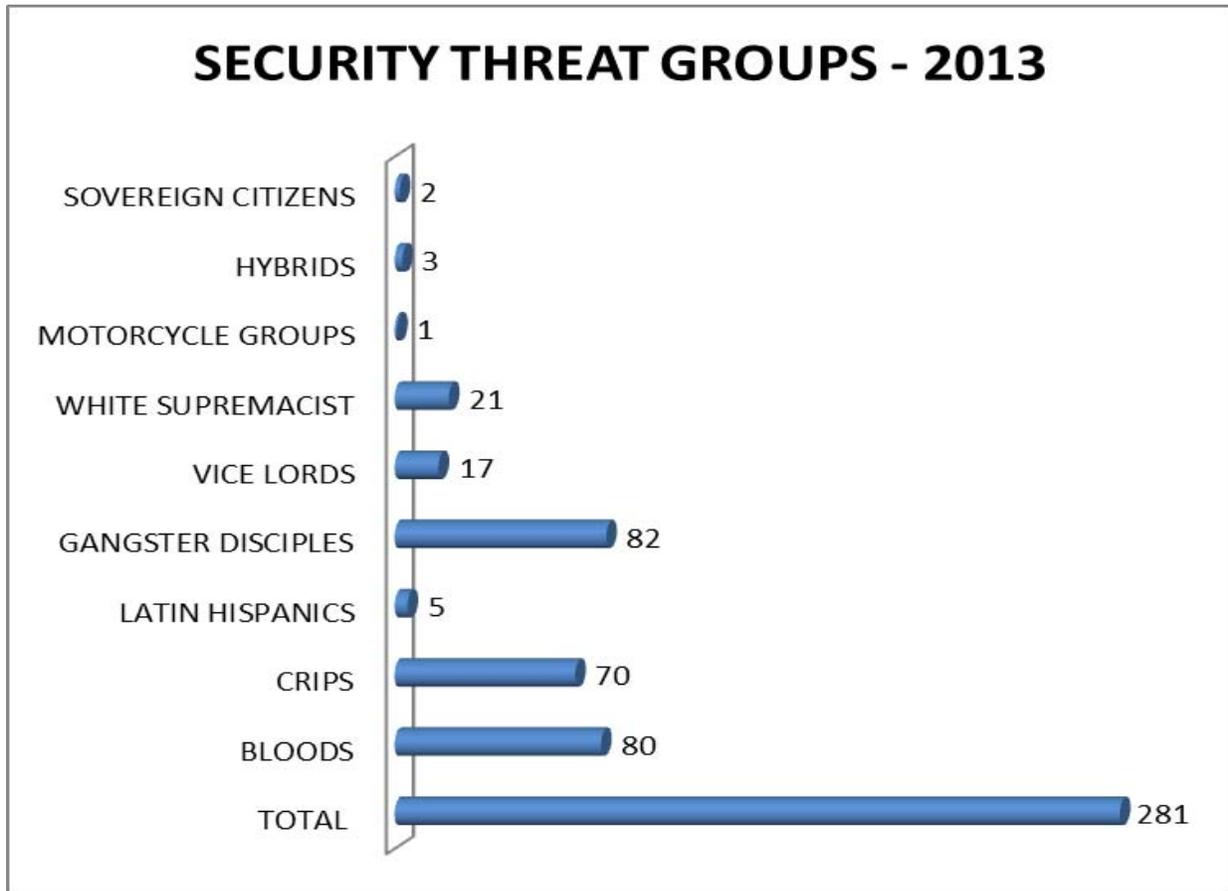
Total mail delivered – **72,607**

Security Threat Groups [STG]

The Hamilton County Sheriff’s Office Security Division continues to track gang members that have entered the facility. Listed are the known validated gang members we are aware of that are currently or have been in custody for 2013.

Average Different Sets/Clicks: 42

Average In Custody for this year: 279



Inmate Phone System (GTL)

All **outgoing** inmate phone calls are recorded for monitoring and are frequently requested to be downloaded. This requires that they be burned onto CD/DVD for various agencies such as Hamilton County Sheriff’s Office, Chattanooga Police Department, Red Bank Police Department, East Ridge Police Department, Chattanooga Housing Authority, Federal Bureau of Investigation, Alcohol Tobacco Firearms & Explosives, Soddy Daisy Police Department, Tennessee Bureau of Investigation, and Hamilton County D.A.’s Office. Pulling and performing these actions requires significant time/

There were approximately **176 hours** which is broken down by each week, and average about **3 hrs.** a day to researching, and making sure that every call is what the agency or department needs.

There were over **94** requests to **pull** phone calls this year from subpoenas, informal inquiries, as well as pulling calls for other agencies in order to assist them in their investigations.

Video Monitoring System

We oversee the Jail video monitoring system which presently consists of **144 cameras**. This footage is recorded for monitoring and we are frequently requested to download and burn these files onto CD/DVD for various agencies such as Hamilton County Sheriff's Office, Chattanooga Police Department, Red Bank Police Department, East Ridge Police Department, Chattanooga Housing Authority, Federal Bureau of Investigation, Alcohol, Tobacco, Firearms, and Explosives, Soddy Daisy Police Department, Tennessee Bureau of Investigation, and Hamilton County D.A.'s Office.

There were approximately **465 hours** researching and making sure that every recording is what the requesting agency or department actually needs.

Over **256** requests to **pull video** in 2013 from subpoenas, informal inquiries.

SIGNIFICANT EVENTS BY MONTH

JANUARY

- ◆ Inmates' at the jail received art classes for ten (10) weeks, culminating in the creation of a 400 square foot mural of "*outer space*" on the jail's fourth (4th) floor classroom, with the support and assistance of artists' Rondell Crier, Frances, Charlie Newton and David Riall. The mural; titled "Universe Space" was documented with photo's. The exhibit began on Tuesday, February 05, 2013 and remained on display until Friday, May 3, 2013 at the Courts Building lobby.
- ◆ The maintenance department began working on floor 4E4 installing "*new*" lights and continued with the lighting improvements on floors 1 thru 3.

FEBRUARY

- ◆ On Monday, February 25th the Tennessee Corrections Institute (TCI) conducted their annual jail inspection for 2013.
- ◆ Former Deputy Chief Parson and Captain Swope attended several "Video Visitation" presentations.
- ◆ The corrections division started a new academy on Monday, February 25, 2013. The 7 Cadets graduated in April.

MARCH

No major events to report.

APRIL

- ◆ On Monday, April 8th the Tennessee Corrections Institute (TCI) conducted their Final Yearly Jail Inspection; NO deficiencies were found.
- ◆ A graduating ceremony was held at the Corrections Training Room on Tuesday, April 9th for our seven (7) NEW officers.

MAY

- ◆ Tim Gobble was hired as Interim Deputy Chief for Corrections .

JUNE

- ◆ Chief Gobble updated HCSO Corrections "Organizational Chart" to include Court Security and Civil Process Division.
- ◆ Members of the Juvenile Court visited the jail and conducted an overview of our Intake/Booking area and Gang Validation.
- ◆ Approximately 36 youths and 4 staff members of the YMCA toured the jail.
- ◆ Fifteen (15) "At Risk" Juveniles toured the Booking and Quarterdeck.
- ◆ All the jail's "PELCO DVR" systems were updated by IT Department.

JULY

- ◆ Chief Gobble resigned as Interim Chief of Corrections on Friday, July 12, 2013.
- ◆ On Tuesday, July 16th and Tuesday, July 23rd the Grand Jury was given a tour of the jail with assistance from Captain Swope and Lieutenant Coppinger.
- ◆ On Monday, July 29, 2013 ten (10) “new” cadets began their training as Corrections Officers.

AUGUST

- ◆ Security has changed out all of the locks for weapons; boxes # 1 to #24, in the Sally Port.
- ◆ The jail began a renovation project in the booking area (ceilings) on Monday 8/27/2013. Construction crew worked Monday’s through Friday’s from **0700 until 1530** hours until the project is completed; which took approximately 60 days.

SEPTEMBER

- ◆ The jail began a renovation project in the booking area (ceilings) on Monday 8/27/2013..
- ◆ On September 10, 2013, we welcomed nine (9) new officers into the Corrections family.
- ◆ Corrections Officers are continuing their In-Service Training, as well as Fire Arms Training.

OCTOBER

- ◆ Corrections gave a tour to two (2) separate “Grand Juries” during the month of October
- ◆ Corrections Annual “Emmaus Walk” was held on Friday, October 25th thru Wednesday October 27th.

NOVEMBER

- ◆ November 2, 2014 - Joe Fowler began his duties as Deputy Chief of Corrections for the Sheriff’s Office of Hamilton County.
- ◆ Chief Fowler, Captain Swope and other corrections personnel were given a presentation by “Edge Access Company” and "SECCURUS" Company on “Video Visitation”.
- ◆ Also, Chief Fowler and Director Gorman traveled to Florida in November to visit a corrections facility that already has “Video Visitation” up and running.
- ◆ On November 7th and 12th the Hamilton County Health Department gave approximately one hundred eighty (180) inmates a “Flu” vaccination.
- ◆ C.I.T. Graduation Ceremony was held on November 15th at the Hamilton County Sheriff’s Office West Annex.

DECEMBER

- ◆ On Friday, December 13th, Chief Fowler, Captain Swope and other corrections personnel met with the Blind Association Vendors.
- ◆ Saturday, December 14th, Chief Fowler along with Officer Jeremy Poteet and Officer Daniel Hendrix participated in the “Shop-with-a-Cop”.
- ◆ On Thursday, December 20th, the corrections division had their “Annual” Christmas luncheon. Enjoyment and plenty of food were had by all.

HAMILTON COUNTY SHERIFF'S OFFICE
COURTS
YEAR END REPORT
2013



Prepared By: Lieutenant Rick Hamrick

SUPERVISOR RESPONSIBILITIES:

- To maintain and supervise security in all courts buildings.
- To oversee all of the above listed functions of the twenty-three (23) court officers, one lieutenant and one captain.
- To see that all equipment in all county buildings is working properly.

PERFORMANCE:

- Court Officers are to make sure all security in the courtrooms is maintained efficiently and effectively. Court Officers maintain security for all incoming visitors to all buildings by screening visitors and employees through walk through metal detectors and by placing all property through x-ray machines and by confiscating all illegal contraband.



GOALS AND OBJECTIVES:

- To work with Hamilton County elected officials and personnel to insure that they wear their ID badges.
- To add more security cameras in both courthouses.
- To hire more officers in order to maintain proper security for all county buildings.
- To add shot guns and cases in secure areas of each court house (2 in city county courts building, 1 in county courts building, 1 in juvenile court, 1 in child support, and 1 at the tag and title officer on Bonny Oaks Drive)

PROGRAM COMMENTS:

- During 2013, the Sheriff's Department has maintained the machines and added 2 new x-ray machines in the city court house. All 23 Court Officers have been trained for basic shot gun training.

MEASURE OF OBJECTIVES:

- We have trained each officer on the guidelines for proper procedure in dealing with an intruder(s) with weapon(s) or explosives trying to enter any courts buildings. We also added the emergency equipment in the county courthouse which will notify each office if there is an active shooter in the courthouse. Each team captain in each office has trained the staff in their office on this procedure.

MAINTENANCE OF BUILDINGS:

- Court Officers are responsible for the maintenance of the defibrillators.
- Maintenance and replacement of security cameras as needed.
- Monitoring the "panic button system" to insure proper maintenance; including the replacement of batteries.

- Maintenance of fire extinguishers and replacement if used.
- Keeping sector “E” running smoothly in order to maintain security cameras and alarm system.
- Maintaining x-ray machines and walk through metal detector to ensure working properly.

TOTAL EXPENSES SPENT BY COURTS DIVISION FOR THE YEAR 2013:

- Replacement of dual camera- \$210.00 each X 6
- Replacement of dome cameras- \$80.00 X 2
- Phops- In sets of fifty (50)- \$300 (3 sets)
- Hand held batteries for Metal detector- \$50.00
- Batteries for panic buttons per year- \$300.00
- Office supplies- \$200.00
- Replacement for Lifepack Batteries- \$300.00
- Copy machine- \$650.00
- Medical supplies- \$100.00
- Replacing keys- \$100.00

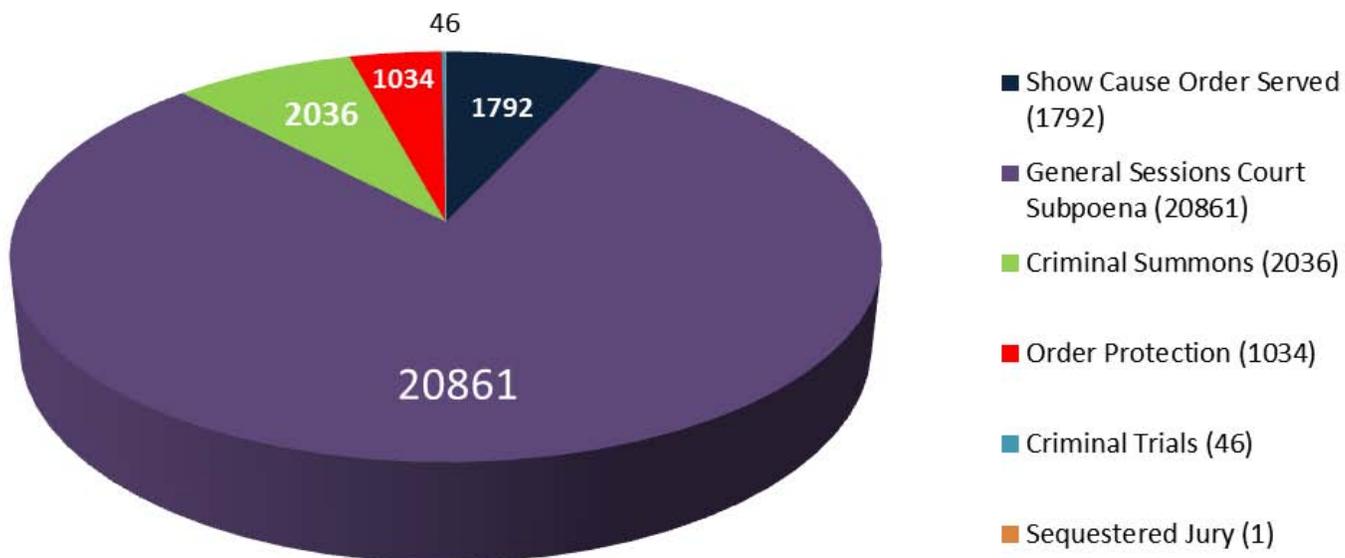


2013 COURTS DIVISION:

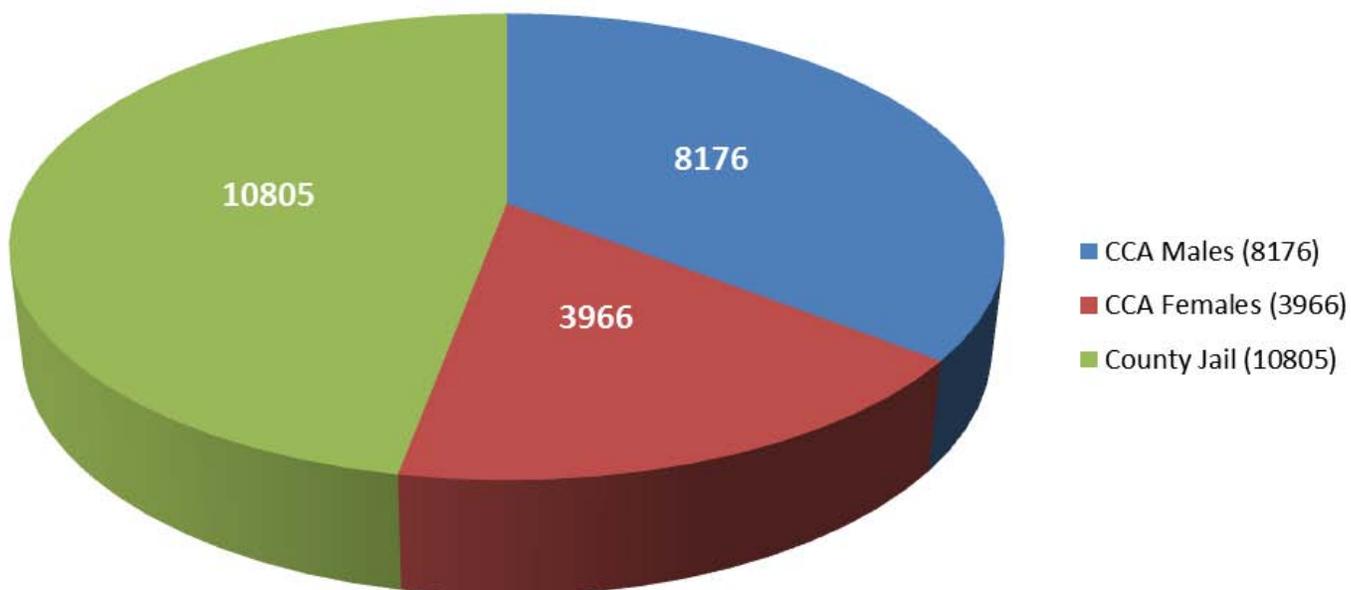
- Inmates escorted to all courts-
- Criminal, Session, and City Courts- 10805
- CCA inmates:
 - Males- 8176
 - Females- 3966
- Show Cause Orders served- 1792
- General Sessions Court Subpoenas- 20861)
- Criminal Summons- 2036
- Order Protection- 1034
- Criminal Trials- 46
- Sequestered Jury- 1



Courts Division Yearly Report 2013



Inmates Escorted to All Courts 2013

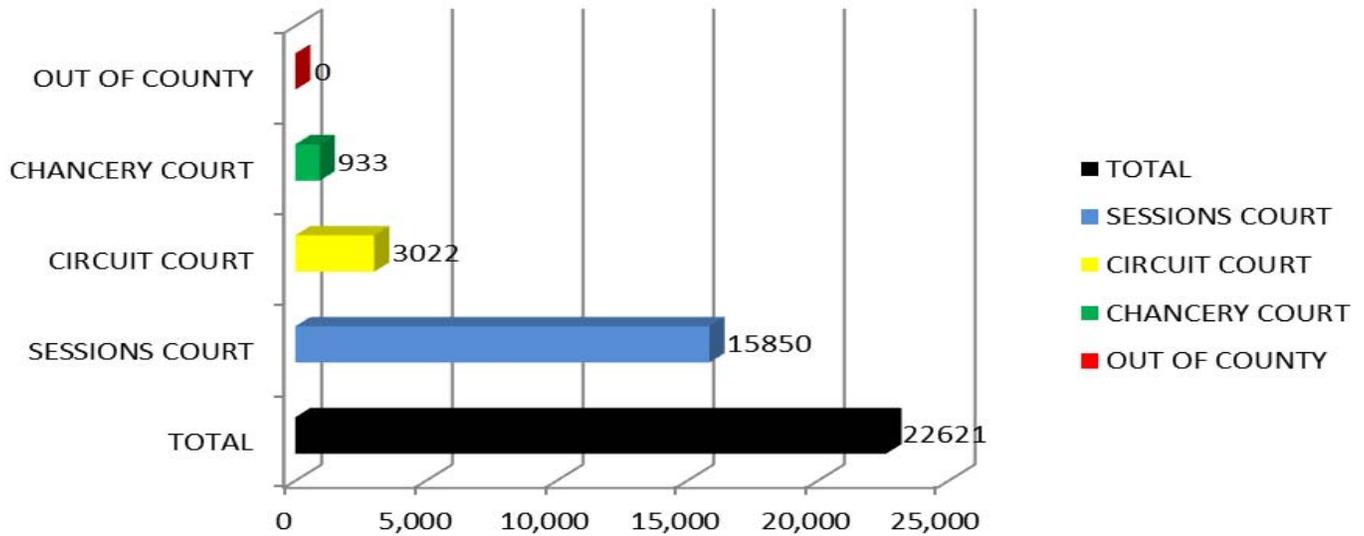


HAMILTON COUNTY SHERIFF'S OFFICE
CIVIL PROCESS DIVISION
ANNUAL REPORT
2013



Prepared by William Zinkeler, Manager Civil Process Division

CIVIL PROCESS ISSUED BY COURT 2013



NAME	NUMBER RECIEVED	NUMBER SERVED	RETURNED
Ball	2,450	1,435	412
Ballew	2,748	1,783	815
Bates	3705	3,018	801
Bowman		1,136	602
Gibson	2727	1,819	880
Williams	3,190	2,150	961
Young	3,393	2,610	693
Zinkeler, Manger	3,087	1,493	483
TOTALS	21,300	15,444	5,647

Letters sent by Office (Patty/Shelby) 1,992

Total served at Annex (Patty/Shelby) 511 Total N/B 10

Distress warrants-sieri-facias processed from courts (Patty/Shelby) 10,258

Nulla Bonas For Circuit Court (Patty/Shelby) 1634

Certified Mail (Patty)Shelby) 139

Juvenile papers received 10,580 -96 =10,474

Name	Served	N/B	Mileage
Everett	1,516	3,730	18,058
Holbrook	1,338	4,261	15,856
Totals	2,854	7,991	33,914

.....

Name	# entered	# modified	Total
Whittle #1160	16,146	17,424	33,570
Rutherford #2375	17,113	17,399	34,512

TOTAL SUM OF CHECKS RECEIVED FOR OUT OF TOWN PROCESS **\$46,334.52**

.....
Rec'd expartes for the year 684 Orders of Protection 109
.....

Officers rate of service	72.50%	Annex rate of service	25.65%
Juvenile rate of service	103.54%		

All numbers are taken from FileMaker and are subject to error.

SUPPORT SERVICES

2013



Captain of Support Services;
Lenda Clark



Director of Support Services;
G.A. Bennett

TRAINING DIVISION



2013

ANNUAL REPORT

TRAINING DIVISION

The Training Division Staff consists of the Training Coordinator/General Department Instructor (Sergeant), Law Enforcement Tactical Trainer, Corrections Facility Training Officer, and Training Administrative Assistant/Records Clerk. This staff is augmented by 59 specialized instructors who are assigned full-time responsibilities in other divisions throughout the agency.

The Training Division is responsible for planning and executing all training required for Sheriff's Office employees. The training curriculum includes subjects mandated by the Police Officers Standards and Training (P.O.S.T.) Commission, the Tennessee Corrections Institute (T.C.I.), the Commission on Accreditation for Law Enforcement Agencies (C.A.L.E.A.), the American Correctional Association (A.C.A) and the Office of

Safety and Health Administration (O.S.H.A.). Additionally, it conducts specialized training for individual officers, civilian employees, various divisions within the agency and outside law enforcement agencies.



The Training Division also conducts basic training courses for initial entry employees and volunteers such as: Basic Corrections Class (240 hours), Basic Reserve Class (124 hours) and Civilian Volunteer Training (16 hours). During 2013, the Training Division taught two Basic Corrections Classes, four Civilian Volunteer Classes with a scheduled Basic Reserve Class being cancelled due to budgetary constraints.

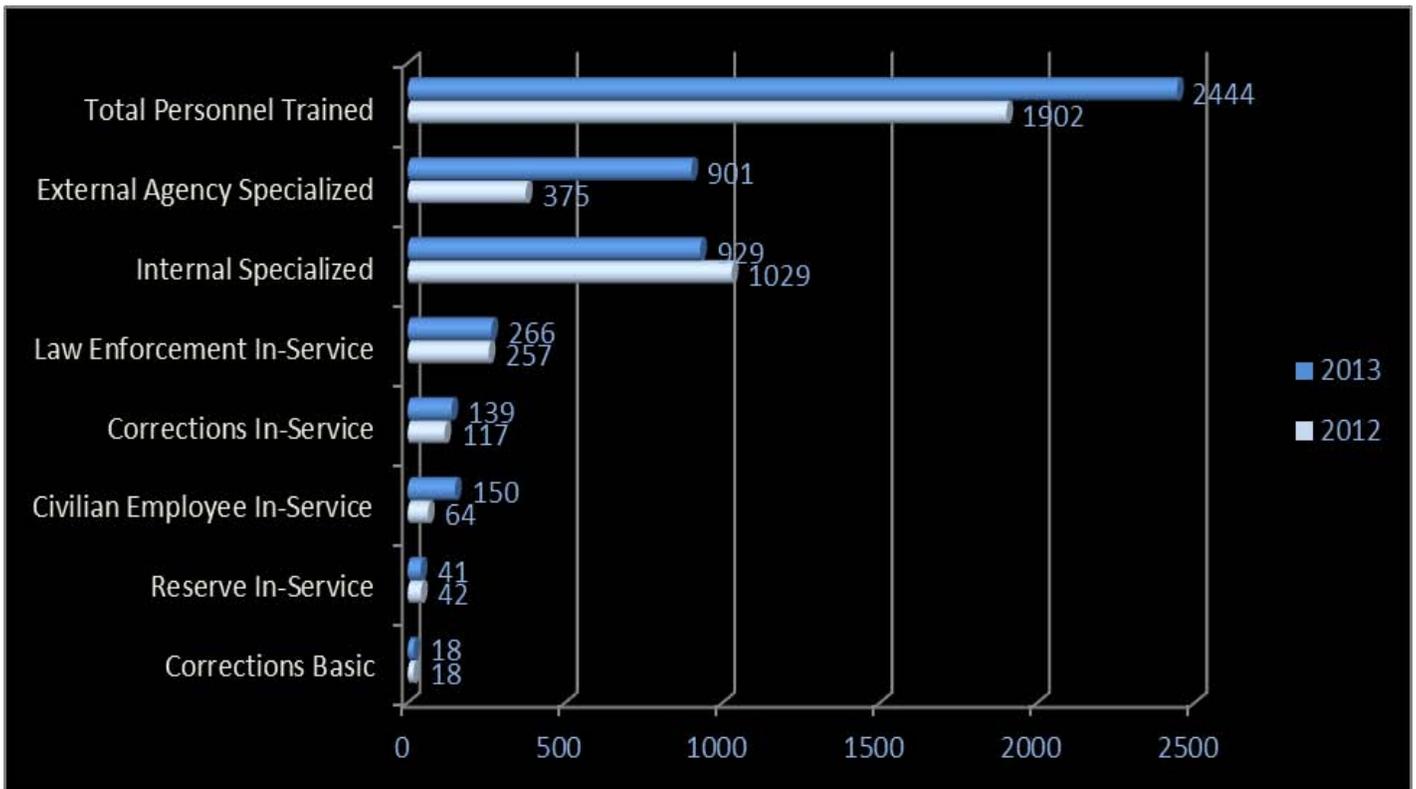
During 2013, the Training Division successfully implemented a series of 40 hour in-service training seminars for all sworn (Law Enforcement, Corrections, and civilian personnel). Training conducted focused upon the performance level of proficiency, with the majority of training time spent conducting hands-on training and scenario based exercises, augmented with classroom based instruction.

The HCSO Training Division continues to seek out and provide training that is of the highest caliber in terms of relevance, practicality, and cost effectiveness that not only meets the standards set forth by the institutions that govern our commission and accreditation, but exceed it.

2013 TRAINING SUMMARY

During the calendar year of 2013, the HCSO Training Division conducted a total of 120 training courses for over 2,444 employees and outside agency personnel. A total of 929 officers and employees requested and were awarded specialized training opportunities which included dozens of diverse subjects such as the nine month Southeastern Command and Leadership Academy (S.E.C.L.A.), Crisis Intervention Team Training, Courtroom Testimony, Domestic Violence, Law Enforcement Instructor Development, Basic Traffic Investigation, Tactical Shotgun, Corrections Adjunct Instructor Training, etc.

2012 & 2013 TRAINING STATISTICS



Goals & Objectives for 2013 were as follows:

- Develop and implement annual In-service training regimen which maintains the certification of each certified law enforcement officer, reserve officer and other sworn personnel as specified and required by the Tennessee P.O.S.T. Commission and C.A.L.E.A. **Accomplished**
- Develop and implement annual In-service training regimen for all certified corrections officers as specified and required by the Tennessee Corrections Institute and A.C.A. **Accomplished**
- Develop and implement annual In-service training for all non-sworn personnel, civilian staff, and civilian volunteers in accordance with C.A.L.E.A. and A.C.A. requirements. **Accomplished**

- Schedule various specialized schools to address the needs of Hamilton County Sheriff's Office employees and specialized units. *Accomplished*
- Maintain training records for all employees with zero defects and ensure compliance with timely submission of training documentation to P.O.S.T. Commission and T.C.I. *Accomplished*
- Remain current regarding new laws, training techniques, tactics, equipment, and other professional developments in law enforcement for the benefit of this agency and its' personnel. *Accomplished and On-Going*
- Seek feedback from agency personnel regarding their training with respect to relevance and effectiveness in order to maximize resources while simultaneously providing training of the highest caliber possible. *Accomplished*



- Continue to foster strong bonds with outside agencies by hosting and conducting joint training opportunities for the associated mutual benefits and cost effectiveness. *Accomplished – noted by 240% increase in outside agency personnel trained*
- Strive to increase the size of HCSO Training Division to a minimum of four full time budgeted employees. *Not Achieved*
- Complete implementation of tactical shotgun training to all personnel assigned shotguns and upgrade the current shotgun weapons platform with tactical slings and weapons mounted lights. *Partial Progress – 98% of personnel trained, 100% of agency shotguns equipped with Tactical Slings, 0% of shotguns equipped with weapons mounted lights.*

- Develop and implement a leadership training program for supervisory personnel. *Partial Progress – in planning stages with curriculum being developed.*



TASER TRAINING



CIVILIAN TRAINING CPR/FIRST AID

Goals & Objectives for 2014 are as follows:

- Maintain and improve upon the annual In-service training regimen which maintains the certification of each certified law enforcement officer, reserve officer and other sworn personnel as specified and required by the Tennessee P.O.S.T. Commission and C.A.L.E.A. standards.
- Maintain and improve upon the annual In-service training regimen for all certified corrections officers as specified and required by the Tennessee Corrections Institute and A.C.A. standards.
- Continue development of annual In-service training for all non-sworn personnel, civilian staff, and civilian volunteers in accordance with C.A.L.E.A. and A.C.A. requirements.
- Seek input from various divisions and develop or schedule various specialized schools to address the needs of Hamilton County Sheriff's Office employees and specialized units.
- Maintain training records for all employees with zero defects and ensure compliance with timely submission of training documentation to P.O.S.T. Commission and T.C.I.
- Remain current regarding new laws, training techniques, tactics, equipment, and other professional developments in law enforcement for the benefit of this agency and its' personnel.



- Seek feedback from agency personnel regarding their individual and specialized training needs with respect to relevance and effectiveness in order to maximize resources while simultaneously providing training of the highest caliber possible.

- Continue our efforts in fostering strong bonds with outside agencies by hosting and conducting joint training opportunities for the associated mutual benefits and cost effectiveness.
- Complete the implementation of tactical shotgun training to all personnel assigned shotguns and upgrade the current shotgun weapons platform with weapons mounted lights.
- Develop and implement a leadership training program for all supervisory personnel.
- Refine training regimen to increase the scenario based/hands-on portion of training and decrease the amount of training conducted in the traditional classroom setting.



NEW LAW ENFORCEMENT FIELD TRAINING CLASS GRADUATES



GRADUATING CLASS OF NEW CORRECTIONS DEPUTIES

CENTRAL RECORDS

2013 ANNUAL REPORT



*“Commitment to Excellence for all Citizens
With Fair and Equitable Performance”*

Prepared by; Lenda Clark, Captain

Central Records is responsible for maintaining an accurate and secure database of all law enforcement reports. In January, 2013 an upgrade of Tri-Tech RMS (Records Management System) provided Records with features which enhance the consolidation and quality of reports within the system.



Police Records

Paperless reports are generated by patrol officers via mobile data terminals. Reports are reviewed for accuracy and completeness. During 2013, Records transferred 10,692 reports from the field based reporting server into Tri-Tech Records Management System (RMS). 9,168 reports already populated in Tri-Tech RMS were edited.

Central Records receives approximately 50 on-line requests per week via the internet website of www.hcsheiff.gov

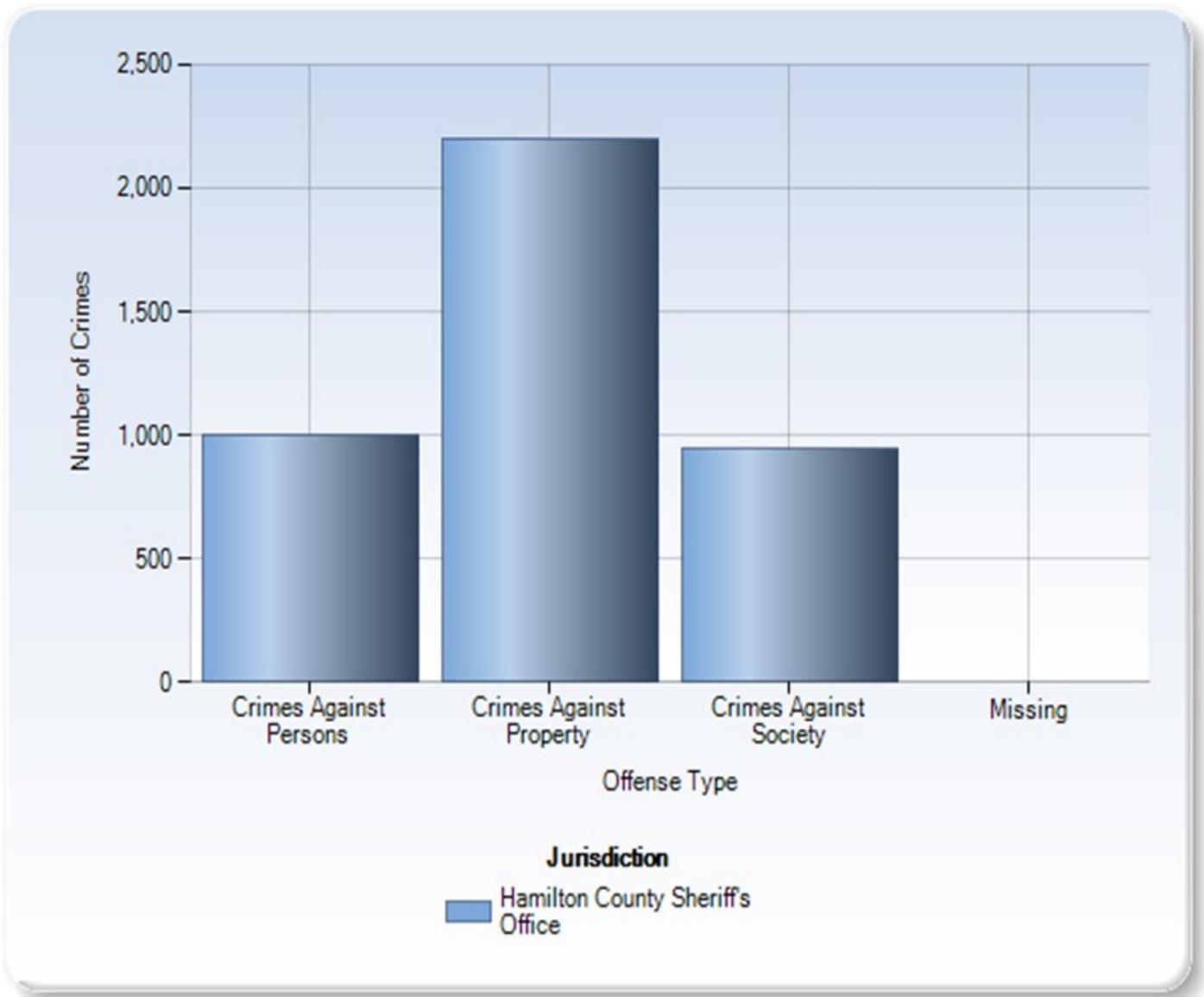
Other functions performed by Central Records are as follows:

3365 background checks for handgun permits
937 vehicle tow reports and owner notifications
7492 records request processed
1971 local records background checks
4403 traffic citations manually entered into RMS
5871 arrest reports entered into RMS
360 misdemeanor citations manually entered into RMS
413 warning citations manually entered into RMS
5191 expungements of records from RMS
7894 expungement of records from CJUS Sheriff
3089 mugshot expungements from mugshot system

TIBRS (Tennessee Incident Based Reports System)

The Hamilton County Sheriff's Office along with other law enforcement agencies in Tennessee submits monthly crime reports to a centralized repository within the TBI. During 2013, there were 13,939 TIBRS reportable offenses submitted to the TBI. Tennessee's uniform crime reporting program (TIBRS) then forwards the data to the FBI's national UCR (Uniform Crime Reports) program, where staff members first review the information for accuracy and reasonableness, then enter it into the national UCR database.

The chart below depicts the number of Group A crimes as reported by the Hamilton County Sheriff's Office in 2013. A detailed report on crime in Tennessee is made available to the public by the TBI approximately five months after year's end.



NCIC

Central Records personnel make entries into NCIC “hot files” database for wanted persons, missing persons, stolen property and protection order files. Up to date and accurate information in these files is imperative for liability issues as well as to enhance officer safety.



During 2013, there were 3,070 warrants entered into the wanted person file, 1,041 entries were made into the protection order file. There were also 351 entries made into the wanted person files regarding bond conditions on domestic violence cases. There were 143 entries made into the missing person and stolen property files. Each entry requires that a second party check the entry for accuracy and completeness. All certified operators of the NCIC system, whether basic or query certified must re-certify every two years. All certified operator files are main-

tained in Central Records. Testing procedures for recertification are administered by the TAC, Alternate TAC or HCSO’s certified NCIC Instructor. Patrol officers have access to NCIC “hot files” via mobile data terminals.

Goals and objectives for 2013 were set as follows:

- Serve the public, employees and other LE entities by providing timely, efficient information regarding incidents that occur within Hamilton County Sheriff’s Office jurisdiction. **(Accomplished)**
- Conduct a complete work load assessment and evaluation of Central Records **(Still in the process)**
- Relocate Central Records to East or West Sector Annex **(Not accomplished)**
- Accomplish the selection of an alternate RMS Administrator **(Accomplished)**

Goals and objectives for 2014 are:

- Serve the public, employees and other LE entities by providing timely, efficient information regarding incidents that occur within Hamilton County Sheriff’s Office jurisdiction. Implement process of master name merge in Tri-Tech RMS database. Finalize the work load assessment and evaluation of Central Records. Relocate Central Records to East or West Sector Annex.

THE OFFICE OF COMMUNITY AFFAIRS
ANNUAL REPORT
2013



NEIGHBORHOOD WATCH
COMMUNITY AFFAIRS

G.A. BENNETT – DIRECTOR

PREPARED BY; SHANNON WILSON - COORDINATOR

SUMMARY OF INFORMATION ON COMMUNITY AFFAIRS ACTIVITIES IN 2013:

NEIGHBORHOOD WATCH PROGRAM:

- Thirty One (31) neighborhood watch meetings were held throughout the county.
- Twenty (20) new programs were established.
- Eleven (11) were re-visited.



We met with 1,900 + County Residents through the Neighborhood Watch Programs to address 100 (+) concerns from County Residents.

Other county officials and agencies were invited;

- County Mayor Coppinger,
- District Commissioners,
- Volunteer fire department personnel to answer questions posed by citizens.

2013 GOALS AND OBJECTIVES FOR THE OFFICE OF COMMUNITY AFFAIRS

1. Increase awareness and educate citizens in crime prevention and crime reporting.
2. Assist in special assignments and projects for the Hamilton County Sheriff's Office and for citizens of Hamilton County.
3. Expand the Neighborhood Watch Program and enable citizens to work with law enforcement keeping trained eyes on the community.
4. Encourage citizens to become better neighbors and friends.



COMMON CONCERNS AND RESULTS:

1. **Trespassers/ Solicitors**

- a. When complaints of trespassing and bothersome solicitors are voiced uniform patrol places increased patrols in the community.
- b. State Law is discussed and the need for “NO SOLICITING” signs.



2. **Speeding**

- a. Increased patrols are implemented.
- b. Speed Trailers and speed spy equipment is used to monitor speeds.
- c. Citizens are educated on the installation of speed bumps.
- d. Referrals to County Highway Department for speed limit analysis.



3. **Referrals to other Agencies:**

- a. Signage Referrals and brush/tree complaints to the Highway Department
- b. Trespassing issues to TVA
- c. Animal complaints and Abandoned houses to Health Department, and Code Enforcement
- d. School bus complaints to Dept. of Education
- e. All issues were dealt with immediately or referred appropriately within 24 hours.

4. **Illegal Drug Activity Complaints:**

- a. All Drug issues were addressed and referred to Narcotics Division.
- b. Arrests made/property seized.



OTHER COMMUNITY MEETINGS

Church Meetings:

1. **Harrison Seventh Day Adventist Church:** Safety Measures recommended to maintain a high Level of Safety and Security.
2. **Hamilton County Children's Pastors Quarterly Meeting:** Held at the Fairview Baptists Church with twenty different church Children's Pastors attending. Safety Plans discussed for the Church's and Church Buses.



Retirement Communities:

1. **Morning Pointe Retirement Community:** Presentation regarding ID Thefts and Scams.
2. **Creekside Retirement Community:** Presentation regarding ID Thefts and Scams.



SPECIAL PROJECTS

1. **Law Enforcement Memorial Service:** Survivor project, research for family members of fallen officers
2. **HCSO Annual Retirement Luncheon:** 4th Luncheon held in October 2013—60 Attendees
3. **Development of Neighborhood Watch Newsletter:** Distributed Quarterly
4. **Sheriff's Foundation Luncheon:** Assisted
5. **Neighborhood Watch Phone Application Presentation:** To all Neighborhood Watch Communities
6. **Developed relationship with Tennessee Department of Consumer Affairs:** In partnership with Consumer Affairs regarding Fraud Schemes
7. **Hispanic Safety Fair Participation:** Providing Safety information to Hispanics members
8. **National Night Out event for Hamilton County Residents:** Held in 11 Communities—August 2013 to encourage communities to stand together and take a stand against crime.
9. **Roll Call Newsletter for HCSO Employees:** Assisted
10. **Drug Take Back Boxes for HCSO residents for both East and West Sectors:** Assisted with coordinating the procurement of two secure Drug Boxes for residents to dispose of unwanted prescriptions.
11. **Appison Community Day:** Annual Event held 22 June, at the Apison United Methodist Church, a celebration for the community, after the events of the Tornado's of 2011.



Meeting with our citizens

Sheriff Hammond National Night out Stillwater

2014 GOALS AND OBJECTIVES

1. To assist in Special Assignments and projects for the HCSO and citizens of Hamilton County.
2. To re-implement and expand the Neighborhood Watch Program, which enables citizens to work with Law Enforcement to serve and protect and educate their communities.
3. Continue to provide the Quarterly Newsletter for Neighborhood Watch Captains. This provides the most current safety information that can be passed to the residents.
4. To continue Neighborhood Watch Captains Training.



Detective Ritter, Deputy Kilpatrick, and Chief Deputy Branum at Frost Creek



Sheriff Hammond at Windmere

5. To conduct more Town Hall Meetings in communities to address issues that citizens may be experiencing other than through Neighborhood Watch.
6. To be considered by the National Sheriff's Association as the Neighborhood Watch Program of the Year.



Commissioner Larry Henry at Frost Creek

SUPPORT SERVICES PUBLIC INFORMATION OFFICE



2013 *ANNUAL REPORT*

Prepared by; Janice Atkinson

PUBLIC INFORMATION OFFICE



The Public Information Office of the Hamilton County Sheriff's Office gathers and disseminates timely and accurate information regarding law enforcement efforts to the public through various media sources to include broadcast news. Information is distributed to the public through news releases, press conferences and special events.

On June 13, 2013, deputies responded to an address on Ooltewah-Georgetown Road to check the well-being of a male subject. This call accelerated to a SWAT level as well as requiring assistance from the Hostage Negotiation Team. An Incident Command was set up at a different location and up-dates were forwarded via the Public Information Office to be disseminated to the media.



Collegedale man arrested following
Swat Call



Civilian Employee of the year;
Heather Winters

Special Events such as the Awards Banquet that honors HCSO employees for a job well done is received in a positive way throughout the department. Different categories, where co-workers nominate and choose the employees to be honored, is a tremendous morale booster. This event is well received and also has a high attendance by all HCSO employees.

SUMMARY OF PIO ACTIVITIES IN 2013

- 130- Press Releases issued.
- 7- Press Conferences were conducted.
- 5- Informational Releases were issued.

SPECIAL EVENTS:

- Law Enforcement Memorial
- Employee Awards Banquet
- Shred It Day
- Annual Toy Drive
- Shop w/a Cop (FOP) Christmas
- PIO/ Media Breakfast
- Cheerleading/Dance Competition Event (Toys for Christmas).



MEDIA PROGRAMS:

Channel 9 (cold case deaths)



COLD CASE FILES

Channel 12 (Mondays Fugitive Highlight)



ADMINISTRATIVE FUNCTIONS

2013 BY DIRECTOR G.A. BENNETT

February Events:

1. Mr. Tom Edd Wilson (The former President and CEO of the Chattanooga Chamber of Commerce) was brought on board to direct **“THE SHERIFF’S FOUNDATION.”**
2. The 2013 **“SHERIFF’S SCHOOL LUNCH PROGRAM”** was kicked off with a visit to Brainerd High School.

April Events:

1. The (ROBO-CALLER) system automatically distributed a message regarding *HOME IMPROVEMENT SCAMS* 34,117 Hamilton County Citizens received the information.
2. The 2013 Crisis Intervention Team awards breakfast was held at the Chattanooga Choo Choo.
3. Research began into a way to assist funding of a DRIVER EDUCATION PROGRAM for high school students in Hamilton County. A manned LIDAR Photo Enforcement Program would allow fifty (50%) percent of money collected through fines to be used for Driver Education, the remaining fifty (50%) percent would go to the vendor.



May Events:

1. A new public service announcement was distributed using the ROBO-CALL SYSTEM regarding more home improvement scams.

June Events:

1. The position of Crisis Intervention Team Manager was announced and filled by Wanda Mays who is now an employee of the sheriff’s office. The position was originally a grant position.
2. Director Bennett oversees Bonding Company Operations for the sheriff’s office and in June a hearing was conducted in Criminal Court Division I to hear complaints of a bondsman being inside jail intake and conduct unbecoming a bondsman. The results were suspension of the bondsman for 30 days. The judges are also considering setting a perimeter around the jail to prevent these problems in the future. The judges are also considering changing procedures that permit “discounting” bonds by agencies.



August Events:

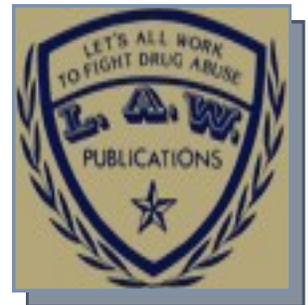
1. Formal confirmation from the OCJP that the grant for the Crisis Intervention Team had been extended through December 2013.
2. Sheriff Hammond recorded a public service announcement; “DRIVE SOBER OR GET PULLED OVER” at WGOW Studio’s. The message was played through the end of the year.
3. The Hamilton County Sheriff’s Office provides an Internship Program to college students, during August two more agencies were added to the list of mentor agencies. “ATF&E and The Victim Impact Panel.”

September Events:

1. Our annual Awards Banquet was held at the West Sector Annex to present our deserving employees with awards for their outstanding service. Entertainment was provided by “Barefoot Nellie & Company”.
2. A training program was hosted by the Sheriff’s Foundation at the Double Tree Hotel in Chattanooga. The topic of training was “INTERNET PROFILING AND INTELLIGENCE GATHERING” taught by JAG Investigations of Arizona.

November Events:

1. Negotiations were completed allowing receipt of hundreds of copies of books on DRUG AWARENESS, CRIME PREVENTION, DOMESTIC VIOLENCE, CHILDRENS SAFETY and EMERGENCY PREPAREDNESS. The books were provided by L.A.W. Publications.
2. During November and December The sheriff’s office participated in five holiday parades.
3. The Public Information Office hosted a Media breakfast at the west sector training room to discuss issues.



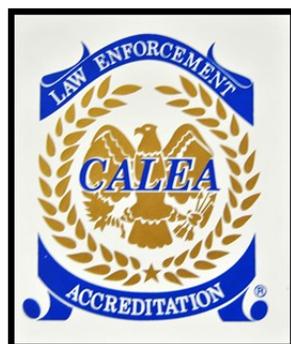
GRANTS AWARDED TO HCSO 2013

Grants: Revenue from the following grants this fiscal year:

JAG	Justice Assistance Grant	\$ 43,302
GHSO:	RIID: Remove Intoxicated/Impaired Drivers:	\$ 87,547
GHSO:	Police Traffic Services, Multiple Violations:	\$ 86,716
GHSO:	(Governor's Highway Safety Office) Safe Journey:	\$ 98,858
SCAAP:	State Criminal Alien Assistance Program	\$ 18,551
TN METH TASKFORCE:		\$ 30,000
APPALACHIA HIDTA:	High Intensity Drug Trafficking Area	\$ 15,000
TDOHR:	Tennessee Dept. of Human Services	\$ 200,000
CIT:	Crisis Intervention Team	\$ 250,000
COPS:	Community Oriented Policing Services	\$1,000,000 over three (3) years

TOTALING - \$1,829,974

CALEA ACCREDITATION AND PROFESSIONAL STANDARDS OFFICE



2013 ANNUAL REPORT

GOALS AND OBJECTIVES FOR 2013:

1. Top of the list for objectives was to complete the accreditation process. In November 2013 that goal was achieved and The Hamilton County Sheriff's Office received *ADVANCED ACCREDITATION STATUS* from the CALEA Commission. This gives the sheriff's office the distinction of becoming the fifth CALEA accredited sheriff's office in Tennessee. (Achieved)
2. Our goal during the entire three year process was to improve procedures and documentation that would protect the agency in litigation, and streamline services to our citizens. (Achieved)
3. Accountability was improved through out the agency while complying with CALEA standards. (Achieved)

GOAL AND OBJECTIVES FOR 2014:

1. Continue to improve in documentation and analysis of procedures and policies that will enable the agency to grow professionally, with improved training and investigative techniques as required by CALEA.
2. Provide confidence to agency members through standard compliance and improved procedures.

Obtaining CALEA Advanced Accreditation was not a simple process. CALEA standards consist of 482 standards that each agency must address. The sheriff's office met compliance with all required standards.

In August 2013 an assessment team spent four days conducting an inspection of the agency. We were privileged to have CALEA Assessors Chief Ken Findley and Lt. Rae Ferguson inspect all standard files, conduct interviews with employees and citizens, equipment inspections, validation tours of the courts, and all divisions. The assessment team left no stone unturned. Their report was then forwarded to the CALEA Commission for inspection.

SHERIFF HAMMOND ANSWERING QUESTIONS

POSED BY CALEA COMMISSIONERS



In November 2013 Sheriff Hammond, and the accreditation team appeared before a panel of CALEA Commissioners at the Winston Salem Conference. That panel then forwarded recommendation for accreditation to the 21 person CALEA Commission for accreditation certification.

Hamilton County Sheriff's Office; A CALEA Accredited Agency

ADMINISTRATIVE DIVISION

2013

ANNUAL REPORT



Prepared by; Don Gorman, Director Of Administration



Hamilton County Sheriff's Office
Administrative Division Annual Report

During the calendar year 2013, the Hamilton County Sheriff's Office Administrative Division continued to achieve new heights. More personnel continued to be screened, hired and trained this past year. Progressively more computer equipment was purchased, installed, repaired and replaced during 2013, with fewer personnel to do the work.

Human Resources – HR continued to be virtually a one person show again this year, going through the process of advertising, accepting, screening, presenting to the Sheriff and Chief Deputy and then hiring the highest quality personnel for the job advertised. In 2013 Human Resources, with the assistance of several folks from Patrol, participated in two separate job fairs. The goal of attending these job fairs was similar but different. As always, we are looking for the highest quality, motivated individuals to fill our vacant positions. We also do whatever we can to add diversity to the HCSO, always on the lookout for the best candidate, but also, recruiting for females, minorities and bilingual candidates, when possible.

Information Technology Systems – ITS continued to excel again this year, handling more complicated and diverse issues than ever before with less personnel. ITS did take a major blow this year losing our longtime Senior Network Specialist to one of the other county agencies, but everyone else in the division stepped up and did their best to fill the gap. We also lost a senior part-time IT Tech this year and were without for several months before hiring a replacement. Luckily, the replacement tech has stepped in and done outstanding. As always, in the budget, we'll look at adding several personnel.

Accounting/Purchasing- Again, the Accounting/Purchasing folks did an outstanding job with less funds to deal with. Our normal purchases continued to be ordered, tracked, received and monitored in an excellent manner, and we continued to look for more innovative and creative ways to stretch our funds. One of the major issues from Fiscal Year 2011-2012 was the shortfall in fuel. We were given additional funds this year (FY 2012-2013), and with exceptional monitoring and reporting, we have managed to stay very close to the line on fuel even though the costs have risen and fallen during this year.

Finance – the Finance Division of the HCSO is anchored by the Finance Manager, who has continued to grow with experience. Although we had a heavy budget shortfall for FY 2011-2012, we were aware the entire FY that we were going to be short, just based on budget issues, there was little or nothing that could be done. With more experience and working closely with the Accounting/Purchasing Division, I think the Finance Manager will be able to project, to a very close degree, the exact location we are within the Annual Budget.

HUMAN RESOURCES (HR): 2013 was a very busy year. A couple of the highlights were the twenty-nine new registers we started this past year, which means the HR Office was very busy. With the combination of retirements, terminations and separations', we lost thirty personnel this year, which is 8% of our work force, but again, HR was up to the task and we are currently at only one person short.

The HR Division was also involved in three different Job Fairs this year; with the intent of backfilling all of our vacancies with the highest quality replacements. We hired forty-four new employees this year, again to fill the vacancies as they came along.

We monitored and assisted the Jail Medical Clinic in administering three hundred and fifty-seven TB Tests as well as two hundred and seven Flu Shots. We issued one hundred and thirty Special deputy Commissions and ID Cards, twenty-nine Retired ID Cards and conducted two hundred and eighty-four background checks. HR is to be commended for doing so much with so few personnel.



CAROLE MILLER

Human Resources

	TOTALS
New Registers	29
Separations	18
Retirements	9
Retired/Terminal	1
Terminations	2
OJI(s) New	80
Special Assignments	33
Hires	44
Volunteers (New)	5
Suspension w/o Pay	6
Suspension w pay	7
Job Fair	3
Military Activation	0
Return from Mil Act	1
Loudermill Hearings	8
Promotions	8
Advancement/Transfer	26
Civil Service Board Mtg	0
Donelson Academy	2
TB Tests Administered	357
Flu Shots	207
Special Deputy Comm	130
Retirement IDs	29
Backgrounds	284
Fingerprinting (Non HCSO)	16

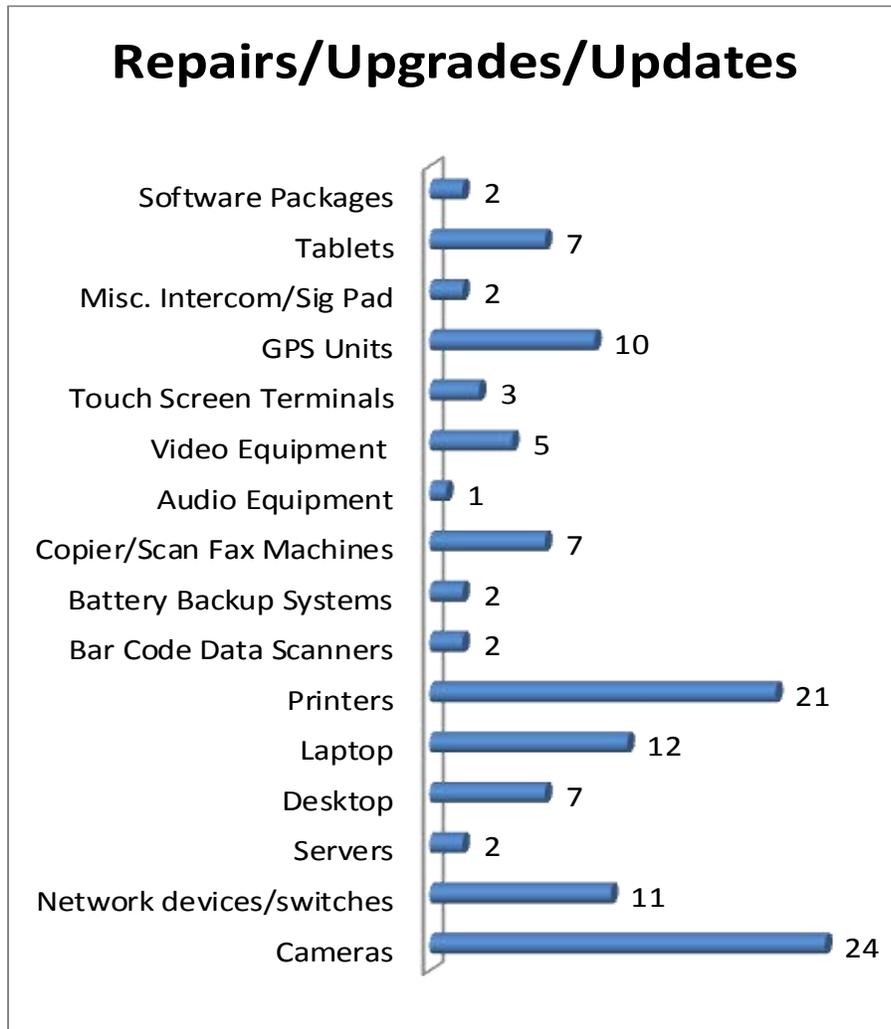
INFORMATION SYSTEMS (IS)

This past year has also been an incredibly busy year for the IS Division. As you can see from the list below, they received over forty-six hundred calls and handled forty-six hundred and forty-three of them.

Besides all of the below listed repairs, upgrades and updates, IS was heavily involved in discussions with the county commissioners and mayors staff in making decisions on the best Jail Video Visitation System for the least amount of money. As of January 15, 2014, the Bid was approved and we are scheduled for installation.



RON BERNARD
MANAGER
I.T. SYSTEMS



Service Calls Received for the Year: **4,656**

Service Calls Processed for the Year: **4,643**

PURCHASING

As mentioned prior, with both the IS Division as well as HR being so busy this year, the cause and effect have been major on the Purchasing Division. Listed below are some of the major purchases that have been made this year as well as some of the major bids, request for proposals and contracts. Additionally, Purchasing is responsible for keeping up with our P-Card purchases for the entire Sheriff's Office, fuel and the monthly fuel reports for the HCSO, tracking and paying all of our bills to include over one hundred and fifty cell-phones throughout the HCSO. They did an excellent job with all of these functions and as of this date, we are looking at being slightly under-budget for FY 2013-2014.



CAROLYN
CATCHINGS

JANUARY:

1. NetMotion (1) one year Maintenance	\$	10,300.00
2. Prisoner Transport insert for Corrections Van	\$	9,658.00
3. Specs sent out to Purchase (5) Marked Vehicles		
4. RFP Sent out for Fugitive Transports		

FEBRUARY:

1. HP ProCurve Switch (2)	\$	1,953.00
2. MHZ Radios & Parts (100% Grant Funded)	\$	21,877.00
3. AMMO (State Contract)	\$	9,943.00
4. Visionair RMS Evidence & Bar Code	\$	11,069.00

MARCH:

1. 2013 Marked Patrol Vehicles (Don Ledford Auto)	\$	104,160.00
2. Window Barriers for Vehicles (Mt. View Chevrolet)	\$	6,965.00
3. Light Bar & Siren Kits for Vehicles (Mt. View Chevrolet)	\$	8,145.00
4. Printer (For ID's) (Beeler Impressions)	\$	1,849.00

APRIL:

1. Light fixtures (10) Corrections area (Bond Funds)	\$	5,150.00
2. Ammunition State Contract .40 Cal.	\$	9,942.10
3. Ammunition Sate Contract .223 Cal. (SWAT)	\$	3,353.56
4. IT Area Office Furniture	\$	8,345.00
5. Microsoft Exchange Licenses	\$	27,978.00
6. Mercury Boat Motors (2) Grant funded	\$	20,456.00
7. Setcom Liberator Wireless (Traffic Motorcycles)	\$	4,784.00

MAY:

1. Filemaker yearly maintenance	\$	6,877.50
2. Autoclave (Dental) Purchased from SCAAP Grant	\$	3,949.99

JUNE:

1. Inmate Handbooks—1000	\$	2,473.00
2. First Mate II & Extender Lens (Marine Patrol)	\$	5,801.70
3. Sally Port Gate Yearly Service	\$	6,018.00
4. (5) PC's and (8) Laptops	\$	13,560.39

JULY:

1. Ammunition .223 Cal. Craigs Firearms	\$	9,947.00
2. Filemaker renewal (80) Licenses	\$	2,583.00
3. Ammunition .40 Cal. Gulf States Distributors	\$	9,942.00
4. Ammunition .40 Cal. Craig's Firearms (20,000 rounds)	\$	5,932.00
5. Body Armor (out to bid)		

AUGUST:

1. Dataworks Plus LLC (Maintenance)	\$	34,012.00
2. Tri-Tech/Visions (Maintenance)	\$	46,557.00
3. Vehicle Maintenance/Car Seats (Grant Funded)	\$	5,093.34

SEPTEMBER:

1. GovConnection Inc (Cisco Service Renewal)	\$	7,643.63
2. Converters (Car Repairs)	\$	6,905.56
3. Ammunition .40 Cal Gulf States	\$	9,943.10
4. Bid Specifications sent out for Cargo Van		

OCTOBER:

1. GovConnection Inc (SSD Drive)	\$	9,520.00
2. Veeam Maintenance Renewal	\$	3,061.75
3. Bid Specifications sent out for (30) Marked Patrol Cars		

NOVEMBER:

1. Dataworks Plus LLC (palm scanner) Sex Offender Register	\$	13,700.00
2. Cooks Direct (food warmers for Corrections) SCAAP Grant	\$	10,054.00
3. Bid Specifications sent out for (30) Marked Patrol Cars		

DECEMBER:

1. Ammunition .40 Cal (encumbered) State Contract Gulf States	\$	9,942.10
2. Tazer Cartridges (200) purchased Gulf States	\$	5,190.00
3. Ken Smith Auto Parts (misc. parts for motor pool)	\$	9,266.60
4. AAMCO Transmission (6) Month pricing @ \$1,250.00 each		

TOTAL \$ 449,985.72

As with all of the rest of the Divisions, the Finance Division has been extremely busy this year. While all the other Divisions are spending funds, Finance is monitoring to ensure that we do not exceed our budgets. Also, while we continue to hire, transfer and retire individuals, Finance ensures that we have the appropriate funds for rehiring, transferring and retiree's. Mr. Ellis is also the overall responsible part of the entire twenty-eight million dollar plus budget and based on his projections and predictions, the Sheriff makes his decisions on hiring, firing and purchasing.



JACK ELLIS

FINANCE

As of Dec. 31, 2013, For Fiscal
Year Ending June 30, 2014

Overall Budget:	\$ 28,779,892
Projected to Spend:	\$ (28,669,892)
Projected Surplus/(Loss)	\$ 120,000
Capital Budget Received:	\$ 844,000
Capital Budget Expended	\$ (13,794)
Confiscated Funds Budgeted	\$ 226,421
Confiscated Funds Expended	\$ (34,583)
Sex Offender Registry Budgeted	\$ 46,197
Sex Offender Registry Expended	\$ (20,237)
Overtime Budgeted for the Year:	\$ 1,182,209
Overtime Expended for the Year:	\$ (653,220)

LEGAL

New Lawsuits filed this Year:

Lawsuits Resolved this Year:

Claims filed this Year:

Claims resolved this Year:

GRIEVANCES:

For the fourth year in a row, the number of grievances filed by employees of the HCSO has been reduced. There are several suspected reasons, but for the best analysis, see the attached Annual Grievance Report.