

Hamilton County Sheriff's Office

2019 ANNUAL REPORT



Presented to
Sheriff Jim Hammond



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Addendum I - Crime Analysis Unit Annual Report



The Hamilton County Sheriff's Office



MISSION STATEMENT

"Commitment to Excellence for All Citizens with Fair and Equitable Performance"

VISION

To become "THE PREMIER LAW ENFORCEMENT AGENCY INTENNESSEE" through the pursuit of professional excellence and partnerships with our community maintaining a high quality of life through collaborative problem solving.

INTEGRITY

We pledge to maintain a strong sense of honesty, morality, and ethical character.

HONESTY

We pledge to always be truthful, sincere, upright, and decent.

CHARACTER

We pledge to maintain the highest ethical standards and honorable personal qualities, serving as role models for our youth, our community, and our profession.

Message from the Sheriff



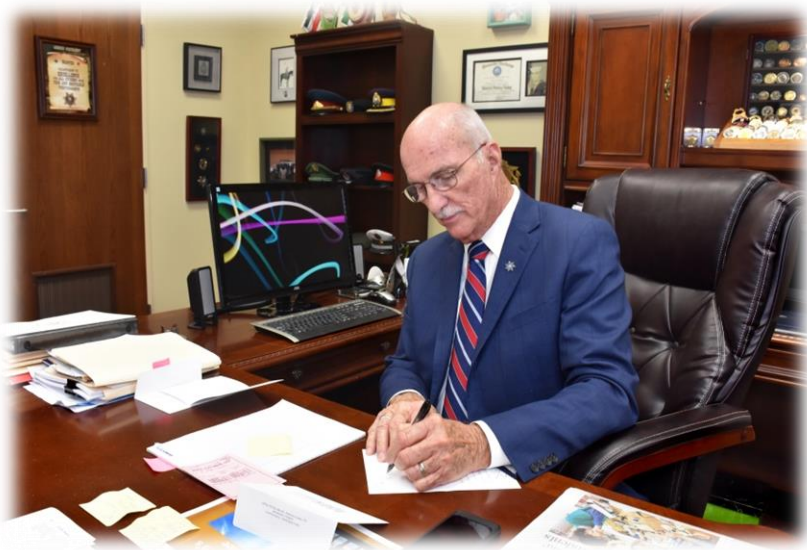
Jim Hammond
Sheriff

The law enforcement profession is one of constant growth and change. Despite this continual cycle of up and down adjustments, our Mission for the Hamilton County Sheriff's Office remains the same, *"Commitment To Excellence For All Citizens With Fair and Equitable Performance."*

Every year our agency faces new challenges. We continue our ongoing efforts to recruit qualified candidates, meet the rigorous training requirements set forth by the State of Tennessee and the federal government, and obtain the necessary funding to purchase and maintain the equipment and technological demands of our personnel. In short, law enforcement agencies are asked to "do more with less."

After instituting new policies and fiscal controls in our Finance Division, we now have a better understanding and greater oversight of our agency's day-to-day accounting. With an annual budget of \$60 million, it is critical that we consistently review our expenditures, such as overtime and operational costs. I am proud of the progress our Finance Division has made with overseeing our financial position and their efforts to plan for future expenditures and projects, not to mention emergencies.

In 2019, I appointed our first Equal Employment Office Commission (EEOC) Officer to assist with the recruitment and hiring of minorities to ensure our agency is more representative of the community we serve. I feel that this effort and working with our African American community have made significant progress in establishing constructive, meaningful relationships that will produce positive results. Our endeavors to work with African American and Hispanic populations are proving to be effective in promoting diversity and guarding against workplace discrimination. We will continue our efforts to recruit more minorities to our ranks and help bridge any gaps between law enforcement and our minority communities.



Another one of our many accomplishments for 2019 was to improve security in all of our courts. These efforts were underwritten by two state grants to support the purchase of new security camera and communication systems. Also included were special locks and windows and bullet-proof judges benches. This equipment will significantly support our Court Security Division's mandate to protect our judges, jurors, courtrooms, and buildings.

Our Justice and Mental Health-FUSE Program's "frequent user" pilot project is on course. It will provide supportive housing and community-based support services to arrestees with severe mental health issues who repeatedly cycle through our jails, courts, hospitals, and community services at great expense to taxpayers with rarely seen improvements. This program will help to ensure that these frequent users will receive the support necessary to avoid incarceration and live productive lives. It will also greatly benefit our deputies, corrections officers, and the community at large.



HCSO personnel recover the fuselage of the downed aircraft in Lake Chickamauga

One of the most challenging events to occur in 2019, which impacted many divisions within our agency, was the crash of a single-engine aircraft into Lake Chickamauga in January. For over a week, we observed our people, especially those in the Sheriff's Underwater Recovery Team (SURT), search the River and Lake to locate the downed aircraft. The closely-watched successful recovery of the two victims tragically lost in the crash was finally able to bring closure to the investigation and grieving families. The difficulties our divers faced should have been insurmountable, but by sheer determination, reliance upon excellent training, and courage, they succeeded. All in all, our response to this tragic incident stands as a testament to our people's expertise and professionalism.

As a CALEA Accredited agency, we are complying with over 500 nationally accepted standards, policies, and best practices to set our agency apart from others. This recognized endorsement ensures that our citizens receive the best services possible. Training is critical to our daily operations and our commitment to excellence as we continue to raise the bar for our staff. Once again, the HCSO successfully passed our Annual CALEA File Review for 2019, and CALEA certified our accreditation manager as an expert in the field of accreditation. These achievements will also ensure that our Accreditation and Standards Division will remain a defender of professionalism and best practices and a valuable asset to our agency.

As Sheriff, I remain steadfast in my resolve to see that our agency and our people achieve continued success in all our efforts for this agency and for the citizens of Hamilton County. I could say much to highlight the accomplishments of many men and women working with me that make that possible. They have truly dedicated their lives to serve and protect. They are truly professionals who support the rule of law. And very important to me is they are “My Team!”



Austin Garrett
Chief Deputy

Chief Deputy Austin Garrett is responsible for overseeing the day-to-day operations of the HCSO and works consistently with members of the Command Staff to ensure the Sheriff's goals and mission is accomplished.



Gino Bennett
Chief of Staff

Chief of Staff Gino Bennett assists in overseeing and supporting the general operation of the sheriff's office. He administers all federal, state, and local grants and manages the HCSO's Justice and Mental Health's FUSE Program.

HCSO Command Staff



Back row: (L-R) Chief of Staff Gino Bennett, Deputy Chief of Corrections Joe Fowler, Chief Deputy Austin Garrett, Sheriff Jim Hammond, Deputy Chief of Law Enforcement Mark King, Captain Van Hinton, and Information Systems Manager Jimi Hammond.

Front row: (L-R) Public Relations Manager Matt Lea, Director of Human Services Carole Miller, Executive Secretary Kacey Picou, Director of Finance Ron Bernard

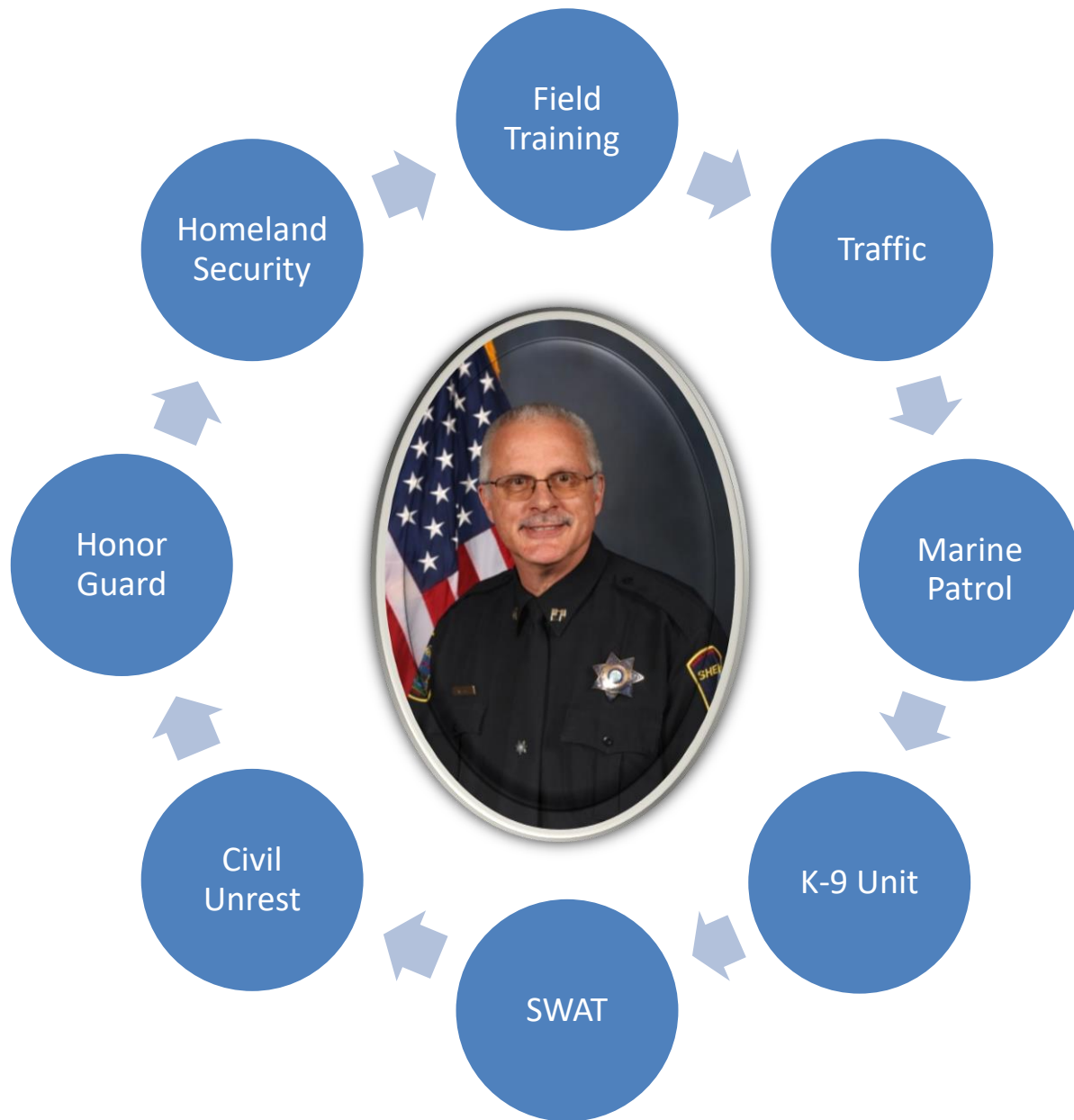
Law Enforcement Services



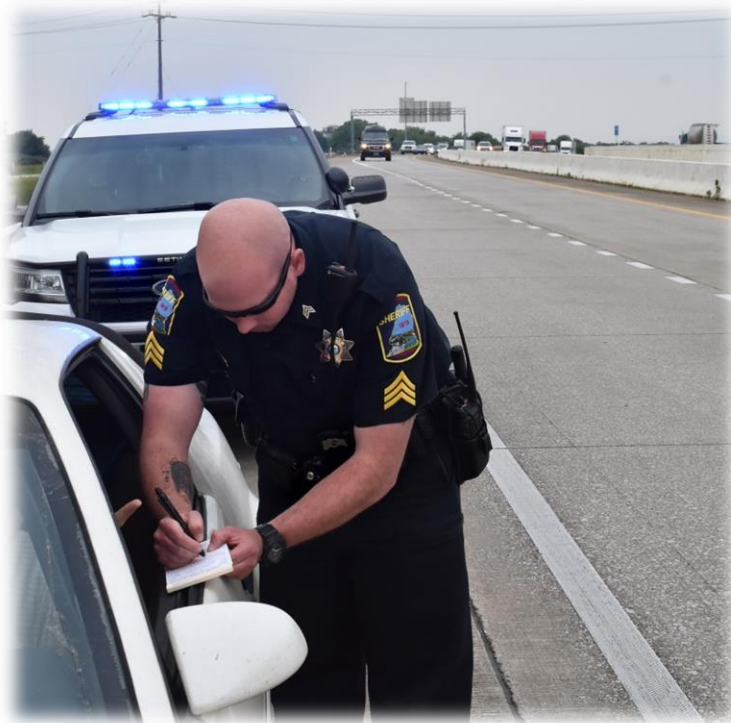
Mark King

Deputy Chief of Law Enforcement

Patrol Division



Doug Wilson
Captain



Patrol Sergeant Mickey Rountree issues a citation to a motorist

The uniformed Patrol Division is the most highly visible component of our agency. Working 24-hours a day, seven days a week, the Uniform Patrol Division represents the bulk of the agency's staffing. The members of the Patrol Division work in partnership within Hamilton County, and various law enforcement and social service agencies in providing their high-quality service.

In 2019 the Patrol Division was led by Captain Doug Wilson. Captain Wilson is responsible for all uniformed functions of the division. The K-9 Unit, Field Training, Traffic, Marine Patrol, SWAT, Civil Unrest, Explorers, Honor Guard, Homeland

Security and all supportive functions under a Patrol's Captain.

Shifts are run by lieutenants, sergeants and corporals. They are responsible for general supervision and command of uniformed deputies assigned to their perspective shifts.

They respond to incidents to supervise and guide the deputies under their command. Patrol is the foundation of police work and its importance to the community cannot be overstated. The uniformed deputy is usually the most visible component of the agency.

The functions and objectives of the Uniform Patrol Division are representative of patrol, law enforcement, crime prevention activities, response to calls for service, preliminary investigations of crimes and incidents, arrests and

Uniformed Services Division 2019 Annual Statistics	
Traffic Citations	2,470
Traffic Stops	10,178
D8 Reports	1,899
Misdemeanor Arrests	2,914
Felony Arrests	666
Warrant Transport	1,628
Calls for Service	40,771
Traffic Accidents	1,029
Field Interviews	415
Total Service Activity	43,557
Total Drugs Confiscated	122,028.34 Grams
Money Seized	\$33,841
Total Activities	5,729

prisoner processing, traffic direction and control, and traffic accident investigations. Patrol personnel are also responsible for maintaining public order, provisions for emergency services, development of positive relationships between citizens and the agency, and reporting information to appropriate components of the agency.

There were a total of 74,095 calls for service for the Hamilton County Sheriff's Office in the year 2019.

Marine Patrol Unit



The Hamilton County Sheriff's Office Marine Patrol Division began in April of 1987 under the direction Sheriff H.Q. Evatt. Before then, a Marine Officer was using his own 27-foot cruiser on his off-time to assist boaters.

Currently, the Marine Patrol Team consists of two patrol boats that were acquired through grants from the Department of Homeland Security. Marine Patrol Deputies are able to respond to incidents 24/7 and all personnel assigned to this team must receive a yearly recertification by the



Tennessee Wildlife Resource Agency to ensure they are knowledgeable on all applicable laws, updates, and procedures. All specialized training is handled in-house by the HCSO.

The HCSO Marine Patrol Division is ready to respond to any of the ten surrounding Homeland Security Counties when requested. The team also works hand in hand with the Tennessee Wildlife Resources Agency (TWRA) by patrolling the waterways during holiday weekends and responds to emergency calls for assistance from surrounding counties.

Members of the Marine Patrol Division also assist with boat traffic at the yearly River Bend Festival as well as many other special events held on the Tennessee River such as the Head

of the Hooch rowing regatta and the Iron Man. The Marine Patrol Division also actively supports the HCSO Sheriff's Underwater Recover Team (SURT) as needed.

Marine Patrol 2019 Annual Statistics

Assisted other Agency	2	Verbal Warnings	78
Assisted other Division	50	Call Outs	0
Boat Safety Checks	57	DOA's	1
Calls for Service	9	Special Events	13
Call for Support	0	Physical Arrests	0
Citations	4	Business Checks	5
Citation in Lieu of Arrest	0	Total	235

Traffic Division



There are over 880 miles of paved roadway in Hamilton County, and the Hamilton County Sheriff's Office Traffic Division plays an integral, daily part in ensuring those roadways are safe and secure not only for our residents but those who may be visiting our beautiful community. The primary directive of the HCSO Traffic Division includes patrolling our community for deterrence and enforcement of traffic violations, investigation and reconstruction of vehicle crashes, particularly those which involve serious injury and/or death, and internal investigations of crashes involving sheriff's office vehicles.



The Traffic Division will arrest and prosecute individuals when the evidence of a traffic violation requires. Traffic Investigators work in conjunction

with Hamilton County Traffic Engineering and the Hamilton County Highway Department to improve roadway concerns and safety. Traffic Investigators also give presentations to local schools, various organizations, and the neighborhood communities upon request in order to promote a safer culture of driving behavior.

Since the HCSO was started in 1819, a lot of things have changed when it comes to how people commute and the technology used for investigating motor vehicle crashes. Vehicles have also changed dramatically. Long gone are the days of the Model T and today's vehicles are safer than ever with the advent of new safety sensors, airbags, and early warning detection devices. The Total Station software utilized by our agency along with forensic mapping have replaced the days of measuring tapes and roller wheel measurements. Crash Data Retrieval equipment allows investigators to access vital vehicle information through the internal computers systems. Advancements in photography equipment and digital storage allows for more thorough documentation of crash scenes.

The use of drones for photographing scenes from overhead is now available as well through the HCSO Unmanned Aerial Systems Division (UAS). In 2016, the HCSO Traffic Division acquired a mobile investigation vehicle to assist with on-scene collection of evidence and data. This new vehicle allows a safe, climate controlled workspace so investigators can utilize computers and other software to investigate large-scale traffic incidents in real-time without having to leave the scene itself.

Traffic Division 2019 Annual Statistics			
Funeral / Special Escorts	167	Training (Inter Departmental)	129
In- House Investigations	73	Speed Trailers/ Speed Spy	37
Traffic Crashes Investigations	353	Special Assignments	20
Traffic Fatalities Investigated	10	Assist Other Agencies	65
Crash Reconstructions	12	Traffic Stops	1186
Inner Agency Traffic Consultations	0	Case Follow Ups	159
Scale Diagrams	10	Call Outs	24
Crash Reports Reviewed	1662	Arrests	129
Hit and Run Investigations	90	Reconstruction Assist	10
Calls for Service	529	Traffic Supports	78
Calls for Support	366		

As long as vehicles have been on the roadways, people have enjoyed the need for speed. Whether intentional or unintentional, making sure speed violators are held accountable is import to the overall safety of our county's roadways. In order to support legal and accurate traffic enforcement activities, the Traffic Division utilizes electronic speed detection devices such as radar and LIDAR to assist in gathering data and evidence to help when and where there is a need for speed enforcement. The TITAN crash reporting system is also a source for monitoring crash data to assist in determining high volume areas for crashes to aid in selecting enforcement areas and times to be more efficient in reducing crashes in problem areas.

The mission of the Traffic Division is to provide the citizens of Hamilton County with well-trained, well-equipped investigators to conduct thorough and professional crash investigations, enforcement, and educational initiatives to insure the safety of our citizens and to save lives on the roadways of Hamilton County.

Special Weapons & Tactics (SWAT)



Hamilton County Sheriff's Office Special Weapons and Tactics Team provides a ready response to several high risk situations and circumstances that typically go beyond the capabilities of normally equipped and trained agency personnel.

Typically, SWAT will be requested when there is a barricaded subject or hostage incident where the suspect is presumed to be armed and dangerous, an incident where the suspect is believed to have been involved in a criminal act, or is a significant threat to the lives and safety of the public and/or police. Other situations include incidents where a suspect is in a position of advantage, affording cover and concealment, or is contained in an open area where the presence or approach of law enforcement could precipitate an adverse reaction by the suspect.



Other applications where SWAT personnel can be utilized can include reaching an armed suspect in a heavily fortified position or breaching a structure where weapons are present and the subject(s) are known to be violent. Other scenarios include high risk warrant service to locations where gang members or heavy narcotics use is present, waterborne entry may be necessary, or diversionary tactics and breaching entry may be required.

SWAT personnel responded to ten incidents in 2019 that required their operators experience and capabilities. Some of these call-outs included barricaded suspects, high-risk warrant service, an incident at the Hamilton County Jail, and several requests to assist other local law enforcement agencies.

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Honor Guard



The mission of the Hamilton County Sheriff's Office Honor Guard is to serve as official ceremonial representatives of the agency at funerals, parades, and other official functions where representation of the highest caliber is required. Currently, there are ten members of the Honor Guard who also serve in many other capacities within the agency. Selection into Guard requires candidates to be height and weight proportionate, a successful completion of a physical fitness assessment, and complete a panel interview prior to appointment to the special assignment.

Moving forward, Honor Guard will always remain vigilant ensuring the Hamilton County Sheriff's Office is represented with the highest level of professionalism and bearing a crisp appearance in every endeavor which it is assigned. All funerals will be conducted with the

highest level of respect and dignity to leave the grieving families with a lasting, favorable impression of the Hamilton County Sheriff's Office.



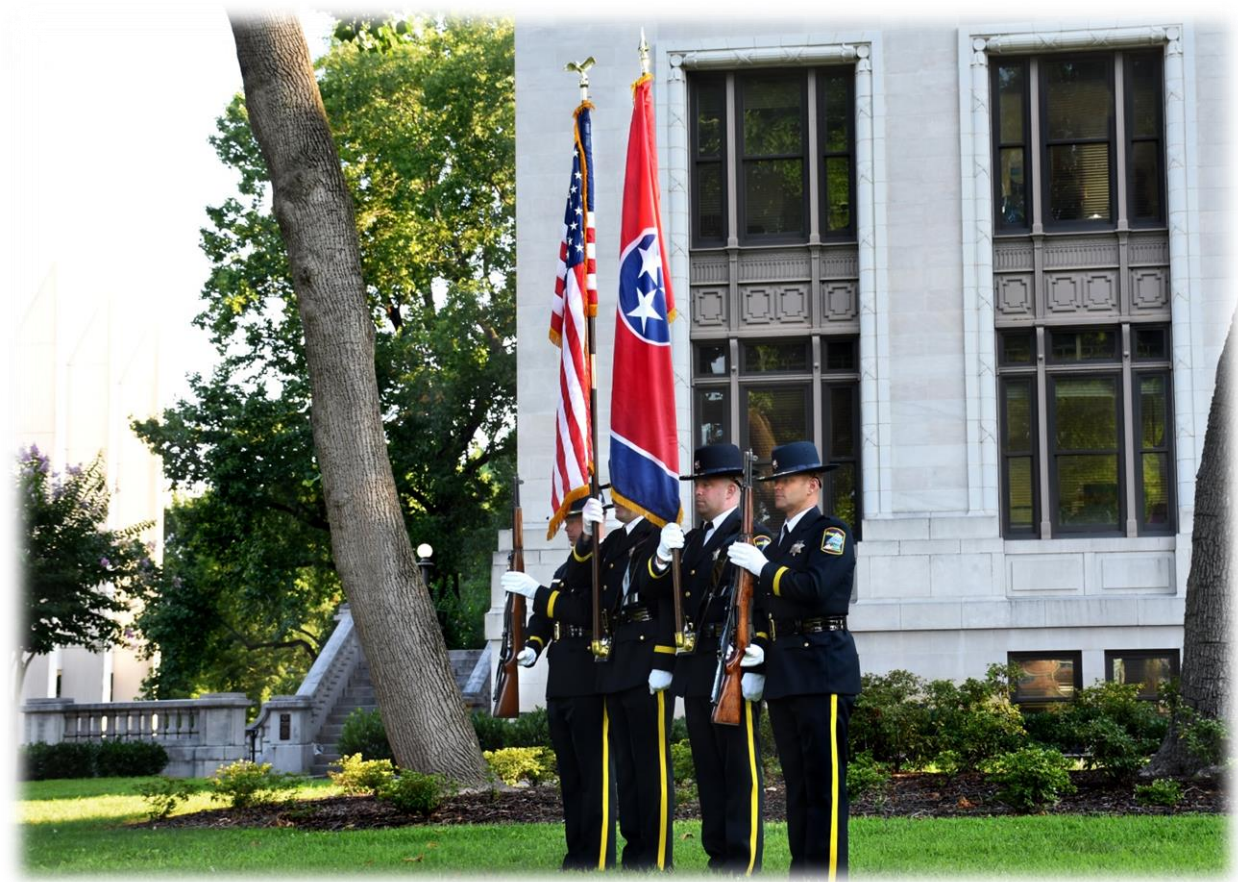
Annually, the HCSO Honor Guard participates in the local Law Enforcement Memorial Service at the Law Enforcement Memorial located at 600 Market Street in Downtown Chattanooga. Additionally, members of the Guard travel to Washington, D.C. to participate in the National Law Enforcement Memorial Service as well as other Police Week activities such as the National Police Week 5K race, where the team annually runs in memory of Deputy Donald Bond, one of our fallen deputies.

Members of the team participated in various activities during the year 2019. In February the team participated in three (3) different line-of-duty funerals within and outside Hamilton County. In April the team participated in the Federal Retirees

Luncheon, and for Hamilton County Detective Eddie Sledge, where casket guards were also provided.

The team traveled to Washington, D.C. for Police Week ceremonies in May. They participated in the 5K Police Run and Candle Light Vigil. In the fall the team participated in the 9/11 Memorial Ceremony, three HCSO employee funerals, and two other neighboring agencies. The team also participated in one in-the-line of duty death Funeral in Chetam County.

Team members: Detective Brevin Cameron, Corporal Brian Killingsowrth, Detective Rick Wolfe, Detective Kyle Henegar, Deputy Carl Young, Deputy Chris Walker, and Deputy Marcus Dotson.



Operational Support



Mark Hopper
Captain

Training Division



The Law Enforcement (LE) Training Division Staff consists of the Law Enforcement Training Coordinator/General Department Instructor (Lieutenant), Law Enforcement Training Sergeant (newly created) and Law Enforcement Tactical Trainer, and Training Administrative Assistant/Records Clerk. This staff is augmented by 60+ specialized instructors who are assigned full-time responsibilities in other divisions throughout the agency. Special Note: Since Nov. 1, 2014, the Corrections Facility Training Officer has been moved back under Corrections Division oversight. Additionally, a POST Rule and corresponding TCA statute was brought to the attention of Training Officers across the state that governs training oversight of all employees that have weapons authority. Despite the separation of the Training Divisions, the LE Training Staff is still responsible for training oversight and POST compliance of all weapons authorized Corrections Personnel (approximately 138 officers). This involves providing instruction in the Corrections In-Service Training, and the Corrections Basic Class. The training conducted for Corrections employees consists of emergency vehicle operations, child sexual abuse, mental health training and all firearms related training (basic pistol, shotgun, and off-duty encounters).

The LE Training Division is responsible for planning and executing all training required for Sheriff's Office employees and the Hamilton County Park Rangers. The training curriculum includes subjects mandated by the Peace 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



Patrol Deputy Karigan Fulghum trains with a patrol rifle Detective Patrick Miller (Firearms Instructor)

Administration (O.S.H.A.). Additionally, it conducts specialized training for individual officers, all civilian employees, and various divisions within the agency as well as 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/129 POST approved hours), and Basic Reserve Class (148 hours). During 2019, the Training Division was involved in three Basic Corrections Classes.

2019 Training Summary

During the calendar year of 2019, the HCSO Training Division conducted a total of 91 training courses for over 2,680 employees and personnel from outside agencies. A total of 1,321 officers and employees requested and were awarded specialized training opportunities which included dozens of diverse subjects such as the five month Southeastern Leadership Academy (S.E.L.A.), Crisis Intervention Team Training, Leadership and Team Building Supervisor Training, Domestic Violence, Sexual Assault Investigations, Child Abuse Investigations, Narcotics Training, Domestic Terrorism, Basic and Advanced SRO, Basic and Specialized Court Security Training, Values Driven Leadership, Incident Command Training, Interview and Interrogation, Instructor Development, Internet Crime Investigation, Tactical and Explosive Operations, etc.

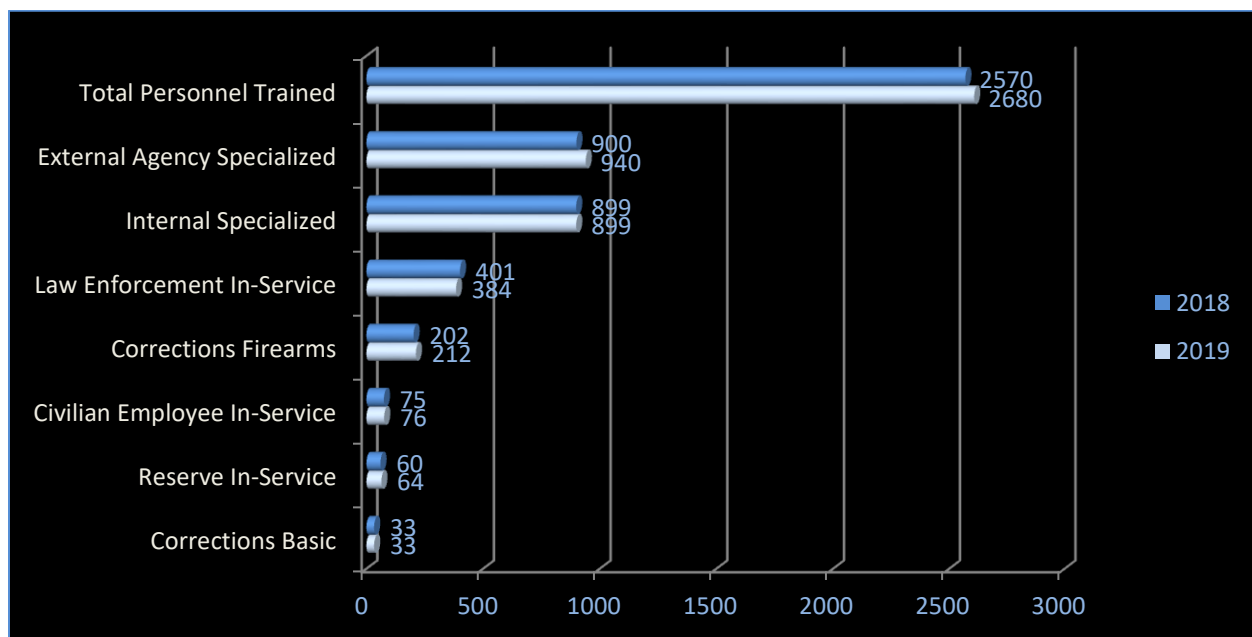


Sergeant Paul Maupin, Lieutenant Spencer Daniels, Training Secretary Crystal Crawley, and Deputy Chris Walker

Additional trainings included:

- (13) Foot Pursuit Decisions Courses
- Tactical Close Team Support School
- Basic Firearms Courses
- Reserve Academy (148 Hours)
- Civilian In-Service Classes

2018 & 2019 Training Statistics Comparison



Accomplished Goals for 2019:

- Maintained and improved 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
- During the training year, 177 of 177 personnel met or exceeded the minimum standards.
- All In-Service and Specialized training completed by HCSO personnel is now being reported through the ACADIS portal.
- Maintain training records for all employees with zero defects and ensure compliance with timely submission of training documentation to P.O.S.T. Commission.
- All personnel attending LE In-Service training were trained and kits fielded. Additionally, new lateral officers were trained as part of field training.
- Continue to 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. (*Accomplished and On-going through Annual Training Surveys*)
- 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 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. (*Accomplished & On-going*).
- 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. (*Accomplished and On-going*)
- During 2019, HCSO Training Staff conducted joint training (Taser User Classes, Active Shooter Training, In-Service training, etc.) with officers attending from numerous external agencies. HCSO trainers instructed a STOPS course for the Chattanooga Police Department, for the first time in history. GHSO and U.T.'s LEIC conducted multiple courses at the HCSO facility.
- Continue in efforts to develop and implement a leadership training program for all supervisory personnel. (*Accomplished and On-going*) Basic and/or Advanced Leadership and Supervision training has been accomplished for all supervisors (*sworn and civilian*) during 2019. This effort will continue until every supervisor has received training in team building, and basic and advanced leadership. The P.O.S.T. Commission requires all newly promoted supervisors to complete a minimum of twenty-four hours of supervisor training.
- Continue to evaluate and 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.



HCSO Firearms Training 2019

Goals & Objectives for 2020 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, including our local Park Rangers employed by the Hamilton County Parks Department, as specified and required by the Tennessee P.O.S.T. Commission and C.A.L.E.A. standards. Seek to insure that in-service training is at least 50% hands-on performance based or scenario training.
- Ensure our T.I. Lab Simulator (*electronic firearms simulator*) is updated and utilize it to run mandatory scenario and decision making training in the December time frame (*shoot-don't shoot scenarios*).
- Sustain this agency's law enforcement training records submission via the rapidly evolving ACADIS Training Records Portal with TN P.O.S.T. Commission. Ensure that all newly hired agency weapons authorized personnel meet or exceed the minimum P.O.S.T. and TCA training requirements (120+ hours' initial training and 40 hours thereafter) to ensure P.O.S.T. compliance.



HCSO Deputies participate in STOPS training at the West Annex

Fleet Management



The Fleet Management Division is responsible for managing fleet resources effectively and efficiently. This section must monitor, review and evaluate all vehicles, radios, and other fleet resources while performing as a liaison between General Services, C=Hamilton County Motor Pool services, and the Radio Shop.

In addition to keeping accurate records of vehicle and radio assignments, Fleet Management personnel must also maintain records of estimates, emissions, repairs and accident reports. They also distribute new tags for vehicles and apply approved striping and decals to new and repaired vehicles.

oversee and perform services for over 307 plus Sheriff's Office assets.

The Fleet Management Division is responsible for managing fleet resources effectively and efficiently. The division consists of 2 full-time certified mechanics, who oversee and perform services for over 307 Hamilton County Sheriff's Office vehicles.

In FY 2019, Fleet Division addressed 3078 tickets, with 670 of them being Preventive Maintained, unfitted 19 Patrol Units, and 7 unmarked.



HCSO Fleet Management mechanics Daric Butler & Johnny Fields working on a patrol unit

Property & Evidence

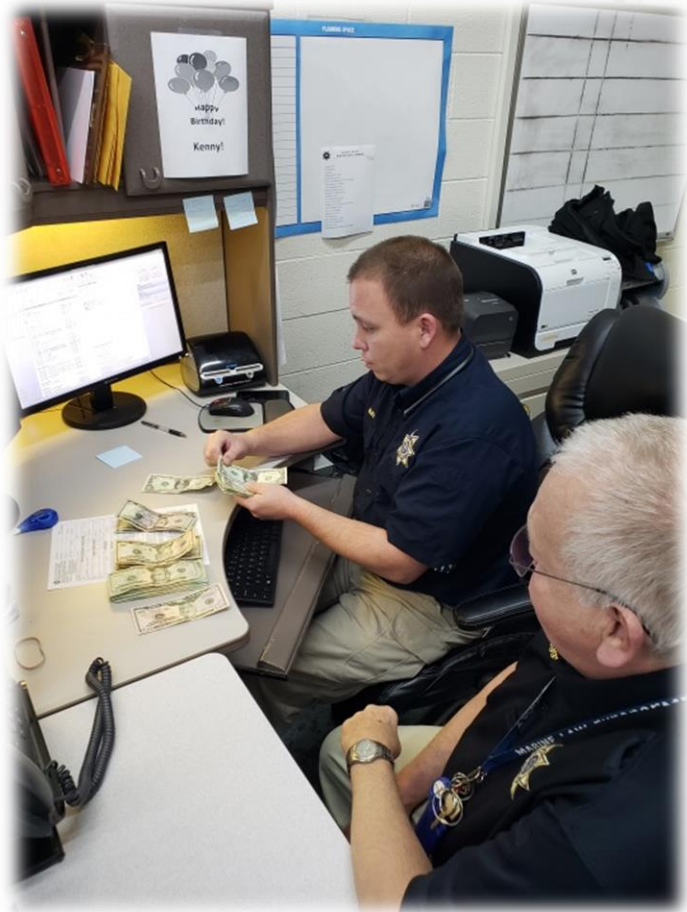


Property and Evidence personnel are responsible for receiving and storing all items recovered and seized by the Sheriff's Office. This includes items of evidence, found property, and items stored for safekeeping. The inventory is tracked to preserve the chain of custody necessary for judicial processes and for safeguarding for return to citizens.

During 2019, Property and Evidence maintained an average of over 35,000 separate items and received new 4,754 items for the year. With careful consideration and review of previous cases, Property and Evidence was able to dispose of 3,678 items under judicial court order including property releases to owners. Property and Evidence also are responsible for the storing, maintaining and issuing of all agency assets and consumables. They currently track approximately 8,000 department assets.

In addition to the daily control of property and evidence items, the property room personnel also accomplished the following large goals and tasks:

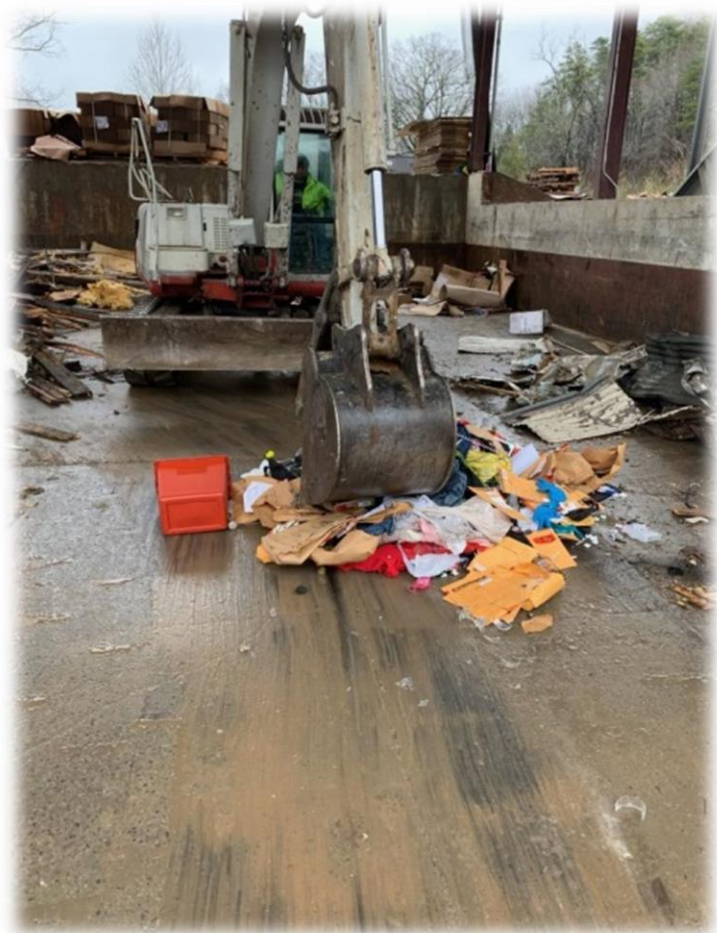
- Researched dispositions of adjudicated cases concerning firearms, determined what could be returned to owners and what could not to alleviate the large collection in the gun vault. Those that could not be returned were compiled on a court order which allows the Sheriff's Office to exchange the confiscated weapons for department-approved asset weapons, ammunition or body armor as allowed within the guidelines of Tennessee law.



*Property & Evidence Personnel Kenneth Riley
& John Scruggs counting seized currency.*

- Integrated department asset records from the old FileMaker system into the County Purchasing's program database One-Solution. During this transfer, they also performed a physical audit of over 3,000 items that are being reported to County Purchasing utilizing a handheld scanner reading RFID tags and making corrections and updates to the system.
- Developed operational procedures for Property and Evidence on awarding service weapons to eligible sworn deputies at the time of retirement. This procedure is in conjunction with Hamilton County resolution 518-5 and TCA 8-8-218.
- Helped develop operational procedures for Property and Evidence to work with Criminal Investigations and the Chattanooga Police Department for submittals to the National Integrated Ballistic Identification Network (NIBIN) Program. This program records digital impressions on an expended shell casing from specific make and models of firearms to link to a computer network within the United States.

The Property and Evidence Division exceptionally passed all of their annual audits and inspections. During the Sheriff's Annual Inspection, it was addressed about the need for more adequate storage and how to improve the integrity of the evidence by addressing climate control. It was determined necessary to put on the agenda to look for a way to expand the current location or to find a new location.



Destruction of evidence from a judicial court order

All Property Room personnel have completed their required annual training and kept their certifications current. They continue to maintain high standards and ethics in their daily job which results in a professional and high quality of work and accountability, thus safeguarding the evidence and personal property of our

citizens. Each member of Property and Evidence strives daily to uphold and honor the Sheriff's mission statement for The Hamilton County Sheriff's Office.

Year to Date 2019					
	General	Audio/Visual	Drugs	Totals	
In-Take	3028	300	1426	4754	
Files Closed				3678	
Court Orders Received	6	3	2	11	
# Items on Court Orders	1881	282	1146	3309	
TN Pharmaceutical Take Back Program, partnered with DEA			1,439.32	Weight in Pounds	
	Made		In Take	Sent to Lab for testing	
Video/ Photo Requests	455	Sexual Assault Kits	27	11	
	BAC	All Other	Drugs	Total	# Trips
TBI Knoxville Crime Lab	113	51	286	450	11
Returned		1	385	386	
TBI Nashville Crime Lab	0	98	0	98	10
Returned		93	0	93	
Outsource Lab	0	0	0	0	0
Returned		0	0	0	



L-R - John Scruggs, Evidence Technician; Heather Winters, Property and Evidence Supervisor; Kenny Riley, Evidence Technician; Kaitlyn Shepherd, Clerical Aide; and Alba Rosser, Clerical Aide

Standards & Accreditation



Miriam Monzon
Accreditation Manager

In 2013, the Hamilton County Sheriff's Office became one of only five sheriff's offices in the State of Tennessee to receive Advanced Accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). To retain accreditation, CALEA requires continued compliance to 484 best-practice standards.

The re-accreditation for the sheriff's office took place in 2016. The commission awarded the HCSO re-accreditation without any standards out of compliance. In 2017, HCSO moved into the CALEA four-year accrediting process. With this procedure, standards or files are assessed remotely by CALEA throughout each year for three years, with an on-site assessment in the fourth year. For the years 2017-2018 the remote assessments were completed with no discrepancies found. The sheriff's office's next full recertification will take place in 2020.

CALEA accreditation is a voluntary process and participating public safety agencies, by their committed involvement, demonstrate a dedication to professionalism. The program is intended to enhance organization service capacities and effectiveness, serve as a tool for policy decisions and management, promote transparency and community trust, and establish a platform for continuous review.

CALEA accreditation is the Gold Standard for Public Safety Agencies and represents a true commitment to excellence.

CALEA standards for HCSO address six major law enforcement areas:

- role, responsibilities, and relationships with other agencies
- organization, management, and administration
- personnel administration
- law enforcement operations, operational support, and traffic law enforcement



- detainee and court-related services
- auxiliary and technical services

CALEA standards help law enforcement agencies:

- strengthen crime prevention and control capabilities
- formalize essential management procedures
- establish fair and nondiscriminatory personnel practices
- improve service delivery
- solidify interagency cooperation and coordination
- boost citizen and staff confidence in the agency

The Hamilton County Sheriff's office continues to strive for excellence. The CALEA standards have definitely helped improve the sheriff's office and are a testament to how far the office has come in the accreditation process since 2013. With the continued support of staff and citizens, the sheriff's office will continue to make Hamilton County a great place to live.

Current Compliance Update

CALEA Compliance Services Member(s) Lou Moreto remotely reviewed 80 standards for the agency on October 12, 2019 using Law Enforcement Manual 5.23. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function.

There were no discrepancies or non-compliance issues with the files selected. The next 4th year assessment will take place in May 2020 with an on-site assessment starting on June 29.

Safe Journey Program



Ensuring our community's children are safe is one of the most important functions of the Hamilton County Sheriff's Office. In order to protect our youngest citizens and make sure they arrive at their destination safely, the Hamilton County Sheriff's Office administers the Safe Journey Program made possible by a grant funded by the Tennessee Highway Safety Office.

Safe Journey is a mobile child passenger safety educational program geared to make sure child restraint devices are installed correctly. This program is a resource outlet for community agencies, schools, child development centers, families, and caregivers who are seeking information and training on safe travel for children. Every Tuesday the Safe Journey Program conducts safety checkpoints at various pre-set locations where the public can come have a Certified Passenger Safety Instructor ensure that their child's car seat is installed properly.

According to the National Highway Traffic Safety Administration, motor vehicle crashes continue to be a leading cause of unintentional injury and death to children under the age of 14. Car seats and booster seats, when used correctly, can reduce the risk of death in passenger cars by 71% for infants and 54% for toddlers. According to Safe Kids Worldwide, four out of five car seats and booster seats are not used correctly. The Center for Disease Control states, "There is strong evidence that child safety laws, safety seat distribution, and education programs are effective in increasing safety seat use."

To make sure parents receive the best instruction necessary, each member of the Safe Journey team is a certified Child Passenger Safety



HCSO Safe Journey personnel discuss property child restraint safety with residents during a local car seat check

Child Safety Seat Distribution	
# of Infant Seats	0
# of Convertible Seats	121
# of Harness Boosters	115
# of Boosters	93
# of Other Seats	0



Safe Journey Member Becky Campbell checks for the proper installation of a child's safety seat.

Instructor with many years of experience as child passenger safety advocates. The Hamilton County Sheriff's Office Safe Journey Program addresses occupant protection and the correct use of child passenger safety devices (car seats) through public and professional education and awareness. Safe Journey is an education

outlet for community organizations and agencies interested in offering child passenger safety information and education to families and care givers of young children. The staff of Safe Journey conducts weekly car seat checkpoints in Hamilton County and surrounding areas.

During the period of October 2018 – September 2019, the HCSO Safe Journey Program conducted (93) different events where car seats were checked, installed and provided.

“Without a Safe Journey there is no Destination”

Safe Journey Annual Statistics	
Child Safety Seat Represented by CSS	
# of CSS Checked	833
# of CSS found to be incorrectly installed or misued	688
# of CSS recalled or unsafe	165
Number of children that arrived without CSS	126
# of CSS arrived uninstalled	55
# CCS with no misuse	143

Unmanned Aerial Systems Unit (UAS)



UAS have already proven to be a valuable resource in a number of investigative use cases. One of the most common types of cases in which the technology is used is missing person investigations. Operators can utilize a UAS to quickly search all types of terrain, reducing the amount of searching that needs to be done by personnel on the ground, which can also lead to fewer injuries. In instances where a UAS operator locates a missing subject, the UAS can be used to guide personnel on the ground to the exact location of the suspect or can assist K9 units in establishing a track.

UAS can be utilized in any Number of active investigations, whether to locate fleeing suspects or to locate evidence associated with a crime. Due to technological advances in the UAS industry, high powered zoom cameras and thermal imaging cameras are now available on a number of UAS models.



A HCSO UAS Drone flies over Coolidge Park during a training exercise

These tools greatly increase the capabilities of UAS, and some law enforcement agencies are already utilizing this technology in securing evidence and apprehending suspects.

Other scenarios that are not traditional investigations, yet still important law enforcement tasks, include monitoring major events and large crowds. UAS can provide a vantage point that allows law enforcement to watch for dangerous conditions or unruly behavior as well as to plan for pedestrian and vehicle ingress and egress. The video feed from the UAS can be transmitted to a command post via an HDMI cable or streamed wirelessly, providing valuable intelligence to incident commanders and decision makers.

The Hamilton County Sheriff's Office UAS unit has flown 157 missions over the last year,

supporting our agency and surrounding counties of Tennessee and Georgia. These missions have included search and rescue, crime scene, tactical support, and felony apprehension.

The UAS Unit has also been involved in community education, as well as working with students in local schools. Hamilton County Sheriff's Office UAS Program, is one of the Leading Agencies in the State of Tennessee.



HCSO UAS Pilot/Detective Marty Dunn demonstrates one of our drones for a school group at the West Annex.

Reserve Program



The HCSO Reserve Deputy Program has been in place for over forty years and serves a vital role in the support and daily function of the Hamilton County Sheriff's Office. Each year, the Reserve Deputy Program, comprised of citizens from Hamilton County, volunteer thousands of dedicated hours of service to their community and help compliment the fulltime law enforcement personnel of the HCSO.

Hamilton County Sheriff's Office Reserve Deputies enjoy the challenges and excitement offered by law enforcement, as well as the satisfaction of providing a worthwhile community service.

The unit is currently comprised of men and women who by day, work in their respective careers and pursue their professional goals. With a great deal of pride and dignity, in their off hours, they transition into their Sheriff's uniform and patrol the streets and waterways with full time deputies.



HCSO Reserve Deputy Rick Hlubek hands out stickers at the Hamilton County Fair at Chester Frost Park

Successful candidates

must graduate a six-week Reserve Deputy Academy conducted by the HCSO Training Division, pass a thorough background investigation and other employee hiring requirements to become sworn reserve deputies. In addition to their initial training, each reserve deputy is required to participate in 40 hours of in-service training annually and other specialized training as necessary. Reserve Deputies are required to work 12 hours per month or 36 hours per quarter.

Reserve Deputies perform public safety duties for the community, such as traffic control, security at large community events such as the Hamilton County Fair, Riverbend Festival, Iron

Man Chattanooga, and other triathlon races, along with many other community activities during the year. They also help secure crime scenes and assist during times of natural weather or man-made disasters. In some cases, reserve deputies can offer critical, professional expertise based on their profession and education.

For example, Reserve Deputies provide service to the Patrol Division by supplying additional personnel in the patrol cars. Reserve deputies are encouraged to ride with the deputies as often as possible, thereby adding additional personnel which greatly enhances our patrol capabilities. Often times this provides for a two man patrol unit, which allows patrol supervisors to keep other deputies working in other districts of the county when the need arises for more than one deputy to handle an incident. Qualified Reserve Deputies can also devote their time towards special assignments assisting the Marine Patrol, K-9 Division, Public Relations Division, and Criminal Investigations.

Reserve Deputies provide valuable service to the Sheriff's Office and the citizens within the Hamilton County community. The Reserve Deputy knows their law enforcement commission is a privilege and all members remain active at the sole discretion of the Sheriff.

During 2019, Reserve Deputies logged a total of 4,769 hours of service. By contributing these hours, the Reserve Program helped the HCSO avoid overtime costs and eliminated the potential need to pull deputies from Patrol districts to work special events and assignments. This year's annual service hours amounts to a savings of \$90,611 contributed by Reserve Officers. These savings makes it possible for the agency to provide additional services to the Hamilton County community.

Reserve Deputy Program Service By Hours	
Patrol	2074
Special Event	696
Special Assignment	755
Training	621
CID	215.5
Callout/Visit	29
Corrections/Jail	0
Court	141.5
Marine	178
Other	59

Special Events supported by the Reserves during 2019:

- Sandhill Crane Festival
- Night to Remember Event
- HCSO Shred-It, Drug Take Back
- DEA Drug Take Back
- Multi-Sport Event
- Ironman
- Law Enforcement Memorial Ceremony
- National Cemetery
- Riverbend Festival
- Fishing with a Deputy
- Soddy Fireworks
- Signal Mountain Yard Sale
- Judges Conference
- Open Arms Care
- Special Events 2019 (continued)
- County Fair
- BC/BS Minority Health Fair
- Bicentennial Ceremony at Courthouse
- Buddy Walk
- Guns & Hoses
- Scottish Rite Shoe Giveaway
- Minority Health Fair
- Wall of the Fallen Ceremony

Special Assignments supported by the Reserves during 2019:

- Help Civil Process serve tax summons
- Hale Road Crime Scene
- Plane Crash in Soddy
- Role Players for SWAT Training
- Secure Officer Residence
- Officer Presence at Trustee Office
- HCSO Read Across America
- HCSO Property Physical Inventory
- Officer Presence in Courthouse
- Detective Sledge Visitation traffic control
- Officer Presence in Juvenile Court
- Silverdale Raid



HCSO Reserve Deputy William Bill Thomas participating in the Shred-It Campaign

Drug Take-Back Program



Recent national statistics indicate approximately ninety percent (90%) of outdated or unwanted prescription and over-the-counter medications are being disposed of improperly. Ways that medications are improperly disposed of include placing them in household garbage, flushing them down the toilet or sink, allowing them to be stolen or sold, or consumed by our children.

In October 2013, the Hamilton County Sheriff's Office established the "Drug Take Back" program to provide citizens a safe way to dispose of expired or unwanted/unneeded prescriptions or over-the-counter medications. Two permanent sites were established within the HCSO at the East and West Sector Squad Rooms. Days of operation are Monday thru Friday from 8:00 a.m. to 4:00 p.m. The containers are located in the front lobby of both locations which allows easy access by the public.

With the cooperative effort of the Hamilton County Coalition, Tennessee American Water Company, Walgreens Drug Stores, the Drug Enforcement Administration, and the Dangerous Drug Task Force, to date, the Hamilton County Sheriff's Office is responsible for the collection, disposal of, and prevention of drugs getting in the water system, landfills, and in the hands of our children.

A total of one thousand, four hundred, thirty-nine and thirty two one hundredths (1,439.32) pounds of unwanted or expired medication was collected by the Hamilton County Sheriff's Office and destroyed in 2019.

This is an eight hundred twenty-five and sixty-one hundredths pounds (825.61) decrease from the amount taken up in 2018. A portion of this reduction can be contributed to Walgreens Pharmacy establishing permanent take back boxes in their stores.

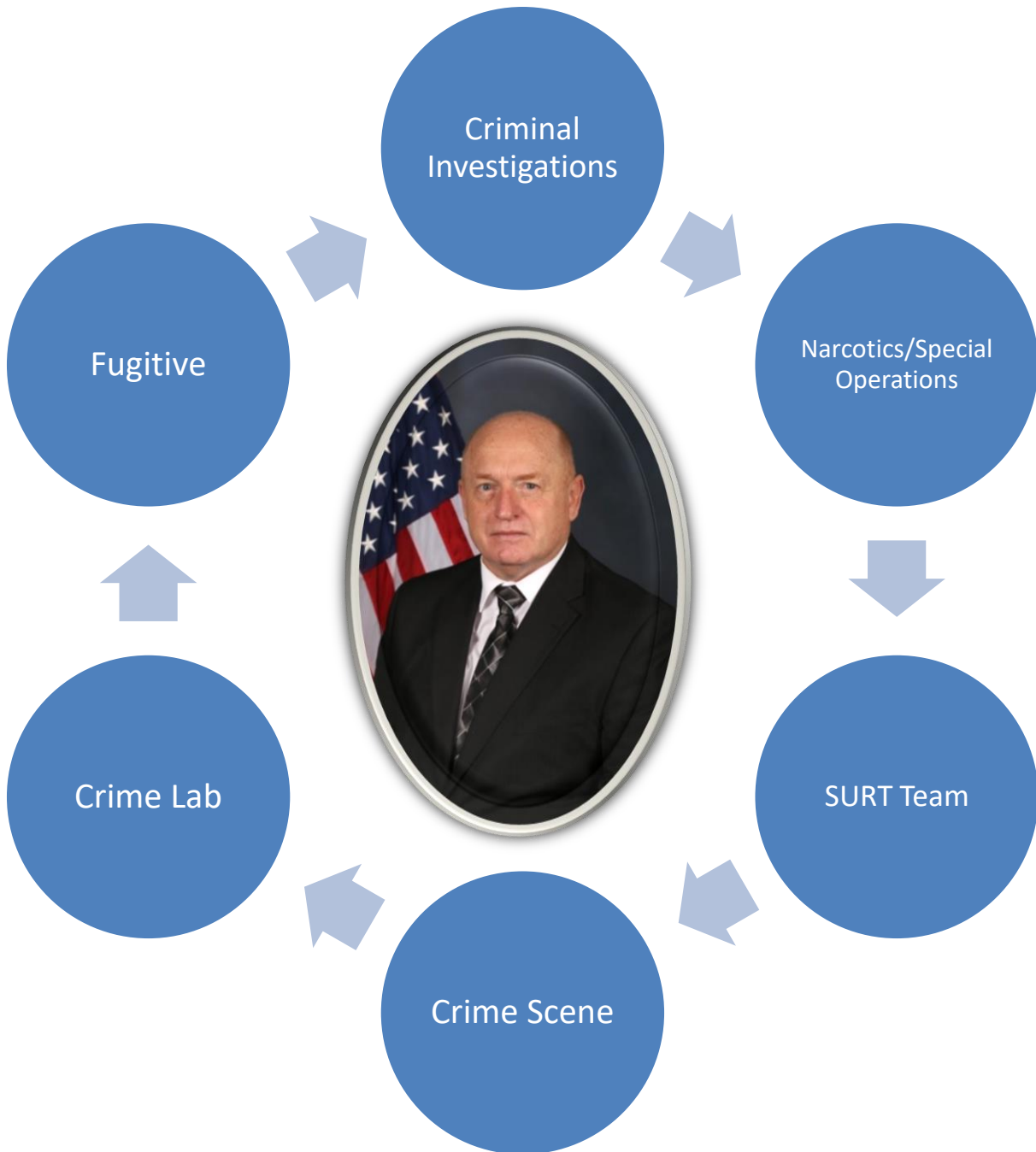


Remove Impaired/Intoxicated Drivers Activity Log

2018 – 2019 GRANT PERIOD TOTALS

	SATURATION		SOBRIETY CHECKPOINTS
	ARREST		CITATIONS
11	DUI offense	62	SPEEDING
1	DUI BY CONSENT	38	SEAT BELT/CHILD RESTRAINT
49	DRIVING ON REVOKED	7	DRIVING ON REVOKED
69	DRIVING ON SUSPENDED/NO D L	8	DRIVING ON SUSP/CANCELLED D L
26	MISD. DRUG POSSESSION	13	NO DRIVERS LICENSE
13	FEL. DRUG POSSESSION	77	FINANCIAL RESPONSIBILITY
15	POSS. DRUG PARA H.	1	POSS DRUGS/DRUG PARA
2	DISORDERLY CONDUCT	40	EQUIPMENT VIOLATION
59	WARRANT ARREST		IMPLIED CONSENT
4	RECKLESS DRIVING		DRINKING UNDER AGE
2	RECKLESS ENDANGERMENT	1	RECKLESS DRIVING
1	RESISTING ARREST	2	TEXTING WHILE DRIVING
5	EVADING ARREST	3	IMPROPER PASSING/TURN
3	POSSESSION OF FIREARM BY FELON	117	REGISTRATION VIOLATION
1	PUBLIC INTOXICATION	1	FOLLOWING TOO CLOSE
3	HANDS FREE VIOLATION	15	DISREGARD OF SIGN OR SIGNAL
3	DRUGS INTO A PENAL FACILITY	607	WARNING CITATION
2	DISREGARD SIGN OR SIGNAL	2	FAILURE TO YIELD TO BLUE LIGHTS
1	FAILURE TO MAINTAIN LANE	1	DRIVING ON LEFT OF CENTER
27	FINANCIAL RESPONSIBILITY	1	POSSESSION OF F/A DUI
3	MOVE OVER LAW		
1	LIGHT LAW		
1	FAILURE TO YIELD		
6	FAILURE TO SURRENDER D L		
3	DRIVING LEFT OF CENTER		
7	REGISTRATION		
1	SLOW POKE		
3	SPEEDING		
2	FAILURE TO CHANGE ADDRESS		
2	CRIMINAL CONSPIRACY		
1	FELONIOUS OPERATION OF MOTOR VEHICLE		
1	DRINKING UNDER AGE		
1	CRIMINAL IMPERSONATION		
3	OPEN CONTAINER		
2	NO HEADLIGHTS		
1	CONTRIBUTING ALCOHOL TO MINOR		
1	FILING FALSE REPORT		
5	UNLAWFUL REGISTRATION REMOVAL		

Investigative Services



Chuck Gaston
Captain

The Hamilton County Sheriff's Office, Investigative Services, is comprised of three divisions. These divisions are Criminal Investigations (CID), Narcotics/Special Operations, and Fugitive. Investigative Services operates throughout Hamilton County, which includes all municipalities, conducting investigations, serving process, and affecting arrests.

During 2019, the Hamilton County District Attorney's Office called upon HCSO Investigative Services to investigate several in-custody deaths and officer-involved shootings. These types of investigations require detectives with specialized training and experience in order to properly investigate major crime cases.

CID Statistics for FY 2019	
Total Amount of Money Seizures	\$17,931
Total Value of Drugs Seized	\$358,601
Recovered Stolen Property Value	\$128,430
Total Number of Investigations	1778
Total Number of Arrests	310
Total Served Civil Warrants	12930

The overview chart to the left represents combined totals from major tracking categories for all Investigative Services Divisions. Separate division reports will provide specific details related to operational activity.

During 2019, Investigative Services worked closely sharing law enforcement information and resources both internally and externally. These efforts were very effective in providing timely and effective efforts targeting specific public safety concerns.

The HCSO SURT (Sheriff's Underwater Recovery Team) conducted 14 dive operations over the year. In January, SURT lead the recovery operation of a plane that crashed in the Tennessee River near Possum Creek. The pilot and passenger both died in the crash.



HCSO SURT Diver training in the Tennessee River

Criminal Investigations Division



The Hamilton County Sheriff's Office, Criminal Investigations Division (CID), received 1,478 complaints effecting 160 arrests and recovering \$128,430 in stolen property. CID investigated 109 deaths. There were 229 juvenile-related investigations conducted which includes 176 referrals from CPS (Child Protective Services). CID investigated 238 APS (Adult Protective Services) referrals. The division conducted 54 fire investigations, received 145 burglary reports, 97 auto thefts and 164 reports of thefts from vehicles.



Officer Involved Shooting Kelly's Ferry Road

CID worked 3 homicides. All cases were cleared by arrest. Also, CID investigated 5 Officer Involved Shootings. CID continues to work closely with the Hamilton County District Attorney's Office. CID provides 1 full-time detective assigned to the Cold Case Unit.

Additionally, CID provides at least one detective, who attends or is a member of the following multidiscipline State/County teams; Child Protective Investigative Services Team, Domestic Abuse Response Team. The Hamilton County Sheriff's Office has been an affiliate agency of the Tennessee Internet Crimes Against Children (ICAC) Task Force since 2009.

The task force is funded through grants from the Office of Juvenile Justice and Delinquency Prevention and State of Tennessee legislative appropriations. As a Task Force member, the Hamilton County Sheriff's Office ICAC Unit works with federal agencies and state and federal prosecutors to enforce technology-facilitated child exploitation.

The Hamilton County Sheriff's Office is currently the only ICAC task force affiliate agency within Hamilton County. The overwhelming majority of cases that the Sheriff's Office receives come from referrals which are generated from the National Center for Missing and Exploited Children

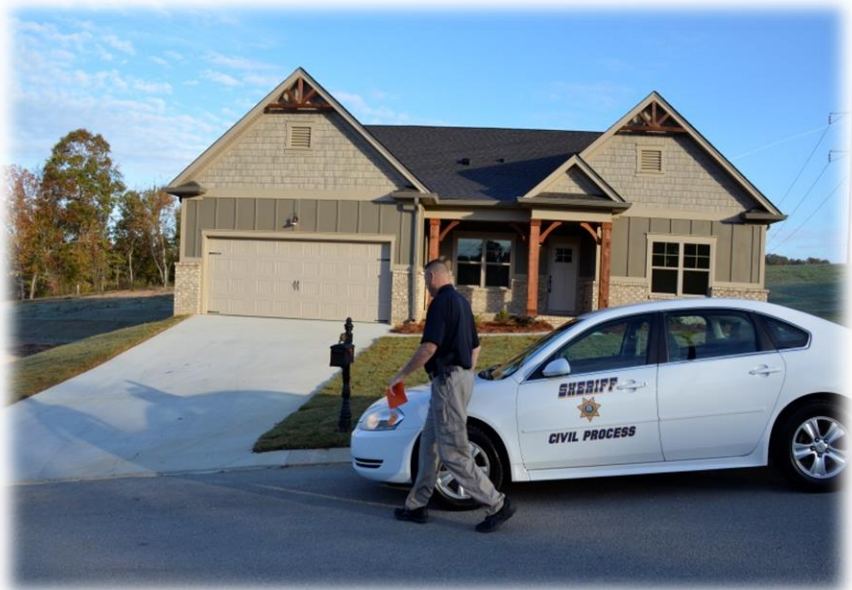
(NCMEC). In 2019 the Sheriff's Office received 37 cases for follow up. The cases resulted in several arrests at the state and federal level. During 2019, CID partnered with local federal agencies providing task force officers to the FBI, TBI and Secret Service. These partnerships strengthen our law enforcement efforts through the utilization of combined expertise and resources.



Detective Trista Rice photographing a crime scene

Civil Process

The Hamilton County Sheriff's Office, Civil Process Division, is responsible for serving all Writs that come into their possession. This includes orders of protection, subpoenas, summons, levies, Writ of Attachments, Writ of Possessions, and Writ of Restitutions.



Civil Process personnel serving process

During 2019, the Civil Process Division served a total of 15,291 civil warrants. Of those warrants 860 were Ex-Parte Orders. These orders are placed on high priority and require maximum effort to ensure service.

Civil Process also oversees the execution of all Temporary Injunction or Restraining Orders. For example, Civil Process oversaw the service of the Injunction/Restraining Order at the Economy Inn on Brainerd Road. This order required substantial coordination with other government

agencies as well as non-profit organizations. The non-profit organizations served a critical role in providing temporary housing for those displaced by the order.

Narcotics & Special Operations Division



The Hamilton County Sheriff's Office, Narcotics/Special Operations Division, investigates narcotics activity throughout Hamilton County. Narcotics related crimes will never be totally eradicated; however, our narcotics division works tirelessly to lessen the effects of illegal drug activity on our community. Additionally, Narcotics has partnered with the federal law enforcement agencies in an effort to stem the influx of drugs in our community.

During 2019, HCSO Narcotics affected 150 arrests. The monetary value of drugs seized was \$358,601. HCSO Narcotics investigated 28 opioid-related deaths.

In addition to conducting investigations, members of the HCSO Narcotics Division provide numerous public service presentations helping to educate the community concerning Hamilton County's drug problem. Also, members work closely with other state, local and non-profit organizations which address the addiction and other effects related to drug abuse.

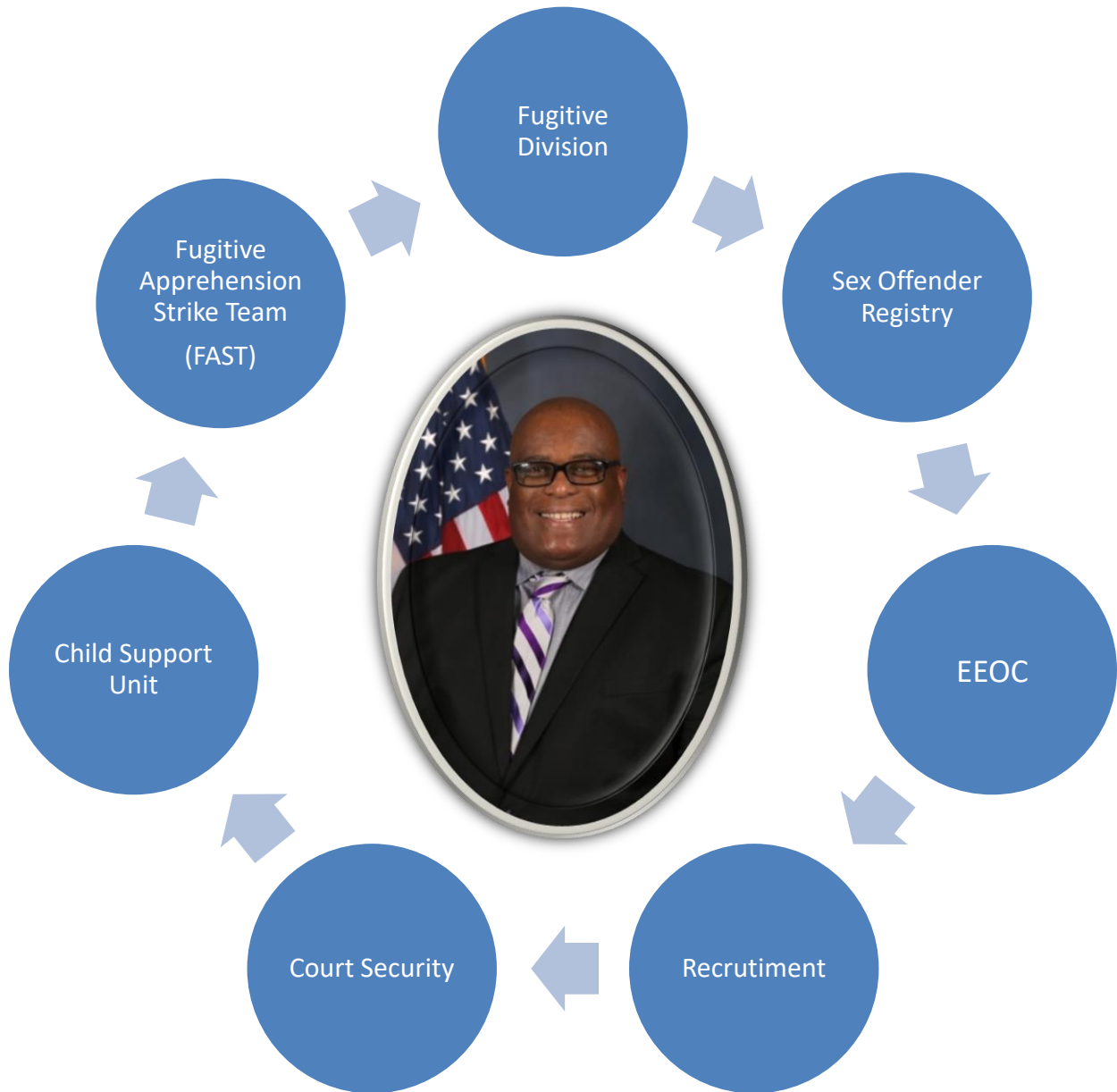


Evidence Obtained by Search Warrant

Examples of Drug investigations:

The photo above is from a 2019 search warrant in the Hixson area. The photo shows high grade marijuana, phycobilin mushrooms, firearms and a large amount of drug proceeds seized as a result of the search.

Fugitive & Courts Security Division

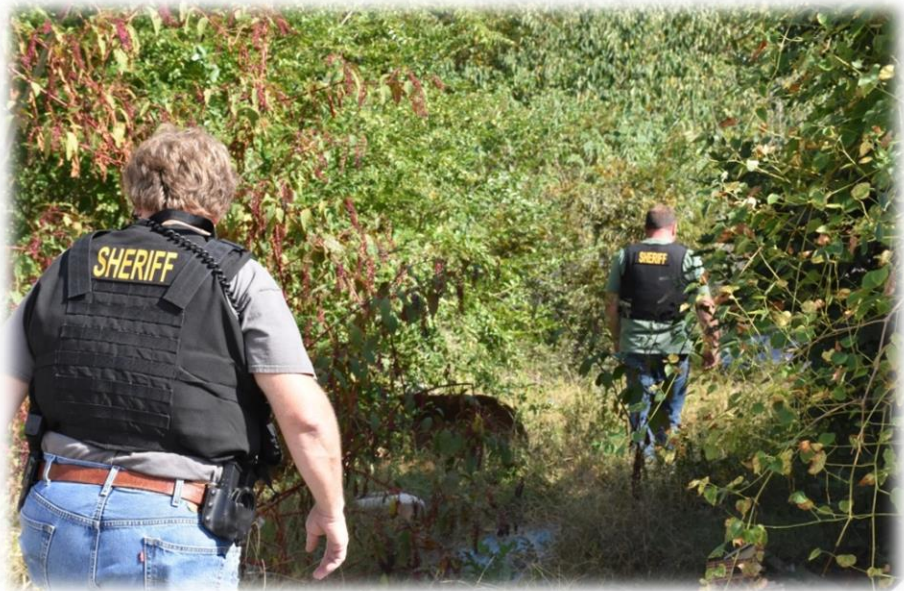


Van Hinton
Captain

Fugitive Division

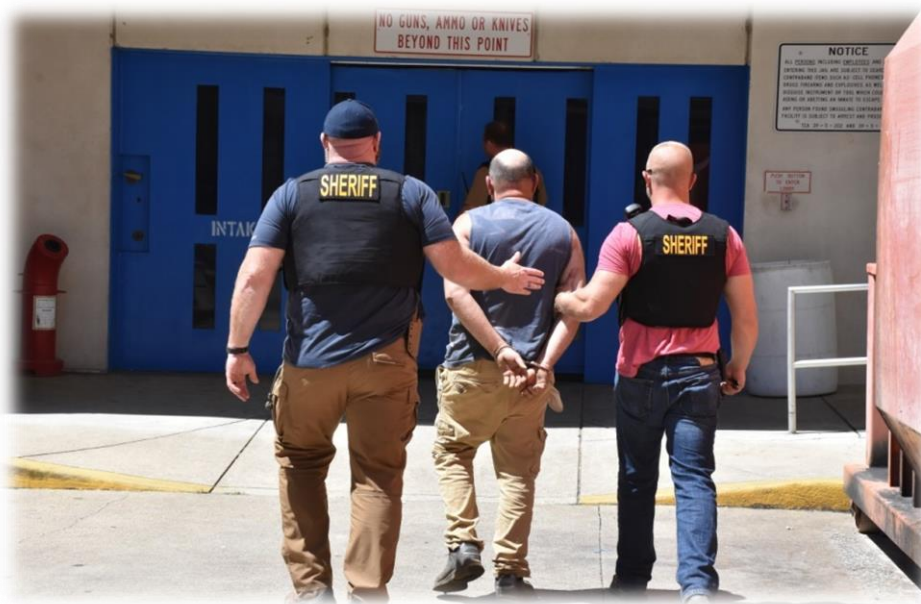


The Hamilton County Sheriff's Office Fugitive Division is comprised of Sheriff's detectives, whose primary mission is to locate and apprehend individuals wanted on misdemeanor and felony warrants issued by Hamilton County Courts and other jurisdictions. The Fugitive Division also supports Sheriff's Office and other law enforcement agencies in locating and



HCSO Fugitive Detectives search for a wanted fugitive

apprehending individuals with outstanding warrants. The division is assigned warrants by district boundaries or by warrant type based on their assignment.



HCSO FAST Team personnel leading arrestee into jail booking

The Fugitive Division strives to supplement and carry out the mission of both the Sheriff's Office and Investigative Services Division. The Fugitive Division provides support to the Uniformed Services and Investigative Services Divisions by searching for and locating wanted fugitives in Hamilton County. The Fugitive Division also works closely with local and

federal agencies in locating wanted individuals. Additionally, the Fugitive Division provides quality customer/community service by taking custody of mentally ill and/or challenged persons and delivering those persons to the facilities best suited to provide for their treatment and needs.

Fugitive Apprehension Strike Team (F.A.S.T.)

- The HCSO Fugitive Division has a unit known as the Fugitive Apprehension Strike Team (FAST). Specifically, the unit's duties are to locate and apprehend identified high risk individuals that pose a significant danger to the community.
- In 2019 F.A.S.T. arrested 312 defendants.
- F.A.S.T provides assistance to state and local agencies in locating and apprehending their most violent fugitives.
- The "Top 12 Most Wanted" fugitive program draws attention to some of the communities most dangerous and high profile wanted fugitives that pose a significant threat to public safety.

FY 2019 Fugitive Division Totals	
Scire Facias	2,274
Probation Violations	7,472
Warrants Other	12,914
Original Indictments	519
Summons	37
Orders /Subpoena	19
Total Warrants Received Out-of County	192
Warrants Received Out of State	1,138
Total Warrants Received	21,525
Total Warrants Recalled	1,910
Failure to Appear	6,264
Arrests	312

Fugitive Division Year to Year Comparison				
Event	2016	2017	2018	2019
Arrests	434	316	477	440
Attempts	478	772	812	1764
Warrants Served	703	549	807	750

Child Support Unit



Department of Human Service (Child Support) Unit

In 2019, the Department of Human Service (DHS) made 440 arrests, 1,764 attempts and served 750 official documents. DHS also supports the efforts of the fugitive division for nonpayment of child support. The Department of Human Service Juvenile Grant ensures court papers are served or an attempt is made related to Child Support

servicing Circuit Court, Juvenile Court and Maximus Court Systems in Hamilton County, Tennessee. Currently, two detectives are a part of the State Grant Program that funds 66% of their salaries.

DHS Unit Year to Year Comparison				
Event	2016	2017	2018	2019
Arrests	434	316	477	440
Attempts	478	772	812	1764
Warrants Served	703	549	807	750



Sex Offender Registry



The Hamilton County Sheriff's Office Sex Offender Registry is part of the Fugitive Division and is responsible for monitoring over 500 sex offenders within Hamilton County. Each of these individuals have cases that have been either adjudicated or placed on probation for extended periods or for life. Under state mandate, sex offenders must register within 48 hours from being released from custody. Thereafter, unannounced residence verification e-checks are conducted by Sex Offender Registry personnel on a yearly basis.

Began in 1995 as a result of the enactment of federal laws that required states to create and maintain individual sex offender registries, the HCSO Sex Offender Registry has one full-time detective, one correction deputy, and one part-time employee who monitor Tennessee's Sex Offender Registry in Hamilton County.



Deputy Jessica White conducts a review with a local offender

Currently, Tennessee registers offenders who plead to certain enumerated offenses or equivalent offenses from other jurisdictions, no matter the date of conviction, plea, or expiration of sentence. Offenders who do not meet Tennessee's criteria, but are required to register in other states, are also required to register under certain circumstances.

All registered offenders are found on the Tennessee Bureau of Investigation's (TBI) internet site, and the entries contain information released pursuant to Tennessee Code Annotated, §40-39-206.

Sex offenders are registered by local law enforcement or the Board of Probation and Parole; however, the TBI is responsible for the Registry's website and for maintaining the original registration documents.

The HCSO Fugitive Division is ultimately responsible for ensuring the timely and updated registration of sex offenders in our community and its staff is committed to protecting our community's children and our community at large.

Sex Offender Registry Unit Year to Year Comparison					
Years	2010	2016	2017	2018	2019
Arrests	28	52	27	77	25
Monitoring	260	444	445	452	520
Percentage Increase	0%	70.70%	71.10%	74%	100%

The Hamilton County Sheriff's Office

Sex Offender Registry Unit is responsible for overseeing offenders living throughout Hamilton County, Tennessee, which incorporates approximately 576 square miles.

Like most areas in law enforcement, the demand for service has driven a need for additional personnel. For example, in 2010, there were four personnel assigned to the Sex Offender's Registry Unit to monitor 260 sex offenders. Within a decade, the number of offenders rose by 100% to approximately 520 with only two personnel. This increase reflects the need for additional detectives. Due to this large increase, it is recommended to increase the unit by (1) additional personnel.

Sex Offender Registry Unit collaborates with local, state, and federal law enforcement agencies to aggressively investigate and pursue noncompliant offenders, placing the highest priority on those who have committed violent acts and crimes against children and adults.

Fugitive Transport Team



The Hamilton County Sheriff's Office Fugitive Transport Team was created to address the increasing number of non-local and out of state extradition transports. In the past, detectives were crippled by having to repeatedly travel both locally and regionally to extradite prisoners. Often times, detectives must travel out of state as far as California to extradite a prisoner.

Whether our detectives are travelling locally or nationally, extraditing prisoners takes time, effort, and causes manpower shortages. When detectives must travel to extradite prisoners, it takes them away from their normal duties and keeps them from being able to investigate important or critical cases.

To help reduce the amount of time our full-time detectives are travelling to extradite prisoners, the Hamilton County Sheriff's Office Fugitive Division began employing several part-time Sheriff's Deputies to be a part of a Fugitive Transport Team. These transport deputies hold the status of Sheriff's detectives and are fully equipped with the necessary, investigative skills and training to handle low to high risk transports.

Many of these deputies are recently retired HCSO employees or deputies seeking additional, part-time hours. A Transport Deputy's primary function is to retrieve a prisoner needing to be extricated to or from Hamilton County or another jurisdiction.



Fugitive Transport Team Detectives extradite a prisoner utilizing a commercial flight.

Fugitive Transport deputies offer an unparalleled service for all forms of prisoner transportation needs. Sheriff's Transport Deputies coordinate everything necessary to complete a prisoner's transport including around the clock oversight and security for both over the road transport and flight transports aboard aircrafts.

The Fugitive Transport Team is yet another way the Hamilton County Sheriff's Office Fugitive Division is using creative ways to address manpower shortages and still safely transport prisoners in an effective and cost efficient manner. Ultimately, transporting prisoners securely helps keep our community and our citizens safe.

2019 Fugitive Transport Cumulative Destinations	
Northeast US	0
Southeast US	252
Midwest US	13
Southwest US	3
West US	5
Tennessee	286
Extradited / In-State	553

Prisoner Transportation – At a Glance

During 2019, the Fugitive Division transported 559 defendants around the United States to this district.

Fugitive Transport Statistics Year-to-Year Comparison			
Total Mileage	2017	2018	2019
Mileage Driven	217,636	109,027	126,273
Air Travel	79,084	13,895	20,187

- The Fugitive Division manages the coordination, scheduling, and secure handling of prisoners transporting them to detention facilities, courts, and correctional institutions across the United States.
- Prisoner movements take place for a variety of reasons, such as to testify at trial, serve sentences at a facility or a transfer between institutions. Prisoners also must attend pretrial hearings, competency examinations, medical studies and observation.
- The Fugitive Division only does full extradition on A, B, and C Felonies as opposed to 2017 full extradition on all warrants.

Court Security Division



The Hamilton County Sheriff's Office Court Security Division currently has 25 deputies that are responsible for numerous courtrooms and office spaces throughout the county metro area including City and County Courts, Chancery and Circuit Courts, Juvenile Court, D.H.S – Maximus Courts, Tag and Title Office, and the Trustees' Offices. To better serve its role in securing these high profile areas, in 2019, the HCSO Court Security Division was able to secure much needed financial aid from a state grant to up-grade the camera systems throughout the various courthouses.

Court Security Deputies are responsible for all security aspects of a courthouse, including ensuring the judges and judicial staff, court employees and general public visiting the courthouse are safe at all times. They are, essentially, deputies who protect the people in a court.



A Court Security Deputy assists a judge with an inmate from the Hamilton County Jail

Court Security Division Annual Totals	
Show Causes Order	1997
General Sessions Court Subpoenas	17,042
Criminal Summons	469
Criminal Trials	14
Sequester Jury	1

In court, these deputies may perform tasks such as handing papers to the judge, ejecting problematic individuals from the courtroom, or assisting witnesses in the courtrom. They may also be in charge of watching over a jury, which could include transporting a sequestered jury to and from eating establishments while they are on duty as well as watching over the hotel where they are required to stay overnight. Court officers may also be needed to help serve Criminal Court summons issued by the courts.

One of the most important duties of a Court Security Deputy is to ensure no weapons are brought into the Hamilton County Courthouse or any other office or court under their security purview. This also includes ensuring the general public complies with building safety rules. Other job duties include watching doorways, managing metal detectors, and roaming a courthouse's hallways to check for suspicious activity.



A Court Security Deputy provides security for Hamilton County Sessions Court Judge Gerald Webb

Now, more than ever, the HCSO Court Security Division is proving its importance on a daily basis by ensuring those who work in or visit our local government buildings, courthouses, and public offices are safe and secure.

Court Security Division Future Needs

- It is imperative that Court Security adds five (5) additional deputies to fully staff the division. Currently, 21 deputies secure five separate locations; Criminal Court, Circuit Court, Juvenile Court, Maximus (child support) and Tags and Title. Due to manpower shortages, one (1) deputy is assigned to Circuit Court. Shortages for Criminal Courts cause for deputies from other divisions to assist at overtime rate.
- Court Security is responsible for protecting the courts systems daily, however poor staffing does not enable for the continuity of daily assignments and security.
- Court Security is empowered to protect judges, other court officials, witnesses, jurors, the visiting public, prisoners and other threatened persons.
- Court Security also serves at the front line of the Courts. Court security deputies screen visitors at the building entrance and handle other court security duties.

Equal Employment Office (EEOC)



The Hamilton County Sheriff's Office Equal Employment Office Commission Office (EEOC) was established in 2018 by Sheriff Jim Hammond and is overseen by EEOC Officer, Captain Van Hinton. As EEOC Officer, Captain Hinton is responsible for assisting our Human Resource Division with the recruitment and hiring of minorities as well as ensuring our hiring practices comply with all applicable federal and state laws as they pertain to the fair and equitable hiring of employees.

	Total City of Chattanooga	%	Total Hamilton County	%	Hamilton County (-) City	%
Total Population - July 2017 (Government Census)	179,139	N/A	361,613	N/A	182,474	N/A
Caucasian (White)	109,275	61%	274,103	76%	164,828	90%
African American	59,653	33%	70,515	20%	10,861	6%
Hispanic/Other	10,211	6%	19,996	5%	6,785	4%

The U.S. Equal Employment Opportunity Commission (EEOC) is responsible for enforcing federal laws that make it illegal to discriminate against a job applicant or an employee because of the person's race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), or disability. It is also illegal to discriminate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

HCSO Full-Time Employee Demographics (12/26/2018)			
Ethnicity	# of Employees	%	Goal
Caucasian (White)	365	88%	13%
African-American	47	11%	15%
Other	2	Less than 1%	3%
Total # of Full-Time Employees			414

As EEOC Officer, Captain Hinton's work centers on expanding and improving our efforts to recruit minorities. Part of our EEOC Officer's efforts include maintaining strong working relationships with many of our local African American leaders. His relationships with service based organizations within the

African American community, especially those with faith based leaders and the NAACP, have helped our agency bridge the gap between law enforcement and the minority community as well as understand and address their concerns.

Recruiting Minorities - Moving Forward

- It is recommended that the Hamilton County Sheriff's Office create a better method for tracking minorities that are hired as well as the ready availability of reports and its dissemination for E.E.O, Recruitment and CALEA Accreditation Office.
- In 2020, the Office of Equal Employment Office and Recruitment will continue to pursue Sheriff Hammond's goal which is recruitment and hiring of minorities beyond 15%.
- Our efforts will be to recruit, hire, retain, and promote officers that reflect the diversity of the communities they serve.
- The E.E.O. will continue to work with African American Community leaders and other minority organizations. While we fully recognize that increasing diversity in law enforcement in our department alone cannot solve the myriad of challenges in policing or address every concern about public trust in law enforcement, enhancing diversity must be a part of the conversation about improving relations and bringing communities closer.

HCSO Full-Time Sworn Employees			
Ethnicity	# of Employees	%	Goal
Caucasian (White)	134	83%	0%
African-American	27	17%	21%
Other	0	1%	1%
Total # of Full-Time Certified Employees			162

HCSO Full-Time Certified Employee Demographics (12/26/2018)			
Ethnicity	# of Employees	%	Goal
Caucasian (White)	165	95%	0%
African-American	9	5%	13%
Other	0	0%	3%
Total # of Full-Time Certified Employees			174

Youth & Community Division



Shaun Shepherd
Captain

School Resource Officers



School Resource Officers (SRO's) are sworn law enforcement officers responsible for safety and crime prevention in schools.

A local police department, sheriff's agency, or school system typically employs SROs to work closely with school administrators in an effort to create a safe environment for learning.

The responsibilities of SROs are similar to regular police officers in that they have the ability to make arrests, respond to calls for service, and document incidents that occur within their jurisdiction.



*HCSO SRO John Wigley speaks with students
at Soddy Daisy High School*

Beyond law enforcement, SROs also serve as educators, emergency managers, and informal counselors. While an SRO's primary responsibility is law enforcement, whenever possible, SROs strive to employ non-punitive techniques when interacting with students. Arrests are used only as a last resort under specified circumstances.



*HCSO SRO Terry Moore speaks with students at
Ooltewah Elementary School*

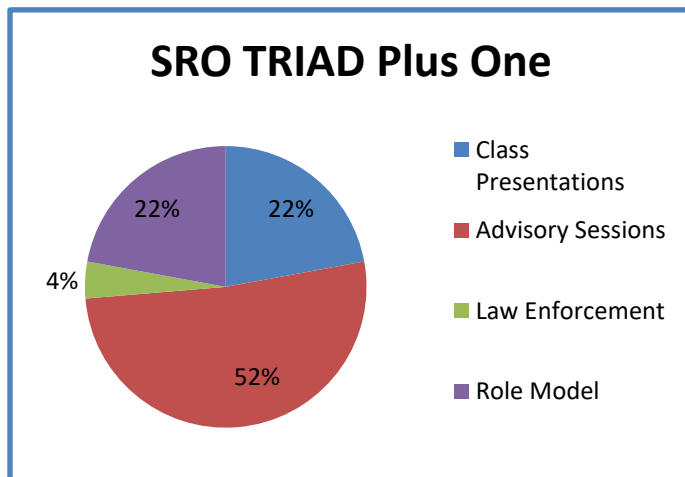
School Resource Officers (SRO) have been criticized in some reports for being responsible for increases in arrests in schools. Associations have been made between the presence of school-based law enforcement and increased student arrests and referrals to juvenile court for school discipline issues—often for public order offenses, such as willful defiance, disorderly conduct, or

disrupting the educational process.



Hamilton County Sheriff's Office School Resource Officer Division

The Role of the School Resource Officer



The U.S. Department of Justice Office of Community Oriented Policing Services (COPS Office) and the National Association of School Resource Officers (NASRO) advocate for SROs to fulfill a “triad” role encompassing three primary functions:

- Educator
- Counselor/mentor
- Law enforcement problem solver

The ways each of these roles is carried out have the potential to keep youth out of involvement with the juvenile justice system. For example, when SROs teach evidence-based programs like Gang Resistance Education and Training (GREAT), they are helping youth develop important life skills that can result in healthier decisions. Playing the counselor/mentor role is an obvious way that SROs can help recognize that students may be facing a range of challenging issues in their lives, such as substance abuse, witnessing trauma at home or in the neighborhood, or mental health issues. Last, how the SRO carries out the law enforcement problem-solver role is yet another way the officer can possibly divert students from involvement with the justice system.

School Resource Division Annual Statistical Comparision					
SRO 2019 STATISTICS	TOTALS	SRO 2018 STATISTICS	TOTALS	Difference	2019 Increase/ Decrease
Assist School Staff	3,825	Assist School Staff	7600	66%	D
Calls for Service	725	Calls for Service	941	25%	D
Citation in Lieu of Arrest	165	Citation in Lieu of Arrest	239	36.60%	D
Felony Arrests	12	Felony Arrests	25	70%	D
Juvenile Arrest- No custody	48	Juvenile Arrest- No Custody	65	30%	D
Misdemeanor Arrests	159	Misdemeanor Arrests	101	44.60%	I
Warrant Transports	21	Warrant Transports	46	74.6	D
Assaults	63	Assaults	92	37.40%	D
Fights	122	Fights	127	4%	D
Drug Offences	62	Drug Offences	93	40%	D
Weapon Offences	14	Weapon Offences	13	7.40%	I
Gang Activity	3	Gang Activity	7	80%	D
Conflict Resolution	367	Conflict Resolution	492	29%	D
Faculty Advisory	3,533	Faculty Advisory	5141	37%	D
Parent Advisory	1,802	Parent Advisory	2405	28.66%	D
Student Advisory	5,727	Student Advisory	7693	29%	D
Class Presentations	2,456	Class Presentations	2154	13%	I
Club/Organization Activities	253	Club/Organization Activities	342	30%	D
Special Events Attended	489	Special Events Attended	606	21%	D
Thefts	36	Thefts	24	40%	I
Total Activities	19,645	Total Activities	28206	36%	D

School Patrol



The Hamilton County Sheriff's Office currently has nine (9) funded positions for School Crossing Guard assigned around the unincorporated areas of Hamilton County with the purpose to assist vehicle and pedestrian traffic on and off the campuses. These part-time employees serve daily during normal school hours during each school term annually. These campuses are located in high vehicle traffic flows and necessitate the need for assistance. This is a matter of safety for the students, school staff, parents, and the citizens. The times they serve are varied based on start and dismissal times at their assigned campuses.



School Patrol Officer directs traffic

These campuses are serviced by the Hamilton County and State of Tennessee Highway Departments depending on the roadway location and each are equipped with the proper safety equipment of pedestrian cross walks and warning lights for school zone speed reduction notices.

These locations have been monitored for the amount of traffic flow with the determination that there still exists a need to support the locations with traffic assistance by our agency.

The School Patrol Deputies are:

- Peggy Conner - Hamilton County Adult High and Snow Hill Elementary
- Tiffany Denton - Ooltewah Elementary
- Stanley Totherow - Middle Valley Elementary
- Alex Veliz - Ooltewah Elementary
- Debra Warren - North Hamilton Elementary and Sale Creek Middle/High
- Louise Wright - North Hamilton Elementary and Sale Creek Middle/High
- Pending - Hunter Middle and Smith Elementary
- Pending - East Hamilton Middle/High and Westview Elementary
- Pending - East Hamilton Middle/High and Westview Elementary

Neighborhood Watch Program



While the most obvious reason for a Neighborhood Watch Program is to prevent crime, the Hamilton County Sheriff's Office also wants to create awareness and camaraderie within the community of Hamilton County. Neighborhood Watch Programs can provide an opportunity to discuss important topics such as suspicious activities, traffic concerns and animal control issues within neighborhoods.



Sheriff Jim Hammond addresses members of the Lookout Valley Neighborhood Association

A neighborhood or community watch program is an organized group of citizens devoted to crime-prevention within a community. Members of a given community agree together to keep an eye on one another's properties, patrolling the street, and reporting suspicious incidents to the police. The Neighborhood Watch is a community crime prevention program that was launched by the National Sheriffs' Association in 1972 to encourage citizens to look out for each other, work on neighborhood problems, and make themselves safer. Today, more than 40 % of Americans live in areas covered by some form of a community or neighborhood watch group.

2019 Goals and Objectives for the Office of Community Affairs

- To assist in special assignments and projects for the Hamilton County Sheriff's Office and for citizens of Hamilton County.
- Continue to implement and expand the Neighborhood Watch Program which enables citizens to work with law enforcement to keep trained eyes and ears on their communities and to promote good neighbor ethics.

- Provide information to the general public in regards to tools that are available to them in regards to personal and home safety.

Community Affairs 2019 Event Summary

- Neighborhood Watch personnel conducted (15) Neighborhood Watch Programs throughout the County
- During 2019, nine new Neighborhood Watch Programs were created and six existing programs were revisited, meaning our personnel were invited to return to meetings and participate in activities or events. In addition to the original meetings held in 2019, several other neighborhood watch groups branched off from the meetings and scheduled meetings with other communities within their areas

- Representatives of Hamilton County Sheriff's Office met with over 500 County Residents through Neighborhood Watch Program meetings in 2019



HCSO Deputy Matthew Hogan answers questions from local residents at a Neighborhood Watch Meeting

- HCSO personnel addressed over (100) concerns from county residents through the Neighborhood Watch Program

- Neighborhood Watch Meetings provided access to local elected officials and public agencies by inviting the County Mayor, District Commissioners and volunteer fire departments in order to address non-law enforcement issues

Corrections Division



Joe Fowler
Deputy Chief of Corrections

The Hamilton County Sheriff's Office Corrections Division oversees two facilities, the 505 bed Hamilton County Corrections Justice Center (Jail) and the 1,084 bed Silverdale Detention Facility. With nearly 180 direct supervision staff and another 180 indirect CoreCivic staff, the Corrections Division manages the life safety, security, custody and, control of approximately 1,600 inmates.

The Hamilton County Corrections Justice Center is the intake point for all the arrestees in Hamilton County and is designed to lawfully detain those deemed a risk to the community. Jail staff strive to provide a safe, secure, and humane environment for correctional personnel, deputies, visitors, and persons lawfully incarcerated by the criminal justice system. Corrections Staff are also responsible for prisoner transportation and the transport of citizens in mental health crisis to appropriate treatment facilities.

The Corrections Division maintains a climate cognizant of detainee welfare, including social, emotional, and physical needs and maintains minimum standards as listed by federal and state laws, state standards outlined by the Tennessee Corrections Institute (TCI), the American Correctional Association (ACA), the Prison Rape Elimination Act (PREA) of 2003, and the National Commission of Correctional Health Care (NCCHC).



HCSO Corrections Deputy escorts two inmates in the Hamilton County Jail

In addition to these standards, the Hamilton County Jail is certified by the American Corrections Association (ACA) and the Tennessee Corrections Institute (TCI).

The Hamilton County Corrections Division provides consistent and fair treatment of staff and detainees while ensuring personnel are prepared and capable of taking responsible action when emergencies occur.

In addition, Corrections personnel provide a systematic and operational approach for managing staff and detainees without violating individual rights or breaching the security of the facility.

During the year 2019 The Hamilton County Corrections Training Staff trained twenty-seven (27) new cadets, held twelve (12) annual training

sessions, seventeen (17) Firearm training sessions, four (4) supervisor training sessions, six (6) support/medical staff in-service sessions and fourteen sixteen-hour sessions completed. The total officers/civilian and support staff trained was 245.



HCSO Corrections Deputies escort an inmate to a vehicle

Hamilton County Jail	
2019 Operational Snapshot	
Jail Capacity	505
Average Daily Population	518
Inmates Booked	21,293
Inmates Released	17,501

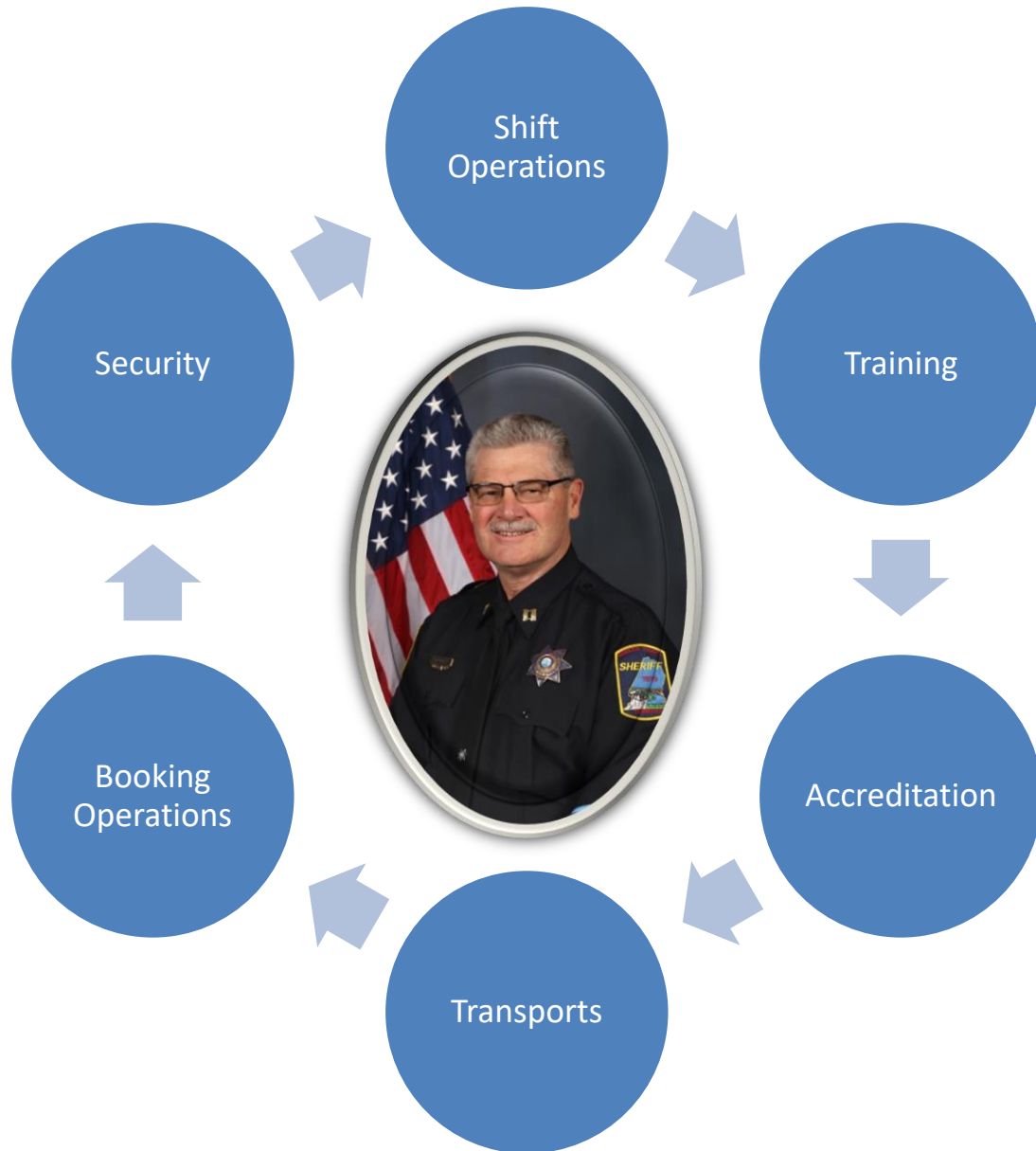
Currently there are a total of thirty-four (34) certified professionals among our current Corrections Division and Medical staff who hold a combined total of thirty-eight (38) active certifications. Certifications include designations awarded from the ACA-American Corrections Association, AJA-American Jail Association, and the NCCHC-National Commission on Correctional Health Care.

In Hamilton County, the sheriff is responsible for law enforcement on the county level. Sheriff's deputies carry out most of the law enforcement duties while the sheriff, usually an elected official, manages their activities, and is also responsible for the county jail.

Prisoners incarcerated under the jurisdiction of the Hamilton County Corrections Division are provided with an array of prisoner services including health care, mental health care, educational opportunities, and programming opportunities.

2019 Hamilton County Jail Annual Transport Statistics			
Inmate Transports		Mental Health Transports	
Total Number of Transports	1,574	Total Number of Transports	377
Total Mileage for Transports	30,191	Total Mileage for Transports	13,144
Total Officers Used for Transports	2,600	Total Officers Used for Transports	713
Total Hours of Transports	6,683	Total Hours of Transports	1,279

Corrections Operations



Gene Coppinger
Captain

Corrections Operations at the Hamilton County Justice Center are primarily divided into the following areas: shift operations, training, accreditation, transports, booking operations, prisoner transports, and security.

Booking operations are responsible for the intake and processing of all arrestees brought into the Hamilton County Jail. This includes initial intake, screening, and classification.

Booking also includes intake, data entry, fingerprint/ID, NCIC/RMS, release, and first floor operations. The jail currently books over 21,000 arrestees each year.



Corrections Deputy photographs an incoming inmate

Included in booking is a separate misdemeanor citation processing center which takes place outside the secure facility Tuesdays through Saturdays.

Hamilton County Jail	
2019 Security Operations	
Cells Searched	6,650
Routine Searches	710
High Risk Target Cells	314
Dangerous Contraband Recovered	1,028
Blood Draws	1,160
Critical Incidents	
Inmate on Inmate Assaults	128
Inmate on Officer Assaults	74
Use of Force Incidents	
OC Spray	32
Tasers	5
Restraint Chair	20
Escapes	1
Suicide Attempts	10
Deaths	0

There are two types of security in the jail, security shift and security operations. Security shifts provide around the clock custody and control of the inmate population as well as the daily operations of the jail.

Correctional Deputies are assigned to a variety of positions that include floor operations (*inmate housing units*), visitation, central control, booking, court holding, internal and external transportation duties.

Mental Health Transports are transportation services for citizens within Hamilton County who have been identified as potentially harmful to themselves or others as a result of mental health problems.

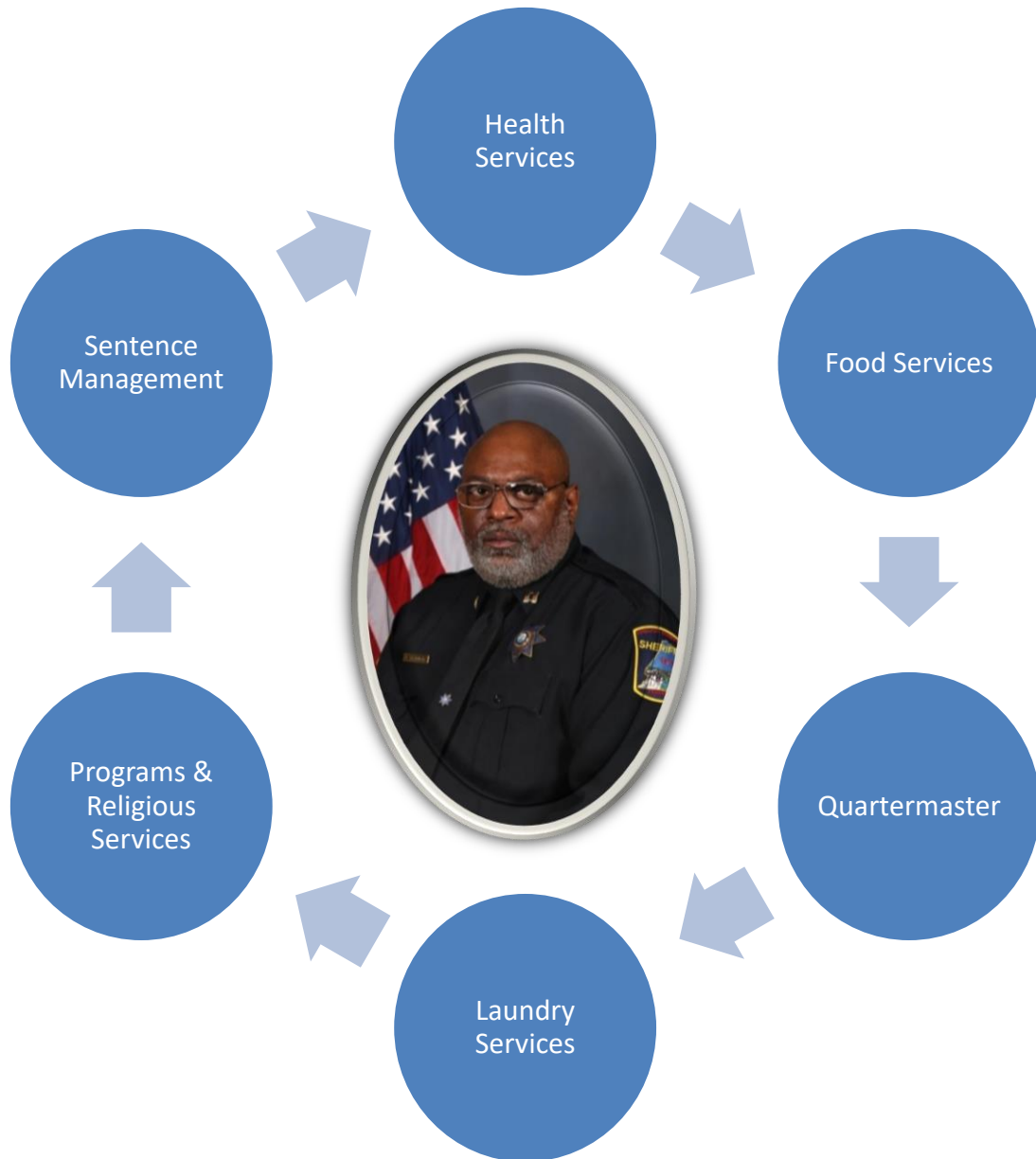
A Crisis Response Team member who makes a determination that the citizen may be at risk conducts an assessment.

A Certificate of Need is prepared and the jail is contacted requesting transportation. Transportation is typically provided from the scene to Moccasin Bend Mental Health Facility or any other designated facility.



HCSO Corrections personnel monitoring inmate activity

Corrections Support Services



Byron Knight
Captain



Contract medical personnel checking on an inmate

inmate population. Support Services is a constantly evolving section. As the needs of inmate population change and new laws and standards are introduced, Support Services must adapt and adjust to meet these challenges while remaining cost effective. Ten years ago, the Support Services section was supervised by one Corrections Lieutenant. Today it is supervised by a Captain, Lieutenant, Sergeant and Corporal.

With an inmate population that averages 500 inmates daily, the Support Services team oversees providing each inmate clean laundry and 3 meals per day. The laundry section washes and dries approximately 600 pounds of clothing per day. The food services section prepares and serves approximately 1,800 meals daily at an average cost of \$2.98 per day per inmate, and can cater to individual medical and religious diets.

The kitchen's bakery makes all bread products fresh daily. Meals are prepared by inmate workers and adhere to nationally recommended dietary standards. A licensed dietician approves menus annually to insure the inmates are getting the recommended caloric intake.

Quartermasters are responsible for ordering all supplies and clothing used in the jail and maintaining an accurate inventory of those items to insure there is always enough on hand. The officers positioned here also have the responsibility of maintaining and ordering mattresses that are issued to inmates and ensuring the issued items are returned

The Hamilton County Sheriff's Office Corrections Support Services Section is a vital part of daily facility operation. Support Services is separated into six areas of responsibility: Maintenance, Health Services, Food Services, Quartermaster, laundry, Programs and Religious Services, and Sentence Management.

In the past ten years, each section has experienced tremendous growth in their individual areas of responsibility due to an increase in

Hamilton County Jail	
2019 Security Operations	
Inmate Transfers	
CoreCivic	7,364
TDOC	1,074
CADAS	31
Federal	95
Community Corrections	156
Other	896
Food Services Operations	
Total Meals Served	677,524
Medical/Special Dietary Meals	79,581
Dietary Snacks	4,007
Total Cost of Food Services	\$907,935
Medical Clinic Operations	
Inmate Physicals	1,873
Inmate Sick Calls	1,838
Inmate Dental Services	316
Inmate Mental Health Services	2,193
Average # of Inmates on Prescription Medication	63%
Average # of Inmates on Mental Health Type Medications	31%
Inmates with outside Medical Appointments	260

undamaged and not missing any of the filling. Officers are also responsible for changing inmates into jail attire before they are to appear in court, which could also serve as a search and possibly eliminate contraband.

This area also holds every inmate's personal property which is kept behind a secured barrier at all times. Clean laundry is kept in this area at all times in the event clothing needs to be changed or new items need be issued. The supply officer is also responsible for making sure the cleaning boxes get refilled once every shift. The primary concern here is making sure to have enough of the items used every day on hand in order to keep the facility running smoothly and efficiently.



HCSO Jail Chaplain John Waters speaks to inmates in chapel

Hamilton County Jail	
2019 Inmate Programming	
Total # of Inmate Programs	38
Inmates Enrolled in Programs	187
% of Inmates Enrolled	0
Active Volunteers	68

Hamilton County Jail	
PREA Yearly Summary	
Yearly Substantiated Allegations	1
Yearly Unfounded Allegations	6

Human Resources Division



Carole Miller
Director

The Human Resources Division is responsible for activities vital to the overall effectiveness of the departmental operations which includes personnel management and payroll services. The goals of the division continue to be to recruit, hire and retain the best qualified individuals for positions and to promote the best qualified individuals to continue the mission of the department.

The HR Division consists of four individuals which includes the Director of Human Resources, Finance Assistant, Records Specialist and Records Clerks.

With HR becoming the hub for handling the open records requests, we saw an increase of 21% in requests from attorneys and citizens from last year. These requests not only deal with documents from Human Resources but also require the cooperation of Corrections, Property & Evidence, Information Systems, Internal Affairs, Criminal Investigation, and Records Divisions to fulfill the requests for inmate records, dash/body cam footage, jail footage, investigative files, incident reports, etc.

The Bridge Plan continued to have an effect on the vacancies within the department with an increase of 58% in separations which includes both full and part-time from the previous year. 2019 also saw a continuous recruitment of personnel particularly for the Corrections Division, through social media, websites such as government jobs, and Indeed, personal visits to colleges, high schools, military

posts, and news sources such as radio, print and television. This push will continue into 2020 with onsite job fairs as well as continually broadening our established recruitment to reach



HR Director Carole Miller speaks with HR Administrative Assistant Carole Whittenbarger

more people in the community as well as neighboring states. Our goals will continue to be to hire the best qualified individuals to work for the department and not lessen our standards.

Payroll services continue to handle an abundant amount of paperwork verifying employees' regular work and overtime hours. With the timesheet management system, employees submit their weekly/biweekly hours

through their supervisors and the finance assistant verifies the hours with shift reports and overtime sheets. In 2019, payroll services reported approximately 878,572 regular work hours and 96,243 overtime hours for department employees.

During 2019, the Sheriff's Office had 24 military personnel either with the National Guard or Reserves. We had six deployed during the year and five of them returning by the end of the year.

The department provides 160 hours of paid leave for military duty and/or training each year to these individuals. In 2019 they were paid approximately 2,338 hours of military leave.

Human Resources Division 2019 Annual Statistics					
New Registers	46	Suspensions w/o pay	16	Polygraphs	79
Separations	70	Admin Leave w/pay	22	Psychologicals	43
Retirements	12	Military Activation	6	Physicals	31
Retired/Terminal	3	Return from Military	5	TB Test Administered	408
Terminations	4	Loudermill Hearings	5	Flu Shots	192
Hires	76	OJI(s)	101	Special Deputy ID	104
Special Assignments	10	Basic Police Academy	4	Retirement ID	37
Promotions	10	Background Checks	354	Fingerprinting	116
Advancement/Transfers	43	Records Requests	430	Grievances	3



Human Resources Director Carole Miller reviews a training video with a new hire

Finance & Information Systems Division



Ron Bernard
Director

The Finance and Information Systems Division, led by Director Ron Bernard, consists of the Information Systems, Central Records, Networking, Purchasing and Account Management, and Finance.

Director Bernard is supported by Records Clerk Melissa Battles who is responsible for assisting with memorandums of understanding, the tracking of contracts and agreements, hands on tracking and tagging of the HCSO physical asset inventory, answering the primary phone line to the HCSO and a host of additional duties are completed.

Central (Criminal) Records Division is led by Information Systems Manager, Jimi Hammond and supervised by Ginger Merritt.

report entry, citation entry, expungement processing, NCIC warrant entry, NCIC Orders of protection entry, NCIC Bond Conditions entry, NCIC article/vehicle entry and verification of TIBRs reportable Offenses for TN state reporting. The Records Supervisor also participates in the training of agency personnel for proper operations of our Records Management Software.

The Records Division contains our Terminal Agency Coordinator (TAC-Ginger Merritt) and the Alternate TAC (Jessica Hoskins). The duties for the TACS include maintaining compliance with state and federal reporting regulations.



Director Ron Bernard (center) meets with Finance Manager Jack Ellis (left) and Purchasing Manager Carolyn Catchings



Networking Specialists' Jeff Owens (back) and Shawn Adams (front) working on one of the HCSO's servers

Information Systems – Support is led by Jimi Hammond. The division supports over 500 computer and door lock accounts and interfaces with other agencies concerning technology and systems in

operation. Tickets and projects completed in 2019 totaled over 6,000. The IT Division supports approximately 2,000 items/assets that are located throughout the county for use. The upkeep of items includes refreshing with new as the useful age expires. The IT

Division also assists HCSO purchasing with cell phone and telecommunication issues.

Information Systems – Networking is led by Adam Marthaler (2007-2015, 2019) and supports servers, other networking electronics and special projects for the HCSO. Multiple local area networks (LANs) and Wide Area Network (WAN) are maintained. Locations include Downtown (Market Street), Jail (Walnut), MLK, Silverdale, West (Dayton Blvd), East (Hickory Valley Road), Silverdale and over 150 remote computers via secure remote VPN connection.



Purchasing Manager Carolyn Catchings reviews information with Finance Assistant Christie Vanderwaal

Purchasing/Accounts

Management Division is led by Carolyn Catchings (2000) and processes all purchases for the HCSO by overseeing quotes, bids

and advertisements for an approximately \$23 million operations budget. Purchasing and Accounts also oversees the financial management of all grants for federal and state related reimbursement is processed. Travel/Meetings funds and reports along with P-Card purchases for the entire Sheriff's Office, along with fuel and the monthly fuel reports are also monitored

and tracked. The division also maintains billing and oversight of cell-phones, wireless mi-fis, and the internal phone system throughout the HCSO. The division ensures that we stay within forecasted expenditures and our budget for each fiscal year.

Jack Ellis serves as the Finance Manager for the HCSO and is responsible for inputting the yearly budget, providing statistical reports throughout the year, and provides fiscal management. The past two years, Jack has been the liaison to Hamilton County General Government for United Way for the HCSO and represents the HCSO on the Countywide Safety committee. The Sheriff's Office budget was over \$59M for fiscal year 2019. The HCSO maintained budget for the year.

Public Relations Division



Matt Lea

Public Relations Manager

The Public Relations Division is led by Public Relations Manager Matt Lea and was officially created by Sheriff Jim Hammond in October of 2018.

Formally known in prior years as the Public Information Office, the Public Relations Division's primary objective is to work directly with the Sheriff, Chief Deputy, and the individual divisions to accurately promote the daily operations and activities of the men and women of the Hamilton County Sheriff's office in a professional and courteous manner.

All information released to the public must be vetted and distributed in a way that will inform, without jeopardizing the integrity of the HCSO, its employees, or any ongoing investigation.

Rachel Frizzell serves as Public Information Officer, and Brad Hartman serves part time as a graphics designer and is currently tasked with helping create the HCSO's 200th Anniversary Book.

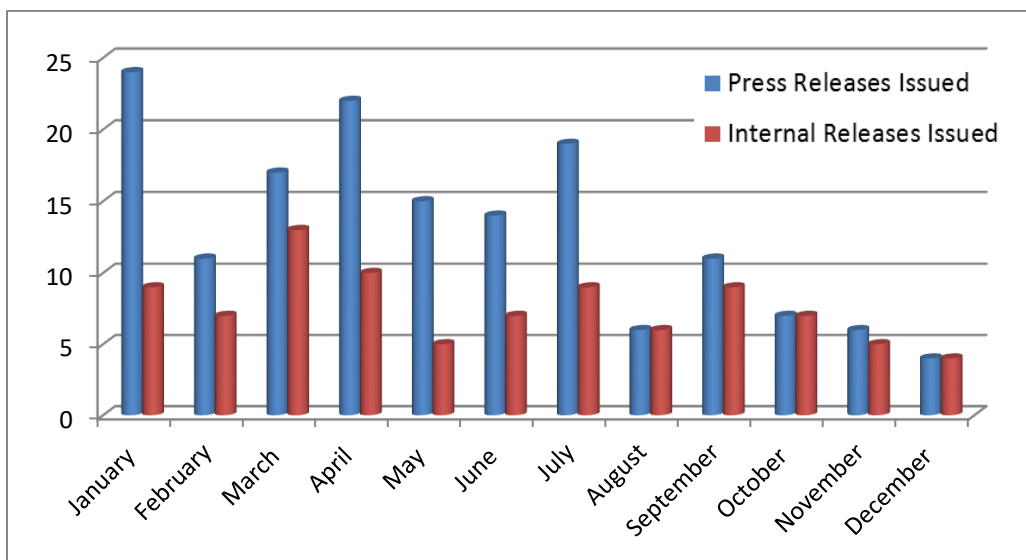
Each day, Public Relations Division personnel interact with the public in a variety of ways from serving as liaisons with the local press and broadcast media, to organizing press conferences and press statements, and creating meaningful partnerships with local businesses and community organizations.



SWAT Commander Spencer Daniels speaking with reporters at a training exercise

The Public Relations Division is also responsible for marketing the HCSO and its employees both internally and externally. This includes providing positive information about the HCSO to the media and citizen groups, supporting public safety related programs and initiatives, managing the release of information regarding critical incidents, working with local elected officials and community stakeholders, and managing the agency's social media platforms.

Press Releases & Internal Communications



Total Press Releases Issued: 156 (Monthly Average – 13)

Total Internal Communications Issued: 91 (Monthly Average – 8)

Internally, Public Relations Division personnel assist with special projects, employee communications training, issue internal communications to update employees, draft speeches, photographically document HCSO activities, assist with employment and recruitment fairs, and participate in community events like the annual Law Enforcement Memorial Service, Hamilton County Fair, and Community Shred-It Days. Each year, the Public Relations Division issues over 100 internal communications in an effort to keep our personnel current on issues and events that affect our agency as a whole.

Daily Communication & Outreach 2019		
Type of Activity	Total	Monthly Average
Press Releases Issued	156	13
Internal Communications Issued	91	8
Media Inquiries Fielded	882	74
Public Relations Events	97	8
Facebook Stories/Posts	706	59
Twitter Stories/Posts	482	40
Media Interviews Conducted	168	14
HCSO Media Links/Press Stories	1202	100



Rachel Frizzell
Public Information Officer

The Public Relations Division issues approximately 200 press releases and fielded over 900 media requests annually which directly results in over 1,000 media stories and newspaper articles each year. Since 2015, Public Relations Division personnel have fielded over 3,500 requests for information from the media which ultimately resulted in over 4,200 media stories and newspaper articles.

The newly formed Public Relations Division will continue to focus its efforts on marketing and promoting the HCSO to the citizens of Hamilton County and serving the needs of our local media and community partners.

The Public Relations Division will also continue to seek new avenues and build internal partnerships with both our civilian and sworn divisions within the HCSO. This will include continuing to assist the Training Division with state mandated In-Service media training, developing meaningful partnerships with local businesses and community stakeholders, and teaching additional community courses on improving personal and home safety.



HCSO Traffic Investigator Adam Patton speaks with members of the media

Internal Affairs Division



The Internal Affairs Division reports directly to chief deputy or in his absence, Sheriff Jim Hammond and has the responsibility of conducting independent administrative investigations of allegations of misconduct against members of the Hamilton County Sheriff's Office to include both law enforcement & corrections.

The Internal Affairs Division ensures an avenue of redress for citizens who have observed or been the victim of alleged misconduct by employees of the Hamilton County Sheriff's Office.

The procedures established for the handling of complaints assures the thorough investigation of incidents to determine if an administrative violation occurred by a preponderance of the evidence. The Internal Affairs Division makes certain due process is afforded to all members of the Hamilton County Sheriff's Office in the discipline process when an allegation is sustained and the Sheriff determines discipline is appropriate. The Hamilton County Sheriff's Office is required to file a statistical summary of Internal Affairs complaints and Administrative Investigations conducted annually.



David Sowder

Lieutenant

Types of Investigations

The Hamilton County Sheriff's Office conducted a total of (67) Administrative Investigations concerning employee conduct during 2019. Of those, (51) investigations were formal Internal Affairs investigations with 2() being identified as Supervisor Investigations. Twelve (12) Administrative Reviews were also conducted concerning conduct. One (1) Citizen Complaint, One (1) Outside Agency Investigation. There were no anonymous complaints filed during this reporting period.

Internal Investigations - 3 Year Comparison				
	2017	2018	2019	Difference
Anonymous Complaints	0	0	0	0
Administrative Review	4	8	12	4
Internal Affairs	38	38	51	13
Supervisor Investigations	15	2	2	-13
Citizen Complaints	22	17	1	-16
Outside Agency Investigations	0	0	1	
Investigation	2017	2018	2019	
External	22	15	22	
Internal	35	34	45	
Total	57	49	67	

How Complaints Were Received			
	2017	2018	2019
External	22	15	22
Internal	35	34	45
Total	57	49	67
Investigative Findings			
	2017	2018	2019
Sustained	37	21	21
Exonerated	5	3	2
Not-Sustained	18	3	5
Unfounded	18	6	9
Matter of Records	4	1	0
Pending	11	16	29
No Findings	3	12	0
Resigned			1
Actions Taken			
	2017	2018	2019
No Action Taken	44	28	17
Pending	11	20	31
Re-Classified	0	2	1
Resigned	2	6	4
Suspended	11	11	6
Terminated	3	6	1
Verbal Counseling	0	2	1
Verbal Reprimand	4	2	0
Written Reprimand	19	8	2
Cases By Primary Complaint			
	2017	2018	2019
Excessive	24	8	40
Use of Force	0	0	0
Conformance of	0	5	4
Insubordination	3	3	4
Neglect of Duty	19	2	11
Property &	0	0	1
Rudeness	0	1	1
Unbecoming	12	11	34
Use of Weapon F/A	2	3	7
All Others	36	41	63

Employee Actions By Rank			
	2017	2018	2019
Captain	0	0	0
Lieutenant	1	1	0
Sergeant	5	1	1
Corporal	4	2	1
Deputy	31	26	20
Corrections	23	39	36
Court Security	0	2	3
Detective	0	3	2
No Employees Involved	4	4	0

Conclusion

Please recognize this annual report is based on data which is not static, and is subject to change following this annual report. While the Hamilton County Sheriff's Office strives to share accurate, timely information with our community, there are factors which influence these changes.

One way the Sheriff's Office attempts to minimize these changes, or updates, is by

adjudicating the 2019 case investigations prior to completing the annual report. This is important because the annual report is based on the calendar year, and a complaint from an event in December may take several months to adjudicate, depending on the severity of the allegation and length of the investigation.

In the case of an appeal, especially an employee suspension or termination, the final adjudication may be overturned by the Civil Service Board, or the length of suspension may be increased or decreased. With that caveat, please use this report to help understand the yearly trends related to our internal investigations and our commitment to thoroughly investigating all citizen complaints.

Crime Analysis Unit



Crime and intelligence analysis is a fairly new and popular field within law enforcement. The field was founded upon the idea of Intelligence Led Policing, which developed in the wake of terrorist attacks of September 11, 2001. Intelligence analysis is now becoming an industry standard for law enforcement agencies at the local, state, and federal levels.

The Hamilton County Sheriff's Office Crime Analysis Division was officially established in 2018 under a Federal COPS Grant. The division is staffed by two Crime Intelligence Analysts who are responsible for uncovering crime trends, reporting on criminal activity, combining information from disparate sources, and then ultimately merging all the information gathered into understandable intelligence for law enforcement. Various departments receive the intelligence to help with their daily activities.

There are two areas of focus within the department, crime analysis and intelligence analysis. Crime analysis focuses on data, such as citations of incidents, and typically involves calculating numbers and mapping hotspots to help the Patrol Division decide where to direct most of their efforts. Intelligence analysis involves examining evidence, such as cellphones or social media, to intuitively form decisions and conclusions that aid in investigations.

While very distinct in their differences, crime analysis and intelligence analysis coincide; they are both essential to the success of an analysis unit. Although this is a new unit within HCSO, it is expected to become a vital part of the organization in the coming years.

For more details pertaining to our agency's crime statistics, including those pertaining to the following, please review the attached Crime Analysis Unit Annual Report.

- Statistical Considerations
- Crimes Against Persons
- Property Crimes
- Crimes Against Society