

*Oak Creek Police Department
Annual Report*



1999

MESSAGE FROM THE CHIEF

To the Citizens of Oak Creek:

I am pleased to submit this report of our 1999 activity. As always, we provide this document as a way of communicating to you our productivity during this past reporting year.

This past year the staff was busy with preparation for Y2K. We were glad that it brought no gloom and doom, but I can say we were prepared for problems. We worked very closely with the Oak Creek Emergency Management Group in developing an overall strong plan for action. This plan preparation also served as great training for future disasters that may come our way. Unfortunately, we needed to exercise the emergency plan in November with the hazardous materials spill along the Union Pacific Railroad. Our planning paid off as our employees were able to respond quickly and provide a coordinated team effort toward the safe resolution of the incident.

I am very proud of the employees that represent the Department on a daily basis. I believe they have a strong understanding and commitment to our mission and to their professional standards. I would like to thank our employees for another strong year of teamwork, performance and dedication to you, the citizens of Oak Creek.

I encourage those that read this report to contact my office with questions or concerns. Your comments are truly appreciated and are used to develop our future goals and objectives.

Sincerely,

Thomas P. Bauer
Chief of Police

Mission Statement

THE MISSION OF THE OAK CREEK POLICE DEPARTMENT IS TO ENHANCE THE QUALITY OF LIFE IN THE CITY OF OAK CREEK.

We can accomplish our mission by working to achieve goals of:

**Protecting life and property
Preserving the peace
Enforcing the law.**

However, we cannot succeed alone. Essential to the success of achieving these common goals is the active involvement of our citizens through formation of a public/private partnership with us.

We, the members of the Oak Creek Police Department, commit ourselves to the following set of values that always guide our actions in this mission.

HUMAN LIFEWe value human life above all.

INTEGRITYWe believe integrity includes fairness, honesty and loyalty, which are essential for the public trust.

RESPECTWe respect ourselves and all others. We strive to treat each other with dignity and compassion and to provide cooperation and teamwork.

CONSTITUTION (AND LAWS)We believe in both the federal and state constitutions, as well as recognizing and applying federal, state, and local laws.

EXCELLENCEWe strive for excellence in all tasks performed. We also believe in the importance of knowledge and continual self-development in gaining excellence.

ACCOUNTABILITYWe accept responsibility for our actions and are accountable to our community.

ADAPTABILITYWe believe through a combination of imagination, ingenuity and common sense that we can be effective in our work of identifying and solving problems. We are also flexible and innovative enough to meet the demands of a dynamic, ever-changing community.

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Mayor Dale J. Richards	Police & Fire Commission James Moczynski, Pres. Robert Anderson Richard Picard Douglas Rottel James Schultz	City Administrator Robert Kufrin
Common Council 1 st Dist.-Elizabeth Kopplin 2 nd Dist.-Allan Foeckler 3 rd Dist.-Michael Brever 4 th Dist.-Merlyn Warner 5 th Dist.-Larry Prochnow 6 th Dist.-Kathy Schmadl	Chief of Police Thomas P. Bauer	Municipal Judge John Grahovac
		City Attorney Larry Haskin Barry Book

**Oak Creek Police Department
7625 S. Howell Avenue
Oak Creek, Wisconsin 53154**

Department Information (as of 12-31-99)

Population Served ¹	26,766
Number of Sworn Employees Allocated ²	46
Total Employees Allocated ²	67
1999 Operating Budget (millions) ²	4.6
1998 Operating Budget (millions) ²	4.3
1997 Operating Budget (millions) ²	4.1
Service Area (square miles) ³	26
Rank of Oak Creek among all Municipal Jurisdictions in Milwaukee County in size of service area	3
Average Service Area of Municipalities in Milwaukee County (sq. miles)	12.8
Ratio of Officers per 1,000 residents ¹	1.7
National Average Ratio of Officers per 1,000 residents ¹	2.4
Wisconsin Average Ratio of Officers per 1,000 residents ¹	2.3
Milwaukee County Ratio of Officers per 1,000 residents ¹ (excluding Milwaukee Police Department, Milwaukee County Sheriff's Office, University of Wisconsin-Milwaukee and State Fair Park Police)	2.0
Ratio of full-time employees per 1,000 residents ¹	2.3
National Average of full-time employees per 1,000 residents ¹	3.3
Wisconsin Average Ratio of full-time employees per 1,000 residents in communities with less than 50,000 ¹	2.4

¹ Crime and Arrests 1998, Wisconsin Office of Justice Assistance

² Oak Creek Police Department 1999 Budget

³ Land and Water Area of Wisconsin Municipalities: 1990 Census, US Bureau of the Census

- A review of the DARE Program was conducted in conjunction with the School District. As a result, the DARE Program will continue in operation as an effective delivery system for assisting kids in decision-making.
- We worked closely with other city departments in preparing for possible Y2K-related problems, including assisting in managing the Emergency Operation Center the night of New Year's Eve.
- We worked with other city departments in successfully mitigating a train derailment in November.
- We obtained a \$250,000 federal grant to establish the first School Resource Officer Program in the school district. Officer Antisdal was assigned to the High School with Officer Finco assigned to the two Middle Schools.
- We again obtained a \$23,000 Neighborhood Drug Use and Violence Prevention Grant.
- We were able to obtain \$11,000 in grants for a variety of state-related traffic enforcement projects.
- We began testing all sworn officers on the Department's Rules and Regulations and essential policies.
- We worked with the Mayor and Common Council to establish the Police Department Future Space Needs Committee. The Committee held bi-weekly meetings during the second half of 1999.
- The Citizens' Academy was conducted for the 4th consecutive year.
- Captain Endthoff was the second member of the Oak Creek Police Department to be accepted and attend the FBI Academy.
- The Department instituted a Police Aide Program and hired two aides in the spring of 1999.
- We began a monthly "Key Indicators" reporting system. This report gives the Council an overview on important financial and personnel activity that occurred during the previous month.

The Oak Creek Police Department is headed by the Chief of Police. His direct support staff include a secretary and a chaplain. The Department is divided into two functional divisions: The Administrative Division and the Operations Division.

A Captain commands the Administrative Division. It includes the Administrative Support Bureau, the Investigative Bureau and the Crime Prevention Bureau. The Administrative Support Bureau is responsible for the dispatch center, the clerical unit and the clerk of courts. The Investigative Bureau is responsible for the investigation of cases that require expertise or time beyond that available at the patrol level. The Crime Prevention Bureau is responsible for maintaining the department's crime prevention program.

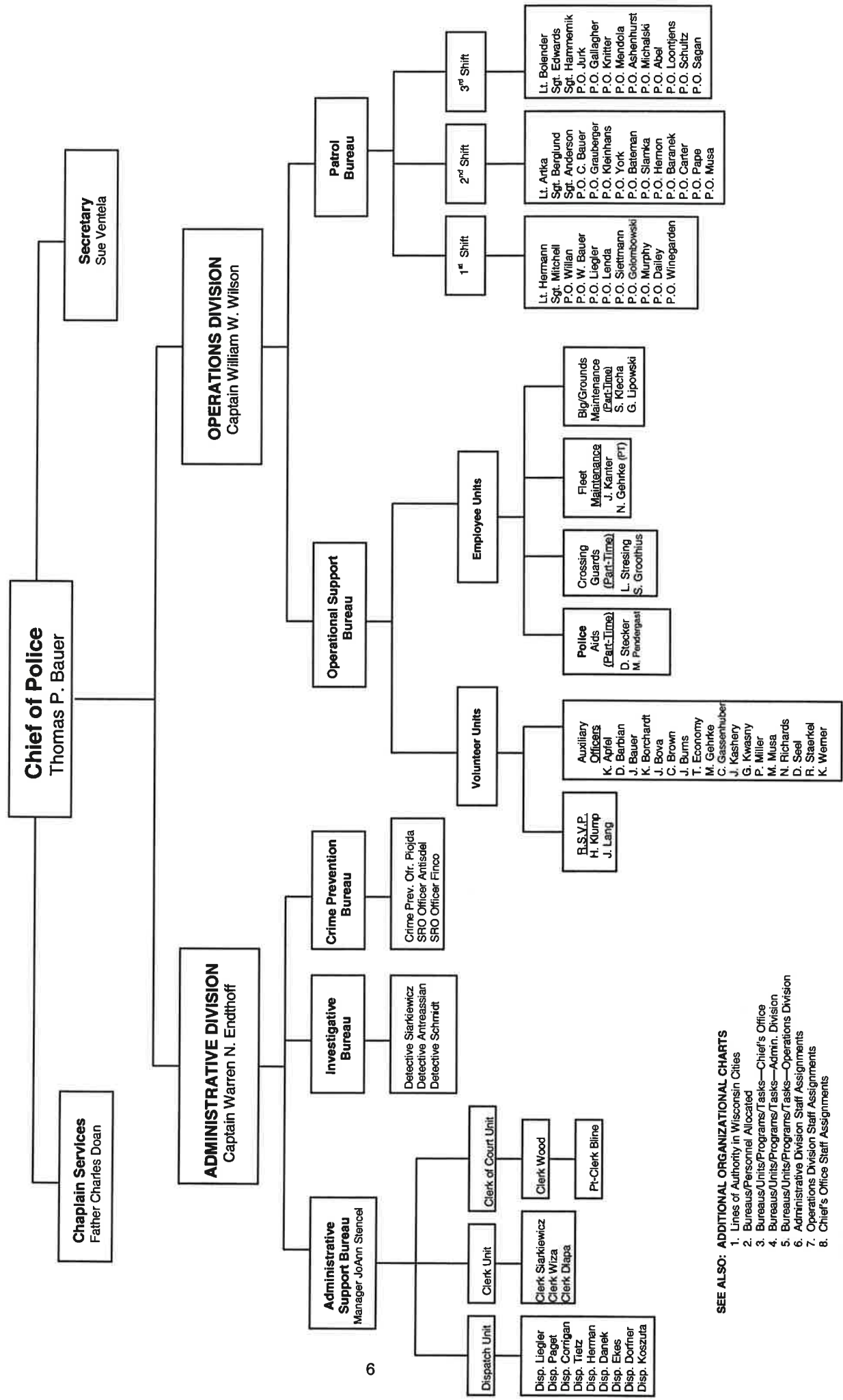
A Captain commands the Operations Division. It includes the Operational Support Bureau and the Patrol Bureau. The Operational Support Bureau is responsible for the Volunteer Program, the Auxiliary Officers Program, the department's crossing guards, fleet maintenance and buildings and grounds. The Patrol Bureau is divided into three shifts and is responsible for patrolling the city's streets and answering calls for service. The Captain of Operations also oversees patrol officers that have extra duties in the department's various Special Operations units.

In order to maximize the department's organizational effectiveness, we have developed detailed organizational charts. The six types of charts are included in the pages that follow. They are:

- ◆ Lines of Authority in Wisconsin Cities
- ◆ Bureaus and Personnel Allocated
- ◆ Bureaus and Personnel Assigned
- ◆ Bureaus, Units, Programs and Tasks--Chief's Office
- ◆ Bureaus, Units, Programs and Tasks--Administrative Division
- ◆ Bureaus, Units, Programs and Tasks--Operations Division

Oak Creek Police Department Organizational Chart

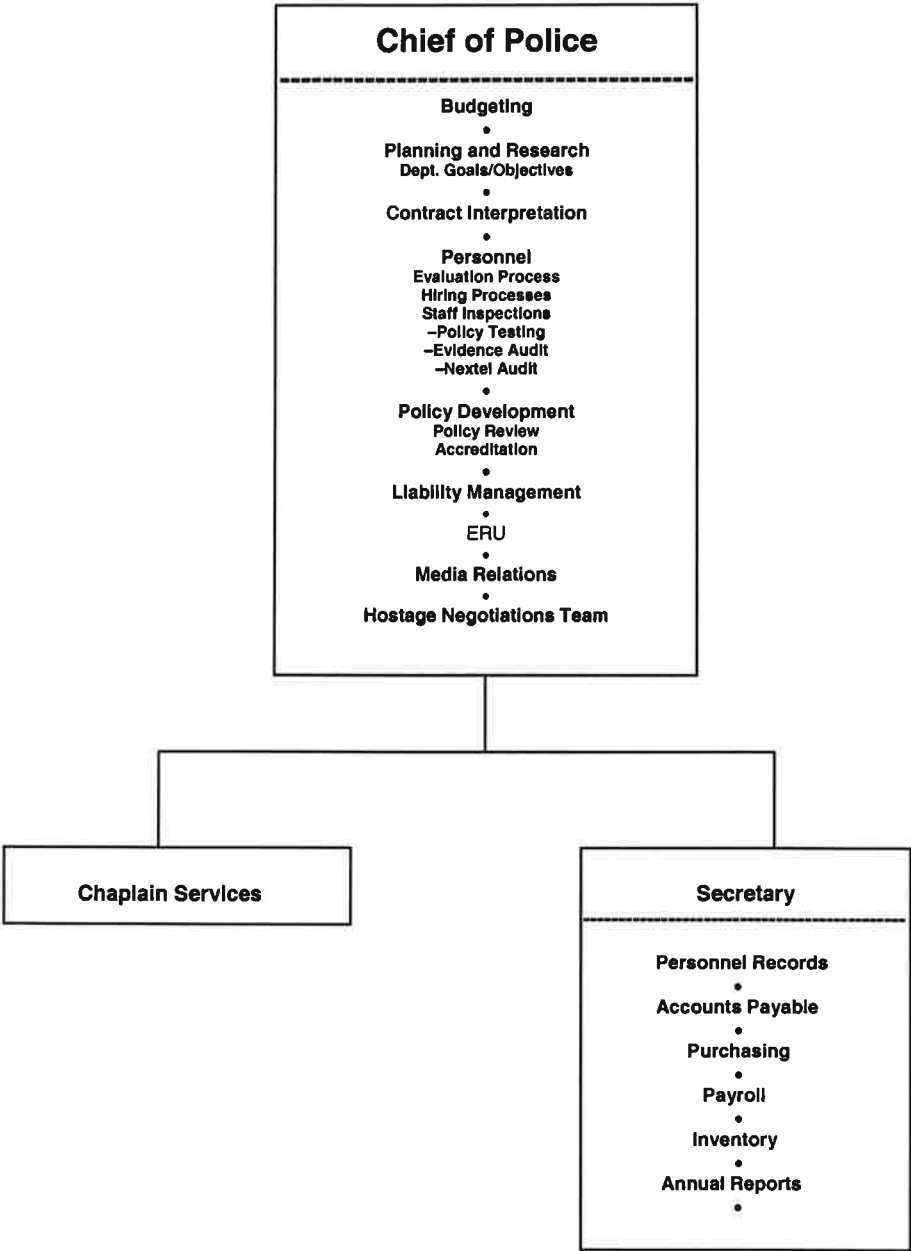
Bureaus/Personnel Assigned



SEE ALSO: ADDITIONAL ORGANIZATIONAL CHARTS

1. Lines of Authority in Wisconsin Cities
2. Bureaus/Personnel Allocated
3. Bureaus/Units/Programs/Tasks—Chief's Office
4. Bureaus/Units/Programs/Tasks—Admin. Division
5. Bureaus/Units/Programs/Tasks—Operations Division
6. Administrative Division Staff Assignments
7. Operations Division Staff Assignments
8. Chief's Office Staff Assignments

Oak Creek Police Department Organizational Chart
CHIEF'S OFFICE
Bureaus/Units/Programs/Tasks

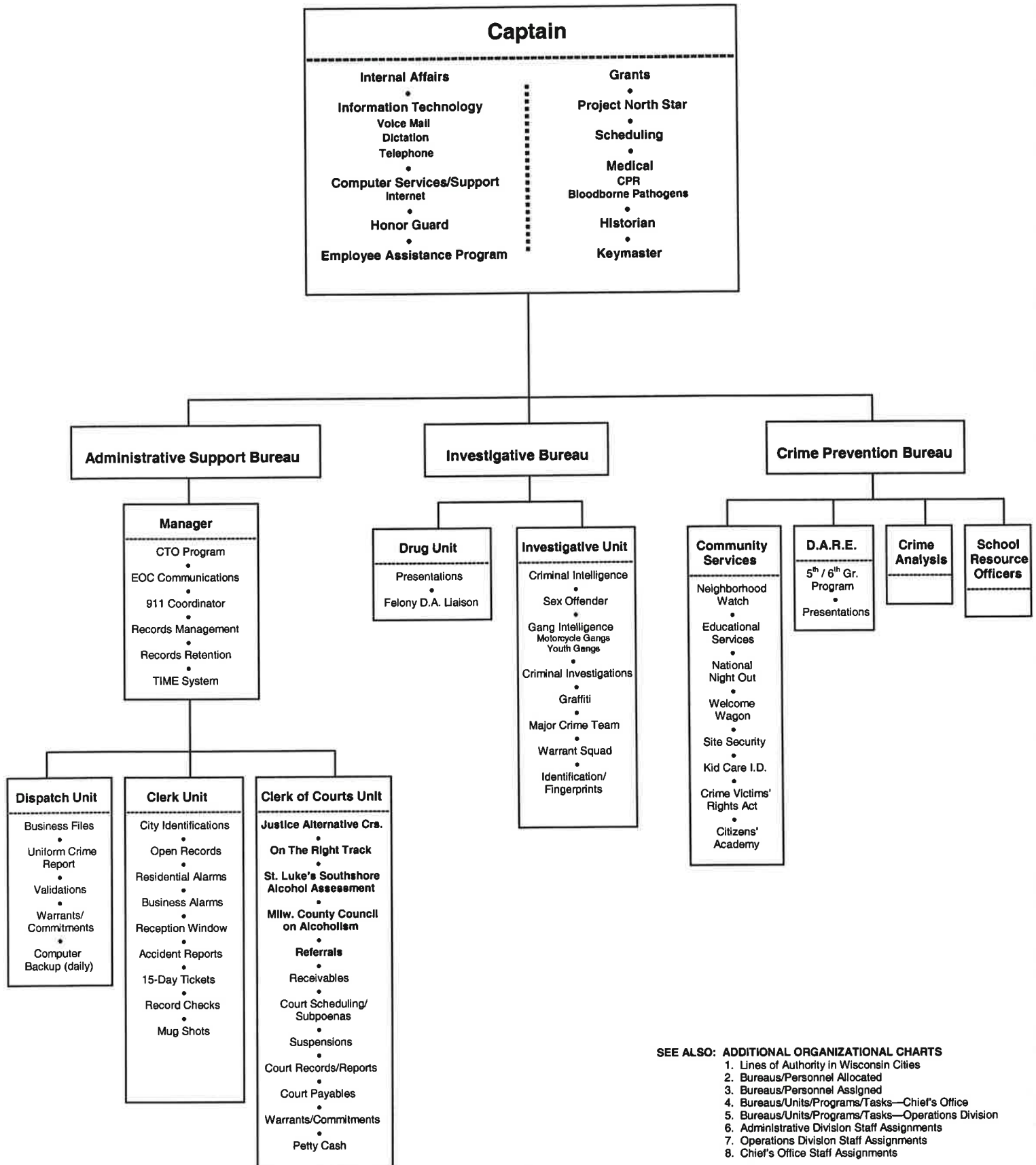


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 5. Bureaus/Units/Programs/Tasks—Operations Division
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Oak Creek Police Department Organizational Chart

ADMINISTRATIVE DIVISION

Bureaus/Units/Programs/Tasks

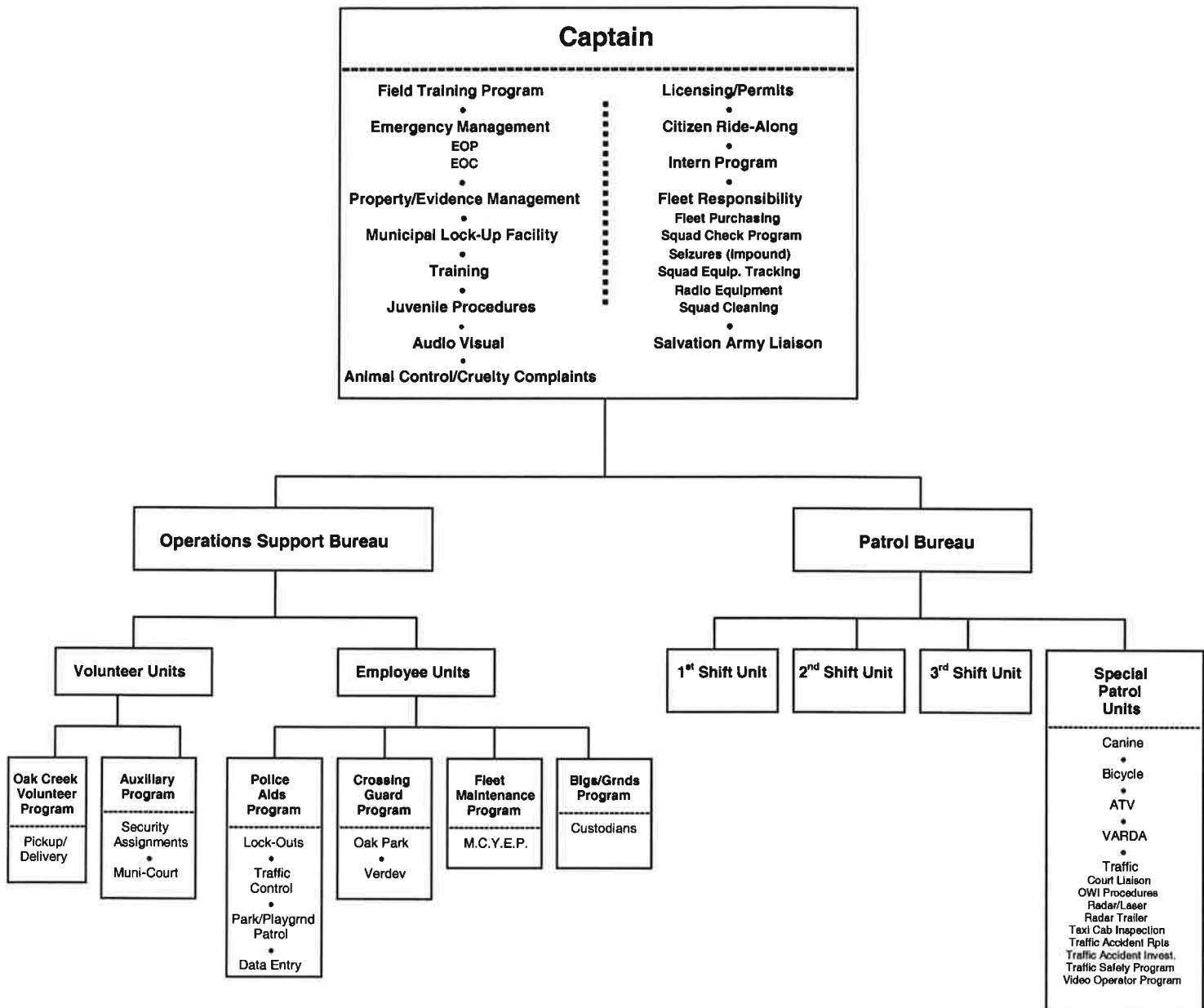


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Oak Creek Police Department Organizational Chart

OPERATIONS DIVISION

Bureaus/Units/Programs/Tasks



SEE ALSO: ADDITIONAL ORGANIZATIONAL CHARTS

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CHIEF'S OFFICE

Chief Bauer

Revised 09/15/99

Budgeting – Chief Bauer / Captain Endthoff / Captain Wilson

Chaplain Services Unit – Father Doan

Contract Interpretation - Chief Bauer

Emergency Response Unit (#93-1) – Captain Endthoff
Lt. Bolender
Sgt. Edwards, Team Leader

Hostage Negotiations Team – Lt. Bolender / Sgt. Hammernik

Liability Management – Chief Bauer

Media Relations – Captain Wilson / Captain Endthoff

Personnel – Chief Bauer

- Evaluation Process – Captain Wilson
- Hiring Processes – Captain Endthoff
- Staff Inspections – Captain Wilson
 - ◆ Policy Testing – Lt. Hermann
 - ◆ Evidence Audit – Chief Bauer
 - ◆ Nextel Audit – Sgt. Berglund

Planning and Research – Chief Bauer / Staff / Crime Prevention

- Dept. Goals and Objectives – Chief Bauer / Staff

Policy Development – Chief Bauer

- Policy Review – Lt. Bolender / Sgt. Hammernik
- Accreditation – Lt. Bolender

Secretary Unit – Sec. Ventela

- Accounts Payable
- Annual Reports
- Inventory
- Payroll
- Personnel Records
- Purchasing

ADMINISTRATIVE DIVISION

Captain Endthoff

Revised 09/15/99

Administrative Support Bureau – Manager JoAnn Stencel

- 911 Coordinator – Mgr. Stencel
- EOC Communications – Mgr. Stencel
- CTO Program – Mgr. Stencel
- Records Management – Mgr. Stencel
 - ◆ UCR – Debbie Paget
- Records Retention (#97-1) – Mgr. Stencel
- TIME System – Mgr. Stencel / Dispatchers
 - ◆ Validations – Dispatcher Liegler

Clerk Unit – Mgr. JoAnn Stencel

- Open Records (#95-6) – Clerk Dlapa

Clerk of Courts Unit – Mgr. JoAnn Stencel

- Municipal Court – Mgr. Stencel
 - ◆ Court Records/Reports – Clerk Wood
- Receivables – Clerk Wood

Honor Guard - Captain Endthoff / Lt. Bolender

Community Services Unit

- Citizens' Academy – Lt. Artka
- Crime Victims' Rights Act – Lt. Bolender

Computer Services/Support - Captain Endthoff / Mgr. Stencel / Enforcer Technology

- Internet – Captain Endthoff

Crime Prevention Bureau – Captain Endthoff / Crime Prevention Officer

D.A.R.E. Unit – Sgt. Edwards

Dispatch Unit – Mgr. JoAnn Stencel

- Business Files – Mgr. Stencel

Drug Enforcement Unit (D.E.U.) – Sgt. Edwards / Det. Antreassian

- Felony D.A. Liaison – Officer Murphy

Employee Assistance Program – Clerk Wiza

Grants – Captain Endthoff

Historian – Retired Lt. Jim Lampe

Information Technology – Captain Endthoff

- Voice Mail – Mgr. Stencel/Sue Ventela
- Dictation
- Telephones

Internal Affairs (#92-5, #94-2, #95-2, #95-3) - Captain Endthoff

Investigative Unit – Captain Endthoff

- Criminal Intelligence – Captain Endthoff
- Criminal Investigations (#94-4) – Captain Endthoff
- Gang Intelligence – Captain Endthoff
 - ◆ Motorcycle Gangs – Det. Antreassian / Officer Mendola / Officer Bateman
 - ◆ Youth Gangs – Officer Murphy
- Graffiti – Officer Murphy / Dick Picard
- Identification / Fingerprints – Captain Endthoff / Officer Michalski
- Major Crime Team – Captain Endthoff
- Sex Offender Registration Program (#97-3) – Captain Endthoff
- Warrant Squad – Captain Endthoff / Officer Knitter / Officer Murphy

Keymaster - Captain Endthoff

Medical -

- Bloodborne Pathogens (#93-3) – Sgt. Berglund
- CPR – Sgt. Berglund

Project North Star - Captain Endthoff

Scheduling - Captain Endthoff / Mgr. Stencil

OPERATIONS DIVISION

Captain Wilson

Revised 09/15/99

Audio/Visual -

- Digital camera – Captain Endthoff
- 35mm cameras – Officer Siettmann
- Camcorder – Officer Siettmann
- Major Crime Team Photographic Needs – Officer Murphy

Animal Control/Cruelty Complaints – Sgt. Mitchell

Buildings & Grounds Program

- Custodians – Captain Wilson (Note: Larry Gray will report to Lt. Artka)

Citizen Ride-Along (#92-6) – Sgt. Mitchell

Crossing Guards Program - Captain Wilson

Emergency Management - Captain Wilson / Sgt. Berglund

- EOP
- EOC

Fleet Maintenance Program

- M.C.Y.E.P. – Captain Wilson

Fleet Responsibilities

- Evidence Van – Officer Antisdell
- Fleet Purchasing/Maintenance – Captain Wilson
- Squad Check Program – Sgt. Hammernik
 - ◆ Command Post Mnt. Check – Officer Abel
- Squad Cleaning – Lt. Hermann
- Squad Equipment Tracking – Sgt. Mitchell
 - ◆ Squad #7 Equipment – Sgt. Berglund
- Seizures (Impound) – Lt. Hermann
- Radio Equipment – Captain Wilson/Lt. Artka

FTO Program – Lt. Hermann

Intern Program – Lt. Artka

Juvenile Procedures – Sgt. Mitchell

- School Liaison – Sgt. Mitchell

Licensing/Permits - Lt. Artka

Municipal Lock-Up Facility (#91-4) - Sgt. Mitchell

Patrol Bureau - Captain Wilson

Police Aid Program – Lt. Artka

Property/Evidence Management (#91-1) – Sgt. Anderson

Ann Golombowski, Property Officer
Dean Kleinhans, Property Officer

*Day shift supervisors will have keys to the 30-day property locker.

Salvation Army Liaison – Captain Wilson

Special Patrol Unit

- ATV – Lt. Artka
- Bike Patrol (#95-8) - Lt. Artka
Kelly Winegarden
Jason Baranek

- Canine (#92-11) – Lt. Hermann
- VARDA – Sgt. Anderson / Officer Michalski / Officer Baranek
- Traffic – Lt. Lt. Artka will attend monthly Traffic & Safety meetings (w/Sgt. Berglund as an alternate),
check traffic citations & oversee the following:
 - ◆ Court Liaison – John Finco
 - ◆ OWI Procedures – Steve Gallagher
 - ◆ Radar & Laser – Bill Bauer
 - ◆ Radar Trailer – Sgt. Hammernik
 - ◆ Taxi Cab Inspection – Bill Bauer
 - ◆ Traffic Accident Reports (MV4000) – Sgt. Mitchell
 - ◆ Traffic Investigations – Steve Gallagher
 - ◆ Traffic & Safety Program – Kelly Winegarden
 - ◆ Video Operator Program – John Finco

Training - Captain Wilson

Volunteer Unit – Captain Wilson

- Auxiliary Program – Sgt. Anderson
- Oak Creek Volunteer Program – Captain Wilson

Command Staff

Title	Name	Date of Hire	Date of Rank
Chief of Police	Thomas P. Bauer	09-26-77	06-09-97
Captain of Administration	Warren N. Endthoff	04-01-80	06-09-97
Captain of Operations	William W. Wilson	09-26-77	04-28-96
Lieutenant	Daniel S. Hermann	08-02-82	04-01-97
Lieutenant	George M. Artka	10-09-78	06-09-97
Lieutenant	Michael R. Bolender	04-08-91	04-01-98
Sergeant	Patrick L. Mitchell	08-02-82	06-14-92
Sergeant	Patrick A. Hammernik	03-25-85	03-24-97
Sergeant	John O. Edwards	03-25-85	03-24-97
Sergeant	Michael J. Berglund	01-27-92	06-19-97
Sergeant-Acting	Steven J. Anderson	07-22-91	10-14-97

Investigative Bureau

Title	Name	Date of Hire	Date of Rank
Detective	John E. Siarkiewicz	07-16-69	08-01-82
Detective	Andre S. Antreassian	11-28-88	04-01-98
Detective	Ronald G. Schmidt	06-29-78	06-12-98

Administrative Support Bureau

Title	Name	Date of Hire
Manager	JoAnn M. Stencel	05-06-91
Staff Secretary	Susanne M. Ventela	11-28-88
Clerk of Courts	Kathleen M. Wood	04-07-80
PT Clerk of Courts	Julie Bline	09-09-99
Clerk/Matron	Vicki L. Siarkiewicz	04-07-80
Clerk/Matron	Diana L. Wiza	05-06-91
Clerk/Matron	Peggy J. Dlapa	06-16-98
Dispatcher	Roxanne L. Liegler	01-27-92
Dispatcher	Deborah A. Paget	04-11-94
Dispatcher	Doreen M. Corrigan	04-11-94
Dispatcher	Catherine S. Tietz	10-06-97
Dispatcher	Kerri L. Herman	06-30-98
Dispatcher	Danielle L. Danek	06-30-98
Dispatcher	Michelle L. Ekes	08-10-98
Dispatcher	Kelly A. Dorfner	10-04-99
Dispatcher	Rebecca L. Koszuta	11-17-99

Patrol Bureau

Title	Name	Date of Hire
Police Officer	Michael L. Willan	07-22-74
Police Officer	William M. Bauer	09-26-77
Police Officer	James A. Liegler	07-03-78
Police Officer	Savan N. Lenda	02-11-80
Police Officer	Daniel C. Siettmann	03-26-84
Police Officer	James A. Dailey	11-28-98
Police Officer	Rocky Bauer	02-12-89
Police Officer	Ann E. Golombowski	02-27-89
Police Officer	Brian J. Murphy	04-15-91
Police Officer	Scott J. Jurk	05-06-91
Police Officer	Julie M. Grauberger	07-22-91
Police Officer	Kelly Winegarden	07-22-91
Police Officer	Steven M. Gallagher	01-04-93
Police Officer	Randall A. Knitter	05-23-94
Police Officer	Steven M. York	08-14-95
Police Officer	Joel H. Bateman	08-21-95
Police Officer	Derick J. Slamka	01-15-96
Police Officer	Brett A. Mendola	01-15-96
Police Officer	Dean R. Kleinhans	04-08-96
Police Officer	David S. Ashenhurst	12-02-96
Police Officer	Robert A. Carter	05-27-97
Police Officer	Robert Michalski	07-14-97
Police Officer	Todd R. Abel	12-29-97
Police Officer	Jason Baranek	04-01-98
Police Officer	Paul J. Herson	06-01-98
Police Officer	Daniel R. Pape	03-15-99
Police Officer	Michael J. Schultz	03-15-99
Police Officer	Thomas E. Loontjens	06-01-99
Police Officer	Andrew J. Sagan	06-01-99
Police Officer	Michael J. Musa	10-11-99

Crime Prevention Bureau

Title	Name	Date of Hire
Crime Prevention Officer	Ronald P. Pioda	01-18-93
School Resource Officer	James G. Antisdal	03-25-85
School Resource Officer	John H. Finco	08-03-92

Operational Support Bureau

Title	Name	Date of Hire
Police Aide (PT)	David R. Stecker	05-03-99
Police Aide (PT)	Michael A. Pendergast	08-24-99
Mechanic II - Acting	John Kanter	01-06-86
Custodian II (PT)	Sharon Klecha	01-01-91
Custodian II (PT)	Eugene Lipowski	05-26-98

Promotions

None

Retirements

None

Resignations

Anthony G. Micele (Police Officer).....	03-27-99
Jason T. Johnson (Police Aide)	07-30-99
Nicole M. Richards (Police Aide)	09-01-99
Larry J. Gray (Custodian II—PT)	09-22-99

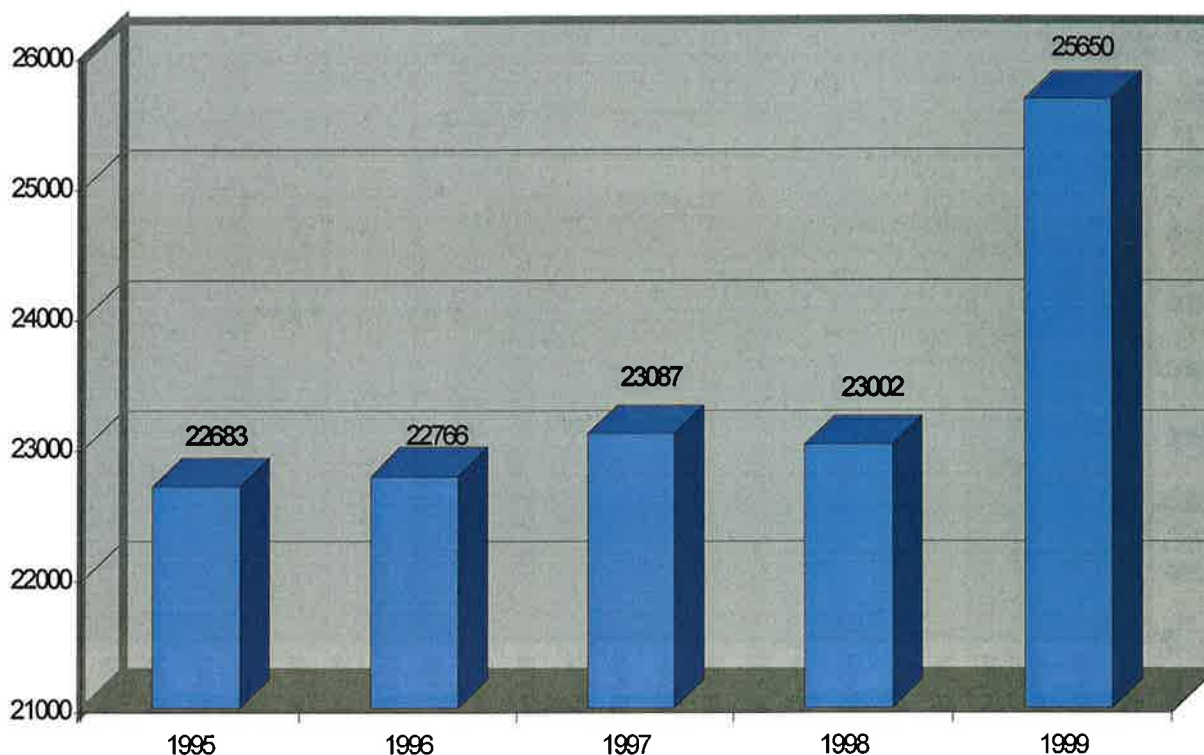
Terminations

None

New Hires

Daniel R. Pape (Police Officer).....	03-15-99
Michael J. Schultz (Police Officer)	03-15-99
Jason T. Johnson (Police Aide).....	05-01-99
Nicole M. Richards (Police Aide)	05-01-99
David R. Stecker (Police Aide)	05-03-99
Thomas E. Loontjens (Police Officer)	06-01-99
Andrew J. Sagan (Police Officer).....	06-01-99
Michael A. Pendergast (Police Aide)	08-04-99
Julie Bline (PT Clerk of Courts)	09-09-99
Kelly A. Dorfner (Dispatcher).....	10-04-99
Michael J. Musa (Police Officer)	10-11-99
Rebecca L. Koszuta (Dispatcher).....	11-17-99

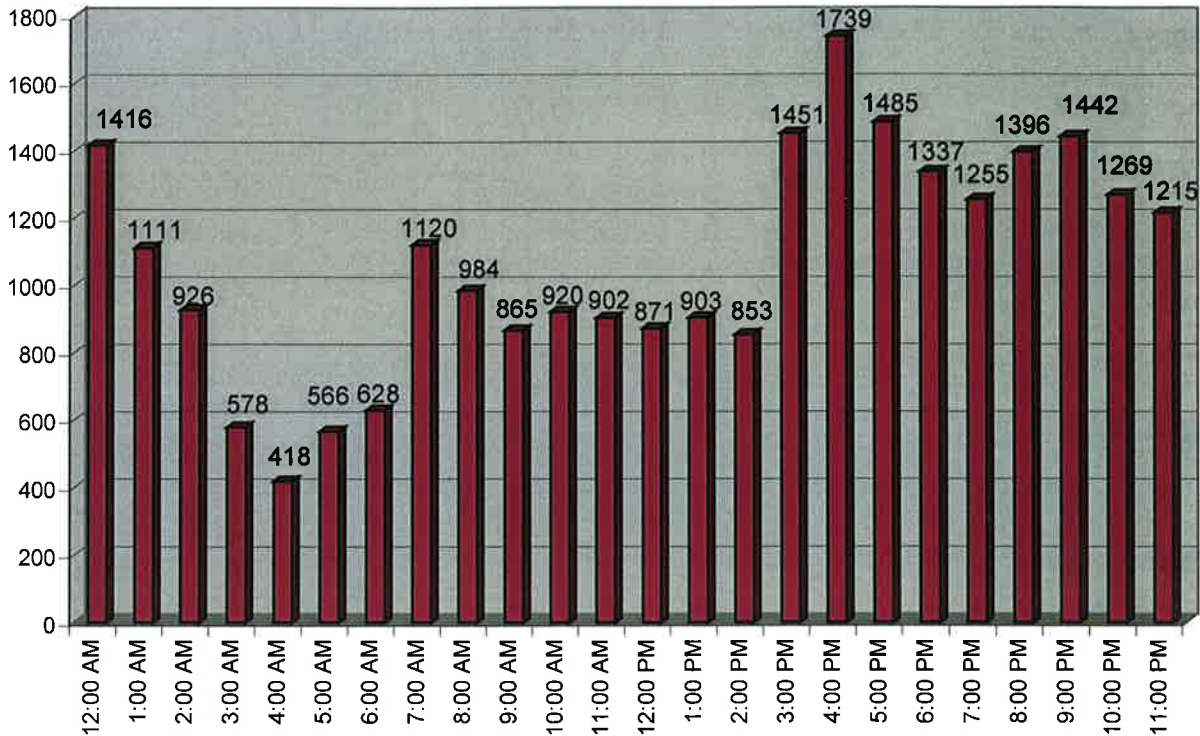
Calls for Service 5 – Year Scan



Notes

- ◆ Calls for service include requests for assistance made by the community's residents in which a police officer responds, as well as some other officer-generated activities such as traffic stops. Calls for service do not include such things as business or building checks.
- ◆ Calls for service increased by 2,648 from 1998 to 1999. There is not one particular call type that grew, or was reduced disproportionately during that time period.
- ◆ As in 1998, traffic stops were the single largest call type in 1999. This call type includes traffic citations and written warnings.

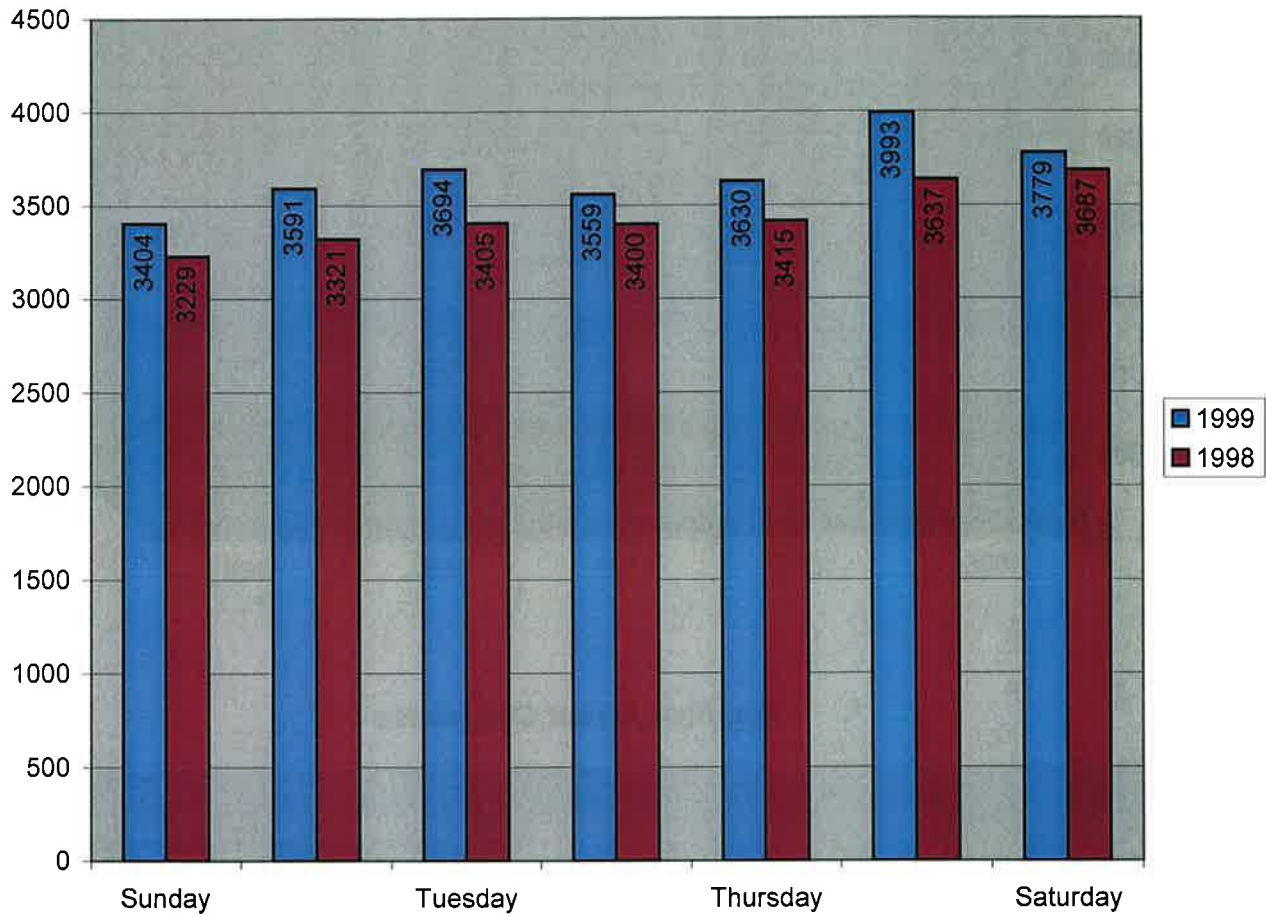
**1999 Total Calls for Service
By Hour of Day**



Notes

- ◆ The highest arrest activity during a 24-hour period corresponds with the highest calls for service activity during a 24-hour period.
- ◆ The busiest times for arrests are from 3:00 p.m. to 6:00 p.m., which are the first three hours of second shift. Arrest activity also increases at 9:00 p.m. and midnight. These hours of high activity have been consistent over the last several years.

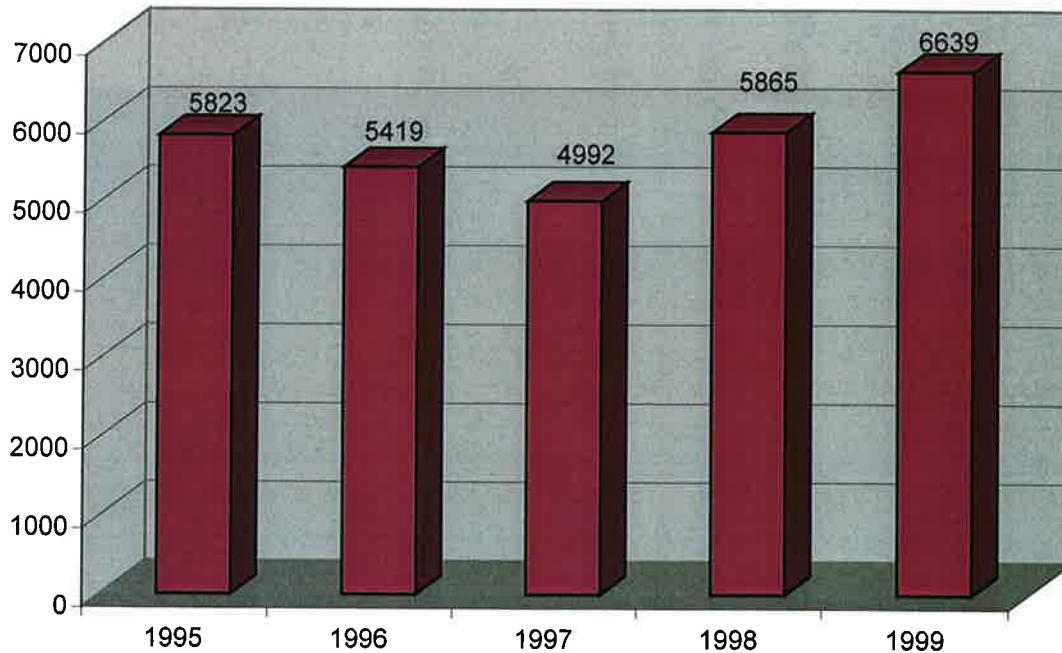
Calls for Service By Day of Week



Notes

- ◆ Generally, calls for service are highest on Friday and Saturday. There is a large group of transients in the City (hotels, truckstops, etc.) and there is often an increase in calls for service and officer-generated activity.

Arrest Totals 5 – Year Scan



Top Five Arrest Categories

Year	Speeding	D.L. Violations	Vehicle Registration	*Driving Under the Influence	Open Warrant Pickups
1998	814	763	644	350	331
1999	827	989	909	376	386

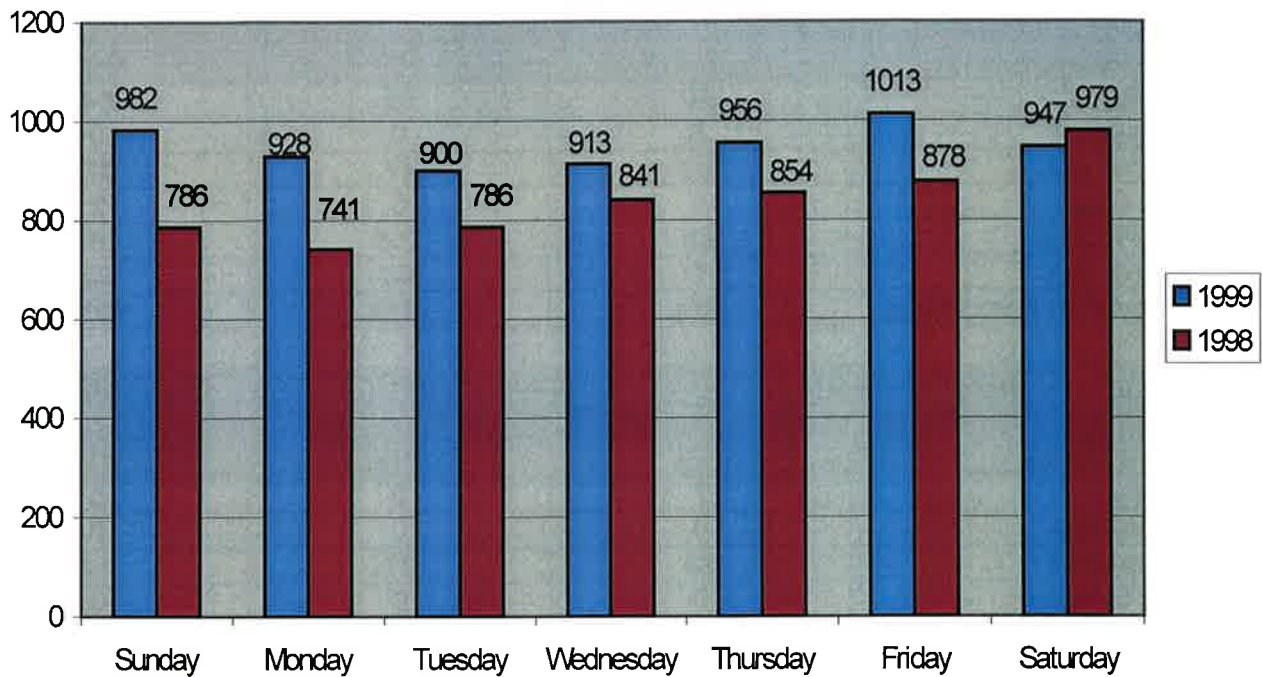
*Includes Prohibited B.A.C. Citation

Notes

- ◆ Arrests include all municipal offenses, traffic offenses and state arrests (misdemeanors and felonies). Parking citations are not included in the reported arrest totals.
- ◆ As in past years, any traffic citation issued in 1999 is listed as an arrest. This is why traffic-related arrests increased significantly (see *Top Five Arrest Categories* listed above). This increase may be due to the continuation of "Traffic Enforcement Areas" and "No Roll Call" days, which result in increased police presence on the road during shift change. Also, the amount of traffic travelling through Oak Creek increases every year.

Source: In-house computer records

Arrests by Day of Week



Notes

- ◆ Generally, arrests are highest on weekends. We believe this is due to a greater number of residents home during the weekends, the number of transients in the city (hotels, truckstops, etc.) and an increase in the frequency of alcohol-related offenses.
- ◆ There is a general correlation between calls for service and arrest totals.
- ◆ This trend has been consistent for the last several years.

State Charge Convictions

Disposition	State Charges 1997	State Charges 1998	State Charges 1999
Total Cases	255	288	359
Guilty	70	35	64
Stipulated	0	0	0
Dismissed	82	47	32
Not Guilty	0	0	2
No Finding	96	148	169
Withdrawn	7	58	92
Conviction Percentage	46%	42%	65%

Disposition	Domestic Violence 1997	Domestic Violence 1998	Domestic Violence 1999
Total Cases	58	90	77
Guilty	7	9	5
Stipulated	0	0	0
Dismissed	33	37	14
Not Guilty	0	0	0
No Finding	18	20	17
Withdrawn	0	24	41
Conviction Percentage	17.5%	19%	8%

Notes

- ◆ The total number of state charges increased from 288 in 1998 to 359 in 1999. This statistic does not include traffic-related state charges or domestic violence-related state charges (which are listed separately). The increase of 71 state charges is a normal fluctuation.
- ◆ Cases with "No Finding" have no final disposition and have not been included in the computation of Conviction Percentage. This number will be affected by how often an officer is assigned to follow up on cases that the disposition has yet to have been recorded. Officers assigned to light duty usually perform this duty.
- ◆ Conviction Percentage is computed by dividing the number of cases in which the offender stipulated or was found guilty by the total number of cases, minus those that were still pending (no finding) or withdrawn.
- ◆ Once again in 1999, cases that were "No Processed" by the Milwaukee District Attorney's Office were placed into the "Withdrawn" category. Prior to 1998, those specific cases were placed in the "Dismissed" category.
- ◆ State arrests are reviewed by the Milwaukee County District Attorney's Office. Many of the cases presented to the D.A. are dismissed without process. The percentage of such cases dismissed by the D.A. in cases presented by the Oak Creek Police Department is consistent with other jurisdictions in Milwaukee County. The Milwaukee County Law Enforcement Executives Association has initiated an ad hoc committee at the Chief's level to investigate why so many cases are withdrawn or "no processed" by Milwaukee County.

Juvenile Municipal Ordinance Convictions

Disposition	Juvenile Ordinance '97	Juvenile Ordinance '98	Juvenile Ordinance '99
Total Cases	301	350	333
Guilty	206	220	122
Stipulated	31	26	21
Dismissed	52	51	70
Not Guilty	0	1	0
No Finding	12	52	120
Withdrawn	0	0	0
Conviction Percentage	82%	82%	67%

Notes

- ◆ Many first-time juvenile ordinance offenders are offered the opportunity to enroll in special programs, such as an alcohol assessment program for first-time alcohol violation offenders, in lieu of prosecution.
- ◆ Dismissal totals include cases dismissed for successful completion of a first-time offender program. In 1999, six cases were dismissed for this reason.
- ◆ Conviction percentage is computed by dividing the number of guilty findings and stipulated cases by the total number of cases, minus those cases with "no finding" or "withdrawn".
- ◆ As is the case with adult ordinance offenders, many of the dismissals are the result of cases held open in which the offender committed no further violations.

Source: In-house computer records

Adult Municipal Ordinance Convictions

Disposition	Adult Ordinance '97	Adult Ordinance '98	Adult Ordinance '99
Total Cases	744	1044	1094
Guilty	545	651	352
Stipulated	82	153	140
Dismissed	66	85	88
Not Guilty	0	0	7
No Finding	51	152	513
Withdrawn	0	3	1
Conviction Percentage	90%	90%	85%

Notes

- ◆ Cases with “No Finding” have no final disposition and have not been included in the computation of conviction percentages. The increase in this category from 152 in 1998 to 513 in 1999 is due to the fact that many cases are held open or pended for various reasons. Also, some of the percentages of convictions are actually convictions of 1998 cases. The court dates are assigned approximately three to four months out, which would subsequently leave several months worth of cases convicted in the following year.
- ◆ Conviction percentage is computed by dividing the number of cases in which the offender stipulated or was found guilty by the total number of cases, minus those that were still pending (no finding) or withdrawn.
- ◆ In 1999, over 50% of all Municipal Court dismissals were the result of cases which were held open for a specific time period. If the offender has no further violations in that time period, the case was dismissed. This percentage is consistent from year to year.
- ◆ In 1999, there were seven “Not Guilty” findings out of all of the municipal ordinance cases tried in front of the Oak Creek Municipal Judge.

Source: In-house computer records

Year	Total Arrests	Total Incidents In Which Use of Force Was Reported
1997	4,992	12*
1998	5,865	27
1999	6,630	32

*The Department began using it's "Use of Force" reporting form July 1, 1997.

Nationwide, less than 1% of all contacts (arrests and other miscellaneous contacts) result in the use of force by police officers. The percentage of contacts resulting in the use of force for Oak Creek is about 1/10 of 1% for 1999.

Types of Force Utilized

Year	Total Incidents	Empty Hand (A)	Intermediate Weapons (B)	Firearm Drawn (C)	K9** (D)	Deadly Force (E)
1997	12*	12	0	0	0	0
1998	27	15	0	12	0	0
1999	32	14	0	19	1	0

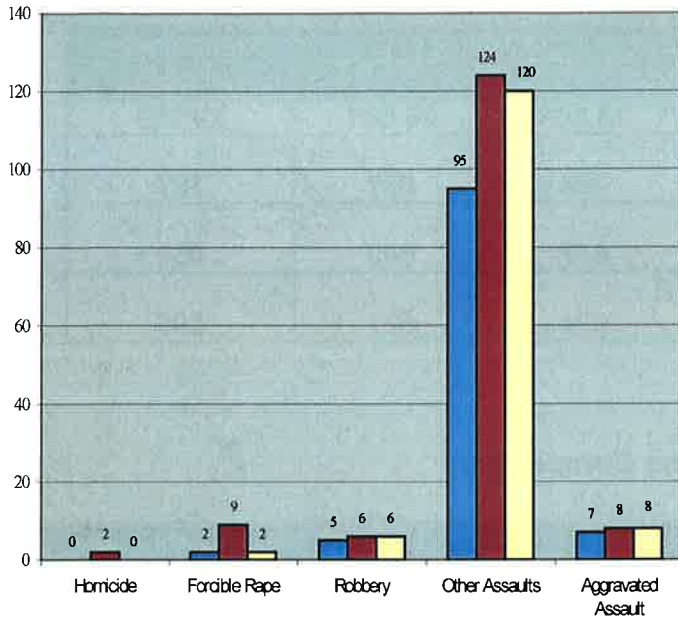
**Was not a reported category in 1998.

- (A) Empty Hand Control Measures include compliance holds and other passive countermeasures, as well as active countermeasures which include physical strikes to certain places in the subject's body as prescribed by Wisconsin Defense and Arrest Tactics (DAAT) standards. Use of Oleoresin Capsicum ("Pepper Spray") is also included in this category.
- (B) Intermediate Weapons include the use of the baton.
- (C) Officers are trained to draw their firearm under various circumstances such as high risk "Felony" traffic stops or when dealing with a person who is suspected to be armed with a weapon.
- (D) The department has two patrol dogs that are used in the arrest process, and at times during an apprehension, they may inflict injury on the suspect.
- (E) Deadly Force is normally the use of a firearm, but can include certain strikes as defined by Wisconsin DAAT standards.

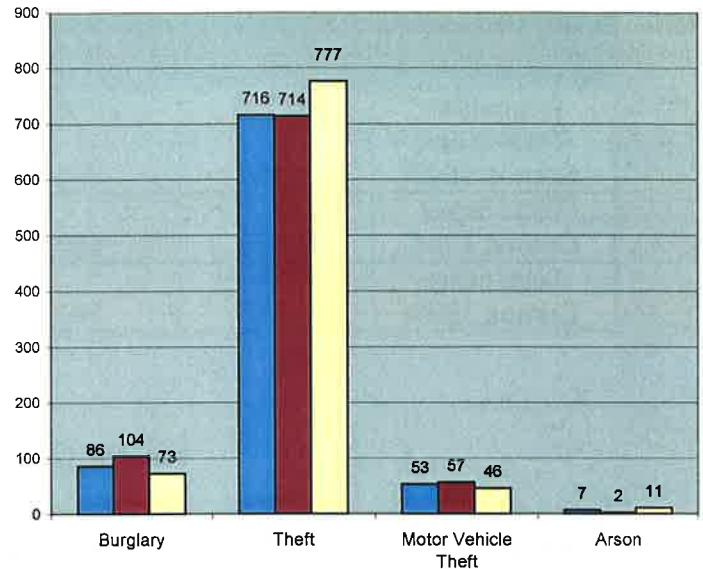
Effectiveness of Force Applications

Year	Total Incidents in which Force was Used	Subject Suffered Minor Injuries	Subject Suffered Serious Injuries	Subject Required Medical Attention	Subject Suffered Loss of Life	Officer Suffered Minor Injuries	Officer Suffered Serious Injuries
1997	12	4	0	0	0	0	0
1998	27	5	0	2	0	6	0
1999	32	6	0	2	0	5	0

Violent Crime



Property Crime



Notes

- ◆ Total incidents are based on Uniform Crime Reports, which is a crime measure utilized by police agencies across the country and can be found in the State of Wisconsin's Office of Justice Assistance Annual Crime and Arrest report.
- ◆ In 1999, the clearance percentage (percentage of incidents which are solved) for Violent Offenses was 68.7%. For Property Offenses, the clearance percentage was 33.7%. The State of Wisconsin average clearance percentages are 53.7% for Violent Offenses and 23.5% for Property Offenses.
- ◆ In 1999 in the State of Wisconsin, a violent crime took place once every 40 minutes and 42 seconds, and a property crime took place every 3 minutes and 15 seconds. In Oak Creek, there are 2.4 property crimes per day. Statistically, violent crime occurs .043 times per day in Oak Creek.
- ◆ The amount of burglaries in Oak Creek dropped from 104 in 1998 to 73 in 1999. This is a difference of 31 fewer burglaries. One reason for this drop may be a 50% increase in citizen participation in the Neighborhood Block Watch Program currently in force in Oak Creek.

Total Index Offenses Comparison

	Oak Creek	South Milwaukee	Cudahy	Franklin	Menomonee Falls
Population	26,766	21,363	18,864	26,591	29,259
Total Index Crimes 1997	876	851	785	637	787
Total Index Crimes 1998	1,026	697	667	649	652
Total Index Crimes 1999	1,043	592	624	627	596

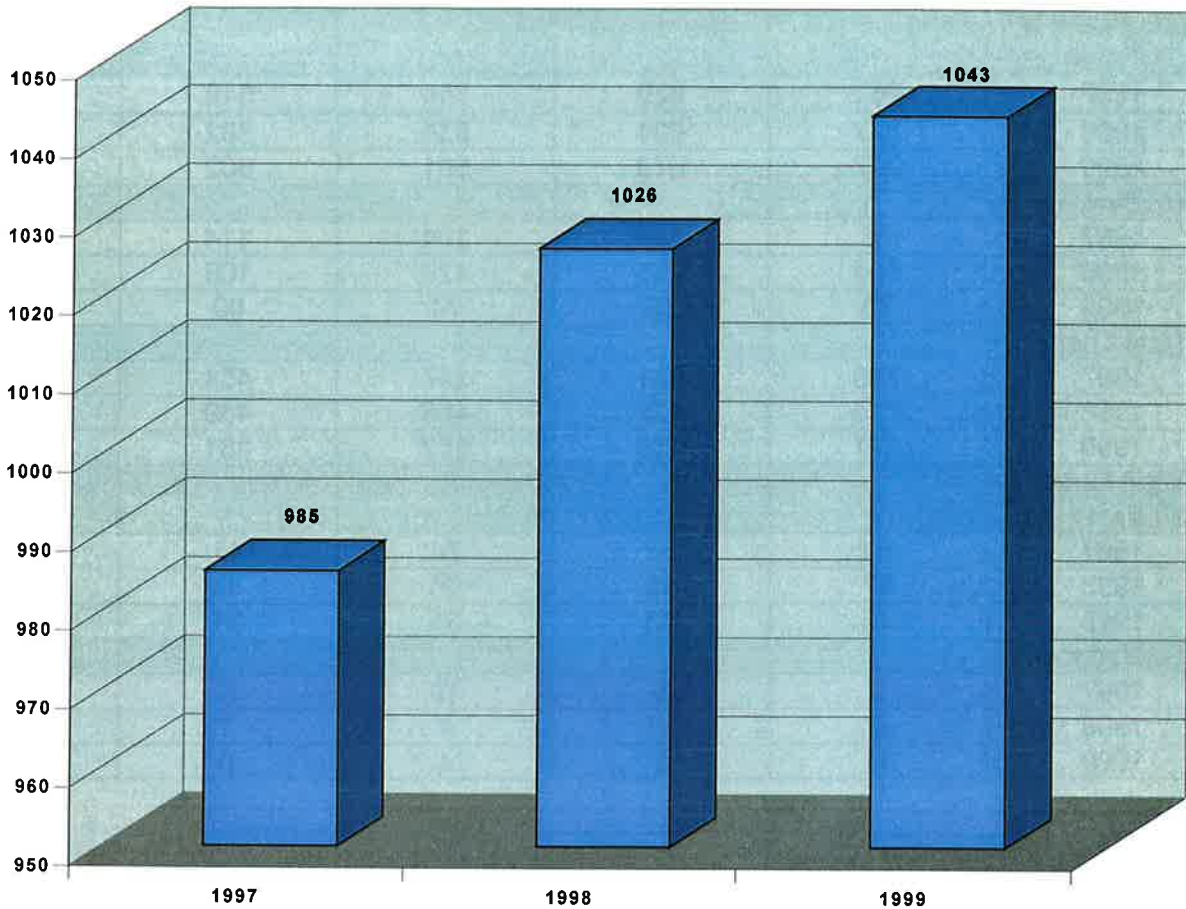
Violent Offenses Comparison

	Oak Creek	South Milwaukee	Cudahy	Franklin	Menomonee Falls
Total Violent Crimes					
1997	14	22	41	21	15
1998	25	31	32	14	18
1999	16	19	33	25	21
Total Homicides					
1997	0	0	0	0	1
1998	2	1	0	0	2
1999	0	0	0	0	0
Total Forcible Rapes					
1997	2	1	5	4	1
1998	9	4	4	4	1
1999	2	4	6	2	3
Total Robberies					
1997	5	8	12	6	5
1998	6	10	6	3	6
1999	6	6	11	9	10
Total Aggravated Assaults					
1997	7	13	24	11	8
1998	8	16	22	12	9
1999	8	9	16	14	8

Property Offenses Comparison

	Oak Creek	South Milwaukee	Cudahy	Franklin	Menomonee Falls
Total Property Crimes					
1997	862	829	744	616	772
1998	877	694	635	582	634
1999	907	573	591	602	575
Total Burglaries					
1997	86	139	104	114	134
1998	104	153	129	108	112
1999	73	86	74	90	77
Total Thefts					
1997	716	631	547	454	585
1998	714	485	466	439	489
1999	777	439	482	481	463
Total Motor Vehicle Thefts					
1997	53	54	74	41	51
1998	57	45	36	34	30
1999	46	43	31	31	35
Total Arson					
1997	7	5	19	7	2
1998	2	11	4	1	3
1999	11	5	4	0	0

Total Crime Trend 1997-1999

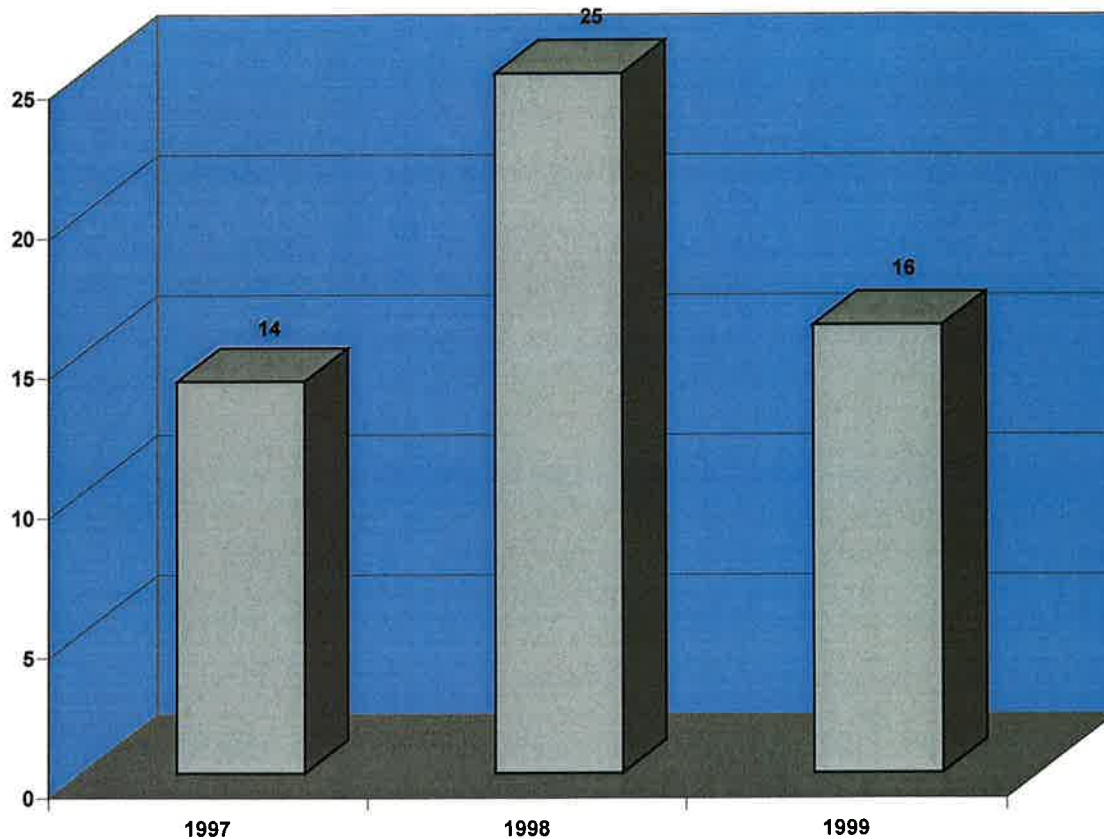


Notes

- ◆ Index crimes include Criminal Homicide, Forcible Rape, Robbery, Assault, Burglary, Theft, Motor Vehicle Theft, and Arson.
- ◆ In 1999, the total of index crimes (1,043) increased by 17 incidents from 1998 (1,026). Please see the violent crime statistics and property crime statistics on the following pages which detail significant differences.

Source: Uniform Crime Report

Violent Crime Trend 1997-1999

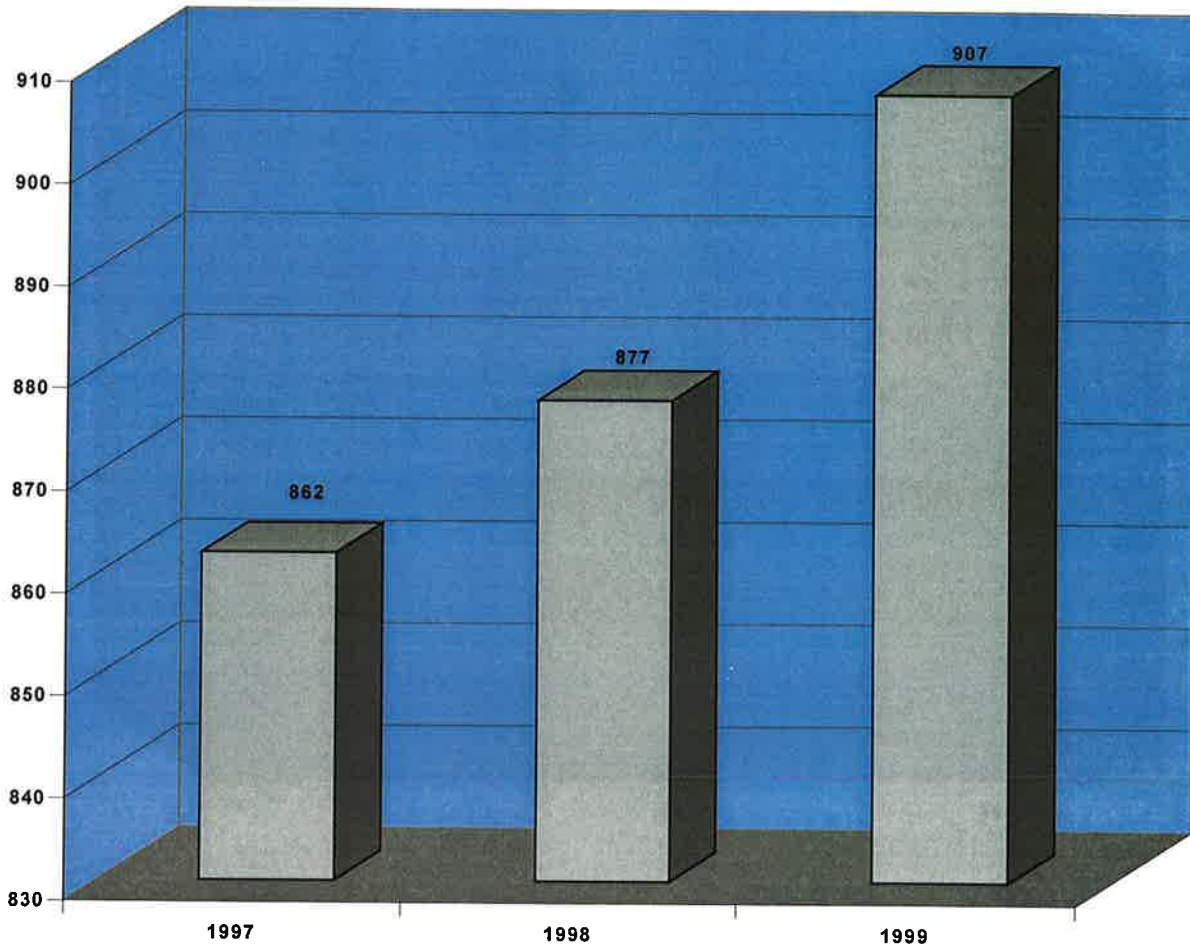


Notes

- ◆ In 1999, there were 36% fewer incidents of violent crime (25) than in 1998 (16). Some notable differences are as follows:
 - Homicides decreased from two incidents in 1998 to zero in 1999.
 - Forcible Rapes decreased from nine incidents in 1998 to two in 1999.
 - Robbery experienced no change from 1998 to 1999, remaining at six.
 - Aggravated Assaults also stayed the same from 1998 to 1999 (8).

Source: Uniform Crime Report

Property Crime Trends 1997-1999



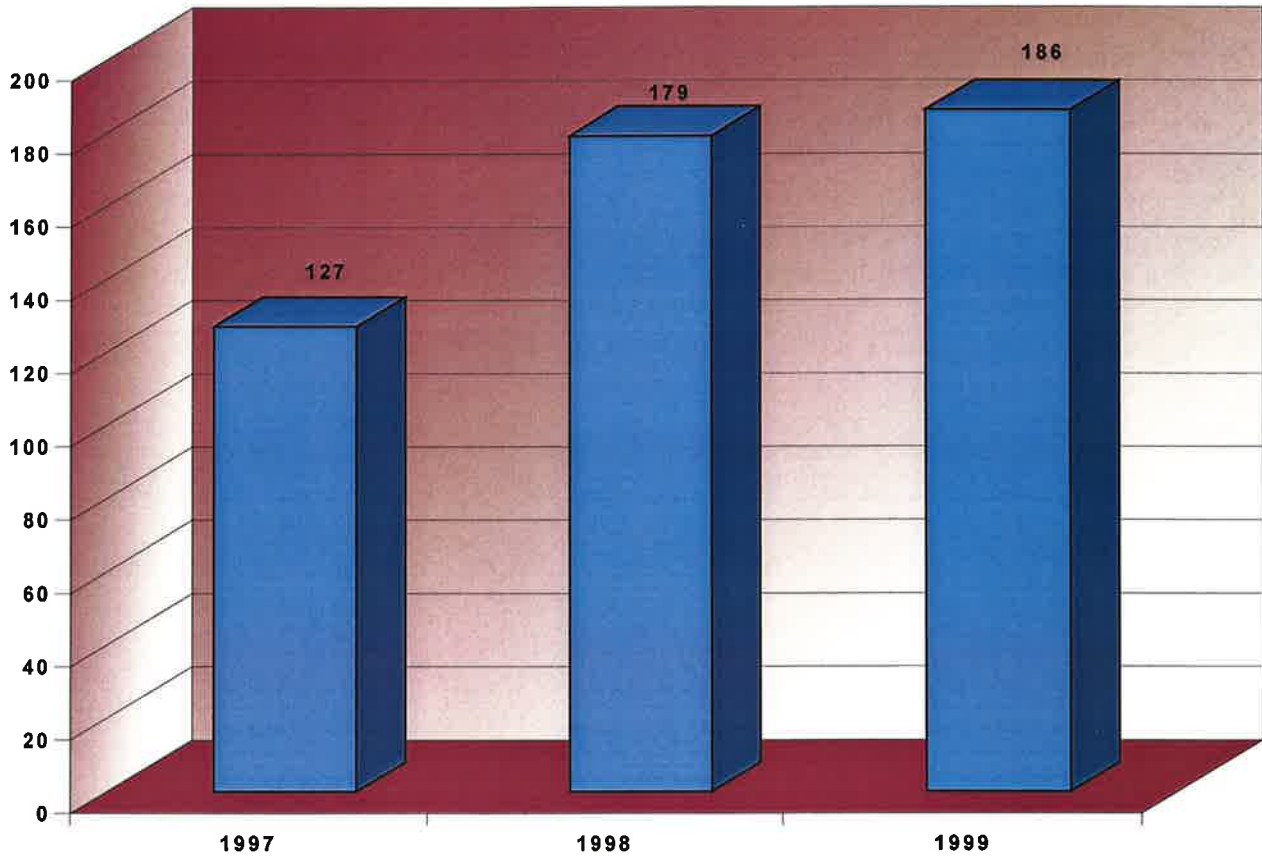
Notes

- ◆ In 1999, property crimes in the City of Oak Creek increased to 907 total incidents from 877 in 1998. Some notable differences are as follows:
 - Burglary decreased from 104 incidents in 1998 to 73 incidents in 1999.
 - There were 777 thefts in 1999 compared to 714 in 1998.
 - There were 11 fewer motor vehicle thefts in 1999 (46) than in 1998 (57).
 - The number of arsons increased from 2 in 1998 to 11 in 1999.

- ◆ The most encouraging statistic is the decline of burglaries in 1999. This may be a result of increased participation in the Neighborhood Block Watch Program.

Source: Uniform Crime Report

Reported Drunk Driving Offenses 3 Year Scan



Notes

- ◆ These arrest numbers **do not** reflect conviction data. Many cases are still in litigation or the final disposition has not yet been recorded. Historically, the Oak Creek Police Department has a conviction rate of 96% or higher in all O.W.I. cases.

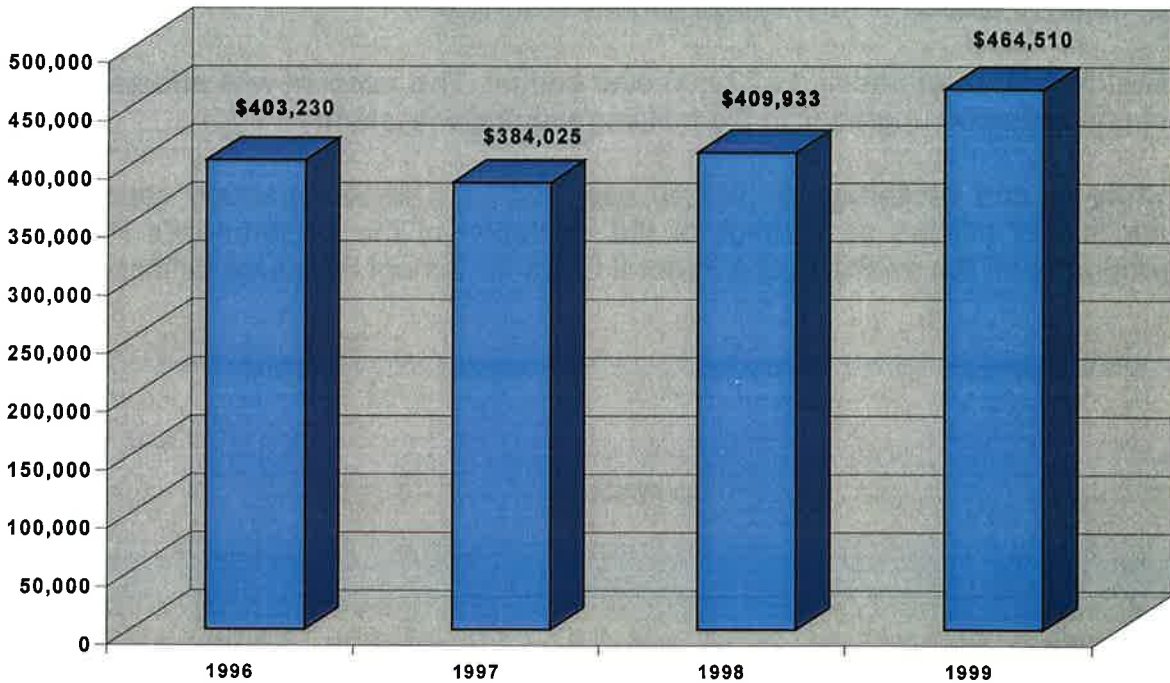
In 1999 the Oak Creek Police Department was successful in keeping expenses below that which were budgeted. Of total monies allocated, 98% were utilized, for a total of \$72,434.76 below the 1999 budget allocation.

The following unforeseen and unanticipated expenses affected the overall budget:

- ◆ **Overtime** - \$20,258.00 over budget. This figure was offset by approximately \$20,000.00 in revenues from grants and repayment from Union Pacific Railroad for overtime expended during the Union Pacific hazardous materials spill. *This year's expenses actually fell within our budgeted plan.*
- ◆ **Recruitment/Testing/Physicals** - \$2,622.00 over budget. This overage was caused by the recruitment of additional officers to fill openings caused by medical leaves, the institution of the Department's Police Aide program and the awarding of a Federal Grant for School Resource Officers.
- ◆ **Telephone Expenses** - \$11,727.00 over budget. This number was related to expenses for the transition from pagers to Nextel phones and for the replacement of telephone computer cards. This overage will not reoccur in future budgets due to the decision to reduce several Nextel phones in service.
- ◆ **Building Maintenance** - \$4,229.00 over budget. This account was affected because of unanticipated upgrades to the building's sprinkler system.
- ◆ **Uniform and Clothing** - \$7,967.00 over budget. This was partially caused by the addition of officers as a result of the institution of the Department's Police Aide program and the awarding of a Federal Grant for School Resource Officers.

Fines Collected 1996-1999

Month	1996	1997	1998	1999
January	\$33,502	\$30,640	\$32,753	\$38,888
February	\$37,256	\$32,536	\$33,454	\$33,909
March	\$40,124	\$41,623	\$33,291	\$52,149
April	\$30,271	\$45,429	\$35,905	\$44,228
May	\$28,774	\$32,196	\$37,756	\$33,804
June	\$32,739	\$32,100	\$44,189	\$37,753
July	\$41,878	\$32,685	\$33,245	\$30,195
August	\$37,724	\$24,151	\$35,872	\$30,545
September	\$30,403	\$32,608	\$33,559	\$33,708
October	\$34,492	\$31,442	\$30,719	\$39,055
November	\$33,134	\$25,969	\$30,656	\$40,728
December	\$22,933	\$22,646	\$28,534	\$49,548
Total	\$403,230	\$384,025	\$409,933	\$464,510



Notes

- ◆ In 1999, fines collected increased by \$54,577. As in 1998, fines once again increased due to crime lab fees and court costs. Also affecting amount of fines collected in 1999 was an increase of municipal ordinance arrests and traffic citations issued.

City of Oak Creek 1999 Annual Budget

Fund / Department	1996 Actual	1997 Actual	1998 Budget	1998 Estimate	1999 Budget
Police - 60					7/11/00 2:17 PM
Direct Employee Costs					
100 Salaries, Full Time	1,827,197	1,968,863	2,347,905	2,204,647	2,591,720
105 Salaries, Part Time	40,419	40,871	37,000	29,521	58,290
110 Salaries, Overtime	100,461	111,762	90,000	146,069	130,000
115 Salaries, Holiday Pay	60,011	60,342	67,000	67,000	70,000
120 Special Pay Allowances	42,573	49,225	52,825	58,225	61,210
129 Non-Worked Paid Time	305,752	235,386	0	219,606	0
130 Retirement	476,714	480,657	506,375	524,706	525,000
135 Social Security	180,232	185,781	193,305	205,700	215,110
145 Unemployment Compensation	5,279	5,487	0	11,890	0
150 Insurance, Active Employees	335,434	360,275	529,450	529,450	366,750
160 Insurance, Work Comp	67,310	61,729	70,115	65,000	73,000
165 Insurance, Disability	9,051	9,117	10,695	10,670	15,500
170 Insurance, Dental	34,104	36,050	39,300	39,300	39,700
175 Insurance, Group Life	2,634	2,557	3,060	2,460	3,100
180 Longevity	4,560	4,550	4,880	4,835	5,330
185 Section 125 Administration	474	345	440	288	400
Subtotal	\$3,492,205	\$3,612,997	\$3,952,350	\$4,119,367	\$4,155,110
Indirect Employee					
200 Travel/Training	9,931	9,829	11,500	11,500	11,500
205 Recruitment/Testing/Physic	5,816	8,799	7,000	8,455	8,500
210 Expense Allowance	305	93	250	250	250
215 Uniforms and Clothing	5,621	11,827	6,700	6,700	6,700
220 Tuition Reimbursement	6,665	553	10,000	1,000	10,000
Subtotal	\$28,338	\$31,101	\$35,450	\$27,905	\$36,950
Utility Costs					
300 Electricity	20,905	20,190	25,600	25,600	25,600
305 Water and Sewer	1,225	1,249	1,440	1,440	1,485
310 Natural Gas	5,557	2,095	6,535	4,000	5,000
315 Telephone	23,230	26,223	23,000	23,000	23,000
320 Data Lines	14,090	0	0	0	0
Subtotal	\$65,007	\$49,757	\$56,575	\$54,040	\$55,085
Supplies					
400 Office Supplies	7,508	11,294	9,400	9,400	9,400
405 Computer Hardware Software	1,348	30	0	0	0
410 Printing and Copying	6,059	4,953	5,000	5,000	6,000
415 Postage	2,866	2,193	3,500	3,500	3,500
420 Dues and Publications	2,250	1,636	2,000	2,000	2,000
425 Advertising and Promotions	95	343	500	1,300	2,000
426 Crime Prevention	592	998	2,000	2,000	3,000
430 Housekeeping	3,397	2,914	2,550	2,550	2,550
440 Medical and Safety	1,776	1,475	1,000	500	1,000
460 Minor Equipment	0	0	4,000	4,000	4,000
470 Audio Visual/Photo Supplies	2,765	4,710	6,000	5,000	5,000
480 Fire Equipment	219	528	500	200	250
485 Police Equipment	22,811	11,122	11,000	11,000	11,500
486 Ammunition/Armory	11,246	9,868	11,250	11,250	12,500
487 Police Auxiliary	1,566	1,789	1,600	1,600	1,600
488 Police Special Operations	1,976	2,046	2,600	2,600	1,500
489 Drug & Violence Grant	16,637	18,565	23,375	23,375	25,400
490 Police Vehicles	98,194	96,687	85,000	98,900	105,000

City of Oak Creek 1999 Annual Budget

Fund / Department	1996 Actual	1997 Actual	1998 Budget	1998 Estimate	1999 Budget
493 Canine Operations	0	0	0	0	3,000
494 Leased Major Equipment	8,292	10,553	10,700	10,500	10,700
495 Miscellaneous	5,323	5,846	2,400	3,400	1,000
Subtotal	\$194,920	\$187,550	\$184,375	\$198,075	\$210,900
Other Services					
500 County Prisoner Fees	12,370	11,671	7,500	15,000	15,000
517 Building Cleaning	505	1,411	1,000	1,500	2,000
525 Attorney/Legal	47,866	75,554	25,000	46,000	50,000
Subtotal	\$60,741	\$88,636	\$33,500	\$62,500	\$67,000
Maintenance					
600 Office Equip Maintenance	6,480	7,418	7,500	7,500	8,000
605 Computer Maintenance	13,252	0	0	0	0
610 Radio Maintenance	4,988	8,010	6,600	6,600	6,600
615 Grounds Maintenance	5,915	5,979	5,000	5,000	2,500
620 Building Maintenance	12,596	17,251	12,500	12,500	5,000
Subtotal	\$43,231	\$38,658	\$31,600	\$31,600	\$22,100
Vehicles					
700 Vehicle Maintenance	31,609	23,855	25,000	25,000	29,000
705 Equipment Maintenance	1,738	810	1,000	1,500	1,000
710 Gas/Oil/Fluids	39,063	41,809	41,000	40,000	41,500
715 Tires	5,655	2,864	3,500	2,500	3,500
Subtotal	\$78,065	\$69,338	\$70,500	\$69,000	\$75,000
Total	\$3,962,507	\$4,078,037	\$4,364,350	\$4,562,487	\$4,622,145

Notes and comments:

City of Oak Creek 1999 Annual Budget

1999 Goals & Objectives—Final Summary Report

Department: Police

Monthly Key Indicators Report

In our constant effort to improve service and efficiency, we will monitor “Key Indicators” as identified by our staff on a monthly basis. This initiative will allow us to identify, in a timely manner, trends, which may be developing both administratively and operationally. These key indicators are as follows:

1. Employee Job Satisfaction
 - Grievances reported
 - Sick time usage
2. Customer Service
 - Citizens’ complaints
 - Acknowledgements
3. Training/Safety
 - Use of Force reports
 - Personal improvement plans
 - Instructionals
 - Workers’ Comp. reports
4. Disciplinary Actions
 - Internal investigations
5. Productivity
 - Calls for service
 - Number of non-traffic arrests
 - municipal arrests
 - state arrests
 - Traffic measures
 - warning & 15-day tickets
 - traffic citations, excluding parking tickets
6. Fiscal restraint
 - Report on budget items, which may be running over expectations

Objectives - Administrative:

1. Effectively administer all resources allocated to the department, provide effective leadership into the future, and effectively control the expenditures of resources within the budget. To provide and analyze the “key indicators” program as stated above.

Status: This has been our first year with the “monthly critical indicators report”. We have found the report to be of value to the senior staff. By bringing together the vital statistics, we have been able to identify potential problems in a very timely manner. We will continue to utilize the report in 2000.

The overtime line item is always the most difficult to manage. Outside influences often heavily impact this line item. This year we were successful in keeping within the budgeted amount.

City of Oak Creek 1999 Annual Budget

2. Continue to work closely with the Fire Department and other Emergency Management to strengthen the City's preparation, response and recovery for disasters or other major emergencies. The following items will be done to achieve this:
 - a. Prepare and participate in the 1999 air disaster full-scale exercise.
 - b. Work with the emergency training group to conduct and participate in upcoming exercises as set.
 - c. Continually update and improve the City's Emergency Operations Plan.
 - d. Work closely with the Emergency Management Organization to improve City-wide training and knowledge of emergency responses.

Status:

- a. *On March 15th, 1999, a tabletop exercise was completed. The scenario was a hazardous material spill, which included evacuation of residents and businesses.*

On May 6th, 1999, various departments within the City participated in a functional exercise that involved a railroad tank car spill.

On May 22nd, the City of Oak Creek participated in the full-scale simulated air disaster. As a result of this exercise some communication and staging issues were addressed and changes were made to correct them. Overall, the exercise was a great learning tool and provided invaluable training for numerous department employees within the City.

In December, a tabletop exercise was completed at the new EOC to determine if it was functional and to familiarize employees with the new setting. As a result of this, table top training needs were identified by clerical members. This training was later provided by Captain Wilson and Assistant Fire Chief Rosandich.

- b. *Oak Creek Police Department command members worked cooperatively with various Milwaukee County representatives and members of the Oak Creek Fire Department in putting together the full scale exercise. Throughout the year, members of the Police Department attended various meetings, both state and county, for planning and preparation of possible Y2K problems.*
- c. *During 1999, the following areas were addressed in the City's Emergency Operation Plan: Section E was completed and is in the process of being distributed. Section B is being finished due to changing technologies. A draft is near completion. Section H is almost complete. The Health Department is in the process of providing maps for shelter sites to include in this section. The resource list was updated in December, 1999, as well as the phone and staff listing.*
- d. *Officers attended various types of emergency operations training in 1999. This formalized training included Mass Fatalities Incident Command, Emergency Operations Training, Critical Incident Management, Emergency Police Services, and Governor's Conference on Emergency Management. Total hours of formalized training were in excess of 186. Also during 1999, incident command training was provided to all members of the Police Department. As a result, the incident command system is in place and being used by officers on a daily basis.*

It should be noted that in November 1999, a train derailment occurred. Due to training and preparedness, Police Department members were able to handle this call effectively and with added confidence.

In 1999, there was direction to relocate the EOC from the Police Department to City Hall. As of December, the City Hall EOC was operational. All equipment had been ordered and tested, including computer set-up. The City Hall EOC layout was determined and then drawn by the Fire Department for the EOP. The new design and phone listing are being distributed for placement in each Department's EOP. The new EOC was activated on December 31, 1999, for possible Y2K concerns. Everything went very well.

City of Oak Creek 1999 Annual Budget

3. Continue with at least two customer satisfaction surveys that randomly sample the level of satisfaction, both actual and perceived of the citizens that have contact with the Police Department or live within the City. Our intention is to have this customer satisfaction survey released with our annual report.

Status: Approximately 300 customer satisfaction surveys were sent out to citizens that had various types of contact with the Oak Creek Police Department. Also, approximately 100 telephone surveys were conducted by college interns assigned to the department. These telephone contacts were acquired via the CAD system. Officer Piojda reports that the majority of the surveys sent back (approximately 100) were favorable. A statistical analysis model of the results will appear in the 1999 annual report.

4. Continue to maintain the current level of technical, professional and management training offered to members of the department. In particular, send two lieutenants to the Milwaukee Campus of Northwestern University School of Police Staff and Command. Other objectives in this goal include:
 - a. Conduct written testing for all employees on the critical policies within the Department.
 - b. Conduct written testing for all employees regarding the 64 stated Rules and Regulations of our Department.

Status: In 1999, Oak Creek Police Department members received 5,657 hours of training. Part of this training included Lieutenant Artko and Sergeant John Edwards attending the Northwestern University Police Staff and Command Training.

- a. *The written format for the critical policy testing was completed. The test was administered to all officers in September, 1999. This was an open-book test designed to familiarize officers with critical policies. The test took about 2 hours to complete. We considered this a very successful goal.*
 - b. *The written format for the Oak Creek Police Department Rules and Regulations testing was also completed. The test was distributed to all officers in December and took about 1-2 hours to complete. No deficiencies or problems were noted in reviewing the officers' completed tests. Again, we considered this to be a very worthwhile goal and will repeat it every 3-5 years.*
5. Continue to work with the School District in the following areas:
 - a. Provide the D.A.R.E. program to public and private schools at the 5th grade level.
 - b. Conduct a review/evaluation of the present D.A.R.E. program in conjunction with administrators of the school district and present and past students for the purpose of determining the effectiveness of the program.
 - c. Continue to research and evaluate the T.A.B.S. program involving truant students.
 - d. Continue to provide directed training to administrators, teachers and students as requested by the district administration.
 - e. Increase our visibility in the high school and middle schools by conducting foot patrol before and after school and during the lunch hours (± 50 hours).
 - f. Conduct evaluation sessions on the level of school violence and make recommendations. Report back to the school district and Council regarding our findings/recommendations.

Status:

- a. *During the winter/spring of 1999, D.A.R.E. instruction was provided at Shepard Hills, Meadowview, St. Matthews and Grace Lutheran Schools. A total of 200 fifth grade students graduated from the D.A.R.E. program. During the fall of 1999, D.A.R.E. instruction was provided at Cedar Hills, Edgewood and Carrollton Schools. A total of 191 fifth grade students graduated during this semester. Total students to graduate from D.A.R.E. during the past year were 391. D.A.R.E. instruction was provided by Officer John Finco and Officer Kelly Winegarden.*

City of Oak Creek 1999 Annual Budget

- b. *The chief was an intricate part of the Safe and Drug-Free Schools Committee. A subcommittee of that group is the D.A.R.E. review committee. Several meetings were held where a consensus was reached that the D.A.R.E. model was a good model to continue to utilize. The main resource used to reach that conclusion was the committee members' personal views as to the effectiveness of the program and the positive summary report by the State of Wisconsin Department of Public Instruction.*

One other key decision was made regarding the D.A.R.E. program. A main recommendation of the DPI study was the need to follow up or reinforce the D.A.R.E. lessons in subsequent years. With our School Resource Officer program in place in the Middle and High schools, the committee was confident that we are addressing the most glaring weakness in an otherwise highly successful program. Our intention is to reallocate the current D.A.R.E. officer position to an S.R.O. position to the other Middle School and have the two S.R.O.'s "drop down" to the elementary schools to instruct D.A.R.E. The elementary students will become familiar with the S.R.O.'s, who they will be seeing in Middle School the next year. This will give the kids a friend they can identify with in the Middle School.

- c. *The T.A.B.S. program is no longer being pursued as a goal by the District or the Police Department. Instead, the Police Department will be working with Pupil Services in support of their "alternative school" scheduled to begin in the fall of 2000.*
- d. *The School Resource Officers made numerous classroom presentations during their first semester in their new surroundings. Because of their visibility, we believe this is an area of great growth potential.*
- e. *In the first half of the year, officers logged in excess of 50 hours of foot patrol at both the high school and middle schools. This does not take into account the additional hours of squad patrol and traffic monitoring that takes place at the schools throughout the year. In the second half of the year, S.R.O.'s were assigned to the schools and provided continual ongoing patrol. This goal will not be repeated because of the addition of the S.R.O.'s.*
- f. *One of the goals of the S.R.O.'s is to conduct a survey of school violence. The Safe and Drug Free Schools Committee finalized a very comprehensive survey for the High School. Mrs. Jorgenson and Officer Antisdal have just recently completed surveying all of the 1,700 students. We are awaiting those results to analysis and present to the School Board and Council. The sampling of middle school students will also take place on a modified survey.*
6. Continue the process of the annual review of mandated department policies and other such policies and procedures as identified through the Policy Review Committee. A further goal is to ensure that the policy development is within guidelines for the State of Wisconsin initiative regarding accreditation.

Status: In 1999, several policies were reviewed including the State-required and other identified critical policies. In addition, in preparation for applying for State Law Enforcement Accreditation, several policies were identified as needing revisions. For example, it was found that adult and juvenile records needed to be stored separately. This was immediately addressed, and the Department was brought into compliance with state standards. Also, adjustments were made to our Use of Force Policy, helping limit the liability of our Department as well as individual officers. As is common in every year, almost all policies reviewed had only minor changes required.

7. Continue with the next planned phase to create and implement a joint police/fire dispatch center.
- a. Oversee the remodeling of the existing dispatch/clerical area.
- b. Purchase and install an updated radio system
- c. Begin the process for dispatchers and hire two dispatchers in April of 1999.

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Status:

- a. *Due to the City putting together an Ad Hoc Police Station Future Needs Committee, we decided that it would be fiscally prudent to put a hold on our scheduled remodeling projects in 1999 and wait for the Committee's recommendations. However, we have added a workstation to accommodate our new dispatchers. This workstation simply consists of a desk and computer in a rather confined location within the present communications room.*
- b. *During 1999, research and recommendations for a police department radio system was completed and forwarded to the Common Council with a request for funding of the 800MHz radio system. Funding was approved for the year 2000. It is our intent to have the new radio system in place and operational by September at the latest.*
- c. *During 1999, we filled the two additional dispatch positions that were budgeted. One dispatcher was hired on 10/04/99 and the other on 11/17/99. Both are in their final stages of dispatcher training and are doing an outstanding job. Upon completion of their training, shift hours will be opened up by seniority and shift assignments will become permanent.*

8. Work toward raising our Agency Accuracy Rate for our Time System Audit Report.

Status: We have been following up with victims of theft crimes through correspondence in an attempt to keep our National Crime Information Center entries current. Also, as our department has become better staffed in the dispatch area, we have been able to be more thorough on our Warrant/Commitment entries. We are now able to enter more information about the wanted person to assist officers in identifying the subject. We are keeping all dispatchers, necessary clerical members, and supervisors current with their certifications for the Time System. We have also updated our software to become 2000 compliant. The software is very user-friendly and has features that are time savers for our dispatchers.

9. Work with the Fire Chief and the Oak Creek Fire Department toward their specific needs for a smooth transition into joint police/fire dispatching. This would include training dispatch personnel in Emergency Medical Dispatching and creating procedures for turning information over to the fire department and handling fire-related calls.

Status: The Oak Creek Police Department dispatchers have continued following the Milwaukee County protocol to ask questions and provide information to the Fire Department to allow them to dispatch the appropriate equipment. We are continuing to document problems that occur in order to address them prior to the actual transition to joint dispatch. With the completion of the new hiring process and having the shifts fully staffed to handle police dispatching, we are able to work on the scheduling of more training without causing staffing shortages. We have received information on several Emergency Medical Dispatch courses being offered but are waiting for a more local class to be offered. Our dispatchers, who have had the opportunity to work with the Fire Department's Secretary/Dispatcher, are able to give and get ideas, which allows them to have a better working relationship.

10. Work with the Milwaukee County Sheriff's Department in the following areas of mutual concern:
 - a. The feasibility of utilizing the Milwaukee County 800MHz system for voice communications.
 - b. Work with Milwaukee County to identify and plan our local response to emergency service needs as it relates to Bender Park.

Status:

- a. *We have submitted and received approval of a C.E.P. attached to the 2000 budget to provide the necessary funding for our Department to convert to the 800MHz radio system in 2000. We requested funding in the amount of \$393,000, which will cover the cost of converting our existing radio communication system. We will utilize Milwaukee County's infrastructure, which will be upgraded with a transmitter/receiver on the Channel 49 tower located in the southeastern portion of our City. The new transmitter/receiver is scheduled*

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to be in service by June, 2000. It is our intent to switch to the new 800MHz system in July, 2000.

- b. During 1999, work was continuing on the safe harbor, sand beach and boat launch. Opening for the boat launch was July 3, 1999. The launching facility was open to the public on weekends from 4:30 a.m. to 10:00 p.m. We have implemented a Bender Park Patrol CAD call code. This allows us to track the amount of time that officers are out patrolling the park. During the last six months of 1999, 84.42 hours of patrol time was logged at Bender Park. This included patrol hours on an ATV watching for violators using similar vehicles or subjects involved in criminal damage. At present, the Police Department has been providing all police services at Bender Park. Prior to the upcoming spring launch, Lt. Artka will be contacting the Milwaukee County Sheriff's Department to see what type of services they plan to provide in Bender Park, if any.*

11. Update records management.

- a. Cross-train clerical personnel in UCR reporting in order to transfer this responsibility from dispatch to clerical.
- b. Continue to store and destroy appropriate records according to the Records Retention Ordinance.
- c. Update the Open Records Policy.

Status:

- a. We are not currently working on the cross-training of clerical personnel in UCR. There is a possibility that the Department will have a retirement of a clerical member in the year 2000. If this occurs, it will cause a staffing shortage. We will continue looking at the possibility of this transfer in the year 2000, particularly after staffing is back on track. All of our UCR reports are still current.*
- b. We continue to destroy appropriate records in compliance with the Records Retention Ordinance on a yearly basis. We also conduct an annual review of the Records Retention Ordinance on an internal basis in order to update it with any new forms or records that may be created and that will need to be retained/destroyed.*
- c. The update of the Open Records Policy is being done in conjunction with our Policy Review Committee's scheduled review of this policy.*

12. Conduct the Citizens' Academy in the spring of 1999.

Status: Due to staffing shortages, the spring session of the Citizen's Academy was re-scheduled for the fall of 1999. The 10-week program, which was held one night per week, began September 19th, with participants graduating on November 17th, 1999. Nineteen citizens took part in the program, all of which felt that the Academy was a valuable, rewarding experience. The Citizen's Academy continues to be very popular. The next Citizen's Academy is scheduled for the fall of 2000.

Objectives - Operational:

1. Continue the development of our Crime Prevention Program, which would include the following:
 - a. Write for and obtain the \$23,000 (approx.) Neighborhood Drug Use and Violence Prevention Grant.
 - b. Increase local funding levels from outside sources.
 - c. Increase National Night Out participation through a 10% increase in attendance and a 10% increase in activities, displays and funding.
 - d. Maintain a minimum of two community safety events (example: one bike rodeo, Health and Fitness Fair, Business and Industry Fair and National Night Out).
 - e. Maintain and support the present 44 block captains and their Neighborhood Watch groups, including at least two citywide block captains' meetings/training sessions.

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- f. Recruit eight new Neighborhood Watch groups and block watch captains for those groups.
- g. Continue liaison in community organizations to better serve the community and to spread the crime prevention message. Continue liaison to the Lion's, Chamber of Commerce and advisory committees.
- h. Conduct one informational meeting/publication regarding the Sex Offender Program.

Status:

- a. *The Crime Prevention Unit was awarded \$25,408 in 1999 through the Neighborhood Drug Use and Violence Prevention Grant. All available funds were utilized, including the \$3000 available in the police department's crime prevention budget line item. Detailed financial reports outlining expenditures are available in the crime prevention office.*
 - b. *Outside funding for National Night Out increased significantly in 1999 due to increased donations from the Oak Creek business community. Mary Ann Burr of the Oak Creek Chamber of Commerce retains all records and bank statements of donated monies and services.*
 - c. *Attendance at National Night Out in 1999 approached approximately 6,500 people. This was the largest attendance of the event since its inception. Many new activities and events were well received by the public.*
 - d. *The Crime Prevention Unit participated in many community safety events throughout 1999, i.e., National Night Out, Health and Fitness Fair, Seat Belt Awareness Day at Oak Creek Physicians Plaza, Public Safety Seminar at MA TC, Building Security Seminar for the Milwaukee County Library System, Financial Fraud Prevention at Maritime Savings Bank and at the Oak Creek Chamber of Commerce, etc.*
 - e. *The present number of block watch captains is approaching 100 (up from 44). Officer Piojda has organized and attended approximately 15-20 different Block Watch meetings this year. The annual December Block Captain's Banquet was held at the Oak Creek Community Center. This event was well attended and received by 69 block captains.*
 - f. *A total of 6 new Neighborhood Block Watch groups were recruited during 1999 with approximately 56 new Block Watch Captains recruited for not only the new groups, but existing groups throughout the City.*
 - g. *Officers within the department continue to be members or maintain a liaison with various organizations and advisory committees. Examples are Oak Creek Lions Club (member), Salvation Army (advisory council member), Chamber of Commerce (liaison), and Rotary Club (member). Officers have volunteered their personal time for late night Teen Volleyball Leagues, working cooperatively with the Salvation Army, etc.*
 - h. *During 1999, we did not conduct our informational meeting/publication regarding the sex offender program, due to other priorities that required immediate attention. We will repeat that as a goal for 2000. Officer Piojda did discuss this program with the Neighborhood Block Watch members at each of the meetings throughout 1999.*
2. Continue the development of our Drug Unit, which would include:
- a. Initiate and complete investigations that would lead to the acquisition of six search warrants being served through our Drug Unit in conjunction with the Emergency Response Unit.
 - b. Maintain a minimum of 90% conviction rate in all municipal and state-related drug charges.
 - c. Maintain a high presence regarding hotel/motel interdiction. Work with the management of those establishments to identify and arrest drug couriers using City hotels/motels.

Status:

- a. *During the course of 1999, the Drug Enforcement Unit obtained six search warrants which were served in conjunction with the Emergency Response Unit. Numerous investigations were started in 1999 that may lead*

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to search warrants being obtained in 2000.

- b. In 1999, the Oak Creek Police Department made 338 total drug arrests. Of those arrests, only seven cases were dismissed. Numerous cases are still pending in both the state and municipal courts. Of the cases adjudicated during 1999, the conviction rate remains well above the 90% mark.*
 - c. Drug unit members continue to work with hotel/motel management in identifying drug couriers. Numerous arrests were made at the hotels and motels for various offenses including warrant arrests, drug offenses, thefts and the recovery of stolen vehicles.*
3. The goals and objectives for the Traffic Unit include:
- a. Maintain a minimum of 90% conviction rate in all cases involving charges of Operating While Under the Influence of an Intoxicant that are adjudicated during 1999.*
 - b. Issue citations in a minimum of 70% of the traffic crashes that occur with the City.*
 - c. Continue to identify patterns of excessive motor vehicle speed through the utilization of the "Traffic Counting Unit."*
 - d. Deploy radar speed trailer in identified problem areas a minimum of 40 times.*
 - e. Deploy radar surveillance squad to monitor speeding in the proximity of the radar trailer at least 20 times.*
 - f. Research the feasibility of creating a position, utilizing existing personnel, within the Patrol Bureau for a designated traffic officer/officers.*
 - g. Continue to utilize the "no roll call" concept to insure traffic enforcement 24 hours a day.*

Status:

- a. In 1999, 145 O.W.I. arrests went through the court system. All defendants were found guilty. Conviction ratio was 100% for 1999.*
- b. There were 609 multi-vehicle accidents in 1999. From those 609 accidents, 518 citations were issued— or 85% issuance— which exceeds our goal by 15%.*
- c. The counting unit, which is controlled by the Engineering Department and measures traffic volume and vehicle speed, was utilized 19 times during 1999. Upon receipt of the results of the counting unit, concentrated enforcement took place during those peak periods of traffic speed as identified by the counting unit. In addition to speed enforcement, our Department obtained three State grants in the amount of approximately \$12,000 which allowed our officers overtime to conduct the Cops-in-Shops program, the Alcohol Saturation Patrol and the Seat Belt Violations Program.*
- d. The speed trailer was deployed in areas that the Traffic and Safety Committee determined to be areas where speeding violations were occurring. In addition to those areas, the speed trailer was also deployed in areas where the Police Department had received citizen complaints of speeding vehicles. The purpose of the speed trailer is to educate the public about the zoned speed limits for the area. Additionally, we want people to realize the speed they are actually driving. The goal for 1999 was to deploy the speed trailer in 40 locations. It was deployed 35 times. However, the speed trailer was vandalized during the year and was inoperable for a period of time, causing us to fall short on our goal.*
- e. A radar surveillance squad was deployed in the area of the speed trailer a total of 16 times throughout 1999.*
- f. The Command Staff reviewed the feasibility of identifying a specific traffic officer on each shift from the Patrol Bureau to handle traffic-related complaints. It was decided that doing so would be of little benefit at this time. We will continue to assign any available officer to handle a traffic complaint and to see the complaint through to its completion.*

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g. *In 1999, we utilized the "no roll call" concept on both first and second shift to enhance traffic enforcement during the busiest hours of the day. There was a total of 117 "no roll call" days between the two shifts, which resulted in 145 traffic citations and 307 warnings/15-day tickets.*

4. To increase and improve the quality of our criminal and civil investigations.

- Complete the 80-hour evidence training sessions for the seven evidence technicians.

Status: In 1999, seven members of the Oak Creek Police Department completed an 80-hour evidence training course. The evidence technicians have been responding to most major incidents as well as less serious on-shift incidents when evidence is to be collected. The Evidence Tech. Unit has been conducting bi-monthly training, both in-house and through outside sources such as the Wisconsin Crime Lab. Officer Carter, the newest member of the unit, is waiting for an 80-hour basic evidence course to become available in the Milwaukee area. As soon as one is available, he will attend the training and become an active member of the unit.

The addition of the Evidence Tech Team has reduced some of the heavy workload from the Detective Bureau and has enabled the detectives to concentrate on investigations and interviews which are very critical in the early hours of an investigation.

5. Continue utilizing the warrant squad to actively seek individuals who are wanted on warrants or commitments held by our department. The goal of the warrant squad is to increase the number of apprehensions annually by 3%.

Status: Due to staffing shortages, along with two of the Warrant Squad Officers having FTO duties, the Warrant Squad was not as productive this year as they have been in the past. The Warrant Squad worked nine 8-hour shifts, clearing 48 warrants, having a total value of \$11,615.09.

6. Implement the Police Aid Program and conduct an analysis of the effectiveness of that program prior to the submission of the 2000 budget.

Status: On May 3, 1999, our department hired three individuals to fill the position of Police Aide. Each Aide is scheduled to work an average of 12 hours a week. Their hours are split between second and third shift. We currently have only two Police Aides due to the resignation of one of the Aides; however, it is our intent to fill the vacant Police Aide position in March of 2000.

When the Police Aide Program was first introduced to the officers of the Department there were mixed reviews. As in any new program/hire, the officers needed to build trust in the new position/personnel. Now that the program has been in place for over 6 months, we have received very positive comments about the program, both from officers and the public. At this point of the program, we are utilizing the Aides in assisting officers in booking procedures of prisoners, weekly police department vehicle checks and checking homes that are listed as vacation watches. The program has been effective. The Aides provide support to the patrol force as they expand their knowledge of law enforcement, and we also have an opportunity to evaluate them as future police officers.