



Village of Shepherd Police Department

2011 Year Review

Overview

The following information will outline the last twelve months of the Shepherd Police Department. There was an increase in calls for service and activities. The increase may be contributed to an increase in complaints handled at the Shepherd School. I will discuss this in more detail later in the report.

Below is the vision statement that was created by the police department when I started. I believe that the department has continued this year to strive to meet these statement goals.

To serve the residents of the Village of Shepherd in a manner that provides a professional and timely response to requests for service; fair and equitable enforcement of laws; and respect for the constitutional rights of all persons.

The Village of Shepherd Police Department shall lead in developing collaborative working partnerships with all of the local community and public safety agencies. Personalized community service shall be provided directly through community policing, liaison, juvenile intervention and law enforcement cadet programs

Through our leadership, courage, and relentless pursuit of service and excellence the Village of Shepherd Police Department will lead the community through the 21st century.

The police department has continued throughout the year to be transparent on all levels and have open communications with all levels of government and the public. The department continued to build on open communications with email trees and the Village website. The department did discontinue the public notification system of Nixle. This was solely due to a Nixle changing their business practice. Nixle advised that in order to keep the service to the police department and hundreds of other governmental entities across the nation it would require a yearly fee. There service had been promoted as free and due the un-fortunate change the department did not have the funding to keep the service. The police department updated the business contact list and continued to send pertinent safety and other related news to the local business through an email tree. The department also utilized the Village of Shepherd website to post and communicate matters to the general public which can be accessed world-wide. The department did create a Face book page along with a twitter account. The Face book page has become a great success and currently has just under 200 people following the activities. The department began posting the normal weekly incidents in the Village along with a multitude of Village and

surrounding events. It has also been extremely helping in posting pictures of lost and found items. It has been useful in solving some cases with suspect identification and locating pertinent information to a case.

Department Accomplishments

The police department continued to give a monthly review to the Village council of activities and statistics which I believe built trust and demonstrated very accurate list of what occurred month to month in the Village.

During the past twelve months the police department, police sub-committee and Village council continued to review and approve police policies. This procedure will continue until all policies have been reviewed and completed.

The department also was able to stay within its fiscal year budget that was approved by the Village council. The department was able to use fiscal responsibility throughout the year and return \$ 1,100 dollars back to the general fund that was not used or required. This did not include the nearly \$20,000.00 dollars allotted but not transferred in the final quarter. This savings was related to a change in health care programs and some annual operating costs.

Training and Conferences

The police department was able to take advantage of several conferences throughout the year. The department continued to be an active member of the Delta College consortium which allows for reduced and sometimes free training opportunities. Other trainings were hosted by neighboring departments for no charge as well. The members of the department attended conferences which were paid through Region Six Homeland security, including lodging. The trainings and conferences attended were selected to enhance knowledge and skills of the police employees to provide the best possible police services available. The police department also submitted the necessary requirements to apply for state Law Enforcement Distribution (LED) funds in the amount of \$250.00. This money will be used to offset the cost of ammunition for the annual fire arms qualifications. The list below is some of the training and conferences attended during 2011. Through networking with other agencies, homeland security and the Delta College Consortium have allowed the department to attend all of the trainings free of charge.

- Police Chiefs Conference
- Responding to Emotionally Disturbed People
- Prisoner Re-initiation to the Community
- Vendor Demo Day on Fire Arms and less lethal options.
- Emerging Trends and Techniques in Sexting
- Sex Offender monitoring and updates
- Federal training for local law enforcing training
- Fire Arms training with Isabella County Sheriff's Department
- Core Annual law enforcement day
- Michigan Sheriff's Association (vendor portion only)
- Pursuit and precision driving along with felony stop training with Central Michigan University.

Community Involvement

The Shepherd Police Department continued to have a community philosophy which included community events and activities. The police department attempted to be part of all activities within the Village and surrounding area. The department used this time to foster good community relationships and build for future community involvement and trust. The department was involved with several events such as:

- Community meeting with Senator Emmons on Community Issues
- Fight Crime and Invest in Kids with Representative Cotter
- Le Tour Race
- Emergency Operation Center with Target Capabilities Study for the region and FEMA
- Invited for two Saginaw Chippewa School Safety day events
- Second annual Shepherd Trunk or Treat for Halloween
- Participated in the annual Special Olympics run in Mt. Pleasant.
- Invited for the Winn Fall Festival Children's event.
- Homecoming parade for Shepherd Public Schools
- Assisted with Shepherd High School Dances when requested
- Field of Dreams Hospitality Tent and Entertainment
- Traffic Control for the Old Time Car Cruise that travels through Shepherd
- Ice Cream social in the park
- Kids Club Event
- Assist Emergency Operations Center on a Health Department Mass fatality Disaster Drill
- Assist Emergency Operations Center with a Saginaw Chippewa Tribal disaster drill
- Maple Syrup Festival (see MSF section for further)
- The Shepherd Police Department continued its bicycle patrol program. This is always received very positively.

Isabella County Law Enforcement Consortium

The Shepherd Police Department continued to present themselves as a professional image for other law enforcement departments in Isabella County and surrounding departments. The Shepherd Police Department currently is involved with countywide projects and capital improvement opportunities. One of the areas that the Shepherd Police department has been involved in was the countywide records management system. Unfortunately the vendor that was selected in the process required a large increase in yearly user's fees from what the department currently budgets. The department could not justify spending the funds on such a project at this time. The department was forced to withdraw from the project. It is worth mentioning that the current records management system that the Shepherd Police Department uses has been an outstanding piece of software with multiple updates throughout the year. The department's records management system can search all police agency records in the state including secretary of state driver's licenses, state records and pawn shop activities of a person. Our records are also available to any agency through a connection point called

Talon which is owned and operated by the same vendor that our records management system belongs too.

The Shepherd Police Department also was part of the consortium's assist to Central Michigan University Police Department request for football games and activities surrounding them. Shepherd Police Department was also requested to assist the Isabella County Sheriff's department on what has been named "Welcome Back Weekend". This was a two day commitment to help monitor, respond and mitigate matters relating to college students returning to the area. The department did respond to calls for service in the Village during this assignment.

The department also assisted with interviews for new central dispatch telecommunicators a couple of times throughout the year.

Capital / Other Improvements / Grants

The Shepherd Police Department once again had a successful year with capital improvement opportunities throughout the year. Some of these improvements are as follows:

- The department was awarded a Saginaw Chippewa Tribal Grant in the amount of \$10,042.50 dollars. The grant funding school safety equipment, community neighborhood watch start up supplies and equipment enhancements to the patrol unit. The items purchased are listed below in more detail.
 - Crossing guard ANSI reflective break away vests along with reflective stop signs. These signs also are LED lit and flash to attract the attention of the vehicular traffic in and around the student foot traffic.
 - Community neighborhood watch start up supplies including a projector to present topics to the neighborhood watches group and community.
 - The department also purchased a Thermal FLIR LR which will be mounted to the patrol unit. This item when activated will give off heat signatures of anything including suspect's possible hiding or attempt to elude the police.
- The department had been awarded a ½ match for a new bullet proof vest which was used to replace a vest in use that was past the life cycle. The department also re-applied for the grant for the 2012/2013 year and was awarded this grant. These grants are in the amount of \$ 400.00 dollars.
- Shepherd Community Grant was obtained for almost \$ 600.00 dollars
 - The grant was used to purchase community policing supplies such as stickers, DNA kits and finger print kid cards and reflective safety sliders for bicycles.
- The department helped the Village with an upgrade to the telephone systems and carrier for the police department, Clerks office and Department of Public Works. This constituted a large savings to the Village.
- The department was able to purchase a new bicycle for the bicycle patrol. This bicycle was outfitted with the emergency equipment received in the previous years grant award. The bicycle program again was used extensively throughout the warm weather season. The use of the bicycle assisted with savings in

budgetary line items and promoted the police department in a very positive manner.

- The department was able to change out some old cabinets and replace them with more user friendly versions. This included a stainless steel locked cabinet for supplies along with an evidence processing table.

Maple Syrup Festival

The Maple Syrup Festival (MSF) is without doubt one of the most notable events for the Village. The department was able to make an aggressive approach to visibility and community involvement. The department was able to continue an off road vehicle registration that allowed a better flow of traffic and created some revenue for the police department. A positive approach to incidents on this weekend assisted the department in providing a safe and enjoyable event. The entire break down of the 2011 Maple Syrup festival is located at the [Village of Shepherd website](#).

Future Goals

The department was again benefited from proper budgeting, grants and other resources. In doing so has increased the abilities to provide the best possible policing to the Village.

This year's goals will be implement neighborhood watch program. This program is a priority of the department but has been a difficult goal to accomplish due to time and man power requirements to initiate the program and run it.

The department and Village have been in negotiations with the Township of Coe to possible providing police services to the township. This contract will provide a police response to incidents while the police department officers are in service. The leading reason for the collaboration comes from the need to provide shared services. This is a State of Michigan requirement to retrieve a maximum 2/3 of its tax dollar revenue sharing. If the collaborative effort takes effect and qualifies it could mean the return of several thousands of dollars to the Village. The department has researched the case and call loads in the township and feels confident that it can be incorporated into the daily activities of the department without over taxing the department. The police department budget at this time will not need to be adjusted as it is believed to be capable of withstanding any minimal increases caused by the collaborative effort.

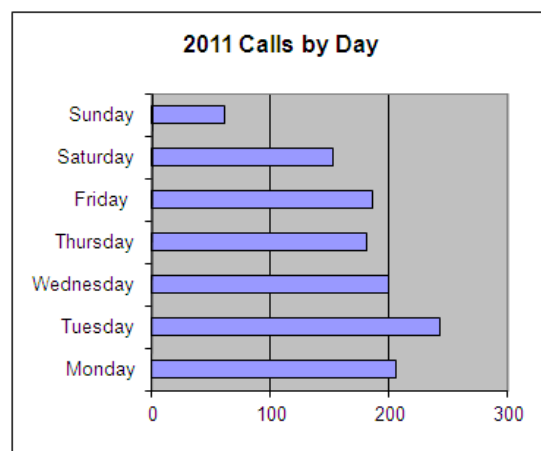
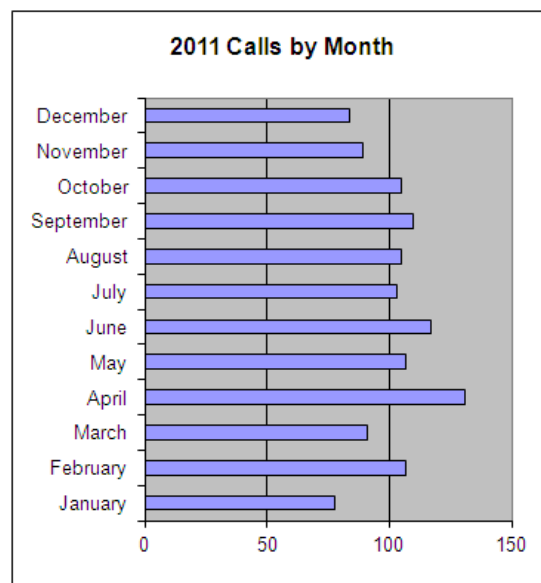
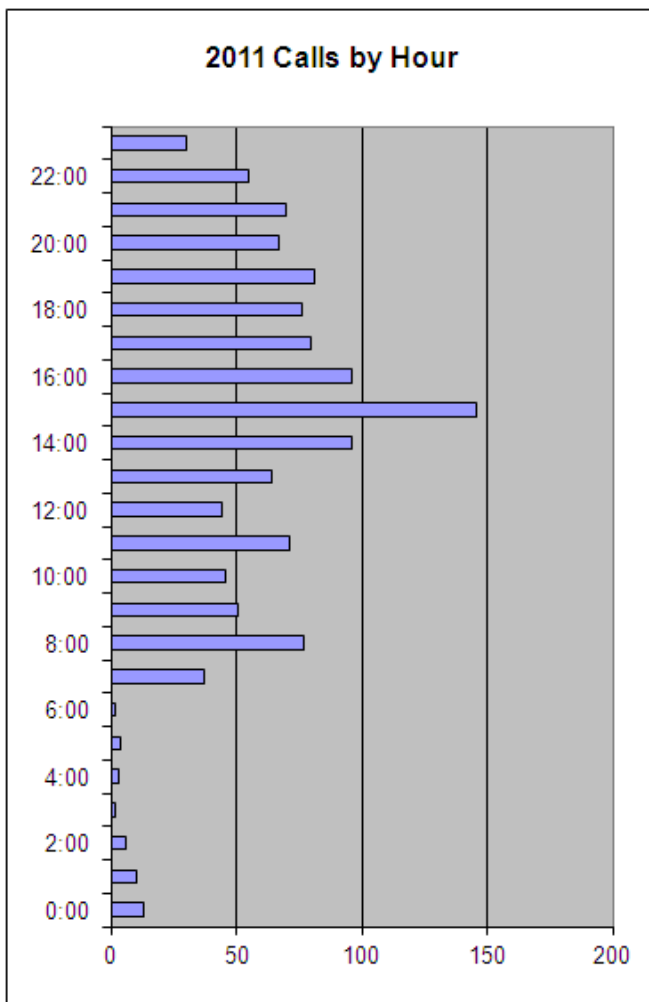
The process and community involvement created thus far will be improved and strengthened as the year continues. The department will utilize all new equipment, training and experience to provide the most professional service. The department continues its commitment for good communications and transparency with the governing board and general public. The department will continue to research local, state and federal grant opportunities that present themselves.

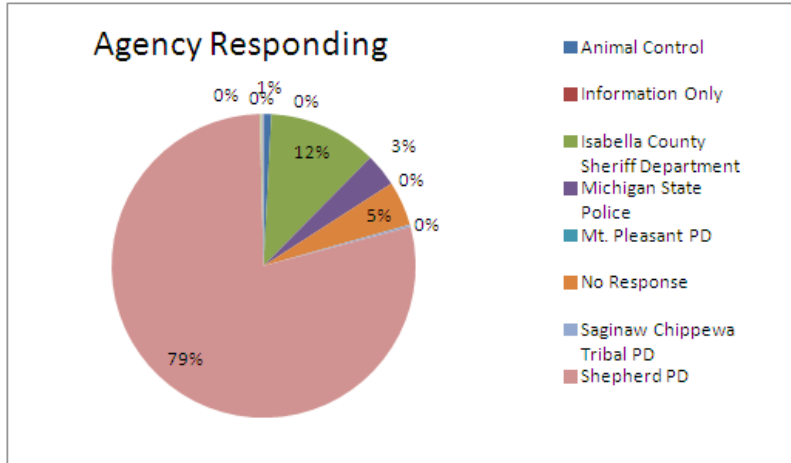
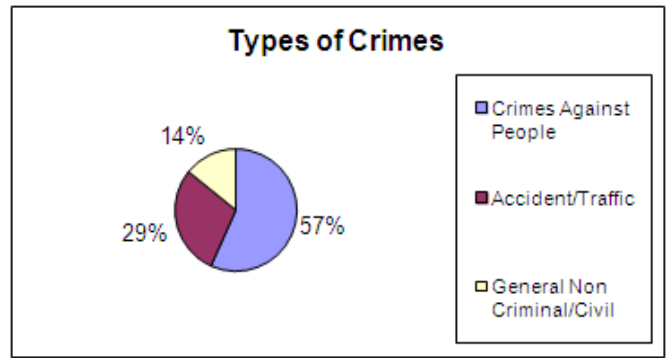
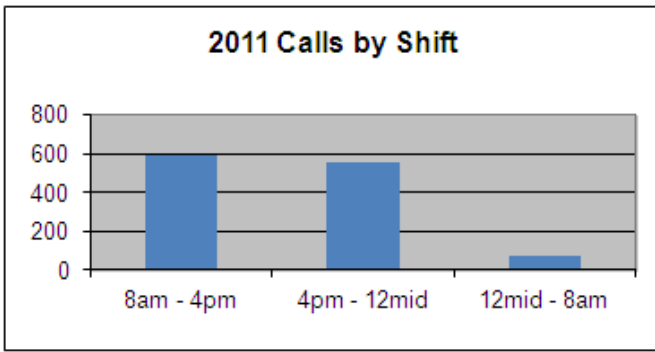
Calls for Service

The department found itself faced with a new challenge involving the Shepherd Public School. The school on an average day has roughly 1800 students, staff and teachers. Over the last several years the entire county benefited from a multijurisdictional team called Youth Service Unit. This group of officers from several departments was

funded through grant monies and was dedicated to the school liaison program. The department benefited from a fulltime Sheriff's Deputy in the school. This unit had some incredible success stories throughout the county school system. This year the grant funding ran out and the unit was forced to disband. This placed a large volume of calls that were un-expected on the department. It required some change in shift coverage to assure we were covering the correct times for the increased call needs. This change is partially the reason for the almost 300 call increase this year.

The department continued its aggressive approach to document calls of service including those that the officers self initiated and walk in complaints to the department. This was simply to show the workloads and allow crime analysis to occur. The department's new records management system has become very useful with recording and sharing accurate data for this task. The department has listed the following statistics for the calendar year of 2011. This is a complete calendar year of calls for service.





Conclusion

As my third year comes to an end I find myself not only as the Chief but also part of the team and a great extended family. I have encountered some great people, shared in some incredible successes, worked through hardships and enjoyed every minute of it. It is very evident that the staff of the police department, Clerks office and Department of Public Works are dedicated employees and strive to provide nothing but the best to the Village. All of this could not be possible if it was not for the some of the dedication and devotion of the Village board members. As we all continue to face budgetary issues the Village board does everything possible to make sure that the services continue to the best of the abilities and this department certainly feels supported by the members of the board. I look forward to the New Year and all the experience that come with it.

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