

Quarterly Report Outline

Department:	Police Department
Date:	10/03/2013

Report on projects, activities and accomplishments - Report on various projects, activities and accomplishments undertaken this past quarter in narrative form. See example below.

1. Last Quarter:

- Quarterly Activity

	1st Qtr, 2013	2nd Qtr, 2013	3rd Qtr, 2013	4th Qtr, 2013	1st Qtr, 2014
Vehicles Stopped	1321	1103	1283	1447	1341
Tickets Issued	280	246	247	286	298
Warnings Issued	461	599	416	888	759
Arrests	96	107	115	118	114
Offenses	123	168	162	149	150
Calls for Service	1363	1203	1130	1317	1292

- Replaced needed computers per technology replacement plan.
- Completed community survey and posted completed report for public inspection
- Finalized agreements to receive a total of \$11,000 for impaired driving enforcement and general traffic safety enforcement to reduce crashes. Grant Period begins October 1.
 - Created draft schedule for patrols and researching schedule for a DUI Checkpoint to run in conjunction with other county events.
 - One supervisor attended checkpoint training and participated in a planned START DUI Checkpoint in neighboring town.
- Interviewed numerous candidates for upcoming new police officer position. One candidate moved to background, but was eliminated
- Participated in Exit 12 Scoping Study with CCRPC.
- Filled final police officer vacancy and officer successfully completed field training
- One range day conducted with another plan in the beginning of next quarter. Well on our way to meeting department minimum training standards per rule of the Vermont Criminal Justice Training Council
- Draft position description for the administrative sergeant's position distributed to current sergeants for input.
- Have had a crime analyst assisting our agency from the Vermont National Guard working with our detective unit on counter drug tasks

- Arranged for sale of surplus speed measuring cart purchased in 2006. Sold to the Town of Hinesburg Police Department for \$500.
- Hosted 3 day Homicide Investigation Training by the Public Agency Training Council. Hosting this training allowed us to train 3 officers for the price of one saving the agency close to \$1,000 in training expenses (course, travel, lodging, etc.)
- Executive Assistant appointed by select board to be the Town's Animal Control Officer. Have begun the training process for her by sending her to animal cruelty training sponsored by the State of Vermont. She has also been named to the Humane Society Board of Directors.
- Continued participation in School Safety Committee
- Budget work has begun with the submission of capital budget
- Notified that we were awarded a grant to pay for \$125,000 toward a new officer over 3 years with the agreement to keep the officer for another year, Total 4 years. Grant through the Office of Community Oriented Policing Office of the Department of Justice.

2. Upcoming Quarter:

- Begin researching problems with radio communications using Radio North as our vendor. Current repeater location causes us to lose contact with officers in the southern areas of town.
- Plan for Halloween activities
- Finalize annual training requirements for VCJTC
- Continue working on budget
- Hold Officer Recognition Event
- Will be attending National Police Chief's Conference in mid October
- Begin scheduling traffic safety patrols to comply with new GHSP Grant.
- Continue recruiting efforts designed to attract candidate to fill upcoming vacancy
 - i. Attend available career fairs and regional colleges
- Meet with school officials to brainstorm ways for officers to increase interactions in a positive manner with our school children and the schools.