

# 2020 ANNUAL REPORT



© MILFORD POLICE DEPARTMENT 2020



AN INTERNATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Colonel D. Jamey Mills, CLEE

Chief of Police

745 Center Street, #100

Milford, OH 45150

(513) 248-5084

[www.milfordohio.org](http://www.milfordohio.org)

## Table of Contents

Click on titles for hyperlink

<b>Executive Summary</b>	3
<b>Organizational Principles</b>	4
Mission Statement	5
Creed	6
Core Values	7
<b>Human Resources</b>	8
Department Roster	9
Organizational Chart	11
Public Information	18
20 Awards	19
<b>Milford Police Divisions</b>	20
Patrol Operations	21
Criminal Investigations	27
Special Operations	28
Support Services	39
Mayor's Court	42
Police Volunteers	51
<b>Administrative Reviews &amp; Analysis'</b>	52
Annual Retraining Summary	53
Traffic Accident Review	55

Vehicle Maintenance Report	57
Attainment of Goals (Accomplishments)	58
Use of Force Analysis	59
Vehicle Pursuit Analysis	61
Grievance Analysis	62
Internal Affairs Summary	63
Biased Based Policing Review	64
Early Warning System Review	65
Special Assignment Review	66
Active Threat Response Plan Review	68
Goals and Objectives	69
Recruitment Plan Analysis	70
Temporary Detention/Testing Review	72
In Memoriam of Kaia Grant	73



## EXECUTIVE SUMMARY

It's my pleasure to present the 2020 Annual Report. To say it was a rough year would be an understatement. An election year that included an unprecedented pandemic, tornadic winds, and racial unrest was a challenge. However, as usual, the men and women of the Milford Police Department rose to the challenge and took advantage of every opportunity to provide our community with "excellence in policing" by doing the right thing, at the right time, in the right way, and for the right reason.



As the world watched the Covid-19 virus spread, we found ourselves adapting to changes on a daily basis. Responding to violations of laws and orders we never imagined, delivering thermometers, and serving cease and desist orders became our new norm. Mayor Vilardo reminded us to remain socially distant but emotionally connected. We participated in birthday and graduation parades, broadcasted live Facebook videos, and provided virtual tours. When personal protective equipment became scarce, our businesses supported us with donations. We tightened our budget by cancelling trainings and purchases to prepare for an economic downturn. Area police administrators committed to assisting each other in the event of widespread staffing shortages. As summer approached, we felt a sense that the storm was passing. However, on May 25<sup>th</sup>, the world watched an event unfold that would spread faster than Covid. The actions of officers 724 miles away threatened one of our most precious commodities, public trust. We appreciated the outpouring of praise from residents who supported us and we accepted every question from concerned citizens. We gave answers and had meaningful discussions, but most importantly – we listened. We had our most diverse citizens police academy yet, switched to a national testing company for recruiting, raised funds for the American Cancer Society and Toys for Tots through No Shave November & December, and received a 98% approval rating on our citizen survey.

It wasn't an easy year but the dedicated professionals of the Milford Police Department and our grateful community made it through as a team. I'm proud for the hard-working members of my staff and eternally grateful for our supportive City administration and Council. As always, don't hesitate to contact me if you have any questions or concerns. Thank you for letting us serve you.

Very truly yours,

*Jamey Mills*

Chief of Police

## ORGANIZATIONAL PRINCIPALS

- Mission Statement
- Creed
- Core Values

## Mission

*We, the Milford Police Department, exist to serve all people within our jurisdiction with respect, fairness, and compassion.*

*We are committed to the prevention of crime and the protection of life and property; the preservation of peace, order, and safety, the enforcement of laws and ordinances; and the safeguarding of constitutional guarantees.*

*With community service as our foundation, we are driven by goals to enhance the quality of life, investigating problems as well as incidents, seeking solutions and fostering a sense of security in the community and individuals. We nurture public trust by holding ourselves to the highest standards of performance and ethics.*

*To fulfill its' mission, the Milford Police Department is dedicated to providing a quality work environment and development of its member's through effective training and leadership.*

---

The Milford Police Department was formed to protect and serve the expanding residential and business community of the City of Milford. The Milford Police Department can be characterized as a full-service police agency that's committed to excellence and responsive to the community needs. We are a value driven organization that is devoted to our core values and committed to asking ourselves "Am I doing the right thing, at the right time, in the right way, and for the right reason?"

We will seek to understand the community we serve and be responsive to their needs. We are in the business of reassurance, providing a sense of security, and in doing so, maintaining and improving the quality of life for the public in the City of Milford. Improving the quality of life depends upon a long-term strategy for reducing crime and disorder. Because of this, we have included our mission, creed and value statements in our annual report. This is the kind of police service the Milford Police Department intends to be. It is also the desired image we want to continue to portray to our community.



## Creed

---

*We shall serve the community to the best of our ability. The community is our customer and our reason for being here.*

*We shall maintain an outstanding reputation. It may take days, weeks, months, or years to build a sound reputation. However, it only takes seconds to lose it.*

*We shall always be courteous, polite, and professional when dealing with citizens while performing our duties.*

*We shall always attempt to do more than expected when providing our service.*

*We shall never promise more than we can give. However, we will give all we promise.*

*We shall continually strive to improve ourselves. We will attempt to improve quality and to provide an efficient, effective, safe, and secure environment for all.*



## Core Values

The Milford Police Department Challenge Coin serves as our badge of honor and constant reminder that our mission is based on the foundation of our core values:



### **INTEGRITY**

***We believe in integrity.*** We pledge to maintain the courage to serve without bias, and to adhere to the highest professional ethical standards.

### **PROFESSIONALISM**

***We believe in professionalism.*** We pledge to provide quality, efficient, and courteous service through innovative and dedicated teamwork.

### **COOPERATION**

***We believe in cooperation.*** We pledge to provide assistance and support by working together in a spirit of trust and mutual respect.

### **COMMITMENT**

***We believe in commitment.*** We pledge ourselves to excellence, responsibility, and personal sacrifice.

## *HUMAN RESOURCES*

- Department Roster
- Organizational Chart
- Volunteer Unit
- Command Staff
- Public Information
- Awards

## DEPARTMENT ROSTER



Chief Mills



Assistant Chief Mahan



Sergeant Belcher



Sergeant Crider



Sergeant Kibby



Sergeant Lane



Clerk Banks



Detective Kenney



Detective Rogers



Clerk Sheangshang



Officer West



Officer Heller



Officer Bogan



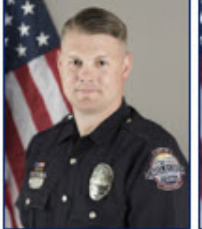
Officer Eshman



Officer Mell



Officer Liming



Officer Yeary



Officer Clark



Officer Chastain



Officer Wilson



Officer Dennis



Officer Fannin



Officer Fatute



Officer G. Green



Officer M. Green



## DEPARTMENT ROSTER – VOLUNTEERS



Gene Bishop  
Police Volunteer Coordinator



Daryl Poe  
Police Chaplain

Brian Wikoff  
Police Chaplain

Frank Celenza  
MPD Historian



Steve Grieger  
Police Volunteer

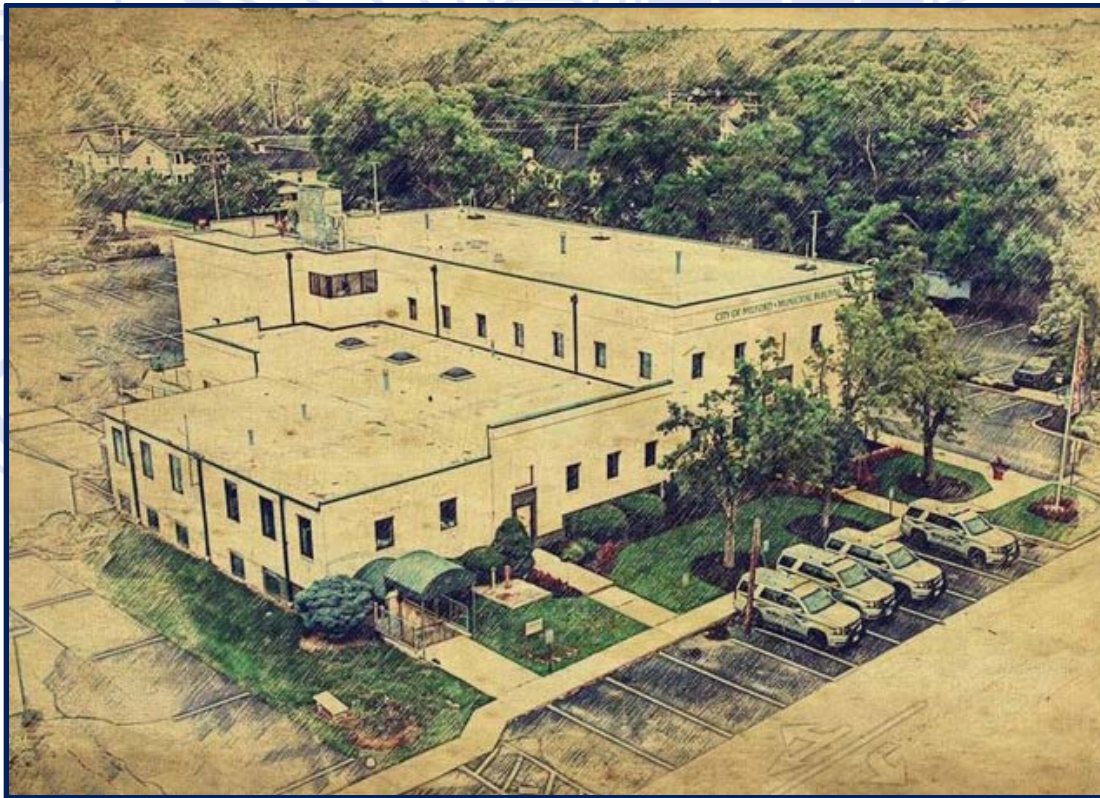
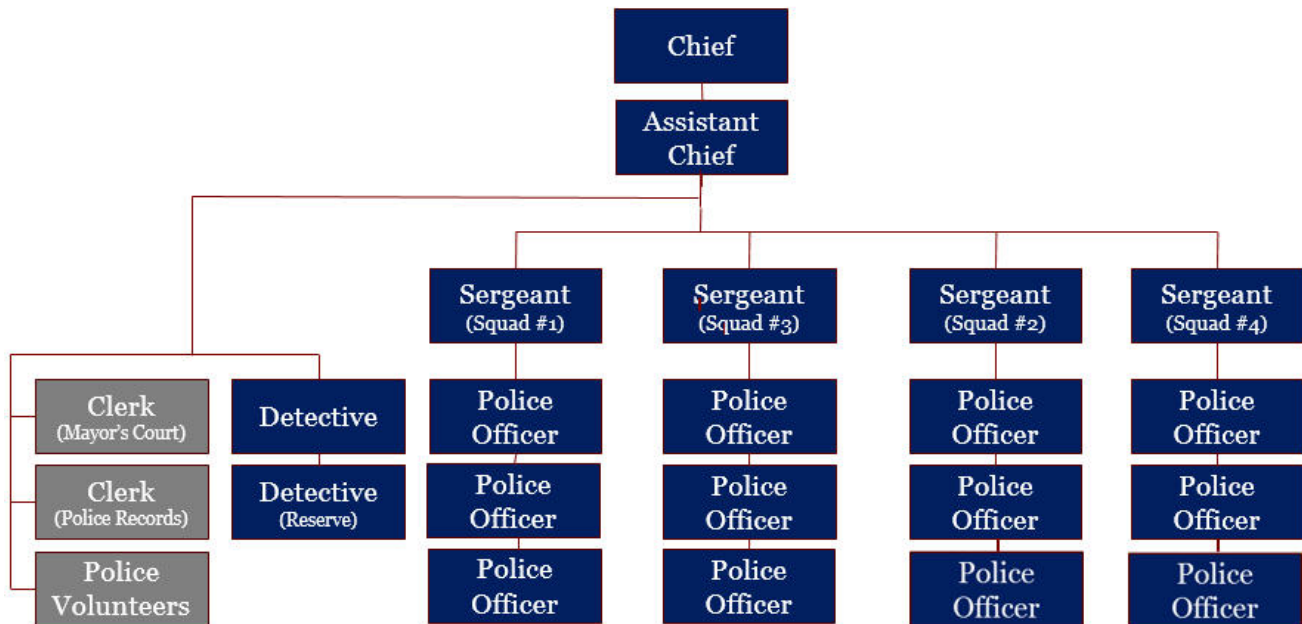
Chad Green  
Police Volunteer

Wynn Poe  
Police Volunteer

Ricky Summers  
Police Volunteer

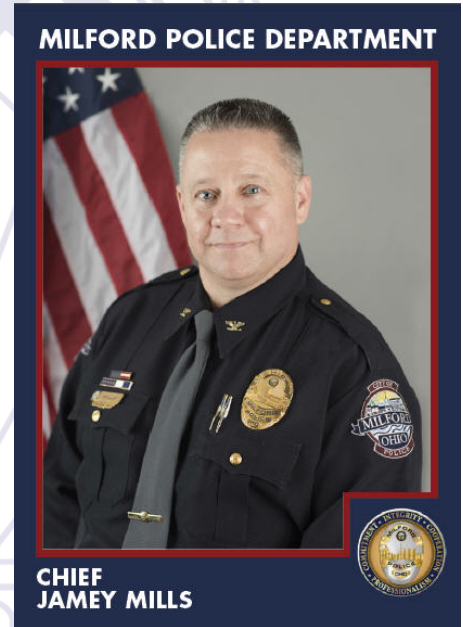


## 2020 Organizational Chart



## Chief D. Jamey Mills, C.L.E.E.

*Chief Mills is a twenty-six-year veteran of the Milford Police Department. Throughout his career, he's served as a patrol officer, accreditation manager, patrol sergeant and detective sergeant prior to being appointed to the position of Chief of Police in 2011. He's received numerous awards including the Clermont County Investigator of the Year, the Larry J Oaks Memorial Award, and the Distinguished Alumni Award from the Milford School Foundation. Chief Mills holds a Bachelor's Degree in Criminal Justice and is a graduate of the Police Executive Leadership College (PELC), and the Certified Law Enforcement Executive course (CLEE).*



**CHIEF OF POLICE** – The Chief exercises supervisory control over all personnel, prescribes the internal organization and duties of each member, ensures compliance with laws, and formulates rules, regulations and general orders governing the operation of the Department and the conduct of personnel. The Chief prepares the annual operating and capital improvement budgets, attends City Council meetings, meets with civic and public safety groups, and provides weekly, monthly, and annual reports to the City Manager.





## Assistant Chief Sean Mahan, C.L.E.E.

*Assistant Chief Sean Mahan is a twenty-three-year veteran of the Milford Police Department and served as patrol officer, narcotics investigator, detective, and patrol sergeant prior to being appointed the assistant chief in 2017. He is the recipient of the MPD Medal of Valor, Physical Fitness Medal, the HCPA Medal of Honor, the Chief's Commendation Award and the MPD Silver Bullet Award. Chief Mahan holds a Bachelor's Degree in Criminal Justice from the University of Cincinnati and is a graduate of the Supervisor Training Education Program (STEP), the Police Executive Leadership College (PELC), and the Certified Law Enforcement Executive (CLEE) course.*



**ASSISTANT CHIEF OF POLICE** – Assistant Chief Mahan serves as operations commander, supervising the patrol sergeants, the criminal investigation section, the records section and the police volunteer unit. He works closely with the Chief of Police on administrative issues, problem solving and career development, conducts internal investigations, audits and inspections, prepares special event plans and serves as the acting chief of police in the absence of the chief.



## Sergeant (Retired) Ron Crider, C.L.E.E.

*Sergeant Crider was a thirty-two-year veteran of the Milford Police Department and served as a patrol officer and honor guard member prior to being promoted to sergeant in 2003. He is the recipient of a Chief's Commendation and numerous letters of commendation and awards including the HCPA Honor Guard's Dedication and Commitment Award. Sergeant Crider is a graduate of the Police Executive Leadership College (PELC) and the Certified Law Enforcement Executive's Course (CLEE).*



**PATROL SERGEANT** – Sergeant Crider was assigned to a patrol squad where he supervised patrol officers in addition to serving as an instructor in the Citizens Police Academy, the school safety plan coordinator and as a firearms range master. Sergeant Crider retired honorably in December.





## Sergeant Keith Belcher

*Sergeant Belcher is a twenty-one-year veteran of the Milford Police Department and served as a patrol officer, detective and honor guard member prior to being promoted to sergeant in 2011. He is the recipient of the MPD Medal of Valor, and Physical Fitness Medal, holds an Associate's Degree in Criminal Justice from the University of Cincinnati and is a graduate of the Supervisor Training Education Program (STEP) and the Police Executive Leadership College (PELC).*



**PATROL SERGEANT** – In addition to serving as a patrol supervisor, Sergeant Belcher serves as the coordinator and supervisor of the field training program, the Honor Guard, and training team. Sergeant Belcher maintains certifications as an armorer and as an instructor in firearms and defensive tactics.



## Sergeant Paul Lane

*Sergeant Lane is a twenty-one-year veteran of the Milford Police Department and served as a patrol officer, acting supervisor, D.A.R.E. officer and police detective prior to being promoted to sergeant in 2015. Sergeant Lane is the recipient of the Top Criminal Investigator Award from the Clermont County Citizens Law Enforcement Association, the Crime Stoppers Officer of the Year, and the Milford Police Department's Larry J. Oaks Memorial Award. He holds a Bachelor's Degree in Criminal Justice from the University of Cincinnati and is a graduate of the Supervisor Training Education Program and the Police Executive Leadership College.*



**PATROL SERGEANT** – In addition to supervising a patrol squad, Sergeant Lane serves as the grant administrator, the cruiser recording custodian, and supervisor of the Crime Scene Unit.



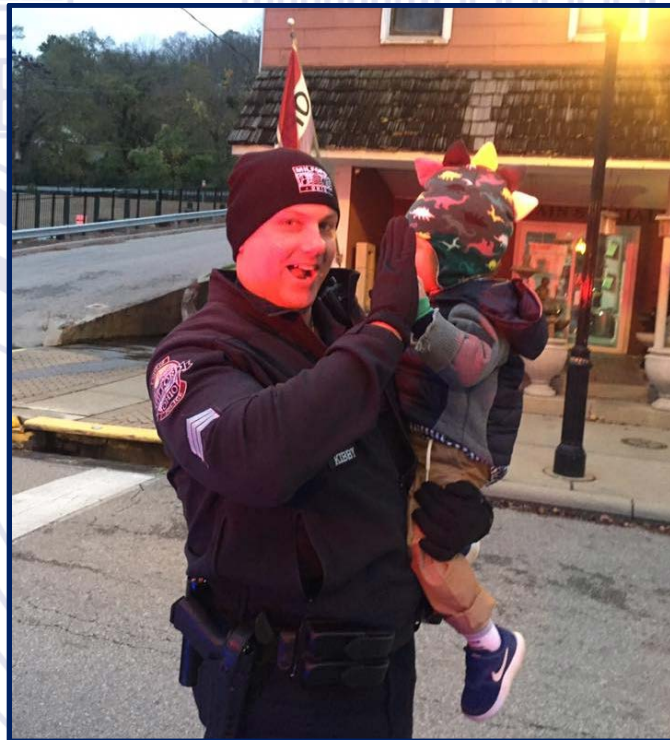


## Sergeant Mark Kibby

*Sergeant Kibby is a ten-year veteran of the Milford Police Department and served assignments as a patrol officer, acting supervisor, D.A.R.E. officer, Directed Patrol Officer, and as a representative for the collective bargaining unit prior to being promoted to sergeant in 2015. He is the recipient of the MPD Physical Fitness Medal and holds a Bachelor's of Arts Degree from Miami (Ohio) University and is a graduate of the Supervisor Training Education Program, and the Police Executive Leadership College.*

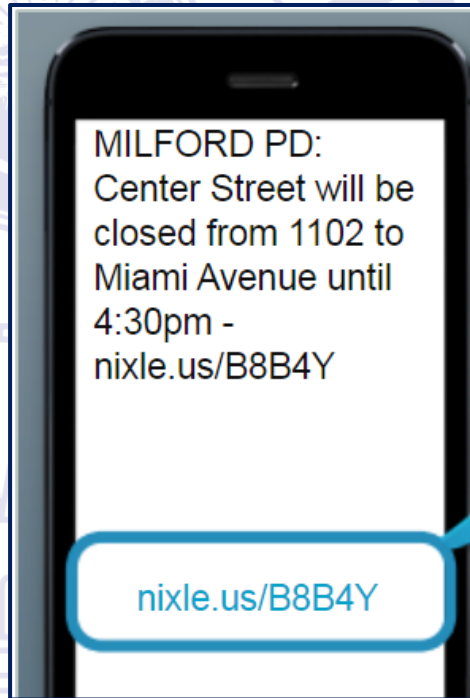
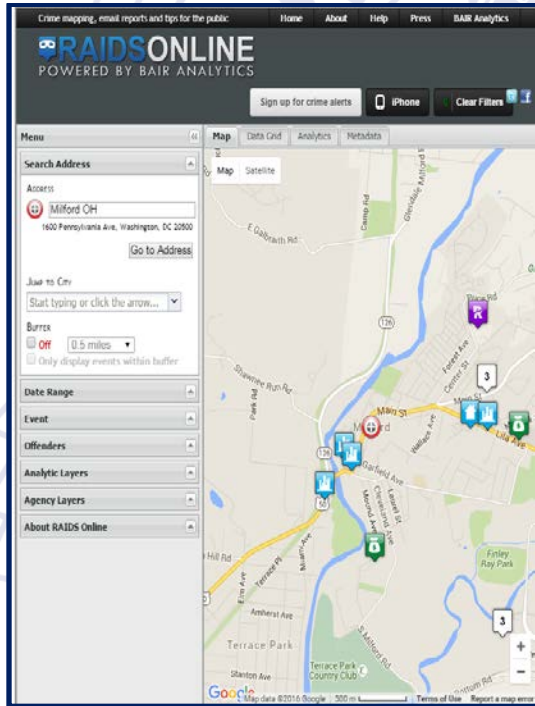


**PATROL SERGEANT** – In addition to supervising a patrol squad, Sergeant Kibby is in charge of the bicycle and Segway patrols, physical fitness training, the temporary detention room logs, and the awards committee.



## Public Information

In effort to maintain public confidence, police actions and policy objectives are disclosed in a full and open manner. The Department disseminates factual accounts of occurrences to the public through a variety of sources including Nixle Notifications, Facebook and Raids Online Crime Mapping.





## 2020 Awards

### Chief's Commendation

Detective Russell Kenney  
Sergeant Mark Kibby

### Silver Bullet Award

Officer Tara Dennis

### Service Proclamation

Sergeant Ronald Crider  
Police Clerk Patricia Banks  
Sergeant Keith Belcher

### Operation Holiday Patrol

Officer Megan Eshman

## MILFORD POLICE DEPARTMENT

### Service Recognition Insignia



Larry J. Oaks Memorial Award



Medal of Valor



Medal of Merit



Physical Fitness Medal



Chief's Commendation Medal



Certified Law Enforcement Executive



MPD Honor Guard Member



Police Executive Leadership College



Field Training Officer



Supervisor Training Education Program



Certified D.A.R.E. Officer



O.P.O.T.A. Certified Instructor



Drug Recognition Expert

## *Milford Police Divisions & Operations*

- Patrol Division
- Criminal Investigations Division
- Special Operations
- Support Services Division
- Police Volunteer Unit

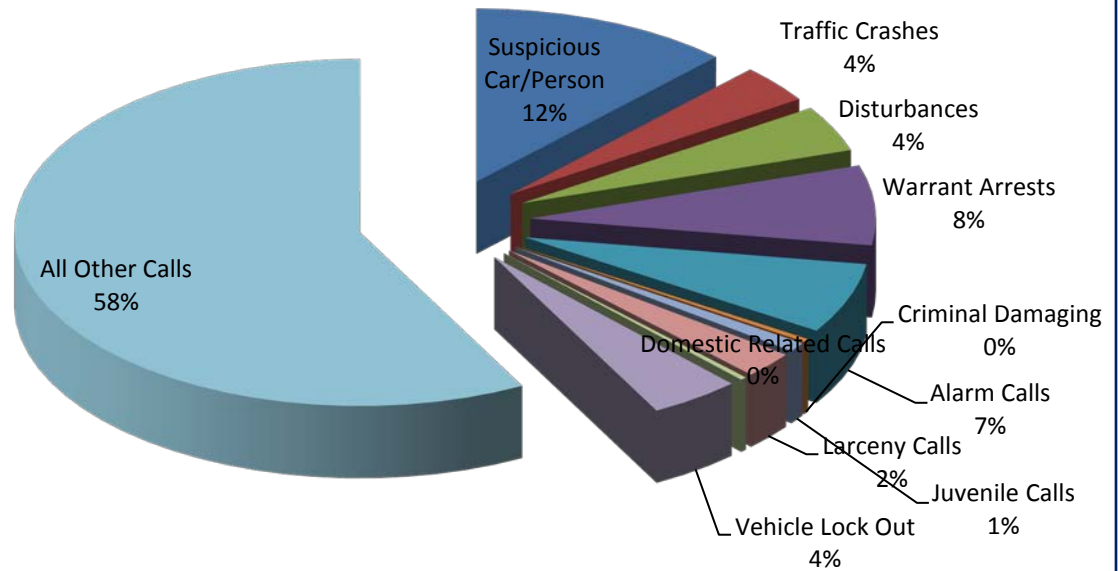
## Patrol Division

The Patrol Division is the largest component of the agency and is commanded by the assistant chief and four sergeants who supervise their respective shifts. This division provides basic police services twenty-four hours a day, handling routine service calls, conducting preliminary case investigations and complete investigations of crimes of a misdemeanor nature. Officers patrol in traditional police vehicles, mountain bikes, Segway and on foot.





## Calls for Service

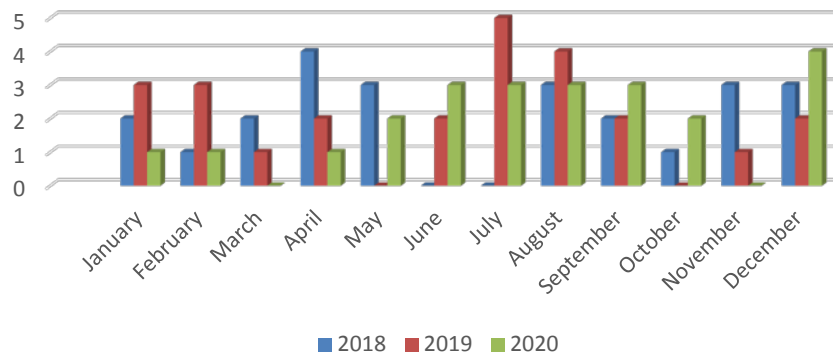




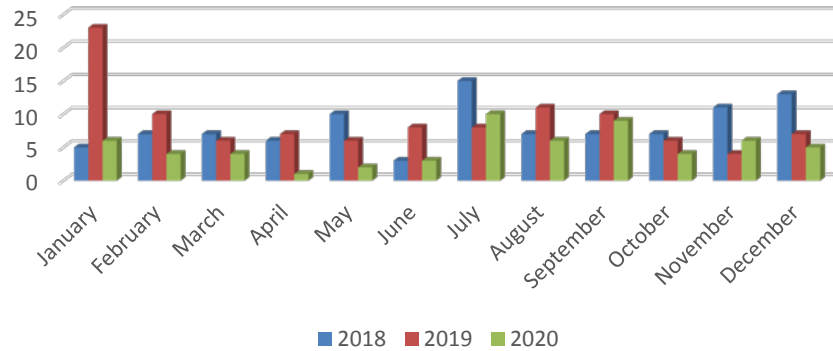
OFFENSE/INCIDENT	2017	2018	2019	2020
Alarms	361	366	406	418
Animals Violations	13	13	5	3
Assaults	29	21	25	17
Auto Thefts	7	10	6	6
Breaking and Entering	13	5	8	6
Bomb Threats	2	1	0	1
Burglaries	14	7	7	8
Check the Welfare	169	174	192	177
City	127	182	156	199
Civil	157	151	167	120
Disturbances	239	277	237	23
Domestic	26	13	19	19
Drugs	61	160	106	73
Escort	44	37	36	27
Extra Patrol	12	9	4	9
Family Problems	144	142	131	120
Fires/Alarm	184	197	182	187
Found Items	102	95	88	78
Fraud/Bad Checks	25	33	88	20
Guns/Weapons	5	3	2	9

Homicide	0	0	0	0
Juvenile Missing	11	6	5	5
Juvenile Problems	120	76	91	56
Life Squad	1075	1080	969	867
Lost Items	23	26	28	28
Message Delivery	7	4	7	15
Missing Person/Adult	16	1	3	1
Non-Criminal Incident	392	336	312	270
Open Door/Window	41	41	62	37
Phone Calls/Harassment	41	16	21	9
Criminal Damage	28	29	29	20
Psych Emergency	64	61	76	75
Robbery	1	1	1	0
Sex related	10	7	11	10
Suicide/Attempted	8	8	2	8
Suspicious Car/Person	794	714	751	776
Theft/Fail to Pay	192	181	128	155
Traffic Accidents	315	301	280	225
Traffic Pursuits	1	3	2	2
Trespass	2	9	1	3
Vehicle Lockout	422	407	382	271
Vandalism	5	3	4	1

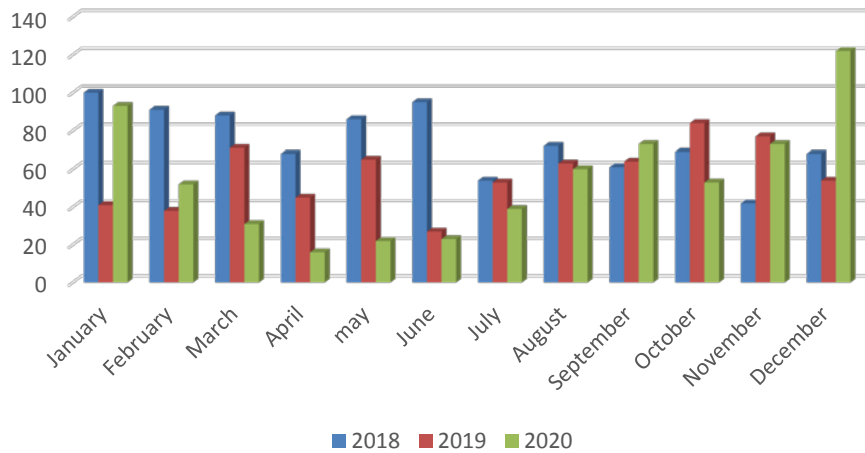
OVI Citations



Parking Citations



Warning Citations





## *Patrol Division – Bike/Segway Patrol*

There are many benefits to having a police officer on a bike or Segway. Often mentioned are visibility and mobility. The visibility of an officer on a bicycle or Segway cannot be matched. With this visibility also comes an increase in human contact with the community. In fact, it is much like the old "Beat Officers" who used to walk the streets. They knew people by name and had a good feel for the neighborhoods at a personal level. On a bicycle or Segway, an officer is much more approachable than in a car and can help in building new contacts and trust from the citizens. This allows officers to be proactive in fighting crime rather than reactive. Bike and Segway patrol officers can be much more aware of concerns before they turn into problems.

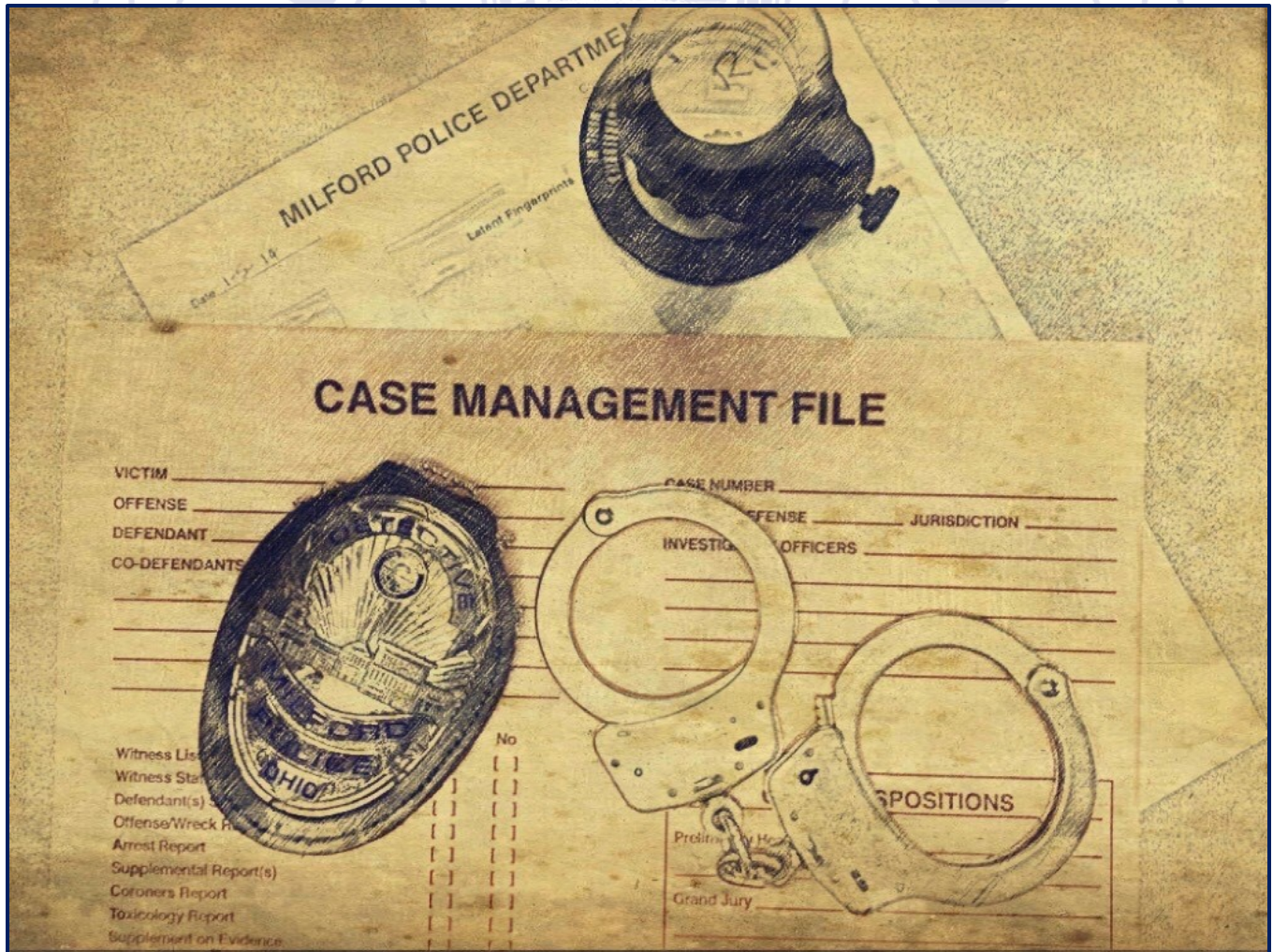
The bicycle and Segway patrols are used at public events such as the annual Frontier Days Parade and Festival, the Longstone Street Festival, the Halloween Edition Amazing Race and other large gatherings. An officer can move quickly through a crowd while on a bike or Segway, and can find short cuts, etc., where a patrol car would have very diminished mobility in the same situation. This same mobility also adds a "stealth" advantage to bike and Segway patrols versus patrol vehicles. An officer on a bike is much smaller, quieter, and can go places that are not easily accessible to patrol vehicles. Also, a person fleeing from an officer generally can't out run an officer on a bike.





## Criminal Investigation Division

The criminal investigation division is staffed with two dedicated detectives who conduct investigations that would unduly strain the resources of the patrol division or cases that require specialized skills. The division also compiles intelligence information on possible criminal behavior and homeland security and is also responsible for providing security at the Milford Mayor's Court.



## Special Operations

As a small police department, we do not have the staff for many of the divisions commonly found in larger agencies. However, that is not to say that those functions are not carried out. Milford Police personnel are afforded the opportunity to specialize in part time assignments as part of the Department's Career Development Program. The specialized operations of the Milford Police Department include:

- Traffic Safety
- Training Officer
- Community Policing
- Crime Scene Unit
- Honor Guard
- Special Response Team
- Project Lifesaver
- D.A.R.E. Officer
- Drug Recognition Expert



## Special Operations – Traffic Safety

There is a direct relationship between the quality of enforcement and the degree of safety with which citizens use the streets and highways. Enforcement efforts were concentrated against the violations and at the times and places which cause the greatest number of accidents. Conspicuous patrol by officers in marked vehicles is the primary means of accomplishing the objective of promoting good driving behavior. The Milford Police Department continued its commitment to traffic enforcement and education in 2020 and received a Gold Level Award from the OVI Task Force, and:

- Partnered with the Hamilton County OVI Task Force and the Safe Communities to participate in the “Click it or Ticket” and “Drive Sober or Get Pulled Over” campaigns.
- Conducted Saturation Patrols on grant funds.
- Deployed two Electronic Speed Signs daily



## Special Operations - Training

In-service training is conducted by a group of selected officers who are either state certified police instructors or field training officers. This section is responsible for conducting basic in-service training covering topics related to officer safety as well as the basic field training that all newly appointed officers must successfully complete. See the Annual Retraining Report for a list of all in-service trainings conducted.





## Special Operations – Community Policing

In 2020, the Milford Police Department continued its commitment to crime prevention through community engagement. We remained active in our partnerships with Pattison Elementary, the Coalition for a Drug Free Milford Miami Township, our Citizens Police Academy volunteers, Clermont Senior Services, Community United, the Clermont County Civil Air Patrol, and the Kiwanis Club.





## Special Operations – Crime Scene Unit

The investigation of crime and the prosecution of offenders require that evidence be obtained through the application of scientific methods. The Milford Police Department maintains a team of officers specially trained in forensic techniques of collecting and processing evidence. Members of the Crime Scene Unit respond to scenes where evidence is identified, collected, preserved and transmitted to the laboratory for processing. The Milford Police Laboratory provides investigators with chemicals for developing latent fingerprints, forensic photography equipment, alternate light sources, and a state-of-the-art forensic video workstation used to enhance video evidence.



## *Special Operations – Honor Guard*

---

The Milford Police Department Honor Guard is a team of specially trained officers that reflect the commitment to excellence, spirit of professionalism and the esprit de corps of all the members of the Milford Police Department. The Honor Guard participates in many formal ceremonies and events throughout the community.





## *Special Operations – Special Response Team*

The Milford Police Department is a participating member of the Clermont County Sheriff's Special Response Team. The selection process is extensive and requires officers to pass a rigorous physical fitness test, a psychological assessment, an advanced firearms qualification course and an oral interview. The team is deployed to critical, life-threatening incidents within Clermont County. Examples of SRT operations include: Hostage situations or barricaded subjects, tracking fugitives, and high-risk search warrants. The team consists of officers specially trained in police tactics, negotiation, and marksmanship. The SRT also has state-of-the-art weapons and equipment to allow the team to professionally and effectively discharge its duties.





## *Special Operations – Project Lifesaver*

The Milford Police Department has a team of officers who can provide a rapid response to save lives and reduce the potential for serious injury for adults and children who wander due to Alzheimer's, Autism, Down Syndrome, Dementia, and other related cognitive issues.

Through a grant from Project Lifesaver International, officers of the Milford Police Department and Milford Community Fire Department received equipment and training at no cost to the City. The grant provided specialized search and rescue equipment and training for 6 instructors. The training not only covered the use of the specialized equipment but also consisted of lessons on how to communicate with people afflicted with cognitive conditions, all of which are essential to the successful rescue of missing persons who wander or otherwise become lost.

Citizens who enroll in the program wear a small transmitter around the wrist or ankle that emits an individualized tracking signal. If an enrolled client goes missing, the caregiver notifies the Milford Police Department and a trained emergency team will respond to the wanderer's area with tracking equipment. It's our hope that we never have to use the equipment but it provides peace of mind knowing that we're prepared.



## Special Operations – DARE Officer

The Milford Police Department is committed to the development and perpetuation of programs designed to prevent juvenile delinquency and provide a positive connection between juveniles and law enforcement. The D.A.R.E./School Liaison Program provides a forum through which students, parents, faculty, and law enforcement officers become acquainted and, as a result, earn a mutual respect. The Milford Police Department is also a member of The Coalition for a Drug Free Milford Miami Township.





## *Special Operations – Drug Recognition Expert*

The Drug Recognition Expert (DRE) program is part of the Milford Police Department's efforts to curb drug-impaired driving within the City of Milford and the surrounding areas. The objective of the program is to provide the patrol division with certified experts who are capable of gathering evidence as necessary to substantiate charges of operating a motor vehicle (OVI) while being under the influence of a drug(s) and/or a combination of both alcohol and drugs in OVI cases. Drug Recognition Experts are certified by the National Highway Traffic Safety Administration (NHTSA) and the International Association of Chiefs of Police (IACP). The Department seized a Ford Mustang from a repeat drug impaired driver who was arrested and evaluated by a Drug Recognition Expert. The defendant forfeited the vehicle in his plea agreement in Clermont County Common Pleas Court and the vehicle title was transferred to the City of Milford. Through donations, the vehicle was marked and up-fitted as a Community Partnership Vehicle that is used in the D.A.R.E. program and other outreach efforts.





## *Special Operations – Citizens Police Academy*

The goal of the Citizens Police Academy (CPA) is to provide a snapshot of the day to day operations of the Milford Police Department and to enhance the partnership between the citizens and police officers. During the eleven-week academy, students gain an understanding of the department, its responsibilities and role in the community. Many of the graduates serve as police volunteers and assist with special functions and events.



## Support Services Division

The Support Services Division consists of non-sworn personnel responsible for record keeping, mayor's court operations, asset tracking, department statistics, and developing and maintaining department policies and procedures in compliance with the Commission on Accreditation for Law Enforcement Agencies (CALEA). The quantitative analyses in this report would not be possible if not for the keen record keeping of the support services division.



Clerk Kim Sheangshang has been with the Milford Police Department for 22 years. She is responsible for all record keeping activities related to the Mayor's Court. Clerk Sheangshang is certified by the Association of Mayors Courts Clerks and also serves as the C.A.L.E.A. accreditation manager.



Clerk Patricia Banks has been with the Milford Police Department for 20 years. Clerk Banks is responsible for maintaining all incident and accident reports and provides data to the FBI for the Uniform Crime Report.





## 2020 CRIME ANALYSIS

Offenses	2019	2020Actual	Percent Change
Missing Person	8	6	-25.0%
Family Problems	131	120	-8.4%
Robbery	1	0	-100.0%
Burglary	7	8	14.3%
Larceny	128	155	21.0%
Auto Theft	6	7	0.0%
Assault	25	17	-32.0%
Criminal Damaging	29	20	-31.0%
Domestic Violence	19	19	0.0%
Sex Offense	11	10	-9.1%
Juvenile Problems	91	56	-38.5%
<b>Total</b>	<b>456</b>	<b>417-8</b>	<b>-8%</b>
Part I Crime	2019	2020	
Homicide	0	0	
Rape	10	6	-40.0%
Robbery	1	0	-100.0%
Burglary	8	8	0.0%
Larceny	128	155	21.0%
Auto Theft	6	7	16.7%
Assault	25	17	-32.0%
<b>Total</b>	<b>178</b>	<b>197</b>	<b>10.6%</b>
Officer Activity	2019	2020	
Arrests	653	473	-27.6%
Citations	2758	2125	-23.0%
Warnings	682	612	-10.3%
DUI	25	23	-8.0%
Field	21	24	14.3%
Accidents	280	224	-20.0%
<b>Total</b>	<b>4419</b>	<b>3089</b>	<b>-30.1%</b>
Warrant Service	2019	2020	
	455	473	4.0%



## Citations Issued Monthly

Officers of the Milford Police Department issued a total of 2,125 traffic and criminal citations in 2020. A breakdown of these citations is shown below for the last three years by month.

Month	2018	2019	2020
January	299	222	266
February	263	208	237
March	329	250	136
April	270	247	28
May	274	221	131
June	219	188	156
July	297	216	191
August	291	280	224
September	287	229	228
October	246	248	181
November	264	243	192
December	243	206	155
<b>Total</b>	<b>3,282</b>	<b>2,758</b>	<b>2,125</b>

## 2020 JUDICIAL-MAYOR'S COURT

The City of Milford Mayor's Court worked under the supervision of Mayor Amy Vilardo. The Mayor selects a magistrate to administer both the procedural and punitive functions of the court. The purpose of Mayor's Court is to ensure prompt, fair and impartial hearing of City of Milford municipal ordinances. The budget of the court is prepared by the Chief of Police. The Mayor's Court is staffed by the magistrate, court clerk and the prosecuting city attorney.



# MILFORD MAYOR'S COURT

BEGINNING BONDS	\$ 912.00
TOTAL DISTRIBUTIONS	\$279,455.96
<b>TOTAL</b>	<b>\$280,367.96</b>

## MONIES TO THE CITY OF MILFORD

Fines	\$149,407.51
Costs	\$ 50,883.33
Warrant Fees	\$ 6,044.20
Bond Costs	\$ 104.10
Miscellaneous	\$ 17,383.88
Bond Forfeitures	\$ 300.90
<b>Sub-Total \$</b>	<b>\$224,123.92</b>

## MONIES TO TREASURER OF STATE OF OHIO

Ohio General Revenue	\$ -0-
Victims of Crime	\$12,585.85
Seat Belts	\$ 180.00
Child Restraints	\$ 150.00
Defense Support	\$35,063.40
Driver Alcohol	\$ 2,097.00
Drug Law Enforcement	\$ 4,752.20
Justice Program	\$ 139.80
<b>Sub-Total</b>	<b>\$54,968.25</b>

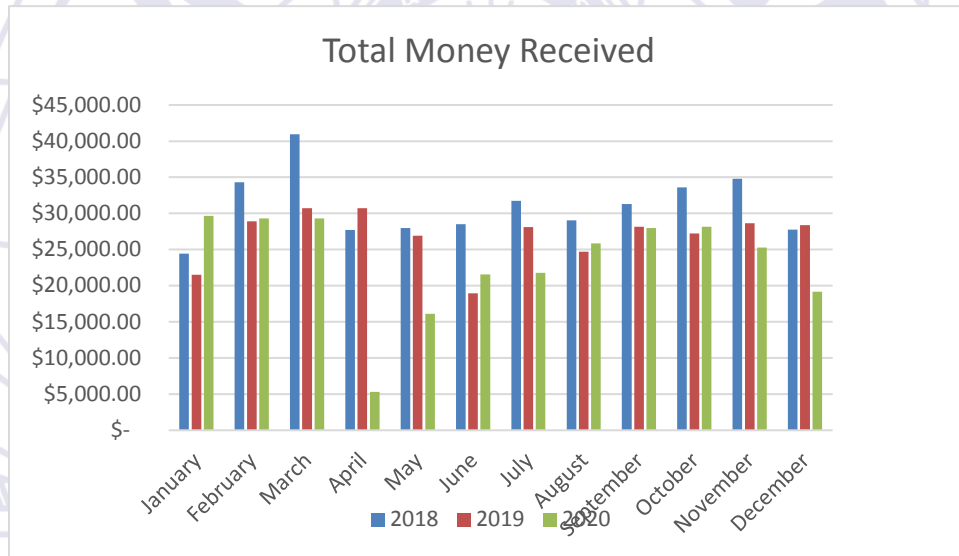
## OTHER MONIES

Overpayments	\$ 211.00
Bond Returns	\$ -0-
Outstanding Bonds	\$ 430.00
Bad Check Not Collected	\$ 210.00
Restitution	\$ 424.79
OVI Fund	\$ -0-
<b>Sub-Total</b>	<b>\$ 1,275.79</b>

<b>TOTAL DISTRIBUTIONS</b>	<b>\$280,367.96</b>
----------------------------	---------------------

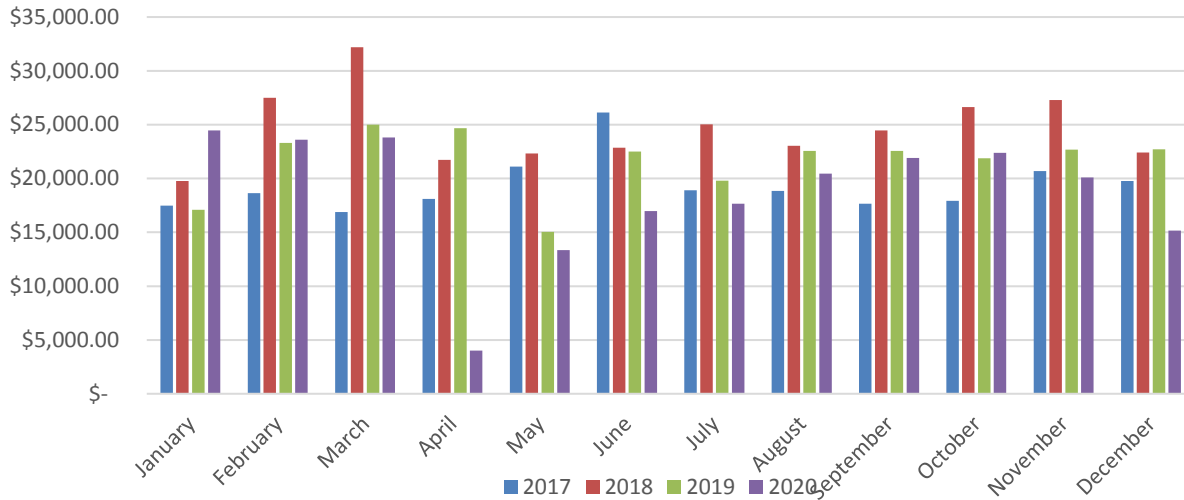


## Total Money Received



	2018	2019	2020
January	\$ 24,434.14	\$ 21,501.00	\$ 29,649.00
February	\$ 34,315.61	\$ 28,931.32	\$ 29,323.70
March	\$ 40,953.74	\$ 30,741.18	\$ 29,293.99
April	\$ 27,702.80	\$ 30,716.90	\$ 5,318.07
May	\$ 27,986.68	\$ 26,909.10	\$ 16,105.74
June	\$ 28,519.90	\$ 18,971.33	\$ 21,567.00
July	\$ 31,746.25	\$ 28,124.09	\$ 21,778.40
August	\$ 29,022.00	\$ 24,712.85	\$ 25,858.75
September	\$ 31,319.60	\$ 28,150.51	\$ 27,978.31
October	\$ 33,599.53	\$ 27,224.91	\$ 28,150.00
November	\$ 34,801.00	\$ 28,665.49	\$ 25,263.00
December	\$ 27,770.17	\$ 28,363.78	\$ 19,170.00
	\$ 372,171.42	\$ 323,012.46	\$ 279,455.96

Total Money Received by the City of Milford



	2017	2018	2019	2020
January	\$ 17,487.37	\$ 19,766.08	\$ 17,089.72	\$ 24,476.00
February	\$ 18,642.15	\$ 27,502.49	\$ 23,315.22	\$ 23,600.70
March	\$ 16,873.91	\$ 32,205.03	\$ 25,011.43	\$ 23,808.74
April	\$ 18,089.14	\$ 21,726.43	\$ 24,670.52	\$ 4,003.59
May	\$ 21,094.52	\$ 22,338.16	\$ 15,043.09	\$ 13,334.45
June	\$ 26,139.97	\$ 22,851.74	\$ 22,508.09	\$ 16,976.00
July	\$ 18,910.85	\$ 25,034.92	\$ 19,786.85	\$ 17,667.40
August	\$ 18,848.92	\$ 23,025.08	\$ 22,561.51	\$ 20,460.75
September	\$ 17,660.70	\$ 24,463.79	\$ 22,561.51	\$ 21,915.31
October	\$ 17,920.80	\$ 26,644.61	\$ 21,875.91	\$ 22,397.00
November	\$ 20,679.99	\$ 27,278.43	\$ 22,689.49	\$ 20,106.00
December	\$ 19,761.30	\$ 22,400.11	\$ 22,696.78	\$ 15,166.00
	\$ 232,109.62	\$ 295,236.87	\$ 259,810.12	\$ 223,911.94

## Total Money sent to the State of Ohio

	2017	2018	2019	2020
<b>January</b>	\$4319.00	\$4362.50	\$3652.50	\$5544.00
<b>February</b>	\$4303.25	\$6269.86	\$4928.44	\$5405.00
<b>March</b>	\$4301.60	\$7610.00	\$5256.50	\$5182.25
<b>April</b>	\$4869.00	\$5102.50	\$5435.90	\$ 692.50
<b>May</b>	\$5321.40	\$5140.00	\$4890.12	\$2777.50
<b>June</b>	\$7062.50	\$5172.50	\$3452.50	\$4067.50
<b>July</b>	\$5287.50	\$6083.50	\$5380.00	\$4025.00
<b>August</b>	\$4871.00	\$5525.00	\$4695.00	\$5222.50
<b>September</b>	\$4719.00	\$6170.00	\$5255.00	\$5530.00
<b>October</b>	\$4857.50	\$6165.00	\$5250.50	\$5585.00
<b>November</b>	\$4840.00	\$6760.00	\$5304.50	\$5007.50
<b>December</b>	\$5197.50	\$4975.00	\$5522.50	\$3832.50
<b>Totals</b>	\$59,949.25	\$69,335.86	\$59,023.46	\$52,871.25

### Seat Belt Violation (Ordinance 337.27 and 337.27.2)

Month	2017	2018	2019	2020
January	\$ 15.00	\$ 105.00	\$ 30.00	\$ -
February	\$ 15.00	\$ 19.86	\$ 48.74	\$ 60.00
March	\$ 75.60	\$ 30.00	\$ 30.00	\$ 30.00
April	\$ -	\$ 30.00	\$ 60.00	\$ -
May	\$ 140.00	\$ 170.00	\$ 60.00	\$ -
June	\$ 130.00	\$ 60.00	\$ 50.00	\$ 30.00
July	\$ 160.00	\$ 90.00	\$ -	\$ -
August	\$ 75.00	\$ 30.00	\$ 75.00	\$ 100.00
September	\$ 35.00	\$ 50.00	\$ 30.00	\$ -
October	\$ 20.00	\$ 30.00	\$ 50.00	\$ 60.00
November	\$ 50.00	\$ -	\$ -	\$ -
December	\$ 5.00	\$ -	\$ 90.00	\$ -
<b>Totals</b>	<b>\$ 720.60</b>	<b>\$ 614.86</b>	<b>\$ 523.74</b>	<b>\$ 280.00</b>



## 2020 Mayor's Court Statistics

<b>Cases Heard:</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Traffic	1,983	2,314	1,919	1,577
Misdemeanors	9	24	7	15
Minor Misdemeanors	46	136	63	30
Misdemeanor Contempt	126	138	184	104
<b>Totals</b>	<b>2,164</b>	<b>2,164</b>	<b>2,173</b>	<b>1,726</b>

### Fines Levied on Cases Heard:

	<u>Fines Levied</u>	<u>Fines Collected</u>	<u>Fines Outstanding</u>
<b>Totals</b>	<b>\$ 151,371.00</b>	<b>\$ 142,292.00</b>	<b>\$ 9,079.00</b>

### Other Case Activity:

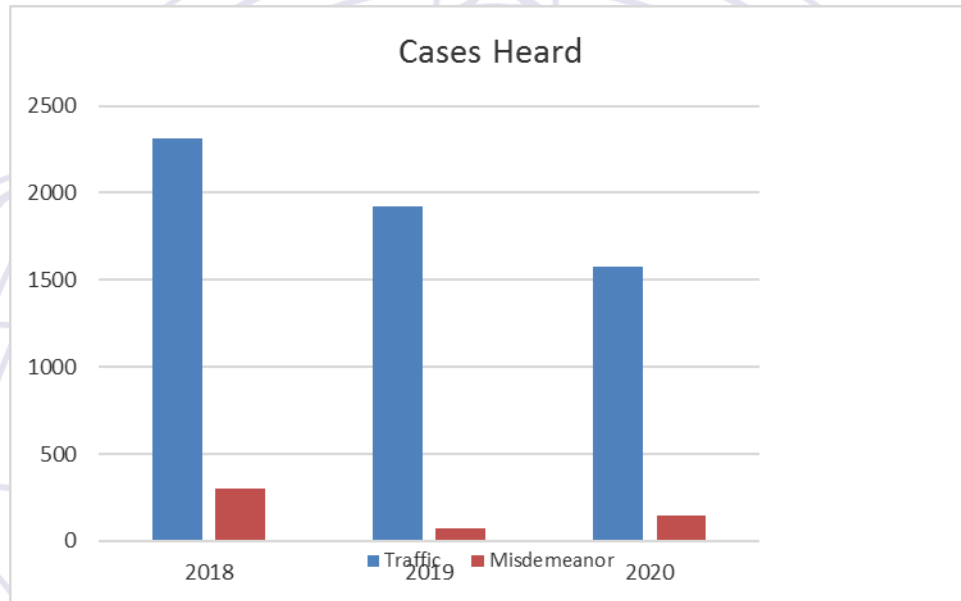
Cases Transferred To Clermont County (Jury Demand or Appeal).....	13
Cases Dismissed or Acquitted .....	154
Jail Time Given by Days .....	0
Community Work Given by Days (at \$30.00 per day).....	0

### Warrants, Summons, or Private Complaints out of Mayor's Court:

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Warrants Issued	146	209	199	114
Summons	0	0	0	0
Private Complaints	0	0	0	0
<b>Totals</b>	<b>146</b>	<b>209</b>	<b>199</b>	<b>114</b>

### Arrests Made from Warrants Issued in Mayor's Court, Cases Dismissed on Warrants, Subjects Entered Into TTY\*\* from Warrants, and Cases Purged (Warrants and Summons):

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Arrests Made	77	122	119	59
Cases Dismissed	6	11	23	8
Subjects Entered into TTY	61	76	48	47
Not Served Yet	2	0	9	0
<b>Totals</b>	<b>146</b>	<b>209</b>	<b>199</b>	<b>114</b>



Ticket Offense	2018	2019	2020
Abandoned Vehicle	0	4	0
Assured Clear Distance/Failure to Yield	87	82	76
Bike/Sled/Attended Vehicle	0	0	0
Brake Equipment	0	13	0
Bumper Requirement	0	0	0
Child Restraint	0	1	2
Display/Expired/No License Plates	305	261	138
Disregard of Safety	2	3	0
Drag Racing	0	0	0
Driving on a Closed Roadway/Sidewalk	1	6	3
Driving over a hose	0	0	0
DUI/OVI	6	10	17

DUS/Court and FRA	64	37	73
Expired/Display/No Operators License	109	57	54
Fleeing/Eluding Police Officers Signal	0	0	0
Following too Close	1	0	0
Headlight/Failure to Dim	18	21	38
Lanes of Travel/Marked Lanes/Left of Center	24	24	29
Lending Vehicle/Unlicensed Operator	0	0	0
Muffler/Defective or Loud Exhaust	3	0	2
No Air Breather	0	0	0
No Helmet/Rules governing Motorcycle	8	1	1
No Thru Trucks	2	1	2
No Turn/Left Turn/U Turn	6	11	3
Obstructing Passage of Vehicles	0	0	0
One Way Street	1	2	4
Open door into Traffic	0	0	0
Overweight Vehicle	0	1	0
Parking Fire Lane/Handicap	30	28	29
Parking Prohibited/Wrong Way/Overtime	67	80	31
Permitting/Unlicensed Operator/Minor	1	0	2
Rear view Mirror	0	1	0
Reasonable Control/Fail to Control	18	17	18
Reckless Operation/Also Private Property	3	1	4
Rules Governing Passing	3	3	0
School Bus Regulations	0	0	1
Seat Belt Violations/Driver/Passenger	20	18	7
Second Reckless Operation	10	7	5



Short Cutting/Private Property	0	1	0
Speed	1205	1105	1088
Starting/Backing	5	10	2
Stopping After Accident/Leaving the Scene	8	4	0
Stopping/Standing	1	0	0
Tail Lights/License Plate Light	8	18	24
Tinted Windows	0	1	1
Towing Vehicle	0	0	0
Traffic Control Device/Stop Sign/Red Light	221	155	112
Turn Signals	9	7	7
Unauthorized Plates/Fictitious Plates	11	0	0
Unauthorized Use of a Motor Vehicle/Driver	0	0	0
Unnecessary Noise/Tires	1	0	1
Unsafe Vehicle/Texting	1	5	7
Unsecured Load/Failure to Tarp	0	1	0
Vehicle Left Unattended	1	0	0
Vehicular Homicide	0	0	0
Windshield Obstruction	0	0	0
Wrongful Entrustment	2	0	0
Warnings Issued	894	729	657

## Police Volunteer Unit

The Milford Police Department is proud to partner with members of the community who have applied to serve as police volunteers. The volunteer program is a win-win for the Department. Our volunteers serve as a force multiplier while providing a diverse work group with a variety of resources that we could not otherwise provide.



## *Administrative Reviews & Analysis'*

- Retraining Summary
- Traffic Accident Review
- Vehicle Maintenance
- Accomplishments
- Use of Force
- Traffic Pursuits
- Grievances
- Internal Affairs Summary
- Biased Based Policing Review
- Early Warning System Review
- Special Assignment Review
- Goals & Objectives
- Recruitment Plan
- Active Threat Plan



## 2020 Retraining Summary

During the year members of the Milford Police Department received in-service and advanced training. Some training courses were mandatory for all members of the Department, while other trainings were assignment specific. Many officers received advanced training for career development that is reflected in their training file but not in this retraining summary.

### LEGAL UPDATE TRAINING

Officers receive ongoing legal update training from the Clermont County Prosecutor's Office and the Ohio Attorney General's Office.

### PowerDMS

- Bias Based Training – January - 1 hour
- Mental Illness – February – 1 hour
- Lethal Force – March – 1 hour
- Ethics – September – 1 hour
- Documenting & Submitting Evidence – 1 hour
- Less Lethal Force - October – 1 hour

### POLICE ONCE ACADEMY

- Ambush Awareness – February – 1 hour
- Excited Delirium – February – 1 hour
- Sovereign Citizens – April – 1 hour
- Civil Rights – May – August - 4 hours
- Discipline & Termination – 1 hour (supervision only)
- FMLA for Supervisors – 1 hour (supervision only)
- 2020 TASER Update – 1 hour

### ROLL CALL

- Shotgun Conditions
- First Aid & Go Bag Training
- Entry Tools
- Duke Energy First Responder Beware
- Fire Extinguisher Training
- Flare Training
- Rescue Bag & Disk Training

### IN-SERVICE

- OPOTA Qualification – March – 3 hours
- Less Lethal – October – 6 hours

### RECERTIFICATION

Certain members of the Department are required to recertify in areas of specialization. This year, the following positions were recertified.

- All operators of the Breath Alcohol Content (B.A.C.) Datamaster and Intoxilyzer were recertified by Department of State.
- All operators the Law Enforcement Automated Driving Status (L.E.A.D.S.) database were recertified.
- All sworn officers were recertified on the authorized lethal and less-lethal weapons.



## 2020 Traffic Accident Review

The 2020 Traffic Accident Review was conducted by comparing the number of traffic crashes from the year 2020. The purpose for the review is to identify potential traffic hazards by locating significant increases in the traffic crashes in certain locations. The data for the review comes from the ALERTS record management software and the 2020 Traffic Accident Review.

### COMPARISON

In 2020, Milford Police investigated 224 auto accidents which was a 20% decrease from 2019

### PRIVATE PROPERTY ACCIDENTS

61 of all crashes occurred on private property accounting for 27% of our crash reports. Private property accidents are handled by a simple crash report and are not submitted to the state. The report is taken for insurance purposes with each party involved reporting the accident to their respective insurance company to repair damages. Private property accidents were down 23% from last year.

### ROADWAY AND OTHER ENFORCEABLE ACCIDENTS

Subtracting the private property crashes, we are left with 163 accidents that occurred on the roadway or were enforceable private property crashes. This is a 19% decrease from last year's count of 201 crashes and the following statistics and percentages are tallied from those reports.

### INJURY RELATED TO CRASHES

There were 6 reported injury accidents in 2020, which represents a 14% decrease from 2019. The break down for these crashes are as followed: 4 were due to driver inattention, one driver looking at their phone, one sleepy driver, one driver turned in front of the other car and one driver striking a pedestrian in the crosswalk. The other two were due to operating without reasonable control, one elderly subject ran off the roadway and struck a utility pole and the second was a single vehicle motorcycle crash. All reported injuries were minor in nature.

### ALCOHOL RELATED CRASHES

There were 8 crashes investigated related to alcohol or drugs which is a significant increase from the 3 investigated in 2019. Impairment crashes accounted for 3.5% of our total accidents and while there was a noticeable increase, two of these accidents involved the same subject, in the same parking lot less than 24 hours apart and a third was due to a subject attempting to elude Terrace Park Police and ended up crashing in our jurisdiction.

### MILFORD PARKWAY, CHAMBER DRIVE AND RIVER'S EDGE DRIVE

There were 32 total crashes along these roadways accounting for 20% of all crashes. Crashes along these roads saw a 32% decrease from 2019

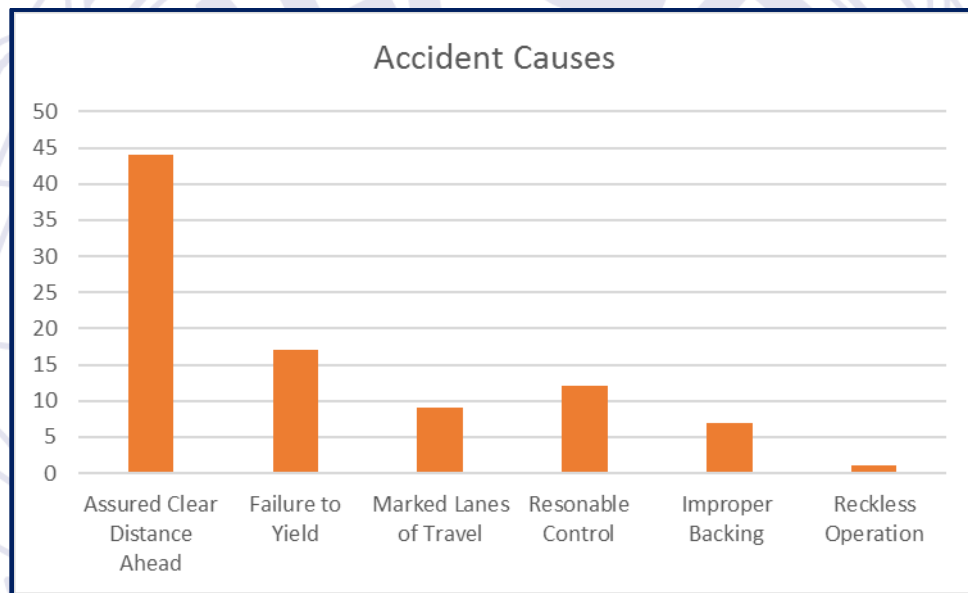
### LILA AVE / US 50

There were 26 crashes along this roadway accounting for 16% of all accidents and a 30% increase from 2019



### MAIN STREET / SR 28

There were 24 total accidents occurring on Main Street accounting for 15% of all crashes and a 47% decrease from 2019



### EDUCATION

- Flashing speed signs were deployed throughout the year at problem locations.
- We partnered with the Ohio Department of Public Safety on their annual “Click it or Ticket” and “Driver Sober or Get Pulled Over” campaigns.
- Officers made over 2,345 driver contacts resulting in a written warning 26% of the time. This does not take into account the number of verbal warnings that have not been tallied.

### ENGINEERING

- Throughout the year, officers reported any potential traffic hazards to the City Manager.
- The Chief of Police was involved in the planning of all roadway construction projects.

### ENFORCEMENT

- Traffic enforcement was significantly reduced in 2020 due to limited contact orders in the interest of Covid safety.

## 2020 Fleet Maintenance Report

<i>Car #</i>	<i>Year/Make</i>	<i>Begin Miles</i>	<i>End Miles</i>	<i>Miles Driven</i>
520	20 Chevy Tahoe Police SUV	125	3,920	3,795
213	13 Taurus Police Chief	78,467	88,074	9,607
311	11 Chevy Tahoe Detective	131,779	138,485	6,706
415	15 Chevy Tahoe Patrol SUV	75,607	90,613	15,006
513	13 Chevy Tahoe Patrol SUV	108,706	112,687	3,981
617	17 Chevy Tahoe Patrol	28,895	43,598	14,703
718	18 Chevy Tahoe Patrol	20,149	33,300	13,151
711	11 Chevy Tahoe School/ Court Car	119,564	121,627	2,063
815	15 Chevy Tahoe Patrol SUV	56,007	67,553	11,546
912	12 Chevy Tahoe Patrol	78,456	91,816	13,360
319	19 Chevy Tahoe Patrol	5,975	20,064	14,089
15	13 Interceptor SUV Detective	99,468	108,236	8,768
1016	16 Chevy Tahoe Patrol SUV	42,238	56,875	14,637
1116	16 Chevy Impala Assistant Chief	41,679	57,051	15,372
<b>Total miles driven for the 2020 year</b>				<b>146,784</b>

### Yearly Total Repair Cost

2018	\$27,718.48
2019	\$28,724.20
2020	\$46,499.54

## 2020 Accomplishments

Annually, the Milford Police Department establishes goals and objectives for the upcoming year and evaluates the progress made toward attaining the previous year's goals. This report summarizes our effectiveness in reaching our 2020 goals.

**GOAL:** Broaden our community outreach efforts

**RESULT:** **Attained:** We recruited nine participants in our Citizens Police Academy and assigned an officer as the Milford Methodist Church Youth Group Liaison

**GOAL:** Improve our deliverable services to residents with special needs

**RESULT:** **Partially Attained:** Although we weren't able to implement the Women Helping Women DVERT (Domestic Violence Enhanced Response Team) due the grant being rejected; we did add autism sensory bags to the marked patrol fleet.

**GOAL:** Reduce auto accidents on SR 28/Main Street

**RESULT:** **Attained:** Although a portion of the 47% reduction in Main Street auto accidents could be a result of the Governor's Stay at Home Order, this was an area of focus in 2020 and clearly paid dividends.



## 2020 Use of Force Analysis

Milford police officers acting within the scope of their employment will use only the force reasonable to accomplish lawful objectives. Milford police officers may use deadly force only when the officer reasonably believes the action is in defense of human life, including the officer's own life, or in defense of any person in imminent danger of serious physical injury. By policy, an administrative review is conducted by a supervisor on each use of force and submitted to the Chief of Police. In 2020, all sworn officers receive annual training on use of force directives, and all command officers received in-service training on investigating use of force incidents.

In 2020, there were four (4) Response to Resistance Reports submitted, however two (2) of the incidents involved only a display of weapon. The remaining uses of force involved one (1) weaponless tactic and one (1) use of a less-lethal weapon.

TYPE OF FORCE	NUMBER OF TIMES USED
Weaponless Tactics	1
Chemical Aerosol	0
Baton	0
Taser	1
Firearm	0

### INJURIES

Any time a lethal or less-lethal weapon is used against an assailant or to effect an arrest, the person against which the weapon was used is checked for injuries by an EMT or medic and/or transported to a medical facility to be checked or treated. One of the weaponless responses to resistance resulted in minor skin abrasions to the officer. No suspects were injured in 2020.

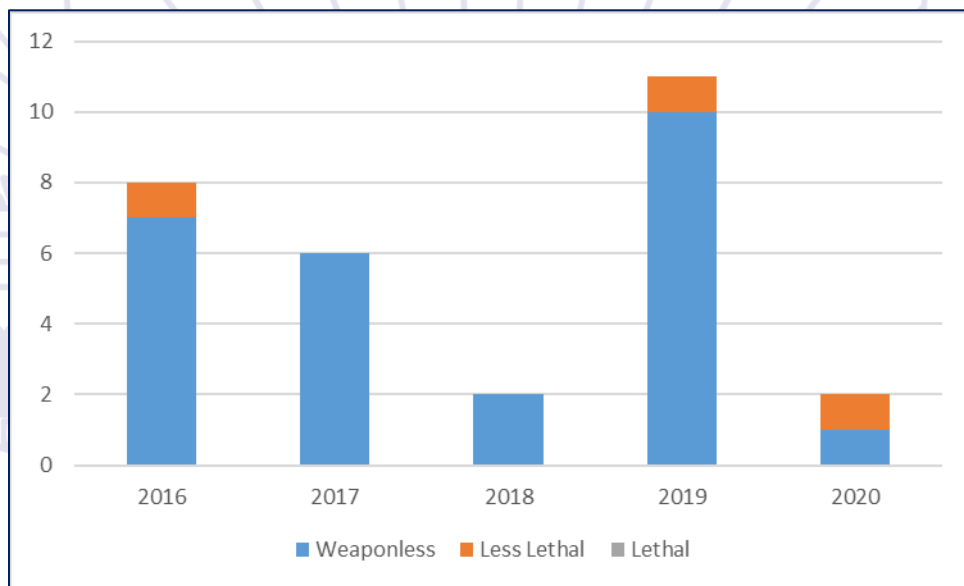
### ACTIVITIES, POLICIES & PRACTICES

All sworn officers are trained and tested on the use of force directives annually. The 2020 Use of Force in-service training included the use of de-escalation tactics and constitutional applications of force. Additionally, use of force directives are included in every weapons qualification course throughout the year. All uses of physical force in 2020 were closely examined by command officers and tracked in the newly acquired Guardian Tracking program.

### ANALYSIS

The total responses to resistance (including display of weapons) in 2020 represents a 60% decrease over 2019, which was abnormally high, and more closely matches our annual average. A significant and in-depth review and analysis was conducted and the following data was extracted:

- There were no complaints filed as a result of a response to resistance.
- All of the incidents involved a crime in progress.
- All of the suspects were actively resisting in cases where force was used by the officer.
- Two (2) of the incidents (50%) involved an assault on a police officer.
- Three (3) of the incidents (75%) involved Caucasian suspects.
- All of the incidents involved male suspects.
- The average age of suspects involved in a use of force was 38.
- One of the incidents (25%) involved a suspect under the influence of drugs or alcohol.
- All of the incidents occurred on night shift (6:00 PM – 6:00 AM).
- There is no discernable trend or pattern relating to dates.
- There is no discernable trend or pattern relating to injuries to any person or officer.
- None of the incidents occurred at the same location.
- No single officer had disproportionate uses of actual force.



In 2020, sworn officers arrested 400 people (103 custodial arrests and 297 criminal summonses) and issued 1,725 traffic citations. The aforementioned two uses of force on arrested or detained people indicate that 99.9% of the time officers of the Milford Police Department accomplish their mission without any use of force. This level of force is within the FBI parameters of use of force involving 1% of all arrested or detained persons. The fact that all of the use of force incidents occurred on night shift is consistent with the 2019 staffing study which revealed that thirty percent of the calls-for-service on night shift are two-unit runs. There is no consistent variable in terms of officer involved, suspect, location or race that would indicate an identifiable trend or causative factors for concern.

## 2020 Vehicle Pursuit Review & Analysis

### POLICIES & REPORTING PROCEDURE

Milford police officers may initiate an emergency vehicle pursuit whenever a law violator clearly exhibits the intention of avoiding arrest by using a vehicle to flee and elude an officer. However, a justified pursuit occurs only when the necessity of apprehension outweighs the level of danger created by the pursuit. An administrative review is completed by a command officer as soon as possible after each pursuit. The purpose of the review is to determine if the pursuit was within Department policy, and to address equipment and training needs. The administrative review is forwarded to the Chief of Police for final approval.

### PURSUIT ANALYSIS

Annually, the Chief of Police conducts an analysis of all pursuits initiated by the agency as well as those pursuits the agency assisted in. The analysis will include:

1. Patterns or trends that indicate training needs
2. Patterns or trends that indicate a needed policy change
3. The need for added equipment in addressing pursuits

TOTAL NUMBER OF PURSUITS: 2

#### Reasons for Pursuit Initiation

Traffic Offense	50%
Felony Fugitive	50%

#### Distance Pursued

Under Five Miles	100%
------------------	------

#### Initiating Officer

Officer Fannin	50%
Sergeant Lane	50%

#### Time of Day

18:00 – 06:00	100%
---------------	------

#### Disposition

Terminated by Officer	50%
Surrendered	50%

The pursuing officers' actions were reviewed in each instance by the assistant chief, and were found to be justified. The Department conducts in-service training on emergency vehicle operations and reviews the pursuit policy annually. There is no identifiable trend to suggest a change in our training or policies. In 2019, we upgraded to a wireless mobile-video download which significantly improved our efficiency in reviewing pursuits. In 2020, the Department purchased Guardian Tracking to aid in reviewing high risk and high liability activities.



## *2020 Grievance Analysis*

---

Employees within the Milford Police Department may, from time to time, find it necessary to file a formal grievance for what is perceived to be an inequity in the operation of the department. Annually, the Chief of Police or his designee conducts an analysis of all grievances filed within the last twelve (12) months in order to detect a trend. If through the analysis the Chief of Police observes a trend in filed grievances, steps may be taken to minimize the causes of such grievances in the future. In 2020, Assistant Chief Mahan met routinely with the Employee Advisory Committee, which is comprised of officers who submit suggestions or concerns to police administrations. There were no grievances filed during the year 2020.

## 2020 Internal Affairs Summary

One of the most important functions administered through the Office of the Chief of Police is that of internal affairs. Contemporary law enforcement agencies are complex organizations engaged in high liability activities with the corresponding need to maintain the integrity of its operations and the ethical conduct of its members. It is the policy of the Department to investigate complaints and allegations related to internal discipline in a manner that will assure the community of prompt corrective action in the event of employee misconduct, while at the same time protecting employees from unwarranted criticism pursuant to the proper discharge of official duties. The policy provides for the investigation of alleged or suspected violations of law or departmental policies.

Complaints may be made in person, by telephone, or in writing. Anonymous complaints will be accepted for investigation to the extent feasible. Citizen complaints are normally referred to the supervisor of the accused employee. In 2020, there were two (2) investigations as a result of citizen complaints and two (2) internal complaints that were initiated by a member of the command staff. The low ratio of complaints received to the thousands of public contacts initiated by Department employees indicates an extremely low frequency of complaints.

Internal Investigations							
Source	Type	Date Rec'd	Allegation	Date Assigned	Date Closed	Finding	Compl Notified
Internal	Informal	3/30/2020	Care and Use of Equipment	3/30/2020	3/30/2020	Improper Conduct	N/A
External	Informal	5/20/2020	Discourteous Treatment	5/21/2020	5/26/2020	Proper Conduct	Letter
Internal	Informal	8/19/2020	Care and Use of Equipment	8/19/2020	8/19/2020	Improper Conduct	N/A
External	Informal	9/24/2020	Poor Driving	9/24/2020	10/23/2020	Proper Conduct	Telephone

## 2020 Annual Review of Biased Based Policing

A fundamental right guaranteed by both the U.S. and Ohio Constitutions is the “equal protection” clause. Everyone, citizen and alien alike, is entitled to walk, drive, and move about in public free from police interference so long as they obey the law. Those who commit infractions must receive equal and fair treatment, regardless of their race, color, ethnicity, sex, sexual orientation, physical handicap, religion, or other belief system. Officers must conduct themselves in a dignified and respectful manner at all times when dealing with the public. The Law Enforcement Code of Ethics articulates the professional and personal behavior that is expected of all law enforcement officers.

### AUDITS

The number of traffic citations and written warnings issued in 2020 is representative of the demographics of our service population. Supervisory monitoring of officer-initiated contact found no unusual patterns that would indicate that biased based profiling is occurring.

Demographic	Traffic Citations	Written Warnings
Male White	51%	48%
Female White	42%	40%
Male Black	3%	4%
Female Black	1%	3%
Male Other	2%	2%
Female Other	1%	2%

### TRAINING

In 2020, all sworn members completed four hours of Civil Rights training through the Police One Academy, and all members (sworn and civilian) were required to review the Biased Based Policing directive and pass a written test.

### CORRECTIVE MEASURES

In 2020, there were no complaints nor indicators of biased based profiling that required corrective measures.

### POLICY CHANGES

In 2020, the Department purchased Guardian Tracking to aid in tracking the performance and conduct of officers.



## *2020 Early Warning System Review*

---

The Milford Police Department Personnel Early Warning System is designed to provide supervisory personnel with objective guidelines and specific criteria for identifying employees who may benefit from agency intervention efforts. This system provides specific and consistent procedures for tracking, evaluating and responding to employee needs. Intervention occurs in circumstances that indicate a potential for negative consequences to the Department, its members or the community.

In 2020, all command staff received training on the new Guardian Tracking program. The program is used to document both positive and negative performance, as well as, sick time usage, use of force, traffic pursuits, complaints, and more. During 2020, Supervisors made 170 entries regarding officer conduct and performance. There were no patterns identified or concerns that resulted in an early intervention.

## 2020 Annual Special Assignment Review

Annually, the Department reviews the special assignments by listing the positions, indicating the purpose for each position, and evaluating the initial problem or condition that required the position. During 2020, investigative assignments were the only special assignments consisting of one full time and one part time detective.

### POSITION RESPONSIBILITIES

The primary function of the Investigative Sections (aka Investigations) is to conduct follow up investigations on felony and serious misdemeanor offenses. Detectives also serve as property room custodians and primary crime scene technicians. Additional responsibilities include submitting evidence to the laboratory, conducting pre-employment background investigations, performing voice stress examinations, assisting outside agencies with evidence processing as requested, tracking pattern crimes, communicating with the Clermont County Drug Task Force, and various task force meetings.

### EVALUATING DEPARTMENT NEEDS

The investigation of felonies and serious misdemeanors often requires specialized skills, training, and abilities such as crime scene processing, interviewing and interrogation, CVSA certification, and an understanding of the principles of surveillance and the federal guidelines on criminal intelligence. Additionally, active membership in organizations such as MAGLOCLIN, FIA, and the Southwest Ohio Police Intelligence, enhance an investigator's abilities to conduct such investigations. Since it would be impractical to train all sworn officers in these areas, the criminal investigation section was created.

The Investigative Section also serves as a resource to the patrol division by offering investigative guidance, CVSA exams, interviews and interrogations, locating a suspect's current information, transporting evidence, enhancing video evidence, preparing photo line ups, wanted/missing persons communications, and sharing gathered intelligence from other agencies.

Personnel assigned to the Investigative Section are trained in the collection, processing and sharing of suspicious incidents and maintain liaison with federal, state and local criminal justice agencies for the purpose of facilitating an exchange of information relative to law enforcement. In 2016, investigative personnel attended specialized training in criminal intelligence, and attended several task force meetings designed to assist in fraud activities, gang monitoring, and criminal trends. Investigative personnel maintained the use of surveillance equipment and coordinated with ETC Inc. to utilize surveillance equipment to local agencies free of charge. All intelligence information is collected and maintained in compliance with U.S. Title 28 CFR Part 23 and limited to criminal conduct and activities that present a threat to the community.

### CASE LOAD

During 2020, the criminal investigations section conducted 176 investigations, resulting in 3 CVSA examination, 25 search warrants or subpoenas, processing 119 crime scenes, forwarding 11 cases to the Clermont Co. Drug Task Force or other agencies, also closing 110 cases by arrest, warrant, or by other means. This resulted in a 62.5% case clearance rate. Investigations has an additional 26 cases still pending.

The Investigative Section case clearance rate is determined by the overall status of the investigation.

### 2020 ACCOMPLISHMENTS

In 2020, Investigations continued utilizing the “Case Log” designed to better track investigative statistics, and to improve reporting / accountability. Investigators continue to submit daily recaps of their investigations and additional responsibilities. Quarterly meetings were conducted for case log reviews and to address other responsibilities within the section. The Section attended specialized training in CVSA certification for Det. Russell Kenny. All members completed several online trainings. Investigations completed several high priority cases in 2020 including:

- Investigations handled several theft and misuse of credit card cases throughout the year.
- Investigations was utilized as a liaison with several businesses during the early closings of the COVID-19 pandemic.
- Investigations is handling a death investigation that occurred in July at Homewood Suites.
- Investigations handled significantly more investigations in 2020 compared to 2019.
- Detective Rogers continued to manage Project Lifesaver. Investigators continued communication with road patrol through patrol bulletins and periodic attendance in roll call. Investigators also assisted with several officer managed investigations and completed three property destroys during 2020.

### RECOMMENDATION

As with every year we will be reviewing processes to improve efficiency within the investigative section. The Investigative Section serves as a valuable support service to the road patrol and I recommend maintaining both investigative positions.



## *2020 Active Threat Response Plan Review*

---

In 2020, the Milford Police Department continued its commitment to prepare for and mitigate active threats. The following objectives were attained during 2020:

- Firearms training focused on advanced shooting drills.
- The Emergency Operations Plan was reviewed by the Police and Fire chiefs.
- All command officers received in-service training on the All Hazard Plan.
- Safety drills were conducted at both elementary schools.
- We continued to be a participating agency with an officer assigned to the Clermont County Special Response Team.
- All sworn personnel completed roll call training on:
  - First Aid/Go Bags
  - Ambush Awareness
  - Sovereign Citizens
  - Entry Tools

## 2020 Goals and Objectives

### Goal

Improve our ability to collect and analyze officer-initiated activity

- Identify a minimum performance standard
- Implement a modification to the Supervisor Monthly Report that includes officer-initiated activities

### Goal

Reduce auto accidents on Lila Ave by 10%.

- Deploy speed signs
- Increase stationary traffic observation posts
- Increase patrols

### Goal

Reduce larceny reports by 10%

- Increase patrols at “hot spots”
- Coordinate with asset protection teams

## 2020 Recruitment Plan Analysis

### Goal

The goal of the Milford Police Department Recruitment Plan is to maintain a sworn workforce that is representative of the composition of the available workforce in the city of Milford.

### Work Force Analysis

At our current full-time sworn staffing level of nineteen (19) our threshold for implementing the Affirmative Action Plan for ethnic minorities would be 5.25%. The most recent national census indicated a minority population of 3% African Americans. Therefore, our workforce is currently representative of the composition of the available workforce in the city of Milford.

According to the National Center for Women in Policing, women account for 12.7% of all sworn law enforcement positions in agencies with 100 or more sworn personnel. In small and rural agencies (with fewer than 100 sworn personnel), women comprise 8.1% of all sworn personnel. When these figures are combined in a weighted estimate, they indicate that women represent 11.2% of all sworn law enforcement personnel in the U.S. The Milford Police Department currently employs four female officers which equates to 21%.

### Evaluation

- The benefits of a diverse workforce are recognized and the following recruitment plan will be utilized to attract ethnic minorities to compete in the upcoming entrance exam for patrol officers:
- Utilizing the National Testing Network for the entrance exam
- Reviewing and updating the Affirmative Action Plan
- Reviewing and testing annually on the Recruitment Plan.
- Utilizing police personnel who instruct at various colleges and academies to recommend minorities to apply for employment.
- Advertising openings outside the City of Milford including, The Cincinnati Enquirer, posting ads at the University of Cincinnati, Northern Kentucky University and the Scarlet Oaks Career Center.
- Notifying minority churches of the examination through the Milford-Miami Ministries Association.
- Working with Community United to help engage the minority community.
- Posting the job ad on the City of Milford Website and Facebook page.
- Recording the following data on this selection process for future analysis: race, gender, age, and how the applicant heard about the opening.



## *2020 Temporary Detention/Processing & Testing Administrative Review*

Security of the temporary detention facility is maintained by systematic searches of the processing and detention areas. A security check is made weekly to insure cleanliness and the absence of weapons and contraband. All irregularities are immediately reported to the on-duty supervisor. The security check includes inspection of locks, walls, floors, doors, and all other equipment in the temporary detention area. Careful attention is given for wear and/or detainee tampering.

- A review of the inspection log indicates that security inspections were conducted weekly in 2020.
- There was a total of fifty (50 ) adult detainees transported to the Milford Police Department in 2020.

Fourt-two (42) of the adult detainees were only booked the Processing and Testing Room under continuous face-to-face supervision.

Seven (7) of the adult detainees were held in the Temporary Detention Room under camera surveillance, with personal safety checks occurring every twenty minutes.

- There was a total of no juveniles transported to the Milford in 2020.
- At no time, did we have more than one detainee at the facility that required a separation of sight and sound.
- Sergeant Kibby is assigned the responsibility of reviewing the detention logs for compliance, and including his findings in his monthly report. A faulty lock discovered during a weekly inspection was repaired.
- There were no violations of the Temporary Detention and Processing directives. All members will receive refresher training in 2021.
- It's apparent that the facilities are adequate and continue meet the Department's needs.

