

# 2023 ANNUAL REPORT



© MILFORD POLICE DEPARTMENT 2023



AN INTERNATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

The background of the page features a large, light purple watermark of the Milford Police Ohio seal. The seal is circular with 'MILFORD' at the top and 'POLICE OHIO' at the bottom. In the center, it depicts a town scene with a church steeple, a factory with smoke, and a schoolhouse. A banner across the middle reads 'POLICE OHIO'.

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

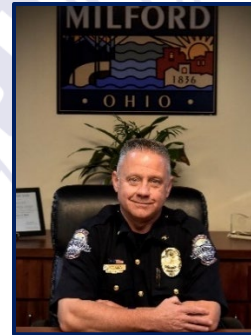
<b>Executive Summary</b>	3
<b>Organizational Principles</b>	4
Mission Statement	5
Creed	6
Core Values	7
<b>Human Resources</b>	8
Department Roster	9
Organizational Chart	11
Public Information	18
Service Awards	19
<b>Milford Police Divisions</b>	20
Patrol Operations	21
Criminal Investigations	27
Special Operations	28
Support Services	39
Mayor's Court	42
Police Volunteers	50
<b>Administrative Reviews &amp; Analysis'</b>	51
Annual Retraining Summary	52
Traffic Accident Review	55



Vehicle Maintenance Report	57
Attainment of Goals (Accomplishments)	58
Use of Force Analysis	59
Vehicle Pursuit Analysis	61
Grievance Analysis	64
Internal Affairs Summary	65
Biased Based Policing Review	66
Early Warning System Review	67
Special Assignment Review	68
Active Threat Response Plan Review	69
Goals and Objectives	70
Recruitment Plan Analysis	71
Temporary Detention/Testing Review	72
In Memorium Wall	73

## EXECUTIVE SUMMARY

It's my pleasure to present the 2023 Annual Report. 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. We had another busy and productive year in terms of succession planning, problem solving, and community relations.



Just when we thought we were doing every community outreach program available we came up with new and innovative ways to connect with our residents. We worked with Clermont County Child Focus and the Milford Exempted Village School District to implement ***Handle with Care***, a notification program to alert school officials whenever we have reason to believe a student may have experienced an event that could affect their mental wellbeing. Thanks to a partnership with Impacting Tomorrow and Pattison Elementary, we provided Thanksgiving meals to needy families. Kroger's invited us to participate in ***Cocoa with Police***, and the Milford Miami Township Chamber of Commerce asked us to participate in the first ***Breakfast with the Grinch***. We were also pleased to welcome back three newer programs, the Wyler Driven Project, No Shave November, and the Golf Cart Christmas Parade. As a result of our commitment to community policing, we received the Agency of the Month Award from the Ohio Association of Chiefs of Police. Our commitment to a real, meaningful, and successful officer wellness program continued under the leadership of Sergeant West. We now have a trained team of peer support officers and a top-of-the-line wellness app that's available to all members, active and retired, as well as their significant others.

As you'll see from this report, the results of the hard work and dedication of my staff are undeniable. It's an honor to work with such dedicated professionals in service of a grateful and supportive community. 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 members 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 West



Sergeant Kibby



Sergeant Lane



Clerk Kern



Detective Fannin



Clerk Sheangshang



Officer Brown



Officer Bogan



Officer Eshman



Officer Mell



Officer Kenney



Officer Hodges



Officer Clark



Officer Chastain



Officer Liming



Officer Dennis



Officer Williams



Officer G. Green



Officer M. Green



Detective Wilson  
Resigned in 2023



Reserve Officer Hagy  
Hired in 2023



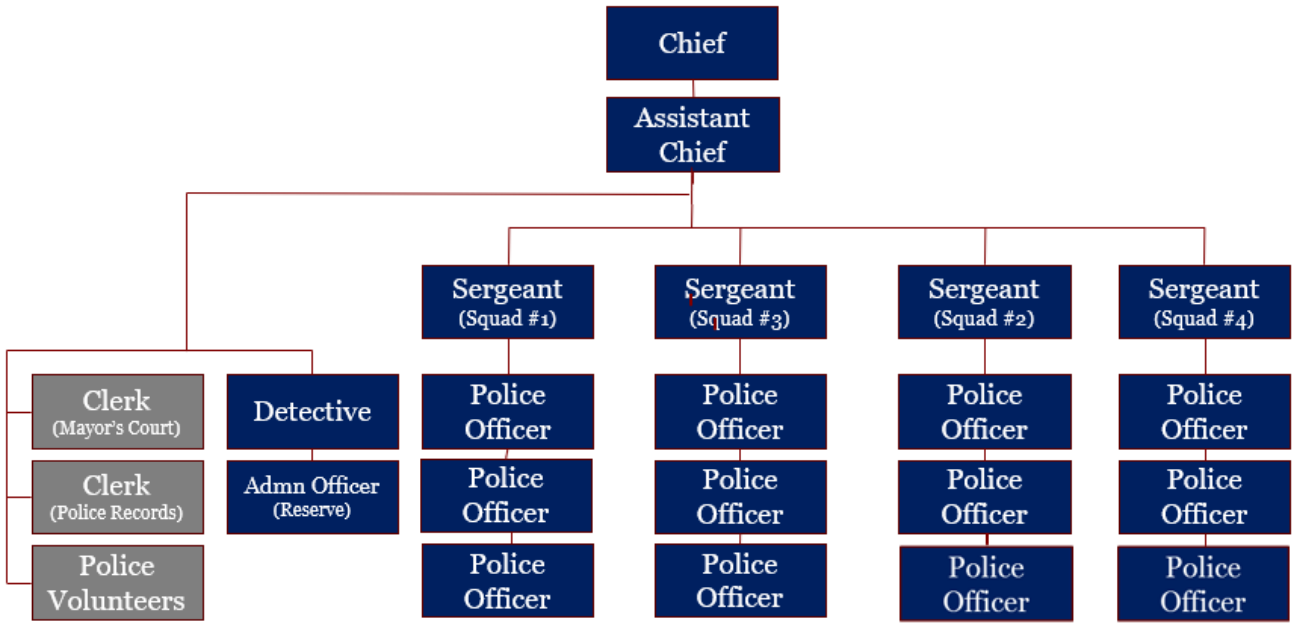
Officer Dresselhaus  
Hired in 2023



Officer Mason  
Hired in 2023



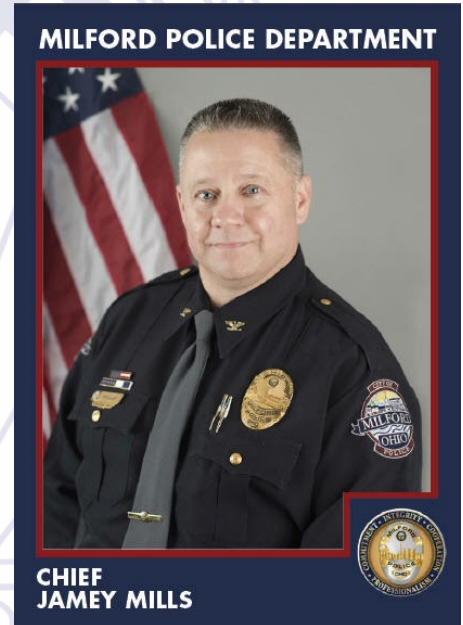
# 2023 Organizational Chart





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

Chief Mills is a twenty-nine-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-six-year veteran of the Milford Police Department and served as patrol officer, narcotics investigator, detective, patrol sergeant, and administrative 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 Robert West

*Sergeant West is a twenty-two-year veteran of the Milford Police Department and served as a field training officer and collective bargaining associate prior to being promoted to sergeant in 2021. During his tenure, he's trained and mentored many of our officers, earned numerous accolades, letters of commendation, and the coveted Larry J. Oaks Memorial Award.*



**PATROL SERGEANT** – In addition to serving as a patrol supervisor, Sergeant West serves as supervisor of the field training program and coordinator of the officer mental health and wellness program.



## Sergeant Keith Belcher

*Sergeant Belcher is a twenty-three-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 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-two-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 (STEP) 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 twelve-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 (STEP), and the Police Executive Leadership College (PELC).*



**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 and Facebook.

Priority	Sent ↓	Status	Headline	Web	SMS	Email
Advisory	Nov 10, 2023 4:28 p.m.	Active	Incident at 500 Main <a href="#">More »</a>	✓	-	814
Advisory	Jul 18, 2023 8:32 a.m.	Active	Water Main Break on Main Street <a href="#">More »</a>	✓	-	670
Advisory	Apr 7, 2023 12:06 p.m.	Active	Garfield Ave Road Closure <a href="#">More »</a>	✓	-	807
Advisory	Apr 4, 2023 4:02 p.m.	Active	South Milford Road Closed <a href="#">More »</a>	✓	-	814
Advisory	Jan 25, 2023 8:16 p.m.	Active	Boil Water Advisory <a href="#">More »</a>	✓	-	807
Advisory	Jan 25, 2023 3:10 p.m.	Active	Water Main Break <a href="#">More »</a>	✓	-	810



### City of Milford, OH

Published by Jamey Mills · December 19, 2023 ·

Don't be alarmed if you notice police and fire activity today near the Milford Jesuit Center. Our police and fire departments are conducting scenario-based training.



## 2023 Awards

### Chief's Commendation

Sergeant Paul Lane  
Officer Kris Mell  
Sergeant Mark Kibby  
Detective Danielle Wilson  
Officer Tom Brown  
Officer Terry Chastain  
Officer Tanner Williams  
Officer Russ Kenney  
Asst. Chief Sean Mahan

### Silver Bullet Award

Officer Tom Brown

### Clermont County Excellent Police Service Award

Officer Kris Mell

### Chief John Cooper, Jr Award for Excellence in Community Service

Mr. Achmed Bieghle





## *Milford Police Divisions & Operations*

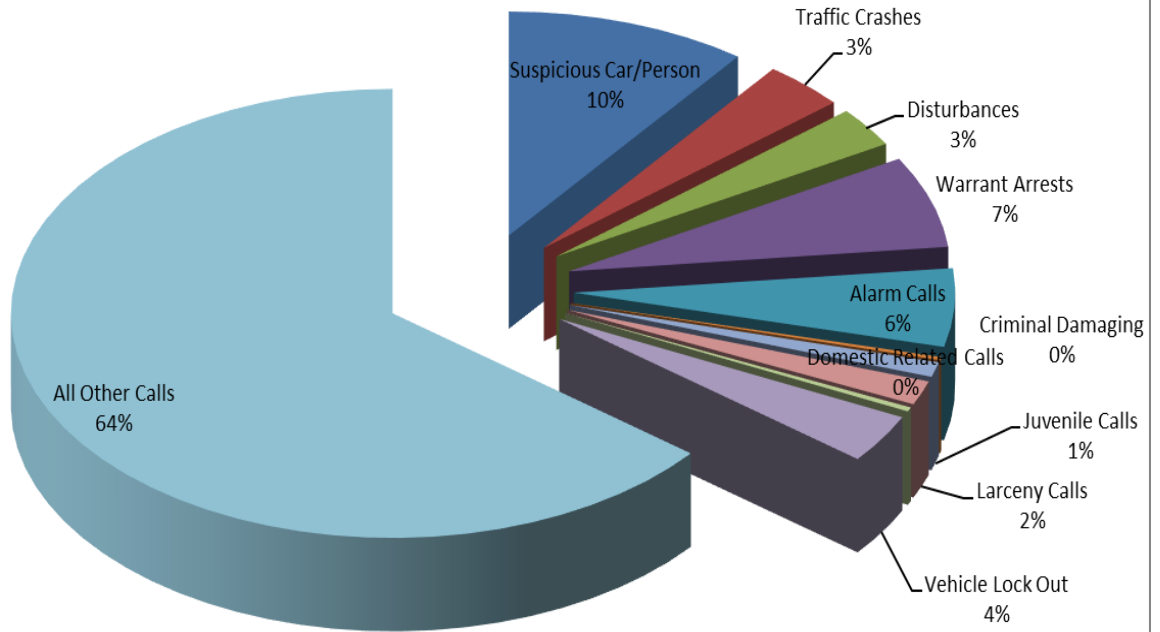
- Patrol Division
- Criminal Investigations Division
- Special Operations
- Support Services Division
- Police Volunteer Unit

## 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.



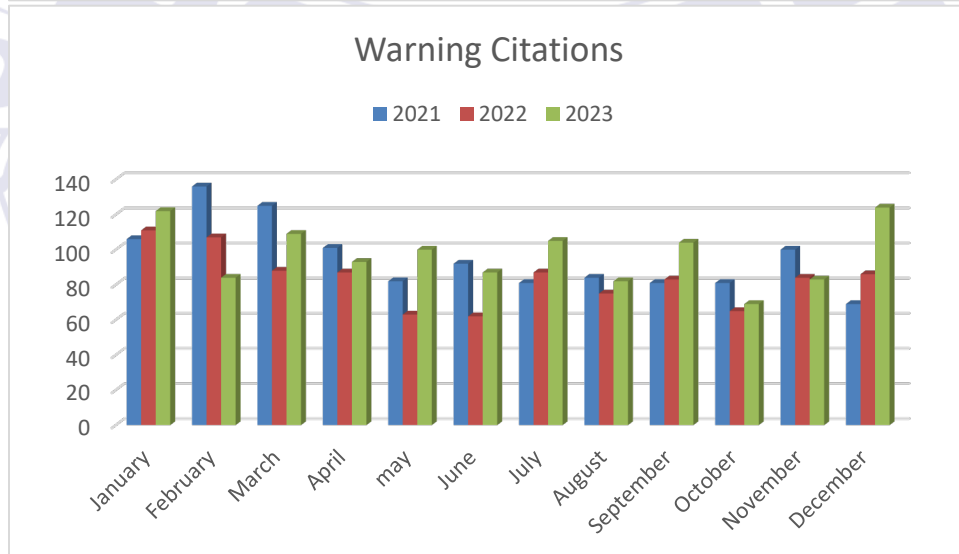
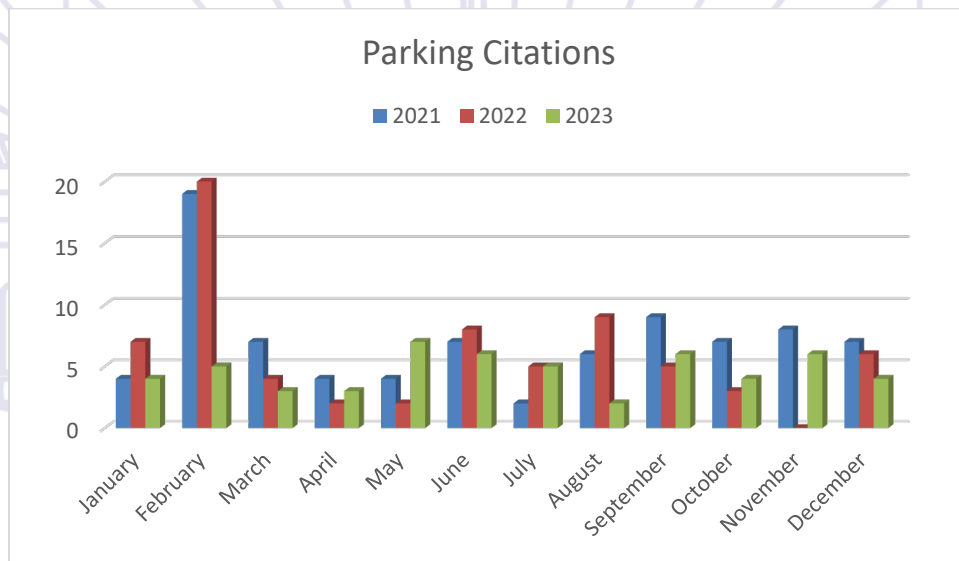
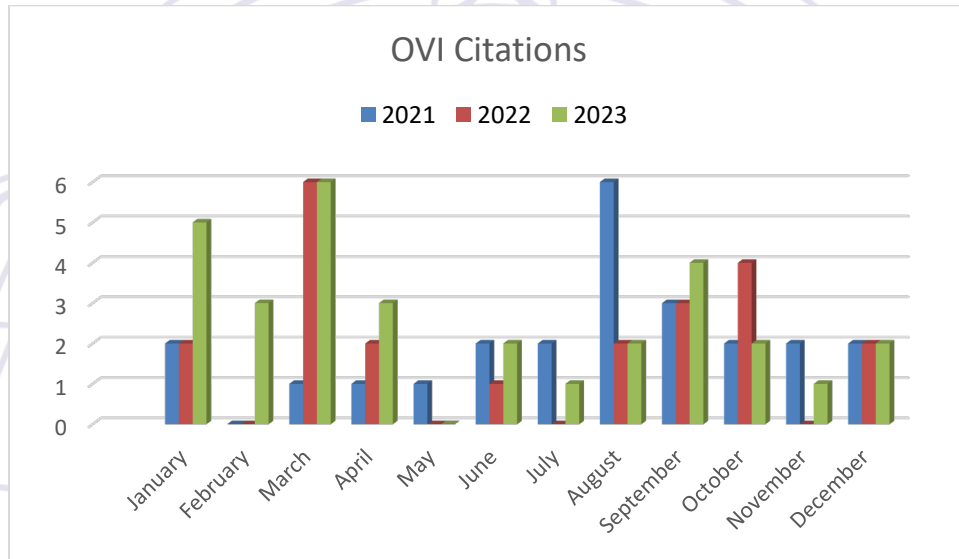
## Calls for Service



OFFENSE/INCIDENT	2020	2021	2022	2023
Alarms	418	388	421	426
Animals Violations	3	12	8	8
Assaults	17	24	15	23
Auto Thefts	6	5	5	8
Breaking and Entering	6	4	4	8
Bomb Threats	1	0	0	0
Burglaries	8	1	5	4
Check the Welfare	177	201	205	181
City	199	110	166	125
Civil	120	129	137	140
Disturbances	23	320	246	217
Domestic	19	20	20	23
Drugs	73	41	60	38
Escort	27	27	45	38
Extra Patrol	9	10	19	13
Family Problems	120	114	157	145
Fires/Alarm	187	195	244	224
Found Items	78	70	78	100
Fraud/Bad Checks	20	45	38	35
Guns/Weapons	9	7	6	5
Homicide	0	1	0	0



Juvenile Missing	5	4	3	4
Juvenile Problems	56	82	80	81
Life Squad	867	1017	1079	979
Lost Items	28	32	27	101
Message Delivery	15	7	9	2
Missing Person/Adult	1	5	7	9
Non-Criminal Incident	270	241	251	199
Open Door/Window	37	31	25	24
Phone Calls/Harassment	9	14	11	15
Criminal Damage	20	20	32	17
Psych Emergency	75	74	43	40
Robbery	0	0	0	4
Sex related	10	5	16	3
Suicide/Attempted	8	4	11	13
Suspicious Car/Person	775	761	757	777
Theft/Fail to Pay	155	117	155	131
Traffic Accidents	225	273	265	264
Traffic Pursuits	2	1	0	0
Trespass	3	6	5	7
Vehicle Lockout	271	304	258	265
Vandalism	1	10	37	27



## *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.

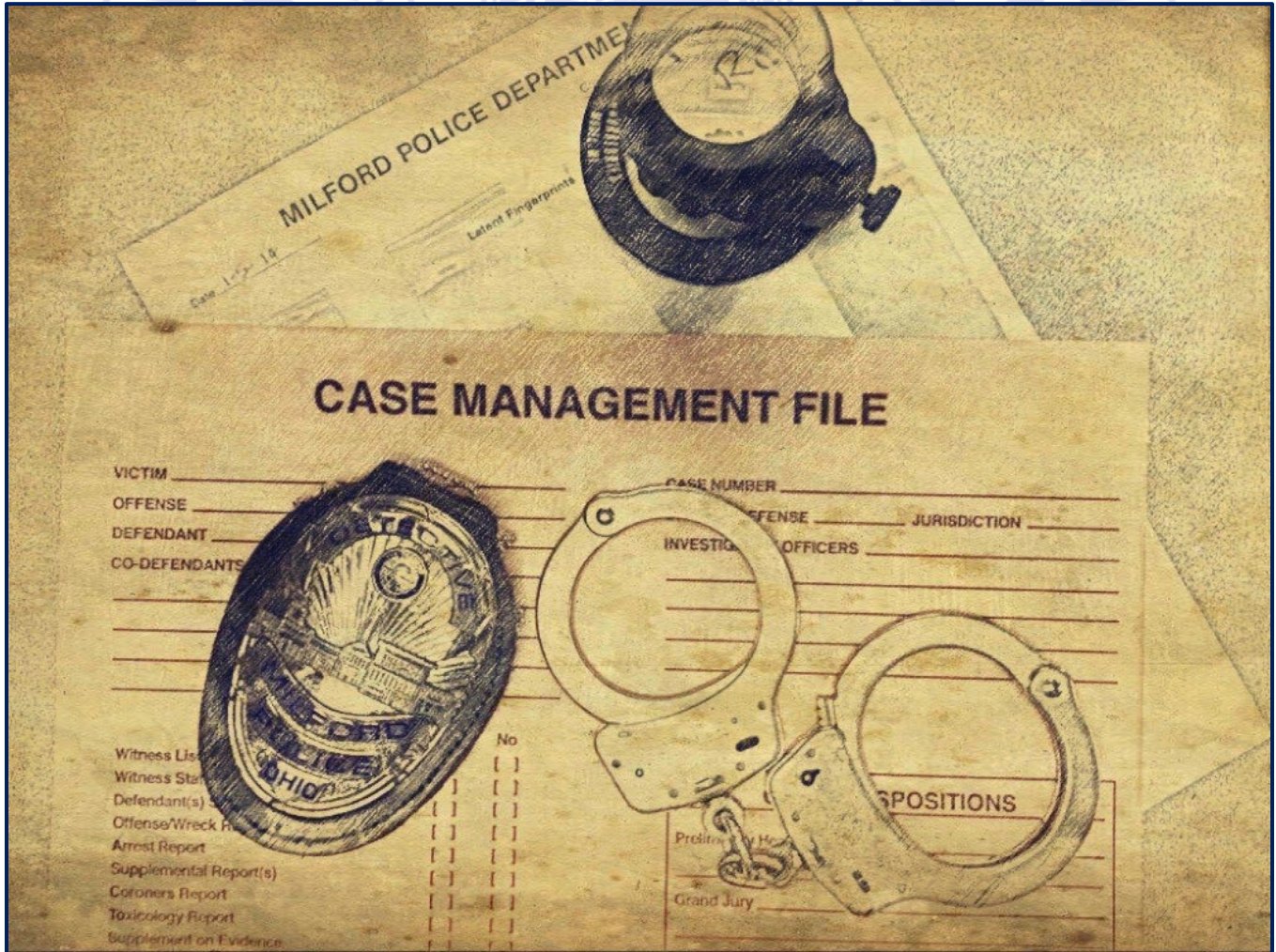
The bicycle and Segway patrols are used at public events such as the annual Frontier Days Parade and Festival, and other large gatherings. An officer can move quickly through a crowd while on a bike or Segway, and can find short cuts, etc., where a patrol car would have very diminished mobility in the 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 outrun 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.



## 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
- Citizens Police Academy
- Milford Miami Addiction Response Team



## 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.

- 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 training conducted.



## Special Operations – Community Policing

In 2023, the Milford Police Department continued its commitment to crime prevention through community engagement. We remained active in our partnerships with Pattison Elementary, our Citizens Police Academy volunteers, Clermont Senior Services, Undivided, 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 city and as part of the Clermont County Multi-Jurisdictional Honor Guard Team. New this year, the Milford Community Fire Department established an honor guard, allowing the opportunity for us to partner on community events.



## *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.



## 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.





## *Special Operations – M.M.A.R.T.*

Through a partnership with Clermont County Mental Health and Miami Township, the Milford-Miami Addiction Response Team follows up with residents who have overdosed or otherwise demonstrated an addiction to alcohol or drugs to provide resources for recovery.



## 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 since 1999. 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 serves as the C.A.L.E.A. accreditation manager.



Clerk Tina Kern began her career with the Milford Police Department 2021, after spending years as the City's Assistant Finance Director. Clerk Kern is responsible for maintaining all incident and accident reports and provides data to the FBI for the Uniform Crime Report.



## 2023 CRIME ANALYSIS

Offenses	2022	2023Actual	Percent Change
Missing Person	10	13	30.0%
Family Problems	157	145	-7.6%
Robbery	0	4	400.0%
Burglary	5	4	-20.0%
Larceny	155	131	-15.5%
Auto Theft	5	8	60.0%
Assault	15	23	53.3%
Criminal Damaging	32	17	-46.9%
Domestic Violence	20	23	15.0%
Sex Offense	9	3	-66.7%
Juvenile Problems	80	81	1.3%
<b>Total</b>	<b>488</b>	<b>452</b>	<b>-7.4%</b>
Part I Crime	2022	2023	
Homicide	0	0	0.0%
Rape	7	1	-85.7%
Robbery	0	4	4.0%
Burglary	5	4	-20.0%
Larceny	155	131	-15.5%
Auto Theft	5	8	60.0%
Assault	15	23	53.3%
<b>Total</b>	<b>187</b>	<b>171</b>	<b>-8.6%</b>
Officer Activity	2022	2023	
Arrests	462	501	8.4%
Citations	1872	1778	-5.0%
Warnings	1008	1055	4.7%
DUI	25	31	24.0%
Field	13	13	0.0%
Accidents	265	264	-0.4%
<b>Total</b>	<b>3645</b>	<b>3642</b>	<b>-0.1%</b>
Warrant Service	2022	2023	
	110	80	-27.3%



## Citations Issued Monthly

Officers of the Milford Police Department issued a total of 1,778 traffic and criminal citations in 2023. A breakdown of these citations is shown below for the last three years by month.

Month	2021	2022	2023
January	155	197	190
February	168	165	155
March	209	183	181
April	160	171	141
May	184	133	173
June	170	175	140
July	195	142	141
August	182	148	127
September	191	138	126
October	193	135	126
November	191	140	171
December	150	145	107
<b>Total</b>	<b>2,148</b>	<b>1,872</b>	<b>1,778</b>

## *2023 JUDICIAL-MAYOR'S COURT*

The City of Milford Mayor's Court worked under the supervision of Mayor Lisa Evans. 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	\$ 250.00
TOTAL DISTRIBUTIONS	<u>\$220,030.92</u>
<b>TOTAL</b>	<b>\$220,280.92</b>

## MONIES TO THE CITY OF MILFORD

Fines	\$132,359.63
Costs	\$ 35,785.35
Warrant Fees	\$ 1,090.00
Bond Costs	\$ 25.00
Miscellaneous	\$ 11,848.00
Bond Forfeitures	\$ 265.00
City of Milford unclaimed funds	<u>\$ 31.29</u>
<b>Sub-Total \$</b>	<b>\$181,404.27</b>

## MONIES TO TREASURER OF STATE OF OHIO

Ohio General Revenue	\$ -0-
Victims of Crime	\$ 8,862.40
Seat Belts	\$ 170.00
Child Restraints	\$ -0-
Defense Support	\$24,646.60
Driver Alcohol	\$ 1,480.50
Drug Law Enforcement	\$ 3,351.10
Justice Program	<u>\$ 98.70</u>
<b>Sub-Total</b>	<b>\$38,609.30</b>

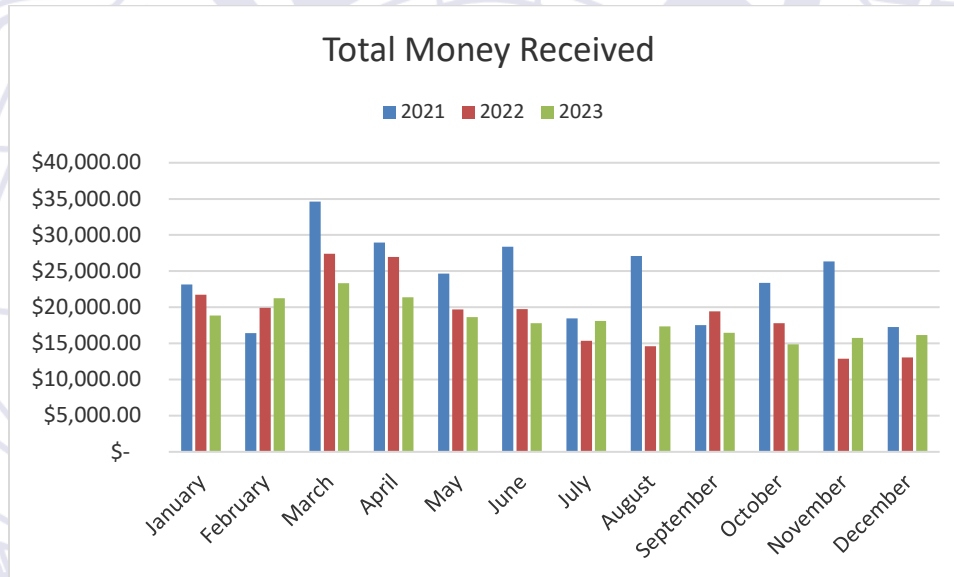
## OTHER MONIES

Overpayments	\$ 85.00
Bond Returns	\$ -0-
Outstanding Bonds	\$ -0-
Bad Check Not Collected	\$ -0-
Restitution	\$ 127.35
OVI Fund	\$ 55.00
<b>Sub-Total</b>	<b>\$ 267.35</b>

<b>TOTAL DISTRIBUTIONS</b>	<b>\$220,280.92</b>
----------------------------	---------------------

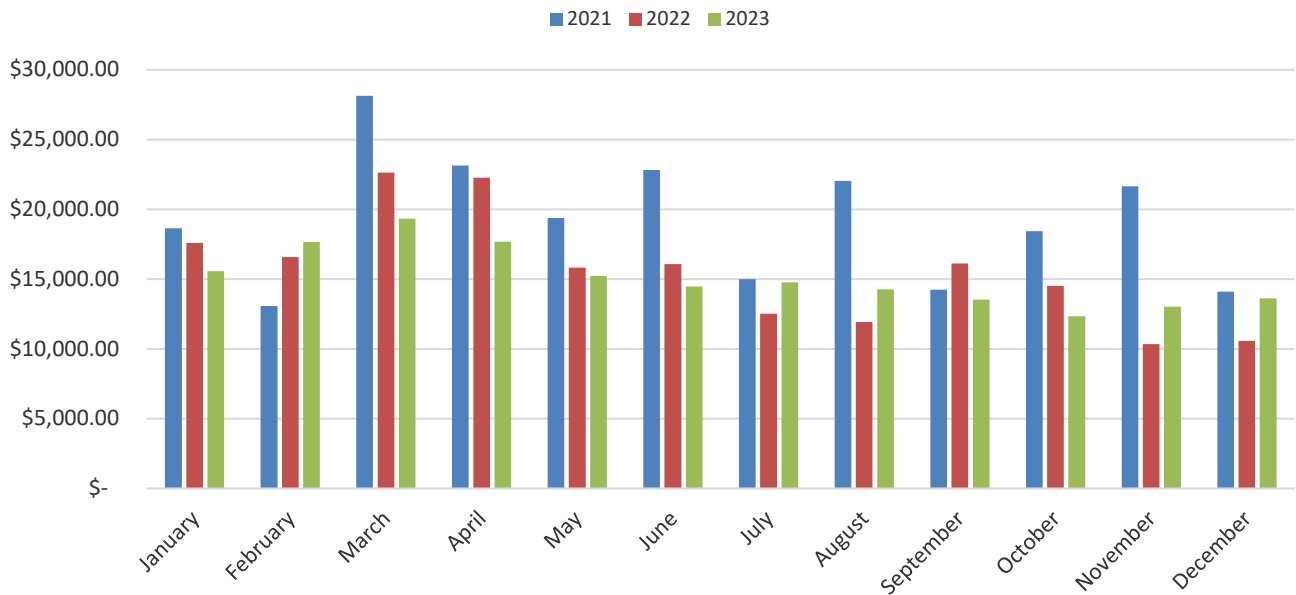


## Total Money Received



	2021	2022	2023
January	\$ 23,157.00	\$ 21,755.09	\$ 18,842.10
February	\$ 16,414.00	\$ 19,913.60	\$ 21,236.40
March	\$ 34,633.10	\$ 27,412.60	\$ 23,336.99
April	\$ 28,946.79	\$ 26,967.07	\$ 21,408.46
May	\$ 24,667.70	\$ 19,702.44	\$ 18,632.68
June	\$ 28,380.79	\$ 19,757.50	\$ 17,816.00
July	\$ 18,479.00	\$ 15,365.00	\$ 18,093.00
August	\$ 27,081.55	\$ 14,606.36	\$ 17,362.00
September	\$ 17,540.00	\$ 19,454.93	\$ 16,463.00
October	\$ 23,365.00	\$ 17,780.00	\$ 14,893.00
November	\$ 26,364.50	\$ 12,887.48	\$ 15,760.00
December	\$ 17,267.00	\$ 13,061.90	\$ 16,156.00
	\$286,296.43	\$ 228,663.97	\$ 219,999.63

Total Money Received by the City of Milford



	2021	2022	2023
January	\$ 18,650.00	\$ 17,581.09	\$ 15,572.00
February	\$ 13,073.00	\$ 16,574.12	\$ 17,651.85
March	\$ 28,128.88	\$ 22,629.60	\$ 19,338.99
April	\$ 23,132.09	\$ 22,267.07	\$ 17,674.46
May	\$ 19,386.70	\$ 15,829.24	\$ 15,220.68
June	\$ 22,820.78	\$ 16,068.50	\$ 14,472.00
July	\$ 14,990.00	\$ 12,526.00	\$ 14,759.00
August	\$ 22,035.55	\$ 11,932.36	\$ 14,270.00
September	\$ 14,251.00	\$ 16,112.93	\$ 13,529.29
October	\$ 18,426.00	\$ 14,510.00	\$ 12,328.00
November	\$ 21,635.50	\$ 10,338.48	\$ 13,026.00
December	\$ 14,110.07	\$ 10,562.90	\$ 13,617.00
	\$ 230,639.57	\$ 186,932.29	\$ 181,459.27

## Total Money sent to the State of Ohio

	2021	2022	2023
January	\$4337.50	\$4015.00	\$3063.60
February	\$3075.00	\$3176.48	\$3285.20
March	\$6175.22	\$4560.00	\$3845.00
April	\$5265.90	\$4702.50	\$3590.00
May	\$4864.50	\$3458.50	\$3320.00
June	\$5350.00	\$3402.50	\$3215.00
July	\$3110.00	\$2722.50	\$3205.00
August	\$4732.50	\$2515.00	\$2975.00
September	\$3220.00	\$3562.50	\$2852.50
October	\$3812.50	\$3142.50	\$2467.50
November	\$4445.07	\$2160.00	\$2627.50
December	\$2944.93	\$2407.50	\$2682.50
<b>Totals</b>	<b>\$51,333.12</b>	<b>\$39,824.98</b>	<b>\$37,128.80</b>

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

Month	2021	2022	2023
January	\$ 60.00	\$ -	
February	\$ -	\$ 30.00	\$ -
March	\$ 30.00	\$ -	\$ 30.00
April	\$ 30.00	\$ 30.00	\$ -
May	\$ -	\$ 30.00	\$ -
June	\$ 30.00	\$ 30.00	\$ 30.00
July	\$ -	\$ -	\$ -
August	\$ 30.00	\$ 60.00	\$ 50.00
September	\$ -	\$ 30.00	\$ 30.00
October	\$ -	\$ -	\$ 30.00
November	\$ 30.00	\$ -	\$ -
December	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 210.00</b>	<b>\$ 210.00</b>	<b>\$ 170.00</b>



## 2023 Mayor's Court Statistics

<b>Cases Heard:</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Traffic	1,577	1,743	1,377	1,361
Misdemeanors	15	7	4	4
Minor Misdemeanors	30	17	23	24
Misdemeanor Contempt	104	61	34	25
<b>Totals</b>	<b>1,726</b>	<b>1,828</b>	<b>1,438</b>	<b>1,414</b>

### Fines Levied on Cases Heard:

	<u>Fines Levied</u>	<u>Fines Collected</u>	<u>Fines Outstanding</u>
<b>Totals</b>	<b>\$ 133,152.00</b>	<b>\$ 132,337.63</b>	<b>\$ 814.37</b>

### Other Case Activity:

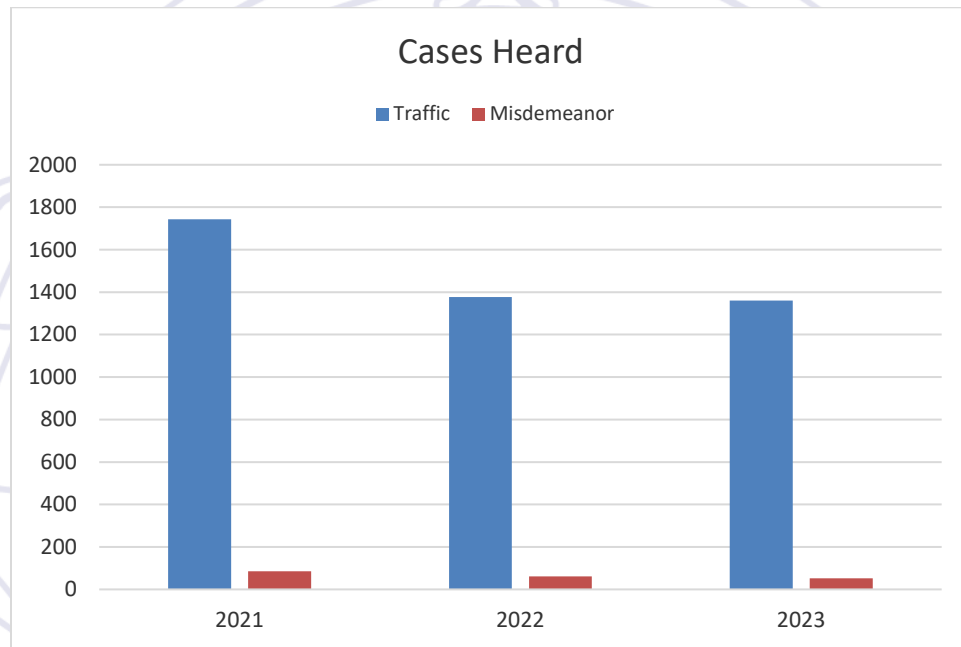
Cases Transferred To Clermont County (Jury Demand or Appeal).....	0
Cases Dismissed or Acquitted .....	73
Jail Time Given by Days .....	0
Community Work Given by Days (at \$30.00 per day).....	0

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

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Warrants Issued	114	47	27	22
Summons	0	0	0	0
Private Complaints	0	0	0	4
<b>Totals</b>	<b>114</b>	<b>47</b>	<b>27</b>	<b>26</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>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Arrests Made	59	20	12	20
Cases Dismissed	8	1	2	0
Subjects Entered into TTY	47	23	13	6
Not Served Yet	0	0	0	0
<b>Totals</b>	<b>114</b>	<b>47</b>	<b>27</b>	<b>26</b>



Ticket Offense	2021	2022	2023
Abandoned Vehicle	0	0	0
Assured Clear Distance/Failure to Yield	69	61	52
Bike/Sled/Attended Vehicle	0	0	2
Brake Equipment	10	0	0
Bumper Requirement	0	0	0
Child Restraint	0	0	0
Display/Expired/No License Plates	278	322	358
Disregard of Safety	0	0	3
Drag Racing	0	0	0
Driving on a Closed Roadway/Sidewalk	0	1	1
Driving over a hose	0	0	0
DUI/OVI	24	22	24
DUS/Court and FRA	92	16	81

Expired/Display/No Operators License	38	49	71
Fleeing/Eluding Police Officers Signal	0	0	0
Following too Close	1	2	1
Full attention/Texting/Headphones	0	0	3
Headlight/Failure to Dim	45	20	28
Lanes of Travel/Marked Lanes/Left of Center	30	26	33
Lending Vehicle/Unlicensed Operator	0	0	0
Muffler/Defective or Loud Exhaust	0	1	1
No Air Breather	0	0	0
No Helmet/Rules governing Motorcycle	1	0	1
No Thru Trucks	0	0	0
No Turn/Left Turn/U Turn	12	13	8
Obstructing Passage of Vehicles	0	0	0
One Way Street	1	4	6
Overweight Vehicle	0	0	0
Parking Fire Lane/Handicap	12	9	10
Parking Prohibited/Wrong Way/Overtime	73	74	42
Permitting/Unlicensed Operator/Minor	3	1	3
Rear view Mirror	1	0	0
Reasonable Control/Fail to Control	19	16	21
Reckless Operation/Also Private Property	5	3	6
Rules Governing Passing	3	0	1
School Bus Regulations	0	1	1
Seat Belt Violations/Driver/Passenger	9	8	18
Second Reckless Operation	0	4	7
Short Cutting/Private Property	0	0	0



Speed	1066	689	646
Starting/Backing	9	5	9
Stopping After Accident/Leaving the Scene	7	2	3
Stopping/Standing	0	0	0
Tail Lights/License Plate Light	5	10	12
Tinted Windows	0	2	1
Towing Vehicle	0	0	0
Traffic Control Device/Stop Sign/Red Light	114	104	115
Turn Signals	4	2	7
Unauthorized Plates/Fictitious Plates	11	4	8
Unauthorized Use of a Motor Vehicle/Driver	2	0	1
Unnecessary Noise/Tires	0	2	1
Unsafe Vehicle/Texting	4	1	2
Unsecured Load/Failure to Tarp	0	1	0
Vehicle Left Unattended	0	0	0
Vehicular Homicide	0	0	0
Windshield Obstruction	0	0	0
Wrongful Entrustment	0	3	3
Warnings Issued	1142	998	1162

## 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



## 2023 Retraining Summary

Pursuant to Ohio Revised Code section §109.803, the Ohio Peace Officer Training Commission (OPOTC) is required to set a minimum number of hours for continuing professional training (CPT) if there is supporting funding. In 2023, The OPOTC mandated twenty-four (24) hours of CPT. Additionally, the Department required all sworn members to receive another thirty hours of in-service training. 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 Anti-Bias Policy Review – 1 hour
- Lethal Force Policy Review – 1 hour
- Mental Health Policy Review – 1 hour
- Less Lethal Force – 2 hours

### OPOTA On-line

- Arrest, Search & Seizure 2023 – 2 hours
- Ohio School Threat Assessment – 3 hours
- Victim Advocates - .25 hour
- NIBIN – National Integrated Ballistic Information Network - .25 hour
- Effective Communication and Safer Interaction with Person in Crisis – 2.5 hours
- Report Writing - .25 hour
- Social Media Precautions - .25 hour
- Legal Updates Part 1, 2, 3, - 3 hours
- CAT and Officer Wellness – 3 hours
- Officer Wellness Seminar – 3 hours
- Vicarious Trauma – 1 hour
- BCI Lethal Use of Force and OIS Investigations – 1 hour
- Ethics and Professionalism – 1 hour
- Human Trafficking – 3 hours
- Report Writing - .25 hour
- Medical Marijuana - .25 hour

### IN-SERVICE

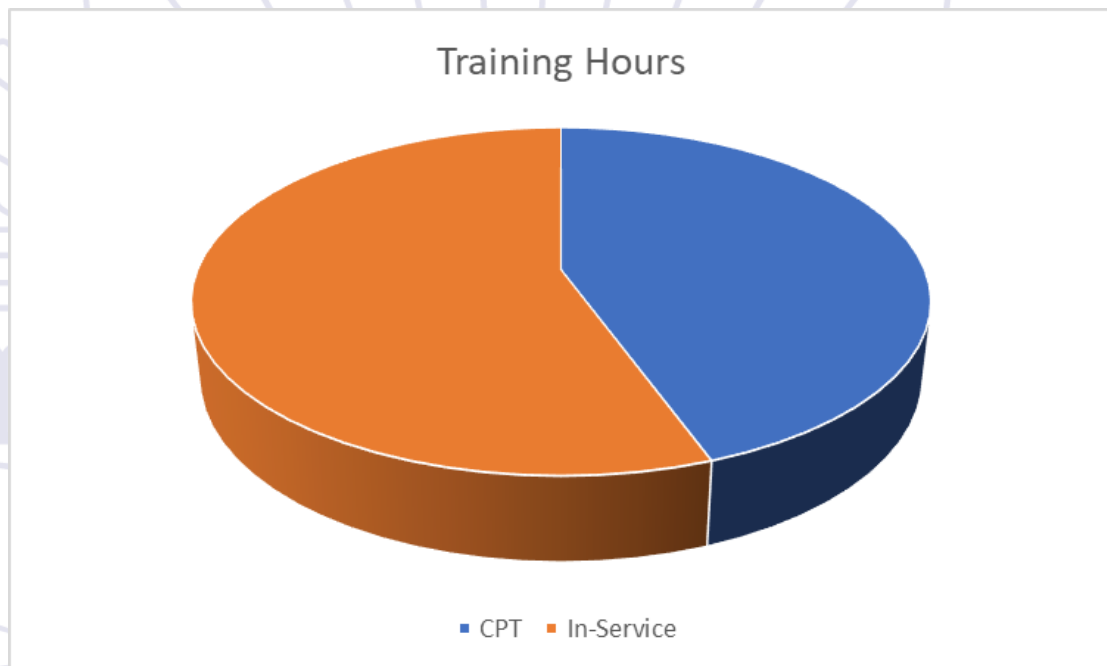
O.P.O.T.A. Range Training & Qualification (March) – 3 hours  
 Firearms Training – July – 6 hours  
 Firearms Training – September – 6 hours  
 Less Lethal In-service – October – 4 hours  
 Active Shooter Drill – December – 6 hours



### 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.) Intoxilyzer were recertified by Department of State.
- All operators the Law Enforcement Automated Data System (L.E.A.D.S.) database were recertified.
- All sworn officers were recertified on the authorized lethal and less-lethal weapons.



## 2023 Traffic Accident Review

The 2023 Traffic Crash Review was conducted by comparing the number of crashes from 2022. The purpose for the review is to identify potential traffic hazards by locating significant increases in traffic crashes in certain locations. The data reviewed comes from the Swift RMS record management system and comparison from the accidents we investigated in 2022.

### COMPARISON

Milford Officers investigated a total of 264 crashes last year which was just slightly up from last year's crash total of 263.

### PRIVATE PROPERTY ACCIDENTS

76 accidents occurred on private property accounting for 29% of all crashes. Private property accidents are handled by a simple call record report and are not submitted to the state. These reports are taken for insurance purposes with each involved party reporting the accident to their respective insurance company to repair damages. Private property crashes were slightly up from last year's total of 74.

### ROADWAY AND OTHER ENFORCEABLE ACCIDENTS

192 OH-1 reports were taken and submitted to the state in 2023. These crashes occurred on the roadway or were citable offenses on private property. This is also a slight increase from the 189 OH-1 reports filed in 2022.

### INJURY RELATED TO CRASHES

There were 18 reported injury accidents in 2023 which totals 7% of all crashes and an increase of 38% from 2022. Of these crashes, 11 resulted in parties being transported to the hospital, 7 incidents where parties were checked at the scene. Assured Clear Distance Ahead (ACDA) and Failure to Yield While Making a Left Turn were the top reasons for injury crashes.

### ALCOHOL RELATED CRASHES

There were 3 crashes investigated as alcohol related which is a 50% decrease from 2022. Impaired driving accounts for 1.136% of all accidents in 2023.

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

There was a total of 30 OH-1 crash reports taken along these three roadways accounting for 11% of all crashes and a 17% decrease from 2022.

### LILA AVE / US 50

There were also 30 OH-1 crashes along this roadway matching the 11% as above. This is an increase of 20% over last year's total of 25.

### MAIN STREET / SR 28

There was a total of 42 OH-1 crashes along this roadway accounting for 16% of all crashes and the most dramatic increase from the 21 accidents in 2022.



## 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.
- Monthly crash reviews sent to the department highlighting the location and the reason for crashes. This lets officers know their trouble areas and what to look for.

## 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

- Officers increased OVI arrests by 118%, from 11 to 24.



## 2023 Fleet Maintenance Report

Car #	Year/Make	Begin Miles	End Miles	Miles Driven
520	20 Chevy Tahoe Police SUV	22,069	32,360	10,291
222	22 Ford Explorer Chief	5,306	12,450	7,144
1522	22 Ford Explorer Detective	7,058	15,405	8,347
213	13 Taurus Detective	101,179	103,854	2,675
823	23 Chevy Tahoe Police SUV	3	1,915	1,912
423	23 Chevy Tahoe Police SUV	3	283	280
921	21 Chevy Tahoe Patrol SUV	7,056	15,741	8,685
617	17 Chevy Tahoe Patrol	64,925	80,075	15,950
718	18 Chevy Tahoe Patrol	56,053	67,491	11,438
711	11 Chevy Tahoe School/ Court Car	125,329	127,897	2,568
815	15 Chevy Tahoe Patrol SUV	92,750	103,525	10,775
912	12 Chevy Tahoe Patrol	107,306	107,842	536
319	19 Chevy Tahoe Patrol	44,504	60,705	16,201
15	13 Interceptor SUV Detective	128,815	136,676	7,861
1016	16 Chevy Tahoe Patrol SUV	81,038	98,632	17,594
1116	16 Chevy Impala Assistant Chief	80,530	92,698	12,168
<b>Total miles driven for the 2023 year</b>				142,425

### Yearly Total Repair Cost

2021	\$30,571.45	2023	\$63,756.38
2022	\$59,268.33		

## 2023 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 2023 goals.

**GOAL:** Expanded our Health and Wellness Program by implementing the Cordico Wellness App and training an additional officer to serve on the Tri State Peer Support Team.

**RESULT:** Attained

**GOAL:** Reduce Vehicle Maintenance Cost by 10%.

**RESULT:** Not Attained. However, a new vehicle replacement policy has been implemented that is expected to significantly reduce our expenses.

**GOAL:** Reduce the number of underage tobacco and vape product sales.

**RESULT:** Not attained. Despite our efforts in covert and overt investigations we have not experienced an anecdotal reduction in minors purchasing vape products.



## 2023 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 2023, 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 2023, there were five (5) Response to Resistance Reports submitted. Three of incidents only involved the display of a firearm, all of which were on incidents where the perpetrator was reportedly armed. The remaining two incidents only involved weaponless tactics used to affect an arrest.

TYPE OF FORCE	NUMBER OF TIMES USED
Weaponless Tactics	2
Chemical Aerosol	0
Baton	0
Taser	0
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 incident resulted in minor injuries to the suspect and three officers.

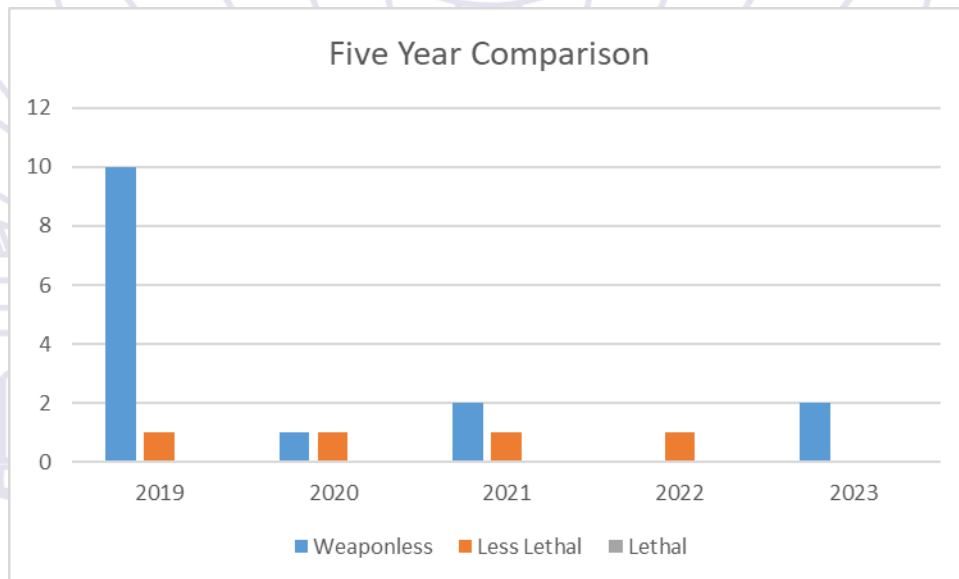
### ACTIVITIES, POLICIES & PRACTICES

All sworn officers are trained and tested on the use of force directives annually. The 2023 Use of Force in-service training included the use of de-escalation tactics and constitutional applications of force. Additionally, our use of force directives are included in every weapons qualification course throughout the year. All uses of physical force are closely examined by command officers and tracked in the Guardian Tracking software.

### ANALYSIS

The total responses to resistance in 2023 represented one more use of force over 2022, which was an anomaly year with only one use of force. With only two occurrences, a significant, in-depth analysis isn't possible however the following findings are provided.

- There were no complaints filed because of a response to resistance.
- Both incidents where weaponless tactics were required involved suspects refusing to comply with lawful orders.
- The one incident that resulted in injuries involved a suspect actively resisting arrest by pulling away, biting, punching, and scratching officers.
- The arresting officer attempted physical and verbal de-escalation tactics in both incidents.
- The average age of suspects in the incidents where weaponless tactics were used was 25.
- Both suspects were Caucasian. One male and one female.
- Fifty percent of the suspects were under the influence of drugs.
- 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.



In 2023, sworn officers arrested 510 people and issued 1776 traffic citations. The aforementioned use of force on arrested or detained people indicates that 99.999% 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. 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.

## 2023 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. The Department conducts in-service training on emergency vehicle operations and reviews the pursuit policy annually. A review of our practices, training and policy didn't identify a need for change.

### 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. However, in 2023 there were no pursuits initiated by Milford officers, nor did any officer assist with an outside agency pursuit.



## 2023 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 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 2023, there were no grievances filed, therefore there is no identifiable pattern or trend that would indicate strained relations between labor and management.

## 2023 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 2023, there was one investigation resulting from a citizen complaint and one internal complaint that was 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.

### MILFORD POLICE DEPARTMENT GENERAL ORDER

#### 26.2 INTERNAL AFFAIRS ORGANIZATIONAL INTEGRITY

##### **Complaint Investigation**

The Department will review all complaints against the agency brought before them, including anonymous complaints. The department categorizes complaints as either formal (serious) and informal (non-serious) and assigns responsibility accordingly.

##### **Records, Maintenance and Security**

The Department will maintain a complete record of all complaints against the agency or its employees and to protect the confidentiality of these records by maintaining them in a secure area by the Chief of Police.

##### **CEO Direct Accessibility**

The Chief of Police has the responsibility of internal affairs case management. All formal internal affairs cases will be assigned to a command level officer by the Chief of Police. The investigator will report directly to the Chief of Police on all matters of the investigation.

##### **Complaint/Commendation Registering Procedures**

The procedures to register complaints against or commend the agency or its employees are made available on the City's webpage and also in the lobby.

##### **Annual Summaries; Public Availability**

The Department will compile annual internal affairs statistics that are published in the annual report. The annual internal affairs statistics will only include the number and type of cases and the conclusion of facts.

## 2023 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 2023 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	48%	50%
Female White	38%	37%
Male Black	4%	5%
Femal Black	2%	2%
Male Other	5%	4%
Female Other	2%	1%

### TRAINING

In 2023, all sworn members completed a one-hour course on Ethics and Professionalism. Additionally, all members (sworn and civilian) were required to review the Biased Based Policing directive and pass a written test.

### CORRECTIVE MEASURES

In 2023, there were no complaints nor indicators of biased based profiling that required corrective measures.

### POLICY CHANGES

There were no policy changes regarding biased based policing in 2023.



## 2023 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 2023, we continued using 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 2023, supervisors made regular entries regarding officer conduct and performance. There were no patterns identified or concerns that resulted in an early intervention.



## 2023 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 2023, the Department began the year with two full-time investigators, after the first quarter the investigative section had a 96% case closure rating and had met its goal of increasing our criminal intelligence gathering processes with local businesses with a focus on our hotels. The Investigative Section also achieved its second quarter goal of completing several underage compliance checks on tobacco and vape shops.

In May, Detective Danielle Wilson resigned her position with the agency, and from June through December Detective Tyler Fannin was the only officer assigned to the section. Therefore, meeting our third quarter goal of putting programs in place to better assist our elderly residents with fraud prevention measures nor our fourth quarter goal of alcohol compliance checks was met. In November, Detective Fannin announced his resignation from the agency, and it would be effective May 1, 2024. Officer Thomas Brown was one of three officers who applied for the assignment, and he began his field training in January of 2024.

### INVESTIGATIVE STATISTICS FOR 2023:

New Investigations: 111

2022 Investigations: 6

Total: 117

Investigations Closed in 2023: 106 (6 from 2022)

Number of Investigations Open: 13

Number of Subjects Arrested: 58

Case Closure Rate for 2023: 77.8%

Search Warrant / Subpoenas: 31

CVSA Examinations: 11 (primarily background investigations)

As part of the investigative section, we currently have three C.V.S.A. operators. The C.V.S.A. is used as an investigative tool as well as for background investigations for truth verification. The following sworn personnel are currently certified users:

1. Assistant Chief Sean Mahan – 2007
2. Detective Tyler Fannin – 2023
3. Officer Russell Kenney – 2018

Our goal for 2024 is to increase the number of personnel trained to four, bearing in mind Det. Fannin will be leaving the agency in May. The C.V.S.A. Operator Course will be offered in the spring and the intention is to send the following personnel:

1. Det. Thomas Brown
2. Officer Julie Liming

## **ADMINISTRATIVE RESPONSIBILITIES**

In January of 2023 the Administrative Officer position was created as a part-time officer position. This was not an additional position to the agency; it was redefining the previous part-time detective assignment. In February, Jeff Hagy, a retired lieutenant from Maderia Police Department, was hired for this assignment. This role is responsible for the following:

- Property Room Custodian
- Fleet Maintenance
- Watch Guard Video Management
- Assist with Community Outreach
- Equipment Purchases & Review
- Project Life Saver – This assignment goal was not met in 2023.

The original schedule for this role was for three days a week (Tuesday – Thursday). The agency experienced an unusually high number of records requests for video during 2023, and three days a week clearly was not enough to meet these requests in a timely manner. We plan on re-evaluating the role in the first quarter of 2024 with the possibility of expanding the position to four days a week, to possibly include some investigative responsibilities.

In 2023, the Department took in 398 pieces of property and disposed of 265. The administrative officer transferred 412 pieces from Alerts RMS to Swift RMS and conducted two property room inventories, along with several inspections and one property destruction. This destruction process took longer than expected and eventually overlapped with what should have been a second destroy process. Sgt. Paul Lane continues to oversee the operation of the property room by completing two semi-annual inspections, several unannounced inspections, and two complete inventories with no major issues noted.

The Project Lifesaver program was transferred to Sgt. West and Officer Ralph Hodges in 2023 with the anticipation for it to be part of the Administrative Officer's role but this goal was not achieved because of schedule concerns. In 2024 our goal is to have all sworn personnel trained in P.L.S. with one coordinator.



## *2023 Active Threat Response Plan Review*

---

In 2023, the Milford Police Department continued its commitment to prepare for and mitigate active threats. The following objectives were attained during 2023:

- The Chief attended quarterly security committee meetings with representatives from Milford Schools.
- Pattison Elementary School conducted all required safety drills.
- The Assistant Chief attended regular meetings with Milford Community Fire Department to address situations involving both departments.
- The Emergency Operations Plan was reviewed by the Police and Fire chiefs.
- All sworn officers participated in an active shooter training exercise.



## 2023 Goals and Objectives

### Goal

Reduce The Number of Senior Scams

- Conducting fraud awareness presentations at retirement communities and nursing facilities.

### Goal

Expand our Project Lifesaver Team

- Train all sworn members.

### Goal

Reduce the number of underage tobacco and vape product sales.

- Conduct periodic covert audits of relevant businesses.

## 2023 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 current national census indicated a minority population of 3.4% Hispanic or Latino. 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%.

Last year, the Milford Personnel Commission approved a proposal to implement a lateral entry program to augment the entry level recruitment plan. The proposal was based upon the continual decline in applicants to serve as police officers, as well as the significant decline in cadets entering the Clermont College Police Academy.

### 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.
- 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.



## 2023 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 2023.
- There was a total of fifty (50) adult detainees transported to the Milford Police Department.
  - Thirty-four (34) of the adult detainees were only booked in the Processing and Testing Room under continuous face-to-face supervision.
  - Sixteen (16) 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 ten (10) juveniles transported to the Milford Police Department.
  - Five (5) of the juveniles were only held in the Processing and Testing Room under continuous face-to-face supervision.
  - Five (5) of the juveniles were held in Temporary Detention Room under camera surveillance with personal safety checks occurring every twenty minutes.
- At no time did MPD 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 included his findings in his monthly report.
- There were no violations of the Temporary Detention and Processing directives. No faulty issues were discovered during weekly inspection checks, however, the Data Master machine was removed from service and the Milford Police Department will continue breath testing with only the Intoxilyzer 8000 machine in service.
- It's apparent that the facilities are adequate and continue to meet the Department's needs.

## *In Memoriam*

---

In 2023, the Memoriam Wall was implemented to recognize honorably retired members who have passed away. The wall includes Chief Stanley Doughman, Clerk Helen Kneipp, Sergeant Raymond Butler, Detective Larry Oaks, and Officer Gary Singleton.

