

**BOERNE POLICE DEPARTMENT**

**2012**

**Annual Report**



**Mayor Michael D. Schultz**

**City Manager Ronald C. Bowman**

**Police Chief James Kohler**

# Contents

<b>Letter from the Chief.....</b>	<b>1</b>
<b>Mission/Vision/Values.....</b>	<b>2</b>
<b>Organizational Chart.....</b>	<b>3</b>
<b>Roll Call</b>	
<b>Administration/Records.....</b>	<b>4</b>
<b>Supervisors.....</b>	<b>5</b>
<b>Patrol Officers and Detectives.....</b>	<b>6&amp;7</b>
<b>Peace Officer Certifications.....</b>	<b>8</b>
<b>Communications.....</b>	<b>9</b>
<b>Communications Certifications.....</b>	<b>10</b>
<b>City Government.....</b>	<b>11</b>
<b>Police Chiefs Recognition Endorsement.....</b>	<b>12</b>
<b>Administration and Records Division.....</b>	<b>13</b>
<b>Patrol Division.....</b>	<b>14-17</b>
<b>Criminal Investigations Division.....</b>	<b>18-20</b>
<b>Communications Division.....</b>	<b>21&amp;22</b>
<b>Community Policing.....</b>	<b>23-25</b>
<b>Boerne Police Officer's Association.....</b>	<b>26&amp;27</b>
<b>Boerne Police Department Honor Guard.....</b>	<b>28</b>
<b>School Resource Officer Program.....</b>	<b>29-31</b>
<b>Boerne Police Department Emergency Response Team.....</b>	<b>32</b>
<b>Awards and Recognitions.....</b>	<b>33</b>
<b>Commendations/Merits/Complaints.....</b>	<b>34</b>
<b>Municipal Courts/Warrants.....</b>	<b>35&amp;36</b>
<b>Statistics.....</b>	<b>37-43</b>
<b>A Year in Review.....</b>	<b>44-46</b>

# Boerne PD 2012

This annual report for 2012 contains statistical and informational data about the police department in an effort to keep our community informed about public safety. The data contained within this document is important; however, our police department performs many other functions that simply cannot be measured by statistical information. Overall, there has been an increase in crime in 2012, and as you will find in this document the increases are related to non-violent crimes and can be mainly associated with theft incidents. The community that we live in, and are proud of, remains a very safe place to live and raise a family.



The current administration has been in place since October 2011 and this past year was extremely busy for the department. As mentioned in the 2011 annual report we were seeking new ideas to enhance the service we provide to our community. We feel we have attained some of our goals that have benefited the community and are outlined within this document. This has been accomplished by involving our staff and continued support of the City Manager and our City Council. We are excited about the new year and look forward to meeting those challenges that we may be presented with.

This past year we received positive feedback from our community and assisted in important quality of life issues. Our community continues to grow and we must be responsive and proactive to those needs with a willingness to listen, understand, and offer advice to the unique problems our citizens present us with. Some of those demands will need to be met in the form of personnel, equipment inclusive of technology, and training. We have placed a high priority on training and mentoring to those that are willing to step into supervisory roles to be successful in the future.



In closing, the Boerne Police Department continues to enjoy the support of its community and we are very mindful and vigilant of never breaking that sacred trust.

A white rounded rectangular box containing a handwritten signature in black ink that reads "Jim Kohler".

Jim Kohler  
Chief of Police

## **Mission Statement**

The mission of the Boerne Police Department is to work with our citizens to protect life and property, to prevent crime and preserve the peace in our community, in an open and transparent manner, consistent with the freedoms secured by the Constitution, always treating people with dignity, fairness and respect.

## **Vision**

The vision of the Boerne Police Department is to become a recognized leader in law enforcement in the hill country and Texas, by the efficient and effective management of personnel and resources, by providing the public with quality police service, and, the recruitment, selection, and training of competent and ethical police officers.

## **Values**

### **Integrity**

For the most part, the community's trust and confidence in the Police Department will be earned by the integrity of its police officers. All Boerne Police Department officers are expected to conduct themselves in a manner that is fair, ethical, and legal, and which exhibits a sense of duty and honor for the position entrusted to them.

### **Justice**

The administration of law and order is based upon the ideals of justice and fairness for all. These ideals require a commitment by police officers to protect citizens and to strive to ensure that citizens will be treated with respect, dignity, and fairness.

### **Service**

As members of the law enforcement profession, the Boerne Police Department recognizes the significance of serving the public. As such, all Boerne Police Department employees are duty-bound in our pursuit of excellence.

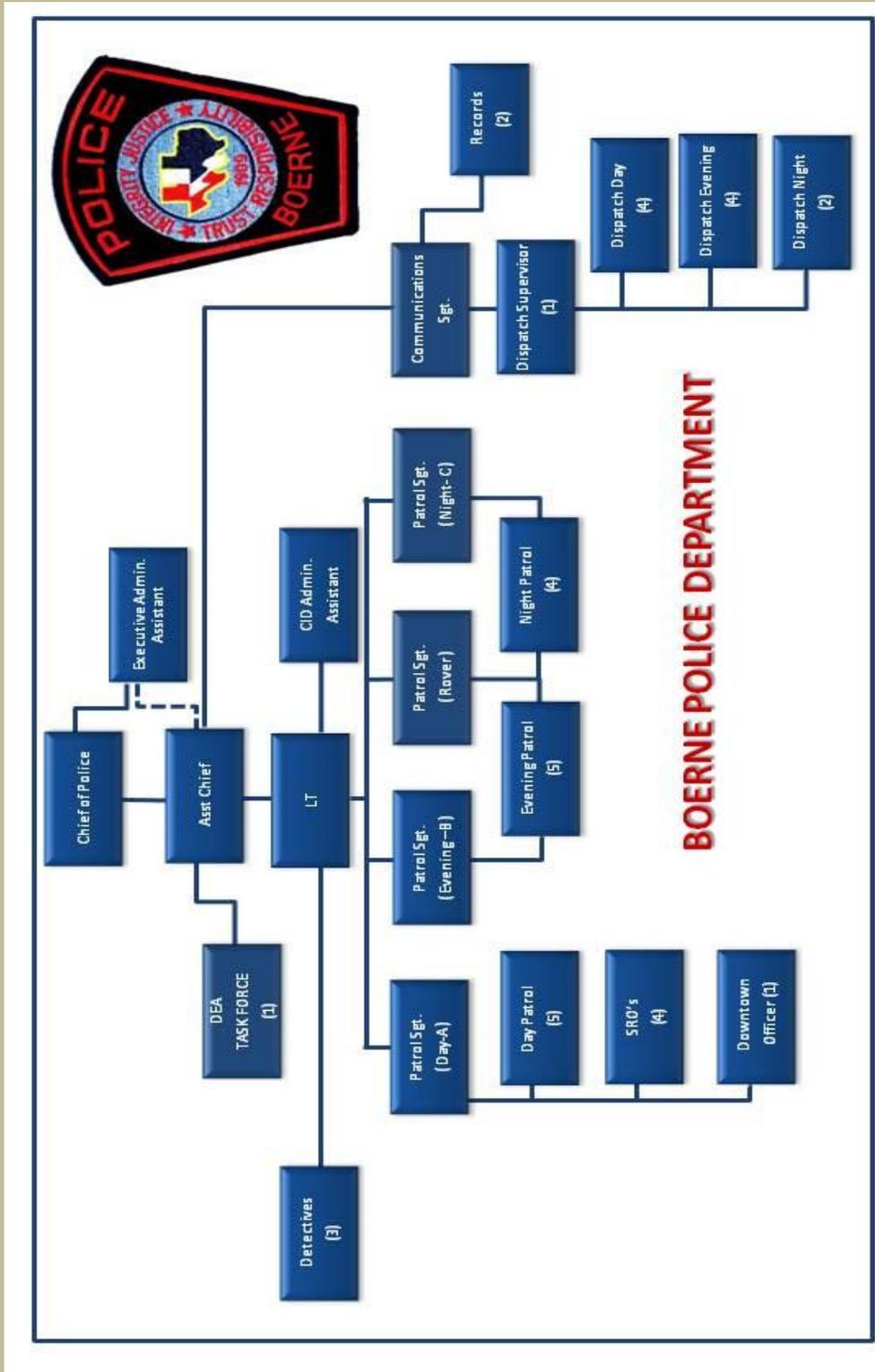
### **Trust**

The community has entrusted the Boerne Police Department to exercise its authority with discretion, good judgment, respect, and a commitment to honesty and justice. Each member of the Boerne Police Department strives to build upon the trust and confidence of the community.

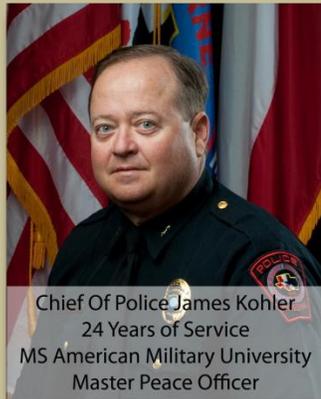
### **Responsibility**

As members of the Boerne Police Department, we are accountable for our actions. We will exhibit self-restraint and calm in times of stress and not shy away from tough decisions that must be made.

# Organizational Chart



# Administration



Chief Of Police James Kohler  
24 Years of Service  
MS American Military University  
Master Peace Officer



Assistant Chief Jeff Page  
31 Years of Service  
MS Webster University  
Master Peace Officer



Lieutenant Steve Perez  
14 Years of Service  
AA San Antonio College  
Advanced Peace Officer

## Records



Maria Guerrero  
18 Years of Service  
Administration



Kim Sells  
1 Year of Service  
Records



Graciela Mitchell  
1 Year of Service  
Records

# Supervisors



Note: 35.4 % of our officers have varying college degrees, while many more are working hard toward this effort. Through the recently introduced career development plan, officers have clearly defined goals relating to education, further aiding in this endeavor.

Master's	Bachelor's	Associate
3	7	1

Another important note regarding personnel is the fact that the Boerne Police Department has not lost an officer to another agency in over six years. In law enforcement this is unusual. We believe we have been successful in retention of our officers due to the tremendous support we receive from our citizens, Mayor, City Council and City Manager. Not to mention the competitive benefits, pay, and equipment. This is important because it allows officers to develop a long term relationship with the community and a greater cohesiveness within the department. This consistency of tenure allows departmental time and resources to be better utilized in providing service and dealing with crime control efforts.

# Patrol Officers and Detectives



Jason Abbott  
15 Years of Service  
Advanced Peace Officer



Jon Rutledge  
12 Years of Service  
Advanced Peace Officer



James Vela  
17 Years of Service  
Advanced Peace Officer



Micah Binkley  
13 Years of Service  
Advanced Peace Officer



Hector Hernandez  
21 Years of Service  
Master Peace Officer



Detective Clint Cook  
23 Years of Service  
Master Peace Officer



Detective Keith Faulkner  
17 Years of Service  
Advanced Peace Officer



Mitch Scoggins  
5 Years of Service  
BA CJ TLU  
Advanced Peace Officer



Paul Bilotta  
9 Years of Service  
Advanced Peace Officer



Tom Moberly  
7 Years of Service  
BA MGT Park Univ  
Advanced Peace Officer



Roger Faz  
9 Years of Service  
Intermediate Peace Officer



Detective Ovidio Flores  
12 Years of Service  
BA CJ UTSA  
Master Peace Officer

# Patrol Officers



# Peace Officer Certifications

## BASIC PEACE OFFICER REQUIREMENTS

- (1) one year experience as a peace officer;
- (2) successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission;
- (3) successful completion of the agency's field training program as defined in §211.1 of this title; and
- (4) successful completion of human trafficking training as required in Texas Occupations Code §1701.258.

## INTERMEDIATE PEACE OFFICER REQUIREMENTS

- (1) a basic peace officer certificate;
- (2) one of the following combinations of training hours or degrees and peace officer experience:
  - (A) 400 training hours and eight years,
  - (B) 800 training hours and six years,
  - (C) 1200 training hours and four years or an associate's degree and four years, or
  - (D) 2400 training hours and two years or a bachelor's degree and two years; and
- (3) successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission.

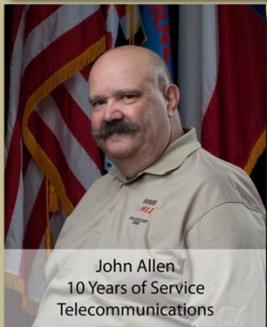
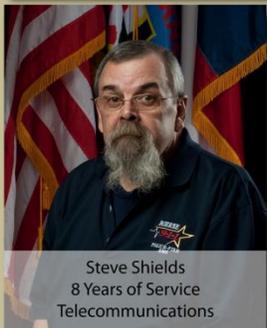
## ADVANCED PEACE OFFICER REQUIREMENTS

- (1) an intermediate peace officer certificate;
- (2) successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission; and
- (3) one of the following combinations of training hours or degrees and peace officer experience:
  - (A) 800 training hours and 12 years,
  - (B) 1200 training hours and nine years or an associate's degree and six years, or
  - (C) 2400 training hours and six years or a bachelor's degree and five years.

## MASTER PEACE OFFICER REQUIREMENTS

- (1) an advanced peace officer certificate; and
- (2) one of the following combinations of training hours or degrees and peace officer experience:
  - (A) 1200 training hours and 20 years or an associate's degree and 12 years,
  - (B) 2400 training hours and 15 years or a bachelor's degree and nine years,
  - (C) 3300 training hours and 12 years or a master's degree and seven years, or
  - (D) 4000 training hours and 10 years or a doctoral degree and five years.

# Communications



# Communications Certifications

## **Basic Telecommunicator Proficiency Certificate 221.13(a)**

### Requirements

An active license or appointment 221.1(b)(2)

1 year of service

### **AND**

1013 Basic Telecommunications Certificate Course

3812 TDD/TTY within the last six (6) months

3720 Telecommunications Operator Field Training (if reported after 06/01/2004)

2120 (24 hour) Crisis Communication (if appointed after 12/01/2011)

## **Intermediate Telecommunicator Proficiency Certificate 221.13(b)**

### **Requirements**

an active license or appointment 221.1(a)(2)

Basic Telecommunicator Certificate

2 years of service

120 hours of training

3812 TDD/TTY within the last six (6) months

### **Courses (once during career)**

Must complete **all** courses or equivalents (if Telecommunicator certificate was issued or

qualified on or after 01/01/2000)

3939 Cultural Diversity OR

394 Cultural Diversity Web with Exercises

3920 or 3925 Law Enforcement Ethics

2120 Crisis Communications

2109 Spanish for Law Enforcement

### **OR**

2110 Spanish for Law Enforcement Distance

2111 Spanish for Law Enforcement Test-Out

22109 Spanish for Telecommunicators

34003 Spanish for 911/Dispatch-On Patrol

34001 Spanish for Law Enforcement-On Patrol

1 of these 3

3802 TCIC/NCIC for Full Access Operators

3809 NLETS/TLETS

3811 TLETS/NLETS and TCIC/NCIC Basic Procedures

## **Advanced Telecommunicator Proficiency Certificate 221.13(c)**

### **Requirements**

an active license or appointment 221.(a)(2)

Basic Telecommunicator Certificate

Intermediate Telecommunicator Certificate

### **AND**

4 years of service

240 hours of training

3812 TDD/TTY within the last six (6) months

## City Government



*Top left: Jeff Thompson (Asst. City Mgr.), J. Kuper (Councilman), J. Haberstroh (Mayor Pro tem), Ron Cisneros (Councilman), Ron Bowman (City Mgr.), Bottom left: Nina Woolard (Councilwoman), M. Schultz (Mayor), J. Dubose (Councilman), K. Cohoon (City Attorney)*



## **Boerne Police Department Receives “Recognized Law Enforcement Agency” from the Texas Law Enforcement Recognition Program**

On March 8, 2012, the Boerne Police Department received the award of “Recognized Law Enforcement Agency” from the Texas Police Chiefs Association Law Enforcement Recognition Program. Begun in 2007, the Recognition Program evaluates a Police Department’s compliance with over 164 Best Business Practices for Texas Law Enforcement. These Best Practices were carefully developed by Texas Law Enforcement professionals to assist agencies in the efficient and effective delivery of service and the protection of individual’s rights. These Best Practices cover all aspects of law enforcement operations including use of force, protection of citizen rights, vehicle pursuits, property and evidence management, and patrol and investigative operations.

This voluntary process required the Boerne Police Department to conduct a critical self-review of the agency’s policies, procedures, facilities and operations. Beginning in January of 2010, the department began the lengthy process to become a “Recognized Law Enforcement Agency” by preparing proofs of compliance for each of the Texas Law Enforcement Best Business Practices. Upon completion of the internal review, an outside audit and review was requested. This final on-site review took place on March 1<sup>st</sup> and 2<sup>nd</sup> of 2012. The on-site review is conducted by trained Police Chiefs from other areas of our state. The result of this review was then sent to the Texas Police Chiefs Association’s Recognition Committee for final analysis and decision to award “Recognized” status.

On March 8, 2012, the department was notified that it had been awarded the coveted “Recognized Law Enforcement Agency” award. Boerne becomes only the 66th agency in the state to be recognized. The Boerne Police Department has always considered itself to be one of the best in the state. This process provided for an independent review of the department’s operations and should assure the citizens of Boerne that its Police Department is conforming to the current state of the art in law enforcement.

The department was recognized at the Texas Police Chiefs Association annual conference in April of 2012. More information and a description of the program may be viewed on the Texas Police Chiefs Association website at <http://www.texaspolicechiefs.org>.

## **Administration and Records**

The records and administrative duties of the police department are performed by our administrative team, consisting of Maria Guerrero, Kim Sells, and Graciela Mitchell. Among many other duties, this team manages the collection, dissemination, maintenance, filing, retention, and control of all departmental reports and documents. This is accomplished utilizing a sophisticated records system and traditional hard copy filing system. This team is also tasked with fulfilling the numerous open records requests received each month by this office, which includes the following types of records:

- Incident reports/Calls for Service reports
- Arrest reports
- Accident reports
- Supplemental reports
- Case folders
- Juvenile cases
- Administrative & Employee records
- Fingerprinting

Administrative duties also include the development of reports for national and state agencies as mandated by law. The continued maintenance of the department's budget and equipment inventories, including warranties and

general maintenance schedules also fall under their day to day function. This team handles all internal human resource needs and facilitates those issues with our city HR team. We are very fortunate to have this dedicated team who always possess an outstanding attitude and are customer service focused with external and internal customers alike.



## **Patrol Division**

The Patrol Division is the largest division within our police agency that is comprised of 14 police officers and 4 sergeants assigned solely to patrol duties. In every police department across the United States this division is considered the “backbone” of the agency and we are no different in that aspect. The patrol officers are the most visible police entity within our community, answering the initial call for service when the citizen needs assistance. The types of calls an officer will answer vary in nature and may consist of; crimes in progress, traffic violations including vehicle accidents, public assistance, suspicious persons, and anything else out of the ordinary. Patrol is intended to prevent crime and reduce the fear of crime in the community through their presence.

This past year we reallocated our staff and promoted an officer to the rank of sergeant without adding personnel to enhance our supervisory coverage that had been lacking. In addition to the promotion, we adjusted the sergeants working schedule from a 4 day-10 hour shift to a 5 day-8 hour shift, thus increasing our supervisory coverage. Our current patrol officers work 3 shifts, each consisting of a 4 day-10 hour shift. The shifts start and ending times overlap to take into consideration our busiest times.

As mentioned, our current staffing level is 14 police officers and 4 sergeants assigned to patrol that provide 24/7 coverage for our community. Our goal is to staff 3 officers and a sergeant to each shift; however, this is challenging when you take into account training and leave time. The analysis we have conducted based on training and leave time taken, reveals we actually have available for assignment only 16.5 out of the 18 officers assigned for 2012. We have tracked this information for several years and the numbers fluctuate between 2-3 officers not being available when we take this time into consideration.

The most significant patrol change in late 2012 was the addition of mobile software that allows officers to type reports from their vehicle laptops and works with our current records management system (RMS). This additional software was approved by City Council during the routine budget process and has been implemented. As with any software application there are minor issues to be worked out, but this has changed the way we police our community. Our analysis estimate showed we were spending about \$40,000 annually in man hours returning to the police department to write our reports and now they can be completed on the laptop in the vehicle. It also allows the officers to actually see the calls on the laptops in their cars as the call comes into the dispatch center. The software also includes an automatic vehicle locator (AVL) module which allows the dispatcher and patrol officers to see the location of all the patrol vehicles real time on a map from their vehicles or from the dispatch center. Ultimately, helping reduce response time to calls and enhancing officer safety. This is part of what is referred to as “Computer Aided Dispatch” (CAD).

The police department replaced 5 high mileage patrol vehicles with Chevrolet Tahoes after researching nearly 200 pages of documents and reaching out to other agencies for recommendations. The research revealed the Tahoe to have many positive features in regards to performing the day to day work of a police vehicle. The Tahoe was not the cheapest vehicle nor was it the most expensive police performance vehicle that is available on the market. The estimated fuel economy was 15 mpg while the research revealed the real-life scenario to be in the range of 10-12 mpg, which based on our fleet average analysis falls within that range of fuel economy.



The police officers carry a variety of equipment within their vehicles such as the, Automatic External Defibrillator (AED), tire deflation device (Spikes), first-aid kits, fire extinguishers, along with other equipment to assist them in performing their job. To date 17 lives have been saved through the use of the AED. The AED program was initiated by the Fire Marshall, Mark Mattick.

*TOTAL PATROL MILEAGE:*  
*2012 - 282506*  
*2011 - 261045*  
*Up 8.22% for 2012*

Finally, the police fleet has driven 282,506 miles in 2012 averaging about 23,542 miles on a monthly basis. In an effort to be proactive all officers assigned to patrol have been sent through a high performance driving school to reduce our liability and promote officer safety.

### **Fleet Accidents:**

In 2012 we saw a total of four fleet accidents, down from five in 2011. One involved a deer entering the roadway, one received undercarriage damage when a patrol unit re-entered the roadway from a stationary traffic enforcement position, one when an officer struck the back of a vehicle stopped at a traffic control device (minor damage), and one when an officer backed into a pillar (minor damage).

## **Abandoned / Junked Vehicles**

According to the city ordinance on abandoned and junked vehicles, a junked vehicle is considered a vehicle that displays an expired license plate or vehicle inspection, and has remained on public property for more than 72 hours, or more than 30 days if on private property. An abandoned vehicle is considered a vehicle more than five years old, inoperable, left unattended on public property for more than 48 hours. The abandoned vehicle law also includes a vehicle remaining illegally on public or private property for more than 48 hours. Vehicles found to meet these requirements are “red tagged” with a sticker identifying which violation is present, and subsequently given 48 hours to correct the violation. The 2012 year to date red tag total was 35. All of the red tagged vehicles were registered/inspected and or removed from the location where they were tagged.

## **Racial Profiling**

The chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, is required to submit an annual report of the racial profiling information collected under Subdivision (6) of the Texas Code of Criminal Procedure to:

(A) the Commission on Law Enforcement Officer Standards and Education; and

**(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.**

The Boerne Police Department chooses to report a **Partial Exemption or Tier 1 Reporting**, the agency is stating it routinely performs traffic stops or motor vehicle stops and the vehicles that routinely perform these stops are equipped with video and audio equipment in which these videos are maintained 90 days after the stop as per, Texas Code of Criminal Procedure Article 2.135.

## **Racial Profiling - Motor Vehicle Racial Profiling Information**

### **Number of motor vehicle stops:**

1. **2246** citation only
2. **10** arrest only
3. **9** both
4. **2265 Total** (4, 11, 14 and 17 must be equal)

### **Race or Ethnicity:**

- 5 **23** African
6. **8** Asian
7. **1894** Caucasian
8. **333** Hispanic
9. **5** Middle Eastern
10. **2** Native American
11. **2265 Total** (lines 4, 11, 14 and 17 must be equal)

### **Race or Ethnicity known prior to stop?**

12. **201** Yes
13. **2064** No
14. **2265 Total** (lines 4, 11, 14 and 17 must be equal)

### **Search conducted?**

15. **116** Yes
16. **2149** No
17. **2265 Total** (lines 4, 11, 14 and 17 must be equal)

### **Was search consented?**

18. **36** Yes
19. **80** No
20. **116 Total** (must equal line 15)

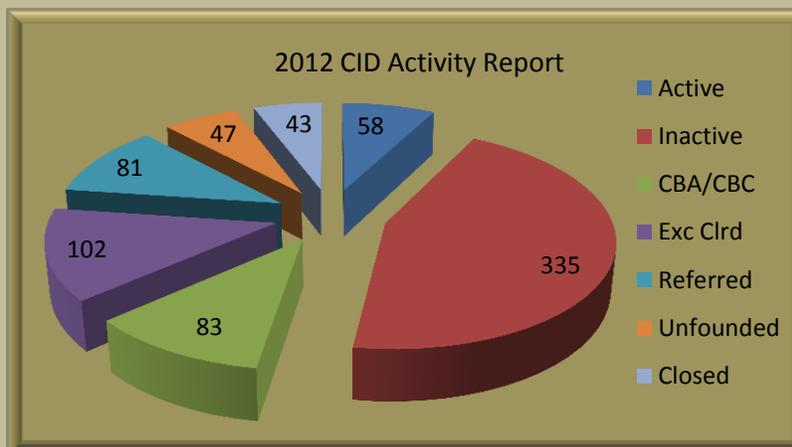
## Criminal Investigations Division

The Boerne Police Department Criminal Investigations Division (CID) is comprised of 3 detectives that are supervised by Lieutenant Perez who also now oversees the patrol division. This change occurred in 2012, after the retirement of our former lieutenant. Competitive promotional testing was conducted in which Sergeant Perez was subsequently promoted to Lieutenant. Lt. Perez had previously been the CID sergeant but also has experience as a patrol supervisor. With his promotion, we have left the position of CID Sergeant vacant so we could promote an officer to the rank of patrol sergeant. This promotion allowed us to enhance our supervisory coverage on patrol which was lacking.

The detectives are responsible for investigating crimes within our community that are reported to the patrol officers in the field. In 2011, the detectives were assigned 606 cases to investigate which averaged about 50 cases assigned per month, while in 2012 this increased to 749 cases which averaged 62 cases per month. This increase while significant is mainly contributable to an increase in reported thefts and non-violent crimes.

We have attempted to reduce this increase in the detective's workload by assigning minor crimes to the patrol officers in the field; however, this approach can become fragmented with the patrol officers attempting to solve minor crimes while still being assigned active calls.

We utilize solvability factors to enhance apprehension, clearance, and/or closing of a



case with no further action being taken. The FBI reports the national average for clearing a case by arrest is about 47% for serious crimes which are Part I crimes (FBI Uniform Crime Report, 2011). Our clearance rate for Part I crimes was 45% for 2012.

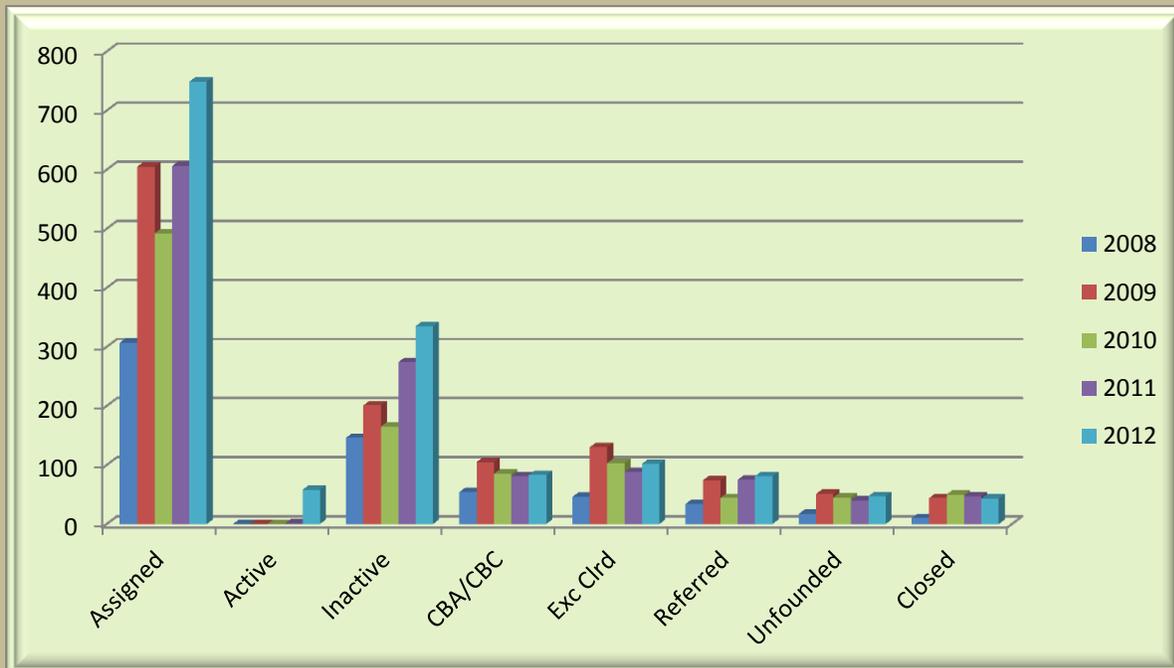


*Detective Cook processing evidence in the Boerne Crime Lab*

In previous years our annual report, excluding 2011, only reported Part I crimes under the Uniform Crime Reporting (UCR) requirements to the Federal Bureau of Investigations (FBI). Part I crimes consist of 8 separate offenses such as; Murder, Rape, Robbery, Aggravated Assault, Burglary, Theft, Auto Theft, and Arson. The other crimes not tracked under UCR are referred to as Part II crimes that include the following: Simple Assault, Forgery, Fraud, Embezzlement, Stolen property (receiving), Vandalism, Weapons, Prostitution, Drug laws, gambling, Offenses against the family (non-support), DWI, Liquor Law violations, Public Intoxication, Disorderly Conduct, Vagrancy, Curfew/Loitering, Runaways, and all other state and local laws.

The inclusion of Part II crimes in our annual report presents a more realistic assessment of the job that the detectives are tasked with on a daily basis. Our community is fortunate that these Part II crimes, while more prevalent than Part I crimes, are considered less serious. There are graphs and data later in this report that will further explain crimes reported to the police department.

### Five year Activity Chart



**Note:**

**The following are guidelines for clearing a case base on the UCR guidelines:**

Closed: Case is no longer being investigated due to varying reasons. An example would be when the statute of limitations for an offense has expired or the prosecutor refuses to accept the charges or file the case.

Inactive: No more leads to follow or a suspect has not been identified.

Exceptionally Cleared: Law enforcement is not able to clear an offense known to them by making an arrest. Often they have exhausted all leads and have done everything possible in order to clear a case. If agencies can answer all of the following questions in the affirmative, they can clear the offense exceptionally for the purpose of reporting to UCR.

- Has the investigation definitely established the identity of the offender?
- Is there enough information to support an arrest, charge, and turning over to the court for prosecution?
- Is the exact location of the offender known so that the subject could be taken into custody now?
- Is there some reason outside law enforcement control that precludes arresting, charging, and prosecuting the offender?

Cleared By Arrest/ Cleared by Citation (CBA/CBC): The offender or violator was arrested or issued a citation for the offense committed.

Referred: Case was referred to the prosecutor for review.

Unfounded: A false or baseless complaint.

## **Communications Division**

The Communications Division operates under a board of directors with members from the City of Boerne, Kendall County, and the City of Fair Oaks Ranch. The board members are in contact throughout the year, but formally meet 3-4 times to discuss the



upcoming year's budget based on calls for service. The budget for each entity is based on a percentage of usage that is calculated by the respective agencies calls for service and documented traffic stops. This board has been in place for over 10 years now and has functioned quite well using this criteria when

determining their budget. There are many public safety jurisdictions seeking to combine services as a unified multi-agency dispatch center in an attempt to reduce costs within their respective communities. The City of Boerne is the host for communications and is responsible for the day to day operations and personnel.

In 2012, we began the process of transitioning to a new radio system with infrastructure to the existing radio tower sites that are spread throughout the county. In 2013 we will be purchasing the remaining 700 MHz Radios that will be installed in the patrol units and portable radios that the individual officer will carry on their person. This change has been forecasted and planned for about 5 years now, due to our old radio system being scheduled to be phased out in early 2014.

The Communications Division is comprised of 11 Telecommunication Operators and 1 Police Sergeant. In 2012 a sergeant replaced the civilian manager that retired and by replacing with a sworn member we felt this would present a more unified command between dispatch and patrol. This change was presented to the board of directors and was unanimously approved, which is one example of working together to enhance our services.

In 2012, the Communications Division provided public safety communications for all public safety organizations in Kendall County, which includes seven fire departments, emergency medical services, the Kendall County Sheriff's Department, the Fair Oaks Ranch and Boerne Police Departments, along with utilities personnel.



The Communications Division is accountable for answering emergency 911 calls, non-emergency calls on the department's administrative telephone lines, operation of the computer aided dispatch (CAD) system, the records management system (RMS), the i-Info notification system, monitoring the City's security camera system, monitoring the Public Safety building's silent alarm system, walk-in traffic in the police department lobby after hours (weekends/holidays) and radio dispatch for all on-duty police, fire, EMS and utility departments. The Communications Division is also responsible for entering, removing and modifying persons, vehicles and articles in the Texas Crime Information Center's (TCIC) system and the National Crime Information Center's (NCIC) system.

In 2012, the Communications Division answered approximately 22,925 emergency 911 calls which increased 2.36% from 2011. This increase is a result of more citizens utilizing the 911 number versus the non-emergency line. Another factor affecting the number of 911 calls received is the staffing of a third dispatcher console which enables us to answer more calls on a particular emergency.

The Communications Division generated 37,734 calls for service, which includes citizen reported and officer initiated activity. These calls are not police specific and include the varying other entities dispatched for. The number of calls for service county wide decreased 8.71% from 2011.

### **COMMUNICATIONS CENTER STATISTICS—2 YEAR COMPARISON**

	<b>2011</b>	<b>2012</b>	
Landline	7,206	6,426	<b>-10.82%</b>
Cellular	15,126	16,499	<b>+ 9.1%</b>
*911 Calls	22,395	22,925	<b>+ 2.40%</b>

\*increase, in part due to 3<sup>rd</sup> dispatch console which enables us to pick up more 911 calls on any given emergency

## **Community Policing**

The entire community is responsible for public safety and crime prevention. We must work together to solve problems. Community Policing is oriented toward problem-solving. Boerne Police Officers are encouraged to become familiar with the community, listen to citizens' concerns, and assist them with problem-solving. Community Policing works to enhance public safety and improve the quality of life within the community.

The Boerne Police Department's community policing programs include scheduled programs such as Citizen's Police Academy, National Night Out, Safety Town, HOA meetings, support of Neighborhood Watch programs, tours of the police department, community meetings, child finger printing events, requested house or business checks, and other activities upon request, just to name a few.

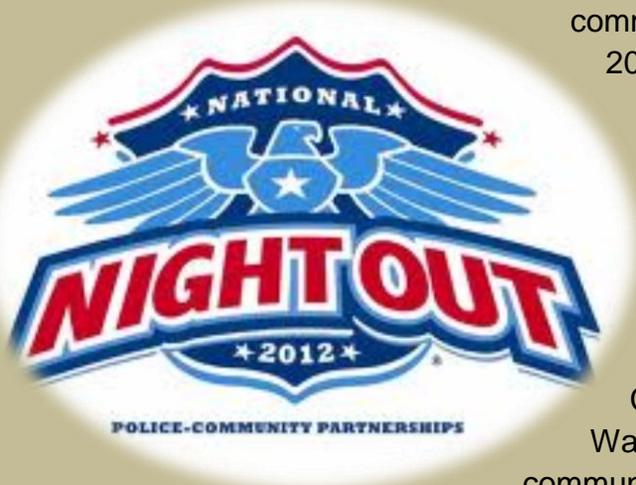
## **National Night Out**

National Night Out is a nationwide effort to bring communities together in an effort to combat crime.

2012 saw the state of Texas receive the State Award for outstanding statewide participation in the 29<sup>th</sup> annual National Night Out campaign. The city of Boerne most certainly played a significant role in helping secure this award for the state. In conjunction with the Boerne Fire Department, Kendall County EMS, Kendall County Sheriff's Office, TP&W's Game

Wardens, and most importantly members of our community, we saw an increase in both the number of

block parties and the number of participants. Block parties rose from 11 in 2011 to 15 in 2012, while total participation rose from 526 citizens to 630 respectively. Still further, and more importantly, this event saw neighbors reaching out to others in true National Night Out fashion. Additionally, the block parties ranged from games and bouncies for the kids, to bar-b-q's, and everything in between. Congratulations to all those who participated, and to the Herff Ranch neighborhood in particular, which received this year's award for block parties with participation exceeding 100 attendees! Thanks to all the agencies that make this event a success and a special thanks to all those in our community who participated. This event is one more reason Boerne remains the envy of the Texas Hill Country and surrounding areas. We look forward to 2013!



## Citizen's Police Academy

The Citizen's Police Academy is designed to provide a new understanding of law enforcement through open lectures, demonstrations, exercises and participation with citizens of the community. Those in attendance are provided hands-on training in dealing with many of the challenges officer's face, while in an atmosphere that not only allows for class input, but one that places an emphasis on this very aspect. The academy includes, but is not limited to, blocks of instruction on Investigations, Patrol, Traffic, Courts, Emergency Response Team, DWI's, Taser, and Firearms (with a day at the range incorporating all the firearms available to our officers). Additionally, those in attendance are able and encouraged to ride along with officers at their convenience. In this capacity, officers will forge an even stronger relationship with those we serve.

*Recent academy graduate  
Marsha Slocomb with  
Sgt. Lackey on range day!*



The Academy consists of three hours of instruction per topic, one night each week for 10 weeks. The primary goal of this academy is not only to expose citizens to the law enforcement arena, but more importantly, expose the department to the needs and desires of the citizens in an effort to improve the service we provide.

In attendance at this year's academy, pictured from top row left to right were Jeffrey Wiseman, Craig Radtke, Wallace Whitworth, Leon Bean, Arlene Converse, Erin Cisler, bottom row left to right, Marsha Slocomb, Joseph Paolilli, Robert Felton, Stacey Auxier, not pictured was Robert Butrico, Barry Laidlaw, Lawrence Nichols,



*2012 Boerne Citizen Police  
Academy Graduates*

## **Downtown Bike Patrol**

In 2008, the Boerne Police Department recognized a need to decrease crime and increase police presence in the downtown area. At the same time, this new and innovative concept in Community Policing was shown to be incredibly successful in downtown areas across the country. The bike officer is not only an excellent crime deterrent, but an icon within the community due to his ability to have close contact with citizens on a daily basis. This officer also performs a community service by hosting bike rodeos for children, participating in many local community events such as National Night Out, and assisting with traffic control for parades and community events.

*Officer Padilla is currently assigned to bike patrol*



The Downtown Police Bicycle Patrol Unit currently consists of 1 officer while forecasting the addition of another bike officer within our five year personnel plan. This additional officer would be utilized in our area parks while assisting the downtown officer with special events. The bike officer patrols four days a week on a ten-hour shift. He patrols businesses and residential areas gliding silently down streets and alleys to better catch criminals and protect the citizens of Boerne. In addition to patrolling the Boerne downtown area, the bike officer patrols the library, local parks, hike and bike trails, and Boerne Lake. Currently, the department issues the unit Trek 21 speed mountain bike and the officer wears a special lighter weight uniform that consists of a royal blue “polo” style shirt, black pants or shorts, and a silver helmet.

## **Boerne Police Officer's Association**

The Boerne Police Officer's Association is a non-profit organization that is comprised of sworn and non-sworn Boerne Police Department personnel. The association strives to improve the community and the citizen's quality of life. This is accomplished by remaining involved with the community by participating in fundraisers, local events for non-profit, and much more. For example, the yearly Blue Santa Event, the BPOA "Share the Warmth" yearly cold weather clothing drive, the city wide Easter Egg Hunt in conjunction with the City of Boerne Parks Department, the 2012 clean-up of Herff Springs, and much more. The BPOA is dedicated to having positive contacts with our citizens outside of a law enforcement capacity.



### **Current BPOA Board Members:**

**Officer Lance DeLeon #317 – President**  
**Sgt. Pedro Moncada #310 – Vice President**  
**Officer Michael Pease #332 – Treasurer**  
**Dispatcher Melissa Dalton – Secretary**

The BPOA has made many friends with several local non-profits such as The Hill Country Family Services, The Kendall County Women's Shelter, and the Cibolo Nature Center. Below are several examples of events the BPOA has participated in for 2012:

### **Food Drive with the Hill Country Family Services**

This past year we have helped Hill Country Family Services with their food drives and unloading of the SA Food Bank trucks. Dispatcher LeeAnn Katzer, Lety Moncada, Officers Paul Bilotta and Michael Pease can be seen hard at work during these events. The HCFS has been very appreciative of our helping hand and stated they will be having an extra open pantry this year because of BPOA efforts.

### **Herff Springs Clean Up**

BPOA members worked with local nature experts from the Cibolo Nature Center to remove evasive plant species from an environmentally fragile area known as Herff Springs. The Kendall County Fair Association was also in attendance helping to clear debris and trash. The BPOA now currently cares for and maintains Herff Springs with the help of the Nature Center.

## **Annual City Wide Easter Egg Hunt**



The annual Easter Egg Hunt is a popular event in Boerne, with the BPOA and Boerne Parks Department working together to sponsor the event. In doing so, costs and responsibilities are shared allowing for this event to be more manageable on all fronts. This past event enjoyed approximately 1,500 to 2,000 attendees. The event, which has been relocated to the Boerne City Lake to accommodate those in attendance, continues to grow yearly and the BPOA looks forward to working with the City of Boerne Parks Department once again.

## **The Kendall County Women's Shelter**

The BPOA recently helped the Kendall County Women's Shelter with moving donated furniture, staining their privacy fence, and providing volunteer time for security at their fundraising gala at the Don Strange Ranch. Lt. Perez is a board member and regularly attends meetings to address concerns.

## **The BPOA Blue Santa Event**

The annual BPOA Blue Santa Event is one of the favorite and most important events of the year. We work with the Kendall County CPS, YMCA, Hill Country Family Services, and other organizations to develop a list of needy families in the area. Toys are donated or purchased new for the event and handed out during the event. This year a large amount of donated items came in to help make the event a success.



## **Boerne Police Department Honor Guard**

The Boerne Police Department is proud to boast our own Honor Guard unit, consisting of officers from various ranks and assignment. Being a member of the Honor Guard is a respected and privileged calling and one that is not taken lightly.

As such, Honor Guard members must adhere to a stringent set of guidelines. Good moral character and exemplary conduct is required both in and out of uniform. In this capacity, the Honor Guard not only represents the department, but the city as a whole, bringing a level of pride that is reflected in everything the Guard stands for and ever present in their actions. In 2012, the team changed with the introduction of a revised uniform. The unique ceremonial uniform for the Guard sets it apart from the day to day patrol uniform and it consistently receives high marks from those present regardless of the event.



The BPD Honor Guard has participated in numerous events including parades, funerals, Veteran appreciation ceremonies, City Council meetings, 9-11 memorials, and many other functions, in addition to the sobering duty of showing respect for one of our own fallen brothers since its inception. Being able to represent the department in these highly visible occasions is a unique opportunity. Regardless of event, the Honor Guard exemplifies the qualities and professionalism levied on all department members and is evident in their demeanor.



*Honor Guard members left to right,  
Officer Faz, Detective Flores,  
Officer Bilotta, and Officer Moberly*

## School Resource Officer Program

In the fall of 1998 in the City of Boerne, an initiative to protect and educate the youth of our city was implemented at Boerne High School. In a partnership created by the City of Boerne, the Boerne Independent School District, and the State of Texas, our city's first School

Resource Officer was selected. The creation of this program was a multipronged effort to provide a safe and secure learning environment for our children and young adults.

The idea at its inception was simple. Provide a pathway to educate, counsel, and protect our school communities. With these goals in mind we set out to provide resources to school staff and create positive relationships with our students. Our School Resource Officers coordinated their efforts with school officials to establish educational programs like an "Introduction to Criminal Justice" and proactive programs to resist drugs and gang violence.

Our School Resource Officers are all seasoned patrol officers who have received hundreds of additional hours of specialized training. The training and experience has allowed the officers to become subject matter experts in the field of juvenile law as well as the criminal enforcement portions of the Texas Education Code. The SRO's are also responsible for creating and maintaining youth projects and services throughout the city. They help to coordinate bicycle safety programs and other general safety events including Boerne's "Safety Town" project.



*Sgt. J. Siemens admires student's work at Kendall Elementary*

Safety town has been awarded “Best Public Safety Program in the State of Texas” for cities under 25,000. The program takes place during the summer when the school resource officers are away from their campuses. The program deals exclusively with kinder age children and introduces them to emergency personnel and services like police, fire, and EMS. The children are also introduced to other public services that they will encounter as children which includes school bus safety, stray animals and electrical safety. The SROs have consistently received outstanding cooperation and support from the various speakers and entities involved with the program.



*Participants in this year's Safety Town program*

The school resource officer program that we have in the City of Boerne has time and again proven its effectiveness and success. It continues to be part of the many valuable services offered by the Boerne Police Department.

### **School Resource Officers (SRO's)**

**Four Boerne Police Department officers are assigned full-time to the Boerne Independent School District (BISD) campuses located in our city:**

**Officer Hector Hernandez - assigned to Boerne-Samuel V. Champion High School**

**Officer Roger Faz - assigned to Boerne High School**

**Officer Jason Abbott - assigned to Boerne Middle School North**

**Officer Micah Binkley - assigned to Boerne Middle School South**

## **Duties**

- Being involved with Campus Crime Stoppers
- Providing a safe environment for our kids
- Responding to calls for service
- Serving as speakers in many classes
- Investigating crimes that occur on campus

## **Community Relationships**

Our relationship with the teachers and staff of BISD has been strengthened by the presence of these officers. Most importantly, the relationship our department has with the young people of our community has been solidified through the SRO's and the program as a whole.

## **Additional Community Services**

In addition to the aforementioned community related areas of interest, our officers conduct business and house checks on a regular basis, as well as provide Texas State Insurance Inspections. The business and house checks are for those going out of town or some other specific reason and requires registering with the police department in person or online. Subsequently, these addresses receive directed patrol-bys until the date of return. BPD also employs two officers certified to perform business and residential Texas State Insurance Inspections. Upon passing and complying with the requirements, the home owner can receive up to a 5% discount on their homeowner's insurance premium by meeting the State's minimum standards. From the City of Boerne's website, [www.ci.boerne.tx.us](http://www.ci.boerne.tx.us), interested citizens can complete a form to request an appointment for a Home Inspection.

# Boerne Police Department Emergency Response Team

The Emergency Response Team is commanded by Lt. Steve Perez and is an eight person team consisting of members from all ranks. The purpose of the team is to preserve life through negotiations when possible, to ensure the safety of hostages, bystanders, and officers, and to act should the situation warrant such response. Team members train regularly as a unit in the areas of firearms, team movements, breaches/entries, clearing buildings, searches, hostage negotiations, planning/intelligence gathering, active shooter, officer retrieval, warrant service, and many other areas surrounding potential deployment. 2012 saw the team reach out to surrounding agencies, spearheading an effort to implement a multi-jurisdictional joint-tactical unit as part of a mutual aid effort. Although this endeavor is currently in its infancy, we maintain an open line of communication with both newly elected Kendall County Sheriff Al Auxier and Fair Oaks Ranch Chief Scott Rubin. Thus far, we have corroborated on fitness requirements as well as shooting competency requirements with open tryouts scheduled for early 2013. Additionally, we initiated and sponsored an active-shooter exercise held at Champion High School that incorporated upward of 50 participants. This training exercise included representatives from all emergency service agencies, Boerne EMS, Boerne Fire, School Resource Officers, Kendall County Sheriff's Office, Fair Oaks Ranch PD, locally assigned TP&W Game Wardens, Bexar County SWAT members, and numerous volunteer actors. This training exercise is but one example of the efforts currently being taken by the Boerne PD to better provide exceptional service to our community and surrounding residents.



Boerne Police Department

emergency service agencies, Boerne EMS, Boerne Fire, School Resource Officers, Kendall County Sheriff's Office, Fair Oaks Ranch PD, locally assigned TP&W Game Wardens, Bexar County SWAT members, and numerous volunteer actors. This training exercise is but one example of the efforts currently being taken by the Boerne PD to better provide exceptional service to our community and surrounding residents.

## Awards and Recognitions

Beyond the recognition the police department has received this year, the administration has continued to recognize and acknowledge many of its members in various arenas. Several of these awards include Officer of the Year, Dispatcher of the Year, Safe Driver certificate, Fit for Duty, and Top Gun. Two of these areas include recognition for physical fitness and performance at the firing range. 2012 saw a record nine employees receive the BPD “Fit for Duty” award, those honored include the following: Sgt. Lackey, Sgt. Siemens, Detective Cook, Officer Bilotta (five year recipient), Officer Pease, Officer Moberly, Officer Gomez, Officer Flores, and Officer Morales. This award



*Administration and several recipients of Fit for Duty.*

is given to those members capable of maximizing their respective physical fitness assessments. No doubt, a direct result of the emphasis administration places on mental and physical readiness to better serve our community, coupled with the ever increasing use of the police department workout facility. In addition to the yearly physical fitness assessment, the BPD also

incorporates a “**Top Gun**” competition annually.

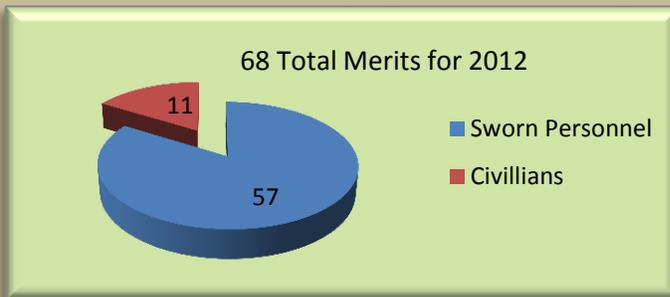
This competition encompasses a pre-determined course of fire and is held immediately after annual range training. This year’s award winner was Officer Lisa Flores who was also a recipient of the “**Fit for Duty**” award and pictured centered above. The “**Safe Driver**” Certificate was awarded to all but two officers for an incident free year. Congratulations to all!

**2012 Officer of the Year Paul Bilotta, 2012 “Top Gun” Lisa Flores, and 2012 Dispatcher of the Year, Lee Ann Katzer!**



# Commendations/Merits/Complaints

2012 saw the Boerne Police Department field several life saving awards as a result of officer training, response time, and equipment utilized. In addition, 69 merits for outstanding service were issued; 57 to our sworn personnel and another 11 to our civilian staff. Many of these merits were initiated by those we serve, lending further credit to the caliber of employees that makeup the Boerne Police Department and a



direct result of administrations effort to provide unparalleled service. Congratulations to all and keep up the good work!

In an effort to ensure accountability within the department, we track all complaints. This includes origin as it

relates to an internal or external complaint. In 2012 we documented 36 complaints. In the handling of complaints, a supervisor will follow up with the complainant and exhaust all avenues to ensure our department maintains the level of professionalism our citizens and this community deserves. Of the 36 complaints, 24 were unfounded and two were inconclusive after thorough investigation. Of the remaining 10 complaints, eight were internal while only two were external. These remaining 10 were sustained, and as such, resulted in disciplinary action. In short, only 5 % of the 36 complaints were derived from people we come into contact with on a daily basis.



## Definitions:

### **A. The Chief of Police will classify completed internal affairs investigations as:**

- 1. Unfounded** - no truth to allegations or allegations true, but are the result of adherence to departmental policy or procedure. Exonerated complaints will be reviewed by the Chief of Police for policy issues.
- 2. Inconclusive** - unable to verify the truth of the matters under investigation.
- 3. Sustained** - allegations are true.

# Municipal Courts

Under the leadership and direction of Municipal Judge Ed Phillips, the municipal court has issued a breakdown of the finance allocation upon collection of a fine for a citation.

## EXAMPLE

### COURT COSTS COLLECTED FOR SPEEDING (\$97.10)

#### 78% OF COURT COSTS GO TO THE STATE OF TEXAS

\$36.00 Consolidated court fee

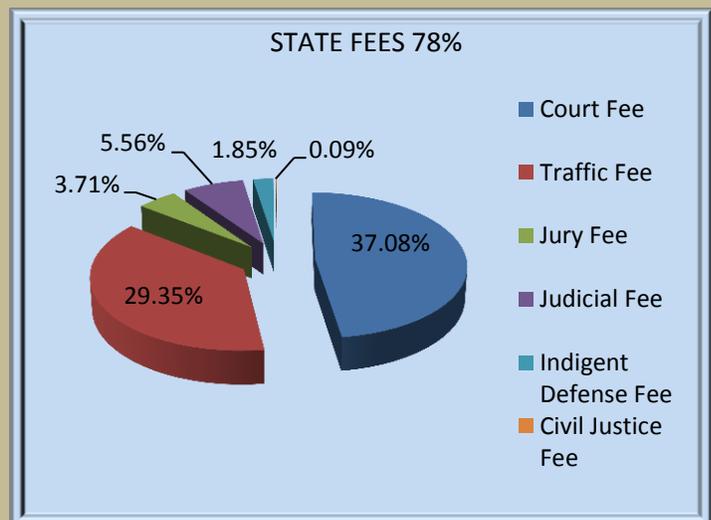
\$28,50 State traffic fee

\$ 3.60 Jury fee

\$ 5.40 Judicial fee

\$ 1.80 Indigent defense fee

\$ 0.09 Civil justice fee



\$75.39 Remitted to the State of Texas

#### 14% OF COURT COSTS GO TO THE CITY OF BOERNE GENERAL REVENUE FUND

\$ 4.00 Consolidated court fee

\$ 3.00 Transportation fee

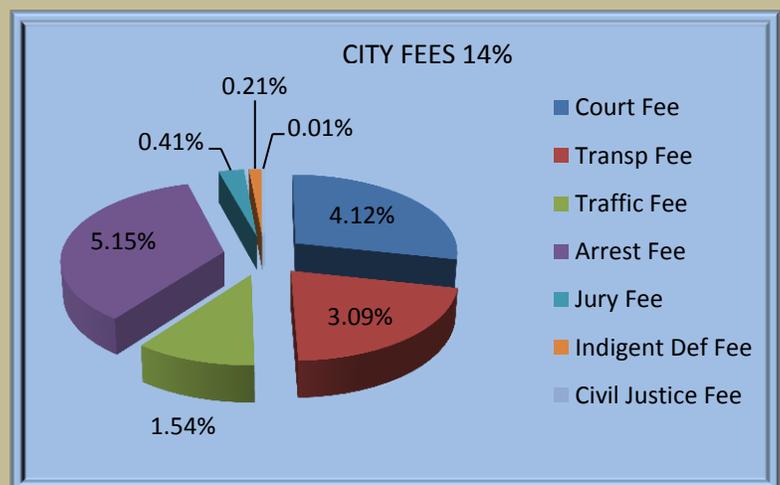
\$ 1.50 State traffic fee

\$ 5.00 Arrest fee

\$ .40 State jury fee

\$ .20 Indigent fees

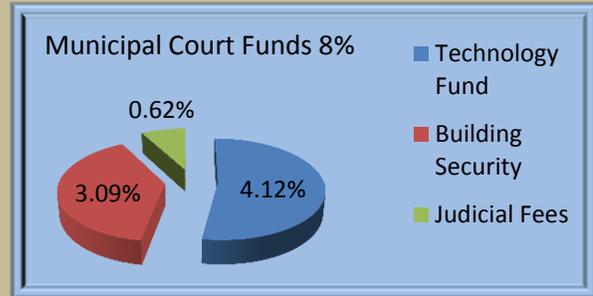
\$ .01 Civil justice fees



\$14.11 Placed in City of Boerne General Fund

8% OF COURT COSTS GO TO MUNICIPAL COURT FOR LIMITED USES SET BY LAW

- \$ 4.00 technology fund
- \$ 3.00 Building security fund
- \$ .60 Judicial fees – for judicial efficiency expenses



\$ 7.60 Placed in special dedicated funds for municipal court use only

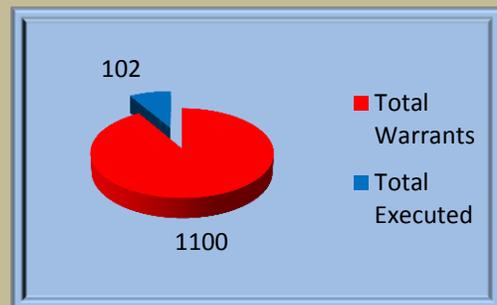
FINE RANGE FOR MOST TRAFFIC VIOLATIONS IS: \$1.00 - \$200.00, WHERE DO THESE MONIES GO?

100% OF ALL FINE MONEY RECOVERED ON MOVING TRAFFIC VIOLATIONS (SPEEDING, RAN STOP SIGN, ETC.) MUST BE USED BY CITY FOR ROAD/BRIDGE MAINTENANCE OR FOR LAW ENFORCEMENT EXPENSES AS DICTATED IN TRAFFIC CODE 542.402 – DISPOSITION OF FINES

*Thank you Judge Phillips, Municipal Court Supervisor Claudia Lemon, Deputy Municipal Court Clerk Leandra Moore, and Deputy Municipal Court Clerk Jennifer Castillo.*

## Warrants

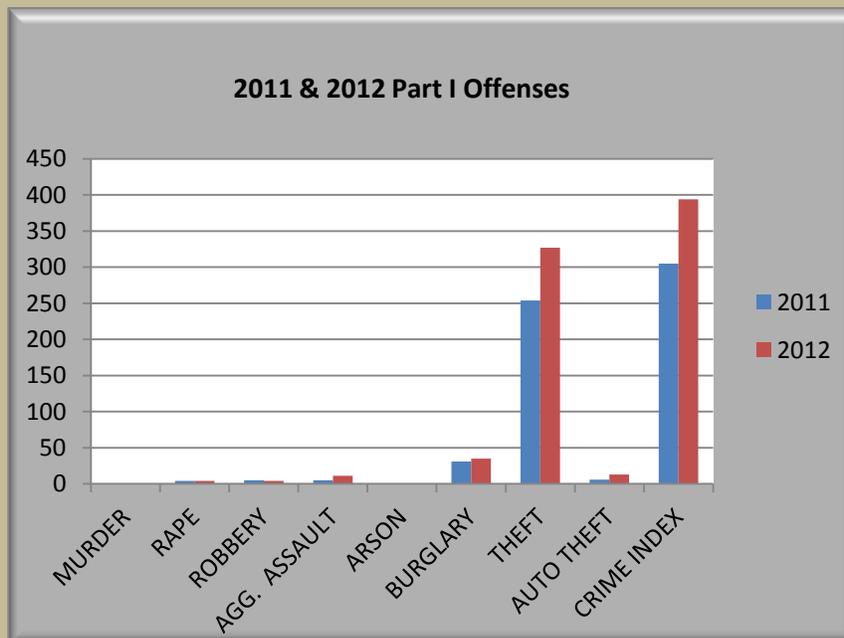
The Boerne Police Department proactively addresses warrants as it relates to officers in the field coming into contact with a wanted person. Warrants of arrest include offenses ranging from those who have failed to appear in municipal court to answer for traffic citations, to those obtained through investigative efforts made by CID, and further include those issued from other agencies. Warrants vary from class C misdemeanors to felonies. During the summer months school resource officers are re-assigned to various other duties, one of those assignments is to warrants. In this capacity the officer’s primary duties surround that of executing local municipal warrants (class C misdemeanors). In 2012 Officer Abbott was assigned to warrants, where he managed and oversaw 1100 outstanding warrants. Officer Abbott successfully cleared 102 warrants, accounting for the collection of \$64,569 worth of fines. An additional duty of the warrant officer, or their designee, is acting as the court Bailiff.



# STATISTICS

## UNIFORM CRIME REPORT PART I OFFENSES COMPARISON

	2011	2012	Difference
MURDER	0	0	0.00%
RAPE	4	4	0.00%
ROBBERY	5	4	-20.00%
AGG. ASSAULT	5	11	+120.00%
ARSON	0	0	0.00%
BURGLARY	31	35	+12.90%
THEFT	254	327	+28.74%
AUTO THEFT	6	13	+116.66%
CRIME INDEX	305	394	+29.18%



## UNIFORM CRIME REPORT 5 YEAR STATISTICS

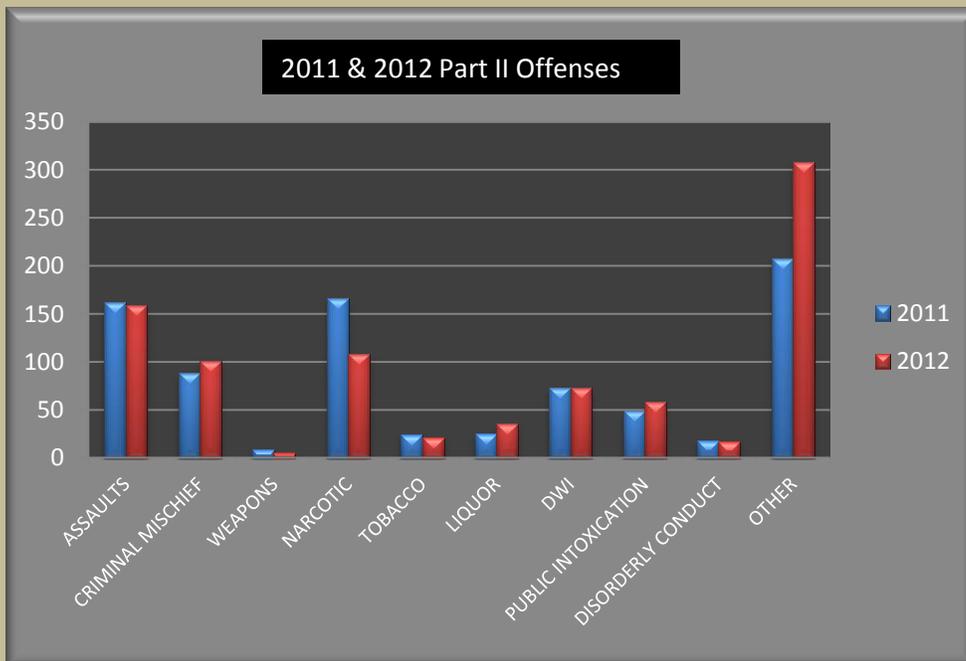
The **Uniform Crime Reports (UCR)** are official data on [crime in the United States](#), published by the [Federal Bureau of Investigation](#) (FBI). UCR is a nationwide, cooperative statistical effort of nearly 18,000 city, university and college, county, state, [tribal](#), and federal law enforcement agencies voluntarily reporting data on crimes brought to their attention.

	2008	2009	2010	2011	2012
<b>MURDER</b>	0	0	0	0	0
<b>RAPE</b>	7	1	2	4	4
<b>ROBBERY</b>	5	3	1	5	4
<b>AGG. ASSAULT</b>	9	9	17	5	11
<b>ARSON</b>	1	0	1	0	0
<b>BURGLARY*</b>	41	42	28	31	35
<b>THEFT</b>	228	253	228	254	327
<b>AUTO THEFT</b>	14	6	4	6	13
<b>CRIME INDEX</b>	304	314	280	305	394

(\*Burglary of Habitation and Building. Burglary of Vehicle is included with theft).

## UCR PART II OFFENSES COMPARISON

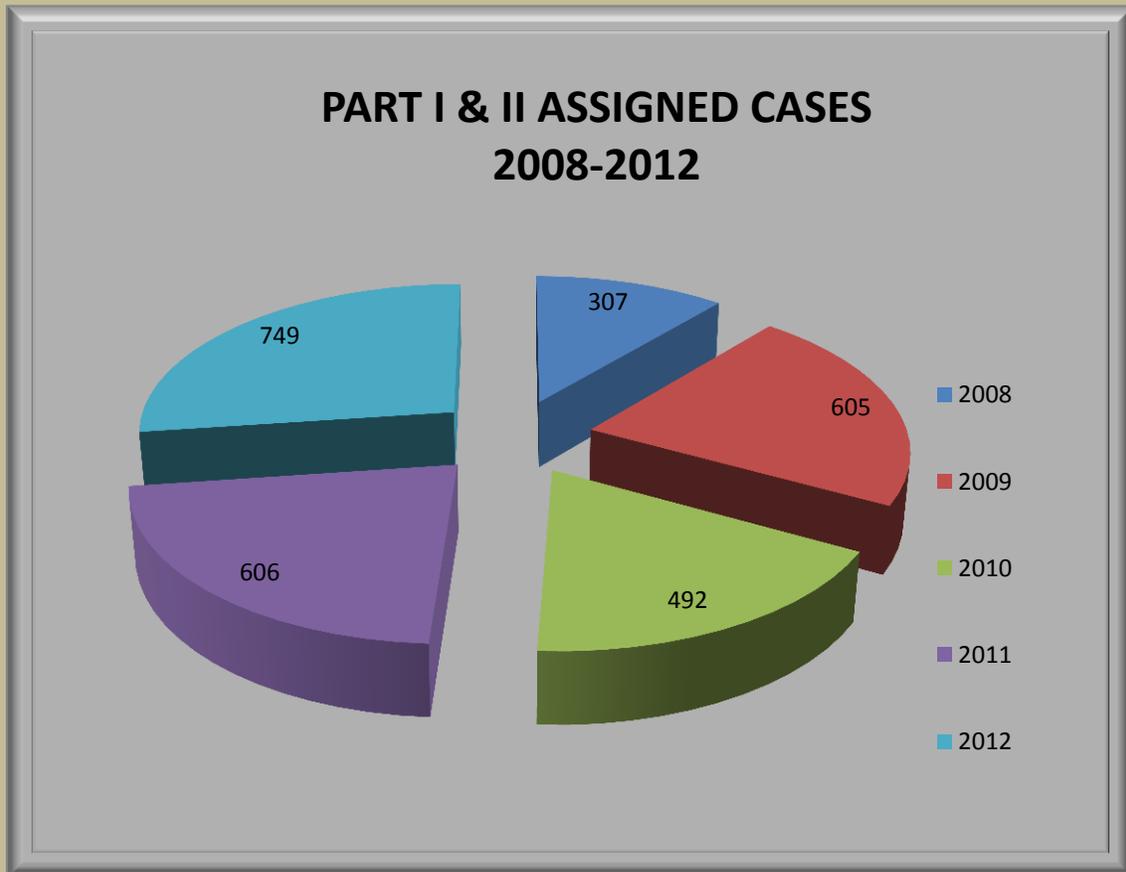
	2011	2012	Difference
<b>ASSAULTS</b>	162	159	- 1.85%
<b>CRIMINAL MISCHIEF</b>	88	101	+14.77%
<b>WEAPONS</b>	9	5	-44.44%
<b>NARCOTIC</b>	166	108	-34.94%
<b>TOBACCO</b>	24	21	-12.50%
<b>LIQUOR</b>	25	35	+40.00%
<b>DRIVING WHILE INTOX</b>	73	73	0.00%
<b>PUBLIC INTOXICATION</b>	49	58	+18.37%
<b>DISORDERLY CONDUCT</b>	18	17	- 5.55%
<b>OTHER</b>	208	308	+48.08%
<b>TOTAL Part II</b>	<b>822</b>	<b>885</b>	<b>+ 7.66%</b>



## **PART II OFFENSES-- 5 YEAR COMPARISON**

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>ASSAULTS</b>	118	159	141	162	159
<b>CRIMINAL MISCHIEF</b>	146	139	122	88	101
<b>WEAPONS</b>	4	5	4	9	5
<b>NARCOTIC</b>	148	118	127	166	108
<b>TOBACCO</b>	41	24	26	24	21
<b>LIQUOR</b>	95	63	50	25	35
<b>DWI</b>	71	76	102	73	73
<b>PUBLIC INTOXICATION</b>	45	36	44	49	58
<b>DIS. CONDUCT</b>	28	38	10	18	17
<b>OTHER</b>	262	288	238	208	308
<b>TOTAL Part II</b>	958	946	864	822	885

**TOTAL ASSIGNED CASES FOR 2008 – 2012**  
(INCLUDES BOTH PART I & II CASES)



- As indicated by the above chart, 2012's total case load of 749 cases was approximately 25% more than the next highest year, 2011's 606 cases.
- An additional observation is that during a five year period from 2008 to 2012, the case load has increased from 307 cases in 2008 to 749 cases in 2012, resulting in a 143.97% increase in assigned cases in only five years.

## ACTIVITY STATISTICS-- 2 YEAR COMPARISON

	2011	2012	Difference
CITATIONS	2,843	2,664	- 6.30%
WARNINGS	2,475	2,550	+ 3.03%
FELONY ARREST	62	54	-12.90%
MISD. ARREST	366	439	+19.95%
TOTAL ARREST	428	493	+15.19%

## ACCIDENT STATISTICS-- 2 YEAR COMPARISON

FATAL	0	0	0.00%
INJURY	83	42	-49.40%
DAMAGE ONLY	302	359	+18.87%
PRIVATE PROPERTY	283	236	-16.61%
<hr/>			
TOTAL	668	637	- 4.64%

## CALLS FOR SERVICE-- 2 YEAR COMPARISON

TOTAL CFS	10,462	10,691	+ 2.19%
(Calls for Service)			

## ACTIVITY STATISTICS-- 5 YEAR COMPARISON

	2008	2009	2010	2011	2012
CITATIONS	4,214	3,208	2,927	2,843	2,664
WARNINGS	3,666	2,558	2,647	2,475	2,550
FELONY ARREST	63	43	43	62	54
MISD. ARREST	396	380	353	366	439
<hr/>					
TOTAL ARREST	459	423	396	428	493

## ACCIDENT STATISTICS-- 5 YEAR COMPARISON

FATAL	1	0	0	0	0
INJURY	79	88	85	83	42
DAMAGE ONLY	362	325	279	302	359
PRIVATE PROP.	211	210	207	283	236
<hr/>					
TOTAL	653	623	571	668	637

## CALLS FOR SERVICE-- 5 YEAR COMPARISON

TOTAL CFS (Calls for Service)	10,735	10,255	10,118	10,462	10,691
----------------------------------	--------	--------	--------	--------	--------

## **A Year in Review**

In 2011, the police department set many goals that were to be accomplished in 2012 and this is a synopsis of those goals.

### **Texas Police Chiefs Recognition Program**

The program is designed to assure that law enforcement agencies policies and procedures are up-to-date on critical issues such as; Use of Force,

Emergency Vehicle Operation and Pursuits, Search Seizure, Care/Custody and Restraint of Prisoners, Domestic Violence and Employee misconduct, Off-duty Conduct, Selection and Hiring, Sexual Harassment, Complaint and Internal Affairs Management, Narcotics/ SWAT/ and High Risk Warrant Service, Handling Emotionally Disturbed and Developmentally Disabled, and Property and Evidence. These critical issues have been shown to be the most prevalent in law enforcement litigation; however, overall there are 164 individual practices that are addressed with the recognition program. The program itself was developed by including police chiefs, former police chiefs and attorneys that are familiar with law enforcement to formulate the policies that need to be enacted to reduce departmental liability. There are numerous benefits to this program that include improved operations, giving the officers better guidance, reducing risk, improving officer safety, and improved credibility within the community.

The program allows the 164 best practices to be submitted on-line with a completion of the program that entails a 2 day on-site inspection of the facility and procedures. The Boerne Police Department became a recognized agency in 2012.

### **Mobile Records Management System**

As mentioned within this document this was an approved budget item that was implemented in late 2012. The system allows officers to write reports in the field, real-time dispatching, automatic vehicle locator (AVL), and mapping system. We have already mentioned that there was a significant man power cost savings when this was implemented. We purchased a 70 inch TV through a TXDOT grant which is located in the dispatch center that will monitor calls and the location of our officers within the city in real time.



## **Police Officer and Dispatcher Career Plan**

Since 2006, the police department has had a pay plan and within that plan there was an outline of criteria for advancement. There were concerns that this plan as it stood was expensive and the criteria itself was not significant enough when it came to advancing to different levels. With the assistance of Administrative Services Director Linda Zartler and Assistant City Manager Jeff Thompson we were able to construct a more definitive career plan. This new plan is a clear path for what the officer and dispatcher are required to complete in order to advance. While most of these benchmarks are related to continuing education there are other requirements that are to be considered such as; required certificates, training, discipline and years of service. The police officers have additional requirements like; 30 hours of college in first 5 years along with obtaining their intermediate certificate (see p.8), 60 college hours within 10 years along with obtaining their advanced certificate (see p.8), discipline matters are considered, accidents, and firearms scores. The plan while not as extensive, included a career path for our dispatchers to guide them through their career. This is merely a snapshot of the requirements and the document is quite lengthy; however, our staff members understand the requirements and meet regularly with their supervisors to guide them. The City Manager gave final approval for the plan and I want to thank everyone involved.

## **Patrol Sergeant / Personnel**

As mentioned we reallocated the CID sergeant position vacated by Lt. Perez and promoted an officer to patrol sergeant position which was lacking in supervisory coverage.

Assigned an officer to the DEA-Task Force to assist with reducing narcotics trafficking.

Assigned a police sergeant to supervise the communications center.

## **Physical Fitness**

We have continued to promote officers and dispatchers to utilize our workout facility. This year we had 9 officers obtain their "Fit for Duty" status based on the Coopers Institute of Dallas. The Coopers Institute has done extensive research and development in creating physical standards for law enforcement.

## **Weapons**

The police department had been issuing Beretta .40 caliber handguns but many of the weapons were reaching their end of life cycle. We researched and determined that the Glock .22 Gen 4, .40 caliber would become the departmental issued weapon. The

purchase of these weapons were made at no expense to taxpayers due to the use of seized funds to purchase these weapons.

### **Equipment**

The police department also saw the need to obtain crowd control equipment along with equipment utilized in crisis situations. Once again all of the equipment was purchased with our seized funds at no expense to the taxpayer.

### **Citizen Police Academy**

In 2012, the police department held a Citizen Police Academy (CPA) to allow the citizens to gain a better understanding of our agency and policing methods. There were 13 graduates.

### **National Night Out**

This is a chance for communities to join together and meet their neighbors and discuss crime issues along with quality of life issues with the public safety officers.

### **Awards/ Recognition and Complaint System**

The police department saw the benefits in tracking awards, merits, and discipline for statistical purposes. As noted within this document, this tracking promotes accountability for the agency and recognizes those staff members that are doing an outstanding job. The complaint system allows us to view complaints and track them to assure there are no patterns within those complaints. This acts as an Early Warning System for us to address smaller issues before they become larger issues.

### **Five Year Plan**

The police department completed writing a 5 year Capital Improvements Plan and a 5 year Personnel Plan. In law enforcement as with many other businesses, it is difficult to forecast needs this far out, this is why we view these plans as living documents that will be continually updated based upon the challenges we are met with.

### ***Special thanks to:***

***Sergeant Johnny Siemens for preparing this annual report and Officer Jason Abbott and Detective Clint Cook for the photography.***