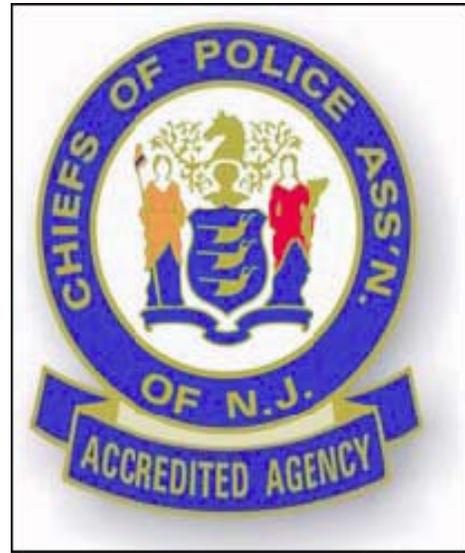


South Brunswick Police Department



Moving Forward with Tradition and Honor

2008

Annual Report

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A Message from Chief Raymond J. Hayducka

The South Brunswick Police Department is comprised of 82 dedicated sworn men and woman, and 26 civilians that provide a wide range of services to the residents and businesses located within the Township. We provide service for approximately 44,000 residents and over 1100 registered businesses.

In the year 2008, I made some procedural and personnel changes in order to better serve the residents of South Brunswick Township. The agency has and always will strive to improve the quality of life for all that reside and work in South Brunswick Township. This agency is dedicated to making sure all services are being provided in an efficient and effective manner by:

1. Delivering progressive and cost effective law enforcement services.
2. Maintaining high standards of excellence utilizing training and technology.
3. Identify and meet the challenges of an increasingly diverse community.
4. Seeking input and feedback from citizenry and employees.
5. Maintaining a safe community through crime prevention, aggressive traffic and criminal law enforcement.

It is my pleasure to report that the State Uniformed Crime Report showed a 24% crime reduction in South Brunswick Township. Our agency had one of the largest crime reductions in the State of New Jersey. This would not have been possible without the efforts of the dedicated men and woman that serve this agency with honor each and every day. I am very proud of this accomplishment.

In 2008 the police department handled 43,811 calls for service. This is a slight decrease from 2007. This agency is committed to providing the best possible service to the residents, visitors, and people that work and live in South Brunswick Township. Therefore, we will continually re-evaluate and assess our policing methods to ensure we are using the best practices in law enforcement to fulfill our commitment and service to everyone.

On October 22, 2008 the South Brunswick Police Department earned accreditation status. This was a time consuming process that took a great deal of time and effort on the part of all sworn and civilian staff members of the agency. It required a complete review and assessment of the agencies rules, policy and procedure manual, as well as all internal documents. The accreditation process is overseen by the New Jersey State Association of Chiefs of Police and CALEA. Accreditation has long been recognized as a means of maintaining the highest standards of professionalism. It is a certification by an independent reviewing authority that an entity has met specific requirements and prescribed standards. Some of the benefits of the South Brunswick Police Department receiving accreditation are stronger defense against lawsuits and citizen complaints, strong support from government officials, increased community advocacy, greater accountability within the agency, job satisfaction, and lower insurance cost. Accreditation assures we are utilizing the best practices in law enforcement.

In 2008 we received \$86, 331 in grant funding. These grants are essential in order for our agency to keep contemporary with equipment and training. It also enhances our crime reduction efforts and proactive patrols. With the down turn in the economy I have tasked my staff to increase our research efforts and continue to aggressively pursue all available grants. The acquisition of grants

is especially important with the economic conditions the nation is facing. Although the nation is facing a financial crisis the police department is committed to providing the best possible service in an efficient and effective manner. The use of grant funding will make this possible and ease the financial burden on the residents.

This agency is committed to giving the public and all employees input into the police department. The Administration of this police agency believes that the participation of all staff, sworn and civilian should provide input into the agency. The South Brunswick Police Department and all of law enforcement face many challenges in the upcoming years. With increased demands on law enforcement in general and tight fiscal restraints, it will be a challenge to continue to provide the high quality of police service the residents of South Brunswick Township have grown accustomed too. However, I am confident that this can be accomplished with public cooperation and the fine men and woman that are dedicated to serving South Brunswick Township.

As Chief of Police, I am extremely proud of the sworn and civilian members of the department. Their commitment to the police department and community are second to none. I also recognize that this agency cannot fight crime and improve the quality of life without the assistance of the residents of South Brunswick Township. The citizens of the Township are our greatest asset and we recognize that they are an important component in helping us “protect and serve”.

Raymond J. Hayducka
Chief of Police

Section I

Organizational Overview

Personnel: For the year 2008 we maintained eighty-two sworn Officers. At end of year there were twelve (12) Clerical Staff and twelve (12) Tele-Communicators. Changes for personnel were as follows:

New Hires

Genito, Donna	January 22	Tele-Communicator
Kavorsky, Susan	May 19	Crossing Guard
Delucia, Dominic	June 17	Officer
Lidy, Edward	October 15	Tele-Communicator (from part-time)
Schelcusky, Brady	December 16	Auxiliary Officer

Promotions

Carinci, Robert	February 8	Sergeant
Hibbitts, Leonard	February 8	Sergeant
Sondej, Allen	February 8	Lieutenant
Phillips, Virginia	August 1	Administrative Assistant

Assignments

McNeil, Hugh	March 10	Community Services Supervisor
Christopher Giampietro	April 1	Property Evidence Vault
Jeffry Russo	May 29	Narcotics Task Force 1 yr Extension
Eric Buraszkeski	September 15	Emergency Response Team
Burdick, Peter	October 22	Detective Bureau
Jairdullo, Robert	October 23	Evidence Technician
Herman, Kenneth	October 23	Evidence Technician
Niper, John	December 28	Domestic Violence (Lead)
Urstadt, Michael	December 28	Domestic Violence
Yuhasz, Dennis	July 1	Firearms Instructor
Buraszkeski, Eric	July 1	Firearms Instructor

Leave of Absence

Mark Montagna	November 30, 2006	Captain
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Resignations

Myzie, Jonathan	April 28	Tele-Communicator
Degraw, Ryan	August 12	Tele-Communicator
Genito, Donna	September 10	Tele-Communicator
Van Emburah, Andrew	December 22	Tele-Communicator

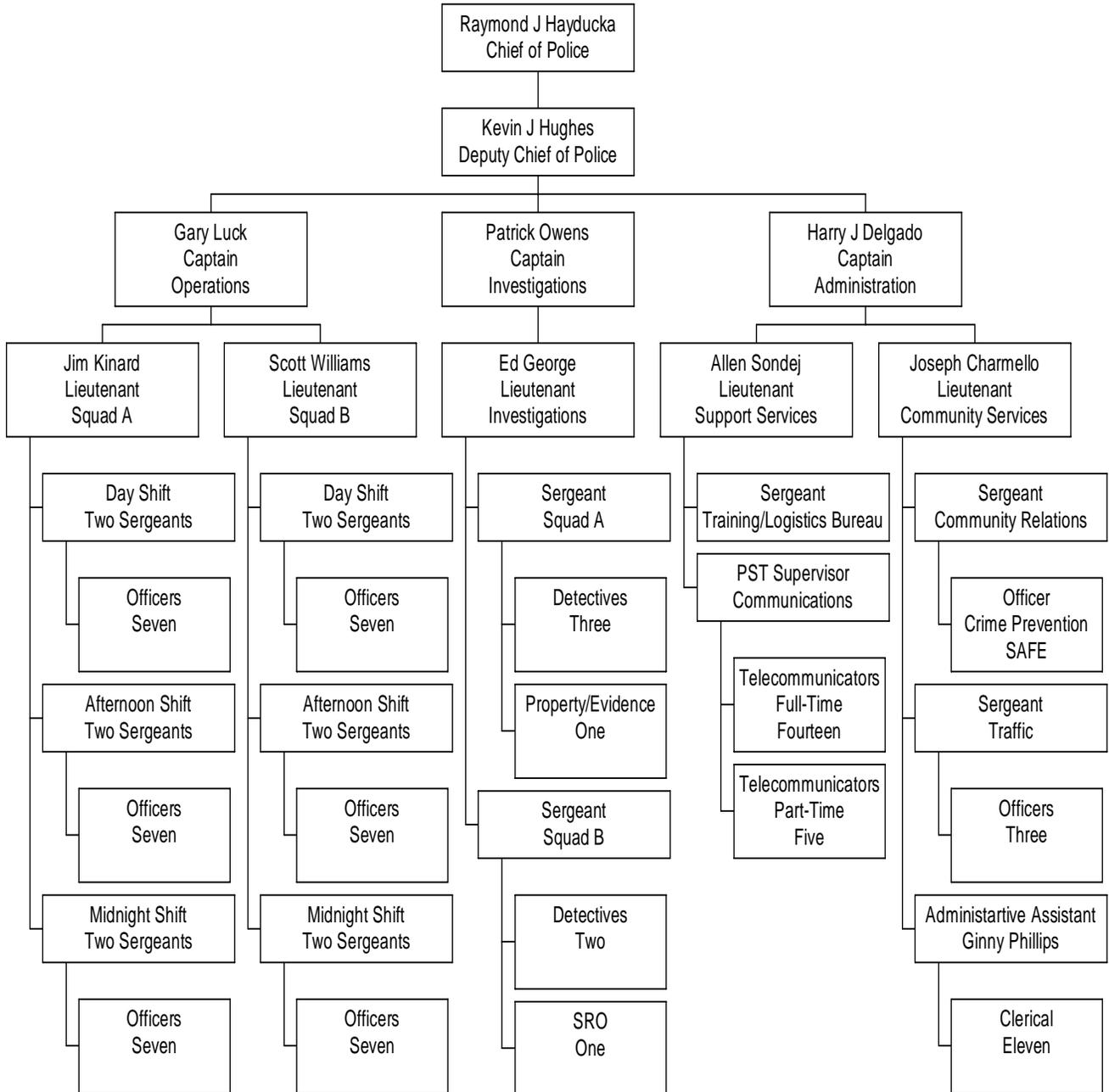
Retirements

Avalone, John	June 1	Detective
Krypel, Deborah	October 1	Tele-Communicator

Transferred

Kelly-Beal, Peggy	September 18	Township Transportation Supervisor
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**South Brunswick Police Department
Table of Organization
2008**



Committees

During 2008, I empanelled three committees to address the following issues:

Awards Committee:

Captain Harry J Delgado was assigned as the Chairman for the Awards Committee. The committee reviews all cases and submits recommendations for awards. The awards are distributed to recipients at the Annual Police Awards Dinner. This year the following awards were distributed:

- Exceptional Service Award (3)
- Community Service Award (4)
- Letter of Commendation (17)
- Education Award (3)
- Physical Fitness Award (5)
- Honorable Service Award (26)
- Civilian Staff Recognition (2)
- Auxiliary Police Award (1)
- Firearms Award Top Gun (2)
- Firearms Expert (3)
- Sharpshooter (5)
- Marksman (4)
- Top Squad (9)

Forfeiture Committee:

The State of New Jersey oversees the seizure, distribution, and allocation of property and assets resulting from criminal activity. These monies are seized through a process of court proceedings and ultimately by ruling of a Superior Court Judge. Once money and property is forfeited it is divided equitably among the law enforcement agencies involved in the criminal investigation that ultimately led to the seizure. Distributed funds are then tracked and utilized, under the scrutiny of the County Prosecutor's Office, to enhance local, county, and state law enforcement capabilities.

The South Brunswick Police Department seats a Forfeiture Committee of (4) representative officers, overseen by Lt. James Kinard. The Committee researches agency needs, reviews proposals for purchase from forfeiture funds, and makes recommendations to me for purchase. In the 2007-2008 process the committee recommended and I approved the following purchases with forfeiture funds:

1. Forensic CD/DVD Burners utilized for evidence and discovery processing.
2. Evidence storage system utilized to secure and transfer evidence into the property and evidence vault.
3. Advanced Body Armor systems for the agency's Emergency Response Team.
4. Bar Code Scanner and printing system utilized to track the chain of custody of Evidence.
5. Tactical Headsets for use by the Emergency Response Team.
6. Lock-Back Knife systems.

Technology Committee:

2008 was an extremely productive year for technology advancements. Our CAD (Computer Aided Dispatch) and RMS (Records Management System) have been installed and operational since October 2007. This year we worked to improve the system through upgrades, interfaces and training.

Upgrades and improvements have been made by ENFORSYS based on our use of the system and staff input. Improvements have been made to officer reports, U.C.R. (Uniform Crime Report) and statistical reporting.

Interfaces have been installed and activated for several programs. These interfaces allow various programs to communicate with each other. Info-Cop, POSS, Think-GIS and 9-1-1 interfaces were added in 2008. Info-Cop provides direct, immediate access to local, state and federal crime databases for officers. P.O.S.S. (Police Officers Scheduling System) can now be activated directly through ENFORSYS. Think-GIS provide officers with pinpoint mapping, address location, aerial photography and site specific information. Dispatched calls are immediately mapped for officers through the interface. The 9-1-1 interface immediately maps 9-1-1 calls for officers and public safety telecommunicators.

In 2008 we worked with PoliceReports.US to provide motor vehicle crash reports on-line for citizens, attorneys and companies to obtain their reports without coming to police headquarters or incurring the cost of postage. This will complement our on-line reporting available on our web-site. A testing phase is scheduled to begin in February 2009.

On-line reporting was resumed in 2008 through our new web-service. In 2009 a new Web Based Citizen Reporting System should be operational improving upon our current system. The new program will allow reports to be filed in multiple languages.

Office of Public Information:

In 2008 the South Brunswick Police Department followed the standing tradition of cooperating fully and impartially with members of the media and general public while disseminating newsworthy information. The service was provided within the standards set forth by department directives, prosecutor's office policy, the Open Public Records Act and Governor's Executive Order #69.

62 press releases were sent out in 2008. In addition, Public Information Officers fielded phone calls from assorted media outlets on a daily basis. The press releases reported information on such topics as criminal activity, hazardous conditions, public service announcements, police/community initiatives, enforcement campaigns, and employee accomplishments. Crime prevention and traffic safety were a constant media theme throughout the year.

A number of significant events occurred in 2008 which brought large scale national media attention to South Brunswick including missing person cases and a double homicide.

The Public Information Office continues to have an effective working relationship with media professionals from our coverage area.

Section II

Administration Command

The Administration Command, led by Captain Harry J. Delgado, provides leadership, expertise and appropriate resources that support line operations in addressing crime, solving problems and improving the quality of life in our community. The Administration Command works coactively with citizens as well as officers to enhance Community Policing throughout South Brunswick Township.

Support Services Division

The Support Services Division is comprised of various bureaus, units and functions. These are the Training Bureau, Communications Bureau, Accreditation Bureau, Emergency Response Team (ERT), Logistics function, Administrative function and the Finance function. All these sections combined provide the administrative and operational support for South Brunswick Police Department. Other responsibilities also include overseeing of recruiting and officers temporarily assigned to modified duty.

Training Bureau

The Training Bureau coordinates various types of training for the members of the South Brunswick Police Department. This includes mandatory, recommended, command and discretionary training. In addition, it includes basic training for recruits, in-service training, roll call training, accreditation mandated training and state mandated training. Some examples are; firearms requalification, pursuit policy, Use of Force, Blood Borne Pathogens, CPR/First Aid, and Domestic Violence. The overall mission of the Training Bureau is to ensure the professional development of all staff. Some of the 2008 training highlights are:

- One new officer was hired in 2008. He was an alternate route candidate so basic training was completed upon his hire date. The new officer completed POST Training and was completely outfitted within a few weeks.
- CORE training is this agency's commitment to professional development by individual function or assignment at the various ranks. CORE training in 2008 totaled 1033 hours.
- We provided 4079.5 hours of training mandated by either the State of New Jersey or Middlesex County; this represents a 34% increase over 2007.
- Our Command staff received 337 hours of specialized command training, a 32% increase over 2007.
- Our 12 member Emergency Response Team (ERT) took part in eight specialized training sessions totaling 1085 hours, a 7% increase over 2007.
- In addition, 2448.5 hours of discretionary training were delivered to officers. Discretionary training is defined as remedial, career development, job enrichment, and job enhancement training.

In 2008 the Support Services Division began an emphasis on finding low cost and no-cost training alternatives. This initiative was borne out of the economic downturn not only in New Jersey, but in the entire country. Our Bureau was able to send 127 attendees to 63 training sessions for a total of 2093 hours at little or no cost to the Township. This accounted for 36% of our training.

Our 2008 training totaled 7898 hours, a 6% increase over 2007.

We also provided Domestic Violence, Use of Force and Pursuit Policy training to the Helmetta Police Department.

Communications Bureau

The Public Safety Tele-communicator's (PST's) of the Communications Bureau receive calls from individuals who need assistance from firefighters, police officers, and emergency medical services. Once information is obtained from the caller, these dispatchers activate the services necessary to respond to the nature of the call for help. PST's are responsible for monitoring all of the communications within South Brunswick Township. They receive and document incoming calls, transmit messages to appropriate personnel, and keep logs of the daily activities of their personnel.

PST's are usually the first point of contact between emergency services and the public. When receiving incoming calls for help, these dispatchers must ascertain the nature, location, and extent of the emergency. The working conditions of a public safety tele-communicator may be particularly stressful because handling a call in an inappropriate manner may delay or misdirect other emergency personnel, which could result in serious consequences.

The Communications Center is staffed by Certified Public Safety Tele-Communicators at all times and is operational twenty four hours a day, 365 days a year. The center stands ready to provide services to residents at any time, day or night.

The PST's are responsible for six 9-1-1 phone lines, five non-emergency phone lines and four internal phone lines. They record on average, 1,500 9-1-1 calls a month. In addition the Communications Center dispatched numerous police, first aid and fire calls for service:

	<u>2007</u>	<u>2008</u>
Cases Generated	44,208	43,811
First Aid Calls	3,187	3,318
Fire Calls	852	884

The PST's monitor the *Critical Reach Missing Child Alert System* and are also responsible for the *Auto Dialer*, which sends recorded messages to residents, keeping them informed on events and announcements that may affect them. They operate and monitor approximately fifty radio channels serving over 800 radios; this does not include mutual aid channels such as SPEN and the Middlesex County Hotline.

Each PST is able to access New Jersey MVC files, Administrative Office of the Courts files (ATS&ACS) and the Internet from their workstation. They track and document every call and the responding units in an in-house computer system. The PST's also monitor approximately twenty security cameras and panic alarms located in both the Police Department and the Municipal Building.

Communications has the *NJ DEX* system available through *NCIC 2000*. This allows inquires into the NJSP database for investigations. The Detective bureau also has access from their NCIC terminal.

The Communications Center is also involved with Community Unity Day and National Night Out. We provide information and instructional materials at these events to educate our residents about the use of 9-1-1, benefits of the *Auto Dialer* and proper registrations of their alarm systems.

The Communications Center has integrated the Thinkmap program which has a GPS capability for tracking the location of the patrol vehicles that are currently on duty. This system is designed to maximize our response to calls for service and officer safety. All supervisors and officers in patrol vehicles and PST's have the ability to view every vehicle location from their computer screen. The supervisor can direct the nearest vehicles to a call for service and locate an officer that has lost radio contact. The Thinkmap program is now able to plot the location of all the incoming 9-1-1 calls directly to the map displayed on the monitor. This assists immensely with locating a caller when they are unfamiliar with their surroundings.

In an effort to go paperless the Communications Center has instituted the recording of all the tow requests to electronic format. This assists greatly when searching for vehicle information. The animal license and business lists have also been loaded on the server in Adobe Portable Document Format (pdf). This has made searching for information more efficient.

The Emergency Medical Guide Cards have been enhanced in Adobe Acrobat Professional as a linked file. This improves efficiency while navigating the cards and to gather and disseminate information.

To advance the hiring process, we have included an evaluation section to the process. The prospective employee's skills are evaluated through a computerized call taker assessment program, *Criticall*, and the scores are then compared to the full time PST's scores. This assists the agency in selecting applicants who possess the skills required to satisfactorily perform the job requirements.

The Communication Center continues to move forward in training and technology in an effort to provide the best service and protection for the officers and the public.

Accreditation Function

Accreditation is a progressive and time proven way of helping law enforcement agencies calculate and improve their overall performances. In June of 2008 the department underwent an intensive on site inspection by state accreditation assessors. The police department passed this inspection with flying colors with only two minor deficiencies. Both deficiencies were corrected on the spot. In October of 2008 the South Brunswick Police Department was recognized by the New Jersey State Chiefs of Police as an accredited police agency. The department also received recognition of state accreditation by The Commission on Accreditation for Law Enforcement Agencies. By the end of 2008 the process of preparing for re-accreditation was undertaken as well as the foundational work to begin the quest for national accreditation.

Emergency Response Team

The Emergency Response Team executed two high risk search warrants in 2008.

- The New Jersey State Police began an investigation which developed into a wide ranging RICO case throughout numerous jurisdictions. The investigation was into a group that is a subset of the Bloods street gang known as the Bounty Hunter Bloods. The group was responsible for gun and drug trafficking. The group was described by the NJSP as particularly violent. A coalition of law enforcement agencies was formed and two detectives from the South Brunswick Police Department were assigned to the case via the Middlesex County Prosecutor's Office, Narcotics Task Force. The case was concluded on 9/10/08 with the execution of three search warrants. The SBPD ERT executed a warrant in Monmouth Junction. The defendant was taken into custody and a large cache of controlled substance was recovered.
- On January 28, 2008 a burglary was reported at a residence in Monmouth Junction. Investigation resulted in a suspect being named. The actor was suspected of having two firearms that were hidden in his basement. Detective John Klemas secured a "No-Knock" search warrant for the residence in Dayton. The warrant was successfully executed by the ERT. The suspect was arrested and evidence was collected.

Personnel

A vacancy on the Emergency Response Team was created when Patrol Officer Robert Mazza was transferred from the team. Patrol Officer Eric Buraszkeski was assigned to replace him. Sergeant Leonard Hibbitts was designated as the firearms and range coordinator and Patrol Officer Eric Tighelaar was named Assistant Team Leader

Equipment

The Emergency Response Team received new tactical body armor and communications equipment through the forfeiture fund. Eight new M-4 rifles were delivered as well.

Training

The twelve member Emergency Response Team is tactically trained in the areas of hostage recovery, barricaded suspects, the execution of high risks warrants, counter acts of terrorism, and VIP protection. The Emergency Response Team is complimented by a team of three hostage negotiators. The team participated in multiple training days and conducted one readiness drill. Several members received additional individual training consistent with their assignment.

The Emergency Response Team completed its annual Physical Agility Test assuring that its members maintain physical conditioning.

Administrative Function

The Administrative Function includes the management of the data management system (DMS), the scheduling management system and numerous other databases. Supporting the data management system is labor intensive and involves keeping up to date with the ever changing myriad of directives from the federal, state, and county authorities. Additionally, internal policy decisions are implemented and departmental directives are modified accordingly. Staff support is a critical part of the administrative function and personnel issues are dealt with on a daily basis. Collective bargaining agreements are catalogued and researched to provide interpretations and support. In these situations we work coactively with Township Human Resource Coordinator to resolve issues. The administrative function also oversees the modified duty program.

Logistics Function

In addition to providing day to day logistical support, the Logistics Function procures new equipment and replacement equipment as well as executing budget expenditures. The identification and designation of the logistics function is new to the agency and was implemented in July of 2008. This is an accomplishment in that it allows the agency to more closely adapt to the National Incident Management System via Incident Command System protocols.

Part of the day to day logistical support includes ensuring that other coordinate commands are properly supplied with expendables including flares, fire extinguishers, VCR tapes, medical supplies and batteries.

The logistics function also ensures that durable equipment is purchased and properly maintained, for example the agency deploys a large number of defibrillators that require continual maintenance. We added five new defibrillators to our stock in 2008.

In addition to maintaining current equipment, the staff was able to usher in some long term projects in 2008. Our Capital Project was to replace our current weapons and enhance our abilities by adding a weapon mounted flashlight and new holsters. The project was approved in 2008 and the bid process was completed before year end. The replacement of the weapons will occur in the Second Quarter 2009.

We were also able to enhance our Firearms Instructors Uniform by adding a winter parka, obtain new Steel Targets to be used by the ERT and officers during requalification, and obtain an ultrasonic cleaner for cleaning firearms. This cleaner will ensure that the weapons are maintained in the most effective manner, maximizing the taxpayer's investment. Other additions include new chairs for dispatch and a new television and DVD/VCR player in the Sergeants Office to review car stops and evidence.

The logistics function oversaw the loan of defibrillators to the recreation department and coordinated with the training function to deliver intra departmental training on the use of this life saving equipment.

The logistics function is also responsible for streamlining the bid process through developing, amending and maintaining bid specifications.

Finance Function

The Finance Function documents and tracks the expenditure of the agency budget. In addition to this service to the entire agency, Finance also assists Support Services with planning and execution of other functions that are intimately related to finance, including training and logistics.

Budget

The Police Department's budget is comprised of salary and wage (S&W) and operating expenses (O&E). The S&W budget includes police officers, dispatchers, and civilian employees. The O&E budget is comprised of line items consisting of equipment, supplies, training, service contracts, and program expenses. The below chart is a comparison of the 2007 expenditures with 2008.

Activity	Year	Total Operating Budget (excluding grant funds)	Total Grant Funds
1. Total actual expenditures (prior year)	2007	\$ 9,229,916	\$ 309,434
a. salaries and wages		\$ 8,973,044	\$ 40,473
a. police		8,117,972	40,473
b. dispatch		734,132	-----
c. crossing guards		120,940	-----
b. operating expenses		\$ 256,872	\$ 268,961
a. police		237,580	268,961
b. dispatch		19,292	-----
c. crossing guards		1,434	-----
2. Total actual expenditures (current year)	2008	\$ 9,547,289	\$ 86,331
a. salaries and wages		\$ 9,274,800	\$ 20,792
a. police		8,423,765	20,792
b. dispatch		718,328	-----
c. crossing guards		132,707	-----
b. operating expenses		\$ 272,489	\$ 65,539
a. police		252,670	65,539
b. dispatch		16,665	-----
c. crossing guards		3,154	-----

* It should be noted that South Brunswick Police applied for reimbursement funds available from the New Jersey Department of Treasury active military leave benefits program. The township was granted 30 days reimbursement in the amount of \$8,832.45 for Officer Nate LaBuda who was deployed during 2008.

Overtime

In 2008, our police overtime decreased \$22,040.00 from 2007.

Capital Projects

Our agency initiated the following capital projects in 2008:

- o Upgrade to Mobile Vision Recorders (project to be completed February 2009)
- o Upgrade Video Monitoring System (currently in the bidding process)
- o Replacement of Police Firearms (delivery anticipated for the spring of 2009)
- o Replacement of Physical Gym Equipment (completed)

Grants

The Department received additional funds from the following grants:

	<u>2007</u>	<u>2008</u>
NJDOT Highway Safe Corridor Grant	-----	\$47,000.00
NJ Ballistic Replacement Grant	\$7,569.19	\$8,878.14
Federal BVP Grant	-----	\$5,876.00
Click It or Ticket seat belt enforcement grant	\$4,000.00	\$4,000.00
Cops in Shop	\$4,400.00	\$2,000.00
Over the Limit under Arrest	\$5,000.00	\$5,000.00
Drunk Driving Enforcement Fund Grant	\$4,772.98	\$9,791.60
CEDAP FY08 Grant	-----	\$3,785.00
Aggressive Driving Grant	\$19,300.00	-----
9-1-1 Grant	\$260,102.00	-----
Total	\$309,434.17	\$86,330.74

Forfeiture

Forfeiture monies are acquired through the seizure of property and assets used in the commission of a crime or resulted as the profit from criminal activity. This money is then strictly allocated for law enforcement purposes and is carefully overseen by the Middlesex County Prosecutor. Accounting for the forfeiture fund for 2008 was as follows:

January 1, 2008 balance	\$264,596.09
Funds received in 2008	\$4,095.75
Funds expended in 2008	\$44,273.04
Interest received in 2008	\$5,119.02
Ending Balance for 2008	\$229,537.82

Quasi Duty

South Brunswick Police Officers worked 8,515 hours of billable quasi duty hours and 553 hours of non-billable quasi duty in the year 2008. This is a decrease of 346 hours of billable quasi duty hours and a decrease of 48 hours non-billable quasi duty over 2007. The Township received prepayments in the amount of \$481,810.00 for quasi duty work in 2008. The Township received approximately \$80,890.00 after officer payment from quasi work for 2008. This is an increase of \$4,432.00 over 2007. Non-billable quasi duty (shared services) had a cost of \$33,195.00 in 2008, an increase over 2007 by \$6,172.00.

The chart below is a comparison of 2007 quasi duty with the 2008 quasi duty.

Quasi Duty	Year	Dollars	Hours
Total Billable Quasi Duty	2007	\$ 465,996	8,861
a. Prepayments		\$ 184,691	3,503
b. Billed		281,305	5,358
Non-Billable Quasi Duty (Shared Services)		\$ 27,023	601
Total Billable Quasi Duty	2008	\$ 590,068	8,515
a. Prepayments		\$ 481,810	6,957
b. Billed		108,258	1,558
Non-Billable Quasi Duty (Shared Services)		\$ 33,195	553

Community Services Division

The Community Services Division is comprised of the Community Policing Bureau, the Traffic Bureau and Clerical Bureau. Together these bureaus proactively and coactively address the needs and concerns of the South Brunswick community regarding traffic issues, quality of life issues and crime prevention.

Community Policing Bureau

The Community Policing Bureau coordinates and conducts pro-active community events. The Community Policing Bureau staff also facilitates various crime prevention programs, addressing the needs of community groups and individuals, as well as the coordination and instruction of the S.A.F.E. Program, South Brunswick's drug prevention program for 6th grade students.

Our Community Policing programs this year included Child ID and Safety Day, Youth Police Academy, National Night Out, Community Unity Day, and Neighborhood Watch. Several home

security surveys were conducted and numerous tours of Headquarters and community presentations were provided. In addition, we participated in two additional based programs. The first program *Slow Down In Our Town* was sponsored by the Middlesex County Freeholders. This program was spearheaded by Freeholder James Polos. The second program *Wheels Under Your Feet? Helmet on Your Head!* Campaign sponsored by Robert Wood Johnson University Hospital.

S.A.F.E. Program

The S.A.F.E. (Substance Awareness For Empowerment) Program is a program designed to educate children on the effects of drugs, alcohol, and tobacco use. The S.A.F.E. Program focuses on developing decision-making skills, providing facts involving the use of various substances, and the development of strategies to resist offers of substance use and peer pressure. It also stresses the importance of being confident in making the best decision for the individual. The program is taught in the public schools and in the Noor Ul-Iman School in the 6th grade, and in Saint Augustine's School in the 5th grade. The S.A.F.E. Program targeted approximately 850 students in 2008. Response to the program was overwhelmingly positive from students, parents, and school staff.

Child ID and Safety Day

Child ID and Safety Day was held on Saturday, April 19th at Brooks Crossing School. In addition to providing over 200 child ID cards, the following entities were in attendance providing child safety services to all attendees:

- South Brunswick Township Fire Safety Bureau
- Monmouth Junction Fire Department
- Monmouth Junction First Aid Squad
- South Brunswick Township Health Department
- South Brunswick YMCA
- South Brunswick Public Library
- The Girl Scouts
- The Lions' Club
- South Brunswick Schools' Community Education
- South Brunswick Township Recreation Department
- South Brunswick Municipal Alliance
- NCADD- National Council on Alcohol and Drug Dependency

Youth Police Academy

Our Youth Police Academy was held the weeks of July 7th, July 14th, July 21st, and July 28th. 108 students participated in the program, which presented information and demonstrations on several branches of police work. Topics included were patrol, investigations, evidence collection and examination, underwater search and rescue, K9 functions, polygraph operation, composite drawing, helicopter support, and more. Wednesday was trip day, and we visited the New Jersey State Police Museum. Additional emphases were placed on respect and discipline this year, as well as command structure, with each class having squad leaders and class leaders appointed. The program was very well received by both "recruits" and their parents, with a great number of parents asking to be further involved in police volunteerism, and also sparking a renewed interest in presenting a Citizens' Police Academy designed for the parents. Once again this program was offered at no cost to the participants.

National Night Out

National Night Out was held on Monday, August 4th, and Tuesday, August 5th. Monday's activities included visits to six communities to participate in their block parties and meet their residents. Tuesday was Main Event day, held at Rowland Park for the first time, during which we drew the largest crowd in recent history. Activities included displays by the bureaus, first aid squads, and fire departments, bouncy rides, games, prizes, free food and ice cream, a dance company demonstration, and many give-aways. All who attended applauded the event as wildly successful, and listed a greater sense of community togetherness as a main reason for this year's popularity. We were once again the highest ranked department in the State of New Jersey but advanced to sixth in the nation for our category, according to the National Association of Town Watch.

Neighborhood Watch

The Neighborhood Watch program continued to grow through 2008, as 6 new neighborhoods were organized and approximately 90 new members trained.

Several security surveys were conducted, and tours of Headquarters provided. In addition, approximately 45 community presentations were delivered, including talks addressing community concerns, safety for Girl Scouts and Boy Scouts, police familiarization for young children at the library, and senior citizens' safety issues at the Senior Center. Crime prevention assistance was given to the schools, with officers observing several lockdown drills, as well as providing school security evaluations

Traffic Services Bureau

The Traffic Services Bureau conducts traffic enforcement and investigations of serious and fatal motor vehicle crashes. The Traffic Services Bureau also provides support to various public and private entities. The Bureau assists the Township Planning, Zoning and Code Enforcement Departments by conducting site plan reviews and site inspections. The Bureau provides feedback to the Township and to private contractors on engineering and construction projects. The Bureau interacts with the Traffic Advisory Committee established by Township Council.

One of the most important functions of the Traffic Services Bureau is the day to day interaction with local citizens within the community. The Traffic Services Bureau is highly responsive to the needs of individuals and groups within the community who express a concern about traffic safety. The Bureau welcomes and encourages township residents to bring forth information that will help us respond to concerns with appropriate measure.

The Traffic Services Bureau manages various grant supported programs including; the Drunken Driving Enforcement Fund, Aggressive Driver Campaign, and Seat Belt Safety Initiative. The Bureau is also responsible for maintenance and repair of Alcotest instruments and radar apparatus. The Traffic Services Bureau inspects and regulates towing and taxi businesses in addition to coordinating the Crossing Guard staff.

As the administrative workload of the Traffic Services Bureau continues to increase, this year the Traffic Services Bureau instituted scheduled enforcement where certain blocks of time each day are prescheduled for enforcement, during this time administrative tasks are not scheduled.

Law Enforcement Challenge

Each year the New Jersey State Association of Chiefs of Police and the New Jersey Division of Highway Traffic Safety sponsor a competition named the NJ Law Enforcement Challenge. It is a competition that measures a police department’s effectiveness in traffic safety. The primary categories are occupant protection, impaired driving and speed enforcement. The competition naturally promotes increased traffic safety activity by participating agencies. In 2008 The South Brunswick Police Department won first place in the 66-100 Officer category.

Motor Vehicle Crashes

In 2008 the Department responded to 2,066 motor vehicle crashes, 73 fewer than the previous year. There were 4 fatal motor vehicle crashes in 2008 compared to 3 in 2007.

Some notable cases that were investigated by the Traffic Services Bureau were:

- On January 5, 2008 a 39 year old resident of Monmouth Junction died in a single car crash on Fresh Ponds Road. He was the only occupant of the vehicle.
- On May 12, 2008 a 60 year old man from South River was traveling north on Rt. 535 at 1:24 AM when his vehicle veered across the center line striking another vehicle head on. The driver died as a result of his injuries. The driver of the second vehicle survived the crash.
- On June 16, 2008 an employee of E&E Landscaping was run over by a skid loader while working on the landscaper’s property on Friendship Road. The 54 year old resident of Old Bridge was killed in the accident.
- On August 12, 2008 a 38 year old resident of North Plainfield was operating a motorcycle northbound on Route 130 when he was struck by a vehicle traveling in the same direction. He succumbed to his injuries.

Summonses Issued

	<u>2007</u>	<u>2008</u>
Summonses	10,595	10,397
Motor Vehicle Crashes	2,139	2,066
Fatal Crashes	3	4
DWI	89	78

Each year the agency participates in a series of enforcement campaigns that are managed by the Traffic Services Bureau. The campaigns include:

- Over the Limit Under Arrest
- Labor Day DWI Crackdown
- Click it or Ticket
- Brakes on Fatalities Day

The Traffic Services Bureau is aggressive in applying for grants to maximize efficiency. These include the *Drunk Driving Enforcement Fund*, the *Safe Corridor*, the *Click it or Ticket* and the *Over the Limit Under Arrest* grants. The Township received approval for these and was awarded funds to be utilized for enforcement activity as well as the purchase of related equipment.

DMV and MVC Checkpoints

During the year the Traffic Bureau coordinated joint enforcement details in conjunction with the New Jersey State Department of Transportation and the New Jersey State Motor Vehicle Commission. There were 4 DOT checkpoints which focused on commercial vehicles and 3 MVC checkpoints that identified assorted motor vehicle violations.

Equipment

The Bureau made use of existing equipment such as the variable message board, speed trailer, traffic laser, digital camera and the Trax-plus traffic counter. The agency will also be purchasing digital mobile video recorders to outfit the remainder of the fleet. Part of the funds will come from the Highway Traffic Safety grant.

Events

The Bureau coordinated traffic control in a number of Township events including the July 4th Fireworks, National Night Out, Community Unity Day, Ramadan, Central Jersey Jewish Cultural Event, Islamic Games, South Brunswick Soccer Tournament, Holiday Tree Lighting, and Halloween Hullabaloo.

Motorcycle Unit

The Traffic Services Bureau deploys two 2006 Harley Davidson Police Motorcycles. The vehicles have been used for traffic enforcement, honor guard details and community events. The motorcycles also represented South Brunswick Township and this agency at the 2008 National Police Memorial in Washington DC.

Educational Initiatives

In addition to enforcement, one of the proven methods for enhancing traffic safety is to educate the motoring public. The Traffic Bureau participates in several educational initiatives to include the following:

- Don't Learn by Accident
- Route 1 and Route 130 billboards
- Community Unity Day
- Youth Academy
- National Teen Driver Safety Week
- Health Fair at South Brunswick High School

Clerical Bureau

The personnel assigned to the Clerical Bureau provide support to all the units, bureaus and divisions within the Department. The staff assigned to Police Administration is responsible for providing support to the Chief of Police, the Deputy Chief of Police, the Administration Command Captain and the Operations Command Captain. The personnel and medical files for the entire department, sworn and civilian are maintained by the Administrative Assistant who also supervises all FMLA, Workers Compensation and the Clerical Staff.

The Investigations Division includes two Detective Squads, Squad A and Squad B. The secretaries assigned to this division perform secretarial duties for the Division Captain, Lieutenant and the Sergeants assigned to each squad. They are responsible for many assignments that were formerly performed by sworn personnel such as processing firearms permits for residents and maintaining the Division's database program. This year, the New Jersey State Police initiated the privatization of

fingerprinting. South Brunswick was one of seven municipalities in the State to be chosen for this pilot program. Fingerprint applicants are directed to the Sagem Morpho sites in our area that will electronically fingerprint the applicants. The secretary in Squad A along with the Station Commander, are still responsible to fingerprint all Emergency Services Personnel as well as those residents who have a need for hard copies of cards.

Squad B houses the juvenile records that need to be maintained in a confidential manner and separate from adult records. Therefore, the secretary in Squad B provides secure record keeping services for juvenile investigations. The Secretary in Squad B is responsible for processing all juvenile cases, preparing statements taken from victims, witnesses and offenders, preparing cases for court and recording dispositions of cases and maintains a records file on all juvenile offenders. She also maintains the Megan's Law registration and notification files. In addition she is responsible for maintaining the Community Policing projects which include the Senior Reassurance Program, Neighborhood Watch Program, National Night Out, Child ID and Safety Day, and McGruff Safe House.

The Traffic Services Bureau Secretary is responsible for maintaining the records for traffic enforcement and for the data entry of summons issued by the Department, Traffic Safety Programs, D.W.I. and Traffic Grant Programs as well as other assignments and projects. She also processes all traffic accidents and secure driver's abstract files from the Motor Vehicle Commission in New Jersey as well as other states when necessary. She prepares all serious and fatal accident reports for the county, state and municipalities. This year, the Traffic Services Bureau acquired new hand held transcribers for statements that are taken out on the road. The Bureau secretary now has transcribing equipment that can download statements without the need to transcribe. When necessary, statements are still transcribed by hand for the County.

The Support Services Bureau consists of the Support Services Secretary and the Senior Account Clerk. The clerical staff supports the Division Lieutenant, Sergeant and officers assigned to that Bureau. The Support Service Secretary maintains the scheduling and tracking of all police personnel for both sworn and civilian. This division also maintains the department's training schedule and training records for all personnel. The Support Services Secretary maintains the POSS schedule and has assumed the duties of entering all the compensatory time that is logged by department personnel. Also, within the Support Services Division is our Senior Account Clerk. The Senior Account Clerk assists in the budget process and maintains the accounts, including forfeiture fund and the grant awards. In addition, she prepares the department's payroll as well as tracking and billing for quasi duty.

The Records Bureau is staffed with two Records Clerks, one Investigative Secretary, and one Data Entry Clerk II. They are supervised by the Information Management Supervisor. They manage the collection, distribution, maintenance and archiving of all adult reports, crash reports and incident documentation. They categorize and secure, for safe keeping, all videos such as MVR (Mobile Video Recorder) and DWI video. This year, the Records Bureau has assumed the responsibility of recording and maintaining the Digital Video Recorder System (DVR). This recorder is used to archive and upon request, make copies of all audio and video from our vehicles. In addition, the Information Management Supervisor began and completed the process for the PARIS Grant. The grant enables our Department to scan documents for archiving. The South Brunswick Police Department is one of the first in the State to be certified for this program. Included in this grant is the potential for funding of temporary personnel to scan files dating back to 1997.

All requests, made by the public, for copies of reports or documents associated with case files must be submitted through the Records Bureau. This includes requests by attorneys for discovery on criminal and civil cases. We handle all discovery requests for any summons written on South Brunswick Township ordinances that is heard in our Municipal Court, including health department, fire prevention and animal warden. All discovery requests for summons written by the State Police which are heard in the South Brunswick Municipal Court are accommodated by the Records Bureau. All requests for crash reports are sent to and handled by the Records Bureau. They also forward all documents to the County Prosecutor for cases that are being heard in Middlesex County Courts

The Records Bureau is responsible for data entry and the proper coding of reports so they report to the Uniform Crime Report. They prepare the UCR monthly and forward two copies to the State Police.

Comparison figures for the year of 2007 & 2008 are attached. These figures reflect an overall increase in services performed by the Records Bureau as well a substantial increase in funds collected.

Records Bureau 2007 & 2008 statistics

WARRANTS/COMPLAINTS	2007	2008	DIFFERENCE	PERCENTAGE
COMPLAINTS CERTIFIED	65	76	11	9%
COMPLAINTS DISPOSITIONS	46	n/a	n/a	n/a
WARRANT RECALLS	175	299	124	71%
WARRANTS FOR SERVICE	88	91	3	3%
<u>DISCOVERY</u>				
DISCOVERY REQUESTS	848	754	-94	-11%
AUDIO TAPES	54	36	-18	-33%
ALL TAPE DUPLICATIONS	123	109	-14	-11%
DISCOVERY/STATE POLICE	79	98	19	24%
<u>MISCELLANEOUS</u>				
GOOD CONDUCT LETTERS	91	99	8	9%
RECORDS CHECKS	409	278	-131	-32%
PROSECUTOR PACKAGES	102	95	-131	-7%
PATROL UCR CASES	341	313	-28	-8%
OPRA REQUESTS	372	375	3	1%
<u>DWI'S</u>				
DWI REPORTS TYPED	92	76	-25	-27%
DWI COURT DISPOSITIONS	38	40	2	5%
DWI/MVR VHS ERASED	219	523	304	139%
ATTORNEY REVIEW DWI TAPE	11	13	2	18%
<u>REPORTS PURCHASED</u>				
MVA MAILED	1907	1733	-174	-9%
MVA PICKED UP	6698	6210	-488	-7%

INVESTIGATIONS	296	373	77	26%
<u>DATE PROCESSING</u>				
INTER DISPATCH PAGE	8250	8525	275	3%
CRIMINAL INVEST REPORT	2032	2098	66	3%
ARREST REPORT	650	828	178	27%
EXPUNGEMENT	9	14	5	56%
<u>FINANCIAL REPORT</u>				
FEES & PERMITS	\$374.00	\$706.00	\$332.00	89%
MRNA	\$17,914.85	\$35,483.79	\$14,331.06	98%

Section III

Investigations Command

January, 2008 the Juvenile and Detective Bureau's were consolidated into one division know as the Investigations Division with two squads; squad's A and B. The detectives were crossed trained to handle all cases assigned to them. The squad sergeants received training in areas which they had not been involved with prior to the restructuring.

Throughout 2008 the Investigations Division played a major role in assisting with the Departments Accreditation process. All investigation, evidence and internal affairs procedures were reviewed and updated as needed. The evidence vault entrance was reinforced and an audit of its contents was done to comply with accreditation requirements.

There were six hundred twenty two (622) cases assigned in 2008. This includes background investigations and ABC inspections. The following is a brief synopsis of several of the more serious cases handled by the Investigations Division.

Noteworthy Cases

On 01/05/2008, an individual was assaulted, sustaining serious injuries from being cut with a sharp object by four males in the parking lot of Timberline Court in the Royal Oaks apartment complex. This case was assigned to Detective John Klemas, who was assisted by Detective Ronald Seaman and Detective Richard Schwarz. During that investigation two suspects were identified through victim and witness statements. One of the suspects confessed to being involved in the assault and the other suspect was positively identified in a photo array by the victim. Both suspects were arrested and charged with Aggravated Assault and Possession of a Weapon for Unlawful Purposes. This investigation resulted in both actors pleading guilty.

On 01/11/2008, Detective Ronald Seaman along with Investigator Scott Croco of the Middlesex County Prosecutors Office travelled to Wilmington, North Carolina to interview a suspect in a sexual assault. The interview resulted in the confession by the suspect who was charged with five counts of Sexual Assault and one count of Endangering the Welfare of a Child. The suspect was arrested and detained in a North Carolina jail awaiting extradition to New Jersey.

On 02/17/2008, a sexual assault and kidnapping of a 15 year-old female occurred at the Red Roof Inn on Route One/New Road. The investigation was handled by Detective John Klemas with assistance from Detective Richard Schwarz and Detective James Ryan. During the investigation it was discovered that an individual Patrolman Richard Hutchinson arrested earlier that day was involved in the incident. The investigation also developed another suspect. The two suspects were arrested and charged with Kidnapping. One of the suspects was also charged with Aggravated Sexual Assault.

On 04/11/2008, a 14 year-old female juvenile and her mother came into police headquarters to report that the juvenile was a victim of an assault, involving a knife, at the Princeton Sports Center. The case was assigned to Detective Joseph Halmi. During the investigation Detective Halmi developed a suspect for the assault. Detective Halmi signed three juvenile delinquency complaints against the 17 year-old actor for Aggravated Assault, Possession of a Weapon for Unlawful Purposes and Harassment.

On 04/25/2008, a report was made by SBHS personnel that an alleged sexual assault occurred between a 17 year old female student and a teacher. The investigation was handled by Detective James Ryan in conjunction with the Middlesex County Prosecutors Office Sex Crimes Unit. The investigation resulted in a confession by the actor who was then arrested and charged with Sexual Assault.

On 05/17/2008, an attempted robbery occurred at the Stop and Shop Grocery Store in Dayton. Detective James Ryan was assigned the case. During the investigation a suspect vehicle was located based on information supplied to Detective Ryan by a witness. Detective Ryan, along with Detective John Klemas were able to locate a suspect based on a description given by the victim and witness regarding the suspect vehicle along with surveillance footage from the Stop and Shop store. The suspect in the case was located arrested and charged with robbery.

On 06/13/2008, an individual reported his two young children missing. Detective James Ryan was assigned the case. During the investigation it was discovered that the reporting party's ex-wife took the children to India without his permission in violation of a court order. The investigation also showed that the ex-wife's boyfriend gave police a false statement regarding the whereabouts of the woman and children. The children were located at John F. Kennedy Airport as they entered back into the United States and were turned over to their father. The children's mother was arrested charged with Interference of Custody. The woman's boyfriend was arrested and charged with Interference with Custody, Hindering the Apprehension, and giving a False Statement.

On 08/22/2008, a juvenile male diagnosed with autism left his Aunt's residence in Dayton and could not be located. Detective Ronald Seaman was directed to assist in attempting to locate the missing juvenile. Detective Seaman requested K-9 dogs and the State Police Aviation Unit for a helicopter to assist in locating the missing juvenile. A Command Post was established and search teams were formed to search the area where the juvenile was reported missing. The following morning this investigation was turned over to Detective Richard Schwarz who received information that the missing juvenile may have been seen in downtown New Brunswick. Detective Schwarz and Officer Joseph Rausch responded to New Brunswick where they confirmed the missing juvenile had been seen. Detective Schwarz worked with the missing juvenile's family in setting up search teams to search the New Brunswick area for the missing juvenile. Detective Schwarz was contacted by a family member stating that the missing juvenile may have been seen at the Wal-Mart Department Store in North Brunswick. The Juvenile was located there, cleared medically and turned over to his family.

On 10/17/2008, an individual came into Police Headquarters to report his parents missing. Detective Ronald Seaman was assigned to do a follow-up investigation. Detective James Ryan took over as the lead investigator and requested assistance from the New Jersey State Police Missing Person Unit as well as the Federal Bureau of Investigators (FBI). After an investigation, the son was charged with two counts of Murder, one count of Hindering Apprehension and Fraudulent Use of a Credit Card. The son's girlfriend was charged with two counts of Conspiracy to Commit Murder, one count of Hindering Apprehension and Fraudulent Use of a Credit Card. Both parties were arrested, processed and lodged in the correction center.

On 12/20/2008, an assault in progress was called into police headquarters. One of the individuals involved in the assault was located by patrol and detained. Detective John Klemas was assigned the case. During the investigation a victim was located and it was learned that the assault was actually a robbery. The investigation resulted in the detained party being arrested and charged with robbery.

Internal Affairs

The South Brunswick Police Department **Office of Professional Standards/Internal Affairs Investigations Bureau** accepts, reviews, and responds to all complaints received from the public and internally from superior officers within the organization. Citizen complaints may be made in person, by telephone, fax, internet, or through the mail. These include anonymous complaints, complaints from third party witnesses, juveniles and complaints from parties not directly involved in the incident from which an allegation arises. Notwithstanding the occurrence of citizens requesting to withdraw a previously made complaint, the investigation is continued with or without the assistance of the citizen making the complaint.

The investigative process assesses the propriety of all conduct during the incident in which the alleged misconduct occurred. If during the course of an investigation there is an indication that misconduct occurred other than that alleged the investigator also investigates the additional potential misconduct to its logical conclusion.

Disciplinary Process

The Office of Professional Standards/Internal Affairs Investigation Bureau is tasked with handling complaints from the public regarding officer's conduct, as well as allegations of criminal conduct by our members.

The statistics and cases embodied in this report represent all disciplinary matters involving officers. It would be inaccurate to attribute the sum of these statistics and cases to allegations solely arising from citizen complaints alleging line of duty misconduct on the part of the officer.

In 2008 officers of the South Brunswick Police Department were involved in excess of 48,000 contacts. Many of which were routine; many involved stressful and critical situations.

Criminal Proceedings Involving Officers

On occasion, criminal charges are filed by citizens against officers for incidents alleged to have occurred on-duty. Most are filed by individuals who were charged with motor vehicle and/or criminal offenses by an officer. These cases are reviewed, and a determination is made as to whether the officer's actions were within the scope of their official duties and therefore legally defensible.

During 2008 there were no criminal charges filed by citizens against officers who were performing their official duties.

Off-Duty Conduct

These cases represent criminal or disorderly persons offenses filed against officers acting in an off-duty capacity and not related in any way to the performance of their official duties. During 2008 there were no off-duty criminal charges filed.

Allegations and Outcomes

All complaints are categorized based on the alleged offense. Upon the completion of the investigation it is reviewed by the Chief of Police and will be designated with one of the following dispositions:

1. Exonerated: The alleged incident did occur, but the actions of the officer were justified, legal and proper.
2. Sustained: The investigation disclosed sufficient evidence to prove the allegation, and the actions of the officer violated a provision of the agency's rules and regulations or procedures.
3. Not sustained: The investigation failed to disclose sufficient evidence to clearly prove or disprove the allegation.
4. Unfounded: The alleged incident did not occur.
5. Policy Failure: There is no law, policy or departmental order that addresses the allegation.

Penalties

The following penalties may be assessed against any member or employee of the South Brunswick Police Department as a result of disciplinary action:

- Counseling.
- Oral Reprimand.
- Written Reprimand.
- Voluntary surrender of time off in lieu of other action.
- Suspension.
- Demotion.
- Dismissal.

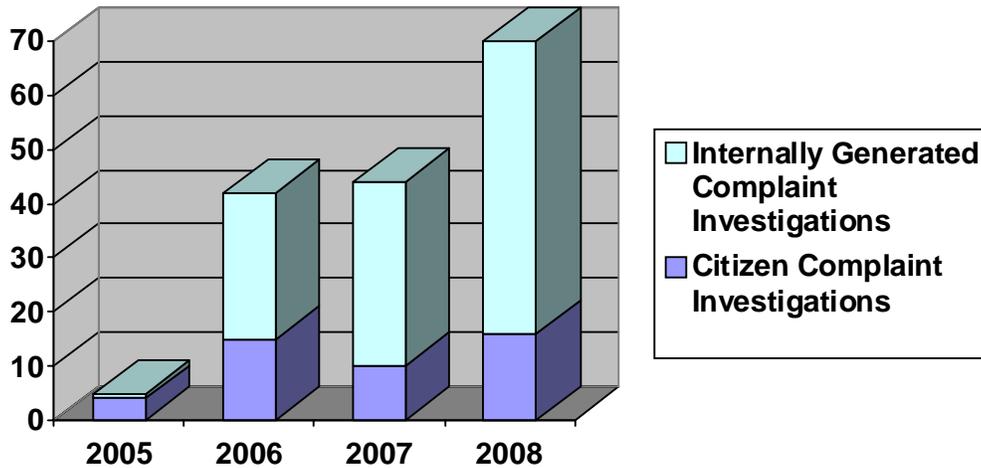
During 2008, 16 total incidents were reported by citizens compared to 10 in 2007. This represents an increase in the number of reported incidents received in the year 2008 over those received in 2007. The total amount of sworn officers has remained at 82 officers. During the year 2008 one citizen was charged with filing a fictitious complaint. This matter is pending a judicial hearing. The disposition of 2008 Citizen Complaints is as follows:

- 1 Sustained
- 12 Exonerated
- 3 Not Sustained

In addition, during 2008, 54 investigations were conducted which stemmed from internal complaints within the organization. These internal complaints usually emanate from a supervisor detecting deficiencies in an officer's performance or a policy violation. The dispositions of the 2008 total of 70 Internal Affairs Investigations is as follows:

- 47 Sustained w/Internal Disciplinary Action
- 15 Exonerated

- 4 Not Sustained
- 2 Unfounded
- 2 Administratively Closed



Four year comparison of citizen and internally generated complaint investigations

Property and Evidence Unit

The function of the Property and Evidence Unit is to effectively and efficiently manage and control all found, recovered and evidentiary property coming into the custody of this department. Strict accountability is maintained for all property and/or evidence. This is critically important in supporting investigations, in helping to guarantee successful prosecution in criminal/civil trials, in facilitating the timely return of property to its rightful owners and in establishing this agency's reputation as an honest, reputable agency worthy of the public's confidence and trust.

In March of this past year the duties and responsibilities of the Property & Evidence Officer were transferred from Sergeant Robert Carinci to Detective Chris Giampietro. Sergeant Carinci provided Detective Giampietro with two weeks of field training which provided for a seamless transition.

This past year the Property & Evidence Unit participated in the township wide auction, during which forfeited property was sold totaling approximately \$2,900. Those funds were deposited directly into the Police Department Forfeiture Account. The sale of the property allowed us to free up precious space in the outer vault. Once the outer vault was cleared out new, energy efficient overhead light was installed and remaining property was re-organized to create more efficient storage.

During the past year two audits consisting of ten percent of all stored property were conducted. These audits were done to meet the standards of state accreditation.

The Property and Evidence Unit is also charged with conducting background investigations on alternate route police officers, public safety telecommunicators, township employees, volunteers, vendors, taxi drivers, ABC licenses, and massage therapists. In addition the Property and Evidence Unit handles all background investigations related to firearms.

In addition to these primary functions, the Property and Evidence Unit also has several secondary functions, one of which is the processing crime scenes and evidence. Also, the maintenance of the

Evidence Technician Office and budgeting for the Evidence Technician program has been added. Researching and arranging for the purchase of new equipment and repair of equipment is a new function. Additional functions include maintenance of the Cell Block area and training on Cell Block Management and strip searches. This includes the annual inspection by the Department of Corrections for our cell block and prisoner processing area. Maintenance of non-issued departmental weapons and delivery of weapons for new officers, sometimes directly to the police academy, is another function of the Property and Evidence Unit. Additionally, preparing forfeiture paperwork, destruction of weapons, destruction of property, public auction of abandoned vehicles and public auction of seized property are functions of the Property and Evidence Unit.

This Property and Evidence Unit is dynamic and flexible, handling any requests that arise in a timely manner.

2008 Property & Evidence Statistics

Access Control Cases:	423
Total Items of Property & Evidence:	1155
Property Released or Disposed:	88
Weapons Destroyed:	11
Auctioned Property:	82
Affidavits for Disposal of Property:	1
Transports to NJSP Labs/ AFIS Unit:	30
Firearm Permit Backgrounds:	74
Permit to Carry Firearms Background:	2
Employment Backgrounds:	18
Volunteer Backgrounds:	22
Vender Backgrounds:	11
Auxiliary Police Backgrounds:	3
Crime Scenes Processed:	3
Evidence Processed at HQ:	5
Search Warrants & Affidavits:	2

School Resource Officers:

In September, 2008 School Resource Officer Peter Burdick was assigned as a detective. He will continue to be the School Resource Officer at the South Brunswick High School with the added responsibilities of investigating cases involving students throughout the school district. The SRO investigates crimes which occur on school property and assist school security personnel when requested. They patrol the parking lot and surrounding streets, enforcing traffic laws when required in an effort to ensure a safe environment for both vehicular and pedestrian traffic. They are also available to assist any student in need. The South Brunswick High school is essentially a small community within South Brunswick Township

Section IV

Operations Command

The Operations Command, which is led by Captain Gary J. Luck, oversees the Patrol Division and provides leadership, expertise, and appropriate resources that support patrol officers in addressing crime, solving problems and improving the quality of life in our community. The Operations Command works along with citizens, as well as officers, to enhance the philosophy of Community Policing throughout the township.

Patrol Division

By the end of 2008 the Patrol Division was comprised of two lieutenants, twelve sergeants and forty two patrol officers making it the largest command in the department. This number of officers assigned to patrol is the largest in department history and fulfills my commitment of putting more officers on the street.

Patrol officers are the first to respond to all emergencies and calls for service. In addition, the Patrol Division is responsible for patrol activities, traffic related activities, selective enforcement details, and security checks of commercial and residential properties.

Officers in Patrol are scheduled on a seniority based bid system. Each officer bids on a shift and schedules are established for a six month period. At the start of the new six month rotation officers and supervisors meet to discuss what is expected of them in the coming rotation and strategies for accomplishing those expectations. Officers are then formally evaluated by their immediate supervisors on an annual basis with the purpose of assuring a high standard of professionalism and service to the community of South Brunswick.

The Patrol Division is divided into two platoons each led by a Lieutenant James Kinard, Commander of "A" Platoon, and Lieutenant Scott Williams, commander of "B" Platoon, work closely with the Operations Commander to deliver effective police services to the community. The two platoons are further broken down into three shifts. Each shift is comprised of two sergeants and seven patrol officers. This puts nine officers scheduled for duty on each shift prior to the use of any personal time off or scheduled training. All officers assigned to the division work a modified three-on/three-off schedule. The daily hours of operation are day-shift (6:30AM to 5:00 PM), afternoon-shift (2:00 PM to 12:30 AM), and night-shift (10:00 PM to 8:30 AM). The overlap of shifts as well as the use of uniformed traffic personnel during rush hours usually provides anywhere from 12 to 18 officers on the road to handle calls for service and enforce traffic laws. The department sets a minimum manpower requirement of 1 sergeant and 5 patrol officers to be on duty at any given time. This minimum is aside and separate from the on-duty assignments of Traffic or Investigative personnel.

The township is divided into 4 Patrol districts which are configured to minimize officer response times and maximize patrol effectiveness. This district configuration, as well as a combination of manpower requirements, reduces officers' response time to calls for service from persons living, working or traveling in South Brunswick.

During the year the department handled approximately 48,300 calls for service. The day shift handled 19,646 calls, the afternoon shift handled 16,852 calls and the midnight shift handled 11,889

calls. In addition to responding to calls for service and conducting preliminary criminal investigations the officers assigned to patrol issued 8,937 motor vehicle summonses, signed 418 criminal complaints for various crimes and offenses, and arrested an additional 400 persons on outstanding warrants.

In addition to their patrol duties officers in the division perform various other functions in the department. They are as follows:

- 19 are trained as Field Training Officers
- 12 are assigned to the department's Emergency Response Team
- 10 are members of the Police Honor Guard
- 7 are trained Evidence Technicians
- 8 are department Firearms Instructors
- 4 are Gang Intelligence Officers
- 2 are assigned to the Bicycle Unit
- 2 are Domestic Violence Liaisons
- 1 is a Bias Crimes Liaison

Noteworthy Calls

During the year 2008 some of the noteworthy calls for service the members of patrol made initial responses to and investigations of are:

- On 1/5/08 Patrol Officers responded to a report of a male stabbed in the parking lot of Timberline Ct. in the Royal Oaks complex. The victim, a guest at a party on Timberline Ct., was followed outside by 4 males approx. 20 years of age, who attacked him as he walked toward his car. The actors punched and slashed the victim with an unknown sharp object on his right wrist/hand causing a severe injury. Victim still had his wallet containing \$60 cash. A suspect was identified at the scene.
- On 02/17/2008 patrol responded to a report of a sexual assault at the Red Roof Inn. The victim entered the actor's vehicle while in another jurisdiction and was subsequently physically assaulted and threatened by one of two actors during a trip to Brooklyn to buy narcotics. An additional assault occurred while en-route back to NJ. The rear doors were "child locked" and the victim was unable to escape. The actors then rented a room at the Red Roof Inn and forced the victim to accompany them where she was again assaulted. One actor left the room and was arrested during an unrelated motor vehicle stop by Ptl. Hutchison. Approx. 90 minutes later the victim was able to flee the room and reported to the front desk clerk that she was sexually assaulted. The second actor fled the room and was arrested by patrol officers in the wooded area adjacent to the parking lot. Search warrants were executed at the motel and on the actor's motor vehicle. The individuals were charged with aggravated sexual assault and kidnapping. Both were lodged at MCACC on a no bail warrant.
- On 2/20/08 Patrol Officers responded to the area of Route 130 and Route 522 for a fight in progress. Upon arrival they were met by an off duty Woodbridge Police Officer who had been attacked during a traffic dispute by a 20 year old male from Hamilton, NJ. The actor exited his vehicle with a folding knife and attempted to attack the officer who was able to wrestle the individual to the ground, suffering a minor cut to his left hand. The actor was

arrested and charged with aggravated assault, unlawful poss. of a weapon and possession for unlawful purpose. Bail was set and posted at 10% of \$20,000.

- On 3/17/08 an employee at 51 Commerce Dr. reported that two individuals have demanded money from her over the past several weeks. On 3/17/08 when the victim failed to give them money, she was assaulted and her bracelet was stolen. East Windsor Police and Hightstown Police assisted with locating the suspects. Both were charged with robbery and lodged on \$75,000 bail. Detainers were also placed on both by ICE.
- On 04/29/2008 Patrol responded to a report of an unknown problem with a female in her 20's found in her underwear at the school of St. Augustine's. The female found was a juvenile, incoherent and in need of medical attention. A second juvenile was located behind the school without clothing also incoherent. The subsequent investigation revealed the two had access to alcohol and were intoxicated. Both were hospitalized and released to their parents.
- On 5/3/08 Patrol Officers responded to Kingsley Park on the report of an assault and weapons calls. Upon arrival officers located the victim who reported being assaulted and threatened with a firearm while at the park. Three of four actors were arrested at the scene and the firearm was recovered, which was subsequently determined to be an imitation weapon. One actor fled the scene prior to police arrival and attempts to locate were unsuccessful at the time. The remaining three were arrested at the scene and charged with aggravated assault, poss. of weapon for unlawful purpose, terroristic threats, and attempted robbery. Bail was set bail at \$10,000.00.
- On 05/12/2008 Patrol responded to a report of a motor vehicle crash in the area of Rt. 535 and Docks Corner Road. Reports indicated a vehicle traveling southbound on Rt. 535 was struck head-on by a northbound vehicle resulting in the northbound operator suffering fatal injuries. The southbound driver was transported to Princeton Medical Center for minor injuries.
- On 05/17/2008 patrol responded to a report of an aggravated assault. A female victim reported that a W/M approached her in the parking lot and pointed a black handgun at her; she screamed and ran into Stop and Shop. The actor fled the area in a 2001 Kia with Vermont registration. This information was provided by a witness. Subsequent investigation by Detective Ryan and Detective Klemas along with patrol, located the suspect in Franklin Township (Kingston section). The suspect was arrested without incident. He was processed and lodged at the MCACC in default of \$50,000.00 no 10%.
- On 5/31/08 Patrol Officers responded to Twin Oaks warehouse located on Tower Rd. on the report of a male in the ceiling of the woman's bathroom. Arriving officers located a warehouse worker who, it was later determined, had attempted to video tape co workers using the facilities with the camera on his cell phone. The actor was arrested and bail of \$15,000 with a 10% option was set. While in custody it was determined that the actor is an illegal alien and a no bail detainer was placed on him by ICE.
- On 6/15/08 Officers responded to a misdialled 911 call and determined that two juveniles who resided at the residence had been taken out of the country illegally. The mother had fled

to India on Sunday night 6/8/2008 in violation of a court order. It was determined that the father was provided with false information during the week to delay his detection. The investigation is being conducted in conjunction with the United States State Department and Interpol.

- On 6/18/08 Officers responded to the report of a small black bear spotted in the area behind McDonalds heading towards Beekman Road. The bear was tracked throughout the woods in an area ranging from Brunswick Acres School to Oakdale Village. As a result outdoor activities for schools in the area were suspended.
- On 7/1/08 at 4:12 am two suspects entered the WAWA convenience store armed with handguns and ordered the employees to lay on the floor, then ordered them to open the safe and register. The suspects stole an undisclosed amount of cash then fled the store. The robbery is believed to be linked to a WAWA robbery at 3:26 am in Hamilton Township on the same date.
- On 7/29/08 Patrol Units responded to a residence on Jeffrey Circle for a report of a subject climbing a ladder and forcing entry to a second floor window. Arriving officers observed 4 individuals fleeing the scene. Foot pursuits ensued resulting in the apprehension of all four individuals. Property stolen from the residence was recovered. All four were charged with the burglary.
- On 7/15/08 Patrol Officers responded to a residence on 2nd Ave. on the report of a fire to the residence. Upon arrival officers found that unknown individual(s) threw a brick through a rear window of the residence and then threw a "Molotov Cocktail" through the broken window. The "Molotov Cocktail" caused a small fire that the resident was able to extinguish. The Monmouth Junction Fire Company responded to the scene. There were four residents home at the time of the incident and no injuries were reported. The investigation is ongoing.
- On 8/12/08 Patrol Officers responded to a serious motor vehicle crash involving a motorcycle on Route 130 at the Stults Rd. intersection. Arriving Officers found the motorcyclist unconscious and trapped under a car. They quickly determined he was not breathing and, summoning the assistance of nearby motorists, lifted the car off the victim, at which time he began to breathe. The officers continued to render aid until the paramedics arrived. The victim suffered multiple devastating injuries that later claimed his life at the hospital.
- On 8/22/08 Patrol Officers responded to the report of a missing, endangered individual. A severely autistic juvenile male left the family residence at approx. 6:30 pm and efforts to locate him by family members proved negative. County OEM was contacted and, assisted by the State Police Aviation and K-9 Units, Franklin PD K-9 Unit, and South Brunswick Fire and EMS Units, an extensive search was conducted of the east side of the township that spanned over a 24 hour period. The missing juvenile was eventually tracked to New Brunswick and then finally located at the Wal-Mart on Route 1 in North Brunswick. The individual walked from South Brunswick to New Brunswick where he stayed through the night of 8/22/08 into the morning of 8/23/08. At approximately 0600 hrs he went into Dunkin Donuts on Georges Road in New Brunswick and stayed there until approximately

1130 hrs. He then walked to the Wal-Mart in North Brunswick where he was located by a family friend in good physical condition.

- On 08/31/2008 Patrol responded to a report of loud banging coming from the construction site at Route 522 and Georges Rd. Dayton. Officer Lombardo was ¼ mile away and tactically entered the area and apprehended an individual exiting a pried open construction trailer on site. Two other individuals found inside the trailer were ordered out and arrested. The actors stacked assorted tools in the bank (under construction) for retrieval and were taking tools from the trailer when they were apprehended. Interviews of the three provided full confessions.
- On 9/2/08 Patrol Officers responded to assist Franklin Police in locating (2) suspects who fled a burglary scene in their jurisdiction. The vehicle was spotted on New Road by Officer Blake and Officer Posteraro. Both officers attempted to stop the suspect vehicle which fled Route 1 south. The chase continued South on Route 1 to the point where it became unsafe for the officers and the general public. At this time, as the pursuit approached Quakerbridge Mall the supervisor called off the pursuit. Two suspects have been identified and the investigation is on-going.
- On 9/17/08 at 1930 hours, family members of an early stage Alzheimer's patient reported that the victim walked out of her residence at 1300 hours and did not return. An investigation was conducted into her whereabouts which concluded in her being located at her former residence in Westport, CT. MCPO was notified and the individual was removed from NCIC, Safe Return, and TRAK.
- On 10/21/08 Patrol Officers responded to the Chase Bank located on Route 1 on the report of a suspicious package. A threatening letter was received by the bank that contained a powdery substance. Fire Prevention and County Hazmat responded and removed the envelope for subsequent testing. Chase security stated that there have been seven incidents, all of which were determined to be a hoax with the powder testing to be calcium tablets.
- On 11/26/08 New Brunswick PD and the MCPO requested assistance in apprehending a murder suspect at the Red Roof Inn. SBPD Patrol and Investigations' officers responded to Room #230 and assisted in the arrest of the suspect who was taken into custody without incident. The suspect reportedly committed a murder in New Brunswick on 10-10-2008 by stabbing his victim to death. He has been identified as a member of the Bloods Street Gang, "G-Shine." He frequents New Brunswick, North Brunswick and Perth Amboy. He has no known ties to South Brunswick.
- On 12/8/08 unknown actors burglarized Inter Perfumes located on Stults Road by entering the building through skylights on the roof. No product was reported stolen from the building; however a stolen tractor and two stolen trailers used in the commission of the burglary were recovered from the parking lot of the business.

Honor Guard Unit

The Department maintains a specialized unit within the Operations Command of officers dedicated to paying honor and tribute to their country, community, and fellow officers. Their professionalism and dedication make them a highly sought after unit for special events, with requests for their presence expanding every year.

In 2008 the unit was honored to be invited to attend the Officer Down Trenton Thunder Opening Ceremony. This event sponsored by the Trenton Thunder Minor League Baseball Organization, is a special event provided to the families of police officers who have made the ultimate sacrifice in the line of duty. It was truly an honor for our Honor Guard to be asked to be a part of such a special event.

A highlight of the year for the Honor Guard was their attendance at the 2008 National Law Enforcement Memorial in Washington DC. This year marked a special event for the agency when South Brunswick Police Officer John Gurnovich's name was placed on the wall in recognition of his death in the line of duty. Officer Gurnovich died on June 12, 1966 from injuries sustained in the line of duty. In recognition of this our Honor Guard participated in many ceremonial events at the Memorial such as the Survivors Vigil and the Honor Guard of the Candle Vigil during the Candle Light ceremonies.

There are currently ten officers assigned to the South Brunswick Police Department Honor Guard.

The unit attended 18 total events consisting of the following:

- 7 - Funerals
- 3 - Blue Masses
- 5 - Department sponsored community events
 - a. SBPD Awards Dinner
 - b. National Night Out
 - c. Community Unity Day
 - d. 9/11 Memorial Service
 - e. 2008 Veterans Day Service
- 2008 National Law Enforcement Memorial (Washington DC)
- 2008 New Jersey Law Enforcement Memorial
- 2008 Officer Down Trenton Thunder opening Ceremony

Bicycle Unit

The agency maintains a Bicycle Unit which is highly mobile and available for deployment at special events and emergencies. This unit provides the department with a strong community policing element, allowing face to face contact with our officers, as well as the advantage of a more rapid deployment in crowds and at community events than an officer on foot.

There are currently five officers assigned to the South Brunswick Police Department Bicycle Unit which attended 11 events in 2008. These events include:

- Township Bicycle Rodeo
- 4th of July Fireworks
- National Night Out
- Community Unity Day
- Multiple Summer Events including Township Recreation events in the parks.

The Bicycle Unit saw a reduction in manpower this year with an officer being injured and a second officer being assigned to the Middlesex County Prosecutors Office. This left the Bicycle Unit with three officers to handle the usual bicycle unit requests; however the unit is expected to return to full compliment in 2009.

Auxiliary Police Unit:

The South Brunswick Police Department actively recruits and maintains a unit of civic-minded men and women who volunteer to assist their community in the role of an Auxiliary Police Officer. They are recruited, trained and equipped by the Police Department. Coming from many different backgrounds and a myriad of occupations, Auxiliary Police provide extra "eyes and ears" for the Police Department by performing uniformed vehicle and bicycle patrols. They are trained to observe and report conditions requiring the services of the police department.

There are currently seven Auxiliary Police personnel in the department. In 2008 the Auxiliary Unit expanded by one officer, Auxiliary Officer Brady Shelcusky, who graduated from the Middlesex County Auxiliary Police Academy in December.

In 2008 the unit logged a total of 912.5 volunteer man hours in service to their community performing non-enforcement and non-hazardous duties in patrol, community events, crime prevention activities, emergency management incidents, traffic control and emergency call-outs.

The Agency was proud to name Sergeant Mark Young the 2008 Auxiliary Officer of the Year. Sgt. Young logged a total of 304.5 volunteer hours for his community.

Section V

Department Statistics

UCR Part I Crimes

<i>Crimes</i>	<i>2007</i>	<i>2008</i>	<i>Increase/Decrease 07-08</i>
Homicide	0	2	200%
Rape	2	4	100%
Robbery	4	13	225%
Assault	168	165	-1.8%
Burglary	49	60	22.4%
Theft	382	366	-4.1%
MV Theft	35	28	-20%
Arson	3	2	-33%
Total	643	641	-0.3%

Arrests

<i>Arrests</i>	<i>2007</i>	<i>2008</i>	<i>Increase/Decrease 07-08</i>
Adult	391	301	-23%
Juvenile	87	121	39%
Total	478	422	-11.7%

*Numbers are based on availability at the time this report was generated and may vary slightly.

Summonses

In 2008 the Department issued 10,397 motor vehicle summonses compared to 10,595 written the previous year.

Motor Vehicle Crashes (MVC)

In 2008 the Department responded to 2,066 motor vehicle crashes compared to 2,139 in the previous year.

Fatal Motor Vehicle Crashes

There were 4 fatal motor vehicle crashes in 2008. That was 1 more than in the previous year.

Driving While Intoxicated

In 2008, our agency arrested 78 drivers for Driving While Intoxicated (DWI), compared to 89 arrests in 2007.

Section VI

Department Goals

Goals for 2008

On October 22, 2008 I appeared before the New Jersey Law Enforcement Accreditation Commission to answer questions on our final report. After a brief question and answer period, the Commission voted unanimously to award the South Brunswick Police Department with State Accreditation.

On October 28, 2008 a representative from the New Jersey State Association of Chiefs of Police awarded our agency with a certificate of accreditation at a formal ceremony in front of the South Brunswick Township Council. It was an honor for me to accept the certificate of accreditation on behalf of our agency.

Over the last year our Technology Committee and our Training Bureau have worked hand-in-hand to identify the full capabilities of our new CAD system and have trained our personnel accordingly. I will have my staff continue the training throughout 2009 to ensure we utilize our system to its full capacity.

We have completed the purchase of digital in-car cameras. Conversion to the new system is expected to be completed in January 2009.

My last 2007 goal was to add two additional positions to my table of organization. A lieutenant and a sergeant were promoted in 2008 and assigned to the Administrative Command. The benefits of these two positions can already be seen as the Support Services Bureau continues to increase our standards.

Goals for 2009

It is a fact that tough economic conditions will continue in 2009 challenging leadership to prepare all personnel to handle any situation. Although it is difficult to predict what the impact will be on our agency it's clear that some of our residents will suffer financial hardships, our community will feel an impact from the crisis and local government will be tasked with doing more with less.

To that end, I will ensure that my staff is aware of our economic circumstances, I will maintain my commitment to our first responders and I will make certain that they have the proper skills and training to deal with the possibility and probability of an increased workload.

Through attrition, 2009 will start a trend of retirements for senior personnel that will continue for the next several years. It is a priority to prepare my staff for change as vital personnel begin to retire and we recruit fresh new people to start their careers with South Brunswick Township.

I will focus on a clear strategy for personnel that will offer information to the retirees on retirement benefits as well as focus on filling the vacancies with the best qualified individuals available. In order to make the process proceed without delay, I propose amending the department's promotional practice so that it is more functional and impartial for interested employees.

I believe that timely promotions are vital to maintaining our high level of performance and to promote a healthy morale during these tough economic conditions. It is essential for the department to have trained staff in place that are both capable and confident in dealing with new employees and the challenges they face. Once the structure is in place, I will again use our amended ordinance to hire qualified personnel to begin their careers in law enforcement focusing on certified officers who are trained and ready for immediate employment without having the delay of attending the police academy.

I will continue to work closely with each collective bargaining unit to make sure that staff is adequately informed of the department's financial status and closely monitor practices, policies, expenditures, and programs to ensure that the department is operating as effectively and efficiently as expected by the citizens of South Brunswick.

Closing Remarks

I want to commend each and every employee of the police department and the township that assisted with the accreditation process. It is an honor for me to lead the South Brunswick Police Department into state accreditation.

I would also like to thank the Mayor, Town Council, Township Manager, Township Department Heads, school officials, and the residents of South Brunswick Township. The partnership we have built over the years has had a significant impact on the quality of life for all that reside and work in South Brunswick. Without this team effort of all involved it would have not been possible to accomplish our goals. I would also like to give special recognition and thanks to Middlesex County Prosecutor Bruce Kaplan for his support and assistance to our agency. His office supported and funded the fees for the accreditation process.

I can assure you, the South Brunswick Police Department will be prepared and equipped to provide South Brunswick residents, businesses, and visitors with quality and professional police service as the economic downturn continues throughout 2009.

Respectfully submitted,



Raymond J. Hayducka
Chief of Police