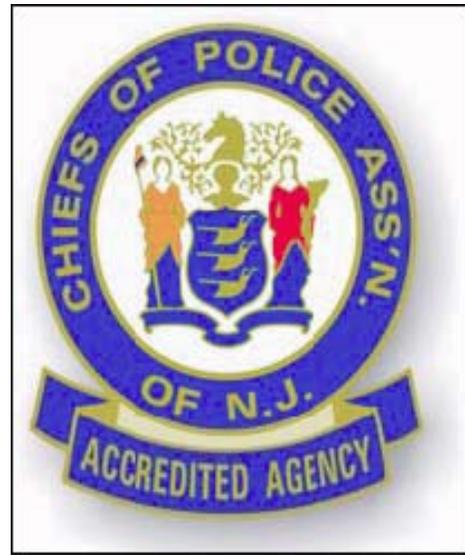


South Brunswick Police Department



Moving Forward with Tradition and Honor

***2011
Annual Report***

***Chief of Police
Raymond J Hayducka***

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A Message from Chief Raymond J. Hayducka

The South Brunswick Police Department is comprised of 73 dedicated sworn men and women, and 30 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 1,100 registered businesses.

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.

In 2011 the police department generated 63,401 case numbers that include 3,951 first aid calls, and 1,110 fire calls. The South Brunswick Police Department is committed to providing the best possible service to the residents, visitors, and people that work 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.

Our **Crime Index** for 2011 increased 11.7%, **Violent Crime** saw a decrease of 9.7% and **Non-violent Crime** saw an increase of 9.0%. The Crime Index of Violent to Non-Violent was an increase of 7.8% from last year's total.

We received \$45,018 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. I have tasked my staff to increase our research efforts again this year and continue to aggressively pursue all available grants. The use of grant funding will make this possible and ease the financial burden on the residents.

According to the National Association of Town Watch, the South Brunswick Police Department was again the highest ranked department in the State of New Jersey and ranked sixth in the Nation for our category. Also in 2011, Money Magazine ranked South Brunswick Township 22nd in the top 100 small towns to live. Receiving this type of prestigious national recognition is quite an honor for this township and this police department.

I have been and will always be committed to allowing 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 next year. 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. This agency will do everything possible to maintain our level of service by

operating efficiently and effectively. I am confident we will have continued success with public cooperation and the fine men and women that are dedicated to serving South Brunswick Township.

As Chief of Police, I am extremely proud of the sworn and civilian members of this department. Their commitment to this 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 1 Organizational Overview

Personnel:

We ended 2011 with 73 officers equaling our ending total for 2010. We have 12 full-time and 3 part-time Tele-Communicators and a Clerical Staff of 11. The Department of Transportation employs 5 Full-time and 3 Part-time Drivers. There are 15 Crossing Guards for the Township schools. Changes in personnel are as follows:

New Hires

Gennaro Morzooco	February 7	Tele-Communicator (part-time)
James Germaine	July 19	Bus Driver (part-time)
Nicholas Borruso	August 8	Tele-Communicator (part-time)
Lynn Keating	September 21	Bus Driver (part-time)
Timothy Hoover	October 31	Patrol Officer
Jamal Benbow	October 31	Patrol Officer
Michael Ngo	December 12	Patrol Officer
Ricardo Moreira	December 12	Patrol Officer

Promotions

Edward George	May 27	Captain
James Stoddard	May 27	Lieutenant
Donald Varga	May 27	Sergeant
Richard Schwarz	May 27	Sergeant
Sharon Munson	September 7	Information Management Supervisor
Robert Carinci	November 4	Captain
John McNamara	November 4	Lieutenant
Michael LaPoint	November 4	Sergeant
Jeffrey Russo	November 4	Sergeant

Assignments

James Stoddard	January 5	Emergency Response Team Commander
Scott Reeves	January 7	Deputy Emer. Response Team Commander
Christopher Giampetro	April 5	Back-up Property Evidence Officer
William Merkler	May 9	Domestic Violence Liaison
James Ryan	May 24	Investigations Sergeant
Roger Touhy	May 30	Investigations Detective
Domenick DeLucia	October 17	Evidence Technician
Sean Roberts	October 17	Evidence Technician
Gene Rickle	November 3	Traffic Bureau
Frank Mongaleri	November 3	Traffic Bureau
John Klemas	November 7	Investigations Sergeant
Kenneth Herman	November 8	Investigations Detective

Appointments

Raymond Hayducka	July 1	OEM Coordinator
Kevin Hughes	July 1	Deputy OEM Coordinator

Reassigned

Jackie Johnson	April 11	Transportation to Code Enforcement
Lorraine DeAngelo	April 11	Purchasing to Transportation
Peggy Kelly-Beal	June 14	Records/Transport. Supervisor to HR

Retirements

Harry Delgado	February 1	Captain
Scott Bevensee	April 1	Sergeant
Pat Bevensee	August 1	Dispatch
Patrick Owens	October 1	Captain
Patrick O'Brien	December 1	Sergeant

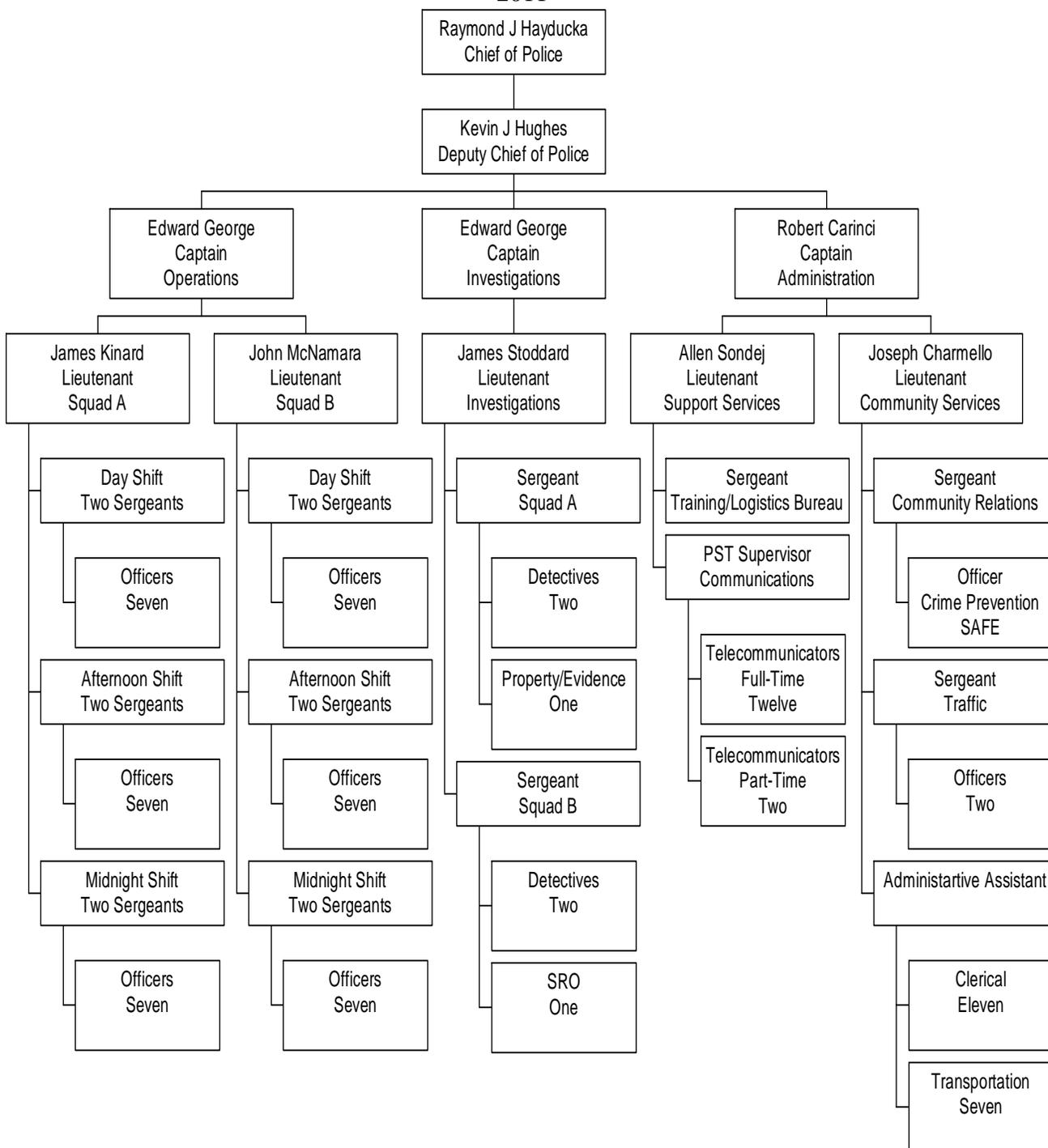
Military Leave of Absence

Robert Mazza	Deployed April 2, 2010	Tentative Return April 2013
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Resignations

Gennaro Marzooco	November 11	Tele-Communicator (part-time)
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South Brunswick Police Department
Table of Organization
2011



Committees

During 2011, I empanelled three committees to address the following issues:

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:

- Medal of Honor (1)
- Exceptional Service Medal (10)
- Letter of Commendation (25)
- Education Award (9)
- Physical Fitness Award (4)
- Honorable Service Award (8)
- Civilian Staff Recognition (1)
- Firearms Award Top Gun (5)
- Firearms Expert (5)
- Sharpshooter (1)
- Citizen Appreciation Award (2)

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 maintains two liaisons to review forfeiture request. The liaisons, Captain Robert Carinci and Lieutenant James Kinard, review all requests based on a needs assessment and makes recommendations to the Chief of Police. In the 2011 process the liaisons recommended, and the Chief of Police utilized the funds to further officer training and education and to enhance officer equipment.

Technology Committee:

The Technology Committee is tasked with the responsibility of assessing current department technology for serviceability and effectiveness, as well as implementing new technologies that aid our law enforcement officers in their daily activities.

In 2011 the complete renovation of the Communications Center was completed. This renovation included an entire new 9-1-1 system, new public safety radio system, new dispatch console and new monitoring system.

E-ticketing, a new technology in Law Enforcement, was acquired. The system provides officers the in-car capability to electronically enter motor vehicle summons information directly into the State's court system. This helps to eliminate errors as well as aiding the courts to more efficiently schedule its docket. The installation of e-ticketing was completed in 2011.

Also in 2011, the department was issued an Automated License Plate Reader (ALPR) by the Middlesex County Prosecutor's Office. The ALPR is capable of reading all license plates on vehicles whether stopped or moving. It then compares the plate to a State directory to see if the vehicle is stolen, wanted or unregistered. This has been a valuable investigative and enforcement tool.

Office of Public Information:

The South Brunswick Police Department Office of Public Information enhanced its communication abilities by expanding our outreach with our Nixle program. The primary mechanism to communicate with the public is our secure messaging system Nixle, <http://www.nixle.com>. In 2011 the system doubled in size reaching more than 5,000 people with its emails and SMS messages.

The Office of Public Information interfaces regularly 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.

The Office of Public Information issued 180 Nixle messages. These messages included traffic alerts, power outages, criminal activity bulletins, and community news. The Nixle system has received tremendous positive feedback from the community. The year had an unusual amount of natural disasters including snowstorms, hurricanes and an earthquake. The Nixle system was an invaluable tool to communicate with the public during these natural disasters. Our agency's ability to communicate quickly and accurately with the public has put us at the forefront in emergency communications.

The Public Information Office fielded media inquiries from the Newark Star-Ledger, The Home News Tribune, Sentinel, South Brunswick Post, and the South Brunswick Patch on a daily basis. Several incidents garnered regional coverage from television stations in New York and Philadelphia media outlets. One press conference was held to create awareness of the "Move Over Law".

Section II

Administration Command

Support Services Division:

The Support Services Division is comprised of various bureaus, units and functions. These are: Training Bureau, Communications Bureau, Accreditation Unit, Logistics function, Administrative function and the Finance function. All these sections combined provide the administrative and operational support functions for South Brunswick Police Department. Other responsibilities also include overseeing of recruiting and officers' temporarily assigned to modified duty. The Support Services Division provides the necessary tools and expertise to ensure that the department can operate successfully.

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, Active Shooter and Domestic Violence. The overall mission of the Training Bureau is to ensure the professional development of all staff.

Despite a reduction to the training budget the Training Bureau was able to provide a wide array of quality training. This was accomplished by minimizing vendor training and maximizing no cost or low cost opportunities and enhancing training provided by in house subject matter experts. The overall training hours saw a reduction in 2011. The agency had fewer personnel to train and saw a reduction in training hours that mirrored the number of personnel. In order to be proactive and take every possible action to provide the highest level of training, the Support Services Division provided significant supplemental training through the addition of Lexipol's "tip of the day" service and internal training via our data management system. This training included topics such as; command training, FTO training, foot pursuit, handcuffing, taking citizens' complaints and black bear response. These supplemental in-house trainings accounted for over 1000 hours of training. The department also offered training to outside agencies in dispatch certification which included the basic dispatch course and emergency medical dispatch.

In 2011 the Training Bureau continued the agency commitment to offering "need to know" training on a regular monthly basis. This training is a cornerstone of the Divisional efforts to mitigate liability through employment of training geared towards those high risk and high repetition activities identified as germane to the agency functions.

CORE training is this agency's commitment to professional development by individual function or assignment at the various ranks. CORE training in 2011 totaled 1126 hours, which represents a decrease from 2010.

We provided 2239.5 hours of training mandated by either the State of New Jersey or Middlesex County. This represents a decrease of 1525 hours. This decrease is largely attributed to a singular county mandated training event that occurred in 2010 but not in 2011.

Our Command staff received 455 hours of specialized command training. In addition, 2200 hours of discretionary training were delivered to officers. Discretionary training is defined as remedial, career development, job enrichment, and job enhancement training.

Our 2011 training totaled 6020.5 hours; a reduction of 720 hours or 11 %.

We also provided pursuit, use of force. and domestic violence training to Helemetta Police Department.

Communications Bureau

The Communications Center has a minimum staffing level of two Certified Public Safety Telecommunicators (PST) working during dayshift and afternoon shifts, while the midnight shift can be operated on a limited basis with one Telecommunicator.

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, 1,608 9-1-1 calls a month. In addition the Communications Center dispatched numerous police, first aid and fire calls for service:

	2010	2011
Police Calls	58,854	58,340
First Aid Calls	3,820	3,951
Fire Calls	1,072	1,110
Total	63,746	63,401

The PST's monitor the Critical Reach Missing Child Alert System and are also responsible for the Teletask Emergency Notification System, 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 (State Police Emergency Network) and the Middlesex County Hotline.

Each PST is able to access the New Jersey DMV files, Administrative Office of the Courts files (Automated Traffic System & Automated Criminal System) and the Internet from their workstation. They track and document every call and responding unit(s) on an in-house computer aided dispatch system. The PST's also monitor security cameras and panic alarms located in both the Police Department and the Municipal Building. The cameras images are displayed on two 42" multiplexed monitors so that all the cameras are available to each side of the dispatch center.

The Dispatch Personnel monitor the 3SI Electronic Satellite Pursuit Program that is located on the center consoles. This program monitors area banks for activation of a device that indicates a bank robbery has taken place, and will allow the user to track the devices location in real time for responding officers.

Communications has the NJ DEX system available through NCIC 2000 (National Crime Information Computer). This allows inquiries into the NJSP database for investigations. The Detective Bureau also has access from their NCIC terminal.

The Enforsys Computer Aided Dispatch (CAD) system which was brought into service in October, 2007 is an integral part of the call taking and dispatch process. The data is continuously being updated or modified to assure accuracy. The system is linked up with Think GIS software giving dispatchers and officers exact location information on Calls for Service (CFS). The CAD can accept the raw 9-1-1 data and populate the appropriate fields, thus streamlining the call taking process and affording the call taker more time to address the caller's needs. Think GIS has been modified to display the address, police patrol district, the residential development or shopping center, the police tow zone, the primary fire company and the assigned fire box alarm plan. This enhances the call takers ability to obtain pertinent information to make informed decisions from a central location and dispatch the appropriate agencies. All three fire companies assist with updating the fire box plans for their jurisdictions.

2011 continued to be a year of constant review, and enhancement of present technology. The main focus was remodeling the dispatch center with brand new consoles, new 9-1-1 telephone equipment and new radio system. This endeavor was achieved with minimal disruption to the day-to-day operations. The new telephone system includes an automated TTY system and touch screen monitors for both the telephone and radio systems.

Think GIS is continuously updated with the township business list. This assists dispatchers, and officers on the road with identifying and locating businesses that may not be properly signed. If available, it can also provide the phone number of the business also.

NCIC teletypes are being received electronically through the CJISM (Criminal Justice Information System Messenger) program. Only predetermined teletypes will automatically print out. This will greatly reduce our paper usage, as this service runs 24/7, 365 days a year.

The Nixle notification system continues to be a success. This system is a voluntary sign up for South Brunswick residents. Residents can opt to receive important announcements regarding road closures, crime reports, and suspicious activity by email or text messages to their cellular device.

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 Teletask Auto Dialer and proper registrations of their alarm systems.

The communications center has integrated the Think GIS program which has automatic vehicle location (AVL) capability for tracking the location of the patrol vehicles that are currently on duty. Monmouth Junction Fire Department also has several vehicles equipped with AVL. This assists the PST's in locating an officer if the officer is unable to transmit their location for any reason. The Think GIS program is able to plot the location of all the incoming 9-1-1 calls directly to the map displayed on the monitor. This technology is used daily to locate 9-1-1 cellular calls and assist callers with determining their location, when they are not familiar with the area.

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 Unit

Accreditation is a progressive and time proven way of helping law enforcement agencies calculate and improve their overall performances. In 2011 the agency completed the necessary work for re-accreditation. After a solid performance on the on-site inspection, we anticipate re-accreditation in 2012. By the end of 2011, the process of national accreditation was well underway. As a recognized leader in the Law Enforcement Accreditation movement, we have assisted numerous agencies as highlighted by our assistance to: Franklin Township Police, Monroe Township Police, Fairfield Police, Rutgers University Police, Wall Township Police, Morris Township Police and Barnegat Township Police.

Administrative Function

The Administrative Bureau 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. Scheduling is a critical aspect of administration and all elements of personnel schedules are managed. Schedules are crafted to maximize efficiency of the agency and to ensure taxpayers receive the maximum value possible out of human capital. 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 Resources and Personnel to resolve issues. The administrative function also oversees the modified duty program.

Logistics Function

The logistics function ensures that the police department is able to carry out its duties and serve the public by providing and maintaining the required means and tools.

In addition to providing day-to-day logistical support, the logistics function procures new equipment and replacement equipment as well as executing budget expenditures.

Part of the day-to-day logistical support includes assuring that other coordinate commands are properly supplied with expendables including flares, fire extinguishers, safety supplies, ammunition, 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 have maintained our program of gradual replacement of older defibrillators with newer more cost effective models.

In addition to maintaining current equipment, the staff researches and proposes Capital Projects aimed at replacing old equipment or procuring new assets to enable our agency to better serve the taxpayer. Unfortunately, due to the current economic reality, the proposed capital project suggestions have been delayed.

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

The logistics function is also responsible for the maintenance of the public safety building and its related support. As part of this function we coordinated necessary upgrades and repairs to the building in conjunction with the professionals from buildings and grounds.

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 2010 expenditures with the 2011 expenditures.

Activity	Year	Total Operating Budget (excluding grant funds)	Total Grant Funds
1. Total actual expenditures (prior year)	2010	\$ 9,572,255	\$41,135
a. salaries and wages		\$ 9,384,860	\$30,100
a. police		8,231,488	30,100
b. dispatch		749,107	-----
c. crossing guards		127,215	-----
d. transportation		277,050	-----
b. operating expenses		\$ 187,395	\$11,035
a. police		172,950	11,035
b. dispatch		10,123	-----
c. crossing guards		1,024	-----
d. transportation		3,298	-----
2. Total actual expenditures (current year)	2011	\$ 9,569,678	\$40,018
a. salaries and wages		\$ 9,380,410	\$31,112
a. police		8,266,256	\$31,112
b. dispatch		743,799	-----
c. crossing guards		130,490	-----
d. transportation		227,741	-----
e. OEM		12,124	-----
b. operating expenses		\$ 189,268	\$13,906
a. police		173,003	\$13,906
b. dispatch		11,466	-----
c. crossing guards		1,165	-----
d. transportation		1,976	-----
e. OEM		1,658	-----

Overtime

Our Police overtime was \$101,593.00 in pay and \$267,370.00 in compensation time which was an increase of \$83,642.00 compared to prior year of \$128,519.00 in pay and \$156,802.00 in compensation time.

Grants

The Department received additional funds from the following grants:

	<u>2010</u>	<u>2011</u>
NJDOT Highway Safe Corridor Grant	n/a	\$7,511.02
NJ Ballistic Replacement Grant	\$8,866.96	\$6,549.73
Federal BVP Grant	\$2,168.00	\$3,335.07
Click It or Ticket Seat Belt Enforcement Grant	\$4,000.00	\$3,600.00
Cops in Shop	\$2,000.00	\$2,400.00
Over the Limit under Arrest	\$8,925.00	n/a
Drunk Driving Enforcement Fund Grant	\$10,174.74	\$16,622.38
County Bias Grant	<u>\$5,000.00</u>	<u>\$5,000.00</u>
Total	\$41,134.70	\$45,018.20

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 2011 was as follows:

January 1, 2011 balance.....	\$216,173.31
Funds received in 2011.....	\$3,933.15
Funds expended in 2011.....	\$43,390.33
Interest received in 2011.....	\$7.17
Ending Balance for 2011.....	\$176,723.30

Quasi Duty

South Brunswick Police Officers worked 6,425 hours of billable quasi duty hours and 347 hours of non-billable quasi duty in the year 2011. This is a decrease of 1,015 hours of billable quasi duty hours and a decrease of 56 hours non-billable quasi duty over 2010. The Township received prepayments in the amount of \$423,136.00 for quasi duty work in 2011. The Township received approximately \$97,229.00 after officer payments from quasi work for calendar 2011. This increase is due to an increase on June 1, 2011 in administrative cost from \$9.50 an hour to \$15.00 an hour. Non-billable quasi duty (Shared Services) had a cost of \$20,790.00 in 2011, a decrease over 2010 by \$3,390.00. The chart below is a comparison of 2010 quasi duty with the 2011 quasi duty.

Quasi Duty	Year	Dollars	Hours
Total Billable Quasi Duty	2010	\$ 569,097	8,182
a. Prepayments		\$ 463,018	6,656
b. Billed		106,079	1,526
Non-Billable Quasi Duty (Shared Services)		\$ 24,180	403
Total Billable Quasi Duty	2011	\$ 522,341	7,167
a. Prepayments		\$ 423,136	5,802
b. Billed		99,206	1,366
Non-Billable Quasi Duty (Shared Services)		\$ 20,790	347

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 is responsible for the planning, facilitation, and implementation of programs and initiatives that reach out to community groups and individuals with the purpose of preventing crime and empowering community members and groups to assist the police department in our shared goal of combating crime in South Brunswick Township.

We achieve this goal by partnering with various individuals and groups throughout town, developing shared goals, and acting to reach those goals, with our ultimate objective being the reduction or prevention of crime.

Our Community Policing Bureau programs this year included the SAFE Program, Child ID and Safety Day, Youth Police Academy, National Night Out, Neighborhood Watch, and the Blue Angel Program. In addition, our Community Policing Bureau assisted the public and private schools in safety and security planning, gave many presentations and tours to South Brunswick's youth, provided many residents with home security surveys, and provided several businesses with commercial security surveys.

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 that 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 delivered 152 classes targeting approximately 840 students in 2011. Response to the program was overwhelmingly positive from students, parents, and school staff.

Child ID and Safety Day

Child ID and Safety Day were held on Saturday, June 4th at Brooks Crossing School. In addition to providing approximately 200 child ID cards and making over 400 community contacts, the following entities were in attendance providing child safety services to all attendees:

- South Brunswick Public Library
- The Lions' Club
- South Brunswick Schools' Community Education
- South Brunswick Township Recreation Department
- SUDZ
- Municipal Alliance

Youth Police Academy

Our Youth Police Academy was held the weeks of July 11th, July 18th, July 25th. Eighty students participated in the program, which presented information and demonstrations on several branches of police work. Topics included patrol, investigations, evidence collection and examination, 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. Team building exercises and marching were included to further build esprit-de-corps and pride within the attendees. 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 showing interest in a Citizens’ Police Academy designed for the parents.

National Night Out

National Night Out was held on Monday, August 1st and Tuesday, August 2nd. Monday’s activities included visits to four communities to participate in their block parties and meet their residents. Tuesday was our main event held at Rowland Park, during which we drew approximately 3600 attendees, our largest crowd ever. Activities included displays by the bureaus, first aid squads and fire departments, bouncy rides, games, prizes, free hot dogs, chips, popcorn, and ice cream, a dance company demonstration, and many giveaways. 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 and ranked sixth in the nation for our category according to the National Association of Town Watch. Additional emphasis was placed on cultural diversity and building community-police partnerships this year, and our pool of volunteers used for the Main Event totaled 60 individuals, which showed the strength of the bond between the Department and the Township’s residents. This year we once again welcomed the Charlene Austin Memorial Community Unity Day celebration run by the South Brunswick Municipal Alliance. By providing them the space for nearly 35 stands, we greatly increased National Night Out’s offerings to the community with minimal additional effort on the part of the police department. We also provided a venue for the Municipal Alliance to hold their event, which would have otherwise been cancelled due to various reasons. This proved to be a win-win proposition for both entities.

Neighborhood Watch

The Neighborhood Watch program continued to grow through 2011, as four neighborhoods formed new Neighborhood Watch Groups with approximately 160 new members trained. This program is crucial in residential neighborhood crime prevention as well as in creating a bond between residents and police, and this increase in communication was evident in the number of community contacts throughout the year, as well as the number of volunteers for such events as National Night Out. Several neighborhoods throughout town expressed community concerns, and the Neighborhood Watch meetings proved to be empowering for the members as well as the communities.

Crime Prevention in the Community

Nine residential security surveys were conducted along with four commercial security surveys, and ten tours of Headquarters were provided to various community groups. In addition, several community presentations were delivered, including talks addressing community concerns, safety for Girl Scouts and Boy Scouts, police familiarization, and four presentations focusing on senior citizens' safety issues at the Senior Citizens' Center. The department's web page was updated to include information on additional crime prevention topics, clearer information on how to report crimes in progress, and an updated department history page. Online crime reporting was also instituted in 2011. We also participated in the *Wheels Under Your Feet? Helmet On Your Head!* Campaign sponsored through Robert Wood Johnson University Hospital. Several community concerns were addressed at length, such as the issue of ATVs operating in County parks within the township.

Blue Angel Lockbox Program

This year marked the inaugural year of the Blue Angel Lockbox Program which is intended to fund and facilitate the placement of key lockboxes on the doorknobs of residents 55 years of age or older or with potentially incapacitating medical conditions, and who live alone or are frequently alone. The lockboxes hold keys provided by the residents which allow police to quickly enter a home in the event of an emergency without damaging the door. An initial purchase of 107 lockboxes allowed our police department to offer a potentially lifesaving service to a segment of our population in need of assistance and reassurance.

School Programs

Crime prevention assistance was given to the schools. Officers observed several lockdown drills, as well as providing school security evaluations. The Community Policing Bureau delivered twelve school assemblies on safety and bullying prevention topics during the schools' annual Violence Prevention Week in October. Additional school safety and security assistance was provided through *Operation Safe Schools*, which detailed officers at each public and private school during arrival and dismissal for the first week of school. Four meetings were held with school staff members, during which various school security and safety concerns were addressed, and all township bus drivers were provided training in recognizing and responding to threats on the bus or at bus stops. Nine lessons on topics such as Halloween safety, personal safety, and police familiarization were provided at the elementary school level, and security assistance was given to schools during their annual Halloween parades. Private schools, including Saint Augustine's School, Noor Ul-Iman School, and 17 preschools were also given additional attention, as we held security guidance seminars during the summer and continued to bring their floor plans and security and emergency procedures and protocols up to standards specified by the Middlesex County Prosecutor's Office. Two evening meetings were held for parents, during which new Harassment, Intimidation and Bullying (HIB) laws and security procedures were discussed. As a lead-up to prom and graduation season, over 200 students at the high school were addressed and received hands-on instruction in DUI prevention through the use of the Fatal Vision Goggles.

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 four officers assigned to the South Brunswick Police Department Bicycle Unit which attended the following events in 2011:

- Township Bicycle Rodeo
- 4th of July Fireworks
- National Night Out
- Summer Events
- Provided Bicycle Safety Lectures

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, Drive Sober or Get Pulled Over, and Seat Belt Safety Initiative, and the Community Concerns Initiative. The Bureau is also responsible for maintenance and repair of Alcotest instruments and radar apparatus. The Traffic Services Bureau inspects and regulates towing, vehicle junk titles, and annual taxi inspections. Traffic Services is also responsible for coordinating the Crossing Guard scheduling, training, and staffing.

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 2011, the South Brunswick Police Department took First Place Overall. As a result, the department received an LTI True speed laser for speed enforcement.

Summonses

In 2011 the Department issued 8,492 motor vehicle summonses compared to 9,910 issued in 2010.

Motor Vehicle Crashes

In 2011 the Department responded to 2,130 motor vehicle crashes, an increase from 2,068 in 2010.

Fatal Motor Vehicle Crashes

There were 4 fatal motor vehicle crashes in 2011 which was an increase from 2 fatal crashes 2010.

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

- On January 20, 2011 at 12:51 am, a 41 year old resident of Bound Brook, NJ died when he was struck by a passenger vehicle on Route 1 North near Autumn Drive. He was walking in the northbound lane in all dark clothing after his vehicle became disabled on Autumn Drive.
- On May 15, 2011 at 3:24 pm, a 51 year old male from South Brunswick, NJ died in a three vehicle crash while travelling east on New Road near Woodlot Park. The male was operating his vehicle at a high rate of speed illegally passing vehicles when he lost control and struck two vehicles resulting in his death and causing serious bodily injury to another driver.
- On July 9, 2011 at 11:39 pm, a 36 year old male from Jamesburg, NJ died when his motorcycle collided with a motor vehicle on Route 535 at the intersection of Deans Rhode Hall Road. He was found to be operating his motorcycle in a reckless manner at a high rate of speed and under the influence of alcohol. The crash also seriously injured his female passenger who was thrown over 160 feet from the point of impact.
- On October 15, 2011 at 5:56 pm, a 22 year old male from South Brunswick, NJ died when he lost control of his All-Terrain Vehicle at a high speed at 240 Davidson Mill Road. The crash resulted in fatal injuries and the male was found to be under the influence of alcohol and drugs.

Driving While Intoxicated

In 2011, our agency arrested 59 drivers for Driving While Intoxicated (DWI), compared to 73 arrests in 2010.

Traffic Enforcement Campaigns/ Grants

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

- Drunk Driving Enforcement Fund (DDEF)
- Drive Sober or Get Pulled Over
- Click it or Ticket
- Brakes on Fatalities Day
- Community Concerns Grant

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 *Drive Sober or get Pulled Over* grants. The Township received approval from the DDEF to conduct drunk driving enforcement details and checkpoints. Safe Corridor Grant was used to equip the Traffic Support Vehicle with new cones and signs, light sticks for officer visibility and a LTI Ultralyte laser for speed enforcement.

Motor Vehicle Commission Checkpoints

During the year the Traffic Bureau coordinates joint enforcement details in conjunction with the New Jersey State Department of Transportation and the New Jersey State Motor Vehicle Commission.

Equipment

The Bureau made use of existing equipment such as the variable message board, radar display trailer, traffic laser, digital camera, the Trax-plus traffic counter, and the Decatur radar speed counter. Two LTI Lasers were added in 2011. One was awarded to the department in 2011 for finishing in first place in the Law Enforcement challenge. The other was purchased through safe corridor funds. Patrol Officers were trained in Laser speed enforcement and utilize both devices. The Bureau is also responsible for maintenance and training for Stalker Radar Units. The entire marked fleet is equipped with front and rear radar. This year the department was issued an Automated Plate Reader (ALPR) from the Middlesex County Prosecutors office. The vehicle with the ALPR is assigned to a traffic officer as well as being utilized by patrol for enforcement details.

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, and Holiday Tree Lighting.

Motorcycle Unit

The Traffic Services Bureau deploys two 2006 Harley Davidson Police Motorcycles. The vehicles have been used for traffic enforcement details, honor guard details and community events. There are currently three officers trained and operate the motorcycles.

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
- Drivers Education on Graduated Driver's License at South Brunswick High School.
- Move Over Law Awareness program

Personnel

The Bureau operated at a reduced level in 2011 due to a reduction in officers caused by attrition, injuries, and military leave. As of December 2011 the Bureau is now staffed with three officers.

Clerical Bureau

The personnel assigned to the Clerical Bureau provide support to all the units, bureaus and divisions within the department. In the year 2011, there were 10 Clerical personnel in the Police Department and 6 full time and 3 part time civilians in Transportation.

The year 2011 brought many position changes in the clerical staff. In June 2011, Peggy Kelly-Beal, the Information Management Supervisor / Supervisor of Transportation, transferred to the position of Human Resources in the Manager's Office. Her position was covered by the Administrative Assistant until Sharon Munson was promoted to the position on September 7th. Jackie Johnson, the transportation secretary, was reassigned to Code Enforcement in April and was replaced with the reassignment of Lorraine DeAngelo from the Purchasing Department. The position that was vacated by Sharon Munson, Data Entry Clerk II in Administration, remained vacant for the remainder of the year.

The individual bureaus and positions are described below:

The staff assigned to Police Administration is responsible for providing support to the Chief of Police, the Deputy Chief, the Administration Command Captain and the Operations Command Captain. The personnel and Internal Affairs files for the entire department are maintained by the Administrative support staff. The Administrative Assistant supervises the Clerical Staff and oversees all the essential Administrative duties including Personnel and Medical Files and Workers Compensation correspondence. The Data Processing Clerk II assists with daily operations, phones and files. The Clerk is responsible for the entry, coding, accuracy and filing of the State Police Uniform Crime Report. This year, the Data Processing Clerk II was assigned the task of providing the Middlesex County Prosecutor's Office with daily reports. This report is sent to them each morning, outlining all Part I crimes and arrests.

The Investigations Division is divided into two squads; they handle all adult and juvenile criminal investigations. The secretaries assigned to this division perform administrative tasks for the Lieutenant and the Sergeants assigned to each squad. They are responsible for assignments that were formerly performed by sworn personnel such as processing residents for gun permits and maintaining the Bureau's database program. In the past, the bureau secretary was responsible for the manual fingerprinting of Emergency Services Personnel. This fingerprinting is now handled by sworn personnel on our agencies live scan machine. The station officer on duty continues to manually fingerprint township residents who are issued hard copy fingerprint cards for the purpose of adoption or securities. The background checks for the Township personnel, rescue squads, volunteers, vendors and liquor license applicants are coordinated and maintained by the Squad A secretary. By direction of the Detective Sergeant, all requests and orders for expungements are completed by the squad secretary. She is also responsible for downloading, copying and maintaining all taped statements involving victims, actors and witnesses.

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 is a mini-records bureau for juvenile offenders. The secretary in Squad B is responsible for processing all juvenile cases, filing

juvenile complaints with the County, preparing cases for court, recording dispositions of cases and maintaining a records file on all juvenile offenders. Quarterly reports are filed with the Middlesex County Prosecutor's Office on all Station House Adjustments that are issued. This position is also responsible to track Megan's Law registration and notification which was previously assigned to a sworn officer. The Squad B secretary has the responsibility to perform all the duties required in the Community Services Division. These duties are outlined under that category.

The Traffic Services Bureau secretary is responsible for maintaining Traffic Safety Programs, D.W.I. and Aggressive Driver Prevention projects. She also processes all motor vehicle crash reports, summonses and secures driver's abstract files from the Division of Motor Vehicle of various states. She prepares all serious and fatal crash reports and taped statements for the County, which are also forwarded to the State. The secretary in this bureau is responsible for creating and preparing statistical reports for the weekly, monthly and annual reports. This year the manner in which the bureau secretary processes summonses and Motor Vehicle Crash reports had changed due to the implementation of E-ticket and the electronic reporting of MVC reports with the Division of Motor Vehicle. In the past, the bureau secretary manually entered the information of each summons written by our officers. Now tickets are entered electronically and the secretary is responsible to run reports and statistics for those summonses. In addition, Motor Vehicle Crash reports are now uploaded and sent electronically to the Division of Motor Vehicles rather than copied and mailed. These new time saving advances allow the bureau staff to devote more time to other necessary functions.

The Support Service Bureau consists of the Support Service secretary and the Senior Account Clerk. 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 records for all personnel. The Support Service secretary maintains the POSS schedule which includes entering all the compensatory time that is earned by department personnel as well as officer's court schedule and training. The Support Services secretary continues to manage the time for all employees using FMLA. Once applications are approved by the Township Manager, the Support Services secretary manages the requested time and keeps records on time used. This year, there were 41 employees utilizing this leave.

The Senior Account Clerk plays a key role in our yearly budget process; tracking expenses and verifying spending with the Chief and Deputy Chief. This position is responsible to log the acquisition and spending of forfeiture funds and the grant awards. In addition, she prepares the department's payroll as well as tracking and billing for quasi duty. The account clerk calculates the accurate pay adjustments for our sworn personnel who are also deployed to the military during the calendar year.

The Crime Prevention Aide, in the Investigations Squad B office, is assigned to the Community Services Division and is responsible for maintaining the Community Policing projects which include the Senior Reassurance Program, Neighborhood Watch Program, National Night Out, Child ID Program, and McGruff Safe House. The Crime Prevention Aide is essential in the coordinating of our award winning National Night out Program.

The Records Bureau is staffed with one Discovery Clerk, one Investigative Secretary, and one Data Entry Clerk II. They are overseen by the Information Management Supervisor. They manage the collection, distribution, maintenance and archiving of all adult reports and incident documentation. They are also responsible for the distribution and maintenance of crash reports. They categorize

and secure for safe keeping, all videos such as MVR (Mobile Video Recorder) and DWI video. Selected reports are scanned daily onto a digital image in a TIF format for archiving and sent to the State's Division of Archiving and Records Management (DARM). The South Brunswick Police Department is one of the first agencies in the State to be certified by DARM in digital imagery. This year, the records bureau completed another 3 years of scanning to archive with past records being converted to microfilm.

All requests, made by the public, for copies of reports or documents associated with the case files must be submitted through the Records Bureau. This includes requests by attorneys for discovery on criminal and civil cases; discovery for summons for violations of a South Brunswick Township ordinance, issued by either Police Department, Health Department, Fire Safety, Zoning, Code Enforcement and Animal Control staff. All discovery requests for summonses that are written by the State Police and heard in the South Brunswick Municipal Court are handled by the Records Bureau. They also forward all documents to the County Prosecutor for cases that are being heard in Middlesex County Courts.

Since the steady changes of new laws implemented by OPRA, requests for large volumes of reports continue to grow. The Records Bureau continues to respond to agencies such as law firms, physical therapy groups, and insurance companies who send requests for hundreds of reports on a weekly basis. These requests come in by the way of fax, email or phone. The decrease in income from the reports is due to the reduced fees for reproduction which are mandated by OPRA.

The chart below shows comparison figures for the year of 2010 & 2011

Clerical Bureau	2010	2011	CHANGE	PERCENTAGE
Operations Reports	11365	11630	265	2%
Field Interview Reports	13	19	6	46%
Investigation Reports	2156	2373	217	10%
Internet Reports	38	140	102	268%
Arrest Reports	809	826	17	2%
Online Reports	41	148	107	260%
<i>DISCOVERY</i>				
State Police Discovery	100	73	-27	-27%
DWI Discovery correction 1/19/12	66	55	-11	-17%
Discovery	595	537	-58	-10%
County Prosecutors Packets	91	135	44	48%
<i>MISCELLANEOUS</i>				
OPRA & Report Requests	521	624	103	20%
CD / DVD / DVR Duplicates	315	359	44	14%
Background Checks	293	348	55	19%
<i>BURGLAR ALARMS</i>				
False Burglar Alarms	3283	3389	106	3%
Summonses Issued	194	187	-7	-4%
Fines Collected	\$15750	\$14900	-\$850	-5%
New Registrations	93	150	57	61%
Update Existing	207	1168	961	464%
Letters Mailed/Faxed	364	1172	808	222%
Geo-coordinate Updates	114	167	53	46%
<i>REPORTS</i>				
MRNA	\$14,428	\$6,155	\$8,277	-57%

Transportation

Transportation, which operates out of the Records Bureau, consists of 8 bus drivers and 1 Secretary. The Transportation Secretary oversees the organization of bus routes and provides assistance to the Head of Transportation. The department provides services for seniors to and from the center, as well as shopping, disabled and medical transports. Transportation can transport between 60 and 90 people per day. Continually growing demands lead to the hiring of 2 part time per diem drivers. One driver fills in to transport seniors to various medical appointments such as chemotherapy, radiation and dialysis along with regular scheduled doctor's appointments and tests. The second part timer, with a CDL license, fills in to bus seniors and the disabled. This year, transportation added a weekly shuttle to connect to the Middlesex County M-1 Shuttle which takes seniors to various shops along the Route 1 corridor as far as the New Brunswick Train station.

TRANSPORTATION	2010	2011	Difference	Percentage
Medical				
passengers	859	1,035	176	20%
trips	1,500	1,669	169	11%
Senior Center				
passengers	28,396	32,178	3,782	13%
trips	446	462	16	4%
Food Shopping				
passengers	1,155	1,291	136	12%
trips	134	146	12	9%
Other Shopping				
passengers	695	545	-150	-22%
trips	31	25	-6	-19%
Disabled Adults				
passengers	276	264	-12	-4%
trips	5,135	4,965	-170	-3%
Errand Shuttle				
passengers	241	266	25	10%
trips	48	48	0	0%
Special Trips				
passengers	236	142	-94	-40%
trips	8	4	-4	-50%
CIL Evening Trips				
passengers	236	313	77	33%
trips	24	28	4	17%

Section III

Investigations Command

The primary function of the Division is the investigation of reported crimes. The Division investigates all adult, juvenile, narcotic and school related incidents. In 2011 the Criminal Investigations Bureau investigated 710 cases. These investigations involved a wide range of crimes from robbery and aggravated sexual assault to theft. Two new Detectives replaced two outgoing Detectives who were promoted and assigned as patrol division supervisors.

Investigations Statistics

Category	2010	2011	Increase/Decrease
Cases Assigned	709	710	.14%
Cases Closed	732	675	-8%
Juvenile Cases	388	268	-31%
Backgrounds	190	220	16%
Arrests	107	148	38%
Firearms	125	141	13%

Noteworthy Cases:

- A suspect from Dunellen was charged with robbery, aggravated assault with a weapon and possession of a weapon for an unlawful purpose. The suspect robbed and stabbed a cab driver with an icepick.
- Administrators from the school district reported suspicions of a sexual assault involving two twelve year old girls. An investigation revealed two adult men committed the offenses. The two were charged with 1st degree aggravated sexual assault.
- The investigation into the theft and forgery of company funds from the Travel Center in Kendall Park resulted in the arrest of two former employees. The former employees stole in excess of \$132,000.00.
- An investigation into the theft of a handgun from a Kendall Park home resulted in an arrest. The suspect utilized the handgun during a robbery in Spotswood. The gun was recovered.
- A Sex Offender Registrant was charged with violating two conditions of the Megan's Law Registration and Community Notification Law for failing to notify SBPD that he moved from the Lakewood Court Motel.
- Detectives investigated the attempted murder of a Cummings Road man. Detectives arrested a 20-year-old South Brunswick man in East Brunswick a day after the crime.

- Detectives uncovered a heroin distribution operation at the Hotel Vincenza and three people were arrested.
- Detectives identified two suspects who broke into a Ridge Road home. The suspects were tracked to the Travelers Inn Motel on Route 130. Stolen items were recovered.
- Three men were arrested for a robbery at the Valero Gas Station on Route 1. The suspects, all gang members, were charged with armed robbery and lodged in the Middlesex County Correction Center.
- A 20-year-old South Brunswick man was charged with aggravated sexual assault and possession of a weapon for unlawful purposes following an investigation into the reported sexual assault.
- Two residents were charged with defrauding an elderly man of \$60,000.00. Detectives uncovered the two people had allowed the man to move into their Kendall Park home then stole money from his checking account.
- Detectives set up a sting operation and arrested two Essex County men attempting to steal \$50,000.00 in goods from a Ridge Road warehouse.
- Detectives assisted the FBI with a money laundering and identity theft investigation. A search warrant was executed at a Princeton Orchard Apartment and one person was arrested.
- An investigation into the possession and distribution of child pornography resulted in a search warrant being executed at a Woodland Way home. A lap-top was seized and submitted to the New Jersey Regional Computer Forensics Lab. The examination revealed digital media files of prepubescent females posing and engaging in sexual acts.

School Resource Officer (SRO)

The SRO investigates crimes that occur on school property and assists school security personnel when requested. He patrols 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. He is also available to assist any student in need.

For 2011 the SRO handled the following:

- | | |
|--|-----|
| • Students Instructed (Driver's Education) | 325 |
| • Station House Adjustments | 30 |
| • Clean Slate | 4 |

Property and Evidence

The function of the Property and Evidence Unit is to efficiently manage and control all evidence as well as found or recovered property coming into the custody of this department. Strict accountability is maintained for all property and evidence. The function is critically important to support investigations and to help guarantee successful prosecution in criminal trials. The Property

Officer also facilitates the timely return of property to its rightful owners and establishes this agency's reputation as honest, reputable and worthy of the public's confidence and trust.

This year the Property & Evidence Unit conducted a full audit of all property or evidence held in storage.

Other duties of the Property and Evidence function include the annual inspection of our cellblock area, control and delivery of departmental weapons, preparation of forfeiture applications, destruction and disposal of property, recovering outdated prescription medication from the public, as well as facilitating public auctions.

Property & Evidence Statistics

Category	2010	2011	Increase/Decrease
Total Number of Cases:	365	409	12%
Total Items of Property & Evidence:	1153	929	-19%
Property Released or Disposed:	305	142	-53%
Weapons Destroyed:	1	2	100%
Affidavits for Disposal of Property:	4	2	-50%
Transports to NJSP Labs/ AFIS Unit:	32	59	84%
Forfeiture Applications:	2	6	200%

Internal Affairs

The South Brunswick Police Department Office of Professional Standards accepts, reviews, and responds to all complaints received from the public and 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 a citizen making a request 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 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 2011 officers of the South Brunswick Police Department were involved in thousands of citizen contacts. Many were routine and 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 2011, 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 2011 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:

- Exonerated: The alleged incident did occur, but the actions of the officer were justified, legal and proper.
- 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.
- Not sustained: The investigation failed to disclose sufficient evidence to clearly prove or disprove the allegation.
- Unfounded: The alleged incident did not occur.
- 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:

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

Citizen Allegations

During the year 2011, we experienced a decrease of 5.8% in citizen allegations, 16 allegations were reported by citizens, compared to 17 reported in 2010. The dispositions of 2011 Citizen Allegations are as follows:

Disposition	2010	2011
Exonerated	7	10
Sustained	1	1
Not Sustained	3	1
Administratively Closed	5	4
Unfounded	1	0
Total	17	16

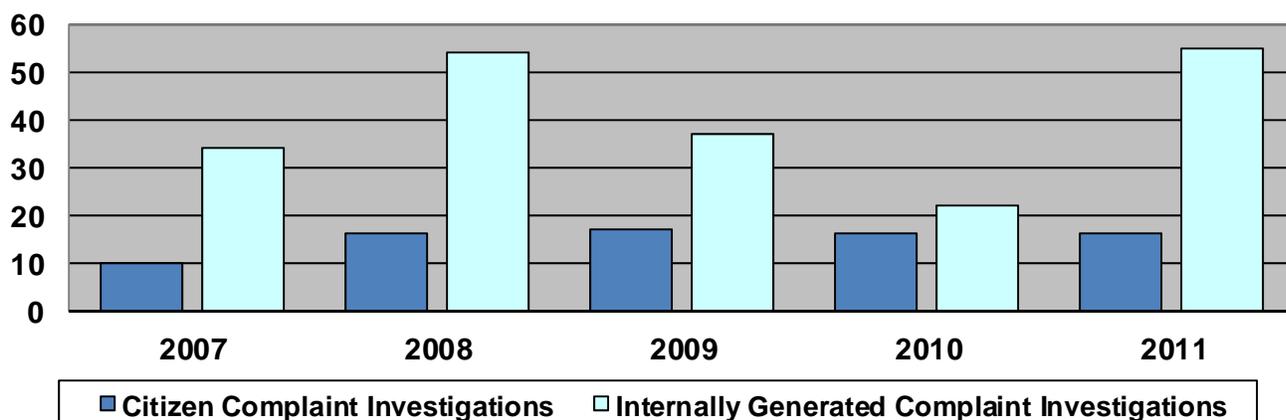
During 2011, no citizens were charged with filing a fictitious complaint against any officer.

Internal complaints

During 2011, we experienced an increase of 262% of internal reviews, 55 reviews conducted, compared to 21 reviews in 2010.

Disposition	2010	2011
Exonerated	6	26
Sustained w/Disciplinary Action	14	27
Not Sustained	0	0
Administratively Closed	1	1
Unfounded	0	1
Total	21	55

Yearly Allegation Comparisons



Of the total investigations conducted by the Office of Professional Standards the dispositions are as follows:

- 36 Exonerated
- 28 Sustained w/Internal Disciplinary Action
- 1 Not Sustained
- 5 Administratively Closed
- 1 Unfounded

Allegations resulting in a fine or suspension in excess of nine days to a member of agency:

- In April of 2011, a Patrol Officer was determined to have been insubordinate and assessed a penalty of a fourteen day suspension.
- In December 2011, a Patrol Officer was determined to have acted in a manner unbecoming a Police Officer and was assessed a penalty of a twenty day suspension.

Section IV

Operations Command

The Operations Command 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

When fully staffed, the Patrol Division is comprised of a captain, two lieutenants, twelve sergeants and forty-two officers making it the largest command in the department. However, due to retirements and the budget constraints, patrol has seen a reduction in staffing levels. I remain committed to bringing our patrol staffing back to the above levels as soon as practical.

Patrol officers are the first responders to all emergencies and calls for service. In addition they conduct the initial investigation into all criminal activity, provide patrol services that address quality of life issues, handle traffic related activities including enforcement and crash investigations, 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 division is headed by an Operations Captain. The division is then divided into two platoons each led by a Lieutenant. The two platoons are further broken down into three shifts. Each shift is comprised of two sergeants and five to seven patrol officers. This puts seven to 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 (6:30 AM to 5:00 PM), afternoon-shift (2:00 PM to 12:30 AM), and midnight-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 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 four 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 2011 the patrol division handled nearly 48,000 calls for service. The day shift handled more than 14,000 calls, the afternoon shift handled nearly 18,000 calls and the midnight shift handled nearly 16,000 calls. In addition to responding to calls for service and conducting

preliminary criminal investigations the officers assigned to patrol issued 6,853 motor vehicle summonses and affected 739 arrests.

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

- 14 are trained as Field Training Officers
- 8 are members of the Police Honor Guard
- 7 are trained Evidence Technicians
- 6 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 Officer
- 34 are Alcotest Operators
- 1 is a certified DRE (Drug Recognition Expert)

Noteworthy Calls

During the year 2011 some of the noteworthy calls for service the members of patrol made initial responses to and investigations of are:

- Patrol Officers responded to a report of a possible sexual assault. It was determined through investigation that two 12 year old victims had been sexually assaulted by two adult males, one of which is a current Megan's Law Registrant. Arrest warrants were issued for 1st degree aggravated sexual assault for both actors and both were arrested and lodged in the Middlesex County Adult Corrections Center.
- Patrol Officers responded to Federal Express located on Melrich Road. The company had received an anonymous call regarding a package containing drugs that was being mailed to a Toms River, NJ address. Federal Express opened the package and discovered 6.8lbs of raw marijuana in a plastic shopping bag. The marijuana was turned over to the South Brunswick Police Department and logged as evidence.
- Patrol Officer responded to a fatal motor vehicle accident involving a pedestrian in the area of Route 1 North and Autumn Dr. A vehicle traveling in the right lane struck and killed a pedestrian walking in the highway's lane of travel.
- Patrol Officer responded to a report of a juvenile attempting suicide. The juvenile's mother reported that her son had climbed into a tree and was threatening to jump. Officers arrived and found the juvenile approximately 40 feet high in the tree. The Monmouth Junction Fire Department arrived and hoisted officers up to the juvenile utilizing a tower ladder truck. After approximately ninety minutes of negotiating the juvenile agreed to get into the fire truck bucket and he was brought down safely.
- Patrol Officers responded to a Stony Path Road address on a report of an unresponsive male. Upon arrival, officers began CPR. The male was hooked up to an Automated External Defibrillator (AED) which advised officers to administer a shock. The male was

subsequently revived and transported to the hospital.

- Patrol Officers responded to a minor motor vehicle crash. The driver of the vehicle was found with injuries which were not consistent with the minor motor vehicle crash. When the driver was questioned about his injuries he reported being assaulted in East Brunswick earlier in the day. The driver was also found to have active warrants for his arrest. The driver was arrested and transported to the hospital for treatment where he was turned over to East Brunswick Police. Further investigation revealed the driver was a suspect in an armed robbery which occurred earlier in Spotswood. A Consent To Search the actor's vehicle, which was towed by this agency as a result of the accident, produced the handgun used in the Spotswood robbery.
- Patrol Officers investigated a suspicious vehicle in the parking lot of the La Mirage Motel. During the investigation the occupant was found to be in possession of more than 200 prescription narcotic pills which he had obtained illegally and was selling from his vehicle. The individual was arrested and charged with possession of CDS with the intent to distribute.
- Patrol Officers responded to the Shell gas station on Route 1 to investigate a report of a male with a gun. The caller indicated the male left the area traveling on Route 1 South. The vehicle was located and subsequently stopped. The male was found to be in possession of a Beretta 9mm handgun. The male was arrested for unlawful possession of a weapon.
- Patrol Officers were conducting directed patrols at the Travelers Inn Motel when they detected an odor of Marijuana emanating from one of the rooms. The officers made contact with the occupants. The two motel guests were found to be smoking marijuana and were in possession of more than a half ounce of the CDS as well as paraphernalia associated with distribution. The occupants were also caring for a two year old child at the time. Both occupants were arrested and charged with possession of CDS as well as distribution of CDS and child endangerment. The child's mother was located and responded to the motel to take custody.
- Patrol Officers responded to an East Garden Way apartment on the report of a missing 9 year old child. An extensive search was undertaken by patrol officers that included the assistance of Monmouth County and Hillsborough Police K-9 Units and the NJ State Police North Star helicopter. The child was located unharmed at approximately 12:30 am by South Brunswick Officers at the Shop Rite shopping center in North Brunswick.
- Patrol Officers responded to the Liberty Mall on a report of a purse snatching. The 68 year old victim reported that an unknown actor ran up took her wallet from her hand while she loaded groceries into her car and fled the area on foot. An initial search failed to locate the actor however, the follow up investigation identified two juvenile actors who were subsequently arrested and charged.
- Patrol Officers were dispatched to a Corn Road business on a reported motor vehicle complaint. During their investigation they made contact with the vehicle's driver who was evasive and misleading as officers attempted to identify him. The driver was subsequently identified by officers as a confirmed Bloods Gang member with over \$6,000.00 in active

warrants. The driver was arrested on those warrants and transferred to Trenton Police Dept.

- Patrol Officers conducted a motor vehicle stop on Quincy Circle. During the stop the officer's investigation revealed the driver was in possession of marijuana as well as packaging equipment associated with CDS distribution. The driver was arrested for possession of CDS and distribution of CDS. Subsequent to the arrest the driver was found to be in possession of an illegal butterfly knife as well as brass knuckles. The driver was charged appropriately on those offenses as well.
- Patrol Officers responded to a motor vehicle crash at the intersection of Ridge & New Roads. Upon arrival officers discovered the vehicle had impacted a residence and was lodged in the dwelling. All four vehicle occupants were seriously injured and transported to RWJUH. The investigation revealed the driver was operating the vehicle while impaired and he was charged accordingly.
- Patrol Officers responded to the Hotel Vicenza attempting to locate a missing juvenile. Upon arrival the missing juvenile was located. Officers also discovered another juvenile who was intoxicated and unresponsive. A First Aid Squad responded and transported the juvenile to RWJUH. The room had been rented by two adults who were also on scene and provided the alcohol to the juveniles. Both adults were arrested and charged accordingly.
- Patrol Officers responded to a report of shots fired in the area of Sweetbriar Court in the Royal Oaks complex. Upon arrival officers located one male who had been shot four times. A verbal dispute between two males escalated and the two men began to struggle. During the struggle one male produced a handgun and shot the other male four times. The actor also accidentally shot himself during the confrontation. Both men received non-life threatening injuries. The shooter was arrested and charged with aggravated assault, unlawful possession of a weapon, and possession of a weapon for an unlawful purpose.
- Patrol Officers observed a suspicious unoccupied vehicle parked behind the vacant Big Ed's Restaurant. When officers checked the building they located an open door. As the officers searched the interior of the building three males ran from the building. Two of the males were immediately apprehended. The third male fled across Route 130 and was not located. A fourth male was found hiding inside the building and was also apprehended. All three were charged with burglary, theft, and possession of burglary tools.
- Patrol Officers responded to the UMDNJ offices on Route 1 on the report of an emotionally disturbed/suicidal female who had walked away from the facility. Officers established a perimeter and began searching for the woman. The woman was located in a wooded area and was brought back to the facility safely where she was transported by ambulance to the hospital.
- Patrol Officers responded to the Valero gas station located on Route 1 at Raymond Road on a reported armed robbery. The attendants at the Valero station reported they were robbed at gunpoint by males in a red vehicle. Responding officers were able to access video surveillance and obtain a description of the car and two of the three males. The description was broadcast and North Brunswick Police stopped the car on Route 27. Three males were subsequently arrested. The handgun and proceeds from the robbery were recovered.

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. This year's need for fiscal austerity resulted in the Honor Guard being more selective in the deployment of the unit. The South Brunswick Police Department Honor Guard participated in 14 events in 2011, totaling approximately 300 man hours. The details the Honor Guard participated are listed as follows:

1. Mayor Gambatese Swearing-In Ceremony January 2, 2011
2. Lakewood LODD Funeral Christopher Matlosz January 20, 2011
3. 2011 South Brunswick Police Department Awards Dinner February 26, 2011
4. NJ Devils vs. Washington Capitals Color Guard March 18, 2011
5. William Schwarz Funeral Detail March 13, 2011
6. 2011 Trenton Archdiocese Blue Mass April 5, 2011
7. Ocean Grove-Law Enforcement Memorial Service May 24, 2011
8. 2011 Armed Services Ceremony Princeton Manor July 9, 2011
9. 2011 National Night Out August 2, 2011
10. PAL Football Field Dedication Rowland Park September 11, 2011
11. September 11 Memorial Service September 11, 2011
12. 2011 Metuchen Diocese Blue Mass October 12, 2011
13. Alpha LODD Funeral Joseph Wargo October 21, 2011
14. 2011 Veterans Day Ceremony November 11, 2011

Section V
Department Statistics

UCR Part I Crimes

<i>Crimes</i>	<i>2010</i>	<i>2011</i>	<i>Increase/Decrease</i>
Homicide	0	0	0
Rape	2	4	100%
Robbery	9	6	-33.3%
Aggravated Assault	20	18	-10.0%
Simple Assault	128	161	25.8%
Burglary	99	86	-13.1%
Theft	345	394	14.2%
MV Theft	24	29	20.8%
Arson	0	3	300%
Total	627	701	11.8%

<i>Arrests</i>	<i>2010</i>	<i>2011</i>	<i>Increase/Decrease</i>
Adult	408	506	24%
Juvenile	114	91	-20%
Total	522	597	14%
Stationhouse Adjustments	9	30	233%

Arrest statistics provided to the State Police follow specific Federal guidelines. These Arrests are only for those individuals arrested on crimes occurring in South Brunswick. They do not include Warrant Arrests for other jurisdictions. UCR and arrest numbers are based on availability at the time this report was generated and may vary slightly.

<i>Category</i>	<i>2010</i>	<i>2011</i>	<i>Increase/Decrease</i>
Summonses	9,910	8,492	-14.31%
Motor Vehicle Crash (MVC)	2,068	2,130	3%
Fatal Motor Vehicle Crash	2	4	100%
Driving While Intoxicated (DWI)	72	59	-18.06%
Arrests (inclusive of warrants)	808	812	.5%

Section VI

Department Goals

Goals for 2011

As anticipated, we experienced four retirements in 2011. Two Captains from my Command Staff and two Sergeants from my first-line supervisory rank. Although my goal was to reach 76 officers, funding was just not available. However, I was able to hire two new officers in October and two new officers in December, bringing the department to 73 sworn officers by the end of year. I was able to replace two Captains, two Lieutenants and four Sergeants with timely promotions to ensure proper command and supervision.

The installation of our new communication equipment was completed. The room experienced a complete makeover which improved communications and operations.

During 2011 we completed the necessary requirements to be re-accredited by the State of New Jersey. In addition we have made excellent progress toward achieving national accreditation through CALEA. My staff continues to diligently work on achieving this milestone with constant policy revision and development. I anticipate achieving national accreditation by the end of 2012 or beginning of 2013.

Goals for 2012

As we begin to exit from the economic crisis, I look forward to leading our agency to National Accreditation through CALEA. Reaching National Accreditation will be a milestone for our agency and our community. It ensures that our agency uses the best practices in policing to achieve our mission. Operating under the umbrella of National Accreditation is the best way for me to assure the safety of my staff and protection of this agency and this township from litigation.

I will continue to work closely with our new Township Manager to cut costs. It is my goal to reduce overtime costs by ten percent from the previous year while continuing to provide quality service to our community. I will continue to work on increasing our staffing levels to assure quality service. And, I will continue to request timely promotions to assure quality supervision and leadership as I transition and prepare our future leaders.

In June of 2012, I will be sworn-in as President of the New Jersey State Association of Chiefs of Police. As President and the voice of law enforcement for the State Chiefs, I will continue to push for quality leadership and supervision in law enforcement. It is my goal to highlight the accomplishments of South Brunswick Township and its Police Department throughout the State of New Jersey.

Closing Remarks

It's my honor to lead the men and women of the South Brunswick Police Department. Through difficult economic times, they have provided this township with quality police service. The agency did an outstanding job in 2011 in all areas of policing, especially in prevention and apprehension. My Community Services Division has continued to develop and present quality educational programs for our most vulnerable populations, seniors and students. My Operations Division and Investigations Division have done an outstanding job preventing and solving crime. All of their valuable work is a result of the excellent job that my Support Services Division does providing them with training, supplies, and equipment. I am proud of each and every member of this agency and the work they do for this community.

I would also like to thank the Mayor, Town Council, Township Manager, Middlesex County Prosecutor Bruce Kaplan, 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 look forward to working closely with our political leaders, business leaders, community leaders, residents, and staff to meet all the challenges that 2012 will present.

Respectfully submitted,



Raymond J. Hayducka
Chief of Police