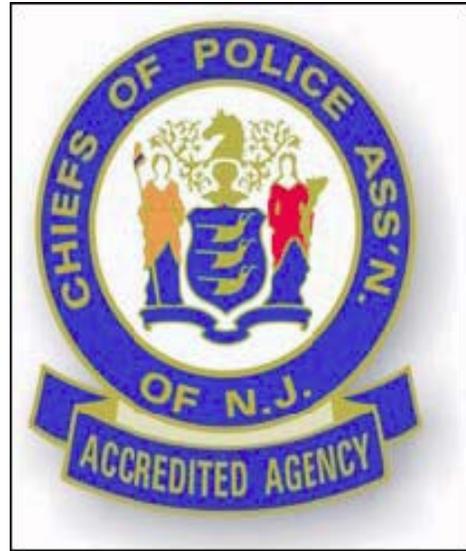


South Brunswick Police Department



Moving Forward with Tradition and Honor

2013
Annual Report

Chief of Police
Raymond J Hayducka

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A Message from Chief Raymond J. Hayducka

The South Brunswick Township Police Department is comprised of 77 dedicated sworn men and women, and 26 civilians who provide a wide range of services to 44,000 residents and 1,100 registered businesses that call the Township their home.

This agency has and will continue to improve the quality of life for all those who reside and work in South Brunswick Township. I am dedicated to making sure all services are being provided in an efficient and effective manner by delivering progressive and cost effective law enforcement services. I value the importance of maintaining high standards of excellence in training and technology. I will continue to identify and meet the challenges of an increasingly diverse community by seeking input and feedback from citizenry and employees and I am committed to maintaining a safe community through crime prevention, aggressive traffic and criminal law enforcement.

The South Brunswick Police Department handled more than 60,000 calls for assistance during 2013. Throughout the year, officers rose to meet the challenges placed before them with the professionalism that distinguishes our agency as one of the finest in the state.

There were a number of incidents during 2013 that remind us of the dangers associated with police service. Two officers were severely injured when, on two separate occasions, drunk drivers rammed their patrol cars. The two officers were forced to end their careers prematurely as a result.

During a November car stop a wanted suspect armed with a loaded handgun fought with officers while trying to avoid arrest. The officer, who subdued the subject, sustained an injury in the process. Thankfully the officer is healed and back to his assignment. Officers also responded to a report of a shooting at Brookside Mobile Home Park. No one was injured but several bullets struck a residence.

A series of weather events kept our officers extremely busy during the year. Several torrential downpours this spring and summer caused closures of Route 1 and Route 27. Winter weather left more than eight inches of snow during a January storm. Several other winter weather events were the cause of dozens of accidents.

Our law enforcement efforts have led our community to be designated as one of the safest big towns in New Jersey. In this past year, we completed the grueling process of national accreditation. The 408 point evaluation is the nation's most rigorous and carries with it, the highest professional recognition. The evaluators commented on the quality of our agency and government. We anticipate receiving the final certification in March.

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 fifth in the Nation for our category. Our celebration was again held at Rowland Park, during which we drew approximately 6,300 attendees, our largest crowd ever.

Our overall trend for Uniform Crime Report (UCR) Part I crimes decreased 3.57% from last year. Our Crime Index for 2013 increased 1.6 %, Violent Crime decreased 38.2 % and Non-violent Crime saw an increase of 4.2 %. Our Offenses Cleared was 29.4 %.

We received \$53,572 in grant funding. Grants are essential in order for our agency to keep contemporary with equipment and training. They also enhance our crime reduction efforts and proactive patrols. I have tasked my staff to continue to aggressively research grant opportunities wherever they exist because the use of grant funding helps to ease the financial burden on Township residents.

I continue to be committed to the principals of participative management. I encourage the public and employees to be coactively involved in the decision making process that drives this organization forward. The senior leadership of this police agency and I understand that it would be senseless to ignore input from our staff after having trained and educated them to the highest levels. They also understand my philosophy that collaboration among stakeholders in the community promotes accountability, and therefore, operational effectiveness.

I am extremely proud of the sworn and civilian members of this police department. Their commitment to the agency and community are second to none. I will continue to challenge my staff to provide the high quality police services the residents of South Brunswick Township expect and deserve. I am confident that we will continue to deliver premier public safety services into the coming year and beyond.

Raymond J. Hayducka
Chief of Police

Chapter 1

Organizational Overview

Personnel

The Department hired 13 new Officers, bringing our total to 77 Sworn Officers. We have 12 full-time and 2 part-time Tele-Communicators and a Clerical Staff of 10. The Department of Transportation employs 6 Full-time and 3 Part-time Drivers. There are 16 Crossing Guards for the Township schools. Changes in personnel are as follows:

New Hires

| | | |
|----------------------|--------------|-----------------------------------|
| Bellafronte, Brian | January 22 | Part-time Tele-Communicator |
| Snyder, Brian | March 18 | Patrol Officer |
| George, Eric | June 17 | Part-time Tele-Communicator |
| Jackson, Andre | July 1 | Patrol Officer |
| McCarthy, Raymond | July 1 | Patrol Officer |
| Cheung, Joyce | July 1 | Patrol Officer |
| Salihi, Bafti | August 13 | Patrol Officer |
| Beard, William | August 27 | Patrol Officer |
| Morgan, George | August 27 | Patrol Officer |
| Bonura, William | August 27 | Patrol Officer |
| Klemas, John | September 16 | Evidence Custodian (Civilian) |
| Flanders, Jeff | November 1 | Special Police Officer – Class II |
| Sites, Bryan | December 12 | Patrol Officer |
| Garrison, Bryan | December 12 | Patrol Officer |
| Bucca, Scott | December 12 | Patrol Officer |
| Magee-Vanderveen, C. | December 12 | Patrol Officer |
| Spillatore, Thomas | December 12 | Patrol Officer |

Promotions

| | | |
|-------------------------|------------|------------|
| Stoddard, James | June 3 | Captain |
| Hibbitts, Leonard | June 3 | Lieutenant |
| Seaman, Ronald | June 3 | Sergeant |
| Penney, John | June 3 | Sergeant |
| Olsson, Daniel | June 3 | Sergeant |
| Hutchison, Richard | June 3 | Sergeant |
| Holsten, Gary | June 3 | Sergeant |
| Giampietro, Christopher | October 3 | Lieutenant |
| Rickle, Gene | October 3 | Sergeant |
| Pisano, Anthony | October 3 | Sergeant |
| McNamara, John | November 1 | Captain |
| Ryan, James | November 1 | Lieutenant |
| Kuchma, Michael | November 1 | Sergeant |

Assignments

| | | |
|-------------------------|-------------|---------------------------------|
| Bartunek, Ryan | February 9 | Bike Patrol |
| Kinard, James | March 6 | Budget Committee Chair |
| Giampietro, Christopher | March 6 | Budget Committee |
| Ryan, James | March 6 | Budget Committee |
| Schwarz, Richard | March 6 | Budget Committee |
| Seaman, Ronald | March 6 | Budget Committee |
| Carinci, Robert | March 12 | Awards Committee Chair |
| Klemas, John | March 12 | Awards Committee |
| Varga, Donald | March 12 | Awards Committee |
| Pisano, Anthony | March 12 | Awards Committee |
| Tuohy, Roger | March 12 | Awards Committee |
| Pellino, Michael | May 17 | Human Trafficking Liaison |
| Ryan, James | May 17 | Vicap Liaison |
| Schwarz, Richard | June 4 | Detective Sergeant |
| Kinard, James | June 4 | Investigations/Internal Affairs |
| Stoddard, James | June 4 | Awards Committee Chair |
| Drost, Kenneth | June 4 | Awards Committee |
| Vit, George | July 22 | Rifle Operator |
| Santa, Peter | July 22 | Rifle Operator |
| Labuda, Nathan | July 29 | Evidence Technician |
| Tighelaar, Eric | July 29 | Evidence Technician |
| Moreira, Ricardo | August 15 | Bike Patrol |
| Merkler, William | August 15 | Honor Guard |
| Hoover, Timothy | August 15 | Honor Guard |
| Russo, Jeff | August 15 | Rifle Committee Chair |
| Tighelaar, Eric | August 15 | Rife Committee |
| Urstadt, Michael | August 15 | Rifle Committee |
| Labuda, Nathan | August 15 | Rifle Committee |
| Merkler, William | August 15 | Rifle Committee |
| Seaman, Ronald | August 15 | Vest Committee |
| Niper, John | August 15 | Vest Committee |
| Leung, Michael | August 15 | Vest Committee |
| Lapoint, Michael | August 15 | Vest Committee |
| Pisano, Anthony | August 26 | SRO |
| Tighelaar, Eric | October 8 | SRO |
| Labuda, Nathan | December 20 | SRO |

Retirements

| | | |
|-----------------|-------------|----------|
| Weiler, Robert | February 28 | Sergeant |
| Carinci, Robert | May 31 | Captain |
| Domino, Mark | June 30 | Sergeant |
| Klemas, John | July 31 | Sergeant |
| Owens, Dale | July 31 | Sergeant |

Retirements (cont'd.)

| | | |
|----------------|-------------|-------------------------------|
| Flanders, Jeff | August 31 | Sergeant |
| Sondej, Allen | August 31 | Lieutenant |
| George, Edward | October 31 | Captain |
| Lorenc, Mark | November 30 | Patrol |
| Deery, James | December 31 | Telecommunications Supervisor |

Military Leave of Absence

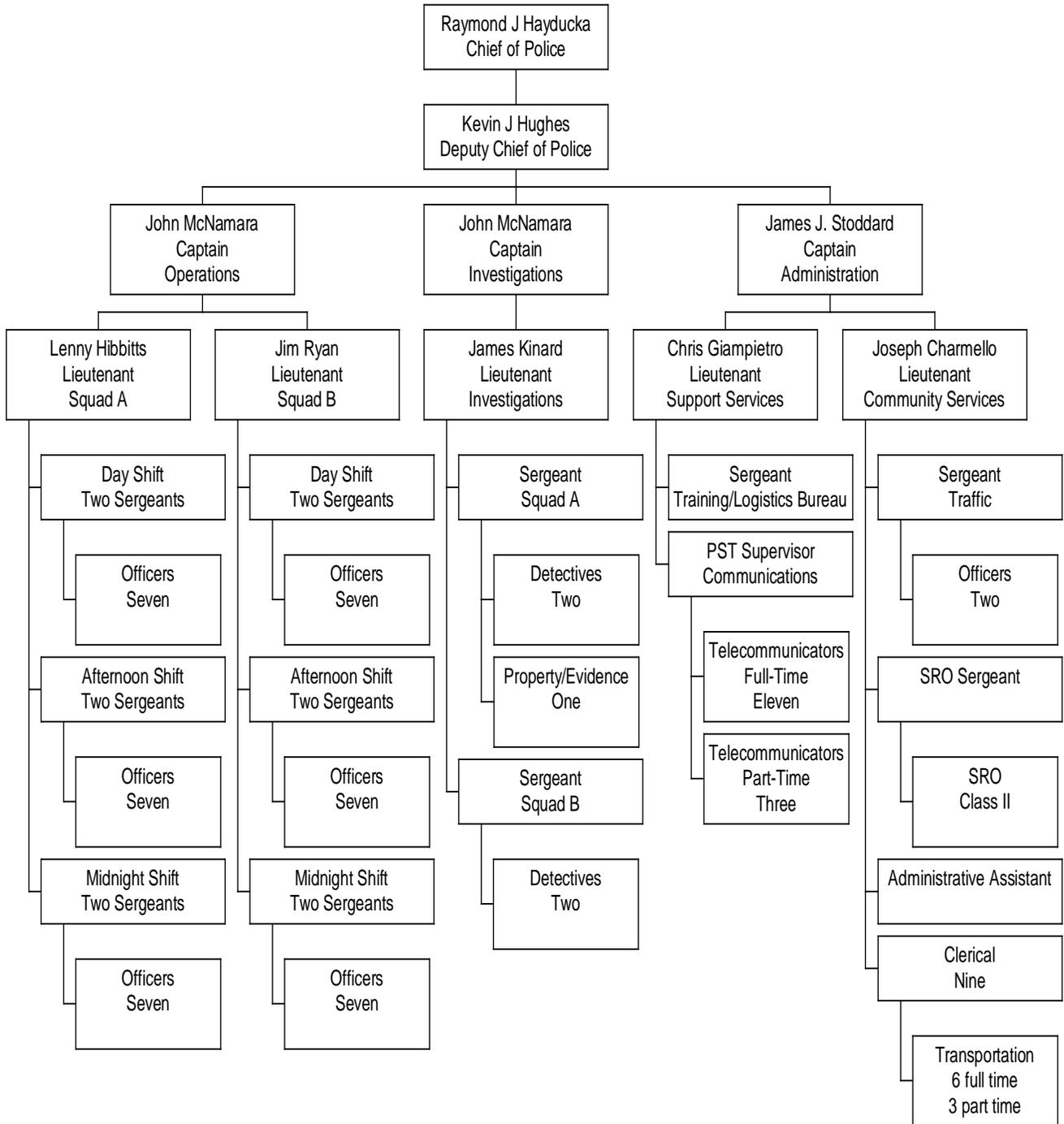
| | | |
|---------------|------------------------|-----------------------------|
| Mazza, Robert | Deployed April 2, 2010 | Tentative Return April 2014 |
|---------------|------------------------|-----------------------------|

Resignations

| | | |
|--------------------|-----------|------------------------------|
| Rampacek, Jonathan | April 1 | Telecommunications |
| George, Eric | August 29 | Part-Time Telecommunications |

South Brunswick Police Department

Table of Organization 2013



Committees

During 2013, I empanelled three committees to address the following issues:

Awards Committee:

The 2013 Police Department Awards Committee met to investigate all nominations for awards and to vote on recommendations. There were a total of thirteen nominations. Ten of the nominations are recommended for awards and three did not fit the criteria.

Below is a list of award recipients from 2013:

| | |
|-----------------------------|----------------------------|
| Patrolman Hoover | Letter of Commendation |
| Patrolman McCarthy | Letter of Commendation |
| Patrolman Tighelaar | Letter of Commendation |
| Patrolman Whicker | Letter of Commendation |
| Patrolman Vit | Exceptional Service Award |
| Patrolman Niper | Exceptional Service Award |
| PST Zimmer | Letter of Commendation |
| Civilian Staff Felisa Ayala | Civilian Staff Award |
| Citizen Catherine Klingener | Citizen Appreciation Award |
| Citizen Raymond Buck | Citizen Appreciation Award |

Vest Committee:

A committee to research the implementation of an external ballistic uniform vest was empaneled during 2013. There is a current trend among law enforcement agencies to issue external uniform ballistic vest carriers for added convenience and comfort. After completing their research on three types of external vests, the committee recommended no change in the current uniform.

Rifle Committee:

The Patrol Rifle Committee carefully evaluated the best options for the department toward implementing police service rifles.

I determined the best approach for the department and the community would be to outfit each patrol vehicle with a rifle. By doing so, uniformed patrol officers responding to dynamic and potentially violent incidents will have every possible option available to them. Every officer authorized to deploy with a rifle is required to show proficiency with it.

Public Information Office:

The Office of Public Information interfaces regularly with members of the media and general public while disseminating newsworthy information.

The Public Information Office fielded media inquiries from the News12 NJ, WNBC, WABC, WCBS, Newark Star-Ledger, The Home News Tribune, Sentinel, South Brunswick Post, and the South Brunswick Patch over the course of the year.

The South Brunswick Police Department's primary mechanism to communicate with the public is our secure messaging system Nixle. South Brunswick Nixle has seen a 30% increase in participation this past year. Each notification and message sent out has more than 13,000 contacts with emails and SMS messages. Our program has one of the highest community participation rates in the country. The Office of Public Information issued 315 press releases, advisories, and alerts through the Nixle messaging system. 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.

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 the South Brunswick Police Department. Other responsibilities also include oversight 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.

The Training Bureau was able to provide a wide array of quality training in 2013. This was accomplished by minimizing vendor training and maximizing all “no” or “low” cost opportunities and enhancing training provided by in house subject matter experts. As a result the department had an increase in training hours during 2013. In order to take every possible action to provide the highest level of training, the Support Services Division provided significant supplemental training utilizing resources such as, 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 9-1-1 Operator and Emergency Medical Dispatch.

In 2013 the Training Bureau continued the agency’s commitment to offering “need to know” training on a regular monthly basis. This training is a cornerstone to 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 2013 totaled 554 hours which represents an increase from 2012.

We provided 1,845 hours of training mandated by either the State of New Jersey or Middlesex County. This represents an increase of 293 hours.

Our Command staff received 501.5 hours of specialized command training. This included training at the FBI National Academy and the NJSACOP Command and Leadership Academy.

In addition, 1,057 hours of discretionary training were delivered to officers. Discretionary training is defined as remedial, career development, job enrichment, and job enhancement training.

Our 2013 training time totaled 4,023 hours which was an increase of 240 hours.

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 answer on average 1500 9-1-1 emergency calls a month. The Communications Personnel answered over 70,000 telephone calls for the year. In addition the Communications Center dispatched numerous police, first aid and fire calls for service:

| | <u>2012</u> | <u>2013</u> |
|-----------------|-------------|-------------|
| Calls | 62,404 | 64,323 |
| First Aid Calls | 3,880 | 3,892 |
| Fire Calls | 1,111 | 1,022 |
| Total | 67,395 | 69,109 |

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 and the Middlesex County Hotline.

Each PST is able to access the New Jersey DMV files, Administrative Office of the Courts files (ATS&ACS) and the Internet from their workstation. They track and document every call and responding unit(s) in an in-house computer aided dispatch system (CAD). The PSTs also monitor approximately twenty security cameras and 22 panic alarms located in both the Police Department and the Municipal Building. The video images are displayed on two 42" multiplexed monitors so that all the cameras are visible to each side of the communications center.

The Dispatch Personnel monitor the 3SI Electronic Satellite Pursuit Program that is located on the center console. 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.

The Nixle notification system continues to be a success as registration of users has exceeded 13,000. Registration for this system is voluntary for anyone who wishes to receive important text/email notifications that the police deem appropriate. Residents can opt to receive important announcements regarding road closures, crime reports, and suspicious activity by email or text messages to their cellular device.

Communications has the NJ DEX system available through NCIC 2000. 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 started up in October, 2007 is an integral part of the call taking and dispatch process. The data is continuously being updated or modified to ensure accuracy. The system is linked up with Think GIS mapping software giving dispatchers and officers exact location information on calls. 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 and the Public Utility company. 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.

2013 continued to be a year of constant review, and enhancement of present technology. ThinkGIS is continuously updated with the township business list. This assists dispatchers, and officers on the road with identifying, and locating business that may not be properly signed. If available, it can provide the phone number of the business also and associated floor plans.

The Communications Center is also involved with National Night Out. They provide information and instructional materials at this event to educate our residents about the use of 9-1-1, benefits of the Teletask Auto Dialer, proper registrations of their alarm systems and to inform them about the Nixle messaging service.

The communications center has integrated the ThinkGIS program with an automatic vehicle location (AVL) capability for tracking the location of the patrol vehicles that are currently on duty. Monmouth Junction Fire Department has several vehicles equipped with AVL also. This assists the PST's in locating an officer if the officer is unable to transmit their location for any reason. The ThinkGIS 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.

During the course of the year the department hosted and provided instruction for two basic training classes that all PST's are required to have, Basic 9-1-1 Operator and Emergency Medical Dispatcher. Hosting these classes has allowed us to train our own personnel, as well as, other area telecommunicators at a more affordable rate.

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. Throughout 2013 the agency continued to work towards nationally recognized accreditation by the Commission on Accreditation for Law Enforcement (CALEA). This culminated in October with our on-site inspection by a CALEA assessment team. During our on-site assessment the department was praised for our innovative and efficient policing practices. The agency is anticipating being accredited by CALEA at their conference in March of 2014. As a recognized leader in the Law Enforcement Accreditation movement, we have assisted numerous agencies such as: The New Jersey Association State Chiefs of Police, New Jersey State Police, New Jersey State Parole Board, Franklin Township Police, Monroe Township Police, Wall Township Police, Morris Township Police, Plainsboro Police, Montclair Police, Piscataway Police, Burlington County Bridge Commission Police, New Brunswick Police, Sayreville 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. The logistics function procures new equipment and replacement equipment as well as executing budget expenditures. Day-to-day logistical support includes assuring that other commands are properly equipped with expendable supplies such as flares, fire extinguishers, safety supplies, ammunition, medical supplies and batteries.

The logistics function 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 and 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. In 2013 the department replaced a dozen police cars that were no longer considered serviceable.

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 professional staff from the buildings and grounds unit.

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 closely related to finance, such as training and logistics.

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 2012 expenditures with the 2013 expenditures.

| Activity | Year | Total Operating Budget (excluding grant funds) | Total Grant Funds |
|--|------|---|-------------------|
| 1. Total actual expenditures (prior year) | 2012 | \$ 9,926,401 | \$43,128 |
| a. salaries and wages | | \$ 9,733,101 | \$28,200 |
| a. police | | 8,592,985 | 15,800 |
| b. dispatch | | 760,315 | ----- |
| c. crossing guards | | 132,267 | ----- |
| d. transportation | | 235,562 | 13,000 |
| e. OEM | | 11,972 | ----- |
| b. operating expenses | | \$ 189,268 | \$14,328 |
| a. police | | 173,003 | 14,328 |
| b. dispatch | | 11,466 | ----- |
| c. crossing guards | | 1,165 | ----- |
| d. transportation | | 1,976 | ----- |
| e. OEM | | 1,658 | ----- |
| 2. Total actual expenditures (current year) | 2013 | \$10,005,888 | \$53,572 |
| a. salaries and wages | | \$9,770,221 | \$30,555 |
| a. police | | 8,527,257 | 17,555 |
| b. dispatch | | 791,170 | ----- |
| c. crossing guards | | 137,810 | ----- |
| d. transportation | | 297,782 | 13,000 |
| e. OEM | | 16,202 | ----- |
| b. operating expenses | | \$235,667 | \$23,017 |
| a. police | | 220,715 | 23,017 |
| b. dispatch | | 10,292 | ----- |
| c. crossing guards | | 1,260 | ----- |
| d. transportation | | 1,900 | ----- |
| e. OEM | | 1,500 | ----- |

Overtime

The Police Department overtime totalled \$251,789.00 which represents a decrease of \$7,627.00 compared to the prior year.

Grants

The Department sought and procured additional funds from the following grant opportunities:

| | <u>2012</u> | <u>2013</u> |
|--|---------------------|---------------------|
| NJDOT Highway Safe Corridor Grant | \$ 6,587.62 | \$ 12,740.14 |
| NJ Ballistic Replacement Grant | \$ 6,804.73 | \$ 9,062.38 |
| Federal BVP Grant | \$ 935.20 | \$ 1,215.00 |
| Click It or Ticket Seat Belt Enforcement Grant | \$ n/a | \$ 4,000.00 |
| Cops in Shop | \$ 2,000.00 | \$ 2,400.00 |
| Drive Sober or Get Pulled Over | \$ 8,800.00 | \$ 4,000.00 |
| N.J. Transit Grant | \$ 13,000.00 | \$ 13,000.00 |
| Drunk Driving Enforcement Fund Grant | n/a | \$ 7,154.67 |
| County Concerns Grant | <u>\$ 5,000.00</u> | <u>n/a</u> |
| Total | \$ 43,127.55 | \$ 53,572.19 |

Forfeiture

Forfeiture assets are acquired through the seizure of property and money used in the commission of a criminal activity. This money is then strictly allocated for law enforcement purposes and the State Forfeiture is carefully overseen by the Middlesex County Prosecutor. Accounting for the forfeiture funds for 2013 were as follows:

State

| | |
|--------------------------------|--------------|
| January 1, 2013 balance..... | \$160,110.75 |
| Funds received in 2013..... | \$4,656.10 |
| Funds expended in 2013..... | \$36,988.65 |
| Interest received in 2013..... | \$98.32 |
| Ending Balance for 2013..... | \$127,876.52 |

Federal

| | |
|--------------------------------|-------------|
| October 15, 2013 balance..... | \$1.00 |
| Funds received in 2013..... | \$16,919.46 |
| Funds expended in 2013..... | \$1.00 |
| Interest received in 2013..... | \$5.35 |
| Ending Balance for 2013..... | \$16,924.81 |

Quasi Duty

Quasi duty is a service offered to vendors who wish to employ police officers to perform public safety functions, such as traffic control at construction sites or event security. South Brunswick Police Officers worked 7,696 hours of billable quasi duty hours and 310 hours of non-billable quasi duty in the year 2013. This is a decrease of 1,422 hours of billable quasi duty hours and a decrease of 26 hours non-billable quasi duty over 2012. The Township received prepayments in the amount of \$521,657.00 for quasi duty work in 2013. The Township received approximately \$111,333.00 after officer payments from quasi work for calendar 2013. Non-billable quasi duty (Shared Services) had a cost of \$19,499.00 in 2013, a decrease over 2011 by \$1,271.00. The chart below is a comparison of 2012 quasi duty against the 2013 quasi duty.

| Quasi Duty | Year | Dollars | Hours |
|--|-------------|----------------|--------------|
| Total Billable Quasi Duty | 2012 | \$ 729,441 | 9,118 |
| a. Prepayments | | \$ 581,121 | 7,264 |
| b. Billed | | \$ 148,320 | 1,854 |
| Non-Billable Quasi Duty (Shared Services) | | \$ 20,720 | 336 |
| Total Billable Quasi Duty | 2013 | \$ 615,657 | 7,696 |
| a. Prepayments | | \$ 521,657 | 6,521 |
| b. Billed | | \$ 94,000 | 1,175 |
| Non-Billable Quasi Duty (Shared Services) | | \$ 19,449 | 310 |

Community Services

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 reducing crime and the fear of criminal acts, 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 programs this year included Child ID Day, Youth Police Academy, National Night Out, Neighborhood Watch, and the Blue Angel Program. In addition, our Community Policing Bureau gave several presentations and tours to South Brunswick's youth, provided residents with home security surveys, and provided businesses with commercial security surveys.

Child ID Day

Child ID Day was held on Saturday, June 1st, in the Municipal Building's Main Meeting Room, during which we provided approximately 101 child ID cards and made over 200 community contacts. We were assisted by the South Brunswick Lion's Club, the Municipal Alliance, and the South Brunswick Township Health Department.

Youth Police Academy

Our Youth Police Academy was held during the weeks of July 8th, July 15th, and July 22nd. Seventy five 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, extrication, helicopter support, EMS operations, and more. Wednesday was trip day, and youth recruits 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, work details, and marching were included to further build esprit-de-corps and pride within the groups. The program was very well received by both youth 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 program designed for the parents.

National Night Out

National Night Out was held on Tuesday, August 6th. Our celebration was once again held at Rowland Park, during which we drew approximately 6500 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 pops, a dance company demonstration, hot air balloon demonstration, a dunk tank, 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 fifth 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 event totaled approximately 64 individuals, which showed the strength of the bond between the police 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 40 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 2013, as two neighborhoods formed new Neighborhood Watch Groups with approximately 100 new members trained, and a reaffirmation of purpose by 19 previously existing Watch Groups. 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

Every burglary victim in town was contacted and offered a home security survey, as were all Neighborhood Watch members. Three residential surveys were conducted along with one commercial security survey. Eleven tours of Headquarters were provided to various community groups. Several community presentations were delivered, including talks addressing community concerns, safety for Girl Scouts and Boy Scouts, and police familiarization. Our police department participated in the YMCA's Healthy Kids Day, which presented information to kids and their families on safe activities in the community, and in the Library's Summer Festival. The department's web page was updated to include our most recent information, as well as information on additional crime prevention topics.

Senior Citizen Programs

Four presentations focusing on senior citizens' safety issues were delivered at the Senior Citizens' Center. Topics included safe driving, prevention of fraud and scams, holiday safety tips, and home and personal safety. Residents were also reminded of police department programs, such as the Blue Angel Program, at all presentations.

Blue Angel Lockbox Program

In 2013, the Blue Angel Lockbox Program continued to expand. The program is designed 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. In the past year, 11 lockboxes were placed on approved residents' homes, bringing the total to 39 boxes currently in use. Due to the use of these lockboxes, several participating residents were able to quickly receive the assistance they needed, and their homes were not damaged upon entry. The program continues to be offered, at every opportunity, to all qualifying residents.

House of Worship Security Planning

Each house of worship within South Brunswick was contacted and offered assistance in assessing their emergency plans and facilities. Five houses of worship elected to take advantage of the offer and were evaluated. Each participating facility was provided with suggestions and recommendations to increase security planning and improve facility security.

School Resource Officer Unit

The School Resource Officer (SRO) Unit is responsible for the planning, facilitation, and implementation of programs and activities that reach out to school administrative and instructional staff, students, parents, and community members. The unit has the purpose of reducing crime and the fear of criminal acts within the school environment, providing guidance, instruction, and response within and around the schools, and assisting school staff in maintaining a safe school environment.

They achieve this goal by partnering with various individuals throughout the school, including administrators, teachers, counselors, and students. The officers develop shared goals, and act to reach those goals, with the ultimate objective being the reduction or prevention of crime in the schools, and maintaining a safe school environment.

Initiatives this year included the SAFE Program, updating school security drill procedures, and enhancement of security measures and police presence within the schools. In addition, our SRO Bureau assisted the private schools and preschools in safety and security planning, gave several presentations to youth-oriented groups, and provided several tours of Police Headquarters to South Brunswick's youth.

The position of Class II Special Officer was created, and our police department's first Class II Special Officer was hired. His responsibilities include school security, assistance with school traffic flow issues, student counselling, classroom presentations, and criminal investigations.

School Security

SROs regularly observed lockdown drills and provided information on improving the procedures, as well as addressing other school security concerns. Every school in the district was evaluated for physical safety and security, and a formal School Security Survey conducted on each building, with school administrators readily accepting our advice and suggestions. Recommendations were listed and prioritized, and the school district developed an action plan to address each issue.

The SRO unit oversaw Operation Safe Schools, which deployed officers to each public and private school during arrival and dismissal for the first week of school. Staff meetings were held with school staff members, during which various school security and safety concerns were addressed.

Security assistance was given to two 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 and offered security guidance in an attempt to bring their floor plans and security and emergency procedures and protocols up to standards specified by the Middlesex County Prosecutor's Office.

Two summer day camps which operate independently of any other school or care center were given additional attention and security counseling, with security assessments conducted. Information on planning for emergency events such as lock downs, lock outs, shelter in place, and bomb threats was presented, and each camp was urged to develop procedures and training for their staff members.

School Presentations

The SRO Unit delivered fifteen school assemblies on safety and bullying prevention topics during the schools' annual Violence Prevention Week in October, with the goal being a reduction in cases of bullying and other inappropriate conduct within the school environment. Five additional lessons on topics such as personal safety, the police role in the community, and police familiarization were also provided within the schools.

Partnerships

Our agency was invited by Congressman Rush Holt to participate in a roundtable discussion on improving school safety in the aftermath of the Sandy Hook Elementary School shooting. A representative of our agency attended the roundtable, providing input into the formation of effective SRO units within school environments. Congressman Holt expressed his appreciation that our agency participated, and pledged to assist in preventing school violence.

In addition, our agency personnel were requested to assist Old Bridge Police Department in the formation of their SRO Bureau and the establishment of procedures and guidelines for use in assessing their school buildings and emergency procedures for potential weaknesses, and to provide input on best practices involving school security issues. Assistance was given, and the Old Bridge Police Department expressed their gratitude for our assistance.

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, 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 Crossroads South Middle School, Crossroads North Middle School, Saint Augustine's School, and in the Noor Ul-Iman School in the 6th grade. This year marked the first year of the S.A.F.E. Program's new format, which proved to be effective and cost efficient, and is expected to be continued through the 2013-2014 school year. The S.A.F.E. Program delivered 22 presentations in small assembly format, targeting approximately 850 students in 2013.

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 three Officers and a Sergeant assigned to the South Brunswick Police Department Bicycle Unit, which is a secondary assignment to their regular duties.

The Bicycle Unit was assigned to the following events in 2013:

- 4th of July Fireworks
- National Night Out / Community Unity Day
- Bicycle Safety Lectures

Honor Guard

The South Brunswick Police Department Honor Guard participated in 8 events in 2013, totaling approximately 150 man hours. The details the Honor Guard participated are listed as follows:

- Ocean Grove-Law Enforcement Memorial Service May 21, 2013
- 2013 National Night Out August 6, 2013
- 2013 Metuchen Arch-Diocese Blue Mass October 16, 2013
- St. Cecilia's Veteran's Mass November 10, 2013
- 2013 Veteran's Day Ceremony November 11, 2013
- Funeral Detail December 16, 2013

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. Members are actively involved in the New Jersey Police Traffic Officers Association and the Middlesex County Traffic Officers Association. In both organizations this agency is represented on the executive board.

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.

The Bureau is responsible for maintenance and repair of all Alcotest instruments and radar apparatus. The Traffic Services Bureau inspects and regulates towing, vehicle junk titles, and annual taxi inspections. Traffic Services was also responsible for coordinating Crossing Guard scheduling, training, and staffing.

The Bureau was able to maintain its current programs and initiate some new procedures. All crash reports are electronically submitted to NJDOT which allows for real time crash data analysis utilizing the Plan 4 Safety program. Reports have been placed on line to be available to the public for a small fee. The Bureau continues to maintain and train Electronic ticketing and the Automatic License Plate Readers programs. The number of officers trained on ALPR has increased by 50% in 2013.

Traffic officers are trained in crash reconstruction and continue to provide education, engineering, and enforcement to the residents and other township departments and proactively continue to make South Brunswick Township a safe community.

Total Department Statistics

| | <u>2012</u> | <u>2013</u> |
|---------------------------|-------------|-------------|
| Summonses Issued | 10,953 | 10,215 |
| Motor vehicle crashes | 1,857 | 2,010 |
| Fatal crashes | 5 | 3 |
| Driving While Intoxicated | 76 | 101 |

Notable Cases

On March 11, 2013 at 9:56 am, a 60 year old resident of Dayton, NJ died when she attempted to turn left in front of an on-coming loaded dump truck driven by a 46 year old male resident of Hillsborough, NJ. The crash occurred at the intersection of Route 522 and Route 1. The deceased female was found at fault for failure to yield within the intersection.

On June 6, 2013 at 3:20 pm, an 18 year old male passenger who resided in Florence, NJ was killed after the 22 year old male driver, resident of Florence, NJ failed to negotiate a curve on Friendship Rd. due to excessive speed. The unrestrained passenger was partially ejected from the vehicle and struck a guide wire which resulted in his fatal injuries. The driver was issued several motor vehicle charges and plead guilty.

On August 2, 2013 at 4:19 am, a 37 year old male from Fairless Hills, PA died in a vehicle crash while travelling north on Route 1 at the intersection of Blackhorse Lane. The male was stopped for a red traffic signal when a tractor trailer driven by a 56 year old male from Harrisville, RI failed to stop for the red signal. The crash resulted in a rear end collision. The truck driver was issued several motor vehicle violations.

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
- Drive Sober or Get Pulled Over
- 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, and the Click it or Ticket and the Drive Sober or Get Pulled Over grants. The Township received approval for the DDEF for Drunk Driving enforcement details and checkpoints. Safe Corridor Grant purchased traffic analysis equipment to better make directed patrols more effective. Additional temporary traffic control devices were also purchased to reduce crashes at intersections when traffic lights are inoperable.

Motor Vehicle Commission Checkpoints

During the year the Traffic Bureau coordinates joint enforcement details in conjunction with the New Jersey State Motor Vehicle Commission. These include commuter van inspections and roadside vehicle inspection details.

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. Three LTI Lasers were used in 2013. 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. In addition a sport utility vehicle was added to the traffic fleet for enforcement of ATV and other off road activities not accessible by car.

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 Program

The Traffic Services Bureau is equipped with two Police Motorcycles. The vehicles have been used for traffic enforcement, honor guard details and community events. There are currently two officers trained to 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:

- Distracted Driving Education
- 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.
- Crash reconstruction for the mock trial team at the Nor-Uman School.

Clerical Bureau

The personnel assigned to the Clerical Bureau provide support to all the units, bureaus and divisions within the police department.

In the year 2013, the staffing levels remained the same with 1 Administrative Assistant, 1 Supervisor, 9 Clerical personnel with 5 full time drivers and 3 per diem drivers in the Transportation Department.

Clerical Bureau staff positions are as follows:

- 1 - Administrative Assistant in Administration
- 1 - Data Processing Clerk II in Administration
- 1 - Investigative Secretary in Investigations Squad A
- 1 - Crime Prevention Aide in Investigations Squad B
- 1 - Accountant in Support Services
- 1 - Secretary II in Support Services
- 1 - Investigative Secretary/Alarms Coordinator in Traffic
- 1 - Information Management Supervisor in Records
- 1 - Secretary II in Records
- 1 - Data Entry Clerk II in Records
- 1 - Secretary II in Transportation
- 5 - Full time bus drivers in Transportation
- 3 - Per Diem bus drivers in Transportation

In 2013 the clerical staff made recommendations to the governing body that resulted in the development of three Township ordinances that will have a positive impact on revenue.

The first change calls for a special service charge implemented on requests for reproductions of video clips using Mobile Vision technology. These reproductions are not part of the bureau's daily routine. Clerical staff identified that it took an unusual amount of time to provide this unique and special service and that language in the Open Public Records Act allows for the charge.

The Council also approved a new ordinance to charge \$10.00 for background checks based on a recommendation from the clerical staff.

Clerical staff also submitted a proposal to the Township Council to implement a charge for burglar alarm registration for both residential and business alarms. The ordinance requires a \$25.00 initial registration fee and a \$10.00 annual renewal fee for private residences. Businesses in town will pay a \$50.00 initial fee, and a \$25.00 annual renewal fee. There will be a new internet registration and payment site that will assist the public, and our agency, in processing these payments. The first year, the fees are anticipated to generate approximately \$60,000 in revenue for the Township.

Along with their normal duties, the Records bureau continues to service a wide range of outside entities such as law firms, physical therapy groups, and insurance companies who send requests for hundreds of reports on a weekly basis.

During the summer months and winter break, three college interns worked with the Clerical Staff throughout the Department performing various small and large scale projects. They also assisted with serving the public, handing out police reports and answering questions.

| <i>CLERICAL BUREAU</i> | <i>2012</i> | <i>2013</i> | <i>CHANGE</i> | <i>PERCENT</i> |
|-------------------------------|--------------------|--------------------|----------------------|-----------------------|
| | | | | |
| Operations Reports | 12089 | 10,834 | -1255 | -10% |
| Investigation Reports | 2704 | 2678 | -26 | -1% |
| Internet Reports | 119 | 199 | 80 | 67% |
| Arrest Reports | 1015 | 908 | -107 | -11% |
| | | | | |
| <i>DISCOVERY</i> | | | | |
| State Police Discovery | 46 | 44 | -2 | -4% |
| DWI Discovery | 76 | 102 | 26 | 34% |
| Discovery | 670 | 523 | -147 | -22% |
| County Prosecutors Packets | 114 | 106 | -8 | -7% |
| | | | | |
| <i>MISCELLANEOUS</i> | | | | |
| OPRA & Report Requests | 1288 | 1832 | 544 | 42% |
| CD / DVD / DVR Duplicates | 745 | 641 | -104 | -14% |
| Background Checks | 323 | 585 | 262 | 81% |
| | | | | |
| <i>BURGLAR ALARMS</i> | | | | |
| False Burglar Alarms | 3293 | 3024 | -269 | -8% |
| Summonses Issued | 146 | 103 | -43 | -30% |
| Fines Collected | \$13,100 | \$9,187 | -\$3,913 | -30% |
| | | | | |
| New Registrations | 153 | 132 | -21 | -14% |
| Geo-coordinate Updates | 218 | 179 | -39 | -18% |

Transportation

The Transportation unit is a function of the Township government that receives its oversight from the Police Department. Transportation staff consists of five bus drivers, one secretary and three part time per diem drivers. The Transportation Secretary oversees the organization of bus routes and provides monthly reports on the volume of clients served to the Township and NJ Transit. The Transportation Secretary also arranges medical transportation to and from doctor's appointments and lab visits. The department provides services for seniors to and from the center, as well as shopping and recreational trips. Transportation also serves the disabled adult community with rides to and from work as well as afterhours recreational programs. Transportation can transport between 60 and 90 people per day. One full time medical driver and one part time driver transport seniors to various medical appointments such as chemotherapy, radiation and dialysis along with regular scheduled doctor's appointments and tests.

This year, the Township purchased a new twenty eight seat bus along with a new medical van. We are also set to take delivery of an eight passenger extended van that was awarded from a NJ Transit Grant.

TRANSPORTATION

| <i>TRANSPORTATION</i> | <i>2012 YTD</i> | <i>2013 YTD</i> | <i>Difference</i> | <i>Percentage</i> |
|---------------------------------------|-----------------|-----------------|-------------------|-------------------|
| Medical Passengers | | | | |
| # of passenger to | 1121 | 1117 | -4 | -.4% |
| # of passenger from | 950 | 1053 | 103 | 11% |
| Total miles | 28,311 | 27,790 | -521 | -2% |
| Senior Center Passengers | | | | |
| # of passenger to | 12,720 | 12,397 | -323 | -3% |
| # of passenger from | 12,610 | 11,736 | -874 | -7% |
| Disabled Adults Work | | | | |
| # of passenger to | 2437 | 2143 | -294 | -12% |
| # of passenger from | 2671 | 2312 | -359 | -13% |
| CIL/Pioneer Evening Passengers | 289 | 372 | 83 | 29% |
| Overtime Hours | 101.5 | 105.0 | 3.5 | 3% |
| Bus Pass Revenue Collected | \$14,496.00 | \$17,776.50 | \$3,280.50 | 23% |

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 crimes. In 2013, the Criminal Investigations Bureau conducted 937 investigations. These investigations involved a wide range of crimes from robbery and aggravated sexual assault to theft.

Investigations Statistics

| Category | 2012 | 2013 |
|-------------------------|-------------|-------------|
| Cases Assigned | 823 | 937 |
| Cases Closed | 832 | 886 |
| Arrests | 145 | 94 |
| Clearance Rate (Part I) | 32.6% | 30% |
| Backgrounds | 234 | 270 |

Noteworthy Cases:

Following an investigation into a residential burglary, Detectives charged an individual in connection with stealing a handgun from the home. The actor was charged with theft of a handgun and unlawful possession of a weapon.

Detectives arrested two suspects in connection with a \$13,000 theft of equipment from a construction site. The items were recovered as part of the investigation.

Detectives investigated a sexual assault of a 19-year-old woman. The investigation resulted in the identification of the actor who was known to the woman.

Detectives investigated a missing 62-year-old woman who suffered from depression. The woman was located at the New Brunswick train station two days after being reported missing.

Detectives investigated the death of a 67-year-old man at the Extended Stay hotel on Route 1. The investigation determined his death was the result of a suicide.

Detectives executed a search warrant at a South Brunswick residence. An individual in the home was charged with Endangering the Welfare of a Child for his possession of child pornography.

Detectives arrested a housekeeper for stealing \$80,000 dollars from an elderly resident. The woman stole and cashed checks over a year's time.

Detectives investigated a shooting at the Brookside Mobile Home Park. Four shots were fired into a residence, no one was struck. The investigation determined the shooting was drug related and the resident was the intended target.

Detectives charged two individuals in connection with a series of construction site and metal thefts. An additional \$20,000 in stolen machinery, taken from two construction site burglaries, was recovered.

Detectives arrested an 18-year old individual for robbery. During the investigation a search of his vehicle and home were conducted. A stolen .44 Magnum handgun was recovered from the vehicle and three stolen laptops were recovered from the home.

Following an investigation into a series of Catalytic Converter thefts, Detectives identified the suspects responsible. Charges were filed against both suspects; one of which is incarcerated and the other is still at large.

Property and Evidence

The function of the Property and Evidence Unit is to manage and control all evidence and property coming into the custody of the department. Strict accountability is maintained for all property and evidence. The function is critical to supporting investigations and promoting successful prosecution in criminal trials. The Property Officer also facilitates the timely return of property to owners. A properly administered property and evidence function promotes the agency's reputation as honest, reputable and worthy of the public's confidence and trust.

Other duties of the Property and Evidence function include the annual inspection of the 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. In 2013, efforts continued to release, destroy or otherwise dispose of property that had accumulated over time. This accomplishment will aid in the function's future level of efficiency.

Statistics

| Category | 2012 | 2013 | Increase/Decrease |
|---------------------------|-------------|-------------|--------------------------|
| Total Cases | 463 | 489 | 5.6 % |
| Total Items | 1198 | 1260 | 5 % |
| Items Released/Disposed | 5340 | 1134 | -78 % |
| Weapons Destroyed | 22 | 53 | 140 % |
| Affidavits for Disposal | 4 | 11 | 175 % |
| Items Transferred to Labs | 39 | 157 | 300 % |
| Forfeiture Applications | 15 | 4 | -73 % |

Internal Affairs

The South Brunswick Police Department Internal Affairs Unit accepts, reviews, and responds to all complaints against police officers received from the public or 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. All allegations are carried to their logical conclusion by experienced and trained investigators.

The investigative process assesses the propriety of all on or off duty 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 examines the additional potential misconduct to its logical conclusion

Disciplinary Process

In any given year officers of the South Brunswick Police Department are involved in thousands of citizen contacts. Many are routine and many involve critical situations. The Internal Affairs Unit is tasked with handling complaints from the public regarding officer conduct, as well as rare allegations of criminal conduct by department members. During 2013, there were no criminal charges filed against any officers of the agency.

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 is 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:

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

Citizen Allegations

During 2013, 18 complaints were reported by citizens compared to 17 reported in 2012. The dispositions of the 2013 Citizen Complaints are as follows:

| Disposition | 2012 | 2013 |
|-------------------------|-------------|-------------|
| Exonerated | 10 | 10 |
| Sustained | 4 | 2 |
| Not Sustained | 1 | 1 |
| Administratively Closed | 1 | 0 |
| Pending | 1 | 3 |
| Unfounded | 0 | 2 |
| Total | 17 | 18 |

During 2013, One (1) complainant was charged with filing a false report against an officer.

Internal Complaints

During 2013, the agency conducted 28 internal reviews compared to 25 in 2012. These internal complaints typically originate from a supervisor who detects a possible deficiency in an officer's performance or for a violation of policy.

| Disposition | 2012 | 2013 |
|-------------------------|-------------|-------------|
| Exonerated | 8 | 8 |
| Sustained | 16 | 16 |
| Not Sustained | 0 | 0 |
| Administratively Closed | 1 | 2 |
| Pending | 0 | 2 |
| Unfounded | 0 | 0 |
| Total | 25 | 28 |

Total Complaints for 2013

Of the total 46 investigations conducted by the Office of Professional Standards in 2013, the final dispositions were as follows:

18 - Exonerated

18 - Sustained

1 - Not Sustained

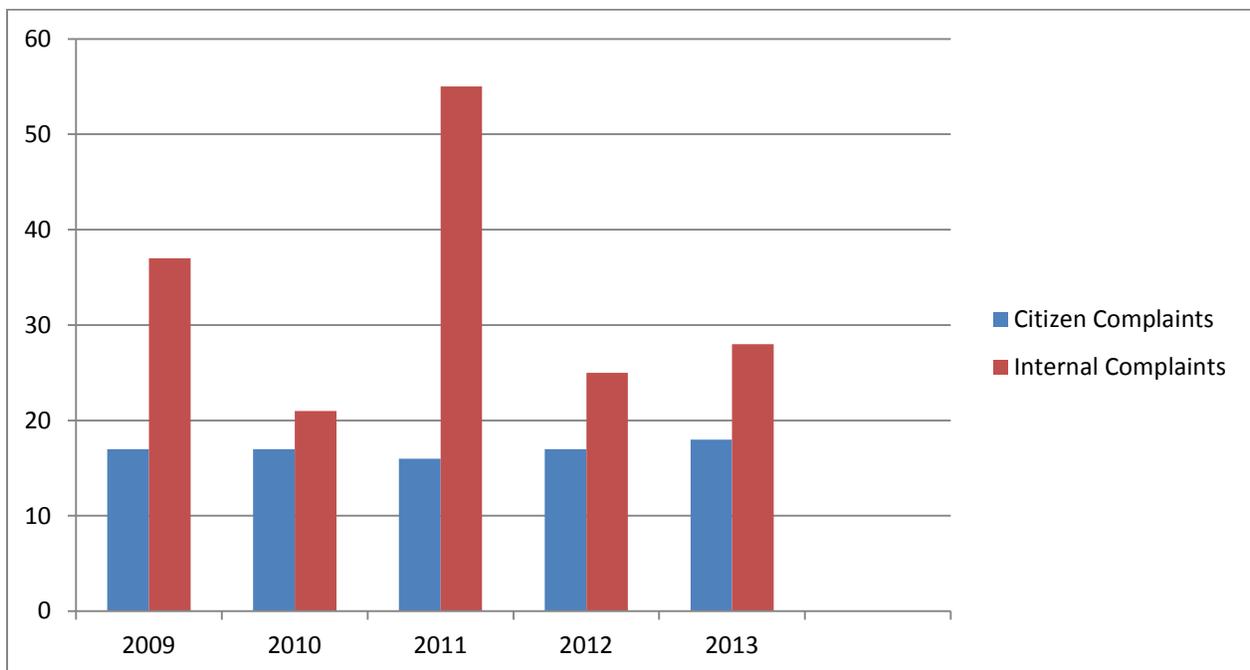
2 - Administratively Closed

5 - Pending

2 – Unfounded

In 2013, there were no sustained allegations that resulted in a fine or suspension in excess of 9 days.

5 Year Comparison of Citizen and Internal Complaints



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

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.

The patrol 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 means 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 create an overlap of shifts that produces periods of the day when manpower is nearly doubled.

Nine patrol officers retired in 2013 but I remained steadfastly committed to maintaining a sufficient number of men and women to support a capable workforce. The reduction in patrol staffing levels was addressed with the hiring of thirteen new officers. Since new officers normally spend the initial years of employment in patrol, the division has been infused with a group of vibrant young professionals who are eager to protect and serve.

2013 Patrol Statistics

| | |
|--------------------------|--------|
| Calls for Service: | 61,000 |
| Motor Vehicle Summonses: | 9,501 |
| Arrests: | 837 |

Noteworthy Calls

Patrol Officers responded to the Beekman Manor development to investigate several car burglaries. While checking the area, one of the suspects fled on foot initiating a foot pursuit. Multiple officers responded to assist, including state police K-9 officers, a state police helicopter, and Franklin Township police. After an extensive search one of the suspects was apprehended. The second suspect was later arrested.

Patrol Officers located a stolen vehicle on Rt.1 that was reported stolen from Jones Drive. A vehicle pursuit ensued and the suspect was taken into custody after a brief foot pursuit.

While traveling north on Rt.27 an officer's patrol unit was rear-ended by another vehicle. The driver of the other vehicle was subsequently arrested for DWI, CDS, and Assault by Auto. The Officer was taken to the hospital for non-life threatening injuries.

Patrol Officers responded to the high school to investigate an altercation involving several students. During the incident a school administrator was assaulted and the student was charged with aggravated assault on a school official.

An Officer while on routine patrol came upon a vehicle traveling at a high rate of speed on Fresh Ponds Road. After an attempt to stop the vehicle the driver failed to stop for the officer and continued to drive in a reckless manner. The driver was caught and arrested for eluding.

Patrol Officers were requested by North Brunswick PD to check for a suicidal male in the area of the Amtrak rail lines. Officers located the suicidal male who was walking on the lines. Officers reasoned with the distraught man who narrowly escaped being stuck by an oncoming train when the officers took control of him.

Patrol Officers responded to Kara Boulevard for a reported car fire. Upon arrival they found a rolled over vehicle that was fully engulfed in flames. The investigation developed a suspect and the driver was charged with DWI and other related motor vehicle offenses.

Patrol Officers responded to Jill Court for a reported fight. During the investigation an adult male became disorderly and was arrested. During the arrest the actor resisted and assaulted police officers. A female was also arrested and resisted arrest. Both were charged with disorderly conduct, resisting arrest, and assault on a police officer.

Patrol Officer responded to the Hotel Vicenza (3793 Rt.1) to investigate a missing juvenile. During the investigation the juvenile was located and became disorderly and uncooperative. The investigation also revealed that the juvenile was in possession of stolen prescription medication. During the arrest the juvenile resisted and kicked the officer. While being transported to police headquarters the juvenile attempted to kick out the window of the patrol unit.

Patrol Officers responded to Brookside Mobile Home Park for a report of shots fired at a residence in the park. Bullet casings and rounds were recovered. After firing, the two suspects ran to a waiting car on Blackhorse Lane and fled the area. The three occupants in the residence at the time were unharmed.

Officers responded to Da Vinci Drive for a report of a dispute, during which a man held a gun to the victim's head. The actor confessed to having a dispute with his contractor and to threatening to shoot him with a sheet metal gun. The actor was arrested for Terroristic Threats and Possession of a Weapon for an Unlawful Purpose.

Patrol Officers responded to the parking-lot of a business on Wheeling Road for a report of a Strong Armed Robbery. The investigation later led to the arrest of an 18 year old township man who confessed his actions and turned over the victim's property. A consent search of the actor's

residence and vehicle were conducted. Three stolen laptops and a stolen .44 Magnum handgun were recovered. The actor was charged with Robbery, Unlawful Possession of a Firearm, Possession of a Stolen Firearm and three counts of Burglary.

Officers responded to Deans Rhode Hall Rd. to investigate a domestic dispute. Investigation revealed that the wife rammed her husband's vehicle several times causing her to crash her vehicle into a brick entrance to the Floral Park Cemetery. The wife was arrested for aggravated assault and was lodged at the MCACC.

Patrol Officers responded to the Valero Gas Station on Rt. 1 for a report of an armed robbery. One actor displayed a sawed-off shotgun and demanded the cash.

Patrol Officers responded to a local residence to investigate what the caller believed to be old dynamite found in the garage. The NJSP Bomb Squad assisted with the investigation.

Patrol Officers responded to a suspicious person call on Georges Road. Arriving officers found a man hiding in the brush. On scene investigation determined a business had been burglarized. The male was charged with burglary.

Patrol Officers responded to a domestic incident in the Wildwood Court area involving the actor holding a knife. The actor was charged with simple assault, aggravated assault, and unlawful possession of a weapon.

Patrol Officers conducted a motor vehicle stop on Route 1 in the area of Whispering Woods. The driver fled into the woods during field sobriety testing. He was quickly captured and arrested. During the foot pursuit, the officer sustained an injury to his leg and the subject was found to have been armed with a handgun.

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

- 9 Field Training Officers
- 7 Police Honor Guard members
- 5 Evidence Technicians
- 6 Department Firearms Instructors
- 8 Rifle Officers
- 2 Gang Intelligence Officers
- 3 Bicycle Unit Officers
- 2 Domestic Violence Liaisons
- 1 Bias Crimes Liaison Officer
- 15 Alcotest Operators
- 1 Certified DRE (Drug Recognition Expert)

Section V Department Statistics

UCR Part I Crimes

| <i>Crimes</i> | <i>2012</i> | <i>2013</i> | <i>CHANGE</i> | <i>PERCENT</i> |
|----------------------|--------------------|--------------------|----------------------|-----------------------|
| Homicide | 00 | 00 | 00 | 0% |
| Rape | 02 | 00 | -2 | -100% |
| Robbery | 07 | 09 | 2 | 28.57% |
| Aggravated Assault | 25 | 12 | -13 | -52% |
| Simple Assault | 133 | 123 | -10 | -7.52% |
| Burglary | 108 | 90 | -18 | -16.67% |
| Theft | 372 | 422 | 50 | 13.44% |
| MV Theft | 38 | 28 | -10 | -26.3% |
| Arson | 02 | 01 | -1 | -50% |
| Total | 687 | 666 | -21 | -3.57% |

| <i>Arrests</i> | <i>2012</i> | <i>2013</i> | <i>CHANGE</i> | <i>PERCENT</i> |
|---------------------------------|--------------------|--------------------|----------------------|-----------------------|
| Adults | 671 | 577 | -94 | -14.01% |
| Juveniles | 75 | 52 | -23 | -30.67% |
| Total | 746 | 629 | -117 | -15.68% |
| | | | | |
| Stationhouse Adjustments | 31 | 25 | -6 | -19.36% |
| | | | | |

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>2012</i> | <i>2013</i> | <i>CHANGE</i> | <i>PERCENT</i> |
|---------------------------------|--------------------|--------------------|----------------------|-----------------------|
| Summonses | 10,953 | 10,215 | -738 | -6.74% |
| Motor Vehicle Crash (MVC) | 1,857 | 2,400 | 543 | 29.24% |
| Fatal Motor Vehicle Crash | 5 | 3 | -2 | -40% |
| Driving While Intoxicated (DWI) | 76 | 101 | 25 | 32.9% |

Section VI

Department Goals

Goals met from 2013

Last year, I set a goal for the expansion of the school safety plan. After collaborating with the school superintendent, the existing student resource officer program was expanded to include a dedicated police supervisor as well as an additional police officer, through our newly created Class II Special Officer position. These additional experienced and specially trained officers have taken on critical responsibilities in line with my priority to protect our greatest community assets, our children and school staff. I am proud of this accomplishment and will continue to seek any measure that will support the safety of our children and schools.

However difficult to influence, I also set a goal to reduce fatal motor vehicle accidents in the Township. The reduction of traffic crashes in general has always been a stated goal of my department. I directed my staff to develop measures to reduce fatal accidents in the Township. After an expansion of education and enforcement efforts I am pleased to report a 32% increase in DWI arrests and a 40% reduction in fatal crashes during 2013. I will continue my commitment to provide safe vehicular passage for our residents and visitors.

An important challenge for 2013 was a comprehensive transition of staff throughout the organization. During the past year the department experienced the retirements of nine seasoned officers. Among them were five first line supervisors and three command officers. I hired replacement staff, made the requisite promotions and increased the total number of officers by three. While we have lost experienced and capable supervisors, I have great confidence in the officers who have, and will continue to fill their shoes.

Goals for 2014

Technology

In order to remain on the forefront of modern policing, it is necessary to periodically procure equipment and systems that are in line with current standards. As such, I have identified the need to upgrade certain technological and operational equipment.

Mobile Vision - Mobile Vision is the department's in-car video system which includes the in-car recorders, cameras, monitors and audio recorders, as well as the communications and in-house server and archiving system necessary for video download and storage from the vehicles. Having been on the forefront of agencies equipped with in-car video systems, the equipment has reached its technological end of life and will be upgraded.

Live Scan Automated Fingerprint System – The equipment manufacturer will be issuing an end-of-life statement on our current automated fingerprint equipment. This translates to a significant increase in future maintenance contract costs, and dwindling hardware parts. Further, their new systems are not backwards compatible. This results in a need to purchase a complete replacement system.

Officer and Community Safety

Expansion of the Conducted Energy Device (Taser) Program – Currently the agency is equipped with a limited number of Conducted Energy Devices that have been deployed on a trial basis. Equipping our officers with additional units of these technologically advanced mechanical control devices will help create a safer environment for the officers of this agency as well as the citizens we serve.

Patrol Rifles – In the aftermath of a number of horrific events that have gained national attention such as the Newton, Connecticut School shooting and the Boston Marathon terrorist attack, it has become clear that in order to properly prepare for the events we pray never happen, it is important that our front line officers are fully and appropriately equipped to address any situation. This type of preparedness will promote officer and citizen safety by ensuring the best chance of a successful conclusion to a tactically dynamic event.

Closing Remarks

Our agency works in partnership with an engaged community to prevent, detect, and deter crime. I want to thank everyone in the community who supported our efforts to reduce crime and improve the quality of life in 2013.

I would especially like to thank the Mayor, Town Council, Township Manager, Middlesex County Prosecutor Andrew Carey and his staff, Township Department Heads, School Officials, and the residents of South Brunswick Township. The partnerships we have built over the years have had a significant impact on our ability to provide quality services to all who reside and work in South Brunswick.

The South Brunswick Police Department has some of the finest men and women in law enforcement, both sworn and civilian. During the past year we experienced the largest transition of personnel in more than twenty years. Nine outstanding officers who dedicated more than 25 years of service to South Brunswick had their careers come to an end this year with well-earned retirements. Our agency has experienced the influx of thirteen new officers eager to serve the community we protect. This transition would not have been possible without the support of the Township Manager, Mayor and Council. I want to thank the men and women of the South Brunswick Police Department for their continued professionalism and hard work.

This agency will continue to meet the needs of our community by delivering quality and professional police services. I look forward to working closely with our political leaders, business leaders, community leaders, residents, and staff to meet all the challenges that 2014 will present.

Respectfully submitted,



Raymond J. Hayducka
Chief of Police