



CHESTERFIELD POLICE DEPARTMENT

46525 Continental Dr. • Chesterfield Township • Michigan • 48047



2016-2017 ANNUAL REPORT

Celebrating
50 years
serving the
citizens of
Chesterfield
Township



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CHARTER TOWNSHIP OF
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Welcome From the Director of Public Safety

It is with great pride that I may present to you the Chesterfield Police Department Annual Report for 2017. Hopefully this report will illustrate a continuation of my efforts to provide to you and the residents of Chesterfield Township with the most modern, professional police department possible – whilst continuing to make efforts to be as cost effective as possible.

While the numbers you are about to view are indicative of the services that we provide, the consistent performance of our staff, and their interactions with the community expand beyond what can be represented with charts and graphs. I am extremely proud of each and every member of this police department and their accomplishments throughout the year. As I had indicated in my 2016 report, we still have a lot of work to do – but those efforts will be continuous in our ultimate goal of the betterment of this organization.

Since I stepped into my current position, our department has had the great fortune of overwhelming public and political support. This support has been greatly appreciated by our staff and has directly lead to significant changes in our operations. In turn, these changes have improved operational efficiencies and planning. As such, these efforts will continue to be a focus of our administration as we move into fiscal year 2018.

As we approached the end of 2017, plans for the integration of both the police and fire departments into a singular Public Safety department became a focus. In September, the Chesterfield Township Public Safety Department was formed, and steps to combine the police and fire administrative functions were immediately implemented. This combined type of organizational structure is an increasingly popular and modern trend in municipalities across the country. The initial challenges of combining police/fire operations were met straightforwardly and integration efforts will continue into fiscal year 2018.

Our department will also continue to work toward increasing our presence in the community. In addition to our popular Citizens' Police Academy and Junior Law Enforcement Academies, we will be including additional law enforcement and fire safety seminars, and developing a Community Emergency Response Team (C.E.R.T.).

Additionally, it is worth noting that our continued partnership with the City of New Baltimore in regard to 911 dispatching services has continued to grow. This mutually beneficial relationship has been a staple of both our communities' public safety efforts for many years.





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As we transition into the coming year, many of our senior employees will be preparing to retire. Efforts to continuously replace these vacated positions have become slightly challenging. Our ability to effectively recruit and attract new employees has become increasingly difficult, due mainly to the lack of individuals choosing the field of law enforcement as a career path. Despite this, we have been able to fill most of our vacant positions, and will continue to do so with quality candidates.

A couple points of pride we've derived from feedback of new hires, is that they feel that we have a "great work environment" and that "the support from the community" has been obvious to them. To that point, I cannot say enough good things about the "Friends of Chesterfield Police" citizens group, along with residents Jim and Janet Riehl and their family. Their combined efforts and hard work have led to the resurrection of our K-9 unit.

In closing, I would like to express my eagerness and excitement to move forward into fiscal year 2018! With the integration of our public safety department and focus on a clearly defined organizational structure, we should continue to be increasingly efficient and serve our community at a higher level. In the coming months, I will be assembling a combined police/fire management team to help achieve this goal. Again – allow me to reiterate how extremely proud I am of this group of employees. They continue to be dedicated and share the same view of professionalism, service, and support of the citizens of Chesterfield Township.

Bradley A. Kersten
Director of Public Safety
Chesterfield Township, MI



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SECTION 01

DEPARTMENT **STRENGTH**

Our police department is only as good as the men and women that it is comprised of. In the following pages, you will learn more about our department's organizational structure, the various specialized divisions and individuals within, along with their responsibilities and some statistics.



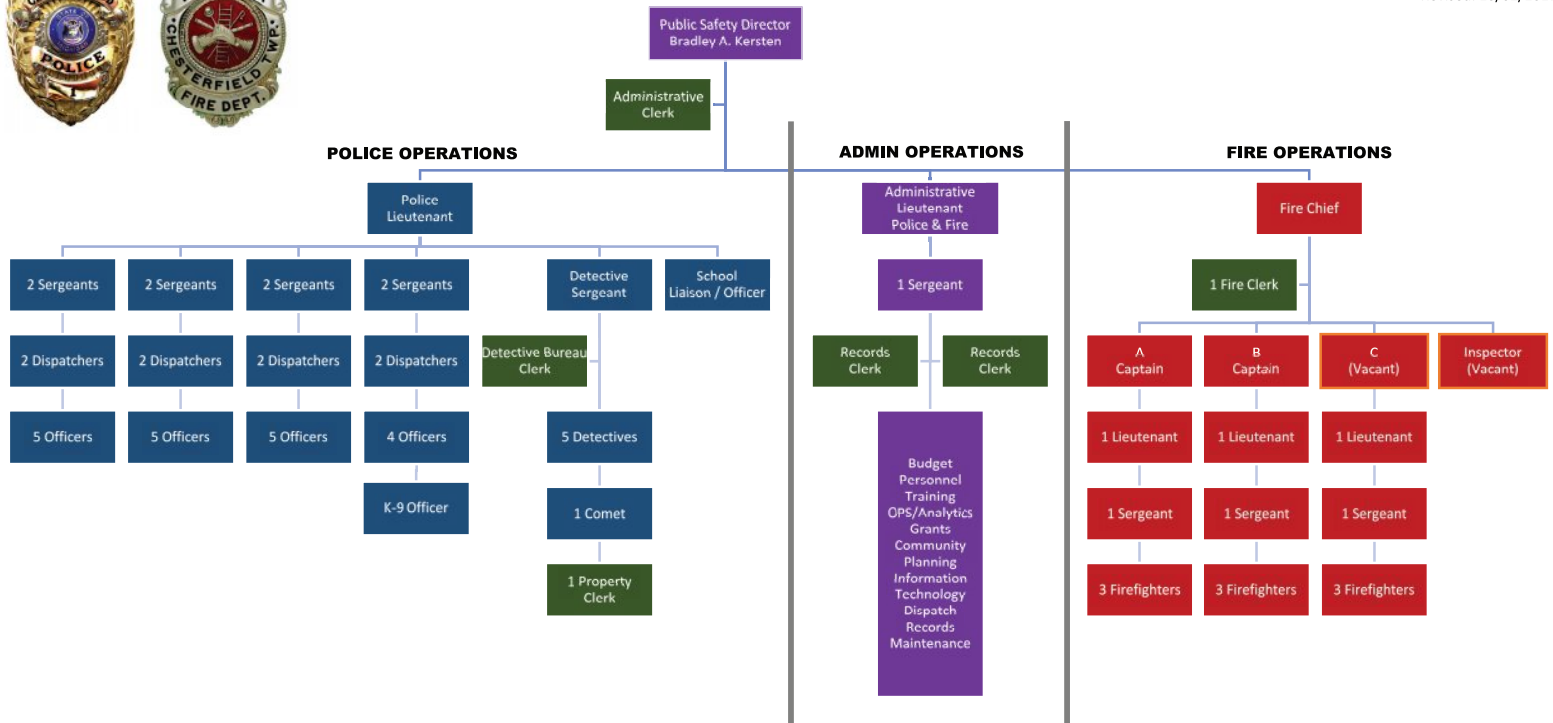
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Public Safety Organizational Chart

Chesterfield Public Safety Department
Organizational Chart
Revised: 10/02/2017



- Police Department: 53**
- Public Safety Director: 1
 - Lieutenants: 2
 - Sergeants: 8
 - Patrol: 18
 - Detectives: 6
 - School Officers: 1
 - Dispatchers: 8

- Part-Time: 9**
- Dispatchers: 2
 - VMO: 1
 - School Crossing: 6

- Civilian Staff: 6**
- Property Clerk: 1
 - Records: 2
 - DB Clerk: 1
 - Fire Clerk: 1
 - Admin Clerk: 1

- Fire Protection: 18**
- Chief: 1
 - Captains: 2
 - Lieutenants: 3
 - Sergeants: 3
 - Firefighters: 9
 - Vacant: 2



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Administration

The mission of the Administration is to facilitate the operational support of the police department, foster the effective and efficient delivery of police services, and ensure that quality training and standards are maintained within the Chesterfield Township Police Department.

The Administrative Division is comprised of several different functional areas including: Dispatch, Finance, Records, Personnel, Permits, Vehicle Fleet, Building Maintenance, and Information and Technology. The Administrative Division exercises financial accountability and continuously seeks out new and more efficient ways to complete the Department's mission.

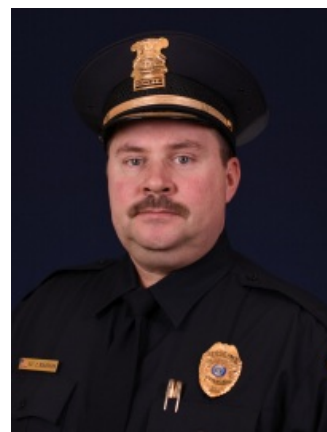
Members of the Administrative Division maintain all police reports and records; they keep the computers running, fulfill citizen requests for information and keep our building in order. Emergency Planning and Fleet Vehicles administration are two distinct areas of responsibility that complete the Administrative Division.



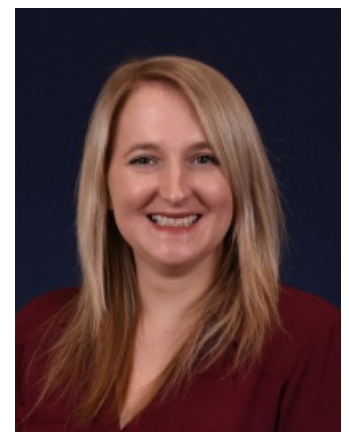
**Lieutenant
Kenneth Franks**



**Lieutenant
Brian McNair**



**Admin Sergeant
Clint Bowerson**



**Admin Assistant
Holly Haycock**



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Records Department

Overview

Staffed by two Records Clerks and one Administrative Sergeant

Open to the public Monday through Friday during posted business hours

Daily responsibilities include registering firearms, issuing purchase permits for township residents, registering and updating sex offenders, and processing Freedom Of Information Act (FOIA) requests.

Records Clerks also provide criminal history checks, notary of public, providing copies of police reports, yearly department inventory



Records Clerk
Roseanne Kott



Records Clerk
Janet Curtis

Statistics

	2016	2017
1 Customers Served	11,745	10,400
2 Guns Registered	1,946	2,441
3 FOIA Requests	252	217
4 Background Checks	588	515
5 Police Reports	3,250	3,080
6 Municipal Bonds	91	94



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Detective Bureau / Investigations

Overview

The Detective Bureau is commanded by the Detective Sergeant, consisting of a group of detectives that conduct all investigative and many support elements of the department.

The Detective Bureau works closely with the Township Attorney and Macomb County Prosecutor's Office, as well as numerous Federal, State, County and local Law Enforcement agencies

Each day reports are reviewed, assigned, closed or referred to the detectives. One Detective is currently assigned to the FBI Task Force.

The Detective Bureau is currently staffed by 1 Sergeant, 5 Detectives and 1 Administrative Assistant

Responsibilities

On-Call 24/7

Investigate all crimes (Adult and Juvenile)

Case Assignments/Follow up

Contact and Interview Complaints, Victims, Witnesses and Suspects

Seek and secure physical, latent, electronic, video, and audio evidence

Arrange all evidence and facts in chronological order to present the Township Attorney or County Prosecutor for warrant requests

Attend Bond Hearings, Arraignments, Hearings, and Trials for all suspects charged with crimes.

Alcohol & Tobacco Details

Collaborative Efforts

Macomb Auto Theft Squad (MATS)

FBI-Macomb County Gang and Violent Crime Task Force

County of Macomb Enforcement Team (COMET)

Liquor Control Commission (LCC)

Secretary of State

Care House

Gaming Commission

Probation Checks

Statistics (Crimes)

	2016	2017	
1 Investigation Cases Assigned	4558	3914	- 644
2 Warrants Requested	1430	1212	- 218
3 Warrants Authorized	1261	1148	- 113
4 Juvenile Petitions Requested	25	34	+ 9





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Accident Investigation

The department has three officers that are trained as accident re-constructionists and two accident investigators. All are on call 24 hours a day. These officers have attended hundreds of hours of accident investigation training, including classroom time and actual hands-on training in the field from nationally recognized programs at Michigan State University, Northwestern University, and the Institute of Police Technology and Management. The team meets quarterly with other units with in Macomb County to continue to hone their skills. These officers typically handle major accidents that occur within the township such as a fatality or serious injury. These officers are occasionally called to assist other law enforcement agencies at major accident scenes outside of the township.

Accident Investigators utilize special techniques, measurement collection instruments, equipment, and various technologies to assist them in gathering evidence in order to reconstruct the accident scene. These officers focus on the presence of physical evidence. They identify, collect and analyze tire marks, pavement scarring, and vehicle damage and debris patterns to gain clues to a puzzle. Careful examination is given to those items found at and leading up to scenes. Reconstruction of accident scenes enables accident investigators to understand the chain of events that led to the crash. The unit has a department vehicle that is specifically equipped for accident scenes that require this specialized equipment.

Officers testify as subject matter experts to professional opinions about what occurred giving conservative, unbiased, expert testimony in criminal and civil courts of law. The program is maintained through relevant training to keep pace with advancing technology (e.g. vehicle event data recorders) and to ensure the current and future success of the program.





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Traffic Crashes 2017

Accidents	2016	2017
Total Accidents:	1188	1175
Total Injury Accidents:	269 (22.64%)	311 (26.46%)
Total "Fatal" Accidents:	3 (.25%)	1 (.08%)
Total "A" Injury Accidents:	30	19
Total "B" Injury Accidents:	75	82
Total "C" Injury Accidents:	302	329
Total Property Damage Accidents:	916 (77.10%)	863(73.44%)
Private Property Accident Reports Taken:	148	322

2016

Day of Week Accidents (*includes passengers*)

Day	Total	Fatal	Injury	A Injury	B Injury	C Injury	Property
Sunday	114 (9.59%)	1 Fatal	Injury 42	A Injury 2	B Injury 9	C Injury 31	Property 91
Monday	167 (14.05%)		Injury 58	A Injury 0	B Injury 9	C Injury 49	Property 127
Tuesday	185 (15.57%)		Injury 72	A Injury 9	B Injury 17	C Injury 46	Property 137
Wednesday	171 (14.39%)		Injury 53	A Injury 2	B Injury 12	C Injury 39	Property 135
Thursday	200 (16.83%)	1 Fatal	Injury 59	A Injury 10	B Injury 6	C Injury 43	Property 157
Friday	191 (16.07%)		Injury 74	A Injury 4	B Injury 14	C Injury 56	Property 144
Saturday	160 (13.46%)	1 Fatal	Injury 49	A Injury 3	B Injury 8	C Injury 38	Property 125
Totals	1188	3 Fatal	Injury 407	A Injury 30	B Injury 75	C Injury 302	Property 916

2017

Day of Week Accidents (*includes passengers*)

Day	Total	Fatal	Injury	A Injury	B Injury	C Injury	Property
Sunday	121 (10.29%)		Injury 40	A Injury 1	B Injury 9	C Injury 30	Property 95
Monday	180 (15.31%)		Injury 74	A Injury 3	B Injury 4	C Injury 67	Property 126
Tuesday	171 (14.55%)		Injury 79	A Injury 2	B Injury 20	C Injury 57	Property 115
Wednesday	170 (14.46%)		Injury 55	A Injury 3	B Injury 16	C Injury 36	Property 128
Thursday	169 (14.38%)	Fatal 1	Injury 60	A Injury 5	B Injury 9	C Injury 46	Property 129
Friday	217 (18.46%)		Injury 72	A Injury 4	B Injury 10	C Injury 58	Property 159
Saturday	147 (12.51%)		Injury 50	A Injury 1	B Injury 14	C Injury 35	Property 111
Totals	1175	Fatal 1	Injury 430	A Injury 19	B Injury 82	C Injury 329	Property 863



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2016 Crash Locations (195 out of 1188 accidents or 16%)

Location	Total	Leading Cause	2 nd Leading Cause
21 Mile Rd & Gratiot Ave	50	20 Fail To Stop	16 Fail to Yield
23 Mile Rd & Gratiot Ave	49	17 Fail To Stop	16 Fail to Yield
23 Mile Rd & E/B I-94 Ramp	42	29 Fail To Stop	4 Fail to Yield
I-94 Ramp @ M-59 Ramp	30	25 Fail To Stop	3 Unknown
23 Mile Rd & Colonial Club	24	11 Fail To Stop	7 Disregard Traffic Control

2017 Crash Locations (187 out of 1095 accidents or 17%)

Location	Total	Leading Cause	Second Leading Cause
23 Mile Rd & Gratiot Ave	52	19 Fail To Stop	17 Fail To Yield
21 Mile Rd & Gratiot Ave	39	20 Fail To Yield	12 Fail To Stop
23 Mile Rd & E/B I-94 Ramp	39	27 Fail To Stop	8 Fail To Yield
I-94 Ramp @ M-59 Ramp	27	19 Fail To Stop	5 Unknown
23 Mile Rd & Seaden	26	14 Fail To Stop	7 Fail To Yield

Time of Day	2016		2017	
	Midnight to 0259	50	4%	29
0300 to 0559	40	3%	40	3%
0600 to 0859	129	11%	161	14%
0900 to 1159	143	12%	133	11%
Noon to 1459	234	20%	228	19%
1500 to 1759	333	28%	323	28%
1800 to 2059	175	15%	188	16%
2100 to 2359	84	7%	73	6%



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Traffic Crashes

2016 Fatal Accident Investigation Team

The Accident Investigation Team consisting of Sgt. Anderson, Sgt. McNair, Sgt. Kirkley, Ofc. Fitzpatrick, & Ofc Ogden responded to the following CFS in 2016:

Date	Case	Location	Type	Injury	Investigation
11/27/2016	2016-23567	Gratiot & 21 Mile Rd	Pedestrian	K	Recon
11/2/2016	2016-21847	Gratiot & Kuchenmeister	T-Bone	Serious	Recon
10/1/2016	2016-19555	23 Mile Rd & Baker	Head-on	K* Fetus	Black Box
9/1/2016	2016-17373	23 Mile Rd & I-94	Pedestrian	K	Recon
7/24/2016	2016-14445	24 Mile Rd & Rail Road Tracks	Train	K	Recon
7/19/2016	2016-14074	County Line & 26 Mile Rd	Head On	Serious	Recon
5/21/2016	2016-9313	Jefferson & Anchor	Motorcycle	Serious	Recon
4/29/2016	2016-7803	Gratiot & Carriageway	Bike	Serious	Photo's & Measure
3/20/2016	2016-5167	Gratiot & 21 Mile Rd	Head-on	Serious	Recon

2017 Fatal Accident Investigation Team

The Accident Investigation Team (A.I.) consisting of Lt. McNair, Sgt. Anderson, Sgt. Kirkley, Sgt. Fitzpatrick, Ofc. Ogden, Ofc. McPhillips and Ofc. Johnson responded to the following Calls For Service (CFS) in 2017:

Date	Case	Location	Type	Injury	Investigation
11/1/2017	2017-21853	Gratiot & Hickey	Head On	Serious	Recon
7/27/2017	2017-15023	Gratiot & Telstar	Motorcycle	Serious	Recon
6/2/2017	2017-10849	23 Mile Rd & Sass	Pedestrian	K	Recon



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Communications

Upgrades

In 2017, Chesterfield dispatch received an upgrade to the phone and 911 systems. The \$420,000 investment to the dispatch center allows for full analytics of 911 calls, call tracking, call routing, caller location and identity, call monitoring, and call recording. The new 911 system replaced two antiquated systems that were over 20 years old. Prior to the upgrade the dispatchers had to move between phone systems and radios. The upgrades enable the dispatchers to perform all of their functions from the same position with one headset. Touch screens and “hot” buttons increase proficiency and decrease response times.

Overview

Staffed 24 hours a day, 365 days a year

8 full time Dispatches, under the direct Supervision of the Administrative Sergeant

Responsible for receiving emergency “911” and non-emergency calls for service for Chesterfield Township and New Baltimore Police & Fire, as well as requests for Emergency Medical services

Chesterfield Dispatch receives an average of 105 dispatched call per a 24 hour period. Equipped with the Computer Aided Dispatching that also tracks our police and fire force with its Automatic Vehicle Locator for quicker response to dispatched emergencies

All 8 full time dispatcher are trained in Emergency Medical Dispatching “EMD”

Monitor all police CCTV for the Chesterfield Police Department

Call Statistics

	2016	2017	
1 911 Calls	19,784	21,587	
2 Non-Emergency	43,281	44,579	
3 Outbound Calls	17,794	16,604	
4 Total Calls	61,075	82,770	+ 21,695
5 Average Per Day	168	227	+ 59

Incidents Created/Dispatched

	2016	2017	
1 Chesterfield Police	25,797	26,206	+ 409
2 Chesterfield Fire	3,857	4,003	+ 146
3 Chesterfield Total	29,654	30,209	+ 555
1 New Baltimore PD	7,455	8,074	+ 619
2 New Baltimore FD	1,164	1,221	+ 57
3 New Baltimore Total	8,619	9,295	+ 676



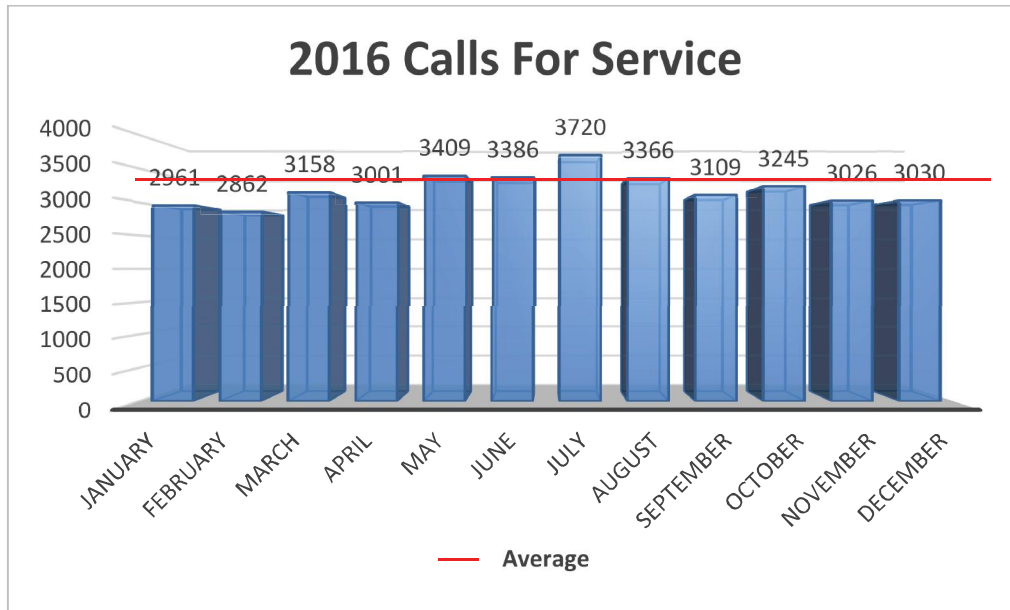
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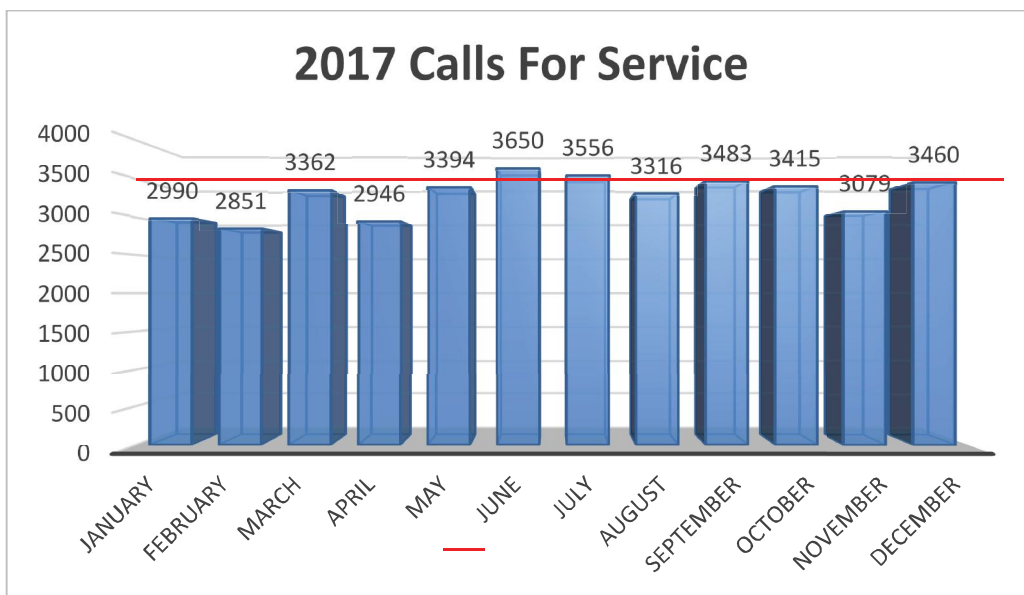
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Communications



Total Calls for service 38273 with a monthly average of 3189 and a daily average of 105.



Total Calls for Service 39,502 with a monthly average of 3,292 and a daily average of 108.



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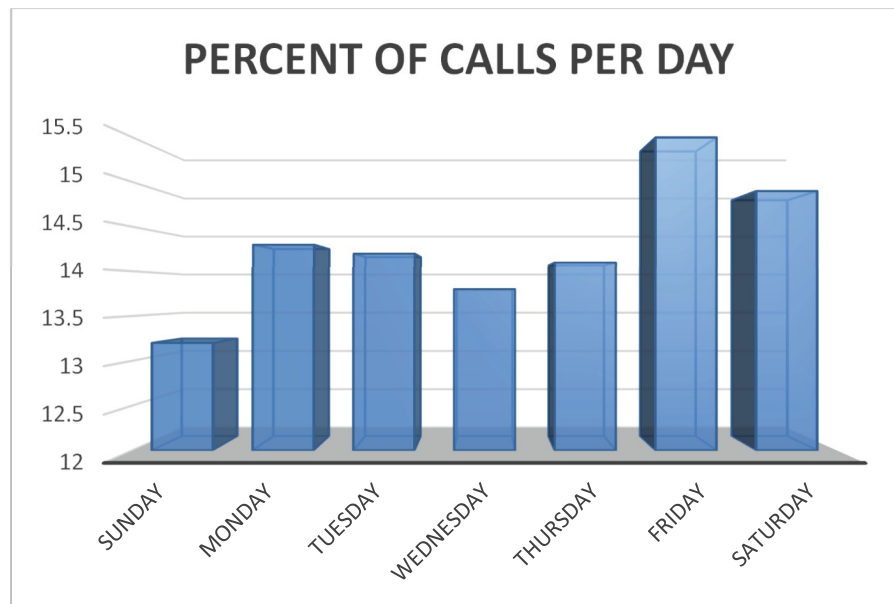
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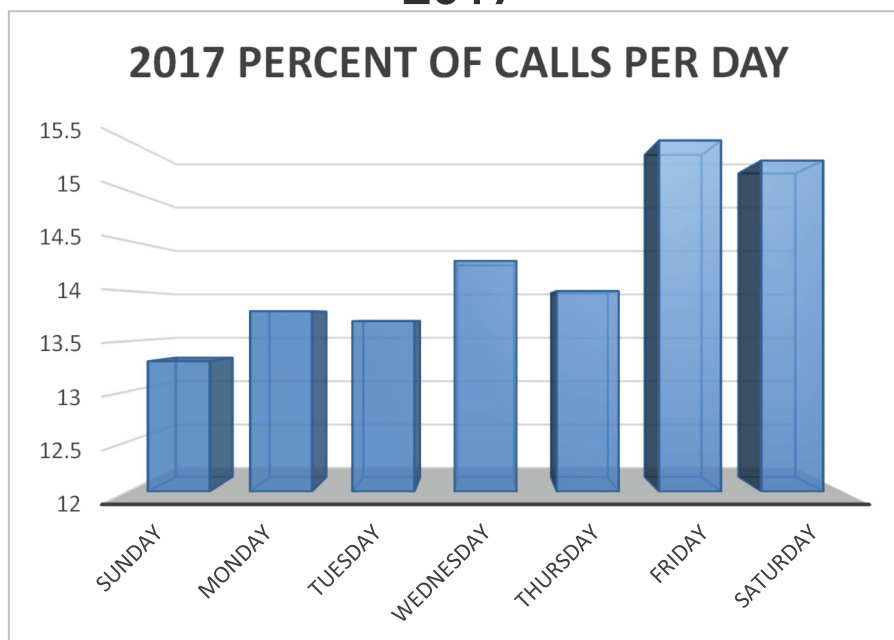


Communications

2016



2017





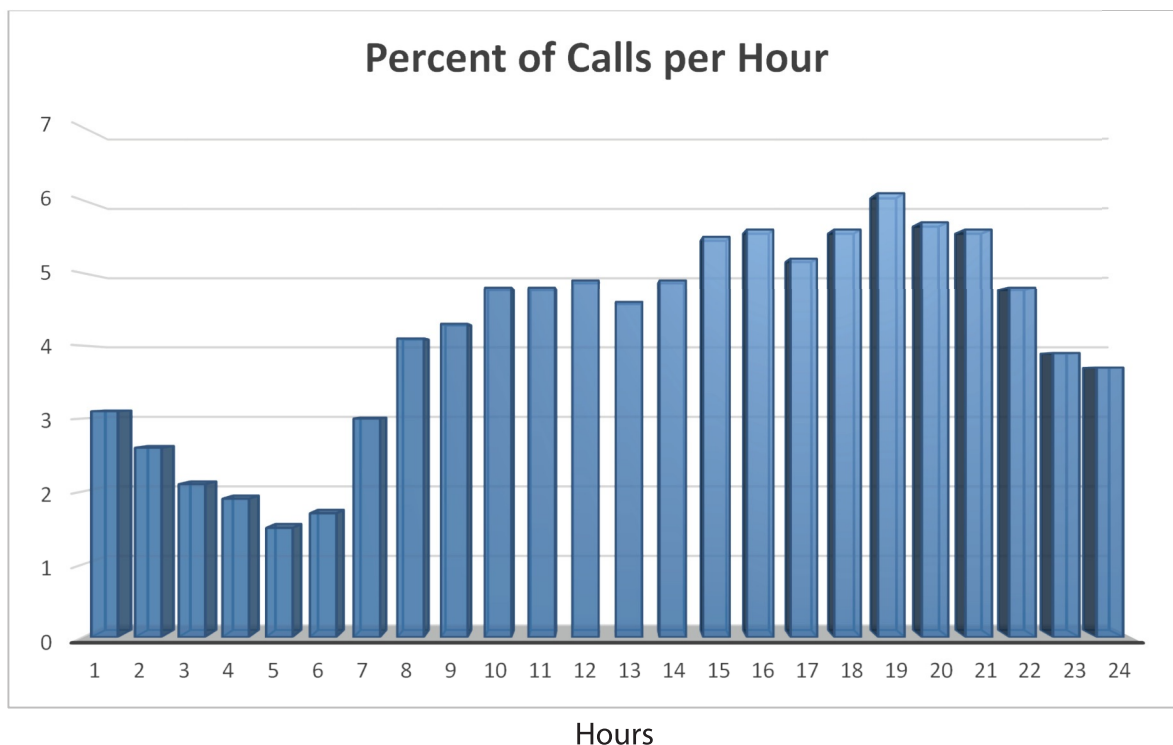
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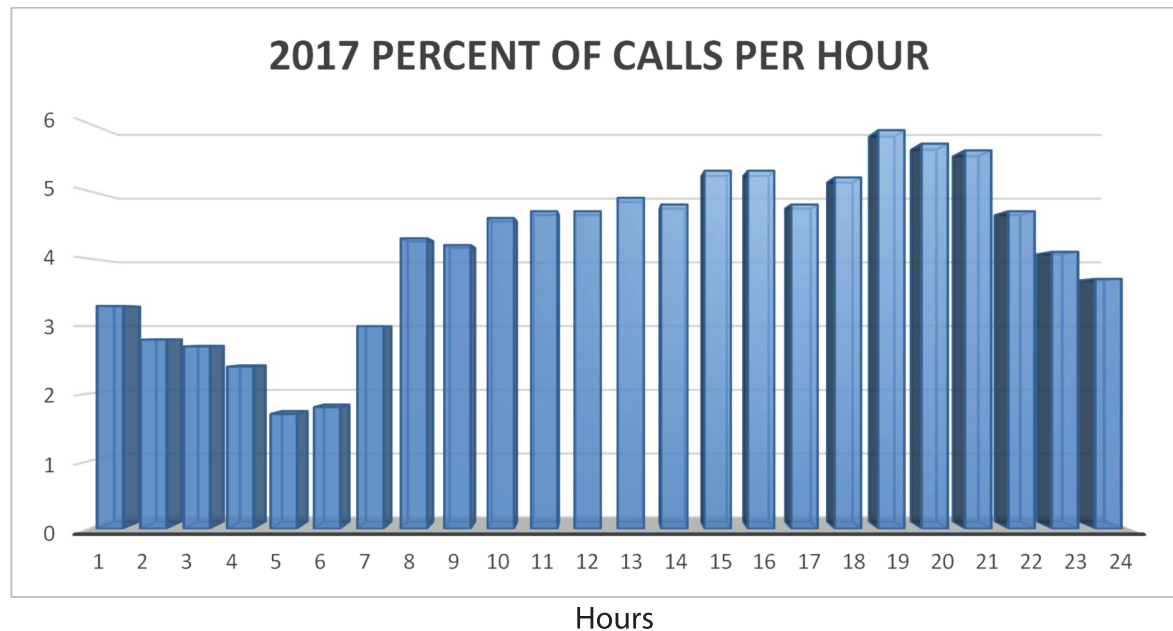


Communications

2016



2017





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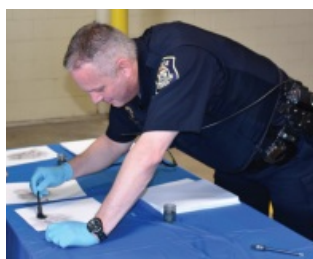
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Evidence Technicians

Overview



Evidence Technicians within the Chesterfield Township Police Department are required to use their training, skills and experience to identify, photograph and collect a wide variety of evidence. This includes but is not limited to latent prints, DNA evidence, trace evidence, tool marking, footwear and tire tread impressions.

Evidence Technician responsibilities include the identification, documentation, collection, processing and preservation of physical evidence located at crime scenes. Photographing the crime scene location is a primary responsibility of the Evidence technician.

2016 Statistics

- 1 Breaking and Entering 26
- 2 Larceny 20
- 3 MV Accidents 14
- 4 Deceased Person 12
- 5 Health & Safety 8
- 6 MDOP 8
- 7 AOD Fire 4
- 8 General Assist 4
- 9 Arson 3
- 9 Robbery 3

Total Scenes Processed 112**

2017 Statistics

- 1 Breaking and Entering 29
- 2 Larceny 14
- 3 Assault 12
- 4 Deceased Person 15
- 5 Health & Safety 3
- 6 MDOP 12
- 7 OWI 7
- 8 Accident 6
- 9 Robbery 3
- 9 Retail Fraud 2

Total Scenes Processed 116

** Corrected numbers from the 2015-2016 report



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Property Room

Staffed by one full time civilian under the supervision of the Detective Sergeant

Intake, storage and release or disposal of property including

- Evidence
- Seized property
- Found property
- Prisoner property

Document chain of custody for all property

Catalog all incoming property

Dispose of items from closed cases

Destroy drugs from closed cases and Med-Return bin.



2016 Statistics

1,833 items received

1,547 items given final disposition

Approximately 6,500 pieces of evidence in property room

\$2,304.00 in Asset Forfeiture Funds collected

Unclaimed money was not removed in the year 2016

\$23,829.91 in proceeds were collected from auctioned items and deposited into the Chesterfield Township General Fund

2017 Statistics

1,784 items received

3,582 items given final disposition

Approximately 4,100 pieces of evidence in the property room

\$9,429 in Asset Forfeiture Funds collected

\$7,761.69 of unclaimed money was removed from the evidence room safe and deposited into the Chesterfield Township General Fund

\$15,611.13 in proceeds were collected from auctioned items and deposited into the Chesterfield Township General Fund



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School Liaison Officer Amanda DePape

Overview

Officer DePape has been a Police Officer with the Chesterfield Township Police Department for nearly 10 years. She worked as a patrol officer before she moved into the School Liaison position in February, 2017. Officer DePape is a Chesterfield native and attended Ferris State University where she completed the police academy and earned a Bachelor's Degree in Criminal Justice. Officer DePape is a member of the Chesterfield Township Honor Guard and also coordinates and oversees the Chesterfield Township Citizens' Police Academy and Junior Police Academy.

Responsibilities

As the School Liaison Officer for the Anchor Bay School District within Chesterfield Township, the Liaison Officer's mission is not only to protect and serve the school community and to deter crime, but to also build positive relationships with the students. The safety of the schools and the safety of the children who attend cannot be underestimated. The Liaison Officer promptly responds to incidents; emergency and non-emergency situations involving students at the schools. Additionally, the Liaison Officer develops and fosters relationships with the schools, students and their families.

The Liaison Officer is present at Anchor Bay Middle School South (Monday- Friday) and visits the elementary schools (Dean A. Naldrett, Sugarbush, Lottie Schmidt and Great Oaks), weekly and rotates every other week.

Throughout the day at Anchor Bay Middle School South, the Liaison Officer monitors the hallways, checks the security of the exterior doors, visits classes, monitors the cafeteria during lunches, assists with fire and lockdown drills, and follows up with school related incidents upon the request of the principal or assistant principal. The primary role at the elementary schools is for education, mentorship, officer presence and familiarity. The Liaison Officer also monitors the parking lots of the schools during student drop off and pickup.

The Liaison Officer attends school activities, sporting events, academic events, open houses and staff meetings. Officer DePape is certified in both ALICE (Alert, Lockdown, Inform, Counter, Evacuate) and RAIDER (Rapid Deployment, Awareness, Intervention, Decisiveness, EMS, Recovery)

The Liaison Officer has and will continue to teach students that police officers are here to help and to give guidance in each and everyone's lives. Every day, the Liaison Officer leads by example and promotes a positive image of Law Enforcement to the youth and students of the community.





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School Liaison Officer

2017 Achieved Objectives

- 1 Justin Mello KID Print ID**
ID card with student's information and fingerprint to be kept by parent.
- 2 Bullying Presentations**
Given to students at elementary schools and middle schools
- 3 Halloween Safety Presentations**
Given to elementary school students
Crossing the street safely, houses to go to and not to go to, throwing away candy that has already been opened.
- 4 Cyber Safety Presentations**
Given to Elementary School students.
Know who you are talking to and do not give any information to strangers.
- 5 Alert, Lockdown, Inform, Counter, Evacuate (A.L.I.C.E) Training**
- 6 Lockdown, Fire and Tornado Drills**
Stood by and assisted staff
- 7 Revised Anchor Bay Middle School South's Emergency Plan**
Presented at a staff meeting- what to do in case of an emergency





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K-9 Unit

On March 26, 2017, Chesterfield Police welcomed K-9 Viper to the ranks. Viper was born on February 7, 2016, in Slovakia. Viper was brought to the United States just one week prior to meeting his new best friend and handler, Officer John Amore. Officer Amore and Viper began a rigorous training regimen on March 27, 2017, and completed their certification on July 18, 2017. Officer Amore and K-9 Viper logged more than 300 hours of training before becoming certified through the National Association of Professional Canine Handlers. The team is certified in Handler Protection, Narcotics Detection, Tracking, Building Searches, Article Searches, Criminal Apprehensions, Obedience, and Area Searches.

In 2017, the team was deployed over sixty times and seized over 235 grams of controlled substances. The team also participated in numerous K-9 demonstrations throughout the area. Officer Amore and Viper participated in "Operation Dog Park" at the Blue Water Bridge where numerous canine teams were on hand to screen vehicles entering the United States. During the Operation Officer Amore and Viper had a positive hit. As a result, a subject was detained and contraband was recovered from under the driver's seat of the vehicle.

Viper has proven to be a great asset to the department and we look forward to what 2018 has for Officer Amore and his partner Viper.

The Chesterfield Township Police Department would once again like to thank the Friends of Chesterfield and the Riehl family for their hard work and generous support in resurrecting the K-9 program!





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Chaplain Program

Overview

Instituted in 2010, our Chaplain Program is consistent with the department's philosophy of providing an excellent work environment for its employees and comprehensive service to the community. The Chaplain program is a vital component of the department's response to employee stress. The Chaplain program continues to serve as an important resource to officers, civilian employees, and their families.

Duties

Provide confidential counseling services to Department personnel and their families

Offer comfort and ministerial services to families of deceased members of the Department; conduct and/or participate in religious services for a deceased member when requested by the family

Visit sick or injured police personnel

Attend Department graduations, promotion activities, award ceremonies, dinners, social events, etc., upon request

Provide invocations and benedictions at approved Department events

Ride along with on-duty police personnel

Attend approved Department training, as well as other training approved by the Chief of Police or his designee

Connect with other religious leaders in the community and Chaplains from other Departments

When requested, respond to serious crashes, major incidents, and other crisis situations, including death notifications

In 2017, 232 volunteer hours were logged. Since the inception of the Chaplain Program in 2010, 1,854 volunteer hours have been logged.

The Chaplains have participated in the CHPD Open House, Shop's with a Cop and have organized the "CHPD Adopt a Family Program" during the Holidays.

Members



Chaplain Mary Mann
CHPD Chaplain since 2010
Ordained Minister with
Generation One Church



Chaplain George Young
CHPD Chaplain since 2016
Pastor of New Vision Cathedral
of Praise Church



Chaplain Gary MacManus
CHPD Chaplain since 2017
Pastor with Evangelical Lutheran
Church of America



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SECTION 02

STAFFING CHANGES

In the following pages, you will learn about staffing changes that occurred in 2016-2017, including assignments, promotions, new hires and retirements.



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2016 Promotions



None

No promotions were made during 2016

2017 Promotions



Brian McNair

Promoted to Lieutenant
May 1, 2017



Gary Kirkley

Promoted to Sergeant
January 1, 2017



Robert Fitzpatrick

Promoted to Sergeant
November 7, 2017



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2016 Assignments

- 1 Detective Feld**
Assigned to FBI Task Force
- 2 Officer Delor**
Assigned to Detective Bureau
- 3 Officer Unger**
Assigned to Detective Bureau
- 4 Officer Swanson**
Assigned to County of Macomb
Enforcement Team (COMET)

2017 Assignments



John Amore
K-9 Unit



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2016 New Hires

- 1 Officer Julian Lee**
01/04/2016
- 2 Officer Kory Bonk**
01/05/2016
- 3 Officer Alana Jannette**
01/06/2016
- 4 Dispatcher Katelyn Martin**
08/25/2016
- 5 Officer Joshua Baker**
09/08/2016
- 6 Officer Kyle LeBeau**
09/09/2016

2017 New Hires

- 1 Officer Brandon Wickersham**
06/06/2017





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2016 Retirements

- 1 Detective Scott Blackwell**
04/26/1990 to 01/31/2016
- 2 Officer John Stevenson**
06/10/1999 to 05/31/2016
- 3 Sergeant James O'Connor III**
06/18/1993 to 12/31/2016

2017 Retirements

- 1 Dispatcher Paul Kayser**
05/20/1996 to 06/30/2017



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SECTION

03

SPECIAL PROGRAMS

In the following pages, you will learn about special programs either instituted by the Chesterfield Township Police Department or programs in which our department participates to better serve the community via an expanded presence.



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Chesterfield Police Honor Guard

The Chesterfield Township Police Honor Guard formed in June of 2015. The Honor Guard is comprised of the following volunteer officers: Sergeant Robert Kirkley, Sergeant Tiffany Krul, Officer Eric Meier, Officer Mike Seabolt, Officer Mike Ogden, Officer Amanda Depape, Officer Darin Johnson, Officer Matt McPhillips, and Officer Julian Lee.

The POLC and the Jessica Nagle-Wilson Foundation generously gifted the Honor Guard with two very large donations and also raised a large amount of money with our Spaghetti Dinner, which was an enormous success. The Chesterfield Township Police Honor Guard has also received numerous donations from private citizens within the community.

Currently the Honor Guard has \$14,352. These funds will be used to purchase needed equipment and eventually fund a scholarship program for an individual interested in pursuing a career in law enforcement. The unit has secured ceremonial rifles which were issued free of charge to them by a government program.



The Honor Guard has attended numerous police funerals, civic functions, fundraisers, and public relation events throughout the community and will continue to do so in the upcoming year. The Honor Guard sent two of its members to Alpena for a week long training that covers funeral protocol, military movements, and flag law and etiquette.

The Guard will look to add more members in 2018 and will be hosting another Spaghetti Dinner as well as other fundraisers. They are currently raising money to fund a trip to the National Law Enforcement Memorial in 2019. The unit will participate in the annual memorial to commemorate all of the fallen police officers. The Honor Guard is planning to send two more officers to the annual training in Alpena.



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“Careful!” Program

The “Careful!” program is designed to alert residents that they may have exposed their property to criminal activity. Programs similar to this initiative have been shown to reduce property crimes significantly across the country. If an officer spots a safety or security concern on or about your property they will issue the “Careful” card identifying the particular concern and a way of correcting the issue. The officer will also indicate the date and time it was found.

“Careful!” cards can be placed on but not limited to:

- Vehicles left running but unattended
- Homes, garages, or businesses found with an open or unsecured door
- Vehicles left unattended with expensive items in plain sight
- Or any number of other property concerns

Most crimes occur because the opportunity is there for it to occur. Oftentimes, as people go about their daily schedule, they tend to forget the minor details in which they could avert crime. The goal of “Careful” is to make people aware of their role and responsibility in preventing crime. If you minimize the opportunity, you can greatly reduce your chance of becoming a victim.

When an officer issues a “Careful!” card they will do the following:

1. Date/Time: Write the date and time the card was issued
2. Case #: An incident number will be issued anytime a card is used
3. Security/Safety “Concern”: Clarify the particular security/safety concern that was observed
4. Additional Comments: Describe how this concern can be corrected
5. Badge #: Write your badge number here
6. An incident report will be completed documenting the security/safety concern along with the action taken by the officer
7. If a particular security/safety concern can be rectified such as the locking of vehicle doors, or the closing of a garage door etc. Officer should use their best judgement in doing so
8. If feasible the use of the in car video system along with the positioning of a patrol vehicle will be utilized in order to alert the owner and others of police presence and to record the actions of the officer

672 “Careful!” cards were issued in 2017



CAREFUL!



If I had been an actual thief, you would have been a statistic!

Please do not give a thief the opportunity to rip you off.

Date/Time: _____

Case #: _____

Security or Safety “Concern”:

Additional Comments:

Badge #: _____

CHESTERFIELD POLICE DEPARTMENT

www.chesterfieldpolice.org

46525 Continental, Chesterfield, MI 48047 586-949-2322



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Justin Mello kID Print Program

**A Free Community-Wide Child Identification Program
Supported by the Anchor Bay Community Foundation Justin Mello Memorial Fund**

About the equipment...

The program includes a card printer, laptop computer, video camera, medical scale, and fingerprint capture device. A form is provided requiring name, date of birth, eye color, height, weight, and parent/guardian along with address and phone number. A thumbprint is captured; a photo is taken; and all the data is entered and integrated into the Chesterfield Township Police Department database and printed on a durable plastic identification card that is provided for parent and child.



What to do if your child is missing...

The parent/guardian will have a card containing all of the child's vital information, which can be provided to law enforcement officials with the key facts needed to start a search. When the police are notified, within minutes they can access the digital data, transmit the photograph to on-board computers in patrol cars, and create missing person flyers.

The Identification Card...

It is suggested that the card be carried in your wallet where it is easily remembered and quickly accessed. The front of the card includes all the vital statistics and color photo and thumbprint. The back of the card provides valuable information to both parent and child. The parent card lists steps to follow if a child is missing while the child card provides safety information—don't talk to strangers, wear a bike helmet, etc.

Justin Mello Memorial Fund:

After the tragic murder of Justin Mello in October 2000, hundreds of people from the community offered support and sympathy and donated thousands of dollars in Justin's memory to the Anchor Bay Community Foundation. Some of those funds have been endowed to create scholarships for law enforcement and criminal justice. The first of those was awarded in 2002.

In the winters of 2002, 2003 and 2004, the New Baltimore Lions Polar Bear Plunge drew large crowds to the New Baltimore City Park . In excess of \$20,000 was raised to benefit the Justin Mello Memorial. Monies from the event, along with funds from the Anchor Bay Community Foundation helped establish the Justin Mello KidPrint Program. Originally administered by the New Baltimore Police Department, over 1,500 children have been provided with the ID cards. The program has been used at elementary schools in Anchor Bay , L'Anse Creuse and Immaculate Conception, Presbyterian Village , BayRama, and other community functions.

In 2004, the program was expanded to the Chesterfield Township Police Department to include L'Anse Creuse/Chesterfield elementary schools. It is hoped that in the future there may be a link to the Amber Alert System. In 2016, over 900 children participated in the Justin Mello Identification Program through Chesterfield Police and in 2017 over 500 children participated.



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Chesterfield Observation Program (C.O.P.)

In 2017, the Chesterfield Police Department created the Chesterfield Observation Program or C.O.P.

Many business owners and residents operate surveillance systems at their businesses and/or homes. As crimes occur nearby, citizens are not always aware their system may have captured information that could help solve the crime and keep our community safe. In addition, police are not always aware who may have this potentially vital information.

As a result the Police Department began asking residents and businesses across the Township to register their privately owned surveillance camera systems. This registration informs the police where cameras are in the township so they can gather probative information, it does NOT give police access to the cameras. If an incident happens in the vicinity of the camera system, the owner of the system will be contacted by the detective bureau and a request will be made for the owner to review their video to determine if there is any valuable information. There is no requirement to provide the police department to access your video system.

By registering, the police department can quickly identify nearby cameras that may have captured criminal activity. Police personnel may then request that the owner reviews the camera footage to assist in the investigation and determine if any part of the incident was captured by the video system. If a home is broken into, a car is stolen, or the worst case of all, a child goes missing, the video may provide the information needed for a quick resolution to the incident.

Video surveillance is one of the best methods to apprehend criminals and convict suspects in the act of committing a crime. Installing video surveillance is an excellent step toward helping to secure and protect your home, but registering with the police department can also help the police protect your neighborhood.





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SECTION 04

COMMUNITY OUTREACH

In the following pages, you will learn about the various community outreach programs the Chesterfield Township Police Department is pleased to have implemented to bridge the gap between residents and officers, including the Citizens Police Academy, Junior Law Enforcement Academy and Annual Open House.



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Citizens Police Academy

The Chesterfield Township Citizens' Police Academy started in 2016, and has had a total of four classes. The academy is designed to provide the citizens and business owners of Chesterfield Township a hands-on learning environment in the Law Enforcement profession. It is the goal of the Chesterfield Township Citizens' Police Academy to familiarize each participant with the knowledge, skills, and tactics needed to be a successful Law Enforcement Officer.

In the four classes, we had a total of 70 participants that graduated. Many stated the academy was an excellent experience and they would highly recommend the class to friends and family.

The academy was extended to 11 weeks long in order to expand on certain topics and to add to the program. Based on participant feedback the following topics were added in the fall 2017 session: mock crime scene, mock traffic stops, CPR/ AED Certification, Firearms Training Simulator (added in the spring). For the upcoming fall 2018 academy, the class will be extended to 12 sessions.

The department makes announcements regarding the next class on the department's Facebook page, fliers throughout the township, and press releases with local newspapers.



1

2016 Sessions

Spring: 16 participants
Fall: 18 participants.

2

2017 Sessions

Spring: 17 participants
Fall: 28 participants



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Junior Law Enforcement Academy

The Chesterfield Township Junior Law Enforcement Academy began in June of 2017 and had one, two week class (Monday- Friday) from 9a.m. - 3 pm. The first class had a total of 24 students ranging from 6th- 8th grade.

The Junior Law Enforcement Academy is designed to provide young local citizens of Chesterfield Township with a hands-on learning experience of the law enforcement profession. Each day, students attend physical training, work through team building exercises, and attend structured classroom sessions. Role-plays and demonstrations are conducted by law enforcement officers, fire fighters, and other first responders in the community. The academy covers different aspects of law enforcement including leadership skills and conflict resolution. Lecture topics include, but are not limited to: laws of arrest, SWAT, defensive tactics, mock traffic stops, traffic laws, report writing, accident/crime scene investigating and first aid/CPR.

The Junior Law Enforcement Academy gives students a hands on experience with equipment that is used every day in the field. The last day of class consists of a graduation ceremony for the students, which families are encouraged to attend.

Goals of the Junior Law Enforcement Academy

To increase understanding of Law Enforcement through education and interaction with the police department.

Provide positive interaction with department staff and to educate youth about the challenges and responsibility of Law Enforcement.

Create and develop responsible well informed youth citizens.

Build lasting and productive partnership between the Chesterfield Township Police and the youths in our community.



Upcoming class announcements are made on the department's Facebook page, fliers are handed out to students at local middle schools and a press release is completed for the local newspaper.

Since there has been only 1 class, changes will be made to improve each class and will continue to be made to make the Junior Law Enforcement Academy a growing success.



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Chesterfield Police Open House

The Chesterfield Police Department annual open house was held on Saturday, May 20th, 2017. This was the biggest event that we've hosted, with approximately 4,000 visitors.

The open house provides the police department an opportunity to open its doors to the public in an effort to provide education and awareness, while building a stronger relationship with the community. The event allows guests to tour the police facilities, talk with officers, ask questions, view displays, enjoy exhibits, activities for children, KIDPrint ID cards, health screenings, a driving simulator and enjoy a bite to eat - all for free!

Additionally, the open house provides an opportunity for members of our department to learn from the residents via their comments and feedback. This type of direct interaction with the residents we serve enables the department to make adjustments and tailor services to the specific demands and expectations of the community.

New to the event this year was the Taste of Chesterfield, with 19 local restaurants renting tables to showcase their businesses and provide free samples to visitors.

We were fortunate to have had involvement from the Department of Homeland Security, Macomb SWAT, Michigan State Police, Chesterfield Fire Department, Chesterfield Parks & Recreation, McLaren Macomb, MedStar Ambulance and Ballor's Towing.

A large part of the event's success is due to the generosity of local businesses and sponsors like Walmart, Kroger, Meijer, Jim Riehl's Friendly Automotive Group, Gordon Food Services, Lowes, Target and Premier Bowling Alley.

The Friends Of Chesterfield Police community group rents bounce houses for the children to enjoy. The group also sells merchandise at the event and provides volunteers to help make the event a success.





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Med Return Bin

The Chesterfield Township Police Department provides a Med-Return bin, a receptacle for unused medication, in the records lobby. This is a safe way to discard any unwanted pills and prevent them from being accidentally ingested by children and pets, or abused by those that the medications were not intended for. It also prevents the items from polluting our water supply.

The Med-Return bin is under the command of the detective sergeant and is emptied monthly by the property and evidence clerk. A written report is completed at the time of the bin being emptied and the items removed are kept in the property room until destruction can be scheduled.

Items not accepted in the Med-Return Bin are:

- Needles, including pre-filled spring loaded syringes
- Liquids, ointments, and lotions
- Inhalers
- Aerosols
- Glass
- Biohazards such as used gloves or bandages
- Tobacco products





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Friends of Chesterfield Police

In 2017 the Friends of Chesterfield were operating in its 3rd year of existence. Throughout 2017 the Friends of Chesterfield saw a significant increase in membership that is directly related to the citizen police academies that were held in 2017. The Friends of Chesterfield is still committed to "supporting and promoting the Chesterfield Police Department". The group participated in the annual open house, music in the park, the Gratiot cruise, two citizen police academies, one junior law enforcement academy, and sponsored our K-9 unit.

The current board consists of President Gary Thomas, Vice President Paul Miller, Treasurer Kathy McNair, Secretary Mark Forbert, and Police Liaison Lt. Brian McNair.

The group has added "I support the Chesterfield Police K-9 Unit" apparel to the group's merchandise that it sells at community events. The group also sponsored all the academy graduates with their apparel and spent well over \$5k to enable officers to have promotional items as giveaways to members of the community of all ages.





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SECTION 05

COMMENDATION & AWARDS

We are proud of the work that our team puts forth each and every day. However, when a member of our department goes above and beyond the call of duty, it is only fitting that they are recognized.



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2016 Awards

- 1 Sergeant Tiffany Krul**
Certificate of Appreciation
100 Club Award
- 2 Sergeant Richard Rhein**
100 Club Award
- 3 Sergeant Gary Kirkley**
Elks Club Award
- 4 Dispatcher Mary Damm**
Lifesaving Award
- 5 Officer Amanda DePape**
Chiefs Commendation



2017 Awards

- 1 Officer Kasperski**
100 Club Award / Detroit Athletic Club
- 2 Dispatcher Mary Damm**
Elks Club Award
- 3 Officer Aaron Robinson**
Chiefs Commendation
- 4 Officer Michelle Ogden**
Chiefs Commendation
- 5 Officer David Madill**
Chief's Commendation
- 6 Dispatcher Geri Hall**
Chief's Commendation
- 7 Officer Alana Jannette**
Certificate of Appreciation
- 8 Officer Michael Seabolt**
Lifesaving Award
- 9 Officer Michael Connell**
Lifesaving Award
- 10 Officer John Amore**
Letter of Appreciation
(US Customs and Border Protection)
- 11 Sergeant Robert Kirkley**
Letter of Appreciation
(Air Force ROTC)



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SECTION 06

EDUCATION & TRAINING

Continuing education and training are essential for our department to continue to provide the absolute best level of service. For that reason, our Training Committee sees to it that training is scheduled and administered regularly.



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Training

Philosophy

Well-trained police employees are capable of delivering high quality police service while providing for the safety of the public and themselves through their comprehensive knowledge and proper utilization of equipment, operating procedures, and policy

Overview

CHPD has a group of officers that are instructors in a variety of police disciplines. These officers make up the Departments Training Committee.

The Department Training Committee is responsible for the development, planning, coordination, scheduling, and implementation of all Department training programs

2017 Statistics

Members of the police department received 2700 + hours of Michigan Commission of Law Enforcement Standards (MCOLES) approved "In-Service Training." Training was provided by numerous credible training entities which included: Macomb Criminal Justice Training Center, Oakland Police Academy, Michigan State Police, Wayne State University, Michigan Association of Chief of Police, FBI Detroit, Delta Police Academy, Macnlow Associates, John E. Reid Associates

Members also received training at shift level during daily briefings. Topics were generated from the "Law Enforcement Risk Management Survey Guide" which were endorsed by the "Michigan Municipal League."

The following training topics were covered in 2017 at the shift level:

- 1 First Aid/CPR/AED and Emergency Bandage
- 2 Subject Control and Handcuffing
- 3 Pistol/Shot Gun/Patrol Rifle
- 4 Taser
- 5 Use Of Force in Non-Criminal Emergencies
- 6 Officer Survival
- 7 Special Needs Encounters
- 8 Stop Stick
- 9 Nasal Narcan Administration
- 10 Diversity Training



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Field Training Officer (FTO) Program / Communication Training Officer (CTO) Program

Overview

The purpose of the Field Training and Evaluation Program (FTO) is to train new officers so that each is prepared to function as a solo patrol officer at the conclusion of their training cycle (one year).

Responsibilities

The fourteen-week program has been divided into phases followed by a year-long probationary period. Each phase is a programmed length of time collated to a particular set of tasks that must be learned by each probationary officer. The tasks are ordered so that the trainee is exposed to the most basic and necessary tasks first. These tasks form the foundation upon which the trainee will build for the remainder of the program and into the subsequent years of service. As the trainee progresses through the program, the trainee will encounter increasingly more difficult tasks.

Eventually, the trainee must be able to perform or be exposed to the majority of tasks necessary to assume the complex role of a police officer. The training cycle consists of intensive on-the-job training and daily/monthly performance evaluations. Training is conducted and staffed by field training officers and sergeants on a 24-hour basis.

Field training officers have the dual responsibility of providing police service in their assigned beats, as well as conducting training and evaluations for new officers. The field training sergeant is responsible for the supervision of all personnel assigned to training of recruit officers.

Officers are required to meet specific performance standards in 30 performance categories before being certified for solo patrol duty. After completion of the FTO program, each officer is assigned to a patrol team. During this time, the officer is evaluated on a monthly basis by their shift sergeant. As the officers near the completion of their one year probationary period, the FTO program trainers and administrators review the officer's performance as a solo beat officer.

Officers who have met the standards required are retained as permanent employees. The Chesterfield Township Police Department Field Officer Program (FTO) currently consists of one Lieutenant FTO Administrator, one Sergeant FTO Coordinator, and eight Patrol Officer FTO's. The Sergeant FTO Coordinator also oversees the Dispatchers/911 Operators training program called the Communication Training Officer (CTO) program that mirrors the FTO program.

2017 FTO Program

Wickersham, Brandon 06/06/2017



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SECTION 07

CRIME DATA & STATISTICS

In our continuing effort to become a more efficient and proactive police agency, statistical data as it relates to incident types, locations, dates and times has become a primary focus of our department.



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Crime & Incident Heat Mapping Crime Data Analysis

Overview

Heat Mapping grabs statistical data from police department and layers it all on top of a clearly-defined heat map of the township's intersections and neighborhoods.

Goals

Heat maps help visually identify crime trends and patterns

Heat maps also help visually identify traffic crash trends and patterns

Provides the patrol division with the information to allocate resources in the most efficient manner

How It Works

Web-based crime map of the Township of Chesterfield allows officers to map out reported, verified criminal activity and incidents including traffic crashes

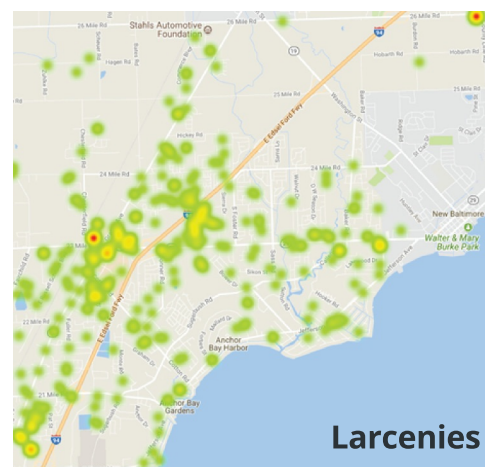
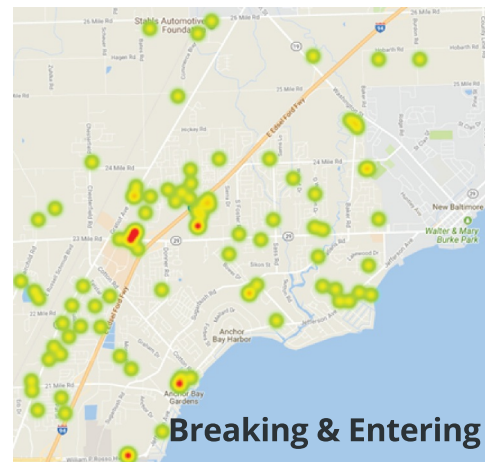
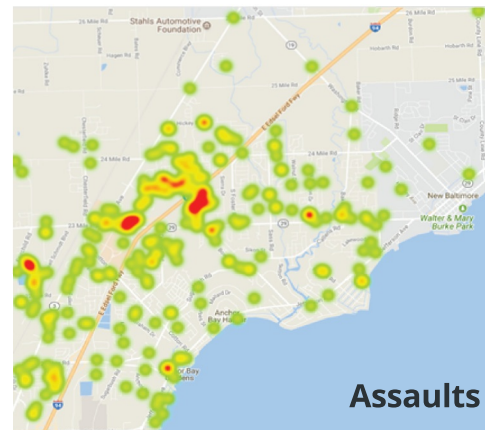
The map is interactive and customizable, with breakdowns of the various incident types, dates, and time frames

Heat Maps pull incident data from Chesterfield Township police records management system.

Each incident is represented on the map as a color. The higher the rate of incidents in an area the hotter the color shade will appear

Officers then direct patrol efforts to hot areas with higher crime incidents

Traffic patrol is directed to hot areas of traffic crashes





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Crime Data

Overview

Crime Data is collected by two civilian employees and overseen by the Detective Sergeant and Administrative Lieutenant

Crime Data is collected, reviewed, and analyzed weekly, monthly and yearly

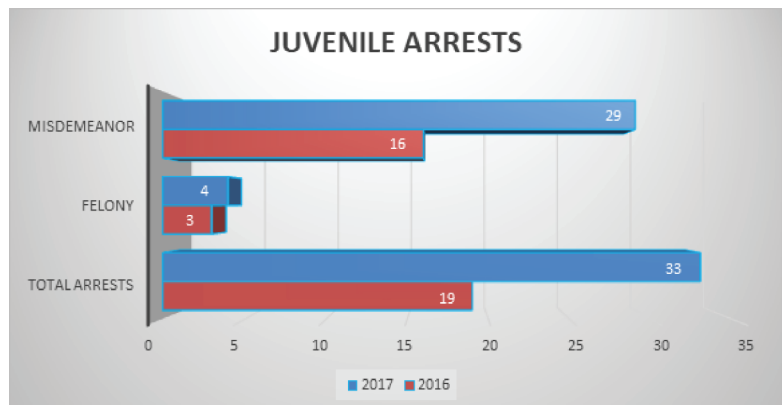
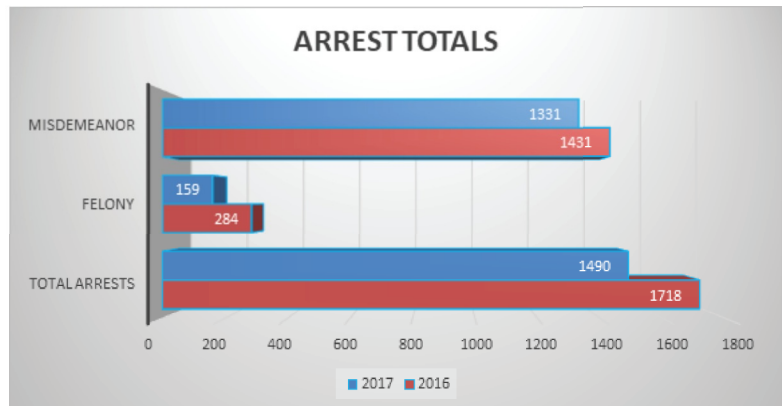
Goals

Recognize crime trends and patterns

Reallocate resources in a more effective manner to subdue crime issues

Supply the public with crime statistics for neighborhoods and areas of the township

Provide Patrol and Shift Sergeants with Crime Alerts



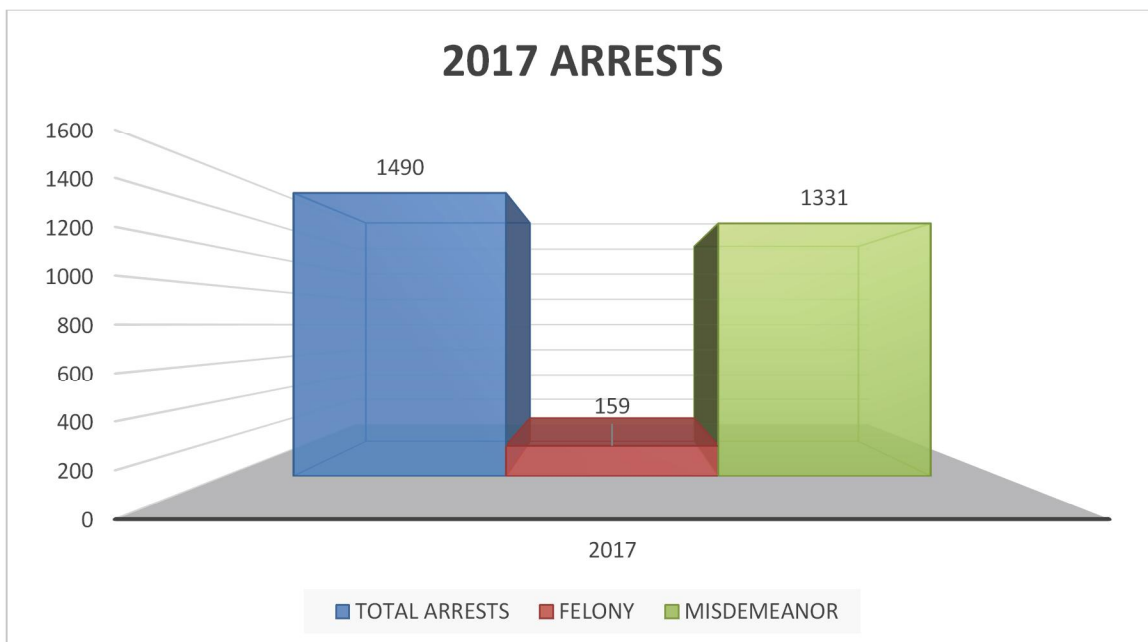
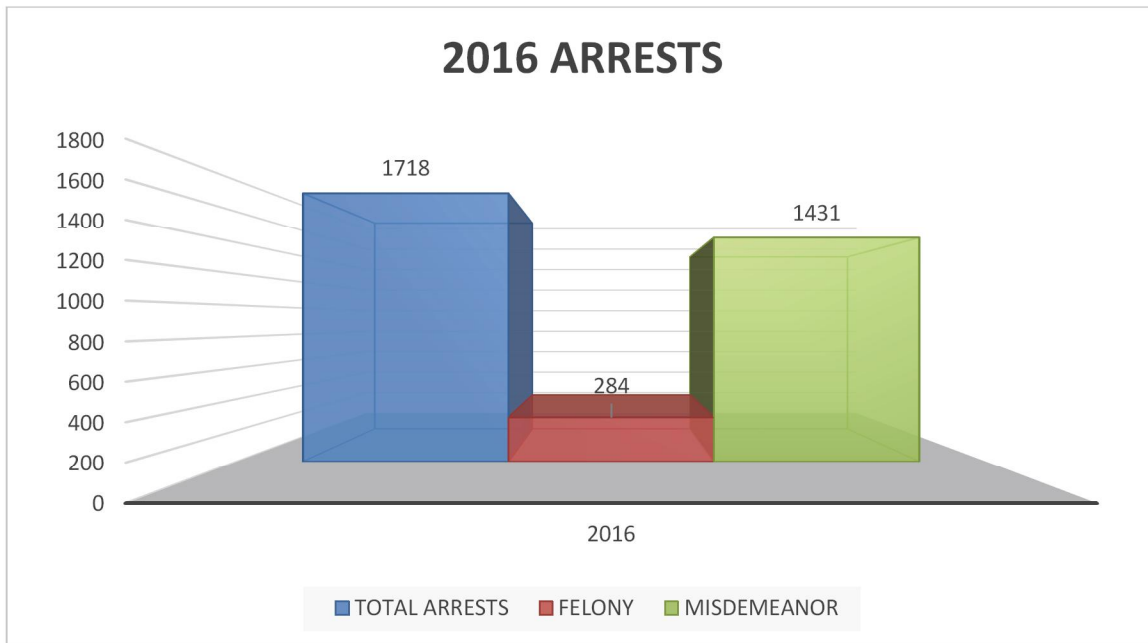


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Crime Data





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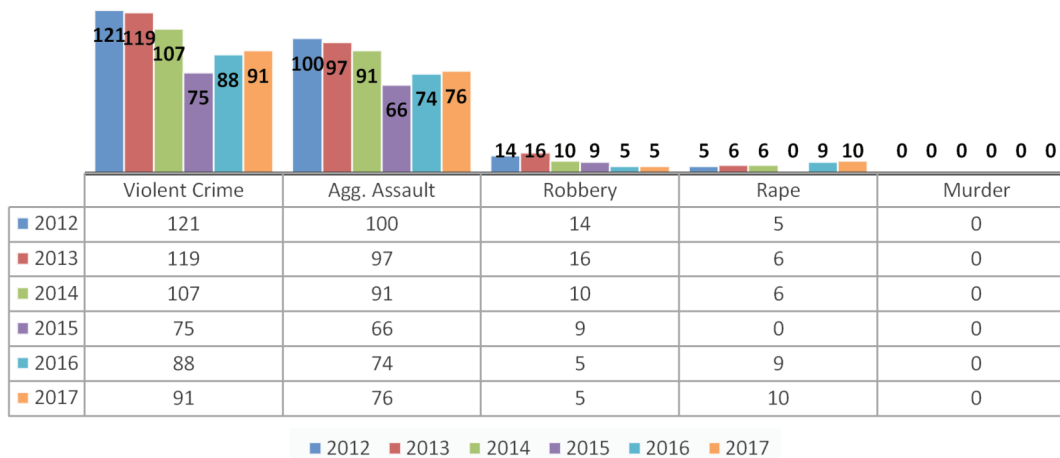
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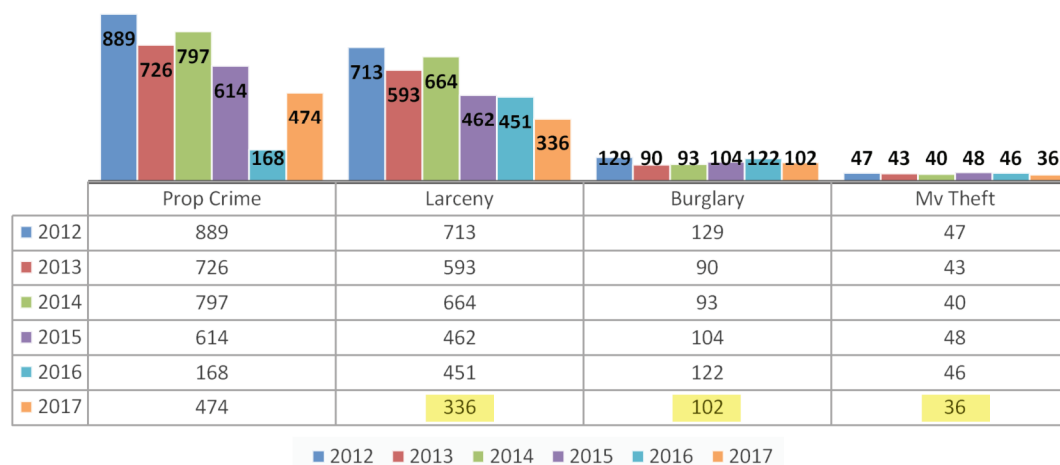
Crime Data

GROUP A VIOLENT CRIME 2012-2017



■ 2012 ■ 2013 ■ 2014 ■ 2015 ■ 2016 ■ 2017

GROUP B PROPERTY CRIMES 2012-2017



■ 2012 ■ 2013 ■ 2014 ■ 2015 ■ 2016 ■ 2017



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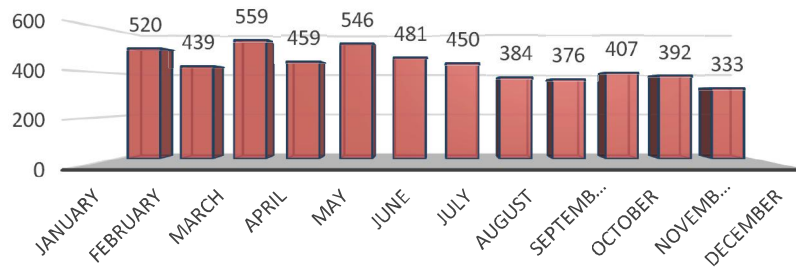
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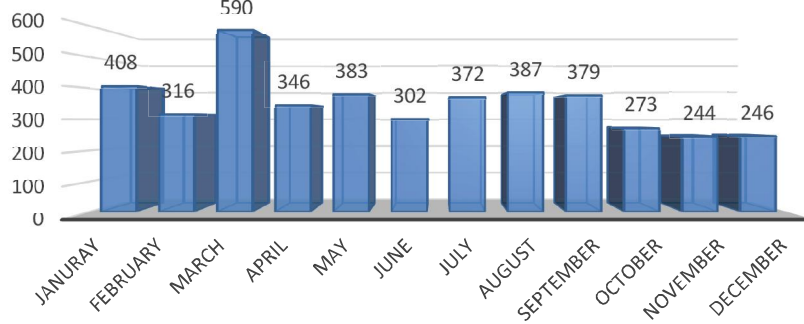


Tickets

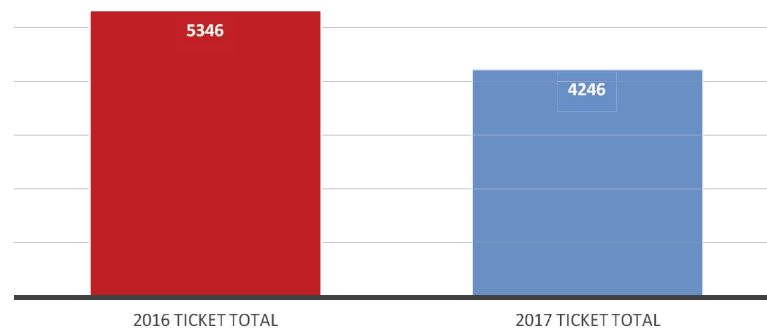
TICKET STATISTICS 2016



TICKET STATISTICS 2017



TICKET TOTAL





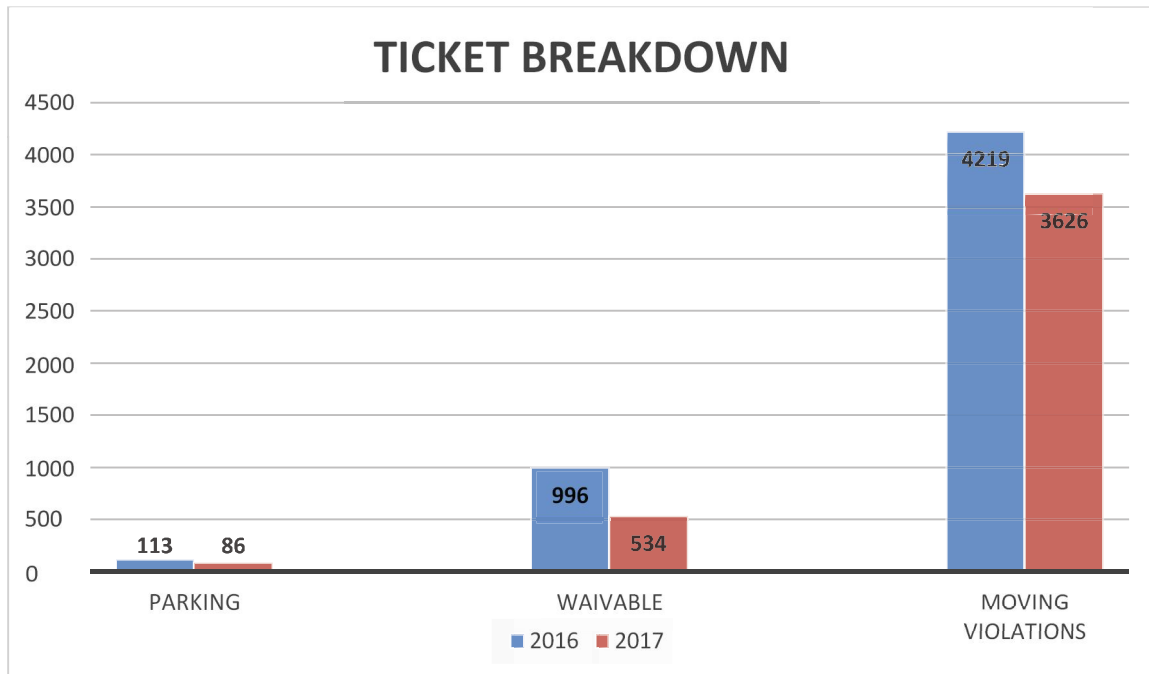
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Tickets



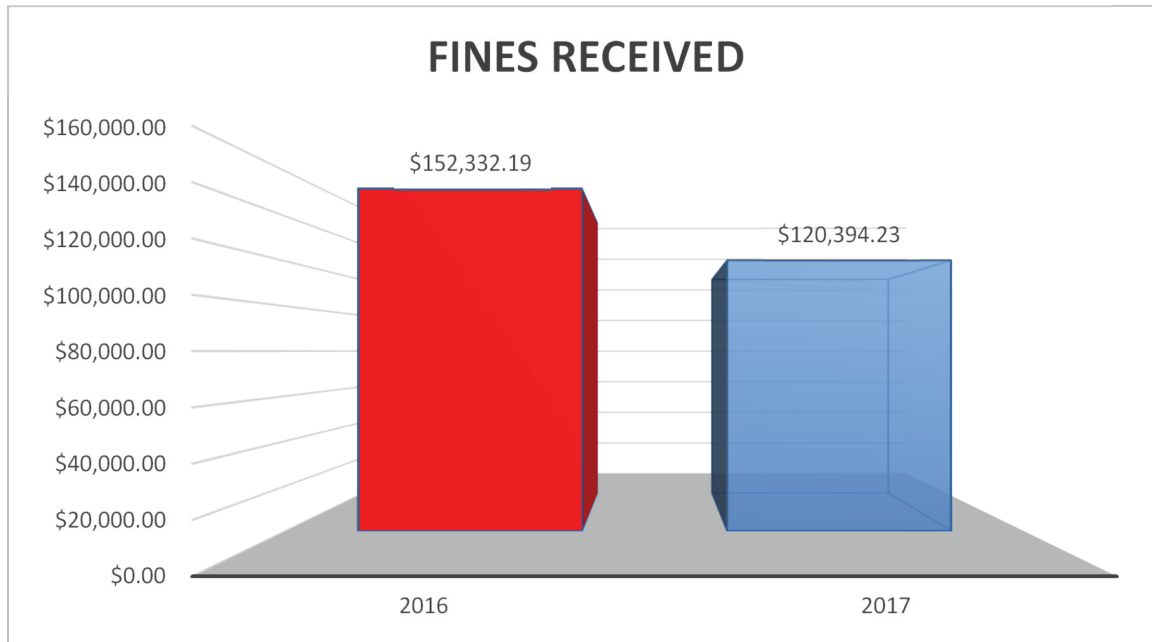


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Fines





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Grants

The Chesterfield Police Department received \$11,700 grant from the Office of Highway Safety Planning for 2017. The grant was intended for enforcement of operating while impaired, seatbelt compliance, and distracted driving.



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36 POLICE
CHARTER TOWNSHIP OF
CHESTERFIELD



Use Of Force

Every use of force by a Chesterfield Police Officer is reviewed on multiple levels to insure that the appropriate level of force was utilized, the force was documented accurately and completely, to verify policy compliance and to enhance department training.

It is important to recognize that each use of force incident involves a unique set of circumstances that must always be taken into account when making analytical conclusions. An officer's involvement and decision-making process in a use of force incident, and the level of force applied, is based on a suspect's actions or inactions. Throughout the incident, an officer must continuously reassess the circumstances and adjust his/her response and application of force, when necessary.

The vast majority of police interactions with the public do not involve the use of force. In 2017, the Department had 38,881 documented public contacts. A total of 1,668 arrests were made during this time and force was used 41 times. These use of force incidents represented .024 percent of the arrests made and .001 percent of the Department's total public contacts.

Below is a table that represents the use of force incidents and the reasons for the application of force in 2016 and 2017.

Reasons for Force	2016	2017
Arrest	28	22
Defense of Officer	8	11
Safety of Subject	7	4
Defense of Other	2	4
Total:	45	41

Arrest: Applied during an arrest when a subject resists arrests.

Defense of Officer: Applied when a subject actively assaults an officer.

Safety of Subject: Applied when a person is attempting to cause harm to themselves.

Defense of Other: Applied to stop a subject from harming another person.



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Guardian HR Performance System

In 2015, the Police Department implemented “Guardian.” Guardian is a web-based program used for indexing officer activity. The system allows for supervisors and peers to enter activity on an employee and notifies the employee of the entry.

The chart below details some of the available activities that can be entered on an employee.

The most common entry over the past two years is “Training Attended” while the least common is “Tardiness.”

Award Nomination	Requests for awards and/or citations for those members under their command they believe have performed acts which deserve formal recognition.
Community Relations Event	Officer's voluntary participation in community relations event.
Decision Making	For documenting proper and commendable decision making by a member of the police department.
Initiative	Develops cases from observed activity. Displays inquisitiveness. Identifies and solves problems or proposes solutions to problems or barricades to every day or unique situations.
Peer Recognition	This category is only for positive entries.
Public Recognition	To document a citizen's recognition of an officer's commendable performance or action.
	To document recognition of an officer's commendable performance or action by a supervisor.
Appearance	Uniform should be neat, clean. Uniform should fit and is properly worn. Weapon, leather, equipment is clean and operative. Hair within regulations, shoes and brass are shined.
Assignment History	Officer's assignments, i.e. k-9, DB, School Resource, etc.
Call Taking (Dispatch)	Documentation of call taking performance. (Incomplete documentation, delay in dispatch, thorough gathering of information.)
Decision Making	Used for training and/or counseling on decision making and actions.
Personnel Complaint	Documenting Internal Investigation in accordance with Policy 04-4.009.
Procedural/Rules Violation	To document rules and procedural violations that do not yet warrant disciplinary action.
Pursuit Report	To be completed anytime one of our officers is involved in a motor vehicle pursuit.
Report Reviewing	Sergeant approving reports with errors or that are incorrect.
Report Writing-Errors	Unaware that a form must be completed and/or is unable to complete the proper form for the given situation. Incomplete, inaccurate or improperly used forms. Leaves out pertinent information. Repeated spelling errors. Excessive time.
Report Writing-Excellence	Timely completion of reports with no errors and excellent chronological presentation of the facts.
Shift Notes	For items of importance covered at shift level. (i.e. directed patrols, proper tactics or updated procedures). To document conversations with employees about expected behavior and or performance
Suggestions	A suggestion box for all employees. If you have a suggestion for improvement, change in policy or procedure or anything to improve our department.
Tardiness	To document an employee who is late for work.
Training-Attended	To document an employee who has attended training



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SECTION 08

OVERTIME STATISTICS

In our continuing effort to become more fiscally responsible, we are including overtime hours and budget information for 2016 & 2017

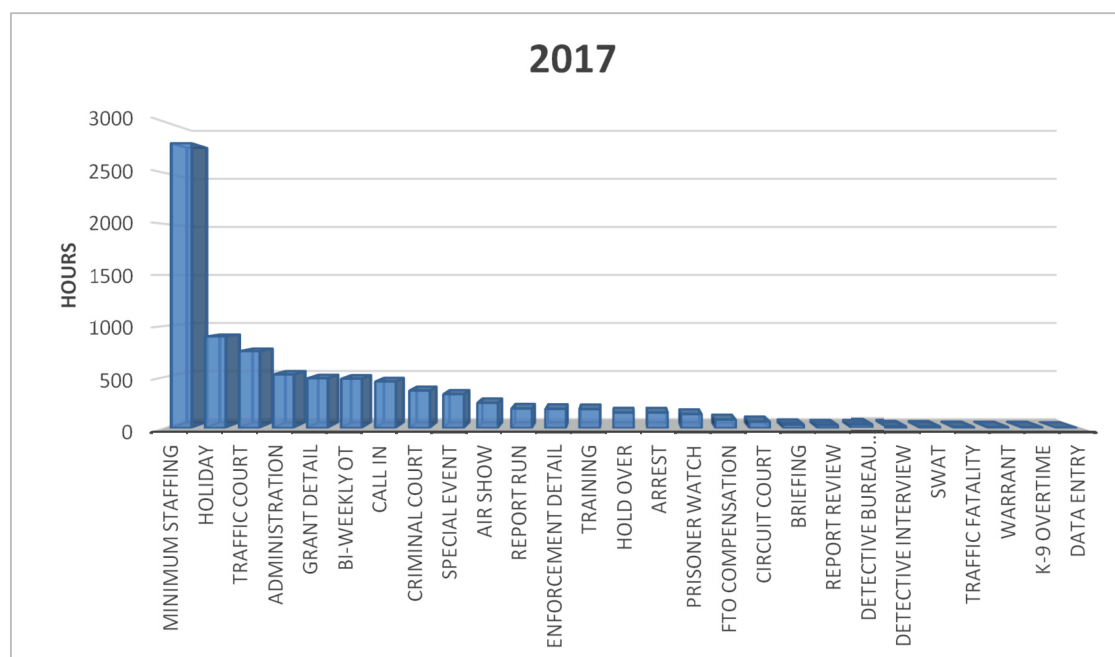
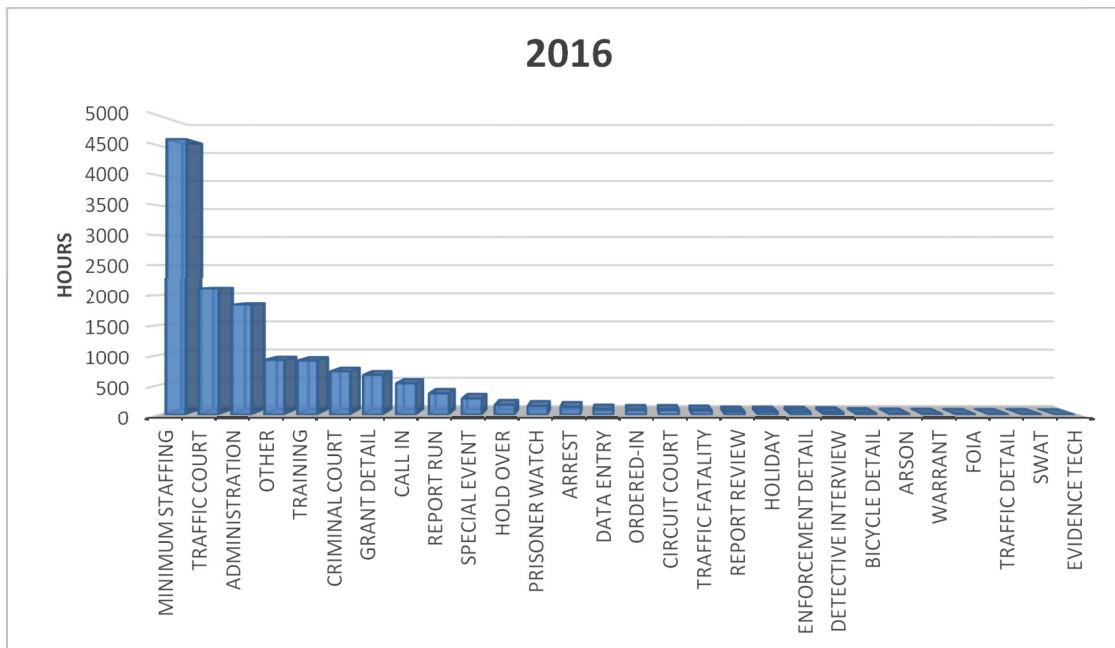


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Police Department Overtime



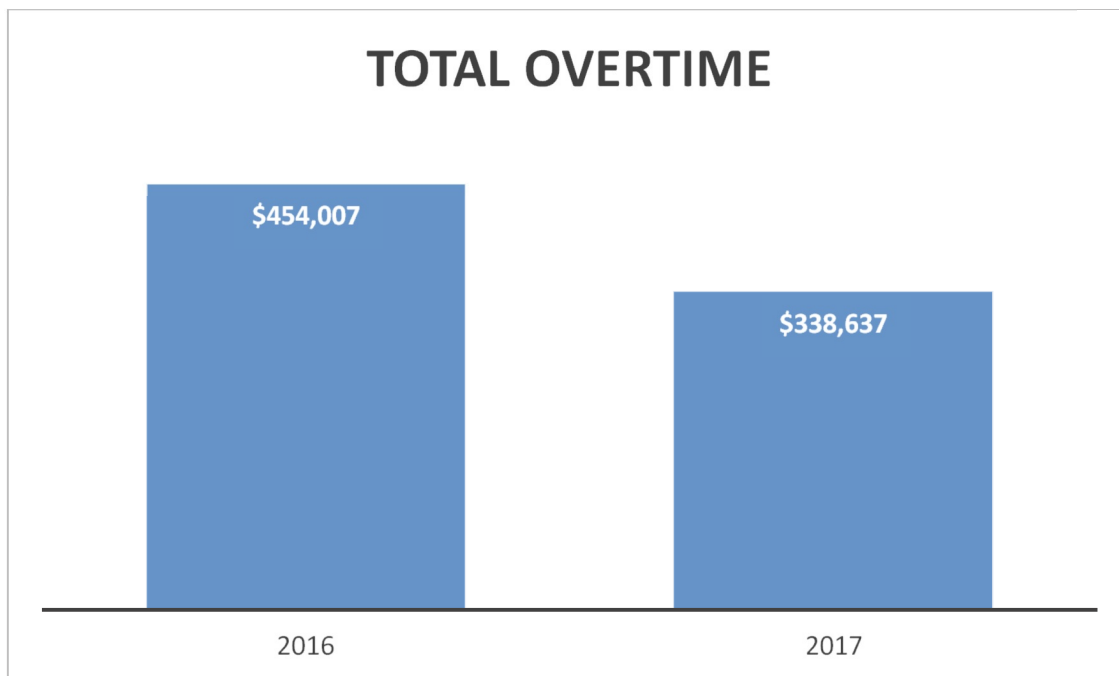


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Police Department Overtime



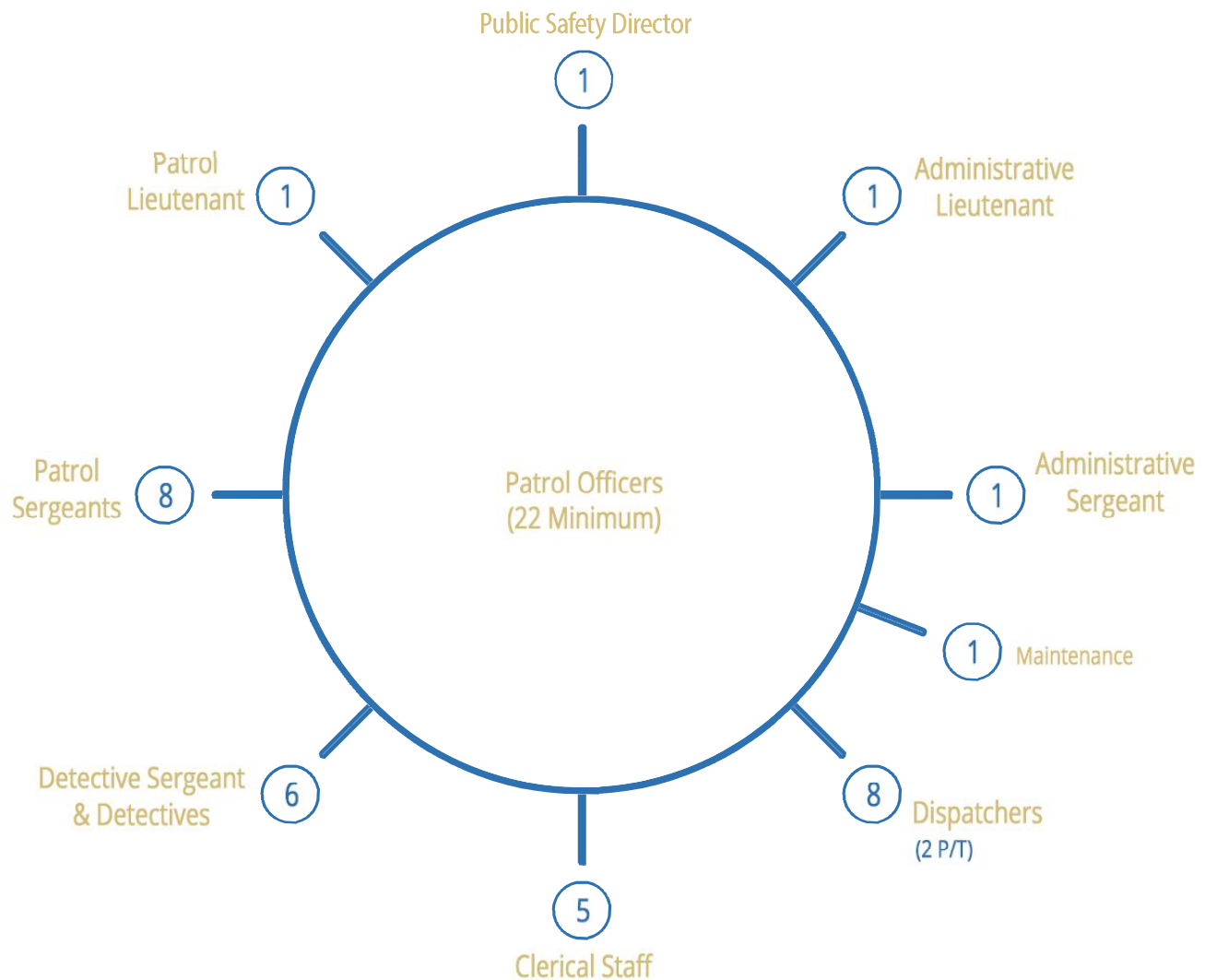


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Minimum Operational Staffing Requirements



53 Total Employees
(Including Public Safety Director)



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SECTION 09

CLOSING STATEMENT

While this may be the end of this report, it marks the beginning of a trend toward positive growth for the members of this department and the community we proudly serve.



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Closing Statement

The Chesterfield Police Department hopes that you have found this annual report, and the information contained within, both enlightening and informative.

As we pave the way forward to into our 50th year, we remember to keep also keep a keen eye to the past. We do this not only to pay reverence to those who wore the badge before us, but also to learn from our mistakes and be aware not to repeat them.

It is this guiding principle that helps us to focus on continual improvement, in our quest to become more efficient and provide the highest level of service to the citizens of Chesterfield Township.

This same principle is illustrated further in the core values of our motto:

- P** Performance
- O** Oath
- L** Loyalty
- I** Integrity
- C** Courage
- E** Excellence

