

Bracken County Sheriff's Office Administration

Memorandum

To: Fiscal Court Members
From: Sheriff Howard W. Niemeier
Date: February 16, 2011
Re: January 2011 Monthly Report

This report is intended to give the Fiscal Court and Bracken County citizens information on the activities of the Bracken County Sheriff's Office. It has been a very busy month in the Sheriff's Office. The following is a list of accomplishments that have been completed to date in the Sheriff's Office. This is not an all inclusive list of the agency's activities.

1. Conducted a complete inventory of all property and evidence that was to be turned over. This also required that a property and evidence room be constructed due to the lack of storage for these items and the security and chain of custody issues associated with property. This was completed by adding a wall in the current Breathalyzer room. All property and evidence was then placed in the secure room with proper security.
2. Developed and implemented new policy and procedures within the agency and issued these out to the officers. Officers have 30 days to read and to come into compliance with these policy and procedures. These policies and procedures are written according to National and State accepted accreditation standards.
3. Implemented a Detective position and hired Deputy Robert Scott to fill this position. Det. Scott will be responsible for investigating all major crimes that occur in the County. He will also be instrumental in mentoring and instructing current deputies in the proper techniques for conducting investigations and case preparation for court. In addition to investigating crimes that are reported, he will also be responsible for conducting undercover and covert drug investigations in the county.

4. Implemented new reporting requirements that require Deputies to document their activities during working hours. Forms were also developed to track and record information needed for court presentations and to provide the Sheriff data for developing stats and crime reports. This also included the implementation of a Business Check, Vacation Check and Area Check program within the County.

There were many other accomplishments during the month, however, these were the most notable. The following are the stats and activities for the month of January.

During the month 25 cases were assigned to officers for investigation by the Sheriff. Of these cases eleven (11) of them were cleared by arrest; five (5) were closed to lack of investigative information; and nine (9) are still under investigation.

STATS for JANUARY

Felony Arrests-	10
Misdemeanor Arrests-	8
Traffic Citations-	17
Traffic Warnings-	13

TRAFFIC ACCIDENTS

Accidents Reported	10
Injury Accidents	2
Property Damage	8

Service of Court Papers

Arrest Warrants Misdemeanor-	17	Criminal Summons-	11
Civil Summons-	21	Subpoenas-	6
Eviction Notices-	4	Domestic Violence Orders	1
Small Claims-	1		

Personnel Hours Spent Providing Court Security

Sheriff Niemeier	18 hours and 10 minutes
Chief Deputy Scott	35 hours and 50 minutes

Business Checks conducted	183	Area Checks	24
Open Doors Found	4		

Sheriff Howard W. Niemeier