

PORT WASHINGTON POLICE DEPARTMENT

# ANNUAL REPORT

2011

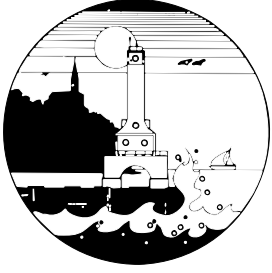
Richard Thomas, Chief (Retired)

Kevin Hingiss, Chief



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March 2012

CITY OF  
PORT WASHINGTON

POLICE DEPARTMENT

Kevin Hingiss,  
Chief of Police

Michael Keller,  
Police Captain

MEMO TO: Police & Fire Commission

FROM: Kevin Hingiss, Chief

SUBJECT: 2011 ANNUAL REPORT

The Annual Report for the City of Port Washington Police Department covering the period of January 1, 2011, through December 31, 2011, is hereby submitted for your review.

Throughout 2011 the Port Washington Police Department continued to experience change in the areas of personnel, technology, and equipment. In June 2011, the police department converted to a new countywide shared records management system, ProPhoenix. Chief Richard Thomas retired December 31, 2011, after six years with the department.

The department first engaged in a proactive tactical deployment program designed to prevent business armed robberies in November 2005. This program has three components and has been implemented each November annually since 2005.

- Education for business
- Directed patrols by officers
- Strategic placement of resources

The department uses a police mountain bike provided by Pedal Moraine Cycle & Fitness of West Bend during the summer months for various patrols.

The department also has had at its disposal a Yamaha scooter, which is used for various types of patrol especially in the lakefront area, compliments of Yamaha of Port Washington, Inc. A Can-Am ATV was loaned to the department for summer beach patrol by Cedar Creek Motor Sports.

365 North Wisconsin Street

P.O. Box 365

Port Washington, WI 53074

Tel (262) 284-2611

Fax (262) 377-9648

In 2011 the Port Washington Kiwanis and the Port Washington Lions Club generously donated funds for Brewer baseball and Green Bay Packer football cards for distribution to the children in the community. Both of these programs continue to be very popular with the children.

Mid-Moraine Municipal Court continues to be a valuable asset for the City of Port Washington. All ordinance violation cases are efficiently handled by municipal court and help to improve the quality of life in our community.

The department remains committed to working proactively and in close partnership with the community and its residents. We strive to provide high quality professional and innovative police services to all. The department is dedicated to promoting and maintaining a sense of safety, security, stability, and peace of mind within the City of Port Washington. We strive to be both sensitive and responsive to community challenges and concerns. Our efforts to improve and expand upon our community programs continue. In an effort to institutionalize problem-oriented policing, each officer engaged in a problem-oriented police project. These initiatives are identified in the annual report.

In 2011 Officers Jason Bergin and Jerry Nye won the Sir Robert Peel Award from the Wisconsin Association of Community Oriented Police, for their project "Sweeping Franklin Street." The award focuses on community policing and recognizes outstanding problem solving efforts in Wisconsin.

Officer Craig Czarnecki won the 2011 American Legion Post 82 Officer of the Year Award.

We continue to update our Accreditation files to keep them in compliance with accreditation standards. The Port Washington Police Dept. was accredited by the Wisconsin Law Enforcement Accreditation Group in July 2010. Re-accreditation will take place in 2013.

I am grateful for the cooperation and support the Commission has given me and the trust and confidence you have placed in this department and its officers.

## **OUR MISSION**

The mission of the Port Washington Police Department is to enhance the quality of life in our city by working in partnership with the community, to protect and serve the community's quest for a peaceful and safe existence, with democratic values applied equally to all citizens.

## **VALUE STATEMENT**

**TO ACHIEVE THIS MISSION,  
WE COMMIT TO THESE SPECIFIC VALUES:**

Human life above anything else  
Community opinion and response  
Courtesy, compassion and respect  
Problem Solving  
Teamwork  
Integrity

<b>ADMINISTRATION AND PERSONNEL</b>
-------------------------------------

**BOARD OF POLICE AND FIRE COMMISSIONERS**

Rick Nelson (President)  
 Terry Tietyen (Vice Chair)  
 Bruce Becker  
 Martin Becker  
 Michael Mueller

**POLICE DEPARTMENT**

<b>ADMINISTRATION</b>	<b>APPOINTED</b>	<b>PROMOTED</b>	<b>RECLASSIFIED</b>
Chief Richard Thomas	08-29-05	Retired: 12-31-11	
Capt. Michael Keller	06-14-77	09-13-93 (Captain)	
Lt. Kevin Hingiss	03-13-84	08-01-94 (Sergeant)	4-9-07 (Lieutenant)
		01-01-12 (Chief)	
Lt. Michael Davel	09-10-93	12-05-96 (Sergeant)	4-9-07 (Lieutenant)
		01-01-12 (Captain)	
Lt. Thomas Barbuch	03-02-87	02-27-97 (Sergeant)	4-9-07 (Lieutenant)
Lt. Eric Leet	01-10-94	10-14-97 (Sergeant)	4-9-07 (Lieutenant)

<b>OFFICERS</b>	<b>APPOINTED</b>
Officer Eric Schmeling	01-04-88
Officer Craig Czarnecki	03-22-91
Officer Thomas Kajtna	01-02-92
Officer Thomas Schleg	09-14-92
Officer Steven Footit	09-23-96
Officer Matthew Keller	01-02-97
Officer Daniel Wolff	03-12-98
Officer Chris Erickson	06-01-99
Officer Kirstin Moertl	11-30-99
Officer Kurt Knowski	03-17-00
Officer Jason Bergin	07-31-01
Officer Jerry Nye	09-06-02
Officer Ryan Hurda	03-09-09

**ADMINISTRATIVE  
ASSISTANT**  
Barb Roska

**APPOINTED**  
02-24-96

**RECORDS CLERKS (Full-Time)**  
Becki Hill  
Shelly Heaslip  
Annie Bialzik

**APPOINTED**  
03-01-99  
04-15-04  
09-17-07

**RECORDS MANAGER**  
Tammy Shepherd

**APPOINTED**  
09-23-92 (Court Clerk)

**RECLASSIFIED**  
01-01-11

<b>SWORN PERSONNEL CHANGES</b>
--------------------------------

Present for duty December 31, 2010	19
Recruited during year	0
Separated from the service	1
Present for duty December 31, 2011	18

## POLICE RESERVE MEMBERS

**CAPTAIN:** Doug Winqvist  
**LIEUTENANT:** Will Parzyszek  
**CORPORAL:** Charles Betka  
**TRAINING OFFICER:** Richard Loberger

### MEMBERS:

Allen Bieber	Justin Moeller*
Corey Birchbauer	James Ruth
Tricia Perry	Brandon Reel
Michael Kolbach	Issam Izhiman
Gregg Kraft	Grant Close
Gregory Boulanger	Andy Pohl*
Michael Hernandez*	Bill Fisher
Russ MacRae	Robert Mueller

\*Resigned

### ADVISORS

Lt. Tom Barbuch

Officer Jerry Nye



## **Membership**

The Port Washington Police Reserves added several new members in 2011. Andy Pohl and Bill Fisher joined the ranks. Will Parzyszek was promoted to Lieutenant and Richard Loberger was promoted to Training Officer. Several members who had been inactive resigned and returned their equipment. We continue to monitor the participation of the members so that we have an active roster from which to fulfill requests for assistance.

## **Training**

Internal training covered the topics of:

- City familiarization
- Handcuffing
- Use of force
- Radio communications
- Traffic control and direction
- CPR and AED certification
- Firearms familiarization which included range training
- Crime Scene Processing
- Professional Communication
- Courtroom Procedures
- Leadership and Team Building exercises

Scenario training was used to help put the training received to practical use. These scenarios involved the assistance of several officers from the department in addition to the advisors.

Three Reserves were sent to MATC for 16 hours of training. Training included Professional Communications, Handcuffing/Use of Force, Drug Recognition Evaluation, Traffic Direction, and Emergency Vehicle Operation Course.

## Events/Activities

1,422 hours of service were logged by the Reserve members. In addition to the meetings which were held on a regular basis throughout the year, the following is a list of activities participated/assisted in by the Reserves:

Saturday Church Traffic @ St. Peters Catholic Church  
Fingerprinting @ Senior Center Open House  
Severe Weather Storm Spotters  
Kiss of Indulgence – Foot Patrol/Traffic Control  
St Patrick’s Day Parade – Traffic Control  
Miller Bike Ride for the Arts – Traffic Control  
Main Street Program Street Festival – Foot Patrol  
Memorial Day Parade – Traffic Control  
PWHS Graduation – Traffic Control  
July 4<sup>th</sup> Parade & Fireworks – Traffic Control  
Port Fish Day – Traffic/Foot Patrol  
Piratefest Parade, Fireworks, and Festival - Foot Patrol/Traffic Control  
Ride alongs  
Relay for Life – Security for donation collection  
PWHS Homecoming Parade – Traffic Control  
PWHS Football games – Foot Patrol  
TJMS Bike Ride – Traffic Control  
Triathlon – Traffic Control  
Run from Concordia – Traffic Control  
Scenic Shore 150 Bike Ride – Traffic Control  
Port Maritime Festival – Foot Patrol  
Pumpkins in the Park – Traffic Control  
Car Show - Traffic Control  
Funeral – Traffic Control  
Municipal Court - Security  
Squads to Milwaukee for service  
Bicycle Rodeo – Assist Officer running the course  
Port Christmas Parade – Traffic Control  
Accident Scene – Traffic Control  
Multi-Agency Exercise – Traffic Control  
Saukville 9/11 Silent March – Marching Unit

In addition, the unit provided assistance for activities in other communities:

Grafton Bicycle Race – Traffic/Crowd Control  
Grafton Christmas parade – Traffic  
Celebrate Fredonia parade – Traffic  
Frebeka 5 run – Traffic

## **Recognition**

A new program for recognition of Reserve Officers was instituted this past year. The new awards program has been designed to “recognize exceptional work done by volunteers of the Port Washington Police Reserve Unit.” While the police advisors make the selections for award recipients, any police officer, reserve officer, or community member can recommend a reserve for their service. The following are the four types of awards that can be presented to members of the unit:

- Years of Service Award: For continuous years of service starting at 5 years and at increments of 5 years.
- Exceptional Community Service Award: For exceptional service to the community and/or the department.
- Exceptional Service Award: For exceptional service through self motivation and self initiation in conduct whose results improve or benefit the community, police department, or reserve unit.
- Exceptional Conduct Award: For reserves whose actions go above and beyond what is expected of a reserve officer; and as a result of those actions, greatly affects a positive outcome.

The following were the 2011 recipients:

### **YEARS OF SERVICE AWARD**

- Allen Biever, 13
- Tricia Perry, 8
- Jim Ruth, 6
- Sam Izhiman, 5

### **EXCEPTIONAL SERVICE**

- Doug Winqvist
- Russ MacRae
- Jim Ruth
- Richard Loberger

### **COMMUNITY SERVICE**

- Doug Winqvist
- Tricia Perry
- Russ MacRae
- Sam Izhiman
- Charles Betka

## **EXCEPTIONAL CONDUCT**

- Will Parzyszek
- Russ MacRae

## **Expanding Duties**

The Reserve unit is currently planning and working towards expanding the scope of activities. These ideas will require approval and some will also require additional training and coordination with Officers. Some of the ideas have come from the Reserve members, and some of come from conversations with officers in the department. Some of the ideas under consideration include:

- Vacation Home checks
- Child Fingerprinting Programs
- Expanding Downtown Surveillance
- Adding Reserves to the bike patrol
- Using Reserves under the age of 21 for checks of establishments selling alcohol

**REGULAR**

Diane Jung – Head Crossing Guard

Lynn Didier

Kristen Andrews

Sandy Radloff

Judy Flom

Robert Byrne

Kathy Lambrecht

Charles Betka

**ALTERNATES**

Allen Bieber\*

Joan McGarty

Donna Stepaniak

Liliana Bieber\*

Ruth Schneider

Marion Torbeck\*

Gerald Wilde

JulieAnne Weinberger

Tricia Perry

James Radloff

\*Resigned.

**OFFICER                      TRAINING**

***Chief Thomas***

EVOC for Administrators - WCTC  
 Range training OZSO Outdoor Range  
 FBI NAA Spring Shoot  
 National Executive Institute Associates, Nashville TN (LEEDA rep)

***Capt. Keller***

Supervisory Liability - LEEDA course  
 F B I LEEDA Conference - Nashville TN  
 Range training OZSO Outdoor Range  
 Accreditation Manager Training CVMIC  
 FBI NAA Spring Shoot  
 FBI NA Fall Shoot  
 Outdoor Range training @ OZSO range  
 Global Threat Analysis: A Behavioral & Operational Perspective, Milw.  
 F B I Holiday Lunch & business meeting, Milwaukee

***Lt. Hingiss***

Inservice - Vehicle Pursuit - W C T C  
 Leadership in Police Organizations  
 Outdoor Range training @ OZSO range

***Lt. Davel***

Major Case Invest.-Officer Involved Shooting – WCTC  
 Inservice - Vehicle Pursuit - W C T C  
 Range training OZSO Outdoor Range  
 Low Light Tactics, M A T C  
 Mental Preparation for Violent Encounters, Mishicot WI  
 Outdoor Range training @ OZSO range, Instructor

***Lt. Barbuch***

Inservice - Vehicle Pursuit - W C T C  
 FBI NAA Spring Shoot  
 Annual W C P A Conference, Wisconsin Rapids  
 FBI NA Fall Shoot  
 Outdoor Range training @ OZSO range  
 Inservice - Waukesha Cty. Technical College

***Lt. Leet***

W C P A Conference, WI Dells  
 Inservice - Waukesha Cty. Technical College  
 Range training OZSO Outdoor Range  
 Leadership in Police Organizations  
 Outdoor Range training @ OZSO range  
 Inservice (days 2 & 3) W C T C

***Officer Schmeling***

Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
C.R.I.M.E. 123 Seminar, Green Bay WI  
Outdoor Range training @ OZSO range

***Officer Czarnecki***

Inservice - Waukesha Cty. Technical College  
Major Case Invest.-Officer Involved Shooting – WCTC  
Range training OZSO Outdoor Range  
Supervisory Liability - LEEDA course  
Low Light Tactics, M A T C  
Outdoor Range training @ OZSO range, Instructor

***Officer Kajtna***

Inservice - (2 days) Legal Update, Vehicle Pursuit W C T C  
WI Counterterrorism Conference - DOJ & FBI  
Range training OZSO Outdoor Range  
Outdoor Range training @ OZSO range  
Global Threat Analysis: A Behavioral & Operational Perspective, Milw.

***Officer Schleg***

Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
Supervisory Liability - LEEDA course  
Outdoor Range training @ OZSO range

***Officer Footit***

Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
Supervisory Liability - LEEDA course  
Outdoor Range training @ OZSO range

***Officer Keller***

Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
Outdoor Range training @ OZSO range

***Officer Wolff***

Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
Inside the Tape Homicide Investigation & Crime Scene Mgmt - Milw.  
Supervisory Liability - LEEDA course  
Outdoor Range training @ OZSO range

***Officer Erickson***

Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
Outdoor Range training @ OZSO range

***Officer Moertl***

Investigating, Stalking & Strangulation (Dom. Viol. & S/A) Sheboygan  
Inservice - Waukesha Cty. Technical College  
Crisis Negotiations Seminar, Appleton WI  
Outdoor Range training @ OZSO range

***Officer Knowski***

Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
Outdoor Range training @ OZSO range

***Officer Bergin***

WACOP Community Oriented Police Symposium  
Inservice - Waukesha Cty. Technical College  
Range training OZSO Outdoor Range  
Enforcing the Underage Drinking Laws Program  
Outdoor Range training @ OZSO range

***Officer Nye***

Range training OZSO Outdoor Range  
Inservice - Vehicle Pursuit - W C T C  
Inside the Tape Homicide Investigation & Crime Scene Mgmt - Milw.  
Outdoor Range training @ OZSO range  
WACOP Community Oriented Police Symposium

***Officer Hurda***

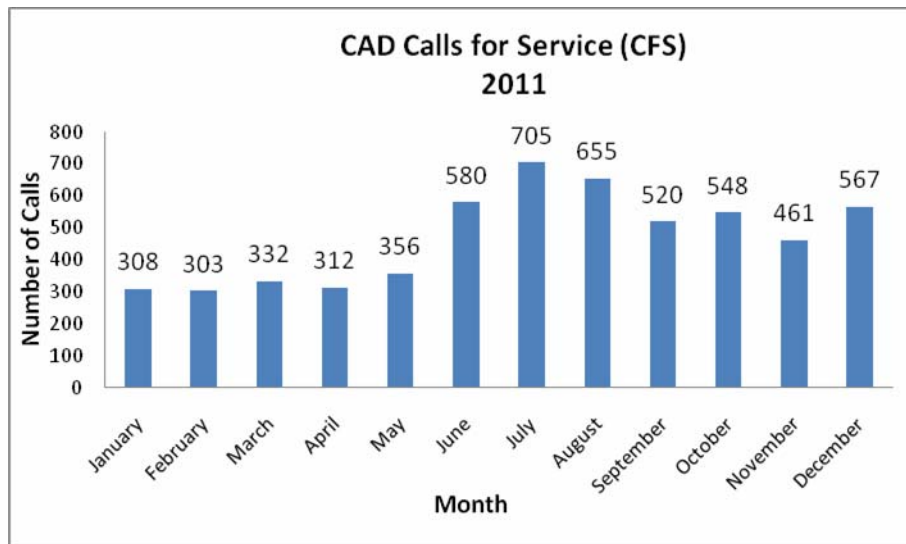
Inservice - Waukesha Cty. Technical College  
Reid-Advanced Interview & Interrogation - W C T C  
Range training OZSO Outdoor Range  
Outdoor Range training @ OZSO range

\* The State of Wisconsin's training year is July 1<sup>st</sup> through June 30<sup>th</sup>.

The training listed is for calendar year 2011. Because of this difference, some officers' training records may indicate either no Inservice training for the year, or two sessions attended during the calendar year.

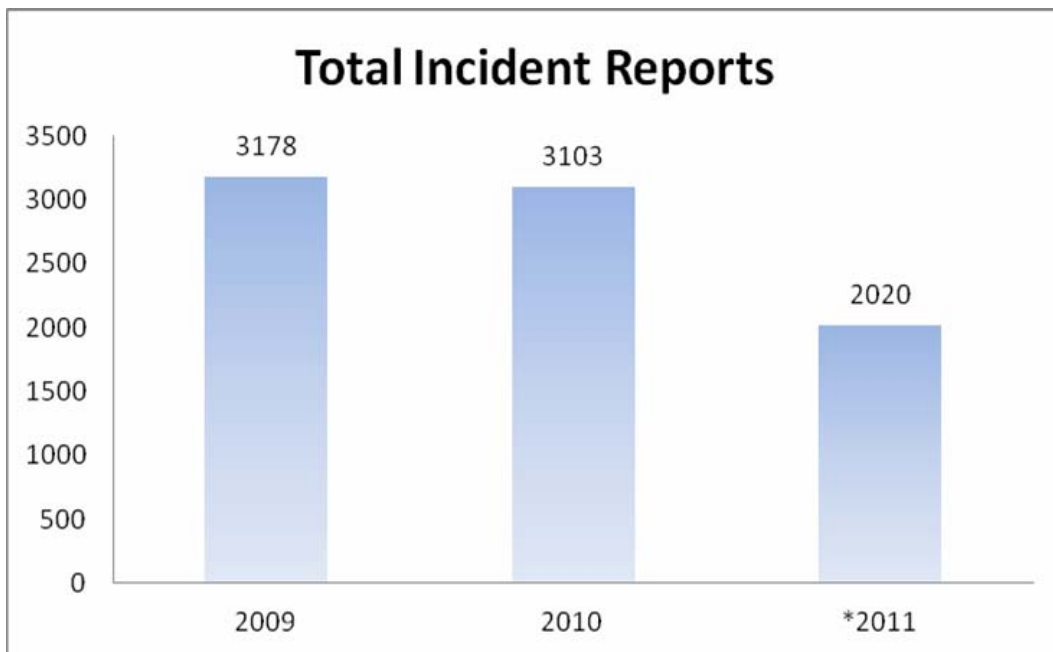
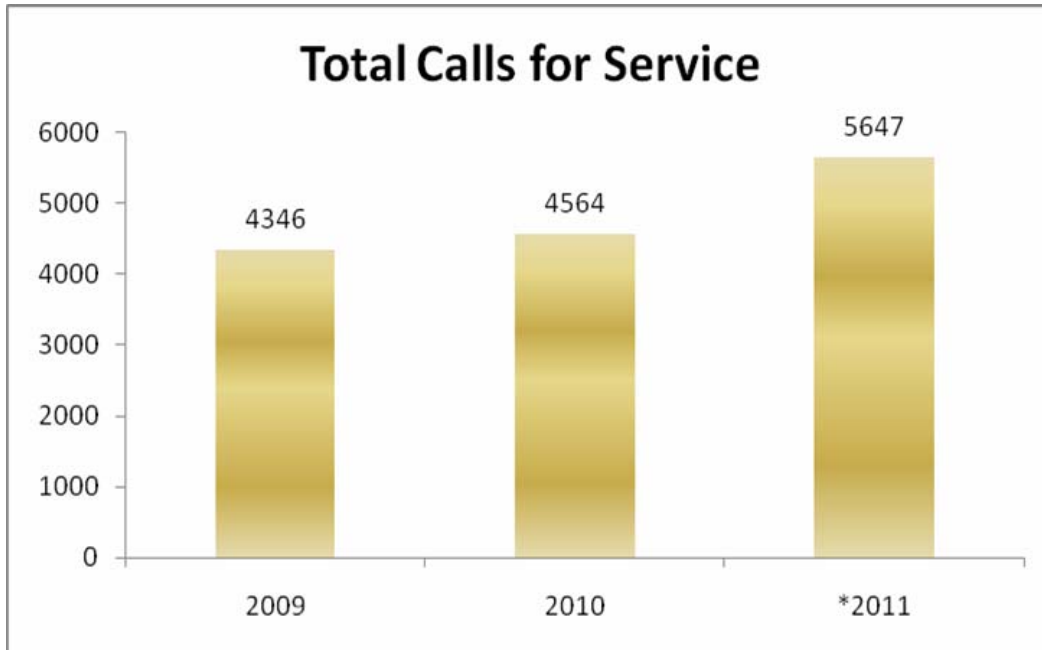


## OFFICER ACTIVITY

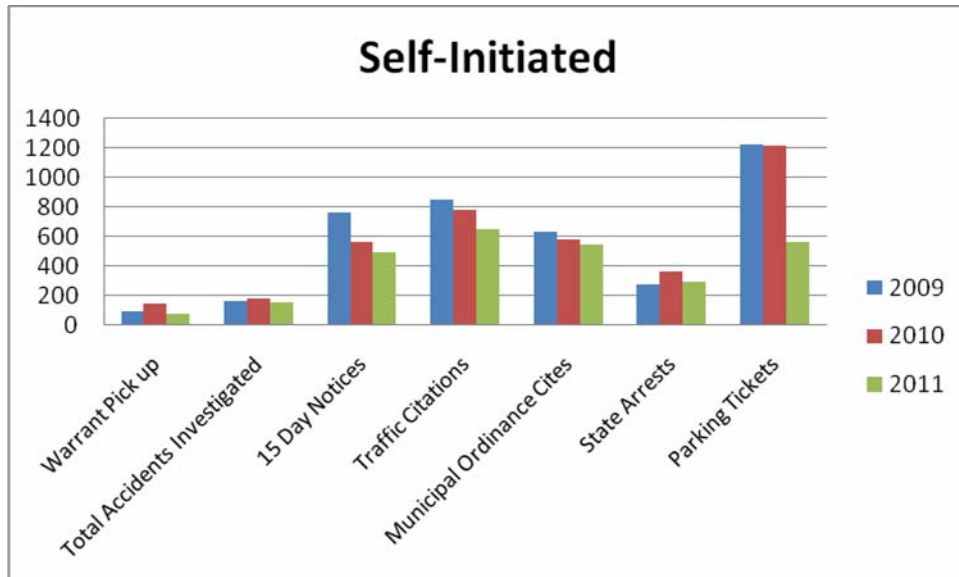


<i>Call For Service (CFS) Description</i>	<i># of Calls</i>	<i>Call For Service (CFS) Description</i>	<i># of Calls</i>	<i>Call For Service (CFS) Description</i>	<i># of Calls</i>
- / ADMIN*	51	DV - Domestic Violence / Verbal	20	ORD - Ordinance Violation	2
911 - Hang Up / Open Line	445	DVP - Domestic Violence / Physical	16	OTHR - Other	149
ABAN - Abandoned Vehicle	55	ED - Emergency Detention/Chapter 51	4	OWI - Operating While Intoxicated	4
ABUS - Abuse or Neglect	2	FALR - False Alarm	33	PARK - Parking Violation	84
AC - Assist Citizen	440	FI - Field Interview / Interrogation	1	PARKS - Secure/Check Parks	6
ALARM - All Alarms / not fire	138	FIRE - Fire or Smoke	69	PBT - PBT Test in Station	2
ALARMF - Fire Alarm	15	FORG - Forgery	2	PROC - Process Service	2
ALLOTH - All Other Complaints	72	FOUND - Found Property	40	PROP - Lost & Found Property	6
ANIMAL - All Animal Complaints	173	FRAUD - Fraud Investigation	13	PT - Prisoner Transport	1
AOA - Assist Other Agency	132	FT - Family Trouble	41	RAPE - Sexual Assault	3
BARK - Barking Dog	7	FWRK - Fireworks	10	RESC - Rescue Call	563
BATT - Battery	14	GAS - Gas Drive Off	8	SA - Sexual Assault	6
BITE - Dog/Cat Bite	3	HARR - Harassment/TRO Violation	81	SCH - School	23
BURG - Burglary	16	IEX - Indecent Exposure	2	SUIC - Suicide & Attempts	26
BUSN - Business Check	143	IOWC - Issuance of Worthless Check	19	SUSP - Suspicious Vehicle or Person	235
CDTP - CDTP or Vandalism	85	JA - Juvenile & Underage Alcohol	10	TA - Traffic Accident	215
CKD - Car Kills Deer Accident	4	JUV - Juvenile Curfew / Loitering	12	THFT - Theft	223
CVL - Civil	29	LIQU - Liquor Violation	8	TOBC - Tobacco Violation	6
DC - Disorderly Conduct	367	LITTER - Littering	27	TRAF - Traffic/Traffic Stop	750
DEBRIS - Debris in Roadway	17	LKOUT - Vehicle/Residence Lockout	66	TR AFC - Traffic Complaint/Erratic Driving	88
DOA - Death Investigation	5	LOST - Lost Property	13	TRAIN - Training	2
DISA - Disabled Vehicle	78	MENT - Mental Subject	7	TRES - Trespassing	23
DNR - Tag CKD or DNR Violation	8	MISC - Miscellaneous Service	94	TRO - TRO or Injunction	1
DOMS - Domestic Trouble	33	MISS - Missing or Runaway	48	WANT - Warrant or Wanted	40
DOOR - Checking Doors	23	MUT - Mutual Aid	1	WC - Welfare Check	16
DPW - Public Works/Highway Dept	3	MVTHEF - Motor Vehicle Theft	6	WEAP - Weapons Violations (CCW)	19
DRIV - Driving Complaint	12	NARC - Narcotics Investigation	17	WWTP - Wastewater Treatment Plant Call-In	3
DRUG - Drug Investigation	16	NOISE - Noise Complaint	11		
DRUNK - Drunkeness/Public Inebriation	9	OD - Open Door	75		

\* Calls that were cancelled in the system; entered in error, officer requested cancellation prior to arrival or caller requested cancellation prior to officer arrival

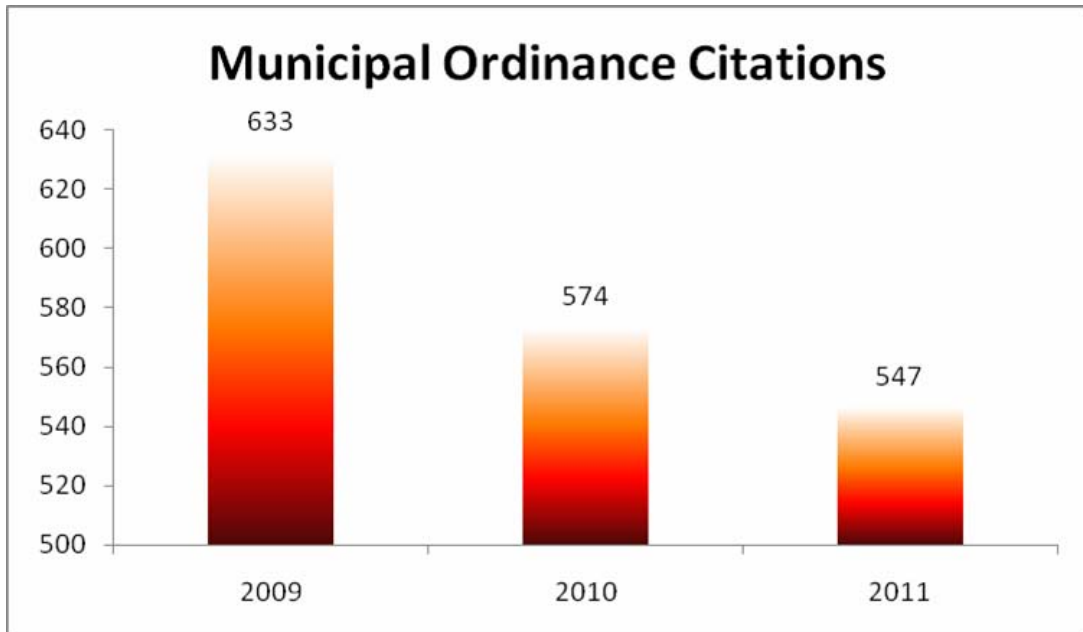
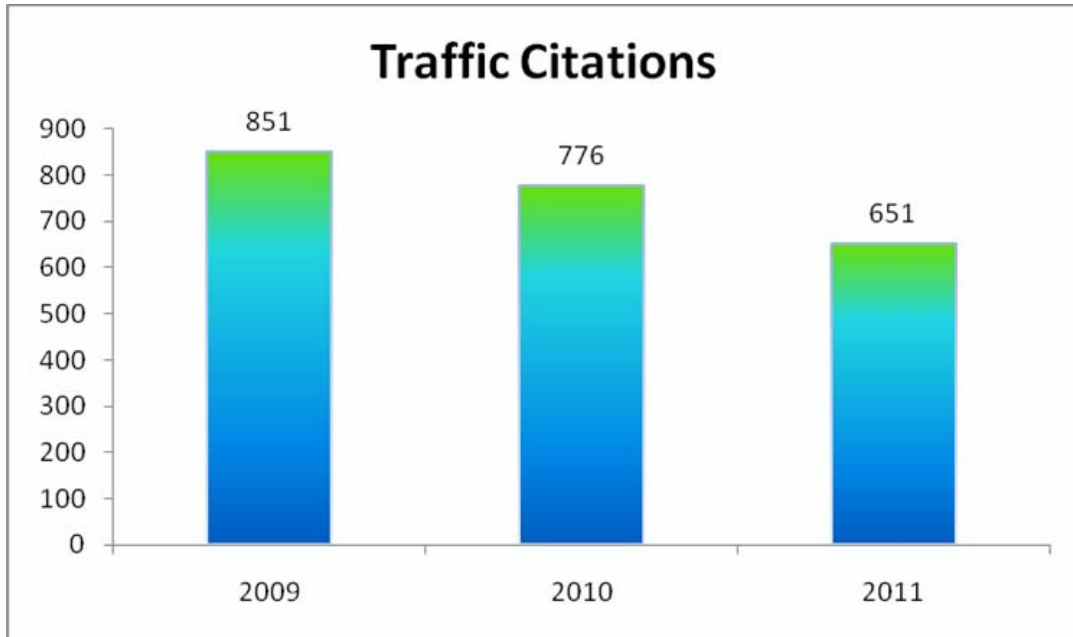


\* Due to a switch in Records Management Systems (RMS) in June 2011, incident reports are now recorded and handled differently, thus incident report numbers appear to be somewhat skewed.

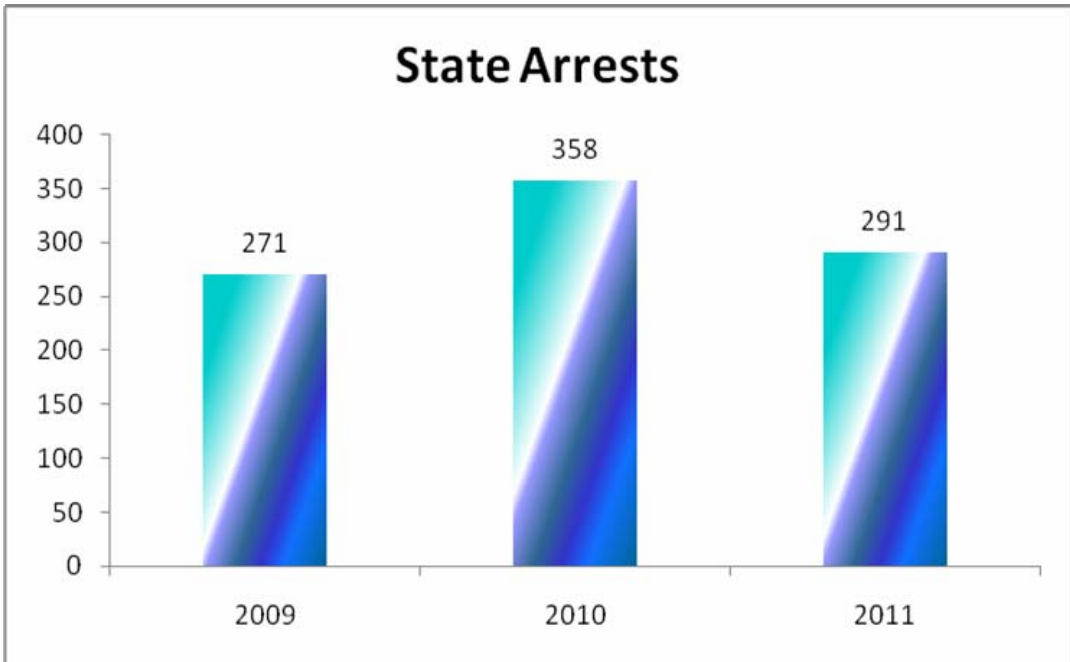


	<u>2009</u>	<u>2010</u>	<u>2011</u>
Warrant Pick up	87	140	70
Total Accidents Investigated	162	179	154
15 Day Notices	762	557	491
Traffic Citations	851	776	651
Municipal Ordinance Cites	633	574	547
State Arrests	271	358	291
Parking Tickets	1225	1217	564

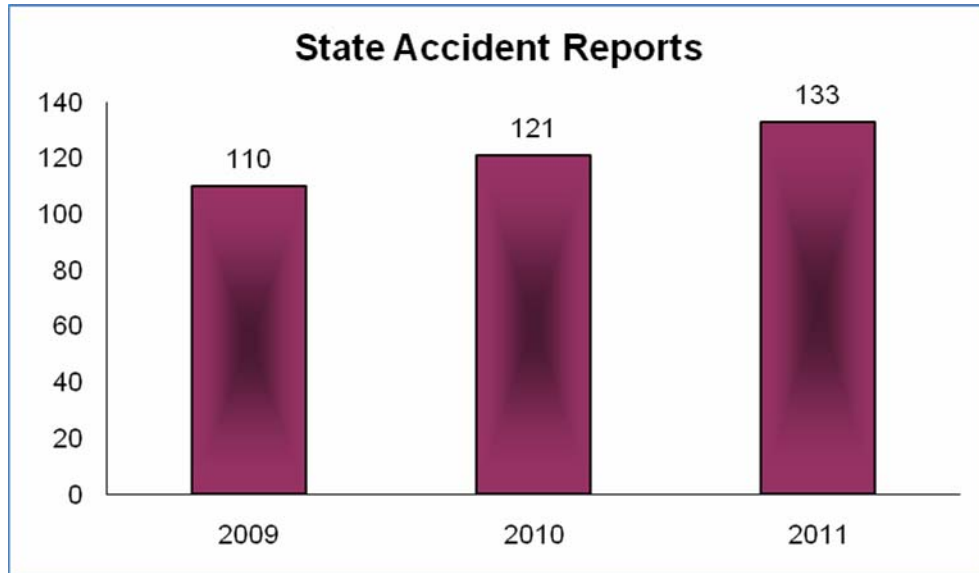
## CITATIONS ISSUED



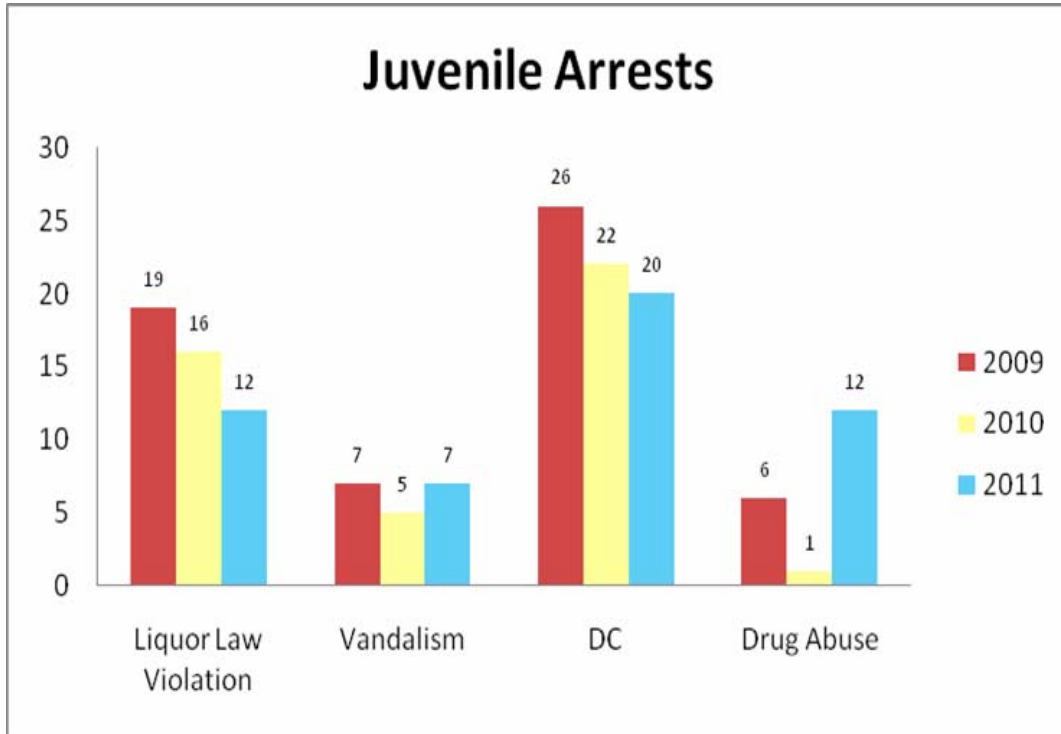
**STATE ARRESTS**



## ACCIDENTS

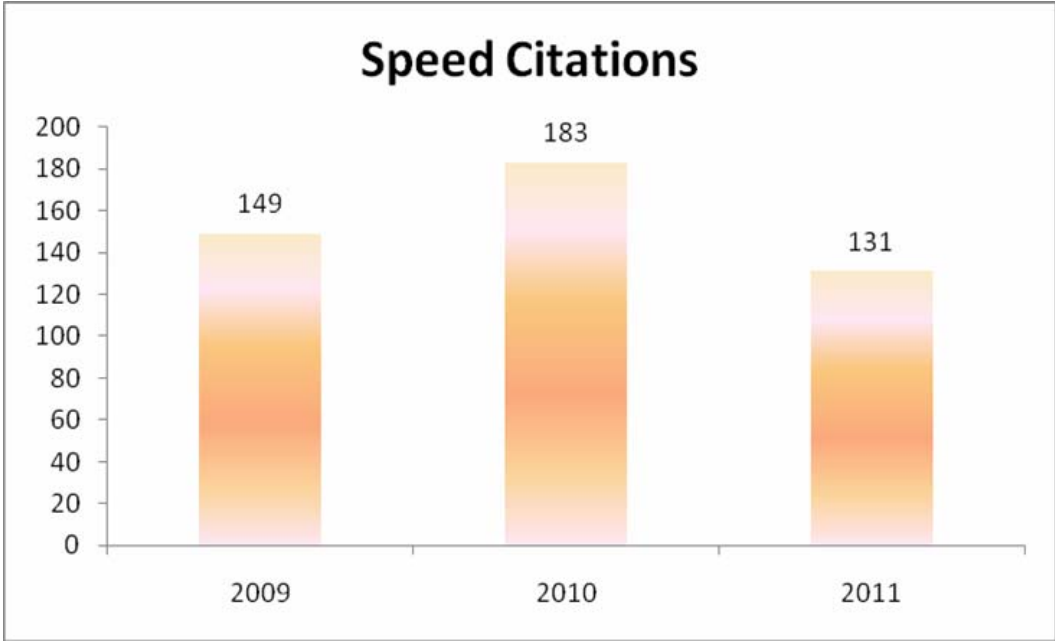


## JUVENILE ARRESTS



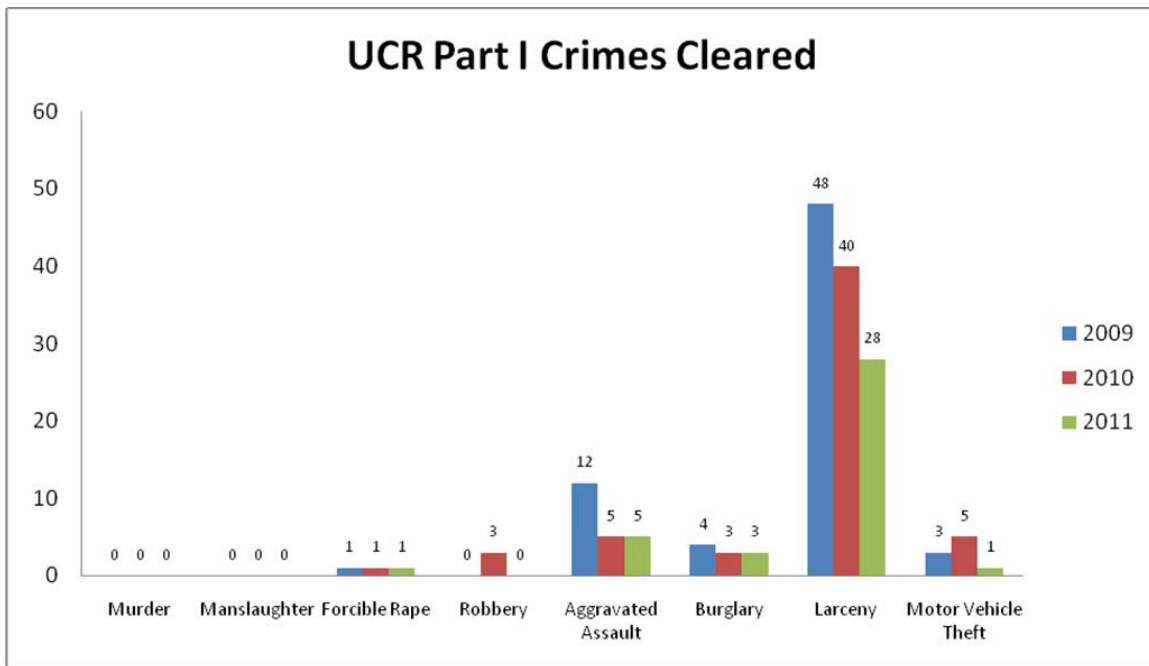
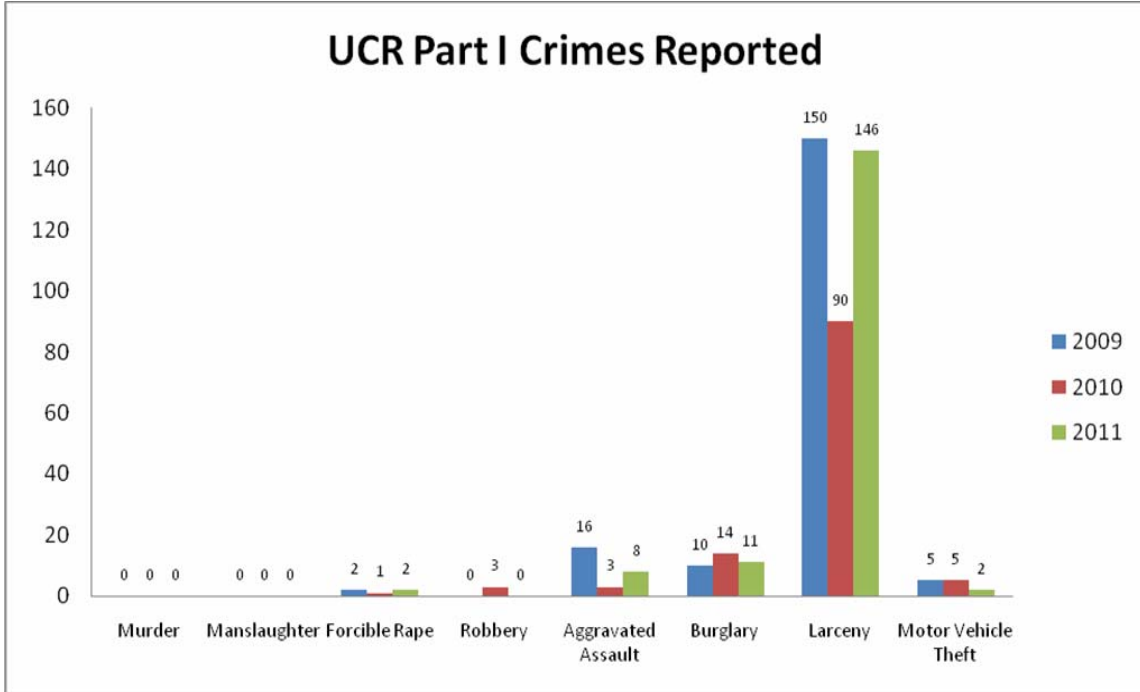
	<u>2009</u>	<u>2010</u>	<u>2011</u>
Liquor Law Violation	19	16	12
Vandalism	7	5	7
DC	26	22	20
Drug Abuse	6	1	12

**SPEED CITATIONS**

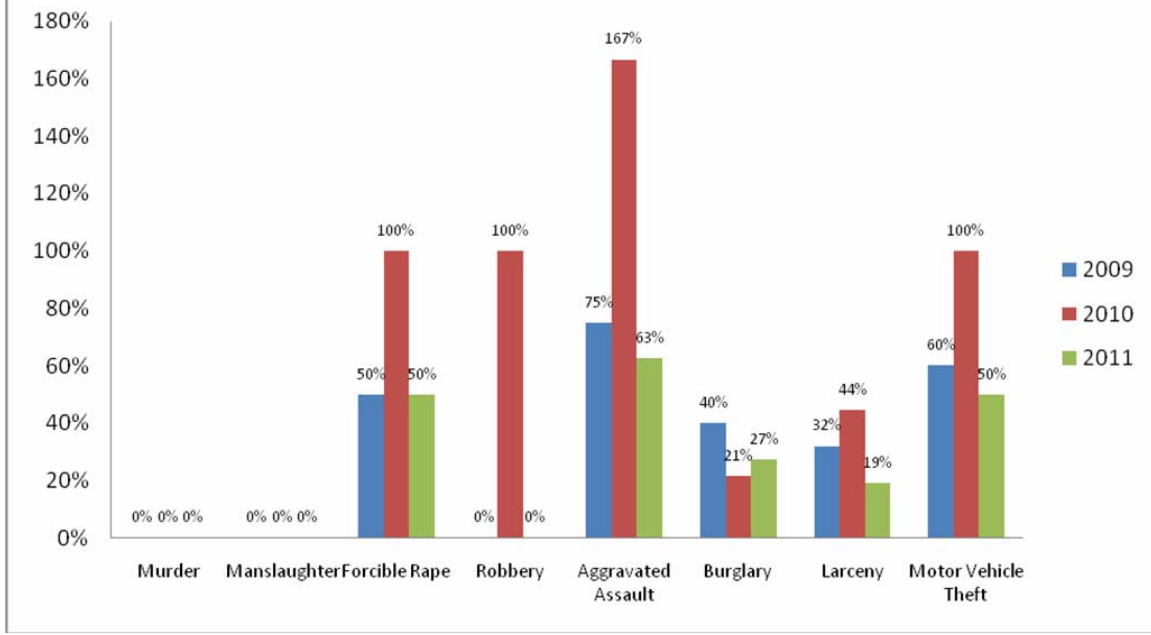




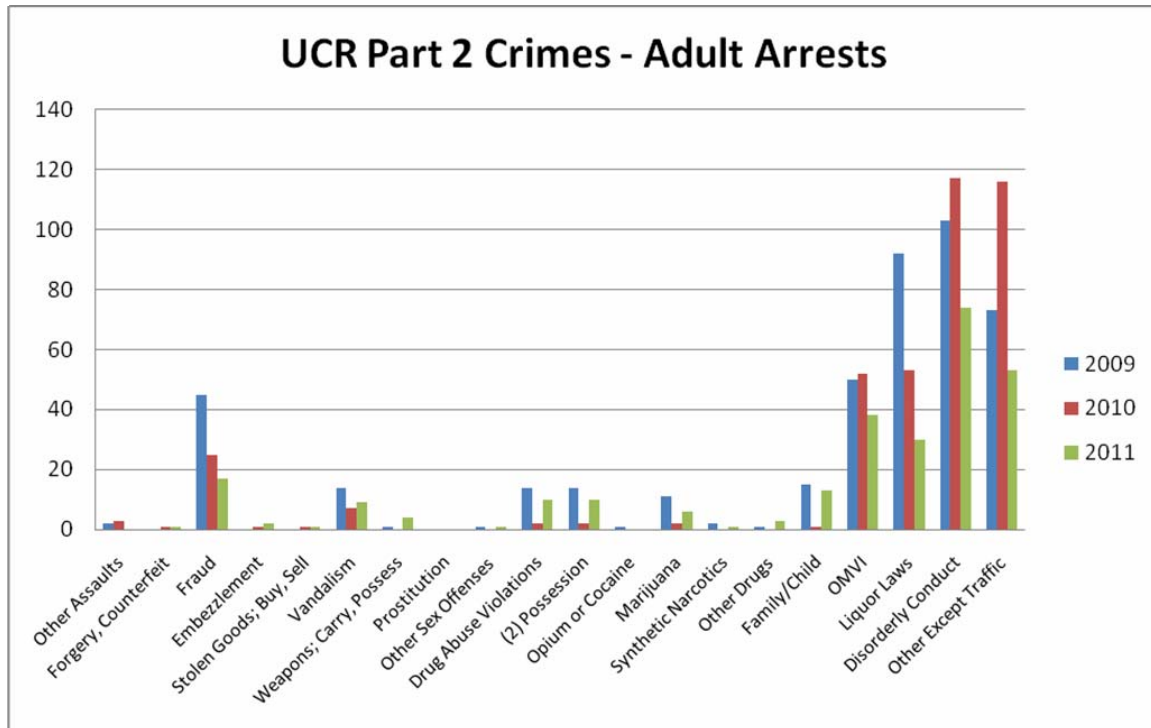
# UCR PART 1 CRIMES



### UCR Part I Crimes Percentage of Calls Cleared

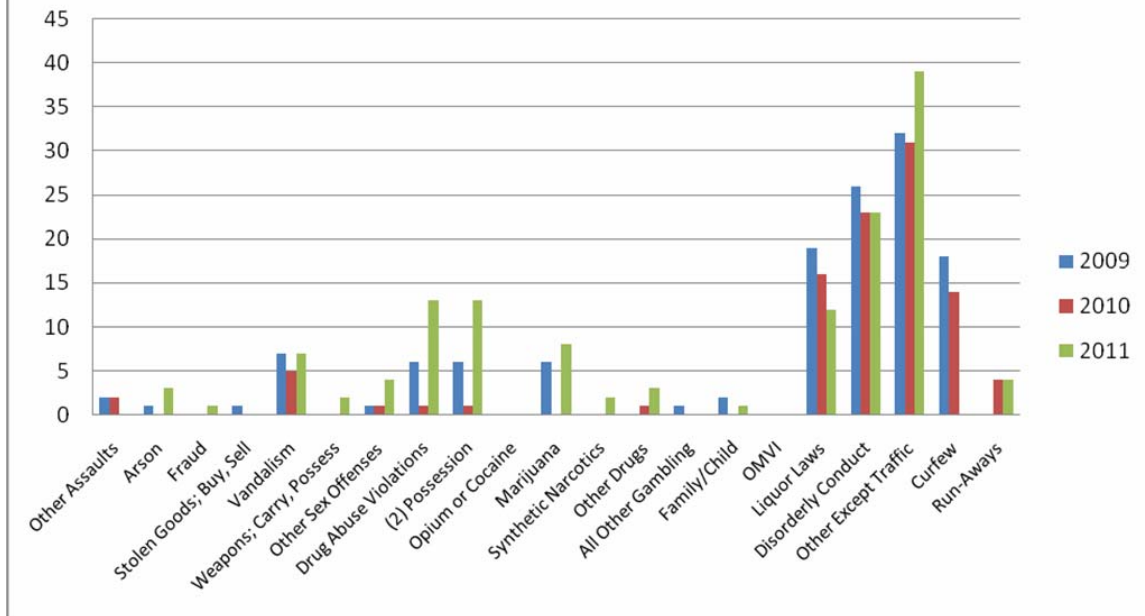


## UCR PART 2 CRIMES



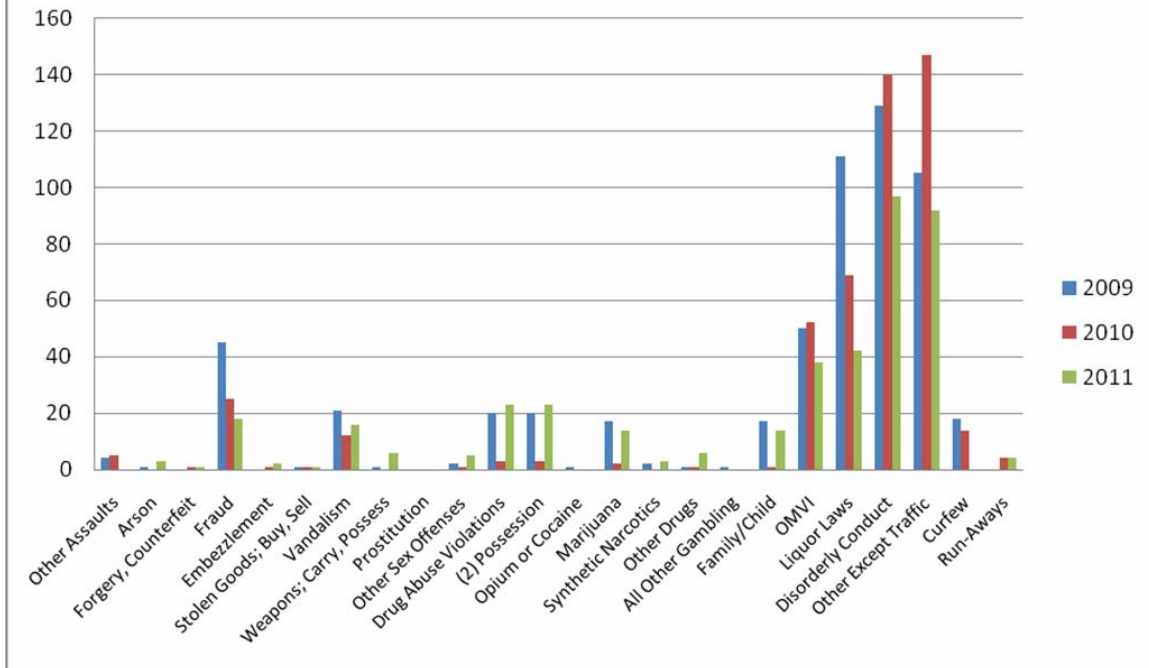
Part 2 Crimes – Adult Arrests	2009	2010	2011
Other Assaults	2	3	0
Forgery, Counterfeit	0	1	1
Fraud	45	25	17
Embezzlement	0	1	2
Stolen Goods; Buy, Sell	0	1	1
Vandalism	14	7	9
Weapons; Carry, Possess	1	0	4
Prostitution	0	0	0
Other Sex Offenses	1	0	1
Drug Abuse Violations	14	2	10
(2) Possession	14	2	10
Opium or Cocaine	1	0	0
Marijuana	11	2	6
Synthetic Narcotics	2	0	1
Other Drugs	1	0	3
Family/Child	15	1	13
OMVI	50	52	38
Liquor Laws	92	53	30
Disorderly Conduct	103	117	74
Other Except Traffic	<u>73</u>	<u>116</u>	<u>53</u>
<b>Totals</b>	<b>439</b>	<b>383</b>	<b>273</b>

## UCR Part 2 Crimes - Juvenile Arrests



UCR Part 2 – Juvenile Arrests	2009	2010	2011
Other Assaults	2	2	0
Arson	1	0	3
Fraud	0	0	1
Stolen Goods; Buy, Sell	1	0	0
Vandalism	7	5	7
Weapons; Carry, Possess	0	0	2
Other Sex Offenses	1	1	4
Drug Abuse Violations	6	1	13
(2) Possession	6	1	13
Opium or Cocaine	0	0	0
Marijuana	6	0	8
Synthetic Narcotics	0	0	2
Other Drugs	0	1	3
All Other Gambling	1	0	0
Family/Child	2	0	1
OMVI	0	0	0
Liquor Laws	19	16	12
Disorderly Conduct	26	23	23
Other Except Traffic	32	31	39
Curfew	18	14	0
Run-Aways	0	4	4
<b>Totals</b>	<b>128</b>	<b>99</b>	<b>135</b>

## UCR Part 2 Crimes - Adult & Juvenile Combined



UCR Part 2 – Adult & Juvenile	2009	2010	2011
Other Assaults	4	5	0
Arson	1	0	3
Forgery, Counterfeit	0	1	1
Fraud	45	25	18
Embezzlement	0	1	2
Stolen Goods; Buy, Sell	1	1	1
Vandalism	21	12	16
Weapons; Carry, Possess	1	0	6
Prostitution	0	0	0
Other Sex Offenses	2	1	5
Drug Abuse Violations	20	3	23
(2) Possession	20	3	23
Opium or Cocaine	1	0	0
Marijuana	17	2	14
Synthetic Narcotics	2	0	3
Other Drugs	1	1	6
All Other Gambling	1	0	0
Family/Child	17	1	14
OMVI	50	52	38
Liquor Laws	111	69	42
Disorderly Conduct	129	140	97
Other Except Traffic	105	147	92
Curfew	18	14	0
Run-Aways	0	4	4
<b>Total</b>	<b>567</b>	<b>482</b>	<b>408</b>

**POP PROJECTS**

<b>Officer</b>	<b>Location</b>	<b>Date Started</b>	<b>POP Project</b>	<b>Status</b>
<b>Kirstin Moertl</b>	Citywide	6/2011	Homeless persons procedure	<b>Completed</b>
<b>Kirstin Moertl</b>	Citywide	6/2011	Macro for tavern inspections	<b>Completed</b>
<b>Jerry Nye Jason Bergin</b>	Downtown	1/2011	Sweeping Franklin Street	<b>Completed</b>
<b>Tom Kajtna Dan Wolff</b>	Citywide	11/2011	Autism	<b>Completed</b>
<b>Ryan Hurda</b>	Citywide	1/2011	I.D. Checking Guides	<b>Completed</b>

## SPECIFIC WORK PLAN FOR 2012

In 2012 we expect to complete the following:

- Fill police officer vacancy
- Promotion of new Lieutenant
- Develop a three-year strategic plan
- Continue to build organizational capacity and operational readiness through training and development