

Thurston County Sheriff's Office

"Creating a Safer Community Together."

2008 ANNUAL REPORT



SHERIFF DANIEL D. KIMBALL

January 2009

"Creating a Safer Community Together"



Thurston County Sheriff's Office 2008 Annual Report

“Creating a safer community together.”

Sheriff Dan Kimball

It is my pleasure to introduce you to the Thurston County Sheriff's Office annual report for 2008. Yearly we put together our report based on agency accomplishments as well as goals for the upcoming year. It should be noted that this is a team effort throughout the office, and our ability to successfully achieve our goals is a direct reflection of the high quality employees we have, both commissioned and non-commissioned. Without them, none of this would occur.

I would like to say a word about the strategic direction we take here at the Sheriff's Office. In a general sense there are three major strategic components to our effort to improve public safety in our community.

- 1) **Prevention:** You have probably heard it said that it is much easier and more cost effective to prevent crime than trying to take care of it once it has occurred. I truly believe this to be the case. As such, we are actively involved in working in a preventative fashion, whether that means educating citizens on crime prevention, helping to keep our youth involved in programs that keep them away from criminal activity, supporting the long-term benefits of high quality early learning for children and many others.
- 2) **Intervention:** I believe that as public safety officials we need to support outcome-based efforts to change people's lives in a positive way and thereby make our community safer. An example would be supporting problem solving courts, such as Drug and DUI Court and Mental Health Court, as well as programs in our community that work with our young people who have become involved in the criminal justice system due to minor crime and can hopefully be turned around before they end up in the adult system. This approach is also cost effective in the long run.
- 3) **Suppression:** Basically this is the more traditional part of policing, namely that of identifying and arresting people committing crimes in our community. We need to focus on doing this professionally and effectively in the most cost-effective way possible.

I believe that all three of these strategies are of equal importance if we wish to effectively address community safety. They also require community involvement.

In this report, under the above strategy, you will see certain tactics that we have utilized and some that we will utilize in the future in order to improve public safety within Thurston County. Fortunately we live in a wonderful community with a relatively low crime rate on a comparative basis. However, I believe this is no accident. It is imperative that public safety officials continue to work in close partnership with other entities in our community as well as the citizens we serve in order to maintain and hopefully improve upon this sense of security which we all share responsibility for. I pledge my continued commitment to this philosophy.

I hope you find this report useful. Please feel free to get in touch if you have questions or comments.

Sincerely,

Dan

Daniel Kimball, Sheriff

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ADMINISTRATIVE SERVICES BUREAU

2008 YEAR END BUDGET

Law Enforcement

Budget for 2008 \$15,142,422.00.

Spent In 2008 \$14,782,962.00.

- The amount spent does not include December 2008 overtime and 2008 year end accruals.
- Amount budgeted includes grants received.
- Law enforcement was under funded in 2008 by \$256,500.00 in personnel for COLAs, labor & industry, and uniform cleaning allowance costs.
- Midyear 2008 we were asked to reduce budget by 5%.

We were able to come close to this by not filling seven deputy positions and one support staff position. This saved the Sheriff's Office approximately \$360,500.

Beginning 2008 we were given 5 new deputy positions but were unable to fill the position because of budget constraints.

Corrections

Budget for 2008: \$14,060,968.

Budget spent in 2008: \$13,515,343.

Amount budgeted includes grants received.

The amount spent does not include December 2008 overtime and 2008 year accruals.

Corrections was underfunded in 2008 by \$323,373.00 in personnel for COLAs and labor & industry costs.

Midyear 2008 we were asked to reduce budget by 5%.

We were able to come close to this request by not filling positions throughout the year. This saved Corrections approximately \$126,500.00. In addition to the position savings, Corrections saved on inmate medical costs and outside inmate housing costs.

In 2008 we had 233.25 positions office-wide. We had a support staff position change to 1/ 2 time to help with budget, so at the end of 2008 we had a total of 233.00 positions office-wide.

2008 ACCOMPLISHMENTS

- Accounting was able to eliminate hard copy time sheets and use Telestaff for scheduling and timekeeping, eliminating the need to store and key in data from paper time sheets.
- Was able to produce reports that allow management to look at status of the budget on a daily basis. This was very important given the budget issues. Streamlined the process of producing the monthly budget reports, allowing them to be distributed in a timelier manner.
- In order to reduce paper storage and improve retrieval of documents Accounting has started the process of having inmate medical records scanned and stored electronically.
- Continue to monitor the budget to ensure the Sheriff's Office stays within plan.

2009 GOALS

- Develop reports that will show management how 2009 budget is progressing against the budget plan.
- Evaluate the feasibility of exporting payroll data from Telestaff directly into the EDEN payroll system in an effort to eliminate or reduce data entry.
- Continue to pursue scanning of Inmate Medical and Accounts Payable records with Central Services.

CORRECTIONS BUREAU

2008 ACCOMPLISHMENTS

Staffing

- Labor Management—held monthly meetings.
- Staff hired and trained (5 hired, 5 promoted or transferred, 9 completed Corrections Officer Academy, and lost 5 due to termination, resignation, and lay-offs).
- Total of 6882.75 training hours for Corrections staff (120 courses).
- Increased staff recognition (see Employee of the Month and 2008 Staff Community Interaction/Staff Achievements on page 4).
- Continued emphasis on the TCSO Vision, Mission and Guiding Principles.

Budget

- Budget Reductions
- Ended 2008 Within/Under Budget
- Inmate Program Reviews/Efficiencies and Budget
- In-Service Training Reduction (4 to 3 days)

Programs

- Inmate Program Review Efficiencies
- Great Adventure Weekend
- Veteran's Diversion Program Contract
- Additional Funding for MHR/RSN
- One Tenth of 1% Tax Initiative – Implementation, Bridge-Gap and future development
- RSAT (CDP) – Grant (\$54,000)
- DSHS – Expedited Medical Determination Review
- TCCF Recycling/Waste Management
- DUI Court
- Population Management (overall population, floor count, contact housing, etc.)

Operations

- Legislature Review
- Policy and Procedure Reviews and Updates
- ICS Training

- Jail Legal and Liability Issues
- Equipment Needs and Procurement
- Expand Community/County Involvement
- Expand Network Partnerships (Local, State and Other Corrections Facilities)
- Participation in “Mini-Falcon” – Warrant Sweep

Projects

- ARC (Construction, Transition Team, Staffing Plan, and Justified Accelerated Phase 2)
- Low Voltage
- Post 5 Sewer/Paint Project
- Flooring in Mental Health Office
- Motorcycle Pad
- Walk-in Freezer & procurement of hydraulic lift
- Upgraded Staff Boxes
- Fully live with Telestaff
- Scanned/Paperless Warrants

Community Interaction/Staff Achievements

Employee of the Month

January – CD Ricardo Asperin

February – CD Ken Anderson

March – CD Ken Duprey

April – CD Neil Hart

May – CD Don Pidduck

June – CT Al Agurkis

July – CD Keith Ferguson

August – CD Skip Guill

September – CD Barry Jacobsen

October – FSAM Karen Culver

November – CD Ricardo Asperin

December – CT Megan Sliva

January

- Sgt. Benefield received positive feedback following a jail tour she gave to members of LEAD Thurston County. The majority gave comments that the tour was impressive and enlightening. Sgt. Benefield was very informative, organized, and the most interesting part of the program.
- CD Linda Belcher noticed that a contract mental health professional was in distress. CD Belcher relied on her training and performed the Heimlich maneuver, potentially saving a life.

- CD Rick Steffen and his neighbor performed CPR on CD Steffen's father until Medics arrived, saving his life. In May CD Steffen received a Life Saving Award for his actions.

February

- Sgt. Benefield was the speaker for the Timberline High School Law and Justice class.
- On February 12, 2008, during Dayshift briefing, TCCF was presented with an American flag by SSgt Greg Sullivan (husband of CD Denise Sullivan), who is currently deployed in Iraq as a Crew Chief aboard UH-60A Black Hawk helicopter. The flag presented was flown on a combat mission over the country of Iraq on September 11, 2007 and on Veterans Day, November 11, 2007. It was presented to TCCF by SSgt Sullivan in appreciation for our support of Denise and family during his deployment.

March

- Medical contract providers Kathe and David Alves traveled to the community of Madan in Papua New Guinea on a volunteer medical relief effort. They won a \$5,000 grant from Target through Oprah Winfrey's Big Give contest and will also be featured in the November issue of O Magazine.

April

- On April 24, 2008 a distinguished group of judges from Albania came to the courthouse and jail for an overview and tour. The group included the Chief Justice of the Albanian Supreme Court, the Legal Advisor to the President of Albania, interpreters and other distinguished visitors.

May

- Sgt. Patty Smith was selected as the American Jail Association's Supervisor of the Year for 2008 and was given an all expense paid trip to Sacramento, CA to receive the award.
- Volunteer Chaplain Art Brown was selected as the American Jail Association's Volunteer of the Year for 2008 and was given an all expense paid trip to Sacramento, CA to receive the award.
- CD Paul Anderson and CD Matthew Webberding, as part of the Thurston County Sheriff's Office Dive Team, were recognized as Law Enforcement Heroes at the Red Cross True Heroes Breakfast.
- The annual Cops Bowl for Big Brothers and Big Sisters raised \$4787.00 this year. There were 5 teams from the Sheriff's Office. The Corrections Team, which consisted of CT Fullwood, CD Stegall, CD House and CD Johnsrud, raised \$1,347.00.
- CD Rick Steffen, CD Jack House and CD David Rodgers participated in the Special Olympics Torch Run.

June

- LAS Vickie Wilson and her team were able to raise over \$1,629.00 for the American Cancer Society in the Relay for Life Event, and she was recognized by the Board of County Commissioners for her efforts.
- Kudos to Lt. **Stephanie Klein** for her praise by the Prosecutors Office for providing a very informative tour of the Corrections facility on June 26, 2008.

All that visited the facility were very impressed and found the information provided as a very professional learning opportunity.

August

- A large number of Corrections staff attended the Law Enforcement Poker Run which was a charity even to benefit Rochester Middle School Booster Club.
- Lt. Kellie Guenzel coordinated the donations from Corrections for the Little Red Schoolhouse program which assists local schools with supplies for children.
- CD Jack House entered and won four medals at the 2008 Western States Police and Fire Games.
- Several Corrections Deputies assisted Operations at the Thurston County Fair.

September

- Early on the morning of September 26, 2008 the Post 5 inmate housing unit located in the basement of the jail began to experience a sewer back-up problem. This had been an ongoing issue for years; however, it was able to be remedied in the past. It was determined that the pipes would need to be unearthed and replaced due to the severity of the blockage. Staff did an exceptional job evacuating and relocating the 50 inmates from the Post 5 area which caused overcrowding in other areas of the facility. Through the next 2 weeks all staff did an outstanding job monitoring security and easing tensions caused by the relocation.
- Kathe Alves, Medical Administrator, was selected as one of five winners of Oprah Winfrey's "Big Give" contest. Kathe received a \$5000 grant from Target to buy equipment to provide clean, safe water to the community of Madan, Papua New Guinea.

October

- The Citizens Academy began on October 16, 2008. Chief Todd Thoma and Sgt. Andre Muldrew were there to represent Corrections. The citizens that participated were very impressed and gave positive feedback on the presentation.

November

- CD Paul Anderson was recognized for one of the 2008 "Top Gun" awards this year. The maximum score is 400, Paul received 390.
- Food Services was audited and passed an inspection by the USDA.
- The Sheriff's Office, in conjunction with the US Marshall's Office, conducted a warrant round-up. All staff did an excellent job of absorbing the increased workload associated with this event. There were a few slight "glitches" but staff were able to work through them with collaboration and cooperation from Operations Personnel.

December

- The 31st Annual Olympia Toy Run was held on Saturday, December 6, 2008. A number of Corrections staff participated in this event: Chris Dhuyvetter, Arthur Eilefson, Julie Bergstrom, Keith Ferguson, Bill McBeth, Jim Downing, Shawn Ball, Glen Siegler, Jack House and Craig Eagen. The turn-out along with weather was great!

- The Annual Kids Christmas Party was held on December 7, 2008 in Building 5 and spearheaded by Tammie Stewart. Other staff that assisted in this wonderful department wide event: Tami Duncan, Kellie Guenzel, Melissa Shelley and Mike and Terry Shupe. There were rave reviews about the variety of fun things for the kids.
- Kellie Guenzel headed up the project for the Christmas Food Bank again this year for the Sheriff's Office. Staff members were very generous with their contributions for this cause.

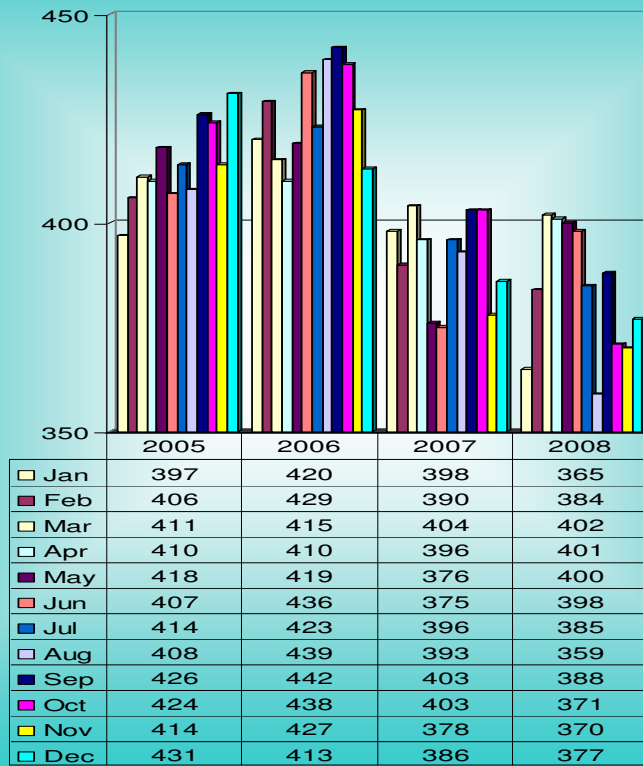
2008 STATS

Showed a decrease/decline in critical areas such as:

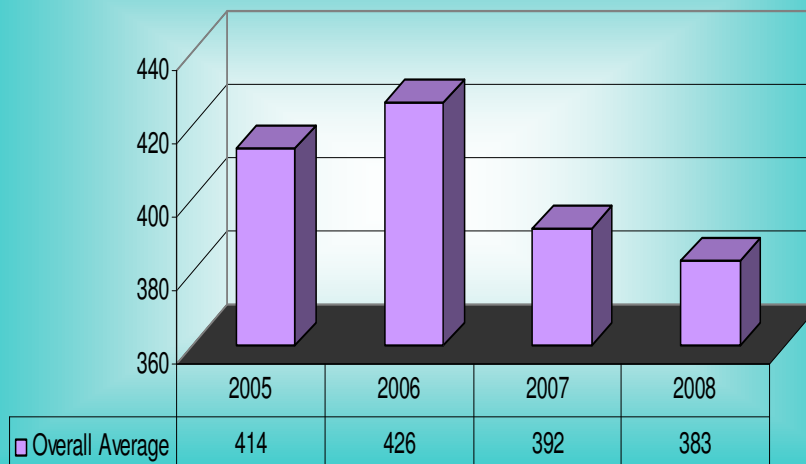
- Average Daily Population
2007 – 461 / 2008 – 437 5% Reduction
- Floor Count (Weekly Average)
2007 – 18 / 2008 – 17 6% Reduction
- Contract Housing (weekly average)
2007 – 10 / 2008 – 6 40% Reduction
- Assaults
Inmate on Inmate 2007 – 98 / 2008 – 101 3% Increase¹
Inmate on Staff 2007 – 10 / 2008 – 4 60% Reduction

¹ Although Inmate on Inmate assaults increased in 2008, they are still down from 2006 stats (141).

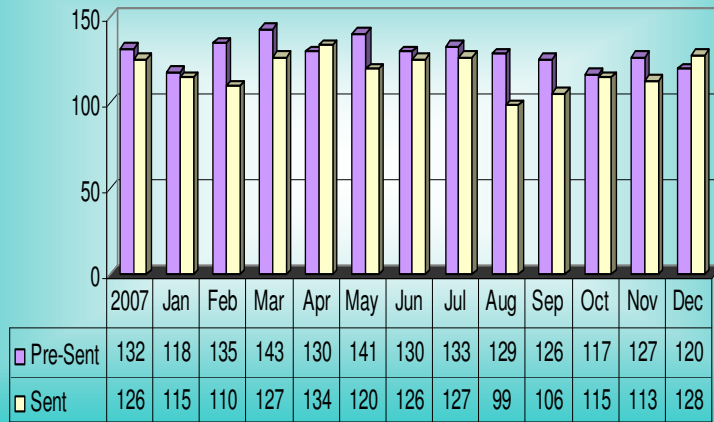
ADP In Beds Comparison (Excluding Contract Housing)



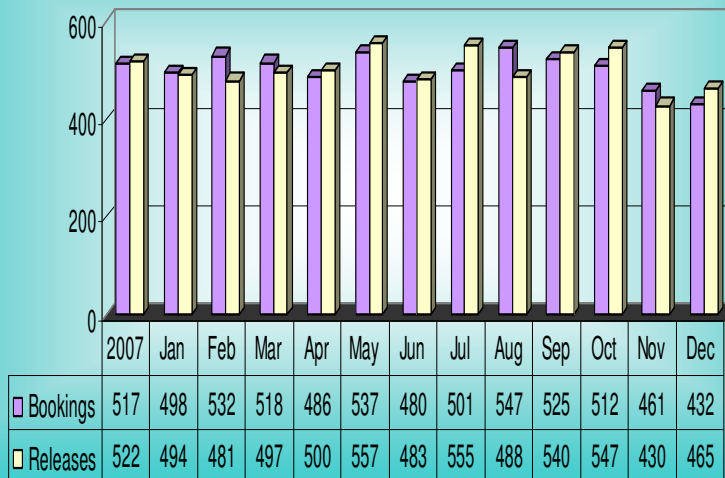
Overall ADP In Beds (Yearly Averages to Date)



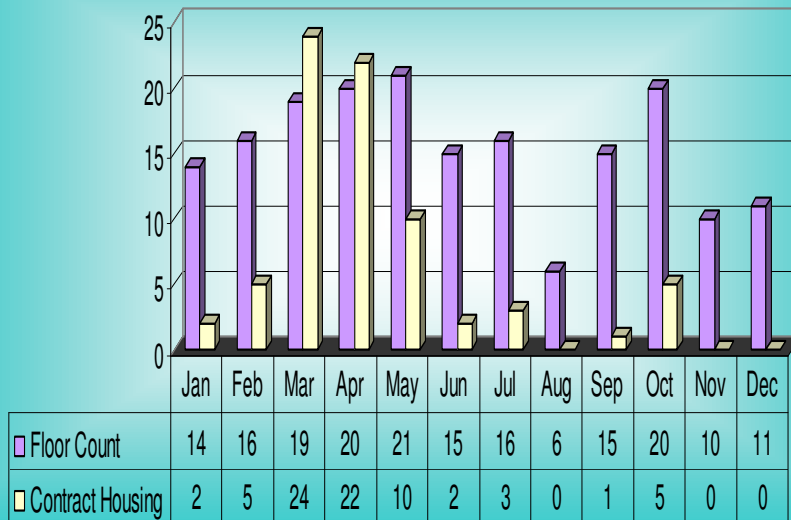
Felons In General Population 2007 Average and 2008 Monthly Averages



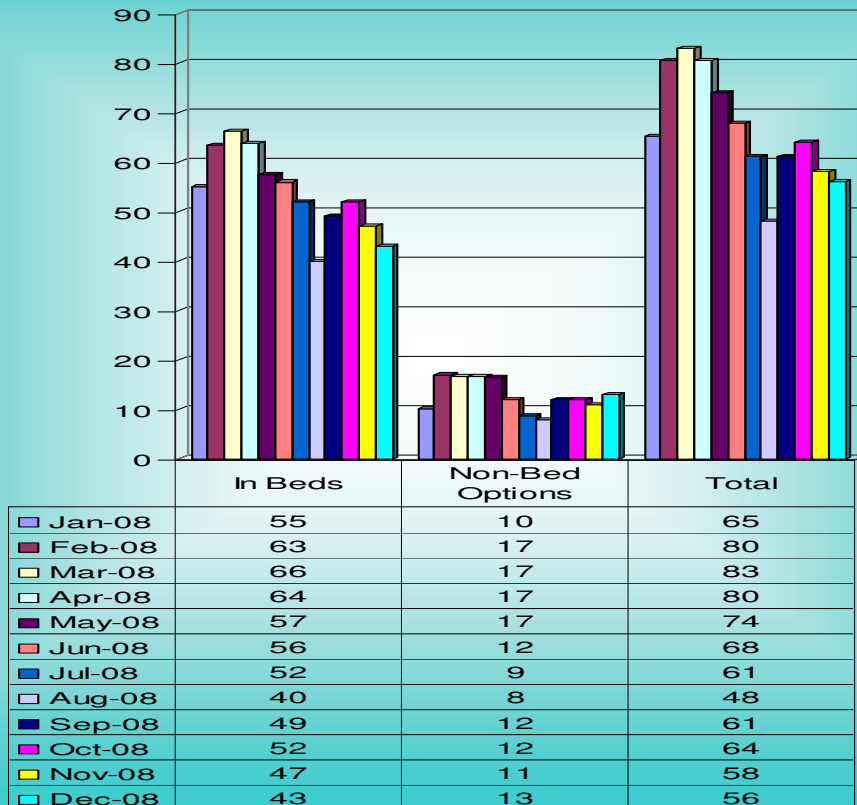
Bookings and Releases 2007 Average and 2008 Monthly Totals



Floor and Contract Housing 2007 Average and 2008 Monthly Averages



Female Inmate Population (2008 Monthly Averages)



2009 GOALS

Short Term/Immediate

- Legal and Liability Issues (continued)
- Career Level Certification
- Budget Review/Reductions (continued)
- Food Service Review/Efficiencies and Budget
- Inmate Programs Review (continued)
- Options Review of Fees/Waivers
- Add Additional Shelving to Sallyport
- Continued Collaboration with RSN – Funding and Improve Jail Mental Health Services
- Review of Booking Fees/Reinstitute
- ARC Development
- Complete Low Voltage Project
- Treatment Sales Tax – 1/10th Development
- Records Retention/Reduction – Legislative Involvement

Long Term

- Increase Community Involvement.
- Improve Staff/Facility Appearance.
- Remodel/Revamp Reception Lobby and Bathrooms.
- Vulnerability Study.
- Develop Annual Training Plan.

OPERATIONS BUREAU

2008 ACCOMPLISHMENTS

Administration

- Developed and implemented new daily report screening process for electronic reports.
- L&I is participating in Fraud Task Force part time.
- Process nearly ready to start sending case files electronically to PA.
- TCSO now co-chairs the DV/SA task force.
- Implemented revised SOR classification procedure and appeal process.
- Broadband network capability at 4 of 5 district offices.
- Developed and implemented a Regional Critical Incident Investigation Team.
- Obtained \$164,000 Sex Offender Address Verification Grant from WASPC.
- Prepared Budget reduction plan for 2009 while cutting 2008 budget.
- Third K-9 team selected, trained, and in service.

Field Operations

- Attended over 100 Private/Public committee/team meetings.
- Taught over 52 crime prevention/ public safety presentations.
- Served 1027 TCSO warrants (25% more than 2007).
- Focus traffic enforcement on causes of accidents.
 - A. Issued 3716 NOIs (35% more than 2007).
 - B. Arrested 199 DUIs (21% more than 2007).
 - C. Issued 1316 Criminal Citation mostly for DWLS (8% more than 2007).
- K-9 Unit made 41 captures during 2008.
- Investigated/Participated in 7 Officer Involved Critical Incidents.
- Dealt with a Riot at TESC and made cases on 10 participants for felonies.
- Investigated 3 Homicide cases and 1 attempted double homicide (Nisqually River, OPD Officer involved shooting, Doctor Scott and J.D. Barton cases).
- Obtained convictions in the Mullins case from 2007 and the Nisqually River multiple death incident.
- Verified 211 Sex Offenders addresses in person and collected 137 DNA samples in 5 months of the SOR Verification grant.
- U.S. Marshall's "Operation 5 County Clean Up" warrant sweep. 96 wanted felons arrested. 44 from TCSO.
- Coordinated and Implemented new Sex Offender Watch web site in cooperation with WASPC.
- Participated w/ DOC in Operation Crackdown, which resulted in 75 contacts, 20 warrants served, and 8 PC arrests/referrals.

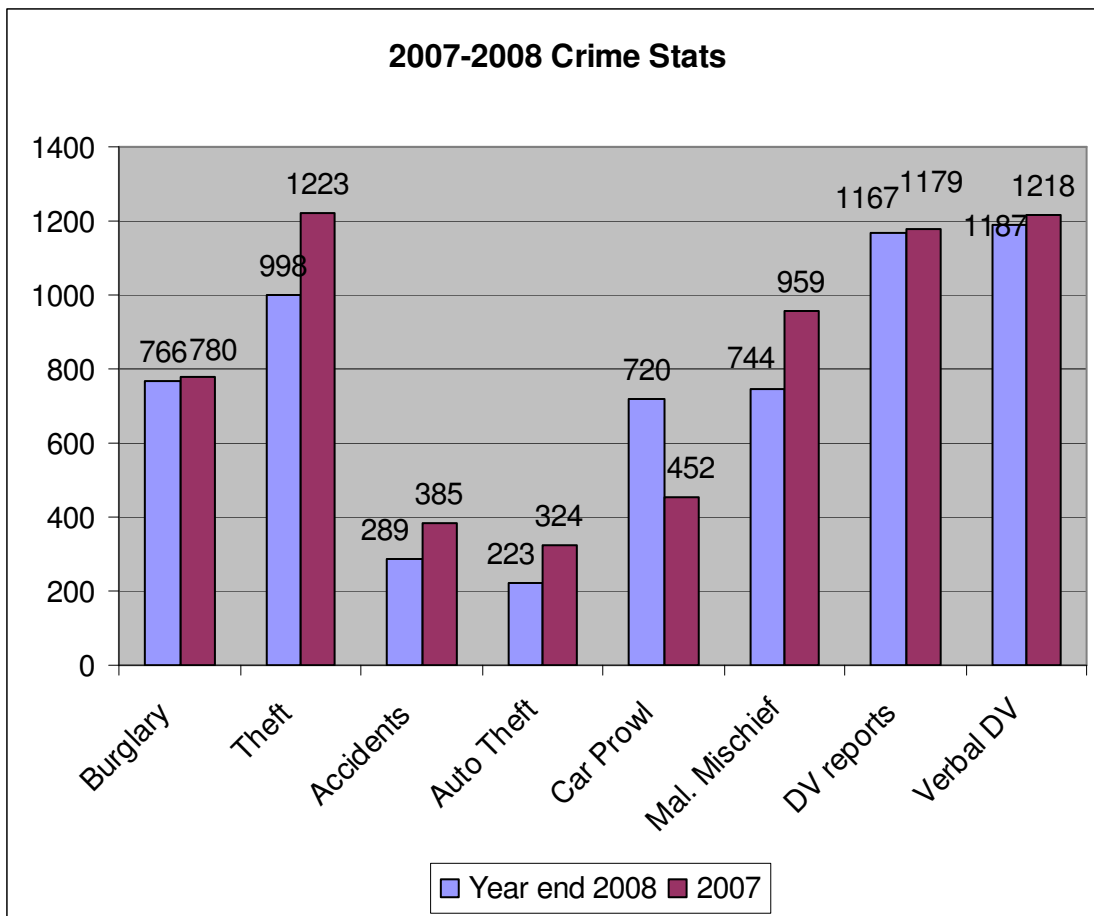
Training

- Trained all Operations personnel in new Report Module for RMS.
- Trained all Patrol personnel on use of digital recorders.
- Trained new Evidence Sergeant and 1 new Detective.
- Continued preparations for accident investigation. We now have 1 Technician and 10 Advanced Accident Investigators in Patrol.
- All Patrol Deputies nearly trained on electronic ticketing (SECTOR).

Equipment

- Researched and Purchased SECTOR system for Patrol.
- Replaced 45 digital cameras in Patrol w/ Red Wind Casino grant.
- Acquired new .223 rifles and night sights to fully equip Patrol and those Detectives who requested to carry an office .223 rifle.
- Purchased a new North River 19' Jet Boat and 140 hp Suzuki outboard with jet pump.

2008 STATS



2009 GOALS AND OBJECTIVES

Administration

- Finish Implementation of Accident Investigation Plan and Schedule.
- Develop and implement WIN program.
- Revise Professional Standards procedure.
- Implement new Policy Manual.
- Finish installation of MP3 conversion program for digital statements.
- Work with Prosecutor on expanding Telestaff usage.
- Expand the Reserve Program.
- Develop/implement strategy to reduce car prowls.

Operations

Patrol

- Serve 1100 TCSO warrants. Career criminals are the priority.
- Write 10% more NOIs and Criminal Citations over 2008. Focus on causes of accidents.
- Arrest 10% more DUIs than 2008.
- Perform WIN activities in designated neighborhoods.
- Participate in emphasis patrols on identified problems or areas:
 - Meth Initiative O.T. details
 - Holiday weekends emphasis
- Implement Sector system.
- Implement workload reduction issues brought up by supervisors.

Detectives

- Continue SOR verification grant program and other SOR activities.
- Do monthly pro-active emphasis.
- Use meth money for OT detail drug tips/drug warrants w/patrol:
 - 2 Liquor stings
 - DV Warrant sweep
 - Internet stings (gambling, prostitution, sexual predators)
- Participate in WIN program.
- Review Fraud Task Force operations for improvement/support staff help.
- Implement electronic case files for referrals.
- Implement and lead Regional Sheriff's Critical Incident Team.
- Continue cold case review.

Training

- Train all personnel in the Crime Map program.

- Train all personnel in Use of Force policy and Shoot/Don't Shoot decision-making.
- Find new training dollars.
- Expand DV Task Force to more members.
- Train all personnel in New Policy Manual.
- Assist with a Reserve Academy.

Equipment

- Expand District Office workstations (docking station for laptop).
- Vest replacement to be done for 60 personnel.

SERVICES BUREAU

2008 ACCOMPLISHMENTS

Technology

- Improved agency's efficiency through the use of technology.
- Implemented a new Field Reporting system that is compatible with our new records management system.
- Moved to an electronic warrant verification system.
- Went live with LINX (Law Enforcement Information Exchange). We now export RMS reports and arrest info.
- Conducted a study then switched all MCT air cards from AT & T to Verizon for better coverage.
- Maintained an informative, up to date, user friendly web page. The following are some of the links and items added to the page this year:
 - Most Wanted
 - Domestic Violence Information
 - Daily Incident Log
 - Explorers
 - Employees Making a Difference
 - Sex Offender Watch
 - Missing Persons
- Completed upgrades and maintained all computers within the agency including all MCTs.

Community Outreach

- Conducted the first Citizens Academy, which was a huge success.
- Attended 42 Neighborhood Watch meetings which had 15-20 participants each.
- Conducted over 15 Iris scan events resulting in over 1,000 scans.
- Trained several hundred students during 22 events.
- Attended and presented at 25 meetings such as Rotary, Kiwanis, Youth Coalition, etc.
- Continued to publish the electronic quarterly Sheriff's Newsletter.
- Electronically sent out numerous Community Alerts.

Fleet Management

- Managed agency's fleet purchasing approximately \$500,000 in vehicles and equipment. It will not be necessary to purchase new vehicles in 2009.
- New Incident Command van was outfitted and put into service.
- External MCT antennas installed on patrol vehicles.

- Printers and scanners installed in patrol vehicles to run SECTOR.

General Services Bureau

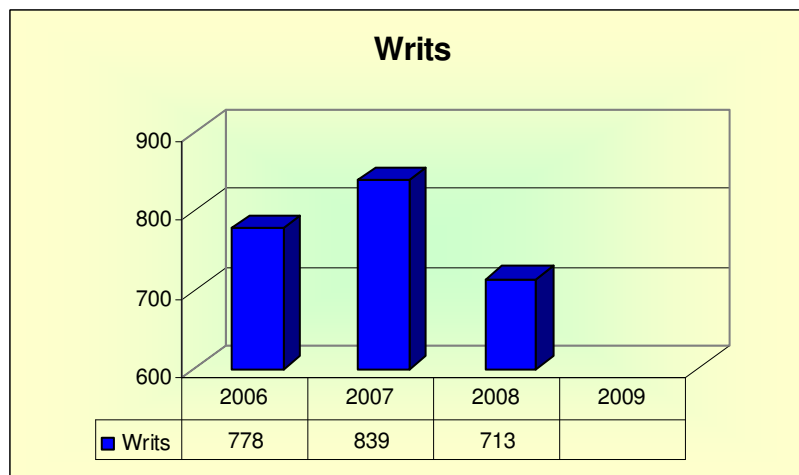
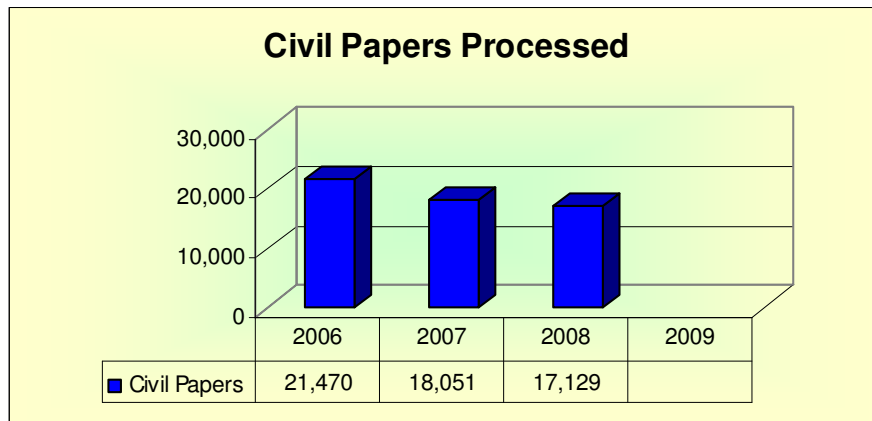
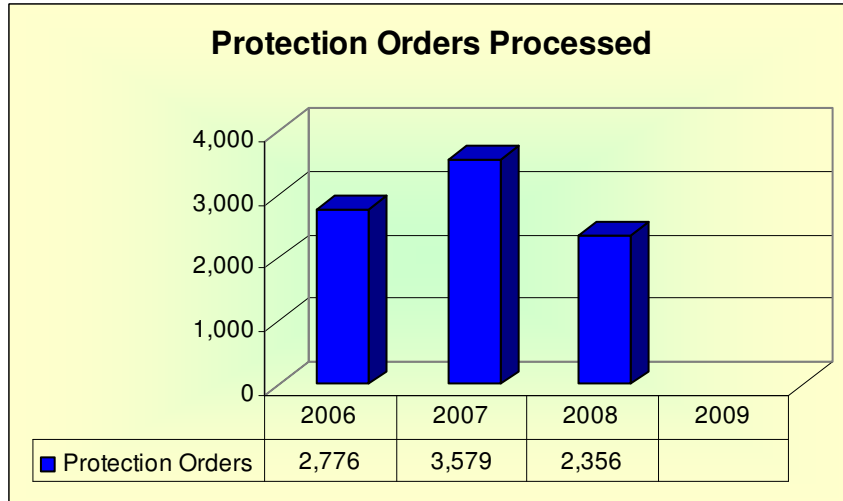
- Have kept the number of un-entered warrants to a minimum. We had nearly 400 at the beginning of 2007.
- Worked to instill the Guiding Principles in the day-to-day operations of the bureau.
- Continued to build a very good working relationship with Central Services.
- Explorer Post was started.
- Developed a structured Internship program for college students.
- Successfully supervised and managed TCSO's involvement at the Thurston County Fair.
- Continued to partnership with local schools to present the Sheriff's Leadership Award.
- Successfully completed our third year teaching at North Thurston Public Schools elementary schools.
- Participated in the US Marshall's Office regional warrants sweep.
- Conducted a complete audit of Concealed Weapons Permits (approx. 4,500 since January 07).

Training

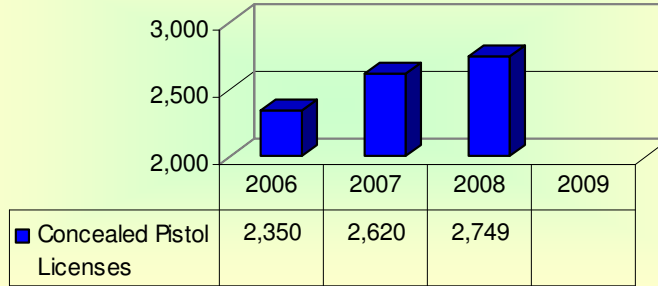
- Hosted Composite Art, 2 Grant Writing, and 2 SFT courses at Building 5.
- Received certificate from CJTC certifying us as 100% compliant with state training requirements. Had not received this in several years.

2008 STATS

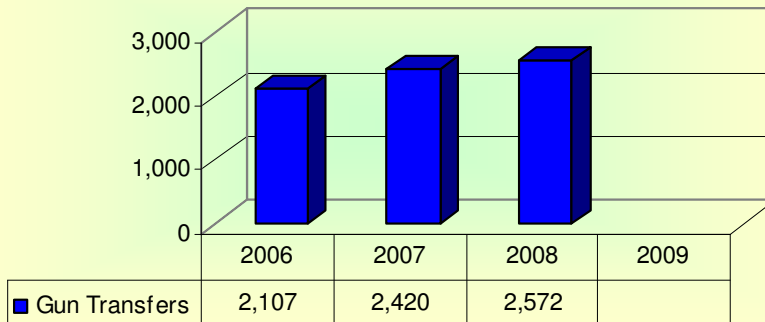
Protection Orders Processed	2,356
Civil Papers Processed	17,129
Writs	713
Concealed Pistol Licenses Processed	2,749
Gun Transfers Processed	2,572
Warrants on Hand	4,914
Warrants Received	5,116
Felony – 1,857 / Misd. – 3,259	
Warrants Processed	10,472
Reports Imported	9,282
Online Reports Accepted	419
Web Inquiries	568



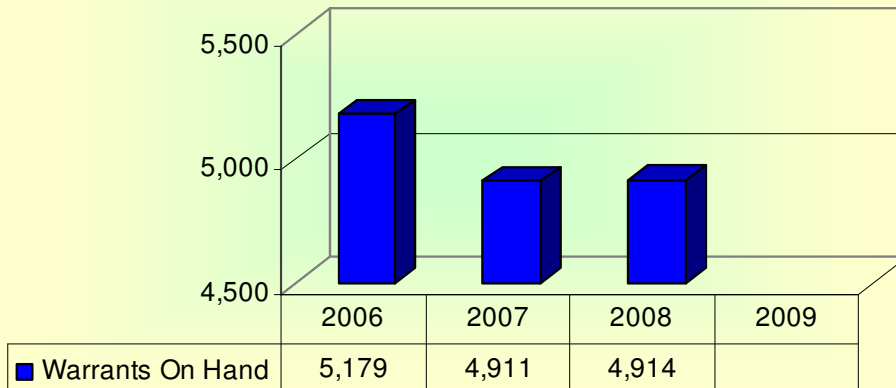
Concealed Pistol Licenses Processed



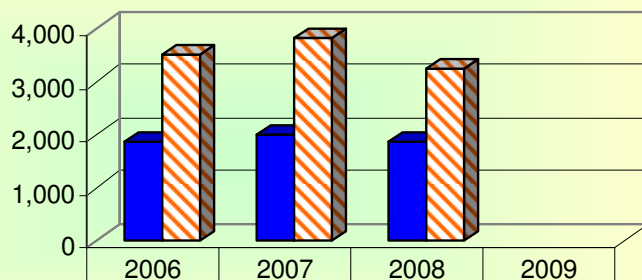
Gun Transfers Processed



Warrants On Hand

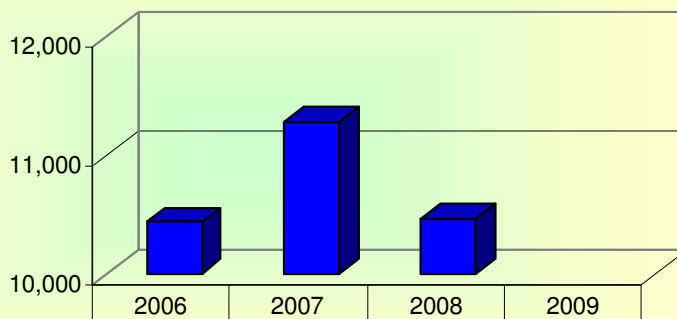


Warrants Received



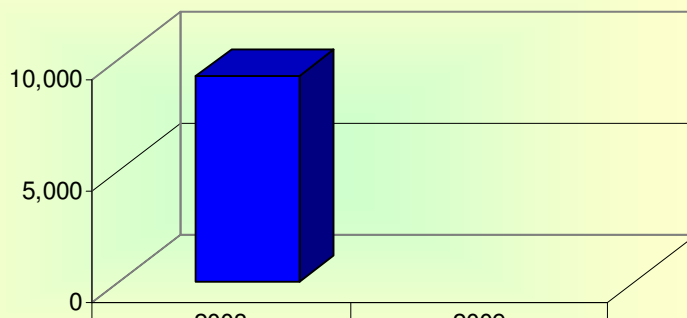
	2006	2007	2008	2009
■ Felony Wts Received	1,858	1,997	1,857	
■ Misd Wts Received	3,499	3,816	3,259	

Warrants Processed

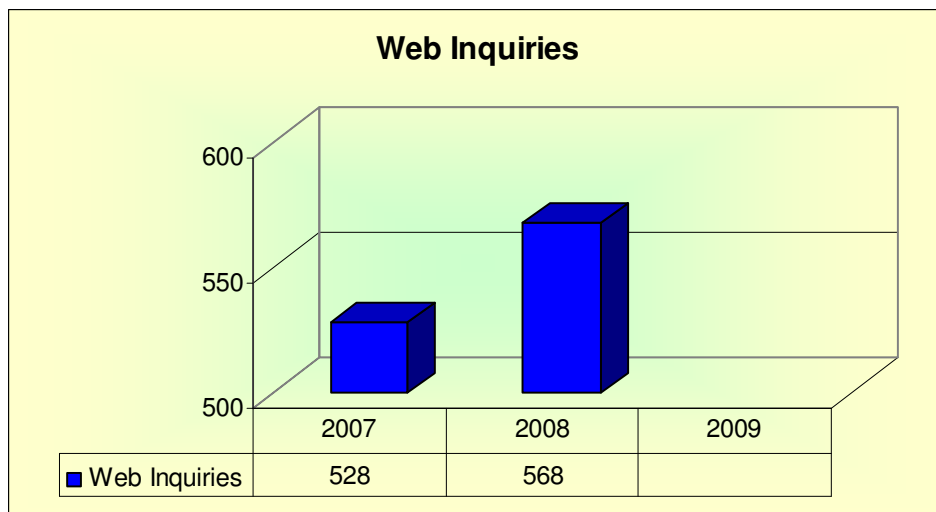
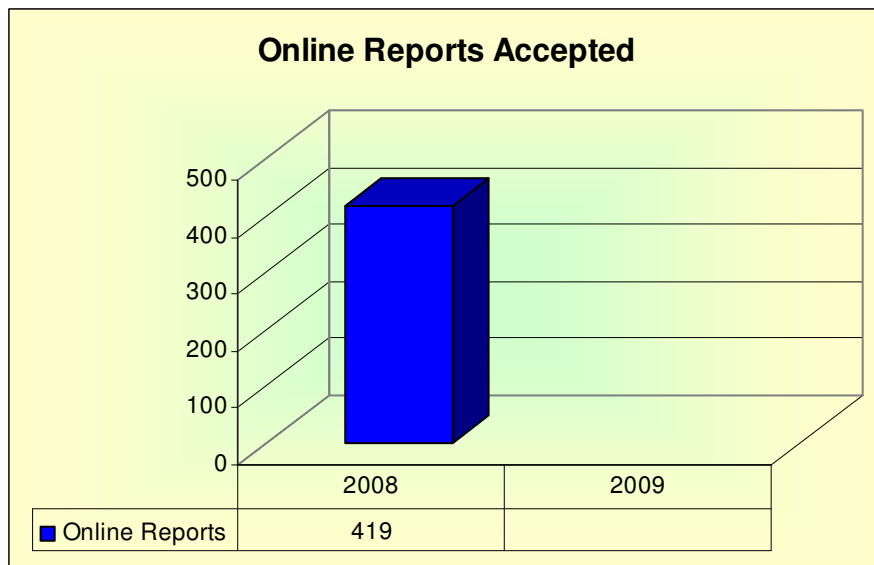


	2006	2007	2008	2009
■ Warrants Processed	10,439	11,288	10,472	

Reports Imported



	2008	2009
■ Reports Imported	9,282	



2009 GOALS AND OBJECTIVES

Technology

- Implement the Warrants export to WACIC from RMS to end triplicate entries.
- Continue to find ways to improve the agency's efficiency through the use of technology.
- Continue to develop and maintain the website.
- Develop solution for evidence forms to be printed or exported from field reports and RMS to end duplication of efforts.
- Continue to customize and enhance the ATIMS system.
- Develop an export or scan solution rather than sending hard-copies to the Prosecutor's Office.
- Work towards an interface between SECTOR and RMS.
- Complete interface between Coplogic and RMS.
- Complete interface between pre-booking and DAMION creating electronic blue sheets.
- Have all civil orders electronically maintained, no hard copies.

Community Outreach

- Continue to develop the Community Outreach position.
- Develop and implement the "WIN" Program in conjunction with the Operations bureau.
- Recruit and develop meaningful volunteer programs that will retain volunteers and create efficiencies within the agency.
- Host a second or third Citizen's Academy in 2009.
- Continue to promote the Iris Scan system.
- Continue to provide oversight and support for our Explorer program.
- Continue to develop and support our College Internship program

Fleet Management

- Continue to efficiently manage the agency's fleet and ER & R fund.

General Services Bureau

- Continue to update and create procedures for each division within the bureau.
- Continue to look for efficiencies throughout the bureau especially those that will limit our liability.
- Continue to instill and promote the Guiding Principles in our daily operations.
- Continue to gain knowledge in Civil, Records, and Warrants divisions.