

# Smithfield Police Department

Annual Report 2013



Motivated by our uncompromising integrity,  
respect for humanity and our never ending  
commitment to excellence.

*Smithfield, North Carolina \* The Heart of Johnston County Since 1777.*

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## LETTER OF TRANSMITTAL

TO: Smithfield Mayor and Council  
THROUGH: Paul Sabiston, Town Manager  
FROM: Michael L. Scott, Chief of Police  
SUBJECT: Police Department Operational Report, 2013  
DATE: January, 2014

The Smithfield Police Department is submitting this fifth Annual Operational Report to the Mayor and Town Council as part of its comprehensive review of activities during the calendar year, 2013. The purpose of this report is to provide an update of police department activities, and to contrast and compare the major issues facing the department at this time. In addition, this information will hopefully provide some insight into the future and what are perhaps our challenges yet to come.

The Smithfield Police Department is a premiere law enforcement agency in North Carolina. Our crime rate continues to be evaluated from year to year. This number fell considerably in 2010, marginally in 2011 and continues its downward trend in 2012. In all, reported index crimes have been reduced by about 22% since 2009. This is great news, as this means our community continues to be safer year after year and our quality of life for our residents and our economic partners continues to improve. 2013 is the first year since my arrival as Chief that the department has not investigated a new homicide in our city limits.

The police department continues to strive to create the safest environment possible for Smithfield's residents and its visitors. Community meetings continue to be held on a regular basis. However, as crime decreases, history tells us that participation in these meetings dwindles as well. We have witnessed this during the past year. Therefore, the department is moving forward with an additional community policing initiative in 2014, called "Coffee with a Cop." We will be using different venues about town to create opportunities for interaction between our public and law enforcement officials on matters that affect the quality of life in our community. There will be more information provided on this initiative in the near future.

The police department continues with its CALEA (Commission on Accreditation for Law Enforcement Agencies) self-assessment. This is a lengthy process that includes the implementation of over 440 policies and procedures accepted and recommended by the International Association of Chiefs of Police, the National Sheriffs Association, The National Organization of Black Law Enforcement Executives, and the Police Executive Research Forum. This process is a part of Smithfield Police Department's commitment to the pursuit of excellence in order to be among the most elite law enforcement organizations in the United States. The department is scheduled for its first practice, or "Mock" Assessment in January of 2014. This assessment will be a pre-test of our actual CALEA Accreditation later this year.

The department is transitioning to a much younger agency. This is due to turn over of senior staff leaving to become employed by other agencies. During the last 16 months, the

department has lost ten (10) police officer positions or twenty-five percent (25%) of the officers working within the entire department. Currently the average tenure for a patrol officer in the patrol division is three years' experience with forty-four percent (44%) of them having less than two years on the job and thirty-one percent (31%) having less than one year's experience working as a police officer. Increasing tenure/retention within the police department needs to an important priority for the next fiscal year.

Credit for the preparation of this report and the development, procurement and gathering of the information contained herein, goes to many people. It is the combined effort of administrative, supervision, line-officers and clerical personnel. It is our collective hope that this information is as useful to others as it is to us, as we look at the issues currently facing the community, government and the police department. It is our intention to remain as proactive, as the field of law enforcement will permit. This annual report is an important part of this catharsis that assists us in identifying where we have been so we might have a better understanding of where we desire to be.

*“All of us might wish at times that we lived in a more tranquil world, but we don't. And if our times are difficult and perplexing, so are they challenging and filled with opportunity.”*

*Robert Kennedy*

# **Captain's Corner**

**By**

**Capt. B.T. Gentry**

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Training is of vital importance to the Smithfield Police Department. By the nature of their job, police officers confront a variety of incidents on a daily basis. They respond to the ordinary, the extreme and everything in between. Training allows officers to not only maintain their skill level, but also to increase and expand those skills. The more tools an officer has at his or her “toolbox” the more effective they can be in carrying out their duties and assignments.

The Police Department approaches training from several different angles. Some training is mandated by the North Carolina Criminal Justice Education and Training Standards Commission, which is part of the agency that regulates the certification of all police officers in the state. These “commission courses” total 24 hours annually of classroom instruction in 6 or 7 different subjects. The courses change somewhat from year to year, but always include a block on firearms and a legal update. Every sworn officer in the State must successfully complete these courses each year to maintain his or her certification.

Additionally, all sworn department personnel must undergo annual training on various equipment items issued to them. These include not only the previously mentioned firearms, but also Taser, baton and pepper spray. All sworn personnel must qualify on all firearms issued to them with a minimum score of 80%.

Department personnel also must attend training to receive certifications necessary to fulfill their job functions. For instance, before an officer can lawfully issue speeding citations based on a RADAR clock they must successfully complete a 40 hour block of training which includes both a written and practical exam. Similar training is required before officers can administer breath tests used when processing DWI arrests. There are many other examples. To maintain these certification officers must attend recertification training periodically.

Less common, but still vitally important, training is pursued by officers seeking to improve their skills. Detectives attend classes on interviewing suspects and investigating specific types of crime such as arson or child abuse. Patrol officers attend courses on traffic accident investigation and basic criminal investigation. Supervisors receive training in management and leadership.

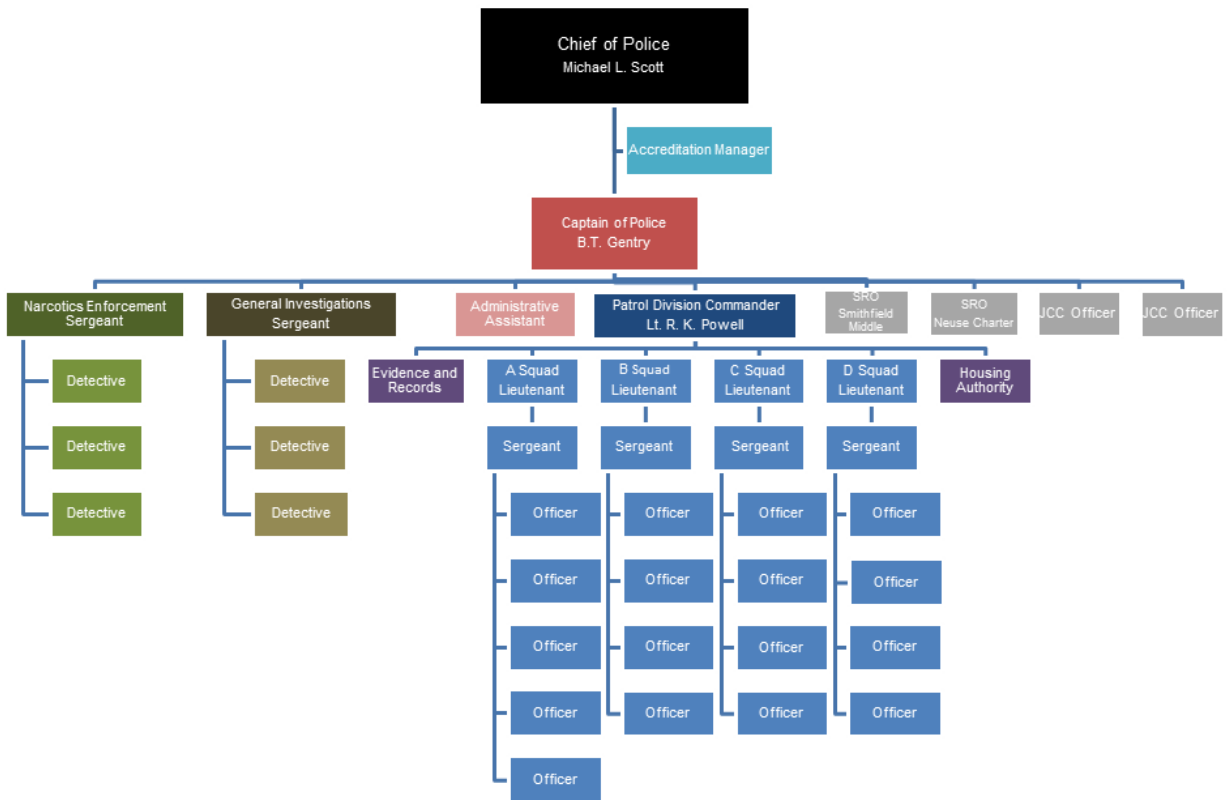
The Police Department views training as a necessary and key step to maintaining the high level of service we strive to bring to the public. As such we require all of our officers to undergo annual training and encourage them to pursue more on their own initiative. As a result the Department has a number of officers who have received advanced training in a variety of fields.



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# Smithfield Police Department Organizational Chart



# Patrol Division Report

By

**Lt. R.K. Powell**

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The Smithfield Police Department is a full service agency dedicated to serving the residents and visitors of Smithfield. The purpose of the Patrol Division is the following: preventive patrol, crime prevention activities, response to calls for service, investigation of crimes, accident investigations, apprehension of suspects, traffic direction, prompt and accurate reports, build positive relationships with the citizens of Smithfield. These are just a portion of what an officer does during their tour of duty.

The Patrol Division is comprised of 24 sworn officers, which includes supervisors. The Patrol Division was reduced from 28 sworn officers to 24 after budget cuts for the town took place in 2011. This has directly affected the amount of patrols conducted due to officers being busier during their shifts. The department currently has two vacant positions at the moment due to officers leaving for other agencies with more benefits.

The Patrol Division is broken down into four patrol squads, which consist of (1) Lieutenant, (1) Sergeant and (4) Patrol officers. The department is very fortunate to also have two Canine officers that are assigned to the Patrol Division. The officers work 12 hour rotating shifts (5:30am to 5:45pm or 5:30pm to 5:45am). The town is patrolled 7 days a week (nights, weekends and holidays). Officers are on duty at all times regardless of the weather conditions or time of day.



The Patrol Division is the first responder to all situations that occur within the city limits of Smithfield. Officers respond to fights, robberies, larcenies, domestics, assaults, murders, automobile accidents and calls for service. Officers enforce traffic laws by issuing citations, written warnings and verbal warnings. They also serve criminal papers which include: warrants,

orders for arrest and criminal summons which are obtained by private citizens and other law enforcement officers for alleged crimes that have been committed. Law enforcement officers are also taxed with serving mental commitment orders which are obtained when someone is having mental health issues by family member, doctors and even law enforcement officers. Police officers wear many hats during the performance of their duties.

Officers patrol the Greenway which runs from Second Street to Booker Dairy Road at least twice a day or more, depending on manpower and call volume. The Greenway is patrolled by officers on foot, bicycle, and the UTV. They make sure the citizens that exercise on the greenway are safe and protected.

The Patrol Division does a large amount of Community Service projects during the year. Schools, Churches, Citizens and Businesses will request for an officer to talk with them about gangs, drugs and security issues that affect them. These meetings build a partnership between the community and the police department. Community meetings are regularly held at various areas around town. The town is divided into to four sections (North, South, East and West) for the purpose of patrol. This allows officers working those areas to become familiar with the residents and it allows the residents to get to know the officers working in their area.



The Patrol Division's number of vehicles has been cut in half and officers are now sharing cars. Two officers are assigned to a patrol car at this time. All the patrol cars have been moved back to the police department, except for school resource officers. The doubling of officers in patrol cars has increased the maintenance and shortens the life expectancy of the vehicle. The vehicles are no longer parked at various businesses in town due to the shortage. The vehicles being parked around town gave the business owners a sense of security and acted as a deterrent.

Smithfield Police Officers answered a total of 26,038 calls for the year of 2013. The Patrol Division averages a total of 25,000 miles per month driven on patrol vehicles. Patrol officers also engage in bicycle and foot patrols. Officers made 1,530 arrests for a variety of crimes and 117 DWI arrest for the year. Officers issued total of 3,285 citations for a variety of criminal violations. A total of 744 motor vehicle accidents were investigated during the year. Officers with the Smithfield Police Department are very dedicated to their profession and are an outstanding group of individuals. They are very busy with answering calls, protecting the citizens and visitors of Smithfield on a daily basis.

# **Division of Investigations Report**

**By**  
**Sgt. R.D. Wood**

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## General Information

The Smithfield Police Department, Division of Criminal Investigations includes four (4) sworn criminal investigators. The division is comprised of three (3) general investigators that are Master Officers, one (1) Sergeant.

## Current Operations and Trends

The general criminal investigators are responsible for investigating aggravated misdemeanors and felony offenses. The felony offenses are, but not limited to: Robberies, Homicides, Sexual Assaults, Burglaries, Frauds, Embezzlements, Arsons, Assaults, Larcenies, and any other crimes that require extended amounts of time and/or expertise. Investigators also are responsible for conducting background investigations on all new hires for the Police Department. During the calendar year of 2013, the detective division has been assigned approximately 177 cases, down from 207 in 2012 and a carryover of 66 cases from 2012, one included a still active murder investigation from 2011 that has resulted in three arrested awaiting trial. Investigators also handled 13 runaway or missing person cases, all closed as located.

In the year of 2013, we saw a decrease in burglaries and automobile break-ins, 213 from 362 in 2012, frauds and forgeries, 145 from 336 in 2012, assaults, 204 from 230 in 2012, and arsons. However; robbery's increased from 17 to 23 in 2013. A large amount of time was spent by investigators to curb the burglaries with a proactive stance that resulted in several arrests and awareness for property owners. Those crimes were committed mostly for the purchase of drugs and they are crimes of opportunity. Of the 213 burglaries reported, 40 of the cases were investigated by the detectives division. Frauds/Embezzlements accounted to 145 being reported and 41 being investigated by detectives. The cases reported involving sex offenses were 15 and 10 of these were investigated by the division. Robberies accounted for 23 reported and 18 investigated by the division and assaults accounted for 204 reported and 19 being investigated by detectives. Detectives have investigated 1 arson case as well this year. As it is shown the majority of time has been spent investigating property crimes, but the felony assaults, fraud and sexual assault cases will always take more time due to the nature of the incident. Investigators generally will carry approximately 15 to 20 cases during a month, which is based on the number of cases that are forwarded from the patrol division. We are constantly being assigned new cases and also have to maintain our current case load. Investigators make contact with victims within

72 hours of being assigned a new case. This sometimes is difficult for the investigator due to their current case load. The patrol division will investigate initial felony reports when the cases are not as time consuming and the investigating officer can handle within town limits. This process helps to keep the four investigators from becoming more overwhelmed with cases. Investigations could take more felony cases that are being handled by patrol if additional manpower could be obtained for the division.

The following information is a complete breakdown of the cases that were assigned to the investigators for January 1, 2013 to December 31, 2013.

The detective's clearance rate for all cases that were assigned during the 2013 Calendar Year was 48.5 percent, above average for the nation.

Contact with two agencies in the area in regards to their Investigative Division and the number of criminal cases assigned to general investigators. The information received helped the Smithfield Investigative Division to better measure the quantity and quality of its work. As noted by the clearance rate above, the Smithfield Detectives Division operates at about a (48.5) percent clearance rate. Other departments similar in size to Smithfield generally devote additional staffing that works specific crimes such as sexual offenses, violent crimes, and property crimes. As in Smithfield's division, the investigators work no specific type of cases.

A true comparison of work and supervisory responsibility is not truly ascertainable. As discussed in the preceding paragraphs, different departments have different structures and allocate resources differently depending on each agency's unique problems, goals and objectives. While Smithfield does not have the manpower to assign investigators specifically, the work and work assignments vary enough that strict assessment and divergence cannot be made and all investigators have valuable experience in all fields of crimes.

Our department handles a variety of cases with few investigators and has always done an outstanding job in the performance of our duties. Investigators are busy due to the increased number and complexity of cases and copious amounts of paperwork that has to be completed. The division does not have a secretary to type reports, interviews, officer notes, etc. There is a need for an additional investigator, as then more time could be devoted to individual cases and detectives could better manage their overall case load. It would also allow investigators to specialize in certain areas, thus adding to the overall expertise and professionalism of the agency.

### Objectives to be Accomplished

The primary goal is to proactively deter crime, specifically incidents involving major crimes such as, but not limited to, sexual assaults, homicides, aggravated assaults, arsons and frauds. The unit will continue to strive for advanced training in death investigations, computer related cases (child pornography cases, identity thefts, credit card frauds) and sexual assaults. These crimes are always time consuming and difficult to investigate. Due to the age of more sophisticated technology, more cases of internet fraud and identity theft will increase consuming more time of investigators and frustrating victims. These crimes are very difficult to solve due to the out of state or country networks that support these groups.



# **Division of Narcotics Enforcement (DNE) Report**

**By**

**Sgt. S.S. Jones**

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## General Information:

The Smithfield Police Department currently has three (3) full time detective positions assigned to the Division of Narcotics Enforcement (DNE). Detectives assigned to the Division of Narcotics Enforcement are supervised by the sergeant of the Division of Narcotics Enforcement. The overall command lies with the Sergeant of the Division of Narcotics Enforcement whom reports directly to the Chief of Police. Division of Narcotics Enforcement detectives are tasked with street level drug enforcement, crime suppression, investigations of major narcotics cases and related vice crimes.

## Current Operations:

The Division of Narcotics Enforcement is responsible for investigating drugs and vice crimes which threaten the wellbeing of the community. DNE detectives investigate such crimes as; possession of controlled substances, sale and manufacture of illegal narcotics, places maintained for the purpose of sale of illegal narcotics, pharmaceutical diversion, prostitution, the sale of non-tax paid alcohol and locations establish for the sale of non-tax paid alcohol. DNE detectives pursue prosecution of offenders under both state and federal law.

In order to infiltrate and obtain information on persons dealing in the illicit sale and distribution of narcotics within the community, DNE detectives are provided with funds from the Smithfield Police Department Confidential Drug Budget Line Item. This limited funding is an annual budget item that is used to purchase evidence for prosecution, pay for information that will assist in the investigation and to cover operational costs. During the 2010 – 2011 fiscal year budget, the Smithfield Police Department Drug Budget Line Item was cut by 40% from the previous years. The 40% budget cut to this line items has remained in effect for the past four budget years. This type of continued reduction in the budget has placed limits on the department's ability to infiltrate and obtain information on persons dealing in the illicit sale and distribution of narcotics within the community. Over the course of the past two years, the department, while conducting undercover operations, has seen significant increases in the prices for illegal drugs and this has caused increased limitations in our abilities to conduct these undercover operations.

DNE detectives frequently work with other narcotics detectives from other jurisdictions in order to combine resources, share information and provide much needed assistance. Narcotics crimes are a widespread problem which touches every community, and often the same criminal element is found to be operating within multiple jurisdictions. The pooling of resources between law

enforcement agencies maximizes our ability to combat these types of crimes and helps offset the problem of limited funding. Due to the continued 40% cut in the department's Confidential Drug Budget Line Item this current budget year, this area (pooling of resources with other agencies) has remained the focus of the Division of Narcotics Enforcement. The sharing of information between law enforcement agencies also helps to keep officers abreast of the constant trend changes in the narcotics trade.

DNE detectives conducted a joint operation with surrounding local agencies and federal agencies to infiltrated drug trafficking organizations. This operation led to the arrest of key drug trafficking suspects within an organization that was operating in the community. These drug trafficking suspects are now being prosecuted at a federal level. This is the second joint federal operation our department has participated in the past three years.

DNE detectives conducted an undercover street level drug sales operation (Operation Blue Christmas) which took place from December of 2012 till September of 2013. This operation netted 44 identified suspected narcotics dealers within the Smithfield Community for 239 felony narcotics related charges. These suspects are currently being prosecuted by the Johnston County District Attorney's Office.

From January 1, 2013 to December 31, 2013, DNE detectives generated the following statistics in regards to narcotics investigations. These statistics represent the quantity of investigations conducted by DNE detectives through informant and citizen tips, undercover purchases of drugs, adoption of investigations from patrol division, surveillance operations and area specific street patrols.

Narcotics Investigations Opened:	Narcotics Investigations Adopted from Patrol:	Firearms Related Investigations Opened:
108	5	2

Trends in the Narcotics Trade:

The most prevalent trend this year in the narcotics trade is the continued increase in Pharmaceutical Diversion. Pharmaceutical Diversion is where prescription medication is diverted from its legitimate purpose to an illegal purpose. Persons are obtaining prescription medications by means of fraud, forgery, larceny and many other means. Once obtained, these prescription medications are being sold in street level sales such as in the "traditional" drug trade. Prescription medication is easily obtained and comes at very little cost to the offender which means big profits when dealt on street levels. The Division of Narcotics Enforcement saw a decrease in drug diversion seizures this year compared to last, however this seizure total has

remained at a high rate and less was purchased due to the increase in the cost of the product and budget limitations. Last year's seizures were 824.5 pills compared to this year's seizures of 600 pills. The total from two years ago was 353.5 pills. This trend is being seen by jurisdictions all over the state.

The second prevalent trend this year in the narcotics trade was the increase in the number of street level dealers within the Smithfield Community. The most prevalent trend over the last two years was the increase of mid to upper level dealers. However, this year we have seen the trend of dealers resorting to street level dealings which is dealing in smaller quantities instead of supplier type quantities. Since conducting joint operation with other local agencies and federal agencies (as mentioned in the current operations section) we have seen the trend of mid to upper level dealers' transition over to street level sales to avoid being charged and prosecuted at a Federal level.

A good trend we observed this year in the narcotics trade is the decrease in guns being utilized by suspects of drug trafficking and street level organizations. This year the Division of Narcotics Enforcement seized 2 guns during narcotics operations compared to the 14 that were seized in the previous year.

### Annual Seizures:

From January 1, 2013 to December 31, 2013, DNE Detectives generated the following statistics in regards to seizures during narcotics investigations. These statistics represent the total quantity of seized items during investigations conducted by DNE detectives. These seizures were made through informant and citizen tips, undercover purchases, adoption of investigations from patrol division, surveillance operations and area specific street patrols.



**Marijuana Seizures: 145.53 Grams**



Powder Cocaine Seizures: 29.41 Grams



Crack Cocaine Seizures: 79.4 Grams





Drug Diversion Seizures: 600 Pills



Money Seizures: \$977.90



Firearms Seizures: 2



Methamphetamine Seizures: 11.4 Grams

### Objectives to be Accomplished:

In order for DNE detectives to have more of an impact on the narcotics trade within the Smithfield community, these detectives need to be able to conduct operations that are effective in identifying, targeting and collecting evidence to prosecute street level criminal organizations. Limited funding makes this an extremely difficult task. Identifying, targeting and collecting evidence on these organizations requires additional funding, manpower and specialized equipment. To accomplish this task, the Smithfield Police Department Confidential Funds Budget Line Item would need to be increased to the level it was at four years ago and funding for specialized equipment and operational costs would also need to be revisited and recalculated. An increase in funding for specialized equipment and operational costs would afford detectives the resources needed to infiltrate narcotics organizations and provide much needed relief from the damage these organizations due to a community.

In the upcoming year, Narcotics Detectives plan to continue working in conjunction with other law enforcement agencies (both state and federal) to combat the narcotics trade. Efforts to share information and to pool resources will move forward, and we will work as a team with surrounding law enforcement agencies to maximize our effectiveness and to identify changing trends within the narcotics trade.

# Smithfield Housing Authority Report

By  
Officer K.B. Smith

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Smithfield Housing Authority consists of six neighborhoods in various areas of Smithfield. They consist of 205 residential apartments with 444 residents. The following are the locations of Smithfield Housing Authority's property:

**Brooklyn Circle:** Dundee Street / S. Sixth Street / Mill Street / Crump Street / Glenn Street

**Marrow Court:** E. Rose Street / S. Fifth Street

**Forbes Manor:** Finney Drive

**Woodall Heights:** Martin Luther King Jr. Drive / Furlonge Drive

**Wilkins Court:** Martin Luther King Jr. Drive / E. Lee Street / West Street

**Edgerton Court:** Dail Street / Maple Street

The following is what the Smithfield Housing Authority (SHA) expects from the Smithfield Police Officer:

1. Run criminal background checks on all applicants and return results to SHA so the applicant can be considered for approval or rejection.
2. Participate in orientation program for new residents.
3. Check police department incident and arrest logs weekly and provide copies to SHA for any involving residents.
4. Maintain a list of persons trespassed from SHA developments and help enforce trespassing laws if persons return to SHA developments.
5. Check in daily at the SHA main office, located at 801 S. Fifth Street.
6. Maintain complaint investigation forms, document investigations and issues involving the possible non-compliance of SHA lease rules. (This is needed should we decide to terminate a lease).
7. Work a flexible work schedule as dictated by events and issues occurring at SHA properties.
8. Attend various Housing Associations "Protective Services Workshops" at SHA expense as budget allows.



9. Visit other public housing agencies to network with their Officers to gain ideas and best practices to better SHA.

## **Smithfield Housing Authority Statistics**

The following are the statistics for 2008 to 2013 year end. These are performance measures which create a baseline for the future.

### **REPORTS TAKEN ON SMITHFIELD HOUSING AUTHORITY PROPERTY:**

January 1, 2008 - December 31, 2008.....	50
January 1, 2009 - December 31, 2009.....	56
January 1, 2010 - December 31, 2010.....	48
January 1, 2011 - December 31, 2011.....	39
January 1, 2012 - December 31, 2012.....	24
January 1, 2013 - December 31, 2013.....	35

### **ARRESTS ON SMITHFIELD HOUSING AUTHORITY PROPERTY:**

January 1, 2008 - December 31, 2008.....	34
January 1, 2009 - December 31, 2009.....	47
January 1, 2010 - December 31, 2010.....	27
January 1, 2011 - December 31, 2011.....	11
January 1, 2012 - December 31, 2012.....	9
January 1, 2013 – December 31, 2013.....	23

### **RESIDENTIAL COMPLAINTS RECIEVED:**

July 1, 2007 – June 31, 2008.....	67
July 1, 2008 – June 31, 2009.....	84
July 1, 2009 – June 31, 2010.....	21
July 1, 2010 – December 31, 2011.....	32
January 1, 2012 – December 31, 2012.....	19
January 1, 2013 – December 31, 2013.....	25

### **EVICCTIONS DUE TO CRIMINAL ACTIVITY:**

July 1, 2007 – June 31, 2008.....	10
July 1, 2008 – June 31, 2009.....	25
July 1, 2009 - June 31, 2010.....	4
July 1, 2010 – December 31, 2011.....	6
January 1, 2012 – December 31, 2012.....	4
January 1, 2013 – December 31, 2013.....	5

### **CRIMINAL HISTORIES COMPLETED:**

January 1, 2008 - December 31, 2008.....	252
January 1, 2009 - December 31, 2009.....	337
January 1, 2010 – December 31, 2010.....	269
January 1, 2011 – December 31, 2011.....	274

January 1, 2012 – December 31, 2012.....	215
January 1, 2013 – December 31, 2013.....	229

## **Smithfield Housing Authority 2013**

In 1991 the Smithfield Police Department and Smithfield Housing Authority partnered together to reduce crime within the Smithfield Housing Authority communities. The Smithfield Police applied for and won a grant to have an officer designated to reduce drug activity within the Smithfield Housing Authority communities. When the grant expired the Smithfield Housing Authority wanted to keep an Officer specifically working their property. Due to the success of that project the Smithfield Housing Authority decided to enter into a contract with the Smithfield Police Department to pay for a portion of an officer’s salary to work this position.

For all new applicants that applied with Smithfield Housing Authority we implemented an orientation process. This is where the housing authority police officer performs criminal background checks, performs interviews, presents the rules and regulations to all applicants that have been approved for housing and explain violations that could result in an eviction. By doing this we have reduced the criminal eviction rate significantly. With this process we have developed great tenants and excellent communities.

The Smithfield Housing Authority also maintains a trespass list. This allows the Officer to trespass anyone from the property that has caused problems on the property as well as anyone with a felony conviction or serious misdemeanor convictions. In 2007 there were only 84 names on the trespass list, today there are over 200 names on the list.

To bring all the communities together and show appreciation for the residents doing an excellent job on reducing crime and taking back their neighborhoods, we have annual community cookouts. Our first community cookout was held in August 2007. We had hundreds of residents turn out for this cookout. We continue to have cookouts and have found this to be a great time for the residents to meet their neighbors. The children and the residents look forward each year to this event. It has been a great way to show the partnership between Smithfield Police Department, Smithfield Housing Authority and their residents.

This year Director Mr. Warren Grimes is retiring after 12 years of service and Mr. Keith Curtis will begin the 2014 year as the new Director of Smithfield Housing. We are looking forward to starting our capital projects to increase the safety and wellbeing of our residences. We will also be revitalizing our community park on Furlonge Drive by updating the playground equipment. Our goal is to continue to deter criminal activities and keep a low crime rate while providing the youth with a safe place to play in Smithfield Housing Authority.

Thank You,  
 Officer K.B. Smith  
 Smithfield Police Department  
 Cellular: (919) 320-3028  
[kbsmith@smithfieldpd.org](mailto:kbsmith@smithfieldpd.org)

# School Resource Officer Report

By

**Officer W.L. Lee & Officer I.L. Wilson**

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The School Resource Officer positions within the Smithfield Police Department have been extremely successful since the inceptions at their respective schools. The department has maintained a School Resource Officer position in Smithfield Middle School for approximately 6 years, and added a School Resource Officer Position at Neuse Charter School in October of 2013. While this Year End Report covers both SRO positions held by the Smithfield Police Department, it will primarily focus on the updates of the position at Smithfield Middle School, since there are only approximately 2 months to report on from Neuse Charter School.

The SRO position at Smithfield Middle School was held by (now) Detective Ronald Johnson from the inception until he transferred to the Detective Division in March of 2013, creating a vacancy at Smithfield Middle. Officer Thomas Lee transferred from one of the positions held at Johnston Community College to Smithfield Middle School to begin serving as SRO. Officer Erik Wilson was selected to serve at Neuse Charter School when that position was created in October of 2013. While the two schools served by the Smithfield Police Department are not within the same school system, the positions serve the same purpose.



The purpose of the School Resource Officers is multifaceted. We serve as a liaison between our schools and the Police Department. We provide security and police services for our schools. We monitor the admittance, dismissal, and all major movements of the student body during school hours. Attendance at meetings with school administrators to discuss safety and security items are also part of our position. Officer Lee attends meetings with Johnston County School Board Members, Superintendent, Superintendent's Cabinet, and the school system's attorney to discuss law changes and school policy. Both SROs assist other department officers with investigations that involve students who are suspects or victims of crime.

At Smithfield Middle School, the necessity of directing traffic ended due to the reopening of the West Market Street bridge over the Neuse River. After the bridge opened, traffic was observed and was assisted until the traffic flow returned to normal. Officer Lee has also flexed his work times to assist in traffic flow issues caused by school sporting events, parent nights, open houses, concerts, and any other events that have caused traffic flow concerns.



Det. Johnson reported that gang related incidents at Smithfield Middle School had significantly diminished to almost nonexistence, and this trend continued in 2013. Officer Lee feels as if this continued trend is due to several reasons including parent and school involvement, including positive interactions with students and parents on the part of the SRO and school administrators, as well as educating the student body at the beginning of the school year.

The start of the 13-14 school year at Smithfield Middle School brought a new class to the school. Smithfield Middle was selected to house one of the county's Autistic classes. At the time of this report there are 5 self-contained autistic students in one class. Of the five, four are in 6<sup>th</sup> grade and one is in 8<sup>th</sup> grade. Of the five, two are non-verbal students. As the SRO, Officer Lee has been able to form a positive relationship with each of the students and has been called upon several times to assist with the students when something created a distraction with the students. Officer Lee provided a familiar face who was not present when the distraction was created.

As Det. Johnson reported last year, cyber bullying has continued to increase in the school setting at Smithfield Middle. Most of the incidents with the cyber bullying occurred outside of the school, but bled over and had to be dealt with by administrators. This is because of there being several students involved and the issue causing a disruption in the school day at Smithfield Middle. Officer Lee has had the opportunity to speak with the students involved and inform them of the possible consequences they could face outside of school if the problem continues. Most of the students have ceased with the cyber bullying after speaking with both School Administrators and Officer Lee.

During 2014, Officer Lee wishes to build upon the relationships he has created thus far at the school, and continue making positive strides forward. Smithfield Middle has recently seen a turnover of 2/3 of the Guidance Counselors and he wishes to work with the new counselors to develop programs that meet the needs of our student body a little better.

As Det. Johnson mentioned in last year's report, it is always good for other department officers to come by during lunch times and for sporting events to allow students to see that officers do care about them, and it will build positive relationships that will be seen outside of the school and into the community.

Both Officers Lee and Wilson are looking forward to the upcoming year and the challenges that will come with the responsibilities of working as School Resource Officers.

**Smithfield Police Department**  
**at**  
**Johnston Community College**  
**By**  
**Officer S.F. Gibbs & Officer R.A. Wilson**

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This is the fourth year that the Town of Smithfield has partnered with Johnston Community College (JCC) by providing full time police officers to patrol the campus. The two officers assigned to the campus are Officers Sarah F. Gibbs and Rodney A. Wilson. Officer Wilson joined the team in March of this year, after Officer Lee changed assignments. Their primary roles as police officers on the college campus are to help create a peaceful campus environment by carrying out the general responsibilities of certified law enforcement officers, and, to act as an advisor and/or resource to faculty, staff, and students by furnishing guidance on law-related issues and ethical concepts. The officers are to engage in activities designed to reduce the number of crimes committed on or near school property by providing preventative patrol in order to reduce loitering on school premises or adjacent properties, drug and alcohol abuse, assaults, and other anti-social behavior. They are to assist citizens or business owners living or operating in school areas with any difficulties encountered in interacting with students. They also are to file incident reports, keep a daily crime log, and assist Johnston Community College with annual Clery Act Reporting.

During this past year, the Smithfield Police Officers at JCC have responded to a variety of calls on and nearby the main campus, to include, but not be limited to, subjects trespassing on campus, disturbances, larcenies, motor vehicle collisions, disabled motorists, juvenile complaints, 911 hang-up calls, frauds, communicated threats, fights, suspicious people and vehicles, burglary and fire alarms, EMS calls, mental patient calls, the recovery of a stolen vehicle, and countless miscellaneous public assistances. In addition to these incidents, the officers have unlocked building and office doors for faculty members, escorted employees and students to their vehicles,

provided security for special functions, provided daily bank escorts for the college, and have counseled numerous students and employees in need.

Since Johnston Community College participates in federal financial aid programs, it is required to abide by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, otherwise known as the Clery Act. The law requires the college to keep and disclose information about specific crimes that occur on and near its campus. Each year, JCC posts this public information on its website, for students, faculty, staff, and the general public to view. The Smithfield Police Officers at JCC are currently working with Dr. Pamela Harrell, the Vice President of Student Services, by gathering crime statistics and research from 2013, to be submitted for next year's report. The 2013 Campus Crimes Statistics report reads as follows:

## Johnston Community College Campus Crime Report 2013

The Vice President of Student Services prepares this report to comply with the Jeanne Cleary Disclosure of Campus Security Policy and Crime Statistics Act. The report is prepared in cooperation with the local law enforcement agencies surrounding our campus, our security office, the Vice President of Administrative Services, the Vice President of Student Services, and their designees.

Campus crime, arrest, and referral statistics include those reported to Campus Security, designated campus officials, and local law enforcement agencies. Hard copies of the report may also be obtained in Student Services in the Wilson Building, Room C1045B or by calling 919-209-2128. All prospective employees may obtain a hard copy from Human Resources in the Wilson Building, Room C1023 or by calling 919-209-2025.

Offense	On-Campus			Non-campus			Public Property		
	2010	2011	2012	2010	2011	2012	2010	2011	2012
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses, Forcible	0	0	0	0	0	0	0	0	0
Sex offenses, Non-forcible	0	0	0	0	0	0	0	0	0
Incest			0			0			0
Statutory Rape									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	1	0	0	0	0	0
Motor vehicle theft	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
Drug Abuse Arrests	0	1	3	0	0	3	0	1	2
Drug Abuse Arrests referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
Weapons Possession Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession Violations referred for Disciplinary Action	0	0	0	0	0	0	0	0	0



## **Hate Crimes**

There were no reported hate crimes for the years 2010, 2011 or 2012 based on race, religion, sexual orientation, gender, disability, or ethnicity/national origin. Criminal offense categories included murder/non-negligent manslaughter, negligent manslaughter, sex offenses- forcible, sex-offenses- non-forcible including incest and statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, simple assault, larceny-theft, intimidation, and destruction/damage/vandalism of property.

## **Campus Searches**

Effective May 1, 2000, Johnston Community College joined forces with the Johnston County Sheriff's Department. In an effort to keep the college as safe as possible, the College has agreed to make available for search all areas of the college to include empty classrooms, parking lots, and hallways. Searches will be held randomly and unannounced. Questions concerning this agreement may be directed to the Office of Administrative Services at 919-209-2051.

**Campus safety and security policies and procedures can be found at [www.johnstoncc.edu/campuscrimereport.aspx](http://www.johnstoncc.edu/campuscrimereport.aspx). A hard copy may be obtained from Student Services in the Wilson Building, Room C1040 or by calling 919-209-2128.**

## **Access Policy**

During normal business hours (Monday through Thursday 7:30 am to 10 pm and Friday 8 am – 3 pm during the fall and spring semesters; summer hours vary), the College will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all College facilities is by key if issued, or by admittance via Campus Security or plant operations staff.

College premises, or as part of any College sponsored activities. Any employee or student violating this policy will be subject to disciplinary action up to and including termination or expulsion and referral for prosecution. The specifics of this policy can found on the [Drug and Alcohol Policy](http://www.johnstoncc.edu/policiesandprocedures.aspx) page on the website at <http://www.johnstoncc.edu/policiesandprocedures.aspx> or in the [College Catalog](#).

## **Campus Security Authority and Jurisdiction**

The administration attempts to provide a safe, secure educational environment for all students and employees. Security guards are on duty during classes and on weekends. The security guards provided by the college have no law enforcement powers. The College contracts with the Smithfield Police Department to provide policy authority on campus and officers have full law enforcement powers.

## **Sexual Offender Registration**

In accordance to the Campus Sex Crimes Prevention Act of 2000, the Jeanne Cleary Act, and the Family Rights and Privacy Act of 1974, the College is providing a link to the [North Carolina Sex Offender and Public Protection Registry](http://sexoffender.ncdoj.gov/) at <http://sexoffender.ncdoj.gov/>. This NC registry was established in January 1996 due to the General Assembly's enactment of Article 27A of Chapter 14 of NC General Statutes (NC14-208.5) The Campus Sex Crimes Prevention Act requires institutions of higher education to provide a statement advising the campus community where law enforcement information provided by a state concerning registered sex offenders can be obtained.

## **Alcoholic Beverages or Controlled Substances**

It is the policy of Johnston Community College that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol is prohibited while in the workplace, on

## **Security Tips**

- Share your class schedule with friends and family, effectively creating a buddy system.
- Travel in pairs, especially after dark.
- Do not leave your belongings unattended, not even for a few minutes.

Report any criminal activities, suspicious individual, or emergencies to Johnston Community College Security at 919-631-2433, 919-634-0167, 919-631-2528 (Cleveland Center),

Workforce Development Center (919-209-2591) or local law enforcement at 911.

### **Student Right to Know Act**

The Student Right to Know Act requires Johnston Community College to disclose information about completion, graduation and transfer rates to current and prospective students and the public.

### **GRADUATION AND COMPLETION RATES**

	2006	2007	2008	2009	Four-Year Totals
<b>Total Cohort</b>	813	716	672	710	2911
<b>Completers within Three Years</b>	277	231	227	208	943
<b>Graduation Rate</b>	34%	32%	34%	29%	32%

### **TRANSFER-OUT STUDENTS**

	2006	2007	2008	2009	Four-Year Totals
<b>Total Cohort</b>	813	716	672	710	2911
<b>Transfer-out</b>	165	125	78	244	612
<b>Transfer Rate</b>	20%	17%	12%	34%	21%

### **STUDENT ATHELETES**

Graduation and Completion Rates	2007	2008	2009
<b>Total Cohort</b>	4	3	12
<b>Completers within Three Years</b>	2	1	3
<b>Graduation Rate</b>	50%	33%	25%
Transfer Out Students	2007	2008	2009
<b>Total Cohort</b>	4	3	12
<b>Completers within Three Years</b>	3	1	8

<b>Graduation Rate</b>	75%	33%	67%
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### **Drug and Alcohol Abuse Education**

Information regarding drug and alcohol abuse can be found at [www.johnstoncc.edu/safetyandsecurity.aspx](http://www.johnstoncc.edu/safetyandsecurity.aspx) and [www.johnstoncc.edu/policiesandprocedures.aspx](http://www.johnstoncc.edu/policiesandprocedures.aspx). Hard copies are available in Student Services.

### **Sexual Assault Prevention and Responses**

Information and policies concerning sexual assault can be found at [www.johnstoncc.edu/safetyandsecurity.aspx](http://www.johnstoncc.edu/safetyandsecurity.aspx). Hard copies are available in Student Services.

The Smithfield Police Officers at JCC report directly to Captain Bruce Gentry of the Smithfield Police Department. On campus, incidents are being reported directly to Michael Cross, the Vice President of Administrative Services.

While conducting their routine duties on campus, Officers Gibbs and Wilson have joined the JCC Safety Committee, and provide their input at meetings as requested and needed. Their involvement has provided another viewpoint to the committee about the college's safety and procedural needs, of which most members may not typically consider. By having members from different areas and departments of the college, the safety committee has become stronger in the area of prioritizing its projects. This year, in a response to safety concerns brought up at the



Johnston Community College

meetings, JCC has purchased and installed interior speakers on many buildings as its next step toward accomplishing the attainment of a mass notification system. This is an intercom system that will be used for the purpose of notifying students, employees, and visitors that are on campus of emergencies or any other pertinent information. Exterior speakers were purchased and installed last year. The college has also incorporated another method of mass notification, called the "The Jaguar Alert Notification System," that is already being used. This system allows the college to broadcast alerts to students, staff, and faculty. Emergency situations, except those caused by severe weather, are rare but problems can arise. Johnston Community College wants to let students and staff know when there is an emergency either on or around campus and what they need to do to be safe. Those who choose to subscribe to this service can have alerts sent directly to their cellular device and/or email account. The Jaguar Alert Notification System is a positive move for the college in regards to making efforts to keep up with the constant changes of today's society. Officers Gibbs and Wilson are currently working actively with the safety committee to establish procedures for all emergency notification systems.

Officers Gibbs and Wilson continued to contribute toward the Behavioral Assessment Team, also known as "B.A.T." During this past year, after dealing with two students who made threats to harm themselves, employees were reminded that there were no guidelines in place to follow in these types of situation. They often depend too heavily on the two officers on campus to make decisions for them, which could not be done in these particular situations. A detailed discussion between the officers and employees led to the creation of a team that would prepare for similar situations by familiarizing themselves with the involuntary commitment process, mental health, and any other associated options, utilizing medical-release documents, creating a chain of command, and developing a policy to follow upon the onset of these incidents. B.A.T. is not finalized just yet; employees are still working on policies and procedures, and obtaining full approval from the Administrative Council. Their next step is to participate in the Johnston

County's Crisis Intervention Team Training. Hopefully, this team will be effective, and make decisions that will lead to smoother outcomes.

Other projects that the Smithfield Police Officers at JCC are involved with are providing input on where new security cameras would be best utilized and offering suggestions for amendments to some current, out-dated policies. Officer Gibbs has continued to work with the Maintenance Department on a plan to restructure the current policy for the disbursement of building and room keys to employees as well as programming electronic locks and controlling the access codes to those locks. The intention is to reduce the amount of access employees have to areas where they have no need in being. Several more programmable key pad locking systems have been purchased over this past year, and have been installed in areas such as the Campus Security office, President's office, Business Office, some Vice Presidents' offices, and other areas where money or important documents are often handled, or where security risks are heightened.

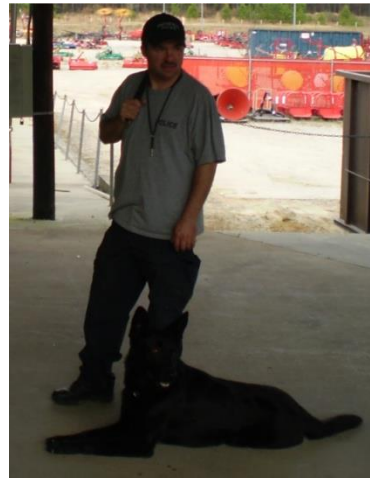
There have been no changes to Johnston Community College's parking policy within the last year. Officers have submitted a proposed, more functional parking policy, which is still under review, secondary to the emergency notification procedure project.

In addition to the approximate 4,000 JCC Curriculum college students, the campus is also home to 250 Early College Academy High School students, 125 Middle College High School students, and a fluctuating amount of Adult High School, Basic Skills, GED, and Continuing Education students. The campus stays busy with the various students on campus, as well as multiple auditorium events, political functions, Art Gallery visitors, community events, sports events, Student Government functions, Fall and Spring Festivals, Child Development Center preschoolers, and so much more. Since the implementation of the two Smithfield Police Officer positions at Johnston Community College, several compliments and positive feedback from faculty, staff, students, and visitors on campus have been received. Numerous people have approached the officers in the Security office, in the halls, the parking lots, and in the Smithfield community with this positive feedback. It is believed that this has been a forward movement for both the Town of Smithfield and Johnston Community College by developing another exceptional relationship between the two entities in creating an environment conducive to learning, as well as another step toward bringing trust and communication amongst the citizens and police department to the Smithfield community.

# K-9 Report

By  
Lt. T.W. West

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The Smithfield Police Department started our K-9 program in 2010 to provide a higher level of service to our citizens. The program consists of two K-9 teams. Each team consists of a sworn Police Officer handler and a Police K-9. Each team is assigned to a Patrol Team and provides seven days a week coverage to the town. Our current teams consist of K-9 Diesel and his handler Officer J.B. Cutchins and K-9 Argo and his handler Officer K.H. Hundley. Diesel and Officer Cutchins are assigned to Patrol Team B and Argo and Officer Hundley are assigned to Patrol Team C. Officer Cutchins and Diesel were the first team and began their tour of duty in February of 2011. Officer Hundley and Argo began their tour in July of 2011.

Diesel and Argo are both European bred German Shepherd's obtained through Ventosa Kennel of Scotland Neck. They are dual-purpose police canines; which means they are trained to detect narcotics along with performing patrol duties such as tracking and article searches.

The K-9 teams are utilized to apprehend suspects, locate missing persons, contraband and other evidence. When properly used, a K-9 team greatly increases the degree of safety to citizens within a contained search area, enhances officers' safety, significantly increases the likelihood of

a suspect apprehension and dramatically reduces the amount of time necessary to conduct a search.

## **K-9 Activities by Team and Month**



### Officer Cutchins & K-9 Diesel:

#### January:

- 7 Vehicle Searches
- Motel Interdiction
- 8 Hours of In-service Training

#### February:

- 13 Vehicle Searches
- School / Locker Search at Neuse Charter School
- 18 Hours of In-service Training

#### March:

- 16 Vehicle Searches
- Package Sniff
- Search Warrant
- School / Locker Search at Smithfield Middle School
- 9 Hours of In-service Training

#### April:

- 7 Vehicle Searches
- Search Warrant



- Person Search
- 15 Hours of In-service Training

May:

- 6 Vehicle Searches
- Person Search
- 16 Hours of In-service Training

June:

- 11 Vehicle Searches
- Building Search
- Person Search
- 14 Hours of In-service Training

July:

- 12 Vehicle Searches
- Motel Interdiction
- Assisted Probation
- 15 Hours of In-service Training

August:

- 9 Vehicle Searches
- Residence Search
- K9 Handler Conference
- 32 Hours of In-service Training

September:

- 13 Vehicle Searches
- 2 Motel Interdictions
- 12 Hours of In-service Training

October:

- 13 Vehicle Searches
- 3 Residence Searches
- 12 Hours of In-service Training



November:

- 3 Vehicle Searches
- School / Locker Search at Neuse Charter School
- Residence Search
- Person Search
- 8 Hours of In-service Training

December:

- 2 Vehicle Searches
- Demonstration for High School Project
- Demonstration for Rotary Club
- 12 Hours of In-service Training



Officer Hundley & K-9 Argo:

January:

- 6 Vehicle Searches
- 2 Suspect Tracks
- 25 Hours of In-service Training

February:

- 2 Vehicle Searches
- School / Locker Search at Neuse Charter School
- 22 Hours of In-service Training

March:

- 4 Vehicle Searches



- Article Search
- 11 Hours of In-service Training

April:

- 3 Vehicle Searches
- 2 Suspect Tracks
- Building Search
- Area Search
- 3.75 Hours of In-service Training

May:

- 3 Vehicle Searches
- Suspect Track
- 17 Hours of In-service Training

June:

- 8 Vehicle Searches
- Building Search
- 18 Hours of In-service Training

July:

- 3 Vehicle Searches
- 2 Suspect Tracks
- 8 Hours of In-service Training

August:

- 5 Vehicle Searches
- 6 Suspect Tracks
- 9 Hours of In-service Training

September:

- 4 Vehicle Searches
- 12 Hours of In-service Training

October:

- 3 Vehicle Searches



- 10 Hours of In-service Training

November:

- 5 Vehicle Searches
- 3 Suspect Tracks
- School / Locker Search at Neuse Charter School
- 3.5 Hours of In-service Training

December:

- 4 Vehicle Searches
- 7 Hours of In-service Training

*SECTION*  
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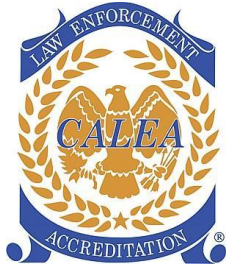
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# Accreditation Report

By

Off. D.L. Currin

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## What is Accreditation?

Before we can understand what accreditation means in the law enforcement community, it is important to gain an understanding of the accreditation concept, which has been in existence for over 200 years.

Accreditation is a voluntary, self-motivated approach by which organizations seek to achieve, objectively verify, and maintain high quality in their operations through periodic evaluations conducted by an independent, nongovernmental body that has established standards for its “clientele.” Simply put, “to accredit” means to recognize or vouch for an agency or institution as conforming to a body of standards related to a specific discipline or profession.

The accreditation movement dates back to 1787, when the New York State Regents were established. Their mission was to determine whether colleges in New York State met minimum standards. Legislators required regents to visit and review annually the work of every college in the state and submit a report to them.

From education accreditation spread to other settings, such as hospitals in the 1950’s who wanted to ensure their interns would be provided a good learning environment. In 1974 the Commission on Accreditation for Corrections (CAC) was established.

The Commission on Accreditation for Law Enforcement Agencies, Inc, (CALEA) was established in 1983, accrediting its first law enforcement agency in 1984. Since that time, the program has become the primary method for an agency to voluntarily demonstrate their commitment to excellence in law enforcement.

The standards upon which the Law Enforcement Accreditation Program is based reflect the current thinking and experience of law enforcement practitioners and researchers. Major law

enforcement associations, leading educational and training institutions, governmental agencies, as well as law enforcement executives internationally, acknowledge CALEA's *Standards for Law Enforcement Agencies*® and its Accreditation Programs as benchmarks for professional law enforcement agencies.

- CALEA Accreditation requires an agency to develop a comprehensive, well thought out, uniform set of *written directives*. This is one of the most successful methods for reaching administrative and operational goals, while also providing direction to personnel.
- CALEA Accreditation standards provide the necessary reports and analyses a CEO needs to make fact-based, informed *management decisions*.
- CALEA Accreditation requires a *preparedness program* be put in place—so an agency is ready to address natural or man-made unusual occurrences.
- CALEA Accreditation is a means for developing or improving upon an agency's *relationship with the community*.
- CALEA Accreditation strengthens an agency's *accountability*, both within the agency and the community, through a continuum of standards that clearly define authority, performance, and responsibilities.
- Being CALEA Accredited can limit an agency's *liability and risk exposure* because it demonstrates that internationally recognized standards for law enforcement have been met, as verified by a team of independent outside CALEA-trained assessors.
- CALEA Accreditation facilitates an agency's pursuit of *professional excellence*.

There are five general phases or steps in the accreditation process:

- Enrollment
- Self-Assessment
- On-Site Assessment
- Commission Review and Decision
- Maintaining Compliance and Reaccreditation

We are currently in the self-assessment phase. Self-assessment refers to the internal, systematic analysis of an agency's operations and management, to determine if it complies with applicable standards. Self-assessment requires the careful review of the program-specific CALEA Standards Manual in making these determinations. Self-assessment has four basic purposes:

1. To achieve compliance with applicable standards.
2. To establish proofs of compliance with those standards.
3. To prepare for the on-site review by CALEA Assessors.

4. Institutionalize the processes and best practices for the current operations and future growth of the agency.

Currently there are only 29 accredited municipal law enforcement agencies in North Carolina, with 10 of those being roughly the same size as our department. There are currently 14 other municipal law enforcement agencies in self-assessment, with 5 of those being roughly the same as our department.

The past year has been a time of review and revision of Departmental policies and forms, reorganization of our evidence area, and collecting proofs of our compliance with the standards. Our goal is to have a mock-onsite review in January of 2014, and to be ready for our official assessment in the summer of 2014.



## **Community Policing Report**

**By**

**Sergeant B.K. O’Branovich**

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During the last year, members of the Smithfield Police Department have been involved with numerous community policing projects as well as district community meetings. These projects consisted of presentations at the police department and local schools. Officers also participated in local community events to include the annual Ham and Yam Festival, A Day Out in the Park at Smith-Collins Park, Walk for Awareness, The Grinch Toy Run, and many charitable motor cycle escorts. The presentations at the police department often consisted of a tour of the department along with a question and answer session. Officers also showed the group the tools used to perform police functions. This included showing and explaining the items on an officer’s duty belt, fingerprinting equipment, evidence collection, and the officer’s patrol vehicle. Often the presentations were given to school age children. This allowed the officer to advise the children the dangers of drugs, alcohol, and how to use the 911 system. During the annual Ham and Yam Festival the department had a booth which showcased the department’s patrol vehicle, UTV, and stickers for the children. This event allowed officers to man the booth and connect with the citizens and engage them in conversation.

The Town Of Smithfield, Smithfield Parks and Receptions and the Smithfield Police Department hosted a rededication to Smith-Collins Park. Local residence wanted to take the park back from crime issues and rejuvenate it. We hosted a “Day Out in the Park” in August and provided food and entertainment for the citizens of Smithfield. We had a lot of positive feedback and have been requested to do this annually. This was a great opportunity to meet our officers and obtain important information from local support groups in the area.

During normal patrol operations officers were encouraged to conduct foot patrols along with bicycle patrols. These patrols allow the officer to have more personal contact with the citizens along with deterring crime. In doing these patrols officers were able to promote district community meetings and give tips to citizens on how to better protect their homes and property.

Officers have also held meetings to advise the citizens of the dangers of scams and ways to avoid being a victim.

This year we started partnering with Johnston County Chamber of Commerce. We are sending officers to all the grand openings in Smithfield. This has turned out to be a great opportunity for local business owners and leaders of Johnston County to meet our officers. Officers are also able to assist the new business with any concerns for safety or other issues they may have. We also added another school resource officer position with Neuse Charter School. This is a great opportunity for an officer to be a mentor to the youth of Johnston County.

District community meetings are periodically held within the four patrol districts of the town. These meetings are designed to establish and strengthen communication lines between the citizens and the police department. This can aid the police department in solving crimes and aid the citizens in solving problems within their neighborhoods. We have assigned one officer for each side of town to be designated as the Community Oriented Police officer. In having one designated officer per side of town it allows the officer and citizens to have more personal relationship. The designated officer then distributes the information gained in a bi-weekly memo. This aids in keeping all officers in the department advised as to the concerns or issues within the community and allow for all officers to assist in resolving the concerns. Meetings are normally held monthly or bimonthly but are dependent on the schedules of those attending the meetings.

The community policing program was taken over by Sgt. B.K. O'Branovich the middle of this year. We have continued to take projects within the community and conduct presentations for a wide variety of groups. We have adapted our program to better assist the citizens and build stronger relationships. Officers have conducted officer assessments of homes in an effort to make homes less of a criminal target and will continue in the coming year. We will also continue to hold community meetings while planting the seeds for community watches. There are many opportunities for our Police Department to better our community relations. Please contact Sgt. O'Branovich directly if you have can provide any ideas or have any questions regarding community policing. You can reach Sgt. O'Branovich by email at [bkobranovich@smithfieldpd.org](mailto:bkobranovich@smithfieldpd.org) or by phone (919) 934-2121.





# Juvenile Report

By

**Sgt. J.S. Beyer**

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As a law enforcement agency there are many ways in which to handle juveniles who commit crimes or are delinquent runaways. But to understand the processes of the juvenile courts we must first define what a juvenile is per state and federal law. A juvenile is:



- any person under the age of 18 years old who is not married, emancipated, or a member of the armed forces of the United States.

Now with what constitutes a juvenile clearly defined the process of contact or arrest should also be defined. An officer can detain or take custody of any juvenile who commits a crime. However, the age of the juvenile dictates what actions the officer can take.

- If the juvenile is 16 or 17 years old the officer can issue a North Carolina Uniform Citation for misdemeanors and traffic offenses or take the juvenile to jail. This action is part of the normal function of an officer and the juvenile is treated somewhat as an adult. The officer does have to notify the parent or guardian of the juvenile in the event of an arrest.
- If the juvenile is 15 years old or younger the officer must take a different course of action such as a juvenile petition or a secure custody order. This action is much more labor intensive, may involve more than one officer, and often takes several hours to complete the process.

In the event that an officer takes a juvenile 15 years old and younger into custody without a court order for a criminal charge there are several steps that an officer must take in order to charge that juvenile. As mentioned above the process is labor intensive and takes some time to complete. First the officer must ensure that the grounds exist for the arrest of an adult in identical circumstances. Once that is determined the officer must contact the juvenile's parent, guardian, or custodian and notify them of the detention and the right to be present with the juvenile during the process. If the offense is not of a serious nature then the officer will turn the juvenile over to the parent, guardian, or custodian as well as file a petition charging the juvenile with the crime. This petition will subsequently be sent to the Juvenile Court Authority at which point the petition

will be evaluated. The juvenile counselor will then determine if the charge will be deferred or if the juvenile will be prosecuted. Although this process seems to be quick and painless on paper it really does take several hours to complete. An officer must first complete his investigation. Once complete and the juvenile is taken into custody he must make contact and wait for the parent, guardian, or custodian to arrive and take custody of the juvenile. Now dependent upon communication capabilities, the location, and availability of transportation to the party taking custody of the juvenile it could take several hours. After the juvenile is released to a parent, guardian, or custodian the officer must now fill out a petition in order to charge the juvenile with a crime. If the petition filed is approved for further prosecution then the officer may have to attend a special court setting for juveniles.

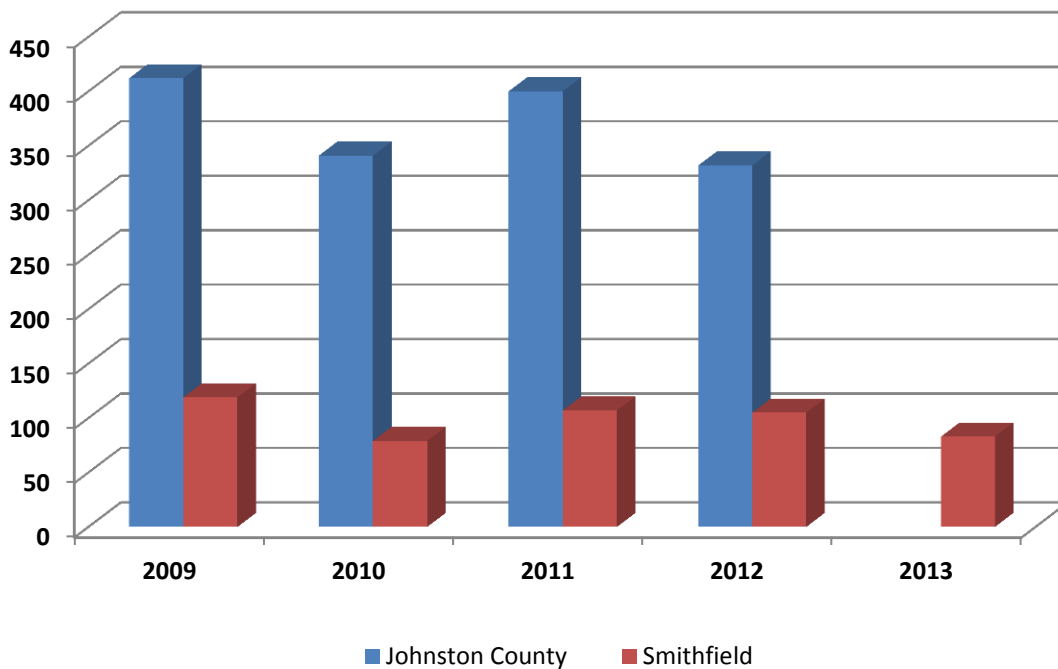
In the event that the crime the juvenile committed is of a more serious nature a different course of action must be taken. For instance, if the juvenile committed a serious assault, a robbery, a rape or even a murder then the officer must seek a secure custody order. This action is the most time and labor intensive process. This still involves taking the juvenile into custody and notifying a parent, guardian, or custodian. However, in contacting the parent, guardian, or custodian it is not for releasing the juvenile to them. It is to inform them of the situation and their right to be present during the process of obtaining the secure custody order. Once the juvenile is in custody the officer must contact a juvenile court counselor and request a secure custody order through a petition. If the court counselor approves the petition then the counselor shall contact a judge for the secure custody order. Once the order is approved and drawn the counselor locates a secure custody facility for the juvenile. When a facility is located the officer must now transport the juvenile to that facility. Once again this seems quick and easy on paper but in reality it is not so quick. On top of the officers investigation he must contact the juvenile court counselor. Now dependent on the time of day and availability of the counselor this could take a few hours. After contact is made the counselor must contact a judge which could also take a few hours. Once the judge is contacted and order approved and drawn it may take several hours for the counselor to locate a facility for the juvenile. At this time there are quite a few hours involved in this process and it is still not complete. The last step would be transporting the juvenile to the facility in which the counselor located. This in itself could also take several hours to complete. As you can see in this process an officer will be busy with this for about six hours or even longer.

Juvenile crime is a problem all over the county, state, and the country. Smithfield is no exception. Here in Smithfield we do have juvenile crime. Although our juvenile crime is comparable to the state average we account for a large portion of the juvenile arrests reported within Johnston County. According to annual reports and county data books compiled by the North Carolina Department of Juvenile Justice and Delinquency Prevention (DJJDP) Smithfield accounts for roughly a third of the juvenile arrests in Johnston County. According to the data book from the DJJDP Smithfield accounted for 28.9% of juvenile arrests for 2009 and 23.2% of juvenile arrests for 2010 in Johnston County. As noted in the graph below Johnston County for the year of 2009 Johnston County had 412 juvenile arrests and Smithfield had 119 juvenile arrests. For the year of 2010 Johnston County had 341 juvenile arrests and Smithfield had 79 juvenile arrests. In 2010 juvenile



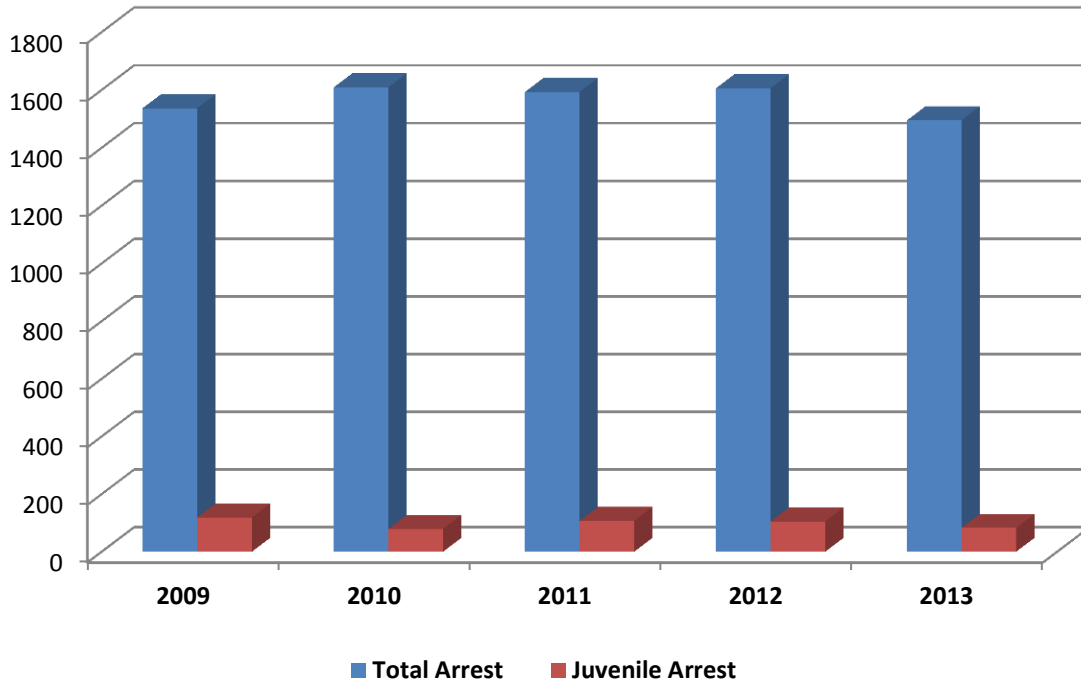
arrests fell from 119 arrests to 79 arrests which is a 33.6% reduction. For 2011 the arrests rose from 79 arrests to 107 arrests which is a 35.4% Increase. In 2012 the arrest totals for Smithfield were 105, resulting in a 1.9% arrest reduction while the Johnston County arrest total increased to 332 total juvenile arrests. The data book for Johnston County does not have the 2013 juvenile statistics information available, but juvenile arrests fell 21% to 83 arrests for the Smithfield area.

### Smithfield Arrests v. Johnston County Arrests



Over the last five years Smithfield has seen a peak of juvenile arrests compared to total arrests. This can be very alarming. However, for the year of 2009 we have seen a substantial drop in the number of juvenile arrests. We have continued to see this decline in juvenile arrest for the year 2010. In 2011 and 2012 juvenile arrests rose slightly but in 2013 juvenile arrests declined. We have had a steady decline in total arrests over the last three years but this trend was not seen in juvenile arrests until 2009. Juvenile arrests were on the rise and peaked in 2008. The drop in juvenile arrests could be a direct result of the drop in total arrests. If that was true this trend would have begun in 2007 and continued through 2009. In comparison of juvenile arrest versus total arrest the juvenile arrest percentage makes up fewer than 10% of the total arrest. In 2008, the peak year for juvenile arrests, 9.5% of the total arrests made were juvenile arrest. In 2009 even though the number of juvenile arrests dropped, they made 7.7% of the total arrests. In 2010 even though the number of total arrests increased the number of juvenile arrests again dropped by almost half, which made up 4.9% of the total arrests. As noted in the graph below it shows that the total number of juvenile arrests versus total number of arrests is small. Even though they are a small number of our total arrests they still make up significant number of Johnston County's total juvenile arrests. This could be due to a dense population of juveniles in the city and the large number of schools within the city.

## Total Arrests v. Juvenile Arrests



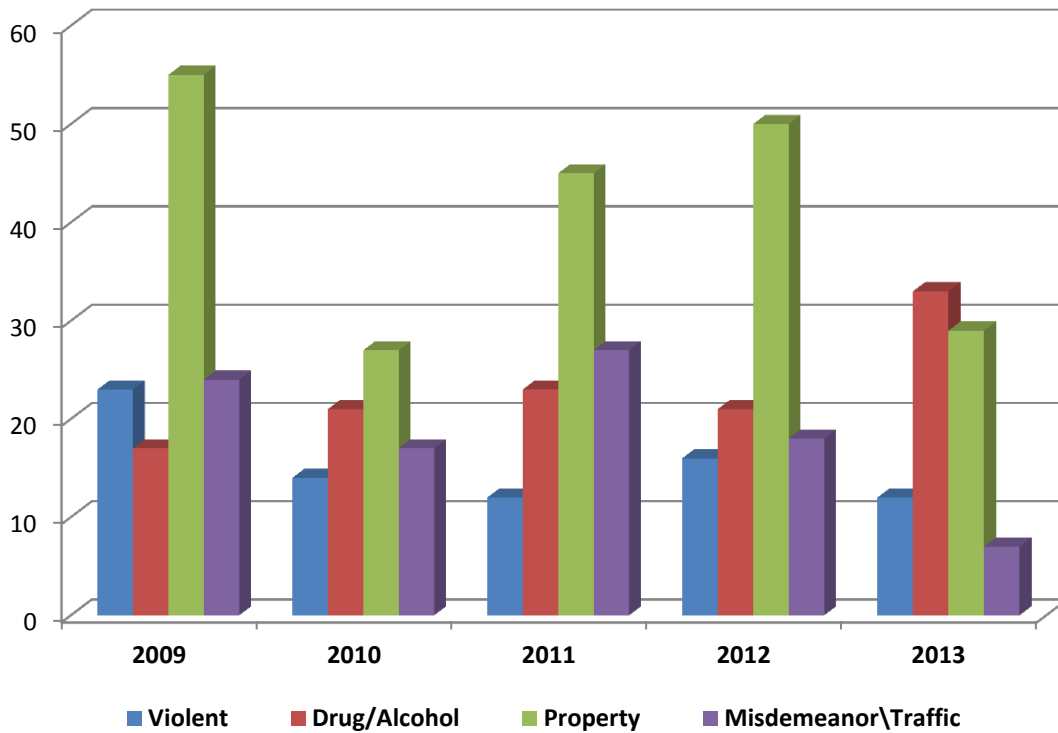
The graph below indicates the type of crimes that juveniles have been arrested for in Smithfield. The types of crimes have been broken down to four types of categories. The categories are as listed:

- 1: Violent- Crimes that involve a violent action such as murder, rape, arson, robbery, and assaults.
- 2: Drug/Alcohol- Any violation of the controlled substance act (possessing and selling drugs) and alcohol related offense.
- 3: Property- Crimes involving burglary, larceny, and vandalism.
- 4: Misdemeanor/Traffic- Crimes involving disorderly conduct, trespassing, and any crime not covered, and all traffic violations.

As shown in the graph a trend for violent crimes committed by juveniles was beginning in 2012 but has dropped in 2013. This trend of the violent crimes is declining and is at its lowest point it has been over the past four years. Drug and alcohol violations have increased from 2012 to 2013 by 57.1%. Even though this looks alarming the number of arrests differed by only 12. In 2009 property crimes showed a significant drop from previous years which have continued for the years 2010 through 2013. Smithfield saw a 42% decrease from 2012 to 2013. As for

misdemeanor and traffic violations this number has remained constant for the most part. For 2013 there was a major reduction for the misdemeanor and traffic violations showing a 61% reduction. The number of Drug/Alcohol offenses rose during this year, but the number of property crimes dropped down to 12 arrests from the previous year's 16 arrests, a 25% reduction.

**Arrests by Category**



In reviewing the numbers dealing with arrests of juveniles with in Smithfield it is good to see that the total numbers of juvenile arrests are down from previous years. It is also very encouraging to see that violent crime and property crime have a significant drop in numbers from previous years. These drops in numbers could be due to a direct result of several factors. The implementation of school resource officers who have direct contact with juveniles could influence many juveniles in a positive way. The implementation of the Juvenile Curfew could also be a direct result. This allows officers to enforce regulations and keep juveniles off of the streets during late evening hours. The fact that the department has a large group of younger officers could also be a direct result. The youthfulness of the department could help with the officers connecting with juveniles and influencing them in a positive manner. Since the implementation of the school resource officers and the curfew we have seen a steady decline in juvenile crime. The sharpest drop in those statistics coming from this year's reports. It is good to see that the department and town are working hard and taking steps to limit juvenile crime. It is obvious to see that measures taken have been working and will continue to work for years to come.

# Firearms Report

By

**Lt. R.D. Sheppard**

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## **I. State of North Carolina Criminal Justice Training and Standards & Smithfield Police Department Minimum Training Requirements**

The North Carolina Criminal Justice Training and Standards Division has compiled a guideline for all law enforcement agencies throughout the State of North Carolina. The minimum standards have been listed as follows:

### *State of North Carolina Annual In-Service Firearms Qualifications Specifications*

(a) All certified law enforcement officers shall qualify for both day and night use with their individual and department-approved service handgun(s) at least once each calendar year. For the purpose of this specification, service handgun shall include any semi-automatic pistol or revolver. In addition to the requirements specified in Rule 09E .0105 of this Subchapter, the course of fire shall not be less stringent than the "Basic Training - Law Enforcement Officers" course requirements for firearms qualification.

(b) All certified law enforcement officers who are issued or authorized to use a shotgun, rifle or automatic weapon shall qualify with each weapon respectively at least once each calendar year.

(c) The qualifications required by Paragraphs (a) and (b) of this Rule shall be completed with duty equipment and duty ammunition or ballistic equivalent ammunition to include lead-free ammunition that meets the same point of aim, point of impact, and felt recoil of the duty ammunition, for all weapons.



(d) All certified law enforcement officers who are authorized to carry an off-duty handgun(s) shall qualify with each such handgun consistent with the specifications as outlined in Rules .0105(1) and .0106(a) and (g) of this Section.

(e) To satisfy the training requirements for all in-service firearms qualifications, an officer shall attain at least 70 percent accuracy with each weapon.

(f) The qualifications required by Paragraphs (a) and (b) of this Rule must be achieved at least once in a single day in no more than three attempts in a single day for each course of fire and for each weapon for which qualification is required. Individuals not qualifying in a single day for each course of fire or for a certain weapon for which qualification is required shall be deemed as having failed and 12 NCAC 09E .0103(4) and (5) shall apply.

(g) The In-Service Firearms Qualification Manual as published by the North Carolina Justice Academy shall be applied as a guide for conducting the annual in-service firearms qualification.

The Smithfield Police Department has raised the minimum standards set by the State of North Carolina to increase the firearms qualification standards of its Officers. These modifications have been made in an effort to reduce liability and provide a safer environment for the citizens of Smithfield. These modifications are defined in the General Orders Manual and brief lists are as follows:

*Smithfield Police Department General Orders 8.04 Weapons/Qualifications*

The Smithfield Police Department adheres to the State of North Carolina Criminal Justice Training and Standards Annual In-Service Firearms Qualifications Specifications as referenced above. However, in addition, the Smithfield Police Department requires:

- Officers demonstrate at least 85% accuracy, both day and night, with each weapon carried (in contrast to the 70% State requirement).
- Officers qualify with shotgun, both day and night (in contrast to day only State requirement).



- Officers received approximately 10 hours of classroom and range firearms training (in contrast to the State minimum requirement of 4 hours).

## **II. Smithfield Police Department Firearms Classroom Training**

All Smithfield Police Officers receive annual firearms classroom training on the basic marksmanship fundamentals to include, but not limited to, proper:

- Grip
- Stance
- Draw
- Sight alignment
- Sight picture
- Trigger manipulation
- Breath control
- Follow through
- Weapon nomenclature
- Cover
- Concealment
- Use of Force

Also included in the annual firearms classroom training is the Departmental Use of Force Policy and HR-218 Law Enforcement Safety Act (National Concealed Carry for Law Enforcement Officers).

## **III. Smithfield Police Department Range Operations**

Range Operations are conducted at the Howell Woods Learning Center owned and operated by the Johnston Community College. The college offers two different ranges. One range is set up for pistol and shotgun usage only. This range has a maximum distance of 40 yards and is equipped with a turning target system. The second range is set up to accommodate pistol, shotgun and rifle training. This range has a maximum distance of 600 yards. The use of the range is free of charge for all sworn officers to use. However, a college employee or liaison must be present during all range operations.

*In previous years, Smithfield Police Officers have qualified using the 50 Round Basic Law Enforcement Training 2000 Handgun Daytime Qualification Course. However, due to budget cuts and cost of ammunition, Smithfield Police officers used a North Carolina Criminal Justice Training and Standards approved 30 round handgun qualification course.*

Officers shoot 6 rounds from the 3 yard line, a total of 12 rounds from the 7 yard line, 6 rounds from the 15 yard line and 6 rounds from the 25 yard line. During this course of fire, officers shoot standing, kneeling and prone (firing laying down properly using cover).

*Smithfield Police Officers qualify using a North Carolina Criminal Justice Training and Standards approved 30 round night handgun qualification course.*

Officers shoot 6 rounds from the 3 yard line, in total darkness and 6 rounds from the 5 yard line. Officers fire 8 rounds from the 7 yard line aided only by the illuminated patrol car blue lights. Officers fire 10 rounds from the 15 yard line using all available light. During this course of fire, officers shoot from standing and kneeling positions.

*Smithfield Police Officers qualify using the 5 Round Buckshot and 5 Round Slug Basic Law Enforcement Training 2000 Shotgun Daytime Qualification Course.*

Officers shoot 5 rounds of buckshot from the 15 yard line. Officers shoot 3 slugs from the 25 yard line and 2 slugs from the 40 yard line. During this course of fire, officers shoot from standing and kneeling positions.

*Smithfield Police Officers qualify using the 5 Round Buckshot and 5 Round Slug Basic Law Enforcement Training 2000 Shotgun Nighttime Qualification Course.*

Officers shoot 5 rounds of buckshot from the 15 yard line. Officers shoot the first 2 rounds with the area only illuminated by patrol car blue lights. Officers shoot the last 3 rounds of buckshot with the area illuminated by vehicle headlights and patrol car blue lights.

Officers fire 4 rounds of slug from the 25 yard line with vehicle headlights and patrol blue light illumination. Officers fire 1 slug from the 40 yard line using all available light. During this course of fire, officers shoot from standing and kneeling positions.



#### **IV. 2013 Smithfield Police Department Firearms Statistics and Results**

Smithfield Police Dept. Cumulative Firearms Score = 96.8%

Smithfield Police Dept. Individual Cumulative High Score = 99.9%

Smithfield Police Department Individual Cumulative Low Score = 92.5%

Number of Officers failing to qualify with 85% or higher on FIRST attempt = 2

Number of Officers failing to qualify with 85% or higher on SECOND attempt = 1

Number of Officers failing to qualify with 85% or higher on THIRD attempt = 1

Total Officers requiring remedial training = 1

Number of Officers failing to qualify due to improper course of fire = 0

Number of Officers qualifying at 99.0%-100% = 5

Number of Officers qualifying at 95.0%-98.9% = 27

Number of Officers qualifying below 95.0% = 8

Total Officers qualifying = 40

It is my personal and professional opinion that the high departmental cumulative average is a result of officers being provided both ammunition and open range time on a monthly basis. The added range time allows Officers to maintain and improve on their shooting scores and weapon handling abilities that could otherwise diminish given this is a highly perishable skill.

#### **V. Additional Firearms Utilized by the Smithfield Police Department**

All Patrol Teams sent at least three (3) Officers per shift to the range to qualify with a .223 patrol rifle. These rifles were initially provided to the Department at no cost by the Law Enforcement Supply Services (L.E.S.S.) of the North Carolina Department of Crime Control and Public Safety. L.E.S.S. acquired these weapons from the United States Federal Government and made them available to the Department to provide local agencies with the appropriate weapons to combat the global war on terror. All seven weapons obtained from L.E.S.S. have been modified with a shorter barrel, tactical light and an adjustable stock to accommodate patrol functions. The weapons assigned to the Patrol division have also been modified so that they shoot in a semi-automatic mode only (the full automatic rate of fire has been removed for safety and lack of necessity).

Qualification consisted of selected officers firing 6 rounds from the 10 yard line, 6 rounds from the 25 yard line, 6 rounds from the 50 yard line, 6 rounds from the 75 yard line and 6 rounds from the 100 yard line. This 30 round course of fire consisted of Officers shooting standing, kneeling, sitting and prone positions.

# Field Training Report

By

**Lt. J.F. Grady**

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The Smithfield Police Departments Field Training Officer (FTO) Program is necessary to ensure that recruits are trained to be professional and effective law enforcement officers. The goal of the program is to produce officers who are an asset to the department and the community.

The FTO program also helps to limit liability toward the Town of Smithfield. Law Enforcement Agencies who do not properly train their officers run the risk of being successfully sued if it can be shown that training could have prevented or mitigated an error. The FTO program is essential and must be taken seriously. This is where recruits learn the fundamental skills they will use the rest of their career.

The FTO program is a structured program that all new recruits are required to complete. Prior to this, they must have completed a Basic Law Enforcement Program and be certified by the State. The program has both formal and informal components. It also includes both hands-on and classroom training. There are five phases of training lasting 17 weeks. Training can be extended if a recruit needs additional time to satisfactorily complete the requirements of field training. Though rare, on occasion a recruit is unable to reach the standards set by the department to be released from training and must be separated from employment.



The training during the 17 weeks is broken down into five phases during which each recruit is assigned a Field Training Officer. This is an experienced officer who has successfully

completed a program on the training of new officers. During each phase the recruit is required to perform and learn certain duties. These tasks cover a variety of subjects and include most situations that the recruit will face while on duty. When a task is successfully demonstrated by a recruit it is documented by his or her training officer.

During the past year the department hired five (5) new officers. Four are new to law enforcement and have recently graduated from a Basic Law Enforcement Training program. One has previous experience with another Department. Three have successfully completed training, and two recruits are currently in training. These two recruits have been very successful and are expected to complete training with-in the next few weeks.

The department currently has six (8) patrol officers who serve as Field Training Officers. There are several more that currently work in other assignments such as investigations or in supervisory roles. If the need arises they can be used, however, the department prefers to utilize patrol officers to train new recruits.



## **2.12 Field Training**

*The Smithfield Police Department will provide a Field Training Program to enhance the formal instruction received by recruit officers and to facilitate their transition from the classroom to the field.*

### ***Authority of Field Training Officers***

Staff command refers to the issuance of orders by an employee who has no authority in his/her own right, but who performs the routine tasks of command as a service for a commanding officer and/or the organization. Field Training Officers have staff command during field training and

may discuss training matters with recruit officers, point out mistakes, and suggest improvements. Field Training Officers lack the authority to take disciplinary action or give commands, except in cases involving actions by recruit officers that may jeopardize the purpose or interests of the Department.

### ***Field Training Officer Qualifications***

Applicants for the position of Field Training Officer will be required to meet the following criteria:

- A minimum of two years of general law enforcement experience
- A minimum of one year of service as a police officer with the Town of Smithfield
- A rating of Satisfactory or higher on his/her most recent annual performance evaluation
- No disciplinary action for a period of one year prior to submitting application

Applicants for Field Training Officer must possess the technical knowledge necessary for successful performance in the position of police officer and the teaching skills required of a Field Training Officer. Applicants must also demonstrate the desire to participate and a commitment to the goals of the program and the Department.

### ***Field Training Officer Selection Process***

Applicants for Field Training Officer will apply by forwarding a memorandum to the Field Training Coordinator. The memorandum should have the endorsement of the applicant's Team Commander. The Field Training Coordinator will present applications to the Patrol Commander who will then present suitable applicants to the Chief of Police. The Chief of Police will review all applications and any relevant information and will make the final selection(s).

### ***Instruction for Field Training Officers***

Before receiving certification as a Field Training Officer, candidates must successfully complete a Field Training Officer course administered by the North Carolina Justice Academy or another accredited agency. The course should include the following:

- An overview of all forms and materials used in the program
- The role of the FTO in training the recruit officer
- Review of technical areas of law enforcement
- Principles of effective communication
- Principles of adult education
- An introduction into basic management theory, leadership styles and motivation theories
- Techniques of field instruction
- Counseling methods
- Legal and ethical issues of training and evaluation
- A review of the Basic Law Enforcement Training curriculum

### ***In-Service Training for Field Training Officers***

Field Training Officers shall be provided with specialized in-service training on an as-needed basis. Topics include, but are not limited to the following:

- Changes in departmental forms and materials used during the Field Training Program
- Supervisory and management skills
- Updates in field training techniques
- Revision to the Basic Law Enforcement Training curriculum.

### ***Certification of Field Training Officers***

Candidates who successfully complete the Field Training Officer program of instruction will be placed on a roster of certified Field Training Officers. The maintenance of an officer's status as Field Training Officer will be dependent upon continued satisfactory performance as evaluated by their Team Commander.

### ***Field Training Officer Responsibilities***

Field Training Officers will:

- Be responsible for the field training of the assigned recruit officer
- Complete a daily observation report on a recruit at the end of each shift to be used in completing performance rating forms
- Evaluate and complete a performance rating form on the progress of the recruit officer after every seven days/nights worked and shall forward these forms to the Team Supervisor.
- Use required forms and materials pertaining to the Field Training Program
- Recommend the termination of a recruit officer when the evaluation process indicates a likelihood that the recruit officer will not be able to properly perform the duties and/or carry out the responsibilities necessary for successful job performance.

### ***Team Supervisor Responsibilities***

Team Supervisors will:

- Be responsible for monitoring the training of the recruit officer by the Field Training Officer
- Conduct bi-weekly evaluation interviews with the recruit officer and the Field Training Officer
- Forward all evaluation documentation to their Team Commander

### ***Team Commander Responsibilities***

Team Commanders will forward all documentation relating to the training of recruit officers to the Field Training Program Coordinator. The Team Commanders and the Program Coordinator

will keep the Patrol Commander and other appropriate personnel informed of any problems with the recruit officer's performance.

### ***Field Training Program Coordinator Responsibilities***

The Program Coordinator will:

- Be responsible for staff control and coordination of the Field Training Program
- Be responsible for the instruction of Field Training Officers, the training of Team Supervisors as it relates to the Field Training Program and orientation of command personnel in Field Operations
- Forward all records relating to the training of recruit officers to the Patrol Commander

The Field Training Guide Checklists and a copy of the memo requesting release of the recruit from Field Training will be retained by the Program Coordinator to be placed in the recruit's training file. The applicable evaluation and the memo requesting release of the recruit from Field Training, along with any other documentation deemed to be necessary, will be placed in the recruit's personnel file maintained in the office of the Chief of Police.

### ***Patrol Division Commander***

The Patrol Commander will:

- Review all documentation pertaining to the Field Training Program to maintain program integrity
- Review documentation and make recommendations to the Chief of Police concerning a recruit's suitability for a position
- Maintain close contact with the Program Coordinator ensuring that all departmental goals are being accomplished
- Assign recruits to specific teams for training

### ***Assignment of Officers***

Recruit officers will be assigned to the Program Coordinator for orientation. During orientation, training will be provided on the following topics:

- Employee benefits sign-up with the Personnel Department
- Tour of Town facilities
- An overview of the Field Training Program
- Forms and manuals utilized by the department
- Chain of command
- Use of force to include firearms, Taser, ASP baton, Ripp Hobble restraints, and OC spray
- Tour of criminal justice agencies, court house facilities, and Johnston Memorial Hospital facilities



Upon completion of orientation, the recruit officer will be assigned to a patrol team and to Primary and Secondary Field Training Officers. The recruit and the Field Training Officers are under the command of the Team Supervisor.

Each recruit officer completing BLET or entering the department laterally from another agency shall be assigned to the Patrol Division for field training.

The required length of the field training assignment shall be seventeen (17) weeks. The Chief of Police may, at his discretion, under the advice of the Program Coordinator, authorize either a longer or shorter period of training.

The Field Training Program Coordinator will assign recruit officers to Field Training Officers. The recruit officer will rotate field assignments as follows:

### **Phase I**

#### **Observation Phase: ( 3 ) days**

During this phase the recruit officer will ride with and observe the primary Field Training Officer for a total of ( 3 ) working days. A Weekly Performance report will be completed.

### **Phase II**

#### **Instruction Phase: ( 7 ) days**

During this phase the recruit officer will be instructed in an informal classroom setting for (7) working days learning under the guidance of the primary Field Training Officer. This can be a mixture of classroom and hands on training. Daily and Weekly Performance reports will be done.

### **Phase III**

#### **Field Performance: Week I ( 10 ) days**

During this phase the recruit officer will perform the duties of a patrol officer for ten (10) working days under the guidance of the primary Field Training Officer. Each day the recruit will be evaluated with a daily evaluation on his/her performance. A Weekly Evaluation will be done by the F.T.O, Team Supervisor and Team Commander.

#### **Field Performance: Week II ( 10 ) days**

During this phase the recruit officer will perform the duties of a patrol officer for ten (10) working days under the guidance of the primary Field Training Officer. Each day the recruit will be evaluated with a daily evaluation on his/her performance. A Weekly Evaluation will be done by the F.T.O, Team Supervisor and Team Commander. The Chief of Police or his designee may also shorten this week with a recommendation from the Team Commander based on the recruit's performance.

*\* The recruit will switch to a secondary F.T.O for the next Phase of training. \**

### **Phase IV (Secondary F.T.O.)**

#### **Field Performance: Week III ( 10 ) days**

During this phase the recruit officer will perform the duties of a patrol officer for ten (10) working days under the guidance of the secondary Field Training Officer. Each day the recruit

will be evaluated with a daily evaluation on his/her performance. A Weekly Evaluation will be done by the F.T.O, Team Supervisor and Team Commander.

#### **Field Performance: Week IV ( 10 ) days**

During this phase the recruit officer will perform the duties of a patrol officer for ten (10) working days under the guidance of the secondary Field Training Officer. The F.T.O. will ride the last three days in plain clothes consistent with departmental dress code. This is to prepare the recruit for Solo Phase. Each day the recruit will be evaluated with a daily evaluation on his/her performance. A Weekly Evaluation will be done by the F.T.O, Team Supervisor and Team Commander. The Chief of Police or his designee may also shorten this week with a recommendation from the Team Commander based on the recruit's performance.

#### **Phase V**

#### **Solo Phase: ( 7 ) days**

During this phase the recruit officer will perform the duties of a patrol officer for seven ( 7 ) working days under the guidance of the secondary F.T.O. The secondary F.T.O. will only shadow the recruit and be a back-up unit on all calls. The F.T.O, Team Supervisor and Team Commander will need do a weekly performance report and write a Memo requesting too release the recruit from field training.

#### **Probationary Period**

Once the trainee is released from training he will be in probationary status for one year. During this year the Team Commander will do a monthly performance review detailing the probationary officer's performance.

#### **Check-in Units**

During all phases of the Field Training Program, calls for service requiring a check-in will necessitate the dispatch of a second car, as the Field Training Officer should become involved only in emergency situations.

#### ***Field Training Manual***

The Field Training Officer will use the *Field Training Manual* in training the recruit officer. During orientation, the Program Coordinator will furnish the recruit officer with a *Field Training Manual* along with other necessary documents and materials.

Each recruit officer shall retain the Training Checklist during his/her period of assignment in the Field Training Program. The Field Training Officer shall use the Training Checklist to record the progress of the recruit officer and shall complete the Training Checklist and all evaluation instruments in conformance with the *Field Training Manual*.

The Field Training Officer will complete the Training Checklist and forward with a recommendation to the Team Supervisor. The Team Supervisor will review and forward the checklist to the Team Commander, who will review and forward with all signatures to the Program Coordinator. The Program Coordinator will then forward the Training Checklist to the Patrol Commander and the Chief of Police.

# Evidence Control Report

By  
Melissa Southerland

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The most important part of any case is the preparation and storage of evidence. The chain of custody has to be without question, we must be able to show where the evidence is at all times and every time you may have come into contact with the evidence prior to it going to trial. In some cases the evidence must to be maintained for over 20 years due to the new orders surrounding the disposal of evidence. Due to case law, DNA evidence must be maintained indefinitely. The evidence must be properly handled for it to be admissible in court.

Patrol Officers or Investigators collect evidence and package it for submittal to the SBI lab for analysis or to be held for court purposes. The evidence and evidence sheets are inspected by the officer's respective supervisor before being placed into the temporary evidence storage lockers. There are twelve attached lockers to the front of the evidence room and four larger separate lockers in the booking room. Evidence that is too large is placed in a secure outside facility. The lockers are emptied on a daily basis by the evidence custodians.

The department currently has two evidence custodians that are responsible for the evidence room. One is a sworn police officer (Administrative Lieutenant) and the other holds a civilian position (Records Clerk) within the police department. These individuals are the only people that have access to the evidence room. These individuals have other duties as well as the evidence room and have to make sure to allot time to the evidence room so that it does not get backed up with items to be entered. It takes a minimum of 20 hours a week to keep the evidence room in proper working order. Some weeks this is difficult due to other issues that arise during the work week. We also have to make sure that evidence is taken to the SBI Lab in a timely manner. We have currently set up a time for evidence to be taken to the lab every two weeks. The

schedule assigns a narcotics detective or the Administrative Lieutenant to take the evidence on a rotating basis, so that one person is not always tied down to having to make this trip or having to be called to court to testify regarding the chain of custody.

The evidence has to be logged into the system (Pistol) prior to being placed into the appropriate storage bin that is located in the evidence room. The evidence room has been reorganized to meet CALEA standards as well as to make it more efficient for location of evidence. The proper paperwork has to be completed and signed each time the custody of evidence exchanges from one person's control to another person. If it goes to the lab the appropriate paperwork has to be completed and the officer taking it has to sign for the evidence prior to it leaving the evidence room. The custody of the evidence then has to be changed in the Pistol system to reflect that the item(s) have gone to the SBI lab.

The evidence room consists of one large room that is secured with two locks and is monitored by a security system (alarm). The evidence room is not very large and is often cramped due to the amount of evidence that is collected. A gun safe for securing weapons is also in this room, as well as a refrigerator that is used to keep items cold (biological items, etc.). A large steel cabinet is against the back wall so that narcotics, jewelry, discs and currency can be secured. One wall is covered with shelves that contain bins for each of the officers that are employed at the department as well as some that are no longer here. These bins maintain the officer's evidence that has been collected.



A drying cabinet for wet items is on the outside of the evidence room but has been placed inside a metal cabinet that is secured with a lock. The key to the lock has been provided for the entry of the drying cabinet by an officer or detective once items are collected after hours which need to be dried. The key is then to be placed into a temporary storage locker, which may only

be accessed by the evidence custodians, so as not to compromise the chain of custody or to provide an opportunity for anyone to tamper with the evidence. The importance surrounding the chain of custody cannot be emphasized enough when it comes to the success of a case when it goes to trial.

Evidence disposal is a time consuming, yet mandatory, part of maintaining the evidence room. The Smithfield Police Department publishes an ad in the legal section of the News & Observer regarding found and seized property. This ad is mandatory by state law and is used to notify the public of our intent to release or destroy items stored by the Smithfield Police.

The evidence custodian prepares a list of all items assigned to each officer which are in the evidence room. The officer then checks the disposition of each case and determines which items may be released, destroyed, auctioned, or must be kept. Once the officer has completed his/her list it is given back to the evidence custodian. The evidence custodian then pulls each item that can be released, destroyed or auctioned and places it into a pending disposal location within the evidence room.

The evidence custodian then prepares a list of all items that are to be released, auctioned or destroyed. This list is then approved for disposal by a member of the Johnston County District Attorney's Office as well as a Superior Court Judge. Once the list is approved for disposal, a copy is provided to the Johnston County Clerk of Courts Office.



The evidence custodian releases, auctions or destroys all items that are on the list. The case officer or evidence custodian attempts to contact the owners of all items which may be released. If all avenues of contact have been exhausted, then the item is destroyed.

The evidence custodian must contact and set up appointment times for items that may be released to the Johnston County Sheriff's Office, Johnston County Clerk's Office, North Carolina Department of Motor Vehicles, or burnt in an incinerator.

The evidence custodian disposes of all items on the list pursuant to North Carolina and Federal Laws and is accompanied by a witness. Once all items are disposed of, the evidence custodian must then remove all items from the Pistol system. The evidence sheets for all items disposed must be marked and scanned into our records housing system (Laserfiche).

The following chart shows the types and amounts of items that were seized by officers at the department and logged during the year of 2013. It also shows the amount of money that was seized and logged into evidence. A total amount for narcotics could not be calculated due to various types of measurements depending upon the type of drug (pills, plants, seeds, powder, liquid, rock, vegetable, etc.).

Items Entered	Number of Items
Guns	50
Drugs	606
Bikes	19
Money (Total)	\$12,292.72
Miscellaneous Items	1422
Total	2140

A total of 2140 items were logged into evidence during the year of 2013 and 1802 items were disposed of after the completion of the case in court. The items that were not disposed of only add to the items that continue to be logged into evidence. Space tends to become an issue when it comes to the storage of evidence because more comes in than can be disposed.

In some cases we have to use secured storage areas at the local wrecker services to store vehicles if they have to be processed or stored for evidentiary purposes. The department needs a facility that would accommodate these items. If an extremely large item has to be stored for an extended period of time it becomes a matter of expense and the wrecker services want to free up their space for other projects. This type of area would only strengthen the chain of custody issue since no one else would have access to this type of evidence during the crucial evidence gathering time and the extended storage time if that becomes an issue.

In conclusion this area is very important to the department since the chain of custody when dealing with evidence can make or break a case when it goes to court. We will continue to grow with the times and stay on top of the most current procedures when it comes to dealing with evidence.



# Criminal Interdiction Report

By

**Sgt. N.J. Memmelaar**

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The Criminal Interdiction Teams consist of two teams; the teams consist of one supervisor per team. Sgt. N.J. Memmelaar and Sgt. D.A. Tyndall are the supervisors for the teams. The officers on the teams have at least two years with the Smithfield Police Department and have attended schools and seminars dealing with Criminal Interdiction.

The criminal interdiction team has several objectives:

- Enforce traffic violations
- Assist stranded motorists
- Seize illegal contraband such as drugs and weapons
- Arrest wanted fugitives

The criminal interdiction team has been in place for several years and can be a great asset to the police department in many ways. The drugs and money that are seized on the interstate are not always destined for other states and cities as most people think. For example a traffic stop was conducted where one half pound of marijuana was seized by the interdiction team that was coming into town to be distributed to Smithfield residents. A local drug dealer was arrested and charged with Possession with intent to sell and deliver marijuana. The drugs that come to Smithfield must first make its way down the interstate, stopping the drugs on the interstate is our first defense. The criminal interdiction team seized \$12,391.00 US currency



Figure 1 Bank Bag containing \$19,000 hidden in the trunk of vehicle

from one vehicle stop and due to marijuana also being seized from the vehicle the DEA (Drug Enforcement Administration) seized the money. This money is seized by the DEA and a portion is returned to the Smithfield Police Department to be used in compliance with Federal Forfeiture Guidelines.

The criminal Interdiction team also was able to stop a van with nine undocumented aliens inside. The aliens were turned over to ICE (Immigrations and Customs Enforcement) agents to be returned to their countries.



It is important that we continue to patrol the interstate and do our part to protect our town as well as other towns from drugs, weapons and fugitives. The above mentioned are just a few incidents that show that we can make a difference with the use of an interdiction team. I look forward to this year and hope that we can continue to make a difference with Criminal

Interdiction.



Figure 2 Marijuana located inside spare tire of vehicle.

**Statistics for 2013:**

Traffic Charges:	110
Misdemeanor Arrests:	44
Felony Drug Arrests:	5

# Traffic Enforcement Report

By  
Lt. T.S. Choe

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## Traffic Enforcement

The Smithfield Police Department strives to make our community safe with proactive approach in utilizing traffic enforcement to enforce the NC traffic laws with the goal of making our streets and highways safe for all commuters traveling through our community. Through traffic enforcement the police department is dedicated to reducing speeders and impaired drivers who are the two leading causes of accidents resulting in injuries, personal property damage and deaths. The department also conducts traffic enforcement due to citizen's complaint regarding speeding and other violations. The department utilizes a mobile speed display trailer which is rotated throughout the town to inform motorist of their speed and serve as a tool to gain compliance to the speed laws. The department conducted check points throughout the year to deter and reduce traffic violations. The check points conducted are a part of the North Carolina Governor's Highway Safety Program.

The following traffic enforcement actions were taken in 2013 from Jan. 1<sup>st</sup> thru Dec. 31:

Driving While Impaired	144
No Operators License	646
Driving While License Revoked	481
Speeding Violation	438
Other Traffic Violation	1311
Total	3020

The police department investigated 700 accidents which occurred on the highway and in public vehicular areas.

## North Carolina Governor’s Highway Safety Program

The department continues to be involved with the North Carolina Governor’s Highway Safety Program. The NCGHSP is a state wide program which places emphasis on highway safety awareness to reduce the number of traffic crashes and fatalities in North Carolina through the planning and safety programs.

- These program include:
- Booze It and Lose It**
  - Click It and Ticket It**
  - No Need 2 Speed**
  - Child Passenger Safety**
  - Motorcycle Safety**

Throughout the year our department participates in these programs in an effort to make a difference in our community and to assist the state in achieving their mission in reducing accidents across the state. During these campaigns departments involved with the NCGHSP submit statistics regarding the number of citations written including the types of violation along with Driving While Impaired and Drug charges. In 2013 the police department was involved in 9 NCGSHP campaigns resulting in the following violations:

<b>DWI</b> <b>35</b>	<b>Seat Belt</b> <b>31</b>
<b>Child Restraint</b> <b>9</b>	<b>Drug Violation</b> <b>28</b>
<b>Other Criminal Violation</b> <b>6</b>	<b>Speeding</b> <b>146</b>
<b>DWLR</b> <b>82</b>	<b>No Operator License</b> <b>76</b>
<b>Insurance Violation</b> <b>13</b>	<b>Carless and Reckless</b> <b>5</b>
<b>Other Traffic Violation</b> <b>131</b>	<b>Total</b> <b>562</b>

For each campaign statistics submitted to the state departments are awarded with points which can be redeemed at the end of the year to obtain free equipment such as portable breath tester, traffic vest, radar and in car cameras. As of the end of 2013 our department has accumulated 3035 points. In 2012 we redeemed points to obtain a hand held radar unit and again this year we will be redeeming our points to obtain hand held radar from the state.

## **North Carolina Governor's Highway Safety Program Grant**

In 2011 our department received a matching grant from NCGHSP in which 4 in car cameras were obtained. In 2013 2 cameras were obtained, but not through the NCGHSP. In 2014 our department will be applying for another matching grant to obtain 2 more cameras to be utilized by patrol units. If the grant is approved by the state, we will be purchasing the same in car camera systems (WatchGuard) which are in our current patrol vehicles.



The in car cameras are being utilized during traffic stops, dealing with suspicious person, vehicle searches and DWI stops. All recordings are stored on CD's and kept on file at the police department and can be retrieved if needed for court purpose and other incidents. The in car cameras is a tool which can be utilized to train officers on safety, collect evidence, document incidents and protect the department from false allegations of wrong doing by officers.

## Check Point Statics

The police department conducted 21 check points during the year which resulted in the following charges:

<b>DWI</b> <b>4</b>	<b>Driving While License Revoked</b> <b>29</b>
<b>Seat Belt Violations</b> <b>6</b>	<b>No Operator License</b> <b>75</b>
<b>Registration Violations</b> <b>28</b>	<b>Inspection Violations</b> <b>7</b>
<b>Alcohol Violations</b> <b>0</b>	<b>Drug Paraphernalia Violations</b> <b>2</b>
<b>Drug Possession</b> <b>7</b>	<b>Warrant Service</b> <b>5</b>
<b>Other Violations</b> <b>13</b>	<b>Total</b> <b>176</b>

The officers from Smithfield Police Department were involved in check points which were held by other agencies in Johnston County. Our officers were involved in check points conducted by Princeton Police Department and Clayton Police Department. Our department will continue to conduct check points throughout 2014 and especially if our department is able to secure the grant for the in car cameras. If our department secures the grant the state will require the department to accomplish a minimum amount of check points per month for the duration of the grant contract.

## Radar Units

Currently, our department has 17 radar units which are assigned to patrol units, 4 school resource officers and 1 housing authority officer. The hand held radar unit is not assigned to a vehicle, but is used by officers when needing to conduct traffic enforcement in areas where patrol vehicles are not feasible. The radar units consist of the following:

- (8) Golden Eagles
- (4) Pro-1000

- (4) MPH k-55 (These units will be removed from the state approved list on 6/1/2014).
- (1) Bee III
- (1) Kustom Talon hand held (Obtained through NCGSHP at no cost to department).

Due to the MPH K-55 being removed from the state approved list next year the department has ordered 2 radar units to replace the ones being removed. The department is moving towards utilizing Golden Eagle radars in all the patrol vehicles in the future due to the cost of the units and customer service when repairs are needed on the radar units.



# **What Else Do We Do?**

## **By Sgt. D.A. Tyndall**

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During 2013 officers responded to numerous calls for service from the citizens of Smithfield for incidents that did not require a law enforcement action to solve the situation. Although these calls did not require enforcement actions, they led to numerous contacts which hopefully left a positive impression of the department with the citizens of Smithfield.

During 2013 Smithfield Police Officers responded to 3,348, 9-1-1 hang up calls from businesses, residential homes and cellular telephones. These calls varied from children playing on the telephone to intentional hang ups. This is an increase of 453 calls from 2012's 2,895 9-1-1 hang up call dispatched to the department.

Johnston County Central Communications has the ability through its Emergency 9-1-1 System to instantly lock a land line (residential or business telephone) number in the system. In return Central is able to provide an address to responding emergency services for the caller.

Johnston Central Communications was one of the first centers in the state to be equipped with Phase I and Phase II 9-1-1 service. This service uses cellular telephone towers to triangulate the location of cellular telephones used to call 9-1-1. When this system is used it is able to give a location of some cellular telephone within 20 feet.

During 2013 officers responded to 1,629 residential and business burglar alarms. The vast majority of these were false alarms that activated accidentally, by weather or by equipment malfunction. Officers are dispatched and respond to these calls to ensure that the properties are secure.

During this year officers conducted 502 citizen and business escorts. The escorts include banks, businesses, churches and funeral homes. These escorts are provided free of charge by the police department and are performed at the request of any business or citizen.

Escorts for funerals are led by a marked Smithfield Police car and may require other officers to direct traffic through busy intersections. This service is provided out of respect for the citizens of Smithfield by our agency.

Officers responded to 109 requests for escorts involving the victims of domestic violence. Officers provided security to victims obtaining personal belongings and necessities from their homes during volatile situations.

The Smithfield Police Department will continue to respond to these calls and provide services in a courteous and professional manner to uphold the reputation of the department with the community.

Our officers will perform their jobs in a professional manner ensuring that the citizens, businesses and other agencies in Johnston County are provided the best possible services from the Smithfield Police Department.