

City of Baraboo Police Department



2018
Annual Report

The purpose of the Baraboo Police Department is to provide unbiased police services that support our community and help it to grow through the reduction of crime and the fear it causes; while promoting a safe environment.

Emergency

911

Business Office

Baraboo Police Department
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Baraboo, WI 53913
(608) 355-2720

Online

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Chief's E-mail

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Chief's Message

2018 was a year of change for the Baraboo Police Department. We had officers that moved on to other positions both in and out of law enforcement and the more than 20 year process of developing and building a new police department building became a reality. The process not only was challenging as we had worked to plan for the next 40 years in the community, but we had to move. More than 50 years in the same place led to some interesting finds and a chance to catch up on some of our history.

Thousands of documents were digitally scanned for retention. Items were located that were on back shelves and long forgotten. The ability to capture this history as we venture into the future is exciting and important.

Not lost in the move was the work so many did to facilitate it. Hours of identifying and cataloging to ensure proper retention was imperative. This was done at the same time that we still provided the same professional and dedicated service to the community.

Moving means new beginnings, as does the addition of new staff to the agency. As we hire new officers and other staff, we are now preparing for the next 50 years of this department. I won't be here to witness it, but I am confident that we have developed the solid footings to build upon going forward.

As you review this report and consider the snapshot of what was 2018, please know that the people make the difference and here, at the Baraboo Police Department, we have some of the best!

A handwritten signature in black ink, appearing to read 'MSJ'.

Mark R. Schauf
Chief of Police

Our Purpose

To provide professional unbiased police services that support our community and help it to grow through the reduction of crime and the fear it causes; while promoting a safe environment.

We recognize that to fulfill this purpose, we have an essential duty to:

Treat all people with dignity and respect;

Act honestly, ethically, and with integrity;

Be accountable for our actions;

Identify and help solve community problems that are related to our policing responsibilities;

Protect the constitutional rights to liberty, equality, and justice for all people;

Protect those who are in danger of physical harm and provide aid to those who cannot care for themselves;

Facilitate the safe movement of people and vehicles;

Act within the limits of state and federal law, and our policies;

Provide education and information to the public to help reduce the risk of victimization and foster an understanding of our police function;

Anticipate and be prepared for emergencies; and

Provide for the professional growth of our employees.



Baraboo Police Department



Oath of Honor

Baraboo police officers are sworn into office using our oath. It includes the oath required by law, but also includes a promise to uphold our code of ethics and for each employee to hold every other employee accountable to the same standard.

Our Oath

Having been appointed as a Police Officer or other employee of the City of Baraboo Police Department, I swear that I will support the Constitution of the United States of America and the Constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of my office to the best of my ability.

I swear that I will abide by the Code of Ethics adopted by the City of Baraboo Police Department.

On my honor, I will never betray my badge, my integrity, my character, or the public trust. I will always have the courage to hold myself and others accountable for our actions. I will always uphold the constitution, my community, and the agency I serve.

So help me God.

Baraboo Police Department

Taking this oath is our declaration that we intend to provide police services that adhere to the highest ethical standards. We are proud to join law enforcement agencies across the country as an “oath of honor agency.”

City Officials

Mayor

Mike Palm

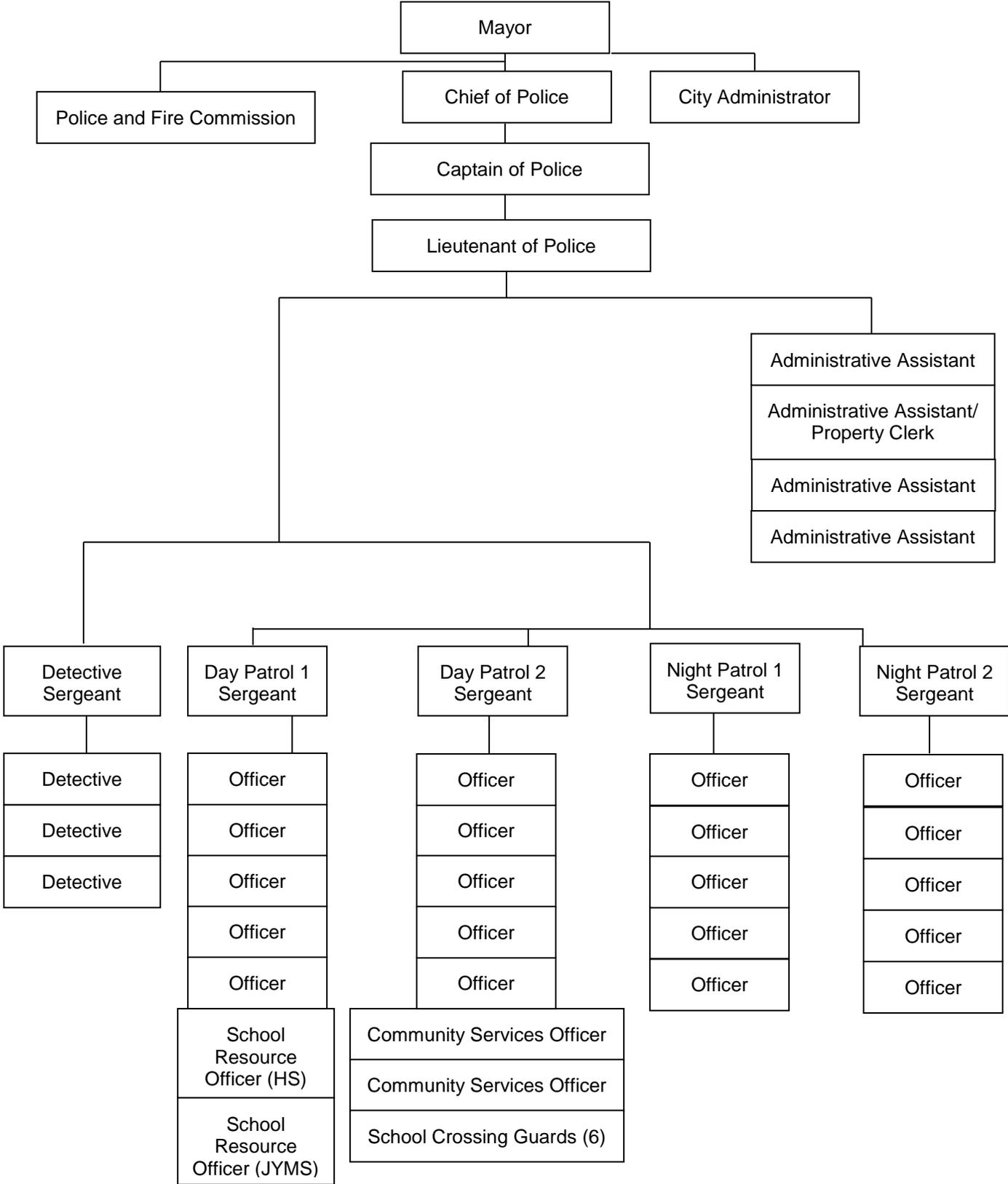
Common Council

Phil Wedekind, First District
Tom Kolb, Second District
Michael Plautz, Third District
Scott Sloan, Fourth District
Joel Petty, Fifth District
John Ellington, Sixth District
John Alt, Seventh District
Michael Zolper, Eight District
Dennis Thurow, Ninth District

Police and Fire Commission

Paul Kujak, President
Dennis Kluge, Secretary
J. Merle Alt, Commissioner
Robert Madalon, Commissioner
Brian Getschman, Commissioner

Organizational Structure



Employees

Current Employees

Mark R. Schauf	Chief of Police
Rob Sinden	Captain of Police
Ryan La Broschian	Lieutenant of Police
Mark Lee	Patrol Sergeant Grant Coordinator
Matthew Gilbert	Patrol Sergeant DAAT Instructor Emergency Response Team Member Mentorship Program Coordinator Employee Recognition Committee Member Fitness Coordinator Midwest Tactical Officers Association Board Member
Ryan Werner	Patrol Sergeant DAAT Instructor WILEAG Accreditation Manager Sauk County Adult Treatment Court Representative Baraboo Area Homeless Shelter Representative
Mark Wichner	Patrol Sergeant ALICE Instructor Firearms Instructor Field Training Officer Mentor Glock Armorer Remington 870 Armorer AR15/M4 Armorer
Jordan Gilbert	Detective Sergeant Firearms Instructor Sauk County Drug Task Force Member Critical Incident Negotiator Team Member Child Abduction Response Team Member Sexual Assault Response Team Member Evidence Technician Internet Crimes Against Children Investigator Glock Armorer Remington Armorer
George Bonham	Detective Sauk County Drug Task Force Member Sexual Assault Response Team Member Narcotics Testing Instructor Property Officer Arson Investigator

David Frie	Detective Child Abduction Response Team Member Sexual Assault Response Team Member Evidence Technician Internet Crimes Against Children Investigator Child Forensic Interviewer Arson Investigator
Jeff Shimon	Detective Sauk County Triad Representative Firearms Instructor Field Training Officer Homeland Security Threat Liaison Officer Sexual Assault Response Team Member Sauk County Drug Task Force Evidence Technician ALICE Instructor Baraboo Police Department Union Vice President Glock Armorer Cellbrite Technician Child Forensic Interviewer Employee Recognition Committee Leads Online Coordinator
Ruth Browning	School Resource Officer Critical Incident Negotiator Certified Child Passenger Seat Senior Technician ALICE Instructor Evidence Technician Child Forensic Interviewer Critical Incident Stress Management Representative Criminal Justice Council Committee Representative Wisconsin Juvenile Officers Association Secretary Mentor West Central Boys & Girls Club of WI Board Member & Department representative
Mike Pichler	School Resource Officer Emergency Response Team Leader ALICE Instructor Ballistic Shield Instructor
Nick Defiel	Patrol Officer UW-Baraboo Representative Bike Patrol Equipment Manager
Jessica Pichler	Patrol Officer Families Come First Board Member Field Training Officer Sexual Assault Response Team Member Child Forensic Interviewer Employee Recognition Committee Sauk County CCR/SART Committee Member Sauk County I Team Committee Member Hope House/Domestic Violence Representative

Jeremy Drexler	Patrol Officer Cellbrite Technician Evidence Technician
Mark Creighton	Patrol Officer Canine Handler Field Training Officer Emergency Response Team Member Drone Operator Union President
Jim Haas	Patrol Officer Emergency Vehicle Operations Instructor Field Training Officer Citizens Police & Fire Academy Coordinator Citizens Police & Fire Academy Alumni Coordinator
Trent Bentilla	Patrol Officer Field Training Officer Sex Offender Compliance Officer Mentor Fitness Coordinator
Nate Lund	Patrol Officer Emergency Vehicle Operations Instructor Sexual Assault Response Team Member Evidence Technician Radar/Laser Instructor TRACS Administrator & Instructor Schedule App Administrator & Instructor Mach Administrator & Instructor Union Secretary/Treasurer Narco Pouch Instructor Glock Armorer Vehicle Contact Instructor
Brandon Vrchota	Patrol Officer Field Training Officer Drone Operator
Jonathan Connely	Patrol Officer Field Training Officer Taser Instructor Mentor Employee Recognition Committee Preliminary Breath Test Calibrator
Amanda Sabol	Patrol Officer Child Forensic Interviewer Sexual Assault Response Team Member Field Training Officer Mentor Critical Incident Negotiator Team Member Employee Recognition Committee Critical Incident Stress Management Team Member

Erik Oakeson	Patrol Officer Emergency Response Team Member Evidence Technician Sauk County Drug Task Force Mentor Preliminary Breath Test Calibrator Field Training Officer Chemical Munitions Instructor
Brian Burkel	Patrol Officer Taser Instructor Preliminary Breath Test Calibrator Homeland Security Threat Liaison Officer
Brian Voltz	Patrol Officer Sexual Assault Response Team Member Critical Incident Negotiator Team Member Field Training Officer Taser Instructor
Nick Burch	Patrol Officer
Carl Ustupski	Patrol Officer Drug Recognition Expert Instructor Standardized Field Sobriety Testing Instructor Active Shooter Response Instructor Tracs Administrator Sauk County Drug Task Force Field Training Officer Emergency Vehicle Operations Instructor Civilian Response to Active Shooters Event Instructor
Megan Dorner	Patrol Officer
Brendon Meyer	Patrol Officer
Tyler Erhardt	Patrol Officer
Gordie Ringelstetter	Community Service Officer Humane Officer Weed Commissioner
Allison Goetz	Community Service Officer Weed Commissioner Humane Officer
Linda Wiese	Administrative Assistant
Trina Cromwell	Administrative Assistant Property Clerk Mentor
Megan Marshall	Administrative Assistant
Dori Helms	Administrative Assistant
Erika Ringstad	Administrative Assistant

Significant Events

January 20 Officers were flagged down by a concerned citizen who had not heard from their tenant in the last 30 days or so. Officers were able to enter the home and discovered two deceased subjects. Further investigation and autopsies on the two victims determined there was no sign of foul play. One victim appeared to have died of natural causes and the other victim appeared to be the victim of an accidental overdose.

June 6 Officers were dispatched to an ambulance call on 7th Street for an unresponsive male. Upon arrival officers were advised that a male subject had overdosed. Officers were able to partially revive the male using Narcan. EMS arrived on scene and continued lifesaving measures. Officers did find illegal drugs on scene and citations were issued.

July 10 Officers were dispatched to the Sauk County Fairgrounds for a male vs female disturbance. Upon arrival officers observed a male subject with a large laceration. This laceration later required four staples. Both parties were arrested for domestic disorderly conduct and battery.

July 30 Officers were informed of a subject with an active warrant for their arrest. Officers made contact with the subject who attempted to flee. Officers were able to subdue the subject and he was later found to be in the possession of heroin, marijuana, methamphetamine and two handguns. The subject was taken into custody on multiple felony charges.

August 31 Widespread severe flooding in Baraboo and throughout Sauk County resulted in officers working together with other agencies and emergency management to ensure life and property safety.

September 4 Officers were dispatched to Poor Richard's for the report of a self-inflicted gunshot wound. Upon arrival, officers discovered a deceased male just inside the doorway. Officers investigated and were able to confirm the victim died of a self-inflicted gunshot wound. The business was closed down due to the biohazard issues until it could be properly cleaned.

November 12 Officers were informed that a photo of the 2017 Junior prom had gone viral on the internet and social media due to appearing to be a "Nazi" salute pose. Officers investigated to ensure that no law violations occurred.

December 31 Officers were informed of an attempted burglary and a completed burglary. While investigating, officers were informed of a subject found in a field, acting strangely. Officers were able to connect this subject to the two burglaries. The subject admitted to the burglaries and was arrested.

Budget

Budget Summary

The 2018 police department budget from local property taxes was approximately \$3.79M. With a staff of 35 employees, labor was our highest expense. The majority of our remaining costs were for equipping, training, and otherwise supplying that labor.

General Operations

Personnel (wages, salaries, and costs)	2,395,008
Equipment, supplies, other expenses	<u>338,102</u>
Total	\$2,738,110

Detectives, School Liaison

Personnel (wages, salaries, and costs)	567,561
Equipment, supplies, other expenses	<u>13,100</u>
Total	\$580,751

Records and Support

Personnel (wages, salaries, and costs)	264,599
Equipment, supplies, other expenses	<u>44,490</u>
Total	\$309,089

Animal Control

Personnel (included in general operations)	0
Equipment, supplies, other expenses	<u>1,750</u>
Total	\$1,750

Capital Expenditures

Vehicles	93,000
Equipment	<u>72,600</u>
Total	\$165,600

Total Police Budget **\$3,790,300**

One patrol officer was added in 2018 due to departures. Two officers will be added in 2019 due to departures. No other staffing increases necessitated by population changes are expected in the next five years.

Grants

The police department participated in several grant programs. The traffic grant programs are targeted towards reducing operating while intoxicated as well as distracted driving.

Type	Source	Use	Amount
Ballistic Vest	U.S. Department of Justice	Matching grant for replacement body armor	385.50
Seatbelt Grant	National Highway Traffic Safety Administration	Grant to increase seat belt usage	12,750
OWI Grant	National Highway Traffic Safety Administration	Grant to reduce OWI's	10,000
Bar Buddies	National Highway Traffic Safety Administration	Grant for Bar Buddies to help reduce OWI's	6,480
TOTAL GRANT REVENUE			29,615.50

Projects and Programs

Long-Range Plan

Our long-range plans are based on our purpose statement. That statement identifies two essential goals:

- A. Reduce crime and the opportunity to commit crime
- B. Promote a sense of safety in our community

2018 strategies

The strategies used in 2018 for achieving these goals included:

- **New city hall building**
Move department to new facility. This included scanning old files to digital copies, cleaning the old building, packing all areas of the police department, and moving all areas of the police department.
- **Continue Body Worn Camera Program**
Five additional cameras were purchased in 2018, bringing the total number of body worn cameras to 22. Additional purchases will be made in 2019 so each officer has a body worn camera.
- **Continue to develop Seamless Docs**
Evaluation of forms has been ongoing with several updates on forms. Continuing use of these forms and creation of new forms is expected in 2019.
- **Collective Bargaining Agreement (CBA) Negotiation**
The CBA expired on December 31, 2018. The City and the Union reached an agreement on a one-year contract to run through December 31, 2019.
- **Increase parking enforcement 20% from CY 2017**
The goal for the department was to increase overall parking enforcement 20% compared to 2017. The department exceeded this goal, increasing parking enforcement 30% compared to 2017.

2019 Strategies

In addition to continuing the strategies implemented in 2018, we intend to adopt the following in 2019:

- **Continue work on traffic enforcement. Maintain or improve officer-initiated traffic to reduce traffic crashes and increase driving safety.**
Maintain consistent traffic enforcement for a minimum of 5% increase in traffic contacts including moving violations, citations, and OWI arrests. Patrol should identify specific enforcement opportunities with staffing to have directed patrol.
- **Staffing.**
Departures in 2018 left the department short by multiple positions. Goal is to complete a hiring process to create an eligibility list for the Police & Fire Commission to make appointments with expedited process.
- **Collective Bargaining Agreement (CBA) Negotiation**
The CBA expires December 31, 2019. The City and Union will work together for an equitable process to develop a new contract. Opening rounds of talks will be late spring/early summer.
- **Develop Municipal Court for City of Baraboo**
The City has used Circuit Court for all non-criminal proceedings related to violations of traffic law and City Ordinance. By developing a Municipal Court in the new building, the City can retain some of the monies paid to the County, reduce the fines levied for some violations and provide more intervention and deferred prosecution options to the City Attorney with the end goal of compliance being reached. We will be working to obtain the software from Central Square to be able to support the Clerk of Court option and train staff. Work with Attorney on developing the process for court. Have an election for Judge to fill position. Work with Clerk's office for this position.
- **Increase parking enforcement**
CY 2018 saw an improvement from 2017, but there needs to remain a focus on the enforcement of parking issues and issued citations. There are contributing factors, but we need to apply directed enforcement to this issue before it becomes a problem and accomplished this goal. This includes ensuring availability of machines for officers, adherence to alternate side parking issue and times of day for violations, as well as directed enforcement of parking issues that affect the city.
- **Implementation of Central Square RMS Software**
Sauk County is changing to Central Square for their RMS. It has been budgeted and approved. Sauk County is working on the change over which will allow for the PD to change giving us CAD and shared digital access. We will work with the county to develop the server base, develop consistency with data entry, train staff to become subject matter experts (SME) for the system, develop a full training plan, and have full conversion by last quarter of CY2019.

Training

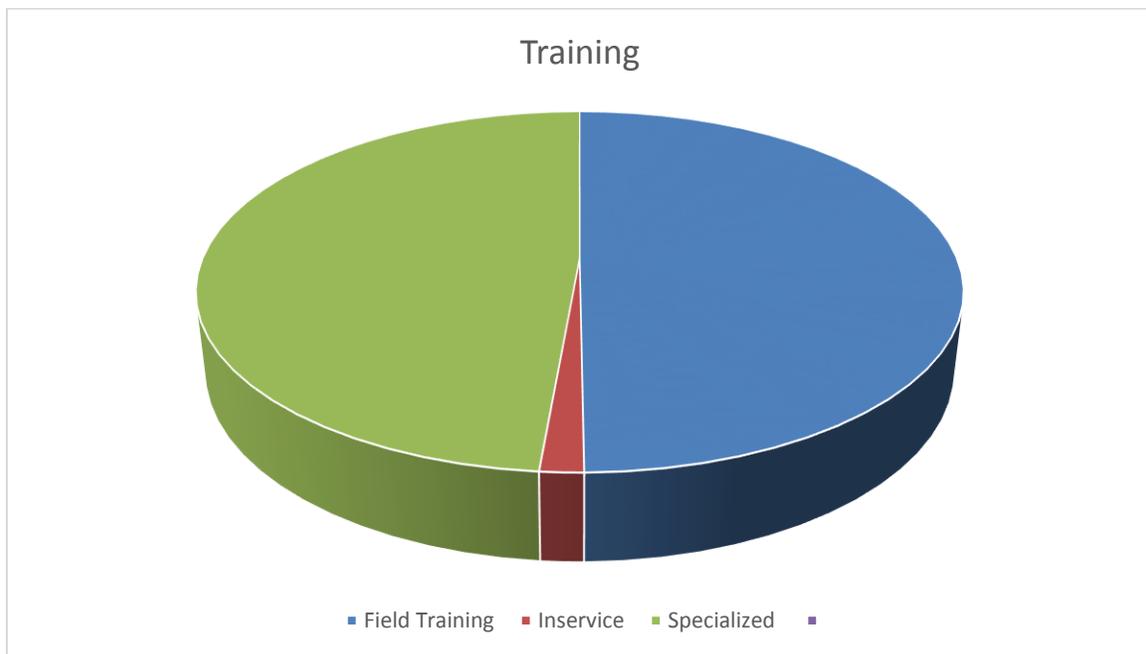
Training for police department employees in 2018 included the following:

Type	Function	Hours
Field Training	Initial training of new employees	1280
In-Service Training	Annual county-wide training Quarterly training for all employees Monthly firearms training Other periodic training, hours listed per officer	40
Specialized	Training for individual employees, based on need	1248
TOTAL HOURS		2568

Field training is conducted by our specially trained officers. They share with new employees the knowledge and skills required to provide police services to our community. The training lasts sixteen weeks and is in addition to pre-service (Police Academy) training required by the Department of Justice Training and Standards Bureau.

In-service training sessions are held quarterly. This allows training to be offered on new concepts, laws, and equipment on a timely basis. Most of our in-service training is developed and conducted by our staff and some is provided by other trainers.

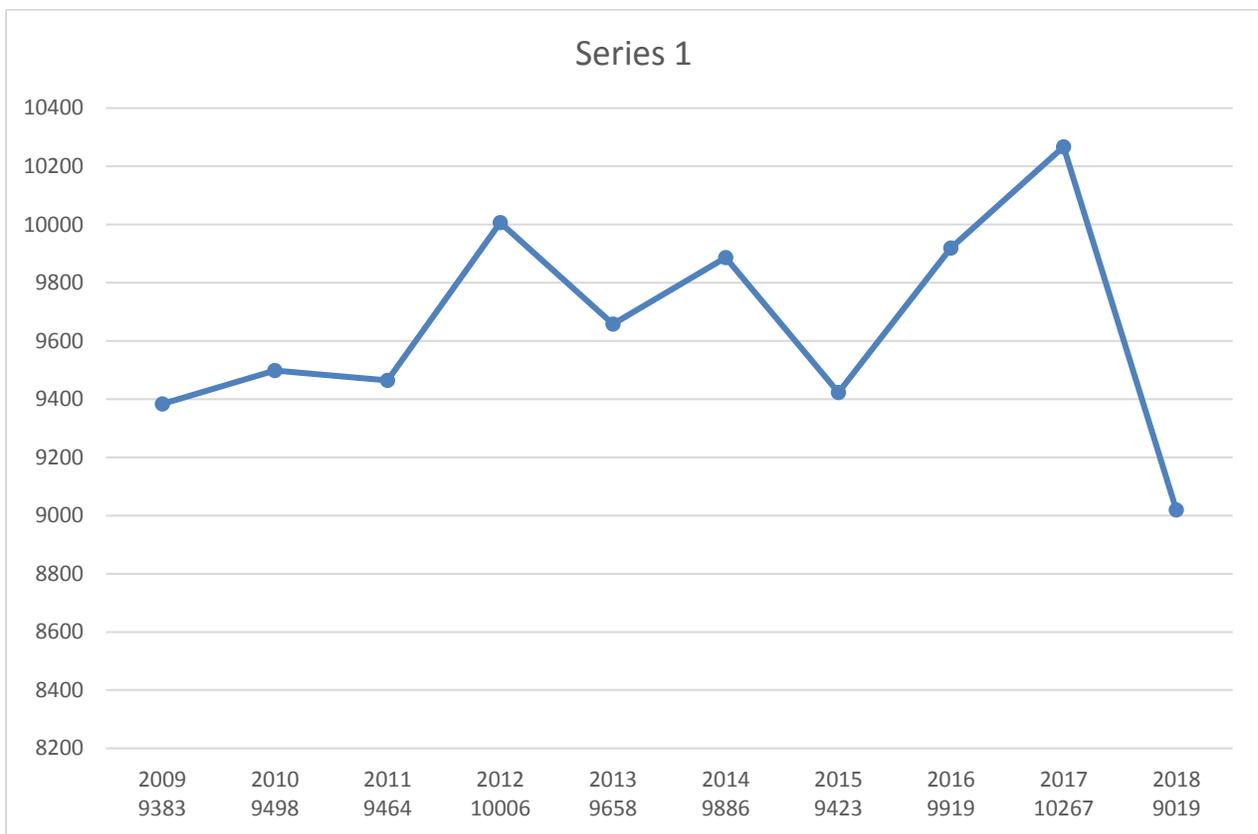
Specialized training is purchased from outside vendors. It includes general law enforcement, managements, tactical, investigative, and other training.



Statistics

Calls for Service

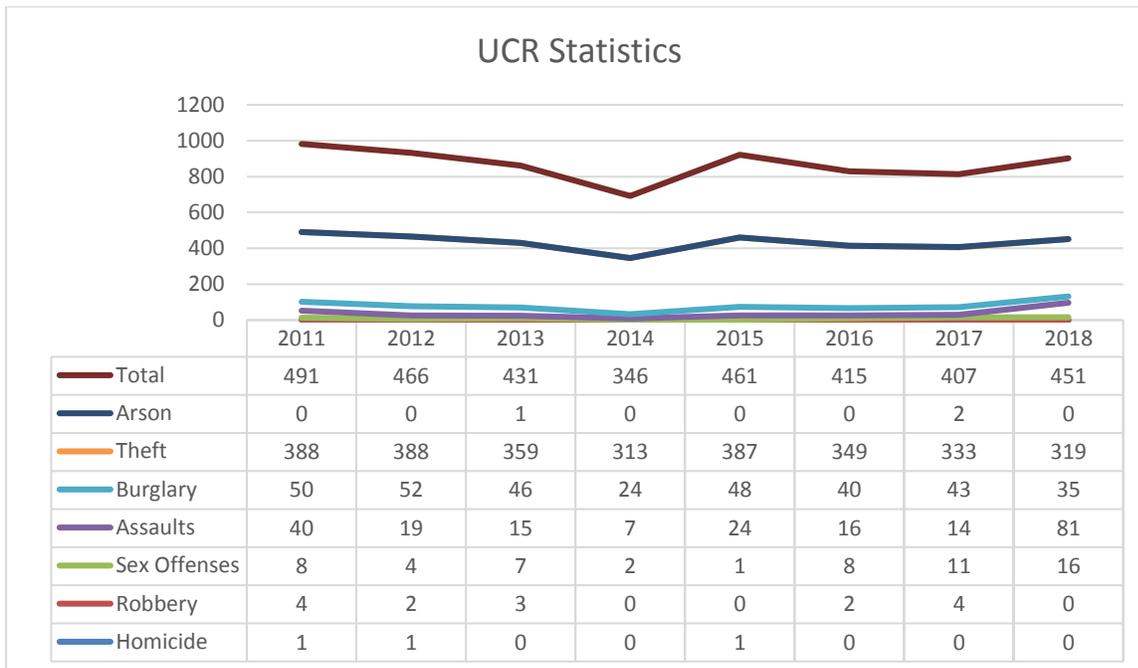
Our total calls for service reflect an aggregate number of most matters handled by our department. This includes all crime reports, arrests, citations, traffic crashes, and other calls to the police. It is used as a general measure of total “incidents” handled by the department. It does not include parking citations and it considers an event that includes multiple activities to be one incident. For example, a call to the police about a disturbance that results in several arrests is scored as one call for service. While total number of calls have fluctuated from year to year, the department has seen an overall average increase in the number of calls for service.



Uniform Crime Reports

Uniform Crime Reports are used to measure serious crimes and are submitted to the FBI on a monthly basis. These reports track specific offenses and have been collected for these same offenses since 1929. While a reflection of serious crimes, total rates are driven by theft reports because the number of thefts vastly outnumbers all other crimes. This is true in most municipalities. In addition, the UCR data does not track other types of offenses that are dangerous and frequently occurring, such as Operating While Intoxicated and other traffic offenses.

The rate of serious crimes other than theft has been on a generally downward trend for more than four years.



Persons Arrested

The number of individual criminal and ordinance violations cited by officers is reported here. In instances where a person was arrested and issued two or more notices of appearance for separate violations of law, each notice is counted individually.

Disorderly conduct	127
Drug offenses	180
Truancy	207
Theft	134
Obstructing or resisting an officer	45
Tobacco violations	12
Assault	39
Curfew	12
Alcohol offense	3
Bail jumping	68
Criminal damage to property	15
Animal Violations	3
Trespassing	25
Weapons violations	5
Sexual assault	8
Prowling	10
Burglary	3
Recklessly Endangering Safety	1
All other violations	113
Total notices of court appearance	1010

Underage Alcohol Offenses

Ages 17 through 20	17
Age 16 or under	2
Procuring	0
Total Underage alcohol citations	19

Traffic Citations

Seatbelt violation	504
Speeding	241
Operating while suspended	203
Operating while intoxicated	153
Operating after revocation-criminal	71
Operating after revocation-forfeiture	53
Open intoxicants in motor vehicle	7
Hit and run violations	14
Failure to yield right-of-way	12
Failure to obey sign, signal, or officer	51
Insurance violations	717
Child safety restraint violation	3
Reckless driving	2
Knowingly fleeing an officer	1
All other violations	290
Total traffic citations issued	2322

Traffic Warnings

Speeding	679
Lighting violations	553
Failure to stop for stop sign	77
Registration Violations	263
Defective exhaust	14
Deviating from traffic lane	30
Improper turn	12
Operating left of center	8
Failure to obey sign, signal, or officer	69
Failure to yield right of way	31
Display of power	5
All other violations	682
Total traffic warnings issued	2423

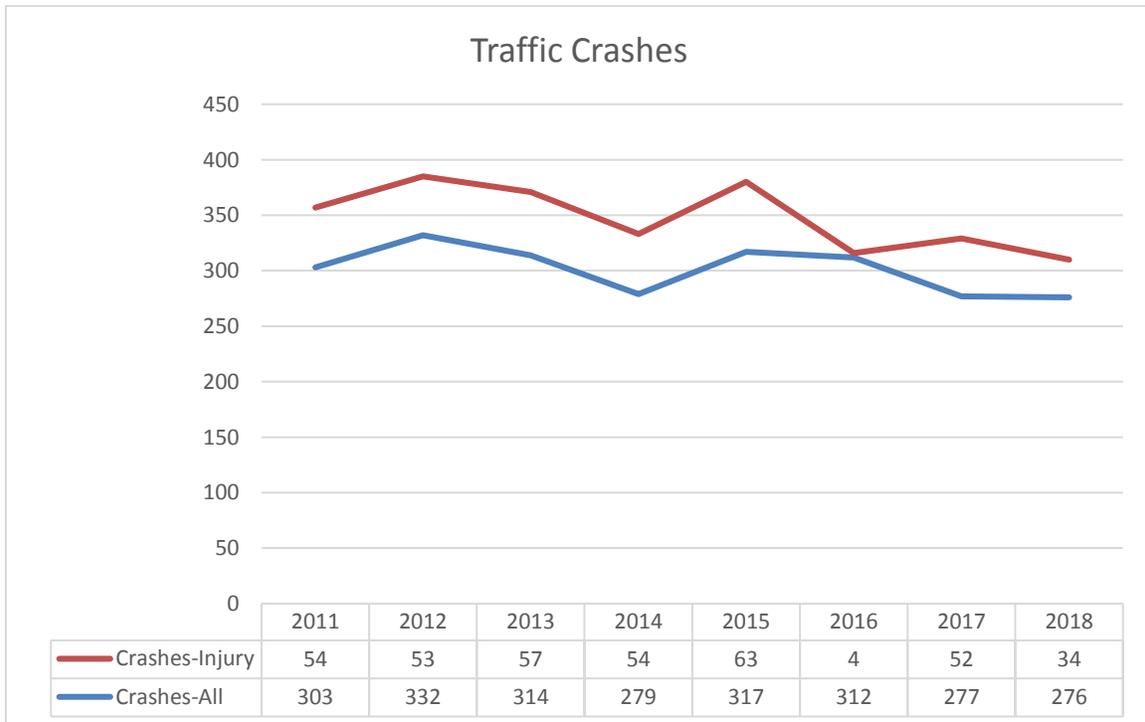
Parking Tickets

Baraboo Police Department has been utilizing Clancy software and ticket writers since 2015. This has allowed for more efficient writing and tracking of parking tickets, as well as increased revenue as more payments are collected. Since 2015, additional ticket printers have been added to aid in the efficiency of ticket writing.

Total parking tickets issued	3125
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Traffic Crashes

The rate of traffic crashes has been following a generally steady trend from 2011 through 2018. The annual rate had been about 312 from 2010 through 2017. The year 2016 showed a 2% increase from 2015, followed by a 12% decrease in 2017 compared to 2016. The number of injury accidents has remained roughly level from 2011 through 2018.



Use of Force

We complete critical reviews of every force application whenever it is more than simply overcoming resistance. These reviews are conducted by an officer's peer who is an experienced officer and trainer in the force option used, with oversight by a Command Officer.

For example, when a patrol officer uses a Taser, the force application is evaluated by another patrol officer who is trained as a Taser instructor. It is then reviewed by the Lieutenant of Police. This helps us ensure that the reviews are valid from the eyes of a practitioner and an administrator.

Individual reviews and the annual summary are used to help identify individual and department-wide training needs, equipment shortcomings, or policy deficiencies.

The following summarizes our reportable uses of force this year. In instances where several force options were used, such as an empty-hand technique (e.g., compliance hold) and use of a Taser, the incident is reported under the higher-level option however all options are documented.

Taser	16
Empty hand techniques	40
Firearm	11
Vehicular pursuit	1
Total reportable uses of force	68

In many of these instances, an officer threatened to use force, such as pointing a Taser at a suspect, and achieved compliance without actually applying the force technique.

Threatened force	20
Applied force	39
Total reportable uses of force	59

The nature of the calls that precipitated force applications varied widely, but the most common cases were general disturbance calls.

Disturbance	7
Suicidal or other mental health	6
Operating while intoxicated	2
Warrant service	1
All other	24
Total reportable uses of force	40