

GATE 01



***Elkhart County  
Sheriff's Department***

***2009 ANNUAL REPORT***

# THE MISSION

Since 1830, the Elkhart County Sheriff's Department has committed our resources in partnership with the community to promote these goals, ensuring to the best of our ability the place where we live is safe and without fear of crime.

**Service:** We will provide quality service in a courteous, efficient and accessible manner. We will foster community and employee involvement with problem-solving partnerships.

**Integrity:** We always will be committed to achieving the highest standards of performance, ethical conduct and truthfulness. We will be accountable for our actions and take pride in being professional and fair to all.

**Respect:** We will treat all people in a dignified and courteous manner, exhibiting when needed an understanding of ethnic and cultural diversity. We believe in and guarantee the principles and values embodied in the constitutions of the United States and the state of Indiana.

**Fairness:** We will treat all people impartially and with compassion. We will be responsive to each other and the community we serve.



# THE STANDARDS

In November 1984, Elkhart County Sheriff Dick Bowman directed the department to seek professional accreditation to ensure services were delivered to the community in the best way possible. Elkhart County became the first sheriff's department in the United States to achieve recognition from the Commission on Law Enforcement Accreditation, and we have completed the national process seven times, most recently in 2008.

CALEA is the nonprofit corporation administering the program. The International Association of Chiefs of Police, the National Organization of Black Law Enforcement Executives, the National Sheriffs Association and the Police Executive Research Forum created the foundation for CALEA in the late 1970s, and those groups endorse the independent commission.

Also, Elkhart County is a member of the Indiana Police Accreditation Coalition.

For CALEA, the department must invite assessors to come on site and review our compliance in four categories: policies and procedures, administration, operations and support services. This process also provides an opportunity for community residents to review the same materials and voice support or concerns about the agency.

The department must confirm its accreditation again in 2011.

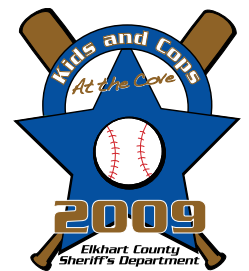
# THE COMMITMENT

We take pride in the services we offer to the public, whether it's contacting a law enforcement officer, visiting with an inmate at the corrections facility, or requesting help obtaining public records or permits.

We believe public service goes beyond mandated tasks. That's why we dedicate time to speak with residents at community safety fairs and neighborhood association meetings. It's why we offer self-defense programs for both women and children. And it's why we promote community involvement, to keep their neighborhoods safe and to assist inmates who need spiritual or emotional help.

We also strive to go beyond the duties of the job and donate our time to people who need it. In the past year:

- We collected more than \$2,300 for our local Big Brothers/Big Sisters chapter, claiming top honors in the law enforcement division of the Bowl for Kids Sake event.
- In the second year of Kids and Cops at the Cove, we paired more than 40 officers with children needing positive role models or a simply a lift in these difficult economic times for a night, showing them a fun time at a Silver Hawks baseball game.
- We spent a day in the beautiful December weather ringing bells for Salvation Army, finishing first in our fundraising division of the Goshen's chapter's Red Kettle campaign.
- And we helped nearly 40 families at the holidays through our partnership with the Goshen Fraternal Order of Police in the annual Shop with a Cop program.



# FROM THE SHERIFF

While plenty of work remains to be done, this is the final time I will write to you as part of this department's annual report. My second and final term as Sheriff will end in December 2010, and I will leave this office as I entered it — committed to public service and humbled by the opportunity.

We have accomplished much in these past seven years, opening a new, efficient corrections facility and establishing programs to help reduce the number of repeat offenders in our criminal justice system.

We also will move this year into our new law enforcement center, furthering the goal of providing all of our Elkhart County Sheriff's Department services at one site — both convenient and cost effective for the public. This building will allow us to better provide services through technological improvements, and the office layout is more productive for staff use. We will have a separate waiting area for victims and witnesses to meet with investigators, and the construction and design will be more energy efficient.

I mentioned, though, work still remains. I am committed to helping resolve the issue of what to do with our outdated juvenile detention facility in downtown Goshen. We must continue to be committed to ensuring our evidence-based corrections programming is worth our time and money. And we must always evaluate our professional standards, policies and training, to make sure we have an outstanding law enforcement agency worthy of this community's continued support.

Personally, I thank you for this opportunity to serve as your Sheriff. Professionally, thank you for all you do for the fine women and men of this department.

With best regards,



A handwritten signature in black ink, appearing to read 'MKB', written in a cursive style.

Michael K. Books, sheriff  
Elkhart County, Indiana

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## TALK TO US

**Internet:** [elkhartcountysheriff.com](http://elkhartcountysheriff.com)

**Mail or in person:** 26861 C.R. 26, Elkhart, IN 46517

**Telephone:** (574) 891-2100

We like to know when we have done well. We need to know when we don't.

Our department has a policy for receiving complaints or information about negative experiences. The information is documented and given to the administrative services captain for follow up, so we can improve training, change policies or take corrective action to better serve the public.

Please do not hesitate to contact us. It's very helpful to us when we have this information, including employees' names and location, time and date.

# How We Work

The elected sheriff is the chief executive of the agency. The sheriff works with the merit board on personnel and pension issues, and with fellow elected officials on fiscal matters, such as the annual budget.

The undersheriff is the chief deputy and manages the day-to-day operations of each division and oversees the vehicle fleet and legal compliance.

Four divisions within the department, each led by a captain, work together to achieve the goals established by sheriff and the requirements set by state law.

When patrol officers make an arrest, they work with corrections employees to make sure the suspect is kept secure. Detectives take the information collected by patrolmen and prepare cases for legal review.

One aspect of administrative services, the training division, makes sure all merit and corrections officers are current with the latest techniques and technology.

# Specific Duties

**Administrative services:** The division looks after training and hiring for the department, makes sure the county's courtrooms are orderly and safe, and handles the department's civil responsibilities on court process, tax warrants and foreclosures.

**Patrol:** The 45 men and women in uniform respond to emergency calls, take case reports, write citations, and investigate traffic crashes. Officers also work with residents on community policing initiatives geared to improve quality of life by limiting the incidence of criminal mischief, vandalism and theft.

**Investigations:** Officers assigned to the detective bureau gather physical evidence, collect information at crime scenes, and conduct interviews with victims, witnesses and suspects. Detectives work closely with prosecutors and other agencies to ensure crimes are resolved in the best manner possible.

**Corrections:** Limited deputies make certain prisoners housed in Elkhart County are treated respectfully, get to court on time for appearances, and get to see loved ones and counsel during visits.



**Mike Books**  
**Sheriff**

Year hired at ECSD: 1982  
Date of rank: January 2003



**Julie Dijkstra**  
**Undersheriff**

Year hired at ECSD: 1985  
Date of rank: January 2003



**Brad Rogers**  
**Corrections captain**

Year hired at ECSD: 1987  
Date of rank: September 2003



**Jeff Siegel**  
**Investigations captain**

Year hired at ECSD: 1991  
Date of rank: July 2004



**Sean Holmes**  
**Patrol captain**

Year hired at ECSD: 1994  
Date of rank: October 2004



**Ron Robinson**  
**Administrative captain**

Year hired at ECSD: 2008  
Date of rank: February 2008

# 2009 IN REVIEW / ADMINISTRATION

## USE OF FORCE

Comprehensive records are kept on all cases during which officers become physical or take defensive action with a weapon to control a suspect or inmate. In 2009, a total of 263 use of force reports were detailed for review by the sheriff, undersheriff, division captain and training division. The number of similar cases in 2008 was 189, an increase of about 39 percent.

Within those reports, 1,391 types of force were applied.

DIVISION TAKING ACTION	NUMBER	TYPE	NUMBER
Corrections	186	Physical contact	685
Patrol and reserves	60	Emergency restraint chair	220
Work release	15	Handcuffs	221
Court security	2	Display or use of electronic control device	165
		Pursuits	32
		Oleoresin Capsicum spray	25
		Point or fire weapon	12
		Strip search	4
		K9	1
		Stop sticks	1
		Not specified	3

## DEMOGRAPHICS OF USE OF FORCE BY MERIT OFFICERS

RACE	NUMBER	AGE	NUMBER
White	188	Under 18	11
Black	71	18 to 25	109
Hispanic	17	26 to 35	76
Other or not specified	9	36 to 45	49
		46 to 55	21
		Over 56	8
		Not specified	11

SEX	NUMBER
Male	237
Female	42
Not specified	6

# 2009 IN REVIEW / ADMINISTRATION

## EMPLOYMENT ISSUES

The department tracks internal issues, such as complaints, grievances and investigations of possible misconduct or wrongdoing. No employee grievances were filed in 2009.

INTERNAL AFFAIRS	NUMBER	TYPE OF INVESTIGATION	NUMBER
Corrections	5	Harassment	2
Law enforcement	0	Prohibited relationship	1
Administration	0	Theft	1
		Criminal recklessness	1
<b>RESULTS</b>			
		Improper conduct	3
		Proper conduct	1
		Insufficient evidence	1

## COURT PROCESS

Paperwork generated by the courts needs to be served by sheriff's department personnel daily. The following statistics illustrate the volume of paper arriving at the department during 2009 (111,520 pieces total) and the amount served (65,441 total).

MONTH	ISSUED	SERVED	MONTH	ISSUED	SERVED
January	10,379	5,274	July	11,987	5,815
February	10,214	5,600	August	11,047	5,570
March	11,629	5,972	September	9,897	5,403
April	10,042	5,243	October	9,125	5,022
May	9,725	4,887	November	8,759	4,682
June	11,987	6,568	December	10,539	5,405

The differences in the particular cases handled by each court determine the volume of papers needing served. Superior Courts 5 and 6, for example, handle the greatest percentage of small claims cases. Superior Court 3, on the other hand, does a great deal of criminal work. (Percentage change from 2008 noted in parentheses.)

COURT	PAPERS	COURT	PAPERS
Circuit	5,904 (+8.3%)	Superior 5	23,921 (-13.8%)
Superior 1	8,637 (+3.5%)	Superior 6	30,458 (-5.6%)
Superior 2	9,056 (-9.7%)	Other	12,156 (-12.9%)
Superior 3	3,647 (-18.5%)	Child support	11,661 (+17.6%)
Superior 4	17,705 (-11.9%)	<b>Total</b>	<b>111,520 (-15.7%)</b>

# 2009 IN REVIEW / CORRECTIONS

## FACILITIES

In November 2007, the Elkhart County Sheriff's Department moved inmates from a cramped, downtown facility with 344 beds to a state-of-the-art building at C.R. 26 and C.R. 7 with housing for 936. The construction, funded through a local income tax, was a product of a 2002 class-action lawsuit brought by an inmate due to facility conditions.

The minimum-security work release facility was expanded nearly a decade ago and has a capacity of more than 300. Non-violent, sentenced offenders are eligible for the program. Home detention is a growing alternative to incarceration in Elkhart County, and offenders reimburse the county for use of the equipment.

<b>MONTH</b>	<b>CORRECTIONS AVG. POPULATION*</b>	<b>WORK RELEASE AVG. POPULATION</b>	<b>HOME DETENTION AVG. POPULATION</b>	<b>TOTAL IN CUSTODY</b>
January	798	297	165	1,260
February	825	297	169	1,291
March	872	309	160	1,341
April	907	294	165	1,366
May	917	286	183	1,386
June	951	303	176	1,430
July	949	308	176	1,433
August	946	310	237	1,493
September	960	308	255	1,523
October	929	303	272	1,504
November	950	308	287	1,545
December	963	309	286	1,558

\* – Please note, this number includes prisoners kept under the agreement with the Indiana Department of Correction, as well participants in the Sheriff's Alternative Program, which allows sentenced individuals to report to the facility and perform maintenance or other tasks while completing their court-imposed penalty.

## PROGRAMS

The corrections facility is more than a jail. Along with expanded housing are a number of classrooms, in use day and night, to educate and rehabilitate offenders so they do not return to jail. Recidivism accounts for nearly 65 percent of the jail population, but the addition of evidence-based treatment programs, such as high-school equivalency classes, life-skills training and addictions counseling, will reduce the cycle of repeat offenders.

At the end of 2009, about 400 inmates in custody were involved in some sort of voluntary education or treatment programming.

# 2009 IN REVIEW / PATROL

## TRAFFIC

One of the highest priorities for patrolmen is to make Elkhart County roads safer. The best ways to measure progress are crash counts and tickets written. Since 2000, the number of tickets written has increased more than 70 percent - an indication of greater involvement by our officers to increase safety and hopefully prevent crashes. And 2009 brought another drop in reported crashes, about 2,450 compared with 2,750 in 2008 more than 3,200 just a few years ago.

MONTH	CRASHES	INJURIES	DEATHS	MONTH	CRASHES	INJURIES	DEATHS
January	301	39	2	July	172	56	1
February	269	53	2	August	144	32	1
March	123	25	1	September	157	44	1
April	153	32	1	October	240	34	5
May	178	40	2	November	232	36	2
June	175	30	3	December	307	29	1
				<b>TOTALS</b>	<b>2,451</b>	<b>450</b>	<b>22</b>

MONTH	TICKETS	WARNINGS	MONTH	TICKETS	WARNINGS
January	978	618	July	871	404
February	1,011	473	August	814	585
March	1,353	732	September	1,118	413
April	926	466	October	845	389
May	1,310	512	November	1,236	682
June	725	271	December	719	439
			<b>TOTALS</b>	<b>11,915</b>	<b>5,984</b>

## CRIME

Officers respond to emergency calls and investigate crimes. With the increases in population, calls for service and the case reports generated have increased steadily. In 1995, officers filed about 6,000 case reports, while last year the number was about 6,800.

## RESERVES

Volunteers with law enforcement authority have been a valuable asset to our patrol division. The reserve unit gives vital assistance on weekends and during exceptionally busy times, such as the county fair and annual officer training.

The 14 regular and seven limited reserves, led by Chief Ryan Newcomer, contributed more than 8,300 hours of service, submitted more than 35 case reports, and wrote 725 tickets in 2009. Reserve officers must meet all the same requirements for hiring as patrol officers, and have regular training to keep up-to-date on policies and practices.

The unit participates in safety programs and coordinates the motorcycle unit, as well. The value to the department, considering the revenue from tickets written and the manpower needed if the reserves were not available and organized, was estimated at more than \$371,000 for 2009.

# 2009 IN REVIEW / INVESTIGATIONS

## CRIMES

Detectives work with other agencies and the prosecutor's office on cases received from patrol officers or through their own contacts. They make recommendations to the prosecutor's office for criminal charges, and work on cases until all leads are exhausted.

MONTH	CRIMES	ARRESTS	MONTH	CRIMES	ARRESTS
January	447	232	July	662	164
February	506	209	August	585	170
March	521	229	September	570	218
April	547	287	October	602	197
May	618	215	November	637	179
June	588	216	December	476	191

TYPE	NUMBER	TYPE	NUMBER	TYPE	NUMBER
Theft	1,030	Business burglary	168	Escape	93
Criminal mischief	504	Harassment	162	Intimidation	86
Battery	346	Illegal consumption	154	Death investigation	80
Residential burglary	342	Vehicle theft	140	Resisting arrest	78
Juv. Status Offense	323	Fraud	133	Drug sale/manufacturing	68
Domestic violence	264	Child needing services	129	Found property	68
Drug possession	290	Invasion of privacy	100		

Other crimes of note, with the number of cases investigated, include:

- Criminal recklessness, 53;
- Public intoxication, 53;
- False informing, 52;
- Child molest, 47;
- Residential entry, 40;
- Rape, 22;
- Weapons law violations, 22;
- Neglect of dependent, 15;
- Animal cruelty, 12;
- Missing people, 11;
- Sexual battery, 10;
- Arson, 4; and
- Murder, 0.

# 2010 / DEPARTMENT GOALS

Each January, the sheriff of Elkhart County designates certain objectives for the staff to reach during the coming year. For 2010, the department's goals include:

- Completing the move to a new law enforcement center at the C.R. 26 criminal justice site while taking necessary steps to preserve evidence and maintain service to the public without interruption;
- Finalizing and confirming accreditation for the corrections facility;
- Improving physical security and emergency plans at both the Elkhart and Goshen courthouses;
- Seeking additional support from local law enforcement agencies, through information sharing and personnel, for the Interdiction and Covert Enforcement Unit;
- Continuing to act in a fiscally responsible manner to help Elkhart County government achieve its budget goals, in light of the economic climate.

The economic climate in Elkhart County has prevented expansion of staff, and Sheriff Books has renewed his commitment to establish priorities for staffing and assignments. This has enabled the sheriff's department to establish a crime analyst specialty, with one officer assigned the task to review all case reports and track crime as it happens to better place patrol officers in areas to interrupt or thwart criminals. Additionally, 2009 saw the finalization of plans to combine clerical staffs of two divisions, creating a more efficient environment for the processing of criminal records and civil court paperwork.



New Elkhart County law enforcement building, opening spring 2010