



CHARLES COUNTY SHERIFF'S OFFICE

Sheriff Rex W. Coffey

Annual Report 2011



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The Charles County Sheriff's Office is accredited by the Commission on the Accreditation of Law Enforcement Agencies.

2011 Fast Facts

COUNTY POPULATION 149,130 (Census estimate)

SWORN OFFICERS 287 **CORRECTIONS OFFICERS** 148 **CIVILIANS** 204

CALLS FOR SERVICE 223,931 **ARRESTS** 11,658 Adults and Juveniles

MOTOR VEHICLE CITATIONS: 39,089 **DUI CITATIONS** 1,025

AUTOMOBILE CRASH DEATHS 21* **ALCOHOL-RELATED AUTOMOBILE CRASH DEATHS** 6*

* Statistics include Maryland State Police traffic fatality investigations.

A Message from Sheriff Coffey

As the Sheriff of Charles County, I have the honor of presenting our Annual Report, the official record of our activities and accomplishments in 2011.

For nearly as long as I've been Sheriff, our Agency has faced serious financial challenges brought on by a national recession that began in late 2007. This recession, the worst financial crisis in the U.S. since the Great Depression, restricted our budget more severely than I had ever experienced in my long career in law enforcement. Overcoming these challenges has been difficult but the Charles County Sheriff's Office is deeply committed to protecting our community. This commitment has sustained us through the financial crisis and ensured public safety was never threatened.

As significant as these financial challenges were, it is what we accomplished despite them that defined us. Most importantly, we continued reducing crime in Charles County. An official report indicated the crime rate dropped again in 2011 by 3.1 percent following a more than 13 percent decrease in 2009 and another slight decrease in 2010. One crime is a crime too many so we still have much work ahead of us. Even so, any decrease in crime is a notable achievement.

When crime inevitably occurs, we make every effort to respond quickly, investigate thoroughly, make the appropriate arrests and participate responsibly in the judicial process. As important as our response to crime is our effort to prevent it. Our approach to preventing crime is two-fold: maintain a highly visible patrol contingent and conduct special operations to address crime trends and to inform citizens about ways they can

prevent neighborhood crime. On several occasions this year, we distributed flyers with information about wheel thefts, metal thefts, burglaries and other neighborhood crimes. We also continued enhancing our presence on social media networks like Facebook and Twitter. Our crime fight is further strengthened by our strong alliance with citizens, businesses, community organizations and government officials. Together, we make Charles County a better place and ensure the safety of our families.

Fighting crime and keeping citizens informed is our primary focus but we also devote time and effort to community outreach programs that support organizations like Special Olympics Maryland, United Way of Charles County, the American Cancer Society, March of Dimes, the Southern Maryland Food Bank and many others. These programs not only raise money for important causes but also help us connect with people in our community. We value the opportunity to take part in these special efforts and cherish the time spent helping our friends and neighbors.

As I reflect on 2011, I take pride in our Agency's accomplishments and I look forward to the opportunities that await us.

Sincerely,



Rex. W. Coffey, Sheriff



REX W. COFFEY
SHERIFF



A Brief History of the CCSO

The Charles County Sheriff's Office (CCSO) has a hallowed obligation to maintain law and order and to protect life and property. Centuries of growth and innovation have transformed how the Agency fulfills its mission but its rich history is an indelible element behind its modern achievements.

When the Sheriff's Office was established in 1658, it was staffed by only one law enforcement officer, Sheriff Nicholas Gwyther, who served dually as sheriff in St. Mary's County. Sheriff Gwyther's responsibilities were collecting taxes, serving warrants, apprehending and executing criminals, and occasionally investigating witchcraft. He conducted business wherever he could, usually at his home.

Nearly 100 sheriffs have served as Charles County's chief law enforcement officer since Sheriff Gwyther and throughout the years these sheriffs have addressed the perpetually growing demand for law enforcement services, most of which are a product of commercial and residential growth. As the responsibilities of Charles County sheriffs grow, so too grows their contingent of personnel. Today, the CCSO employs more than 600 police, corrections and civilian personnel.

In its transformation from a one-man operation into one of its community's largest employers, the CCSO's physical presence in the community expanded. In the 20th century, the Sheriff's Headquarters moved from the County Courthouse to an abandoned military site and then to a renovated truck stop, which now serves as the La Plata District Station. The current Headquarters, which sits adjacent to the La Plata station, opened in July

2000 and is the first building erected specifically as the Agency's flagship. Additional district stations are operated in Waldorf and Indian Head. A Community Services and Property Management annex opened in 2005 beside the Charles County Emergency Operations Center, a state-of-the-art facility for police communications officers and the county's Emergency Services Department personnel.

The first county jail was built next to the county's original courthouse in Port Tobacco, the former county seat. The second jail was built in 1897 behind the current courthouse in La Plata and a third, which the CCSO still uses for Court Holding, was built beside it in 1926. A detention center behind the La Plata Station operated from 1981 to 1995 and reopened in 2007 as an annex of the current detention center.

The CCSO earned accreditation from the Commission on the Accreditation of Law Enforcement Agencies (CALEA) in 2001 and was successfully audited in 2004, 2007 and 2010. The CCSO earned CALEA's flagship status in 2010, designating it as one of the best among accredited agencies worldwide.

The CCSO is one of the oldest sheriffs' offices in the country. It celebrated its 350th anniversary in 2008. A nationwide recession, the worst financial crisis in the U.S. since the Great Depression, prevented a large celebration but the Agency issued commemorative badges and patches.

As the primary law enforcement agency in Charles County, the CCSO is a full-service operation which provides all the services commonly associated with police departments and sheriffs' offices in addition to operating the detention center.



Our Mission

The men and women of the Charles County Sheriff's Office are dedicated to service through superior performance. We believe mutual respect, trust and pride in our organization, combined with traditional values and innovative techniques, will ensure the community's right to a safe environment.

Our Values

The men and women of the Charles County Sheriff's Office are bound by the highest standards of conduct, as exemplified in the following values:

LIFE We believe the protection of life is our highest priority.

RESPECT We believe in individual human dignity and the preservation of human rights under the rule and spirit of law, always treating others as we would like to be treated.

INTEGRITY We believe in maintaining the public trust by holding ourselves accountable to the highest moral and ethical standards.

FAIRNESS We believe in the delivery of service that provides fair and equal treatment to all citizens without regard to age, gender, race, creed, color, religion or national origin.

TRUST We believe in order to provide effective service we must develop and maintain the confidence of the community.

PARTNERSHIPS We believe in working in partnership with the community and each other to identify and resolve problems and issues which effect the safety of our citizens.

LOYALTY We believe in an allegiance to the community, to the organization and to each other.

PROFESSIONALISM We believe in delivering a level of service which will reflect the pride we have in our community and organization.



In Loving Memory

The Charles County Sheriff's Office dedicates this Annual Report to the women and men who died in the September 11, 2001 terrorist attacks, and to all the members of the armed forces, law enforcement, Fire/EMS and our nation who have sacrificed their lives in the fight for peace and freedom.



The Year in Review

For more than four years, the Charles County Sheriff's Office has fought the challenges of the worst financial crisis in the United States since the Great Depression. A nationwide recession began in 2007 and ended in 2009, and the recovery was steady but slow. The CCSO's new fiscal year, which began in July 2011, provided little relief but the CCSO remained true to its promise that public safety would never suffer the consequences of its tightened purse strings. By continuing to make tough budget decisions the CCSO reduced crime, initiated valuable and cost-effective public safety programs, expanded its youth- and community-outreach efforts, and was recognized as one of the best law enforcement agencies in the world.

CALEA FLAGSHIP: The Commission on the Accreditation of Law Enforcement Agencies (CALEA), the premier credentialing authority for police departments and sheriffs' offices worldwide, formally recognized the CCSO as one of the best law enforcement agencies in the world. CALEA awarded the CCSO "Flagship Status" at a ceremony held in Montgomery County, Maryland, in January.

The flagship designation follows CALEA's extensive, three-day assessment of the CCSO's policies, procedures and operations in August 2010. CALEA's assessors found zero file-maintenance or applied discretion issues, CALEA's way of measuring adherence to the organization's hundreds of strict professional standards. When the assessors returned their findings to CALEA, they recommended the CCSO receive Flagship status. Flagship agencies are considered the best among CALEA-accredited agencies; when non-accredited agencies begin seeking accreditation, CALEA refers them to the flagship agencies to observe "best practices."

The CCSO holds itself to the highest standards of professionalism and integrity. Maintaining its accreditation and earning the Flagship designation is a testament to the Agency's commitment to these standards.

DETOUR AHEAD: Sheriff Coffey took part in a public meeting in August with Charles County Commissioner Ken Robinson, Charles County Emergency Services Director William Stephens and the Maryland Transportation Authority to discuss possible solutions to the traffic problems that occur when the Gov. Harry Nice Bridge connecting Charles County to Virginia is temporarily closed during crash investigations or other emergency situations. Following the meeting, the Sheriff's Office and County officials enacted a detour plan to allow residents of the southern portion of Charles County to return to their homes while Virginia bridge traffic awaited the bridge's reopening. Permanent, reversible "Detour" signs were installed at various locations along the detour, allowing for fast and easy activation of the temporary traffic plan. Citizens were encouraged to join the Charles County Government's Citizen Notification System, which sends weather, road closure and safety alerts by text or e-mail to Charles County residents.

NATIONAL NIGHT OUT: Residents in 157 neighborhoods joined the CCSO in August for the 28th Annual National Night Out (NNO), a celebration of the community's alliance against crime, drugs and violence. Many neighborhoods hosted block parties and others lit porch lights to signal their participation. Some businesses including Target, the event's corporate sponsor, donated money and prizes and displayed NNO-themed messages on their marquees. Meredith Management and Candy Clark Boutique in La Plata donated



LEFT: Sheriff Rex Coffey and Sgt. Chris Schmidt greet Chick-fil-a patrons during Cops on Rooftops. **RIGHT:** Sheriff Coffey and members of his command staff, including Capt. Daniel Gimler, right, commander of the Patrol Division, helped fill a tractor-trailer with items collected for Charles County's annual Christmas Connection outreach program for less fortunate families.

\$1,000 to support the event and the Moose Lodge donated the use of its facility for a pre-event ceremony.

For the 18th consecutive year, the National Association of Town Watch recognized Charles County's enthusiastic participation in National Night Out by awarding the CCSO with a Category II Award for communities with populations between 100,000 and 299,000. Charles County ranked 14 out of 23.

In October, McGruff the Crime Dog and his nephew Scruff joined Sheriff Coffey in congratulating the 20 winners of the annual NNO Coloring Contest. The winners ranged in ages from 4 to 12. SMECO donated \$500 to the contest and the Waldorf Jaycees donated the use of its community center for the ceremony. The CCSO used SMECO's donation to purchase prizes and refreshments.

OH, MOTHER NATURE: The CCSO is in the business of fighting crime but at summer's end, Mother Nature caught police attention with a handful of natural events.

Shaken, and Slightly Stirred: As earthquakes go it wasn't earth shattering but even so, the CCSO and citizens county-wide were shaken up following an earthquake August 23.

The earthquake, which measured 5.8 on the Richter scale, hit Mineral, Virginia, located about 90 miles southwest of Washington, D.C., at 1:51 p.m. and rumbled along the east coast from North Carolina to New York, according to the US Geological Survey. No one was injured and no serious damages were reported. As a precaution, the CCSO ordered its facilities inspected to ensure they remained structurally sound. The CCSO also put into effect for the first time a new traffic plan designed to alleviate traffic problems following emergency closures of the Harry Nice Bridge. The

bridge was closed temporarily to allow structural engineers to assess its condition. It reopened two hours later and no significant traffic delays were reported. In true Charles County fashion, the CCSO received numerous calls from citizens and off-duty officers volunteering to help respond to any emergencies following the earthquake. Fortunately, their services were not needed.

Hello, Irene: Hurricane Irene threatened to become a storm of dangerously epic proportions. As the National Weather Service tracked her path prior to landfall, the CCSO and Charles County Emergency Services Department personnel prepared its response and warned citizens to take all necessary precautions. Fortunately for Charles County, Irene spared Southern Maryland the brunt of her wrath. The worst of the wind and rain occurred overnight between August 27 and 28 but while the storm was less disastrous than expected, it still produced widespread power outages, flooding and fallen trees. The flooding and fallen trees blocked roadways and damaged homes. While most folks waited in shelter for it to pass, officers were patrolling the roadways clearing as much debris as they could; surveying the county for damage, power outages and flooding; and responding to calls for service, including calls from worried citizens unable to contact family members. The CCSO also stationed officers at the Emergency Operations Center and a shelter at Milton Somers Middle School. Officers worked overtime, exposed to the elements and separated from their families to keep the county safe. Civilian personnel including station clerks, police communications officers and IT personnel also provided critical services throughout the night to ensure the CCSO's ability to handle Irene safely, professionally and efficiently. The county suffered no injuries or deaths.

Lee, the Little Storm that Could: Early in September, right on the heels of Irene, Tropical Storm Lee barreled through Charles County. Lee lacked Irene's hurricane status but locally it packed a bigger punch. The storm caused severe flooding, mudslides, sink holes and property damage. The fallen trees and flooding damaged homes and blocked -- or in some cases, washed away -- roads. A bridge on Route 234 over Allen's Fresh was destroyed. Fortunately, no one was severely injured. The Charles County Commissioners declared a State of Emergency on September 8 and opened shelters and shower facilities for citizens. Additionally, the Federal Emergency Management Agency (FEMA) included Charles County in its State of Emergency declaration. The intensive cleanup and damage repair efforts began immediately following the storm and lasted for several weeks.

MEDICATION DISPOSAL: The CCSO collected nearly 100 pounds of unwanted and expired medication on April 30 as part of its Medication Disposal Program and National Take-Back Day. The CCSO began collecting unwanted and expired prescription, over-the-counter, and pet medications and vitamins in 2010 to help prevent them from being stolen or abused. Improperly discarding medications and vitamins is also an environmental hazard, so by collecting them and having them disposed of properly, the CCSO helps ensure they do not contaminate the water system. Citizens may bring their unwanted medication and vitamins to any CCSO district station, place them in protective bags and discard them in the drop box. The CCSO transports the medication to the local hospital and personnel there ensure its safe destruction. The program is offered through an alliance with the Chemical People of Charles County, the Charles County Substance Abuse Advisory Coalition, Civista Medical Center and the Charles County Health Department.

Community Outreach

SPECIAL OLYMPICS MARYLAND: The CCSO raised an astounding \$20,610 for Special Olympics Maryland in 2011 and was recognized as the top fundraising organization in the state for the sixth consecutive year. The CCSO coordinated three Special Olympics Maryland fundraising events: Tip a Cop, the Charles County leg of the Maryland Law Enforcement Torch Run, and Cops on Rooftops.

In April, the Red Robin gourmet burger restaurant in Waldorf

hosted **Tip a Cop**, during which officers waited tables, sold T-shirts and hats that commemorated the Torch Run, and collected "tips" to donate to Special Olympics. The day-long event, one of many held at Red Robins throughout the country, raised \$7,008 for Special Olympics — \$3,948 in tips and \$3,060 in T-shirt and hat sales.

In June, the CCSO hosted the Charles County leg of the **26th Annual Law Enforcement Torch Run**, a community event that helps escort an Olympic Torch, the Flame of Hope, across Maryland. The event is one of multiple Torch Runs in the state that converge at Towson University to light the cauldron at the Opening Ceremony of the Special Olympics Summer Games.

About 500 CCSO employees and community citizens — including U.S. Marines from the Naval Surface Warfare Center in Indian Head, Special Olympics athletes and the athletes' families — participated in the Torch Run on June 9. Three routes — one for runners and two for walkers — departed and returned to the Texas Roadhouse restaurant in La Plata. Volunteers from the restaurant and other local businesses, including the Rita's of La Plata and Chick-fil-A, provided lunch and other refreshments.

Finally, from 6 a.m. to 10 p.m. October 1, Sgt. Gus Proctor and Capt. Mike Rackey stood atop the La Plata and Waldorf Chick-fil-As, respectively, to raise money and awareness for Special Olympics as part of the CCSO's first annual **Cops on Rooftops** fundraiser. The officers lowered buckets to collect donations and shouted support for Special Olympics through bullhorns. On ground level, Sheriff Coffey, other officers, cadets, Criminal Justice students and Special Olympics athletes greeted patrons. Teen Court Coordinator Sarah Vaughan and Teen Court volunteers helped sell Torch Run T-shirts. Sgt. Chris Schmidt also spent time on the rooftops and helped ensure the smooth and safe execution of the fundraiser. By the end of the night, the CCSO had raised \$7,000 for Special Olympics.

Law enforcement agencies and other organizations statewide raise millions of dollars for Special Olympics Maryland each year. In 2011, the combined total of the CCSO's fundraisers was more than three times the total of the second place agency, the Maryland Department of Corrections, which sold \$6,000 in T-shirts. Since 2006, the CCSO has sold more than \$100,000 in Torch Run T-shirts; Charles County Public Schools has accounted for about half of the sales. Teachers, administrators and students purchase the shirts, though most of them are unable to participate in the Torch Run be-





LEFT: Officer Jonathan Kelly greets Red Robin patrons during Tip a Cop, which raises money for Special Olympics Maryland. **RIGHT:** The participants in the Charles County leg of the Torch Run — the largest in Maryland — gathered at Texas Roadhouse before setting off and returning there for lunch and other refreshments provided by the restaurant’s volunteers and other local businesses. **OPPOSITE PAGE:** CCSO cruisers displayed pink ribbons during Breast Cancer Awareness Month.

cause it is generally held before the school year’s end.

DARE FOR DALTON: When more than two-dozen Piccowaxen Middle School students, a few adults and even some dogs went swimming off the shore behind a County Commissioner’s home in February, it certainly wasn’t because the chill in the air lent itself to a day at the beach. Instead, the brave but enthusiastic swimmers were participating in Dare for Dalton, a fundraiser coordinated by Piccowaxen eighth-grader Libby Exline and Cpl. Gary Holt of the School Resource Unit to raise money for Libby’s classmate, Dalton Carver, a seventh grader who had been recently diagnosed with a rare and fast-growing form of cancer called nonrhadomyol sarcoma.

After Libby learned of Dalton’s diagnosis and presented the idea for a Polar Bear Plunge-style fundraiser to Cpl. Holt, folks in the community were, in true Charles County fashion, eager to help. Commissioner Ken Robinson offered the use of his beachy backyard in Swan Point. The Swan Point Citizen Association volunteered to collect money, the Swan Point Clubhouse volunteered to provide hot chocolate and other refreshments to the participants, and the Cobb Island Volunteer Fire Department offered the services of their Ice Rescue Specialists and medical personnel to ensure the participants’ safety. The Cobb Island Fire Department and EMS, the CCSO and the Charles County Department of Emergency Services provided boat crews for the event.

As promised, Dalton’s classmates entered the water and, after splashing around for a few seconds, quickly exited. As they returned to shore, a pack of furry friends formed an impromptu Dogs for Dalton plunge of their own to support their new human friend.

Together, the community raised just over \$3,000 to assist the Carver family with Dalton’s medical expenses.

SAFE NIGHTS FOR HOMELESS: In December, the CCSO donated food and four large boxes of soaps, toothbrushes, deodorant, lotion, razors and other hygiene items to Safe Nights, a program that provides the homeless with refuge from the cold by offering them shelter in participating churches.

AT EASE, SOLDIER: The CCSO and the Southern Maryland Blue Crabs welcomed six wounded warriors in July to the Regency Furniture Stadium for a day-long retreat hosted by Operation Second Chance, a nonprofit organization that cares for wounded combat veterans.

The six soldiers, who hail from Nevada, Kentucky, Wisconsin and Maryland, were patients at Walter Reed Army Medical Center recovering from various injuries that left some with damaged muscles and others with amputated limbs. The retreat, which included a Blue Crabs game, an autograph session and food, offered them a reprieve from the rigors of recovery. They were accompanied by family members and friends.

A few weeks earlier, the CCSO’s School Resource Unit had attended a conference that included a presentation from Operation Second Chance. The organization shared its need for volunteers to help host and coordinate excursions for injured soldiers. The officers were eager to help the soldiers who fought and nearly died serving their country.

The CCSO recognized the contributions of America’s armed forces again in November, when Sheriff Coffey, motorcycle units, a Community Policing Officer and the Honor Guard joined military veterans,

Fire Department and Emergency Medical Services personnel, high school marching bands, Junior Reserve Officers Training Corps students and community organizations like the Boy Scouts and Girl Scouts for the Town of La Plata's Annual Veterans Day Parade. Cpl. Rick Boggs, who also serves as a U.S. Army Reserves major, was a special guest in the parade, having recently returned from a year-long tour of duty in Afghanistan.

FIGHTING DISEASE: The CCSO is committed to supporting organizations that conduct cancer research, support cancer patients and provide services for families of patients with cancer and other medical conditions. In October, the CCSO affixed pink ribbons to patrol cars to honor Breast Cancer Awareness month. Teams of CCSO personnel also participated in Relay for Life – an overnight community walk that raises money for the American Cancer Society – and in the Walk for Babies, which raises money for the March of Dimes, an organization dedicated to helping moms achieve full-term births and to researching problems that threaten the health of babies. The CCSO also decorates a tree for the Festival of Trees, which raises money for the Hospice of Charles County.

HAVE YOURSELF A CCSO CHRISTMAS: Each year, the holiday spirit inspires the CCSO to help make the season bright for less fortunate families whose struggles are especially difficult at Christmas-time. Two programs provide special gifts and food to families who cannot afford such luxuries themselves:

Shop with a Cop: Eighty-four youngsters spent a Saturday morning in December shopping for Christmas presents as part of the fourth-annual Shop with a Cop event sponsored by the CCSO and Fraternal Order of Police (FOP) Lodge 24.

The event paired children of low-income families with police and correctional officers who met the children at their homes and transported them to the Elks Lodge in Waldorf for breakfast and hot chocolate. Then, in a mile-long convoy of police cruisers, the officers drove the children to the Waldorf Wal-Mart, allowing the children to operate the cruisers' lights and sirens along the way. At Wal-Mart, the officers helped the children choose their Christmas gifts. The program allots each child \$200, at least half of which they must spend on necessities like clothing, shoes and winter coats. The other half is reserved for toys, movies and other fun items. Many of the children use some of their "fun money" to buy gifts for other family members. When the children finished shopping, the officers returned them to the Elks Lodge to lunch while volunteers wrapped the

Christmas presents before finally returning them home.

In addition to the CCSO police and correctional officers who participated in the event, other agencies also volunteered to help including the Maryland State Police, the Maryland Transportation Authority Police, the La Plata Town Police and members of the 113th Security Forces Squadron District of Columbia Air National Guard Unit from Andrews Air Force Base. CCSO PFC Chuck Gass is a member of the National Guard unit and arranged for their participation.

KNC Marketing donated a commemorative T-shirt to each child; the Chick-fil-A cow visited the children in the morning; and the Elks Lodge donated the use of its facility for pre- and post-shopping activities. Wal-Mart warmly welcomed the participants, designated two cash registers for the shoppers and made arrangements for pictures and a visit with Santa Claus.

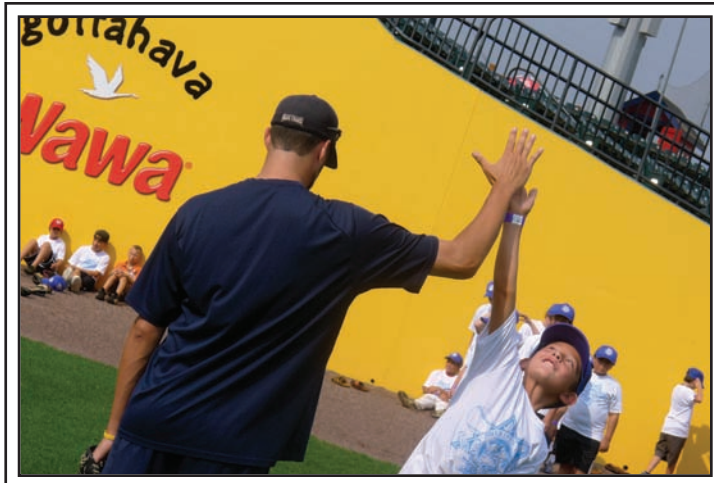
Officers Bobby Long, Colby Shaw and Jeff Feldman participated in Shop with a Cop a few years before first introducing the event in Charles County in 2008 and have organized it each year since. They raise money through community donations and by hosting fundraisers, including a chili cook-off each fall. They raised about \$17,000 for the 2011 shopping spree.

Christmas Connection: The Corrections Division collected toys, bicycles, stuffed animals and clothing as part of its annual donation drive for the Children's Aid Society's Christmas Connection, which provides an opportunity for less-fortunate families to select donated items at a store assembled this year at the South Potomac Church. Sheriff Coffey and members of his Command Staff helped the Children's Aid Society prepare for the event by loading donations into a tractor-trailer, and Community Policing Officers helped load items into the cars of families who participated in the event.

BIKE RIDE FOR UNITED WAY AND SPRING DELL CENTER: March 26 might have begun as one of the month's coldest mornings but the winter-like temperatures did not stop more than 100 bicyclists from bundling up and joining the CCSO for its Second Annual Community Bike Ride to benefit United Way of Charles County and the Spring Dell Center, Inc. The cyclists raised \$2,776 for the two organizations, which rely heavily on fundraising to provide community programs and services. Recreational and experienced cyclists alike rode all or part of the 26-mile Hiker-Biker Trail between Indian Head and White Plains. The Charles County De-



Cpl. Dave Fromme helps a young Shop with a Cop participant find a properly-fitting shoe.



LEFT: CFC Ryan Taylor helps a young man bait a fishing line during a special field trip for elementary school students. **RIGHT:** A young Badges for Baseball participant high-fives a Blue Crabs teammate who helped coach the youngsters at Regency Furniture Stadium.

partment of Parks and Recreation helped plan and execute the ride. The Department of Emergency Services was available to provide medical treatment to injured or exhausted riders. The Bike Doctor provided bike inspections and repairs. KNC Marketing provided commemorative T-shirts to the riders and board members and clients from the Spring Dell Center manned water stations along the trail. Additionally, the Town of Indian Head warmly welcomed the riders to the starting line at the Indian Head Community Center and provided lunch and refreshments to the riders upon their return.

A DAY OF CARING: In September, CCSO employees participated in the United Way Day of Caring, during which volunteers throughout the community help improve the facilities that house United Way organizations like the Center for Children, Big Brothers and Sisters, Hospice, the Literary Council and the Humane Society. The CCSO volunteers helped clear debris and make repairs at a farm that houses rare heritage animals and provides educational opportunities for children.

CHECK, PLEASE: Each year without fanfare, many CCSO personnel donate portions of their paychecks to United Way of Charles County. In 2011, the CCSO raised \$14,957 through paycheck deductions. Employees can donate to a general United Way fund or direct their donation to a specific organization.

9/11 ALWAYS REMEMBER: On September 7, as the 10th anniversary of the 9/11 terrorists attacks approached, Sheriff Coffey and members of his Command Staff attended a special ceremony hosted by the Charles County Commissioners to pay tribute to the six victims from Charles County: Kris Romeo Bishundat,

23, of Waldorf; Donna Bowen, 42, of Waldorf; Sharon A. Carver, 38, of Waldorf; Angela M. Houtz, 27, of La Plata; Shelley A. Marshall, 37, of Marbury; and John D. Yamnicky, Sr., 71, of Waldorf. Mr. Yamnicky was among the victims aboard American Flight 77, which crashed into the Pentagon, and the remaining victims worked various assignments at the Pentagon. Ms. Houtz was the daughter of former CCSO Human Resources Specialist Julie Shontere, the niece of former Sheriff Fred Davis, and the cousin of Officer Sonny Davis. The Commissioners presented county flags to the victims' families and the CCSO Honor Guard presented the colors.

The CCSO acknowledged the anniversary with a special message posted on its Facebook page: We stand together today in our remembrance of lives lost and in our resolve to always fight for peace and freedom. Confronted by tragedy we grew closer; confronted by our enemies we grew stronger. Our will was tested and we stood proudly as one nation, under God, indivisible, with liberty and justice for all. Sheriff Coffey and the CCSO take this moment to honor the 9/11 victims and reaffirm our promise to protect Charles County. Time has not erased our scars but neither has it weakened our fight.

Youth Outreach

HELPING TEENS DRIVE SAFELY: The start of the school year on August 29 marked the return of We Care, a teen driving campaign that reinforces driving safety throughout the school year.

Nine students died during the 2007-2008 school year in a shocking, saddening series of automobile crashes. Though crashes remained the leading cause of death among teens nationwide, Charles County's community

emerged from these tragedies determined to defy the odds and prevent the loss of more teens. Under Sheriff Coffey's direction, We Care was developed as part of an alliance between the CCSO and CCPS and was first launched in 2008 at the beginning of the school year. Each year since, the program has made safe driving a serious issue among students by consistently engaging them in activities that discourage unsafe and unlawful behavior in a vehicle.

On the first day of school, Sheriff Coffey, School Superintendent James E. Richmond and School Resource Unit officers stop student drivers as they enter school parking lots and distribute flyers bearing safety tips and information about teen-specific traffic laws. Throughout the year, the school officers conduct random checkpoints to ensure students wear their seatbelts and comply with laws restricting passengers who can occupy vehicles driven by teens. The schools sponsor safe driving assemblies and other events and the Charles County Association of Student Councils organizes monthly campaigns that include creating posters, recording public service announcements for local radio stations and government cable channels, and participating in Red for Dead Day during which students wear red shirts to symbolize teens who died in crashes.

The unprecedented program drastically reduced the number of teen traffic fatalities in Charles County. Sadly, tragedy struck again in February when 16-year-old Kristen "Katie" Murray lost control of her car on an icy road shortly before 11 p.m. The car struck a tree and Katie died at the scene. It was the second death of a Charles County teenager since We Care's introduction; in 2009, another Charles County teen died in a crash in a neighboring county.

BADGES FOR BASEBALL: Nearly 100 youngsters between 10 and 14 years old spent two days learning baseball techniques and character-building concepts at the CCSO's second-annual Badges for Baseball camp funded by the Cal Ripken, Sr., Foundation, hosted by the Southern Maryland Blue Crabs and presented by the CCSO. The Ripken Foundation sponsors Badges for Baseball camps nationwide using baseball to bring together police and children for playtime and learning. Blue Crabs teammates taught the participants proper baseball techniques and the CCSO's School Resource Unit officers taught lessons on team work, communication, respect and leadership. Before the camp's activities began, Sheriff Coffey and Blue Crabs Team Manager Patrick Osborn addressed the youngsters.

The participants were also treated to breakfast and lunch, playtime on the stadium's rock-climbing wall and bumper boats and an autograph session. The Ripken

Foundation offers the camps at no cost to participants.

In October, the Ripken Foundation — which works with law enforcement agencies nationwide — selected the CCSO as the agency to feature in a National Sheriffs' Association Magazine article about Badges for Baseball.

SHADOW DAY: While Punxsutawney Phil was busy predicting an early spring on February 2 – Groundhog's Day – Sheriff Coffey was busy tending to his own shadow, Shyies Wells, a Charles County student participating in the CCPS Job Shadow Program. After Shyies met Sheriff Coffey at his Headquarters, the pair attended a meeting to analyze crime trends, toured a patrol district and finally visited the Charles County Detention Center, where retired Washington Redskins defensive end Dexter Manley gave a motivational presentation to inmates nearing the end of their sentences. The CCSO participates in the CCPS shadow program each year and pairs the Sheriff and other personnel with students like Shyies who are interested in exploring careers in criminal justice.

CRIMINAL JUSTICE COMPETITION: North Point High School Senior Keyawna Griffith, a student in the Criminal Justice Program offered by the CCSO and Charles County Public Schools, earned third place in the 2011 SkillsUSA regional competition in March. SkillsUSA is a national non-profit organization for high school and college students preparing for careers in trade, technical and skilled service occupations.

Griffith and four other students participated in the individual category, which required them to conduct traffic stops, search for criminals and respond to loud music complaints. Nine students in teams of three participated in the Crime Scene Investigation segment, which required them to process a crime scene.

HOOKED ON FISHING: CCSO police and correctional officers took a break from catching bad guys to help a group of elementary school students catch fish as part of a field trip for special needs children to Gilbert Run Park in May. The 30 students spent about an hour fishing with the officers, who taught them how to bait a hook, cast a line, wait patiently for a bite and reel in their catch. The handful of fish students caught were returned to the water. This is the second year the CCSO has participated in the event.

JUST SAY NO: The CCSO hosted the 23rd Annual Just Say No Camp at the College of Southern Maryland in August. Students learned about the dangers of drugs, alcohol and tobacco and worked on team-building skills. The camp is free for students thanks to donations from the commu-

nity. In 2011, the CCSO received major contributions from the Waldorf Lions Club and the La Plata Chick-fil-A. Nicks of Clinton, Domino's Pizza of La Plata and the Scheff Bus Company also provided donations and services.

Awards and Accolades

ACCOMPLISHED SERVICE: The CCSO honored four retirees and 38 award recipients at its annual Awards and Retirement Banquet in October. Honored for their career service were: Lt. John T. Crawford, 24 years; Cpl. James D. Martin, 21 years; PFC John McGuigan, 13 years; and Antonella M. Volpe, 30 years. PFC Darin Behm received a Bronze Medal of Valor in recognition of his bravery when, during a disorderly person investigation, he was confronted by a 77-year-old woman who opened her door, brandished a handgun and pointed it directly at his chest. Faced with a potentially deadly situation and no cover or protection, PFC Behm spoke calmly with the woman, who refused to drop her weapon. PFC Behm saw a brief opportunity to seize the gun from the woman and acted swiftly, preventing injury to himself and the elderly woman armed with a deadly weapon. Meritorious awards, Sheriff's awards, certificates of commendation and a certificate of appreciation were also presented. The Waldorf Jaycees donated the use of its community center and provided the meal and dinner service.

GOVERNOR AWARDS CCSO FOR CRIME PREVENTION EFFORTS: The Maryland Governor's Office of Crime Control and Prevention recognized the CCSO and six county residents for outstanding work in crime prevention at the 31st Annual Crime Prevention Awards Ceremony held in December.

Sheriff Coffey accepted the Crime Prevention Award for the CCSO's comprehensive personal, residential and commercial security programs, including free security surveys, community seminars, active Citizens on Patrol and Neighborhood Crime Watch groups, and successful National Night Out and McGruff the Crime Dog safety campaigns.

Charles County residents Victor Curtis, Beverly Deniston, Diana Donahue, Wayne Magoon and Allen Stevenson were recognized for their volunteer work as Teen Court judges. Karen Williams, facilities director and community affairs director for the Town of Indian Head, was recognized for her dedication in promoting crime prevention programs in her community.



Sgt. Chris Schmidt meets a Charles County resident during National Night Out while two youngsters demonstrate their sidewalk-chalk skills.

About the CCSO

With an effective blend of proud traditions and innovative ideas, the Charles County Sheriff's Office (CCSO) operates as the primary law enforcement agency in Charles County. As a full-service agency, the CCSO provides all services associated with police departments and sheriffs' offices and also operates the Charles County Detention Center. The CCSO employs more than 600 sworn, corrections and civilian personnel, making it one of Charles County's largest employers.

The CCSO has been accredited since 2001 by the Commission on the Accreditation of Law Enforcement Agencies (CALEA), the premier credentialing authority for police departments and sheriffs' offices worldwide. CALEA regularly evaluates accredited agencies to ensure those agencies consistently meet CALEA's strict standards of professional excellence. In 2011, CALEA awarded the CCSO the Commission's coveted "Flagship Status," designating it as one of the best among accredited agencies. Accreditation is voluntary and difficult to achieve, but maintaining it is a testament to the CCSO's commitment to providing quality public safety services and reflects the CCSO's own high standards of professionalism and integrity.

The CCSO operates under the leadership of Sheriff Rex W. Coffey, the chief law enforcement officer in Charles County. The sheriff is an elected office; Sheriff Coffey was elected in 2006 and re-elected in 2010.

Sheriff Coffey has devoted much of his life to fighting crime. He began a 23-year career at the CCSO as a correctional officer and, after entering police work three years later, rose through the ranks and retired in 1996 as a lieutenant. After being elected sheriff a decade later,

he quickly became known for being tough on crime. He often makes time for street patrols and requires his Command Staff to patrol regularly, too. In addition to fulfilling his public safety obligations, Sheriff Coffey also works diligently to guide the young people of Charles County by serving as a mentor for the Center for Children and by creating and participating in other youth-focused initiatives.

Sheriff Coffey's many responsibilities are assigned by the Maryland State Constitution, the common law and statutory laws of the State of Maryland. He executes these responsibilities through the **OFFICE OF THE SHERIFF**, which oversees, guides and directs all components of the CCSO and its nine divisions.

Sheriff Coffey receives assistance in the daily operation of the CCSO from three assistant sheriffs: Lt. Col. Joseph C. Montminy, Jr., who serves as Chief Assistant Sheriff; Major Robert Cleaveland, who serves as the Assistant Sheriff of Operations; and Major Joseph "Buddy" Gibson, who serves as the Chief Assistant Sheriff of Administration.

Historically, the Lieutenant Colonel position had always existed as part of the CCSO's rank structure but previous sheriffs elected against filling it. In December, Sheriff Coffey became the first Sheriff to name a Lieutenant Colonel after determining it would make the best use of the CCSO's personnel resources and would promote growth within the Agency.

Lt. Colonel Montminy, who had previously served as the Assistant Sheriff of Operations, was promoted to the position. As Chief Assistant Sheriff, he oversees the overall operation of the CCSO and directs the CCSO's involvement in state and local legislation, which includes drafting new legislative proposals and testifying at legislative hearings.



LEFT: Pictured from left to right are Major Buddy Gibson, Major Joe Montminy, Planners Carol Davis and Raegan Henehan, Planning Director Danny Johnson and Sheriff Rex Coffey at the CALEA Conference. **RIGHT:** As recruits wait to be sworn in as police officers, Sheriff Coffey addresses their family members and Major Gibson ensures their uniforms and stance are correct.

As the Assistant Sheriff of Operations, Major Cleaveland manages the Patrol, Special Operations, Criminal Investigations and Corrections divisions. As the Assistant Sheriff of Administration, Major Gibson manages the Special Services, Information Services, Executive Services, Training and Administrative Services divisions.

The **OFFICE OF PROFESSIONAL RESPONSIBILITY (OPR)**, an independent component of the CCSO, maintains the CCSO's integrity by ensuring the professional conduct of Agency personnel. OPR's two sections, Internal Affairs and Standards and Audits, operate under the command of Capt. Jon Norris with assistance from Lt. Karl Hense.

The **Internal Affairs (IA)** section ensures employees comply with all CCSO policies and procedures, investigates complaints of employee misconduct and manages the CCSO's random drug testing program. Internal Affairs handled 48 cases in 2011. Of those, 18 were exonerated, five were unfounded, five were sustained, eight were non-sustained, three were withdrawn, three were ultimately handled within the applicable division, three were classified as "not applicable" and three remained under investigation at the end of the year. The section also handled six cases classified as inquiries. The IA cases involved 57 police officers, five correctional officers and one civilian.

The **Standards and Audits** section prevents and detects fraud by conducting routine financial audits of all CCSO cash flow/charge accounts and by auditing the property and narcotics vaults.

The **OFFICE OF THE GENERAL COUNSEL**, which also operates independently under the Office of the Sheriff, provides legal guidance and representation for

the Sheriff and CCSO personnel. Mr. Christopher Welsh serves as the General Counsel. The office works with the Sheriff, Charles County Commissioners, Southern Maryland Delegation, Maryland Sheriffs' Association and Maryland Chiefs of Police Association to draft, review and make recommendations regarding legislation. The General Counsel also responds to civil suits involving the CCSO and examines the CCSO's rules, policies, and procedures.

When life or property is in peril, citizens rely on the protection of the CCSO's first responders — the officers of the **PATROL DIVISION** — whose chief responsibilities are maintaining law and order and restoring peace when public safety is threatened. Commanded by Capt. Daniel Gimler with assistance from Lt. Ronald Farrell, the Patrol Division prevents and investigates crime, responds to calls for service and enforces traffic laws. It is the CCSO's most visible component.

Five shifts of 24 patrol officers each provide police services day and night throughout Charles County. Each officer is assigned to one of the CCSO's four patrol districts and each district is assigned a commander. District commanders manage their assigned patrol officers and address public safety issues in their respective districts. Lieutenants R.J. Williams, Jeff Holter, Troy Berry and Stan Gregan served in 2011 as commanders of the La Plata, Indian Head, Waldorf East and Waldorf West districts. Additionally, three other lieutenants serve as operational commanders in the Patrol Division, ensuring a commander is always on duty and available to coordinate the Patrol Division's response to major incidents and to make critical operational decisions. Lieutenants Chris Becker, Kevin Barrows and Ralph Acquaviva served as operational commanders in 2011.

Patrol Officers respond to thousands of calls for service each year — 216,575 in 2011 — and face a variety of emergency and non-emergency situations. The nature of their work requires acute vigilance and they must always be prepared to encounter unpredictable circumstances. They often have mere seconds before deciding on a course of action.

Responding to emergencies is one of a patrol officer's most serious responsibilities. They must be both fast and able to navigate the roadways cautiously while listening to new information being dispatched. Such skills require extensive training and lead to many on-scene arrests.

Patrol officers made 3,859 arrests in 2011. These include not only arrests made on-scene after responding to a call but also those made after interrupting crimes in progress during proactive patrols; during traffic stops where more serious crimes like drug possession are uncovered; and as a result of extensive investigations.

Patrol officers are not responsible for every arrest recorded by the CCSO but how they respond to calls ultimately influences how quickly officers and detectives in other divisions may make an arrest. As first responders to serious crimes like murder and sexual assault, patrol officers are responsible for immediately securing crime scenes, protecting evidence, and gathering and acting upon information provided by victims and witnesses. How these crucial tasks are accomplished can seriously affect an investigation's progress.

Investigating crime is a time-consuming effort during which officers collect and analyze evidence, gather victim and witness information, and interview suspects. To facilitate these investigations, the CCSO trains specially-selected officers in advanced crime scene processing including advanced fingerprinting, blood collection procedures, and other evidence recovery techniques and are issued special equipment. Because these officers are able to provide many of the services once provided exclusively by Forensic Science Unit (FSU) personnel, they not only help patrol investigations but also free FSU to analyze other cases and evidence in the Crime Lab.

Responding to and investigating crimes are essential in police work but preventing and addressing crime trends are also hallmarks of the Patrol Division. Because a highly visible police force is a proven crime deterrent, Sheriff Coffey assigns a significant percentage of the sworn contingent to Patrol. When officers are not responding to crimes, they can be found patrolling areas

throughout Charles County or strategically parked somewhere visible — at a park-and-ride, for instance — while they write reports. Some patrol officers are also certified bike riders, allowing them to patrol areas less accessible by a police cruiser, interrupt crimes in progress more stealthily and interact with citizens more easily. Officers often patrol the Charles County Hiker-Biker trail on bicycles.

Because officers gain such invaluable experience in the Patrol Division, they are assigned there during the first two years of their careers before becoming eligible to transfer to a specialty assignment. Ultimately, every function of the CCSO supports the efforts of the Patrol Division.

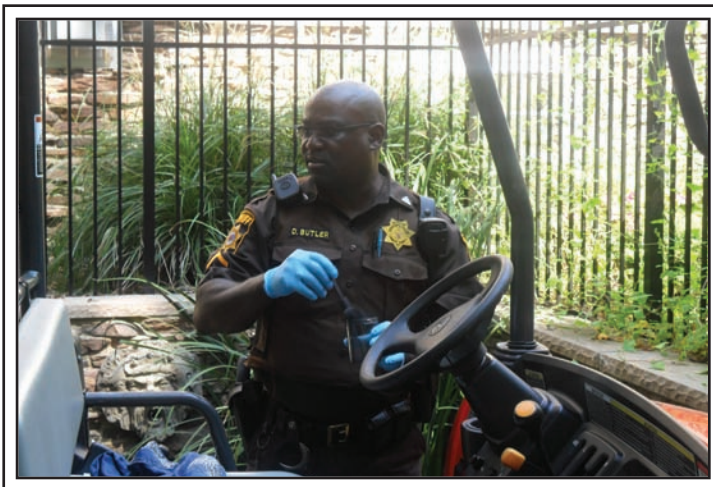
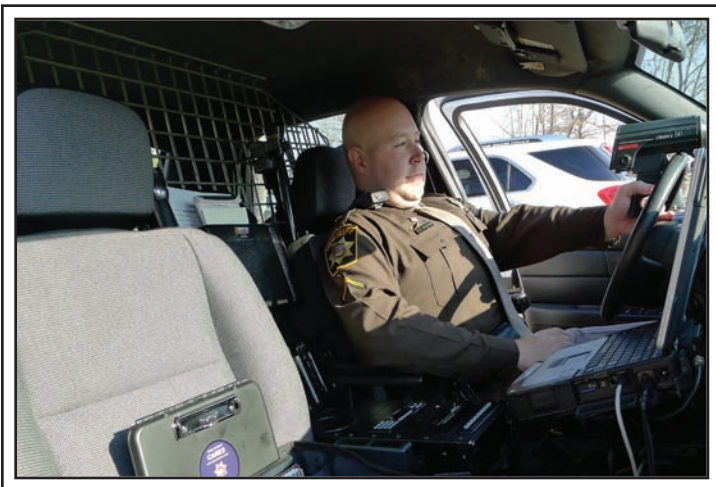
The **SPECIAL OPERATIONS DIVISION** performs tactical assignments and provides community- and school-based services that engage citizens and businesses in public safety activities. Capt. Michael Rackey served as the division's commander in 2011. The division includes two sections: Special Operations and Community Services.

The **Special Operations Section** is supervised by Lt. Brian Herlihy and includes the Tactical Response Squad, the K9 and Traffic Operations Units, and the Emergency Services and Hostage Negotiation teams.

The **Tactical Response Squad** (TRS) is comprised of highly motivated veteran officers with vast law enforcement experience and expertise. The squad focuses its resources on ongoing public safety concerns such as robberies, burglary sprees and drug problems. Their operations supplement the efforts of patrol officers, who also address these issues but are often needed for unrelated calls for service. TRS conducts surveillance and other covert operations, assists in warrant sweeps, and participates in other CCSO initiatives. In 2010, the squad arrested 56 adults and 10 juveniles for various crimes.

Each member of TRS must also be a member of the **Emergency Services Team** (EST). EST is comprised of officers who respond to crisis situations and perform high-risk operations as a voluntary service provided in addition to their regular duties. Their training emphasizes tactics and teamwork and they must maintain a high level of physical fitness and expert marksmanship.

The **K9 Unit** is comprised of eight officers, two sergeants, and 11 dogs. Using a keen sense of smell superior to the olfactory capabilities of any human, K9s perform narcotics detection, patrol work, and/or explosives detection. The handlers use both verbal commands and hand signals to communicate with the dogs. In 2011, the unit conducted 138 building searches, an



LEFT: The front of a patrol officer's cruiser serves as the officer's office space, with a radio communications system, a computer to access and transmit information, a radar unit, an electronic citation system and more. **RIGHT:** Officer Darryl Butler processes a crime scene for evidence.

explosives search, and 112 tracks and made 111 apprehensions. They also conducted 216 drug searches.

The **Traffic Operations** Unit investigates traffic fatalities, school bus crashes, school bus complaints and abandoned vehicles; conducts radar operations and commercial vehicle inspections; and manages crossing guard assignments. In 2011, the unit conducted seven sobriety checkpoints, making numerous arrests for drunk driving and other offenses after checking 4,126 drivers. Traffic Operations manages the Red Light Camera program and issued 9,188 red-light citations in 2011. The unit coordinates the CCSO's participation in the Maryland Law Enforcement Challenge, a statewide campaign sponsored by the Maryland Chiefs of Police, the Maryland Sheriffs' Association and the Maryland Highway Safety Office that recognizes superior work in traffic safety enforcement. In 2011, the CCSO was named runner-up for the Law Enforcement Challenge award. Traffic Operations conducts seatbelt checkpoints and donates a child safety seat to the first baby born on or after Mother's Day as part of the campaign.

The **Hostage Negotiations Team** is specially trained to bring situations involving barricaded individuals and hostages to peaceful conclusions. Teams include a primary negotiator, a coach and an intelligence officer. Each negotiator in the two three-member teams is cross-trained to be effective in each position. In addition to having specialized skills, negotiators must be able to remain calm under pressure. Negotiators volunteer for the team in addition to their regular assignments.

The CCSO's **Community Services Section**, under the command of Lt. Stephen Salvas, administers

innovative and effective crime prevention programs and leads numerous community outreach efforts. This section works closely with citizens and businesses and provides free residential and commercial security surveys that offer advice about how to better prevent burglaries and other crimes. Additionally, this section provides instruction and security in the county schools and coordinates numerous successful programs including National Night Out, Citizens on Patrol, Neighborhood Watch and Operation Identification. Officers assigned to this section often present safety talks to children, adults and senior citizens on issues ranging from stranger danger and identity theft to Internet safety and road rage. The section also provides safety information at many community events including the Charles County Fair.

Each year since 1988, the Community Services Section has received the State of Maryland Governor's Crime Prevention Award in recognition of the CCSO's outstanding community crime prevention programs.

The CCSO's **Community Policing (COPS) Unit** is recognized as one of the finest in the country. Although every officer is trained in the community policing concept, the unit's 10 officers and two sergeants are primarily responsible for maintaining ties with participating neighborhoods. Each neighborhood works with one officer who helps implement crime prevention programs and addresses problems and concerns. COPS officers attend community meetings and conduct foot, bicycle and ATV patrols during investigations and to make themselves more approachable. As a result of their diverse training, these officers are often assigned to special details to address specific crime trends throughout the county.



KILLED IN THE

MICHAEL P. BEAN # 214
ROY G. FARBER JR # 218
WILLIAM P. MARCUSO # 102
RALPH DAVID WILLIAMS # 119
STUART W. MYERS # 151
W. J. WILLIAMS DUNN # 1329
DENNIS C. BURKS # 118
JOHN W. MCCOY
C. CARL WILLET
TIMOTHY D. FLUMER

PTA. LAWRENCE McPARLIN
MAY 27 1918
SCT. THOMAS



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MAY 2000
RICHIE DAVIS

PFC John Freeman and his K9 partner Brix not only help apprehend criminals, they were also honored for their successful teamwork at a regional K9 competition.

The **School Resource Unit** facilitates a strong alliance between police and Charles County school students. As part of an agreement with Charles County Public Schools, an officer is stationed at each middle and high school to provide programs that encourage good decision making, build self-esteem and teach students to be positive role models in the community. The school resource officers work closely with the administrative staff, teachers and students in their schools to provide such programs as Safe Schools, Truth and Consequences, Drug Abuse Resistance Education (DARE) and the Summer Youth Achievement program. They also work closely with their assigned elementary schools. The officers host a three-on-three basketball tournament for students each year and participate in Expanding Horizons, an after-school program that raises cultural awareness to help students become better citizens and neighbors. This unit also operates a Student Crime Solvers program, allowing students to anonymously submit information about crimes in schools and making the students eligible for reward money. The program is offered in conjunction with Charles County Crime Solvers.

Teen Court provides first-time youth offenders with an opportunity to accept responsibility for traffic offenses, misdemeanor crimes, and tobacco and alcohol offenses without the stigma of a formal criminal record. Youth offenders are represented by youth defense attorneys, prosecuted by youth prosecutors and sentenced by youth juries. An adult volunteer, generally from the legal profession, serves as a judge. The program teaches students about the criminal justice process, helps them better resolve problems, and reduces recidivism. In 2011 Teen Court heard 177 cases and sentenced youth offenders collectively to 4,604 hours of community service.

To ensure all Charles County's 183 liquor-licensed establishments adhere to all federal, state and local regulations, the **Alcohol Enforcement Detail** conducts routine compliance inspections. The detail leads the Cops in Shops program to ensure businesses are checking for identification and making efforts to recognize false identifications. The detail conducts inspections on businesses licensed to serve alcohol and in 2011 brought 20 of them before the County Board of License Commissioners for sanctions after being cited for various violations, resulting in \$11,200 in fines against the offending license holders, clerks and servers.

The Alcohol Enforcement Detail also conducts underage tobacco enforcement operations, which are funded by a grant from the Governor's Office of

Crime Control and Prevention. In 2011, the detail conducted 45 tobacco compliance inspections. As a result, 21 clerks were charged for selling tobacco to minors.

The Community Services Section also supervises the **Honor Guard**, which was originally formed to assist families of fallen officers at funerals. It is now a dignified presence at many important CCSO and community functions. The Honor Guard presented the colors at numerous events in 2011, including police and correctional officer graduations and an annual candlelight vigil hosted by the Center for Abused Persons.

The **CRIMINAL INVESTIGATIONS DIVISION** (CID) investigates complex crimes and crime trends. Under the command of Capt. Scott Whitcraft in 2011, the division operates three sections – Persons Crimes, Property Crimes and Narcotics Enforcement.

The **Persons Crimes Section**, commanded by Lt. Kevin Leahy, investigates violent crime. It includes four units: Major Crimes, Special Victims, Robbery and Forensic Science.

The **Major Crimes Unit** investigates homicides, deaths, shootings, stabbings, life-threatening assaults, cold cases and the rare occurrences of police-involved shootings. Detectives investigated three homicides in 2011, all of which were closed. The unit investigated 35 other deaths, including suicides and accidental or natural deaths.

The **Special Victims Unit** (SVU) investigates rapes, sexual assaults, physical and sexual child abuse, the exploitation of the elderly, and missing persons. The circumstances of these investigations can be difficult and very emotional for SVU detectives. In 2011, SVU detectives investigated 52 physical child abuse cases, 31 sexual child abuse cases, four child pornography cases, 24 sexual assaults, 25 rapes and 31 juvenile and adult missing persons.

SVU maintains the Charles County section of the Maryland Sex Offender Registry. At the end of 2011, there were 193 registered sex offenders in Charles County. The CCSO has a zero-tolerance policy for offenders who fail to report an address change and register when required by law. In 2011, detectives conducted more than 972 announced home inspections to ensure offenders living in Charles County accurately reported their respective addresses.

The **Robbery Unit** is comprised of a supervisor and three highly-motivated detectives who investigate citizen and commercial armed robberies. In 2011, the unit investigated 87 robberies.

The **Forensic Science Unit** (FSU) is comprised of a police sergeant, evidence technicians and latent fingerprint examiners who process crime scenes and analyze evidence. In 2011, FSU was assigned 1,233 cases and responded to 150 crime scenes. The unit also collected 443 items for DNA analysis from 72 investigations. They submitted 169 of the DNA items to the Maryland State Police Forensic Laboratory and to BODE, a privately-owned laboratory, for analysis. FSU also conducted 347 examinations of suspected marijuana. Latent Fingerprint Examiners processed 1,354 prints, which resulted in the identification of 751 individuals including 315 suspects, some of whom were identified using the Maryland Automated Fingerprint Identification System (MAFIS), a state database that stores fingerprints collected in Maryland during arrest booking procedures.

The **Property Crimes Section**, commanded by Lt. David Saunders, investigates property and financial crimes; is responsible for the CCSO's homeland security and intelligence operations; analyzes crime trends; provides services to crime victims; and participates in the Southern Maryland Information Center, a regional intelligence sharing task force.

In 2011, the **Property Crimes Unit** investigated 136 residential and commercial burglaries and 45 auto thefts and made 190 arrests, a 34 percent increase from 2010. Detectives work with pawnshop owners and scrap-metal recyclers to combat thefts and detect stolen property. In 2011, the detectives intensified this effort as thefts of gold and scrap metal increased. This unit also investigated a major theft scheme involving the thefts of air conditioning and heat pump units from several local businesses, churches and residences. The unit also investigated a scheme in which a group of individuals stole tires and high-end wheels from cars and trucks parked throughout the county. Detectives identified and apprehended the perpetrators responsible in both schemes.

The **Financial Crimes Unit** investigates fraud schemes and identity theft. In 2011, detectives investigated a series of crimes in which the thieves stole credit cards from women's purses at grocery stores, sometimes using an accomplice to distract the victims. At the end of the year, detectives had investigated 28 identity thefts, 20 embezzlements, 16 incidents of counterfeiting, 44 incidents of forgery and 45 incidents of credit card fraud. They made 86 arrests.

The **Homeland Security and Intelligence Unit** investigates street gangs, outlaw motorcycle gangs, extrem-

ist activities, threats against public officials, terrorism and organized crime. The unit receives and disseminates intelligence information and publishes law enforcement bulletins for the CCSO and allied agencies nationwide. Investigators identify and interview suspected gang members in Charles County, including those being held at the Charles County Detention Center. A bilingual intelligence specialist is assigned to the unit and provides invaluable assistance during investigations involving anyone from Charles County's ever-growing Spanish-speaking population.

An investigator from the Homeland Security and Intelligence Unit is also part of the **Southern Maryland Information Center** (SMIC), a regional operation that facilitates information sharing between the CCSO, the Calvert and St. Mary's county sheriffs' offices, the Maryland State Police and the Maryland Coordination and Analysis Center. Representatives from each agency analyze reports and identify cross-jurisdictional crime trends.

The **Crime Analysis Unit** collects, analyzes and disseminates crime data for the CCSO. District Commanders use the data as part of weekly CompStat meetings. The CCSO introduced CompStat, an analysis-driven method of proactively addressing crime problems, in 2009.

The **Victim Services Unit** provides services and resources to crime victims in Charles County. The unit works with local, state and regional agencies including the Center for Abused Persons, the Center for Children, the Criminal Injuries Compensation Board, and Victims Information and Notification Everyday (VINE) to ensure victims understand their rights and have access to counseling and compensation.

The **Narcotics Enforcement Section** (NES), commanded by Lt. Reynal Aportadera, works covertly and aggressively to disrupt drug trafficking in Charles County. The effective disruption of drug trafficking is vital to the reduction of crime overall. The section includes the Major Narcotics Unit and the Narcotics Street Enforcement Unit.

The **Major Narcotics Unit** investigates and dismantles drug trafficking organizations in Charles County by identifying the entire operation from the source of the supply to the street-level distributors. Among their caseload in 2011, detectives investigated a cocaine and heroin dealer in Charles County who was also supplying customers throughout Southern Maryland. With assistance from the Prince George's County Police Department (PGPD) and the Drug Enforcement Administration (DEA), detectives conducted search warrants in



LEFT: As part of a grant-funded commercial that aired at the local movie theater, two young women played by CCSO cadets demonstrate one of the consequences of underage drinking as Officer Lewis Payne prepares to write them alcohol citations. **RIGHT:** Sgt. Keith Moody and Det. John Elliott investigate a crime at a local residence.

Charles and Prince George's counties and seized more than \$6,000 in cocaine, \$1,000 in crack cocaine, \$1,000 in heroin, \$10,000 in PCP, nine handguns, a machine pistol, more than \$80,000 in cash, two vehicles and property worth \$30,000. Through this investigation, detectives determined the dealer had supplied more than a kilogram of cocaine and about nine ounces of heroin on the streets every two weeks. In the past year, the dealer had put more than \$4 million of illegal drugs on the street.

The **Major Narcotics Unit** is comprised of six details: Major Narcotics Investigations, Human Trafficking/illegal Gambling, Interdiction, Asset Forfeiture, Technical Investigations and the High-Intensity Drug Trafficking Area (HIDTA)/ Metropolitan Area Task Force (MATF).

The **Human Trafficking/Illegal Gambling Detail** investigates and dismantles organized groups conducting forced prostitution, the prostitution of minors and illegal immigrants, organized illegal gambling and money laundering. Detectives work with Immigration and Customs Enforcement (ICE), the IRS, FBI, Maryland State Police and Center for Missing and Exploited Children during these complex investigations. In 2011, detectives investigated a large illegal gambling enterprise, dismantling its games and seizing approximately \$1.5 million. Detectives also investigated several online prostitution organizations and conducted a joint investigation with ICE of a massage parlor. These investigations resulted in the arrests of prostitutes and customers.

The **Interdiction Detail** conducts parcel, storage unit and highway interdiction operations during which they intercept drugs and untaxed cigarettes being transported through Charles County. In 2011, detec-

tives seized more than \$166,280 in marijuana, \$1,000 in hashish oil and more than \$105,400 in untaxed cigarettes, resulting in four arrests. In one investigation, detectives seized four handguns — two of which were stolen — a shotgun, 12 rifles and more than \$8,000 which had been intended for use in purchasing untaxed cigarettes.

The **Asset Forfeiture Detail** investigates the seizure of money, vehicles and property in drug and gambling investigations and determines whether a seizure will be conducted at the federal or state level. In 2011, the detail processed more than \$1.5 million in state cash seizures, more than \$100,000 in federal cash seizures and more than 70 vehicle seizures.

The **Technical Investigation Detail** is responsible for maintaining the audio/video equipment and other technical equipment used during NES investigations and for properly storing evidence collected electronically. The detail also regularly updates and develops new methods of covert audio/video evidence collection.

A **Major Narcotics Unit** detective is assigned to the High-Intensity Drug Trafficking Area (HIDTA)/ Metropolitan Area Task Force (MATF) comprised of local, state and federal detectives who investigate drug organizations involved in national and international activities. In 2011, the task force closed a long-term investigation into such an organization with ties to Charles County. They seized more than \$6,000 in cocaine, \$355,000 in marijuana, four handguns, six long guns, six vehicles and more than \$100,000 in cash. In another case, the task force seized more than \$80,000 in heroin, two handguns and \$15,000 in cash.

The **Narcotics Street Enforcement Unit** inves-



LEFT: Former Washington Redskins Defensive End Dexter Manley, no stranger to troublesome times himself, talks with inmates about how he overcame the struggles with drugs and illiteracy. RIGHT: An instructor explains how drug traffickers hide narcotics in tractor-trailers during a drug enforcement training session.

tigates street-level narcotics operations, drug diversions and other related crimes. In January, the unit investigated a prescription medication dealer who was selling \$6,300 worth of pharmaceutical medication each month. After conducting a search warrant at the dealer's residence, detectives seized a large quantity of prescription medication. In March, the unit completed a three-month-long marijuana investigation which resulted in the seizure of \$100,000 in cash, two vehicles and marijuana. In 2011, the unit averaged 18 felony cases and four search warrants a month. As part of covert operations, detectives purchased and seized \$4,464 in crack and crack cocaine, \$6,197 in marijuana and more than \$3,400 in illegal pharmaceutical medication. They also seized PCP, heroin, Ecstasy, mushrooms, methadone and other commonly abused pharmaceutical medications.

Correctional officers walk one of the toughest beats in law enforcement: the halls of a jail. The responsibility of keeping inmates at the Charles County Detention Center (CCDC) secure rests with the CCSO's **CORRECTIONS DIVISION** under the command of Director Pamela Dottellis.

Sheriff Coffey selected Director Dottellis, a career correctional officer, to lead the Corrections Division in 2006. She was the first correctional officer to lead the division in more than a decade and is the division's first-ever female commander. With assistance from Deputy Director Susan Rice, Director Dottellis oversees the CCDC's daily operation, ensuring its safety and efficiency.

The CCDC is a secure facility that opened in 1995 and stretches 135,000 feet with 203 cells. In 2011, Corrections processed 3,972 inmates and main-

tained an average daily population of 455 inmates.

The **Custody and Security Section**, commanded by Capt. Morris Gant, maintains the general inmate population. The section has an Emergency Response Team (ERT) and Security Enforcement Team (SET). Under the command of Lt. Brandon Foster, the teams are comprised of specially trained correctional officers who remain prepared to mobilize quickly when the need to quell disorder arises. In 2011, ERT and SET handled 1,265 assaults, forced movements, cell extractions and shakedowns.

Lt. James Kelly is assigned to the Custody and Security Section and serves as the Corrections Division's training coordinator. He ensures all correctional officers fulfill training obligations mandated by the Maryland Police and Correctional Training Commissions (MPCTC). He also oversees the Training Unit, which provides officers with the mandatory MPCTC training and with weapons certification. The unit also administers the Field Training Officer (FTO) program which pairs new officers with veteran officers who provide training and mentoring before the new officers are permitted to perform their duties solo.

The **Standards Section**, commanded by Lt. Amy Stine, conducts audits and inspections to ensure the CCDC operates according to the hundreds of standards set by the Maryland Commission on Correctional Standards (MCCS). The process requires Corrections personnel to keep accurate, detained records of all inmates including how they are classified, whether they require special diets, their hygiene items, all the mail they receive, their financial accounts, their visitors, the religious and educational services they use, disciplinary hearings they attend, and when, where, and why they are transported.

Corrections also keeps records of employee training and mandatory health department and fire marshal inspections, and an inventory of every key, pair of handcuffs, and tool within the facility. In 2001, the CCDC became the first in Maryland to score 100 percent on an MCCS audit and continued its success by achieving 100 percent scores during audits in 2004, 2006 and 2009.

The **Support Services Section**, commanded by Capt. Deborah Dofflemyer, is responsible for central processing, inmate programs and services, the commissary, and security maintenance. This section also oversees the inmate library, the law library, inventory and supplies.

Central Processing, under the direction of Lt. Randolph Thompson, ensures the completeness, accuracy and security of inmate records and maintains communication with court systems, police agencies and other correctional facilities. The unit is comprised of Records, Intake, Finance, Transportation and Court Holding. In 2011, the unit spent 11,136 man hours and covered 71,318 miles transporting 12,601 inmates to various court proceedings and medical appointments or as required by state juvenile services policies. The unit also collected 426 DNA samples as required by the Maryland Governor's Office of Crime Control and Prevention.

Inmate Programs and Services, commanded by Lt. Gerald Duffield, classifies inmates. They also determine whether an inmate might be affiliated with a gang or other Security Threat Group (STG) using specific criteria and by documenting body markings such as scars and tattoos. In 2011, the unit interviewed 170 inmates and confirmed 101 of them were STG members. The unit also forwarded information about 107 inmates to the CCSO's Homeland Security and Intelligence Unit and forwarded information about 67 inmates to Immigrations and Customs Enforcement (ICE).

Officers assigned to this unit's **Security Maintenance Program** are responsible for maintaining the CCDC's security cameras and for ensuring the security of the facility and of appliances and other equipment in the building. In 2011, the unit replaced an aging and failed digital video recording system with a system capable of recording 16 cameras and storing data for up to six months. They also oversaw the installation of new ceiling tiles through most of the building. Such a task may seem routine to the average property owner but the CCDC must take special precautions to ensure the security of the facility while such work is completed.

Inmate Programs and Services reduces recidivism by offering programs that help inmates re-enter society as productive citizens. One program, Successful Transitioning and Reentry Skills (STARS), provides inmates with skills and knowledge to help them succeed in life. Inmates who apply for the program write a resume and appear before an interview panel. Twenty-two inmates graduated STARS in 2011 and the program celebrated a 76 percent success rate.

In February, the Corrections Division hosted a special presentation by Dexter Manley, a former Washington Redskins defensive end and two-time Super Bowl Champion who overcame drug use and literacy challenges and is now a motivational speaker. Mr. Manley spoke about how choices impact the lives of inmates and the people around them.

Other inmate programs include the Diamonds Program, a faith-based life-skills and transitioning program that addresses specific issues for female inmates, and a general-equivalency diploma (GED) program, which provided the opportunity for 17 inmates to earn GEDs in 2011. Additionally, 291 non-English-speaking inmates were enrolled in an English as a Second Language program in 2011. Many of these inmate programs are made possible by community volunteers. Correctional officers also organized an inmate basketball tournament and treated the winners to a pizza party.

The Corrections Division operates the **Detention Center Annex** adjacent to the primary Detention Center. Under the command of Capt. DuWayne Gaddy, the annex maintained an average daily population of 105 inmates in 2011. The annex houses female inmates, work-release and school-release inmates and inmates sentenced to weekend service. The Corrections Division successfully transitioned all female inmates to the annex in 2010 to better utilize bed space and alleviate overcrowding in the primary detention center. During the process, the division developed new programs for the inmates being housed there and established a computer workstation for school-release inmates. Correctional officers assigned to the annex must constantly monitor work release inmates to ensure the inmates follow the rules and regulations of their respective sentences. When inmates fail to meet the requirements of the program or to fulfill their employee/employer contract obligations, correctional officers must remove them from the program and return them to the general inmate population.

Correctional officers at the annex are also re-

sponsible for performing all court-mandated drug screenings. They screened 1,210 inmates in 2011.

The annex building served as the county jail from 1981 to 1995 and reopened as an annex of the current detention center in 2007.

The CCDC contracts the medical and food services provided for inmates. In 2011, the Corrections Division served 539,037 meals including 41,600 pounds of potatoes, 168,480 eggs, 11,700 pounds of coleslaw and 163,800 cartons of milk. The division also performed 4,315 medical screenings and 1,364 physicals, dispensed 4,850 prescriptions and evaluated 3,458 inmates who reported various illnesses.

In addition to their required responsibilities, Corrections personnel also coordinate community outreach projects throughout the year. In 2011, Corrections collected \$3,500 for the Children's Aid Society, donated mattresses to other correctional facilities in need of bedding, and volunteered their time for Toys for Tots, Shop with a Cop, Cops on Rooftops, the Torch Run and Christmas in April.

Each quarter, the Corrections Division recognizes correctional officers who go above and beyond the call of duty and demonstrate commitment and dedication to their division and the CCSO. In 2011, Correctional Officers Martin Letren, Matthew Becker, Stephen Riffle and Julie Young were named officers of the quarter and Cpl. Ryan Ross was named Correctional Officer of the Year.

The employees of the **INFORMATION SERVICES DIVISION**, commanded by Capt. Bonnie Johnston, are the critical link between citizens and the police, and between officers and the information they need to do their jobs safely and efficiently. The division also ensures the safekeeping of police reports and manages the Agency's computers and software.

The **Communications Section**, commanded by Lt. Brian Herlihy, provides police radio communications to officers and clerical coverage of the district stations in LaPlata, Indian Head and Waldorf.

Each district station is staffed by **station clerks** responsible for answering the CCSO's non-emergency telephone lines and for helping citizens who visit the district stations. The La Plata and Waldorf stations are staffed all day and night while the Indian Head station is staffed between 10 a.m. and 6 p.m. In 2011, station clerks handled 123,969 calls for service.

The station clerks' training prepares them to

handle a variety of citizen reports and inquires, from life-threatening emergencies to the occasional non-police matter. Their primary mission is to obtain clear and concise information and relay that information to **police communications officers** (PCOs), who dispatch the information to officers working the streets.

PCOs work day, evening and midnight shifts in a state-of-the-art communications facility at the Charles County Emergency Operations Center. In addition to dispatching calls for service, they also serve as each officer's link to potentially life-saving information from nationwide databases containing stolen property and wanted persons. PCOs managed a 617-calls-per-day average in 2011, at times reaching 841 calls in a 24-hour period. They also started 69,062 call sheets and handled 225,417 calls. Additionally, the Communications Section secretary processed 482 call sheet and audio requests and conducted 558 quality-control assessments in 2011.

The **Management Information Systems Section** (MIS), managed by Deputy Director Eric Halvorsen, is vital in ensuring the CCSO functions efficiently in our digital world. The highly knowledgeable staff assigned to the Applications Support, PC Operations and Systems Operations Support units maintain hundreds of PCs, printers, networks, complex servers and software applications. Every function of the CCSO relies on the daily use of computers and MIS personnel are always on-call after regular business hours to ensure these critical services are uninterrupted.

The **Applications Support Unit** is responsible for all computer-aided dispatch and records management systems. The unit works closely with personnel who utilize this software including PCOs, Charles County Fire and EMS, station clerks, Records Management, Judicial Services, the Corrections Division, Patrol Operations, Special Operations and all other units who rely upon PC-based software.

The **PC Operations Unit** is responsible for all PC hardware, software and related equipment including printers and scanners. They install equipment, maintain an inventory of equipment, resolve technological problems and provide technological enhancements.

The **Systems Operations Unit** is responsible for all network hardware, software, servers and backup systems and regularly evaluates new technology.

In 2011, MIS completed 3,946 work orders ranging from requests for new ink cartridges and forgotten passwords to complex projects and programming requests. MIS also equipped a room in Head-

quarters for NCIC training; facilitated the CCSO's transition to a state and federal criminal database system known as Meters, and its transition to a digital fingerprinting and arrest data collection system; upgraded the PC systems in the Emergency Operations Center; upgraded the CCSO's mug shot system; and implemented a new report-writing system for patrol officers.

The **Records Management Section**, managed by Judy Torney, preserves and maintains thousands of reports filed through the CCSO each year. In 2011, this section processed and catalogued 14,741 reports and supplemental reports, and completed 661 expungements. The section processed 35,903 citations, ETIX, parking citations, warnings, traffic stop data sheets and safety equipment repair orders. Records issued 910 false alarm notifications and validated 4,449 Meters entries. Records personnel handle all initial questions from visitors to the Sheriff's Headquarters. They answered 11,855 telephone inquiries and directed 29,008 pieces of mail. The section also maintains custody and security of the videos recorded by the in-car cameras in police cruisers. Records processed 3,758 report requests including 375 video requests. The Records Section collected and deposited \$12,113 in fees for record requests in 2011.

The **SPECIAL SERVICES DIVISION**, commanded by Capt. Michael McGuigan, handles judicial matters, ensures the security of the Charles County Courthouse, and maintains the Agency's fleet, supply stock and property inventory.

The **Judicial Services Section**, commanded by Lt. Randy Stine, serves arrest warrants, civil papers and other legal documents; addresses child support and domestic violence problems; and provides Courthouse security services.

The **Warrant Fugitive Unit** serves arrest warrants, attachments, criminal summonses and indictments; issues detainers for wanted individuals being held at detention centers outside Charles County; and arranges for the extradition of individuals wanted by the CCSO and apprehended in other states. In 2011, the unit served 1,731 warrants and 1,183 criminal summonses, processed 60 fugitives and arranged for 147 extraditions.

Failure to pay child support is a serious offense and the members of the **Child Support Enforcement Unit** ensure violators are held accountable for their basic financial obligations to their children. The unit serves arrest warrants, attachments, summonses and other process related to child support and provides security for

Domestic Relations Court. The unit is largely funded by the Maryland Human Resources Child Support Enforcement Administration Cooperative Reimbursement Agreement. As part of its efforts, the unit publishes the names and photographs of wanted persons in local newspapers and on the CCSO's website. The unit served 508 warrants and 1,613 summonses in 2011.

The **Domestic Violence Unit** serves protective orders, peace orders, arrest warrants, criminal summonses and other criminal and civil process related to domestic violence. The unit also works with community groups and service providers to offer guidance to domestic violence victims. When someone prohibited from owning a firearm because of domestic-violence-related restrictions attempts to purchase a gun, regardless of whether the attempt is successful, the Domestic Violence Unit conducts an investigation. The unit served 1,354 protective orders, 1,031 peace orders, 266 warrants and 727 summonses in 2011.

The **Civil Unit** is responsible for serving time-sensitive civil process including subpoenas, evictions and juvenile court papers and for processing, serving and posting landlord/tenant court documents. The unit is also responsible for serving writs of execution and replevins, conducting Sheriff's sales and handling other civil process matters. The unit served 3,203 evictions and 7,699 landlord/tenant-related documents in 2011. The Civil Unit processed more than 25,000 pieces of court documents and collected more than \$238,000 in fees.

The **Court Security Unit** protects the occupants of the Charles County Courthouse by monitoring its entrance, providing security in courtrooms and transporting prisoners between the courtrooms and a Court Holding facility adjacent to the Courthouse. Each of the 114,130 visitors to the Courthouse in 2011 passed through a metal detector and their briefcases, purses and bags were all scanned in an x-ray machine. In 2011, Court Security arrested 173 individuals for warrants and criminal offenses. The Court Security Unit also supplements the security presence at the adjacent Charles County Government Building.

The **Quartermaster** provides personnel with uniforms, office supplies and other items essential for the CCSO's operation. The Quartermaster processed and issued \$400,000 worth of assets to the CCSO in 2011.

The **Fleet Management Program** maintains the CCSO's fleet of more than 500 vehicles including marked and unmarked patrol cars, trucks, trailers, ATVs, motorcycles, marine vessels and other vehicles



PCOs must monitor incoming and ongoing calls for service, research information for police officers, maintain awareness of the locations of officers assigned to their district and relay important information to the officers. They are the ultimate multi-taskers.

and ensures the uninterrupted delivery of police services. Fleet Management coordinates mechanical service and repairs and installs and maintains electronic and radio components in police vehicles. Its manager participates in police vehicle development as a member of the Ford Motor Company Police Advisory Board.

The **Property Held Unit** regulates the receipt, storage, security and disposal of property, contraband and narcotics recovered by CCSO personnel. In 2011, the unit received and stored 8,790 pieces of property and handled 1,193 drug cases.

The **Firearms Tracking** operation records and maintains custody and safekeeping of firearms; conducts seized firearms investigations; schedules and conducts firearms hearings; serves as a liaison to the courts in firearms matters; and provides citizens with information about firearms laws. In 2011, the CCSO seized 244 firearms, 59 of which were recovered from persons restricted from carrying firearms because of domestic violence issues or protective orders. In 2011, as a result of this operation's efforts, seven persons were denied firearms because of disqualifying convictions. The operation also held 75 firearms hearings, destroyed 170 firearms and returned 170 firearms to their legal owners.

The **EXECUTIVE SERVICES DIVISION** oversees the presentation of information to the Sheriff and manages Planning and Accreditation, Media Relations, Chaplain Services and the Cadet, Criminal Justice and Auxiliary Volunteer programs. Capt. Robert Cleaveland, Jr., commanded the division in 2011 before his promotion to Major in December.

Planning and Accreditation, directed by Mr. Danny Johnson, writes and maintains the policy contained in the CCSO's Administrative and Operational Manual and ensures the CCSO maintains its internationally recognized accreditation from the Commission on the Accreditation of Law Enforcement Agencies (CALEA). The office also creates and maintains standard operating procedure manuals for each component of the CCSO and facilitates the CCSO's strategic management planning process, which includes establishing long- and short-term goals. Additionally, Planning and Accreditation researches existing and proposed policies to determine whether the policies need to be revised or enhanced.

Through regular press releases and 24-hour on-call responsibilities, the **Media Relations Office** serves as the critical information link between the CCSO

and the news media. The office ensures the distribution of consistent and accurate information about the CCSO, its activities and its investigations. The office is responsible for the CCSO's public relations including website content management, photography services and the production of the Annual Report, an internal newsletter, advertisements, brochures, posters, flyers and other communicative pieces. The office also manages the CCSO's Facebook and Twitter accounts.

Local clergymen offer guidance and inspiration to CCSO personnel and the public through **Chaplain Services**. Chaplains minister to CCSO personnel in times of personal need or strife and provide comfort to those who are injured or afflicted. They accompany officers who must notify families of the death of a loved one and would assist in notifying the family of an officer who was seriously injured or slain. Chaplains also provide invocations and benedictions at Agency ceremonies. The Chaplains are Dr. Steve Davis, Dr. Wilson Morales and Dr. Lovell King, II.

College students who want to pursue a career as a CCSO police officer gain invaluable on-the-job experience in the **Cadet Program**, which employs college students between 18 and 21 years of age. Cadets perform a variety of duties while learning law enforcement techniques, CCSO policy and procedure, and criminal and traffic law. These duties include traffic direction and enforcement, seat-belt and child safety seat inspections, tagging abandoned vehicles, and truck and school bus safety inspections.

High school students considering a career in law enforcement have an opportunity to learn about the criminal justice system as part of their academic curriculum in the **Criminal Justice Program** offered through an alliance between the CCSO and Charles County Public Schools. A Sheriff's officer who instructs the class daily at North Point High School for Science, Technology and Industry teaches students about all aspects of the criminal justice system from police and corrections to courts. Students learn criminal and traffic law, law enforcement procedures, how to fingerprint, first aid, physical fitness and personal safety. Teams of students test their skills against criminal justice students in other jurisdictions by competing in SkillsUSA. Additionally, they hone their crime prevention and observational skills by participating in Detect and Deter, a holiday safety assignment in which they notify citizens of unsafe practices, namely leaving gifts and other valuables in plain view inside vehicles parked in busy shopping centers.

The **Auxiliary Volunteer Program** was estab-



LEFT: The Honor Guard stands at attention following a rigorous training program. RIGHT: Cpl. Rhett Calloway, left, and Forensic Science Technician Shelly Herold stand with the Criminal Justice students who participated in the SkillsUSA competition. Cpl. Calloway is the class instructor and Ms. Herold volunteered to train the students in crime scene processing.

lished in 2008 to offer citizens the opportunity to actively participate in public safety activities. Citizen volunteers assist the CCSO during law enforcement and community outreach activities by providing such services as traffic direction, crowd control, fingerprinting, office support and citizen patrols. To help them perform their duties, volunteers are issued a uniform and have access to other equipment. All volunteers must pass a background investigation and participate in basic training. They are held to as high a standard of conduct as paid personnel.

The CCSO is committed to maintaining a highly qualified workforce and to utilizing financial resources efficiently. The **ADMINISTRATIVE SERVICES DIVISION** is responsible for helping the CCSO meet its strict personnel and budgetary standards.

The **Financial Services Section**, managed by Deputy Director Gloria Bowers, ensures the integrity and accuracy of the CCSO's financial operations. A well-trained team of finance professionals promotes sound financial management practices; accounts for CCSO-owned property; effectively allocates resources; oversees the budget preparation process and assists in meeting the CCSO's operational needs.

Accounting handles accounts payable, accounts receivable, purchase orders, outside billing invoices and collections. Its employees also prepare monthly and quarterly financial reports for federal, state and local grants; prepare monthly bank reconciliations; maintain the CCSO's master grant file; and ensure timely payment for goods and services.

Payroll prepares payroll and salary reports and inputs bi-weekly hours and other pay for all CCSO per-

sonnel into the County Government payroll system.

Grants Management researches grant opportunities for programs and capital items not funded by the normal budget process. In Fiscal Year 2011, the CCSO received 26 grants totaling \$886,115. These grants support, among other efforts, cold case investigations, the Child Support Enforcement Unit, and the CCSO's auto theft, drug and youth tobacco enforcement initiatives.

The **Budget** component assists in the development and preparation of the CCSO's financial operating and capital budgets; reviews all requisitions; prepares and updates CCSO pay scales; prepares monthly management reports; and assists in annual audits. The CCSO's amended operating budget for Fiscal Year 2011 was \$62,524,920.

The **Red Light Camera Finance Section** is responsible for the financial review of the CCSO's Red Light Camera Program. This section answers questions about citations, processes information about vehicle rentals and submits monthly reports to Charles County Government for the monthly deposit reconciliation.

The **Human Resources Section**, managed by Deputy Director Betsy Leonhard, handles administrative personnel tasks for potential and current employees. This section maintains the CCSO's position classification system, processes all employment applications and maintains personnel records. As the CCSO and its community grow, the Human Resources Section ensures the Agency stays ahead of staffing needs. In 2011, Human Resources processed approximately 887 employment applications, which included administering written examinations and physical agility tests to police and correctional officer candidates. The testing process

for police officers is nationally accredited, which ensures the process is fairly and equitably administered.

Once the Human Resources Section determines an applicant meets position requirements, the **Pre-Employment Investigations Unit** performs an extensive background investigation of the applicant. The unit's mission is to ensure only the applicants with the highest levels of integrity are awarded positions with the CCSO. Background investigations involve polygraphs, psychological examinations, physical examinations and drug screenings.

In 2011, the CCSO hired 61 new employee — 20 police officers, 17 correctional officers and 24 civilians.

To ensure the CCSO's police and correctional officers are thoroughly trained and highly skilled, the **TRAINING DIVISION** provides entry-level and in-service training programs and regular firearms instruction to all new and veteran personnel. The division, which was commanded by Capt. Michael Klotz in 2011, includes the Southern Maryland Criminal Justice Academy, the Recruitment Unit and the Firearms Instruction Detail.

The Training Division manages the CCSO's Taser recertification program, which requires officers equipped with Tasers to pass a written examination and successfully complete three skill scenarios. The scenarios include properly firing the Taser at a simulated aggressor, de-escalating a scene using verbal skills and handcuffing a role player while the Taser is powered, which emphasizes the need to limit the Taser's exposure to the arrestee. Additionally, when officers are first trained to use the Taser, they must also be exposed to a series of shocks from the device.

The Training Division also requires police officers and other personnel assigned Agency vehicles to attend periodic driver in-service training created by the division's emergency vehicle instructors and approved by the Maryland Police and Corrections Training Commissions (MPCTC). Driving courses replicate potential conditions including backing, confined spaces, diminishing lanes, swerving and avoidance. Police officers are also required to review pursuit policy and participate in practical exercises including the rolling road block — a low-speed technique used to surround a vehicle and bring it to a slow, controlled stop and thus avoid a pursuit — and the Precision Immobilization Technique, or PIT maneuver, which is designed to end police chases quickly and safely. Officers also participate in a mock high-speed pursuit scenario that tests their understanding of policy and their decision-making skills. Vehicle training is important considering

the amount of time police officers spend driving each shift.

Each year, the Training Division also offers specialized courses, many of which are available online, which reduces the loss of manpower.

The Training Division also helps operate the **Southern Maryland Criminal Justice Academy**, a cooperative institution of the sheriffs' offices in Charles, Calvert and St. Mary's counties. The Academy provides entry-level and in-service training for all police and correctional officers in Southern Maryland and maintains 100 percent compliance with strict MPCTC standards.

Upon their graduation from the Academy, recruits assigned to the CCSO must participate in Agency-specific training to discuss policies, computer programs, tactics and other information unique to the CCSO. After completing the training, the new officers enter the Field Training Officer (FTO) program, which pairs them with veteran officers and familiarizes them with the four county patrol districts. Throughout the FTO phase, the officers are evaluated on their ability to perform as a solo officer. At the end of the FTO program, they receive a final evaluation before being assigned to Patrol Operations.

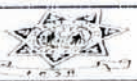
The **Recruitment Unit**, commanded by Lt. J.J. Fenlon, seeks the best potential police and correctional officer candidates for employment with the CCSO. The unit attends job fairs and other events to provide information to potential applicants.

The **Firearms Training Unit** ensures officers are proficient in the handling and use of firearms by providing regular firearms training and practice sessions to new and veteran police and correctional officers. Among their training requirements, officers participate in such tactical scenarios as shooting on the move, identifying the appropriate target and engaging multiple targets. They are also required to shoot in reduce light to simulate conditions they may face in an emergency. Officers must qualify with their on-duty and off-duty pistols and, if they are issued patrol rifles or shotguns, they must qualify with those weapons as well.

CHARLES COUNTY



MADE IN U.S.A.



SHERIFF'S OFFICE



SHERIFFS OF ISLANDS COMMISSION

1900-1901	1901-1902
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2020-2021	2021-2022



ALL GAVE SOME

Some Gave All



PATROLMAN LAWRENCE H. MCPARLIN

Patrolman McParlin is the first Charles County deputy known to have fallen in the line of duty. On May 12, 1918, a short time after becoming a police officer, Patrolman McParlin and Metropolitan Police Department Officer John Conrad attempted to serve a court summons in Washington, D.C. As they entered the building, the suspect, who was wanted, shot and killed both officers.



PATROLMAN FIRST CLASS DENNIS L. RILEY, #49

On January 11, 1977, PFC Riley was killed in a crash at the intersection of Route 228 and U.S. Route 301 in Waldorf. As he waited for a traffic light to change, a tractor-trailer fuel tanker skidded to a stop and overturned on his cruiser, killing him instantly. PFC Riley left a wife and four children.



SERGEANT FRANCIS "LEO" YATES, #40

On June 8, 1988, Sgt. Yates suffered a fatal heart attack as he left the Charles County Courthouse. He left a wife and four children.



SERGEANT JOSEPH E. STINE, JR., #62

On May 12, 1990, Sgt. Stine arrested a disorderly subject and transported the resisting prisoner to the Charles County Detention Center. Sgt. Stine then collapsed and suffered a fatal heart attack. He left a wife, two children and three step-children.



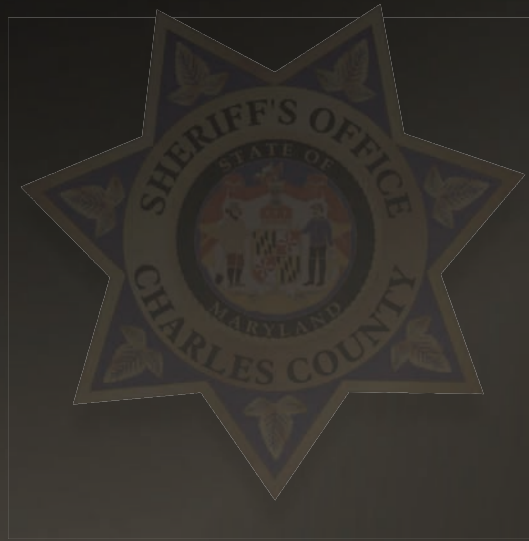
SERGEANT TIMOTHY C. MINOR, #109

On February 12, 1996, Sgt. Minor was killed when a vehicle pulled in front of his police motorcycle on Route 257 in Newburg as he was responding to a call near Cobb Island. Sgt. Minor left a wife and two children.



STATION CLERK WILLARD C. KEESEE, #1123

On January 23, 1998, Mr. Keesee was on-duty at the Indian Head District Station when he suffered a fatal heart attack. He left two sons and a daughter.



CHARLES COUNTY SHERIFF'S OFFICE

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