



# CHARLES COUNTY SHERIFF'S OFFICE 2005 ANNUAL REPORT



SHERIFF FREDERICK E. DAVIS

# MISSION STATEMENT



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.



## VALUE STATEMENTS

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 affect 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.

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## SHERIFF'S MESSAGE



As I reflect on the successes and challenges of 2005, I am reminded of the professionalism and dedication of the employees of the Charles County Sheriff's Office.

This Agency is built on a foundation of strong values, ethics and proud traditions. Our mission to maintain law and order and protect life and property is achieved through superior service and performance.

As the population in our community continued to rise in 2005, our Agency addressed the subsequent increase in demand for law enforcement services. After taking into account the population growth, the rate of crime in our community decreased. The Sheriff's Office combats crime with innovative prevention programs and strong partnerships with citizens, businesses, local, state and federal public safety agencies and elected officials.

Such partnerships are crucial to the success of any law enforcement agency and I am grateful to all those who actively support and participate in our public safety efforts. Citizens and businesses who are involved in crime prevention programs and who report suspicious activity to the Sheriff's Office help us significantly reduce crime in our community. As the primary law enforcement agency in the County, we also rely on our law enforcement partners, including the Maryland State Police and the La Plata Town Police, for assistance in combating public safety concerns and conducting investigations. The support we receive from our government officials is also crucial to the success of our efforts.

Our responsibilities are continuing to grow but that has not hindered the outreach efforts of the employees of this Agency. I am truly grateful to all of our personnel who donate their personal time to support charitable causes in our community. Their inspiring efforts improve the quality of life for many County residents and make a positive impact on our community as a whole.

We are proud of our efforts to make Charles County a safe and enjoyable place to live, work and visit. I am certain the services our hardworking employees provide to our community will continue to reduce crime and increase the quality of life for our citizens.

I present the 2005 Annual Report for the Charles County Sheriff's Office with pride in our accomplishments and confidence in our future.

God Bless,

A handwritten signature in black ink that reads "Fred E. Davis".

Frederick E. Davis, Sheriff  
Charles County, Maryland

# OUR HISTORY



Law enforcement services in Charles County began in 1658, when Nicholas Gwyther was simultaneously appointed Sheriff in Charles and St. Mary's counties. The original duties of the Sheriff included collecting taxes, serving warrants, apprehending criminals, executing criminals and occasionally investigating witchcraft.

Initially, the Sheriff conducted business wherever he could, which usually meant at his own residence. In the 20th century, the Sheriff's Headquarters moved from the Courthouse on Charles Street to an abandoned military site on Radio Station Road and then to a renovated truck stop on Crain Highway. The current Headquarters, also located on Crain Highway in La Plata, opened in July 2000 and is the first building ever built specifically to serve as the flagship of the Agency.

The first county jail was built next to the original courthouse, located in the former county seat of Port Tobacco. The next jail was built behind the current courthouse in La Plata in 1897 and housed Traffic Operations personnel until 2005. It currently houses the Charles County Office of Tourism. The next jail was built in 1926 and is still used by the Sheriff's Office today for Court Holding. The detention center that was operational from 1981 to 1995 is located behind the La Plata District Station and housed Judicial Services employees and staff from the Maryland Division of Parole and Probation until 2005, when renovations began to reopen it as an annex of the current Detention Center, which can hold more than 450 inmates and is located behind the Headquarters building.

The Sheriff's Office has grown from a one-man operation to a full-service law enforcement agency of nearly 600 employees. As the principal law enforcement agency in Charles County, the Sheriff's Office is available 24 hours a day, seven days a week. ■



Sheriff Philimon A Haislip, circa 1911.

The Sheriff's Office's former Mounted Patrol Unit conducted some assignments on horseback.

Capt. William Poole, now retired, conducts a radar assignment.



# THE YEAR IN REVIEW

The Charles County Sheriff's Office and the Maryland State Police, who share responsibility for investigating traffic fatalities, increased their enforcement efforts and began an aggressive traffic safety education campaign urging motorists to drive safely.

## SHERIFF'S OFFICE MOURNS LOSS OF CORPORAL

The death of a police officer is like the loss of a family member. When Cpl. Paul Morgan was killed in an off-duty motorcycle crash on April 11, the Sheriff's Office not only lost a dedicated public safety servant, we lost a brother.

Cpl. Morgan was on his personal Harley Davidson traveling with friends. An SUV turning from a side street abruptly entered his path, causing him to lose control of the motorcycle and crash. Officers and paramedics quickly arrived on the scene. Cpl. Morgan was transported to a hospital where he died from his injuries a short time later. The driver of the SUV was later cited for failing to yield the right of way at an intersection after a right turn.

Cpl. Morgan was 46 years old and an 18½ -year veteran of the Charles County Sheriff's Office. At the time of his death he was a patrol officer but he spent much of his career in the Auto Theft Unit. He was a member of the International Association of Auto Theft Investigators and as the associate director of law enforcement training and activities, he made hundreds of presentations to law enforcement officers along the East Coast. He participated in many community outreach efforts to support worthy causes like the American Cancer Society and March of Dimes. He left a wife and two children.

The Sheriff's Office observed an official period of mourning following his death. Employees wore mourning bands and ribbons and black bunting draped the Agency's facilities and Cpl. Morgan's cruiser. He was laid to rest April 15 and during the procession, the La Plata Town Police and emergency medical services (EMS) and fire department personnel directed traffic, standing at attention as the procession passed their stations. The La Plata Town Police and the Maryland State Police provided personnel to respond to calls for service in Charles County during the funeral, affording every officer of the Sheriff's Office the opportunity to attend the services for Cpl. Morgan. Charles County Fire and EMS communications personnel covered the radios for our communications personnel during the services. This was especially important because these were the communications officers who worked on Cpl. Morgan's shift.

After Cpl. Morgan's death, a memorial fund was created for his family. The Sheriff's Office and the Charles County Fraternal Order of Police raised money by holding a basketball tournament and contributing donations from the FOP's annual golf tournament to the fund.

## TRAFFIC FATALITIES REACH RECORD HIGH

Despite the significant traffic safety efforts of local law enforcement, Charles County experienced a record breaking number of traffic fatalities in 2005. By the end of the year 40 people died in 38 crashes. In 2004, 16 people died in 14 crashes and the previous record was set in 1995 when 31 people were killed on our roadways.

Many factors contributed to the fatalities, including speeding, driver inattention and unbuckled drivers and passengers. Although drinking and driving did not cause the majority of the crashes, it was a factor in some. The Charles County Sheriff's Office and the Maryland



State Police, who share responsibility for investigating traffic fatalities, increased their enforcement efforts and began an aggressive traffic safety education campaign urging motorists to drive safely. Sheriff Frederick E. Davis and Lt. Randolph Stephens, commander of the local State Police barrack, held press conferences and appealed to the media to help spread traffic safety messages. The Sheriff's Office conducted seatbelt checkpoints and designated a portion of the southern part of Crain Highway as a speed enforcement zone because a handful of fatal crashes had occurred in that location.

### NEW LAW PROTECTS THE PROTECTORS

Charles County Sheriff's officers and law enforcement personnel across the State of Maryland protect our communities knowing the potential dangers they face. A new law, which went into effect on October 1, helps protect officers from those who threaten them by making it a crime to assault a police officer.

The Law Enforcement Officer Protection Act was signed into law May 10 by Gov. Robert Ehrlich after being co-sponsored by more than 80 delegates and senators in the Maryland General Assembly. Specifically, the law prohibits a person from intentionally causing physical injury to someone who the assailant knows or has reason to know is a law enforcement officer engaged in the performance of official duties. It is a felony that carries a penalty of up to 10 years in prison, a fine of up to \$5,000 or both.

### LAPTOP PILOT PROGRAM BEGINS

The Sheriff's Office in November obtained \$200,000 in grant funding to equip 17 of its police cruisers with laptops by early 2006. The Sheriff's Office planned to install 280 more laptops over the next five years at the rate of 56 per year.

The computers allow officers to conduct independent inquiries without interfering with other police incidents and radio traffic. They also increase productivity and visibility because officers will need less time in the district station to work on reports.

### FIRST FEMALE DEPUTY HONORED AT WOMEN'S BANQUET

Sylvia Mudd, a retired Sergeant, made history on June 16, 1974, when she became the first female deputy of the Charles County Sheriff's Office. In March, more than 30 years later, she was chosen as the recipient of the Charles County Women's Fair's Alpha Award, which honors women who live in or are from Southern Maryland and who achieved a first for women.

In 1975, Sgt. Mudd became one of the first four members of the Agency's mounted patrol, which patrolled community parks and special events on horses. During her tenure, Sgt. Mudd was a breathalyzer operator, an internal affairs investigator, a hostage negotiator, supervisor of Juvenile Services and a report writing instructor. She rewrote the policy and procedure manual for the Charles County Detention Center in 1990; that year she was also named Officer of the Year by the Charles County Chamber of Commerce.

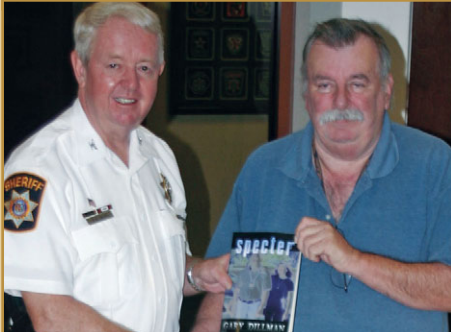


Sgt. Paul Gregory, Waldorf Jaycees Foundation President Dick Gregory, Sheriff Davis and Lt. Edward Godwin display one of 21 automated external defibrillators donated by the Jaycees between 2004 and 2005.

Sheriff Davis speaks during a press conference in October announcing the police officer assault law.

Becky Sanford, center, donated more than 1,000 Beanie Babies to Cpl. Jason Hopkins, left, and Sheriff Frederick E. Davis.

# THE YEAR IN REVIEW



When Steven Hudson was injured in a 2004 motorcycle crash, a group of students rushed to his aid. Hudson, pictured with their homemade get-well cards, and Sheriff Davis recognized Jaquay McGee, Keisha McNeill, Wale Onakoya, Tope Onakoya and Conesha Smith in August for their actions. Not pictured is Kayla Thompson.

Lt. Governor Michael Steel and Sheriff Davis received a motorcycle escort from Officer Shayne Stanley, Cpl. Donald Belfield and Officer Robert Taylor during National Night Out.

Gary Dillman, right, presented Sheriff Frederick E. Davis with an autographed copy of his book, "Specter." The fictional story takes place locally and Dillman received special permission to use a photograph of an Agency cruiser on the cover.

She retired on May 27, 1992, but remains actively involved in the law enforcement field as an analyst with the Charles County State's Attorney's Office and as president of the Charles County Sheriff's Office Retiree Association.

## A NATIONAL NIGHT OUT FOR CRIME PREVENTION

In August, 128 neighborhoods and 55 businesses joined the Sheriff's Office to celebrate our united efforts to stop crime in our community by participating in National Night Out. More citizens and businesses participated in the annual event than ever before.

National Night Out gives law enforcement and the community an opportunity each year to celebrate the success of our partnership in crime prevention and to strengthen our resolve to continue our efforts to fight crime.

Maryland's Lt. Governor Michael Steele, local government officials and community leaders visited the neighborhoods with Sheriff Frederick E. Davis, members of the command staff and patrol officers.

## A LIFETIME OF SERVICE

The Charles County Sheriff's Office recognized more than 190 combined years of service at its biennial Retirement Banquet held in May. The Sheriff's Office honored Capt. William Mancuso, Lt. Charles Smith, Lt. Richard Gregory, Sgt. Buddy Kalin, Cpl. Roy Farrar, Jr., CFC Michael Bean, PFC Bruce Peed and the late Cpl. Paul Morgan. Rev. William Miller, who retired as a chaplain in January, and Father Aloysius Newman, who died in August 2004, were also honored during the ceremony.

## THE GIFT THAT KEPT GIVING

When Officer Jason Hopkins responded to the report of a three-vehicle crash in La Plata in April, he did not know the immense effect one act of kindness would have for one of the victims.

Charles County residents Becky Sanford and her mom, Andrea, were involved in the crash. Their injuries were not life-threatening but like any 10-year-old would be, Becky was very scared. To comfort her, Officer Hopkins gave Becky a small Beanie Baby from his cruiser, a white one with four leaf clovers on it that a loved one had given him for good luck.

The bear went with Becky to the hospital and when she was later released, she kept the bear close by. Then, she decided she wanted to help other children who were involved in crashes or other scary situations by collecting 500 Beanie Babies to donate to the Sheriff's Office.

Becky far surpassed her goal: She collected 1,088 of the stuffed animals and presented them to Sheriff Davis and Officer Hopkins in December.

### A BETTER BUSINESS CARD

Sheriff's officers received new business cards that display the Charles County Crime Solvers hotline. Crime Solvers donated the cards with funding assistance from the Greater Waldorf Jaycees and the Waldorf Lions Club. Beacon Printing, Inc., of Waldorf printed the cards — 500 for officers at the rank of Sergeant and below — at cost.

### SAFETY PATROL STUDENT SAVES A LIFE

Patryce Farmer, a safety patrol student, was guarding her station outside her school on an afternoon in October 2004 when a young boy saw his mother's car in the second row of the parking lot pick-up area. Without permission, he began to cross the street. Unbeknownst to him, he was about to cross the path of a moving vehicle. Patryce quickly grabbed him by his arm and pulled him to safety. In March, her school and the Sheriff's Office honored Patryce and the American Automobile Association presented her with its Lifesaver award for school safety patrol students who help save a life or prevent injury. She was nominated for the award by Cpl. Sharon Walsh. The U.S. Marshal's Office also presented Patryce with a plaque and the young boy gave her a small gift to show his appreciation.

### DEVOTION TO DUTY AWARDS

The Maryland Sheriffs' Association presented Sgt. Craig Stillwell and Det. Charles Baker with Deputy Sheriff of the Year honors. Sgt. Stillwell was honored for his involvement in community outreach efforts. He supervises a squad of community policing officers and continuously dedicates his time and energy to Special Olympics and his church outside of his Agency assignments.

Det. Baker, a long-time auto theft detective, received the award for his investigation of a major multi-jurisdictional auto theft ring. The suspects stole high-end vehicles from car dealerships, altered vehicle identification numbers and manufactured false safety certification labels. It was a sophisticated operation in which the falsified numbers satisfied the Motor Vehicle Administration, allowing the stolen vehicles to be registered with the falsified documents. He recovered 23 vehicles with a value of more than \$750,000 and arrested two main suspects.

The Knights of Columbus Maurice J. McDonough Council recognized the actions of Sgt. Jody Powell and Officer Mark Davidson, both of whom closed separate criminal investigations through initiative and dedication to duty.

La Societe des Quarante Hommes et Huit Chevaux Voiture Locale 546, a tri-county veterans organization, presented Officer Joseph Johnson with an award for his actions regarding the apprehension of an armed robber. In December, Officer Johnson chased the suspect through a wooded area thick with briars. After apprehending the suspect, the officer found a handgun the suspect had discarded during the chase. ■



Rosemary Raiman of the Charles County Commission for Women, left, presented Retired Sgt. Sylvia Mudd with the Alpha Award during the Commission's annual Women's Fair.

Austin Cody, a Sheriff's Cadet and country music artist, signs "Buckle Up with Austin Cody" posters to raise traffic safety awareness during his concert at the La Plata Town Hall.

Sheriff's Office employees and retirees gathered in May to honor Capt. William Mancuso, Lt. Charles Smith, Lt. Richard Gregory, Sgt. Buddy Kalin, Cpl. Roy Farrar, Jr., CFC Michael Bean and PFC Bruce Peed, who retired between 2004 and 2005. The late Cpl. Paul Morgan's retirement was also recognized. Chaplains William Miller, who retired in January 2005, and Aloysius Newman, who died in August 2004, were also honored at the ceremony.





# OFFICE OF THE SHERIFF

The Charles County Sheriff's Office is a full service law enforcement agency, providing all services generally associated with a police department in addition to court-related services and operating the Charles County Detention Center.

With an effective blend of proud traditions and innovative ideas, the Charles County Sheriff's Office serves our community with honor as the premier law enforcement agency in the State. The Sheriff's Office is recognized internationally for our professionalism and we are committed to providing our community with superior service.

The Charles County Sheriff's Office is a full service law enforcement agency, providing all services generally associated with a police department in addition to court-related services and operating the Charles County Detention Center.

With more than four decades of law enforcement experience, Sheriff Frederick E. Davis directs the operation of the Charles County Sheriff's Office. First elected in 1994, Sheriff Davis was re-elected in 1998 and 2002. Under his leadership, the Sheriff's Office has implemented a number of successful programs that reduce crime and increase community involvement in public safety. In 2001, he led the Agency's successful efforts to obtain accreditation from the Commission on the Accreditation of Law Enforcement Agencies (CALEA). He is a member of the National Sheriffs' Association (NSA) and the Maryland Sheriffs' Association (MSA) and is a past president of the MSA.

Homeland security responsibilities remain an important function of local law enforcement agencies. Sheriff Davis serves on the executive committee of the Anti-Terrorism Advisory Council of Maryland. The council facilitates information sharing between all government agencies that respond to homeland security issues in Maryland.

Sheriff Davis is committed to reaching out to the citizens of Charles County and keeping them involved in law enforcement activities. In April, he continued his partnership with the deaf community by inviting Randy Melton, a retired police officer and deaf and hard of hearing advocate, to present a training program entitled "Deaf/Hard of Hearing: Understanding the Law Enforcement Culture" for the deaf and hard of hearing and their families. Mr. Melton also presented a seminar to officers. This training follows efforts that began in 2001, when Sheriff Davis partnered with the deaf and hard of hearing community to offer a "Driver is Deaf" visor card to help officers who encounter deaf and hard of hearing individuals during traffic stops and other calls for service.

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In September, Sheriff Davis and Sgt. Jon Norris, president of the Charles County Fraternal Order of Police (FOP), signed the second collective bargaining contract since a bill passed in 2002 allowing the Sheriff's Office and the FOP to formally negotiate working conditions and other contract terms.

Sheriff Davis' 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 Agency including its seven divisions: Patrol, Criminal Investigations, Corrections, Information Services, Special Services, Support Services and Administrative Services.

The Office of the Sheriff includes the Assistant Sheriff, Executive Assistant to the Sheriff, Office of Professional Responsibility, Office of the General Counsel and Southern Maryland Criminal Justice Academy.

The Sheriff receives critical support from the **ASSISTANT SHERIFF**, Major Michael O'Toole. As second in command, Major O'Toole manages the daily operation of the Sheriff's Office and fulfills the duties and responsibilities of the Sheriff during periods of his absence. Major O'Toole has served in this capacity for nine years. He provides leadership to the Agency's divisions and advises the Sheriff on important Agency matters.

The **EXECUTIVE ASSISTANT TO THE SHERIFF** is a critical component to the Office of the Sheriff, overseeing the presentation of information to the Sheriff regarding the performance of the Agency. Capt. Joseph C. Montminy, Jr., has handled the responsibilities of this position for five years and manages Planning and Accreditation, the Public Information Office, Chaplain Services and the Cadet Program.

The mission of **PLANNING AND ACCREDITATION**, managed by Louis Schmidt, Jr., is to maintain the Agency's CALEA accreditation and to provide written direction for activities of the Agency. Planning and Accreditation creates and maintains the policy contained in the Agency's Administrative and Operational Manual with approval from the Sheriff or Assistant Sheriff and creates and maintains the Agency's standard operating procedures manuals.



**Major Michael O'Toole**  
Assistant Sheriff



**Capt. Joseph Montminy**  
Executive Assistant  
to the Sheriff



**Capt. Brian Eley**  
Commander, Office of  
Professional Responsibility



**Capt. Dennis Burks**  
Director, Southern Maryland  
Criminal Justice Academy



**Capt. William Brown**  
Commander, Patrol Division

# OFFICE OF THE SHERIFF



**Capt. J. Scott Whitcraft**  
Commander, Criminal  
Investigations Division



**Capt. Tim Plumer**  
Commander, Corrections  
Division



**Capt. John McConnell**  
Commander, Information  
Services Division



**Capt. Gale Willett**  
Commander,  
Special Services Division



**Capt. Michael Wyant**  
Commander,  
Support Services Division



**Ross Pitrelli**  
Director, Administrative  
Services Division

Through daily press releases and 24-hour on-call responsibilities, the **PUBLIC INFORMATION OFFICE (PIO)** remains in constant contact with news media and provides the smooth distribution of consistent and accurate information about the Agency, its activities and investigations that impact the community. The PIO also maintains a working relationship with elected officials, Agency personnel, the general public and peer groups and is responsible for the publication of the Annual Report, the Agency's monthly internal newsletter and other communicative pieces.

Local clergymen offer guidance and inspiration to employees of the Sheriff's Office and the public through **CHAPLAIN SERVICES**. Chaplains minister to Agency 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 has been seriously injured or slain. Chaplains provide invocations and benedictions at Agency ceremonies. The Chaplains are Dr. Steve Davis, Dr. Wilson Morales, Monsignor Karl Chimiak, Monsignor John Pennington and Dr. Lovell King, II.

College students who want to pursue a career as a Charles County Sheriff's officer gain invaluable on-the-job experience through employment with the Agency in the **CADET PROGRAM**. Cadets assist Agency personnel by performing a variety of duties including transporting and setting up the speed trailer, tagging abandoned vehicles, fingerprinting and assisting in truck and school bus inspections. Their duties prepare them for entry into the Southern Maryland Criminal Justice Academy. In 2005, Cadets Anthony Celia and Colby Shaw became the fourth and fifth cadets, respectively, to become Sheriff's officers.

The **OFFICE OF PROFESSIONAL RESPONSIBILITY (OPR)** maintains the integrity of the Charles County Sheriff's Office and ensures the professional conduct of Agency personnel. Under the command of Capt. Brian Eley, with assistance from Lt. Troy Berry, OPR consists of Internal Affairs and Standards and Inspections.

**INTERNAL AFFAIRS** investigates complaints of employee misconduct, ensures employees comply with all policies and procedures of the Sheriff's Office and manages the Agency's random drug testing program. Internal Affairs investigated 53 cases in 2005. Of those, 20 were sustained, seven were not sustained, 13 were exonerated, four were unfounded and seven were pending at the end of the year.



**STANDARDS AND INSPECTIONS** serves as the Agency's "Inspector General." This component of OPR conducts routine financial audits and accounting of all Agency cash flow/charge accounts, as well as annual staff inspections of all Agency facilities. Standards and Inspections seeks to detect and prevent fraud and the waste or abuse of Agency resources.

Legal guidance and representation for the Sheriff and Agency personnel are coordinated through the **OFFICE OF THE GENERAL COUNSEL**. Led by Gary May, a specially-assigned Assistant County Attorney, the General Counsel works in partnership 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's responsibilities also include responding to civil suits involving the Sheriff's Office and examining the rules, policies and procedures of the Agency. In September, May was appointed chairman of the Maryland Chiefs of Police Association's Legal Advisors Committee.

The **SOUTHERN MARYLAND CRIMINAL JUSTICE ACADEMY** is a cooperative effort between the Sheriff's offices in Charles, Calvert and St. Mary's counties and its mission is to provide highly-trained and qualified police and correctional officers to Southern Maryland. Under the direction of Capt. Dennis Burks, the Academy successfully fulfills its mission through skill scenarios, academic tests, physical training and firearms training for recruits and veteran officers. The Academy provides entry-level, in-service and specialized training for employees from each of the Southern Maryland Sheriffs' offices. In 2005, the Academy provided 824 hours of in-service training to 734 police officers and provided entry-level training to 104 new police and correctional officers, including 45 men and women assigned to the Charles County Sheriff's Office. The Academy maintained 100 percent compliance with Maryland Police and Correctional Training Commissions standards during its last three consecutive audits. ■

*In 2005, the Southern Maryland Criminal Justice Academy provided 824 hours of in-service training to 734 police officers and provided entry-level training to 104 new police and correctional officers, including 45 men and women assigned to the Charles County Sheriff's Office.*



Sheriff Frederick E. Davis joined lawmakers, law enforcement officials and supporters in Annapolis for the signing of a bill that makes assaulting a police officer a felony.

Cadets Aaron Thompson and Austin Rick assist the Traffic Operations Unit in the installation of car seats for Charles County citizens.

Sheriff Davis gives a Sheriff's pin to Gabriel Dickson, the young man saved by safety patrol student Patryce Farmer, at right, during a ceremony celebrating Patryce's successful efforts.





# PATROL DIVISION

Four shifts of officers in the Patrol Division responded to 131,946 calls for service in 2005.

As our first responders, patrol officers handle a variety of emergency and non-emergency situations and must always be prepared for the unpredictable.

In addition to responding to calls for service, they make criminal arrests, conduct DWI enforcement and investigate crashes.

Under the command of Capt. William Brown and with assistance from Lt. Ralph Acquaviva, Assistant Commander, the Patrol Division is the most visible component of the Charles County Sheriff's Office. Detecting, preventing and investigating crime, responding to calls for service and enforcing traffic laws are among the many responsibilities of this division.

Four shifts of officers in the **PATROL OPERATIONS SECTION** responded to 131,946 calls for service in 2005. As our first responders, patrol officers handle a variety of emergency and non-emergency situations and must always be prepared for the unpredictable. In addition to responding to calls for service, they make criminal arrests, conduct DWI enforcement and investigate crashes. Because officers gain invaluable experience in patrol operations, they are assigned to this section for the first two years of their careers before they may transfer to a specialty unit or another division. Ultimately, each division in the Agency supports the activities of the Patrol Division.

As part of the Patrol Operations Section, Lt. Robert Cleaveland, Lt. Tim Crawford and Lt. Michael McGuigan serve as commanders of the Agency's district stations in Indian Head, La Plata and Waldorf, respectively. District commanders manage the officers and resources in their districts and ensure community satisfaction. Lt. Ronald Farrell, Lt. Edward Godwin and Lt. Ray Aportadera serve as operational commanders, ensuring a commander is always available to respond to major incidents and make operational decisions.

To supplement the efforts of patrol officers and address public safety concerns, the Sheriff's Office created the **SPECIAL OPERATIONS SECTION** in 2005. The section is supervised by Lt. Kevin Barrows and consists of the Tactical Response Squad, the K9 and Traffic Operations units, the Emergency Services and Hostage Negotiations teams and the security response vessel crew.

The **TACTICAL RESPONSE SQUAD**, the new component in this section, is comprised of highly-motivated veteran officers who have experience and expertise in a variety of fields, including the Criminal Investigations Division, the Emergency Services Team, radar operation and counter-sniping. The squad focuses its resources on issues that are of current concern to law enforcement, such as robbery or burglary sprees and ongoing traffic problems. Patrol officers address such concerns proactively but their attention must often be diverted to unrelated calls for service. The Tactical Response Squad supplements their efforts by concentrating on these issues without interruption. They also assist in narcotics investigations, warrant sweeps and conducting surveillance.

The **K9 UNIT** is comprised of six officers and a sergeant who serve as full-time handlers and two officers assigned to patrol operations who are also K9 handlers. Together with the unit's 12 dogs, the K9 teams are an effective partnership that is critical to law enforcement operations. Using a keen sense of smell superior to that of any human, the K9s are trained in narcotics detection, patrol work and/or explosives detection and the handlers use both verbal commands and hand signals to communicate with the dogs. In 2005, the unit conducted 215 building searches and 143 tracks and made 193 apprehensions.

The **TRAFFIC OPERATIONS UNIT** is committed to keeping Charles County's roads, drivers and passengers safe by enforcing traffic laws throughout the County. The unit investigates traffic fatalities, school bus crashes and school bus complaints. Its officers conduct speed limit enforcement operations, commercial vehicle inspections and sobriety checkpoints. The unit also is responsible for crossing guard duties and abandoned vehicle investigations. Traffic Operations manages the Red Light Camera Program and issued 7,577 citations in 2005 to photographed red-light runners. The unit also participates in Chiefs' Challenge, a statewide campaign that raises awareness about seatbelt and child safety seat use. In 2005, the Maryland Chiefs of Police Association, which hosts the competition, awarded the Sheriff's Office for the eighth consecutive year for this unit's committed enforcement and education efforts. As part of those efforts, the Sheriff's Office donates a child safety seat to the first baby born on or after Mother's Day each year.

The **EMERGENCY SERVICES TEAM (EST)** is comprised of 20 volunteer members who respond to crisis situations and perform high-risk operations in addition to their assigned full-time duties within the Agency. The officers participate in intense training that emphasizes tactics and teamwork and must maintain a high level of physical fitness and expert marksmanship. In 2005, EST was called upon 42 times to execute search warrants and twice for barricade situations. In July, EST celebrated a quarter century of service.

The **HOSTAGE NEGOTIATIONS TEAM** is specially trained to bring situations involving barricaded individuals and hostages to peaceful conclusions. Teams consist of 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 stay calm under pressure to handle these events successfully. They also volunteer to fulfill these duties in addition to their full-time assignments. In May, a 55-year-old Waldorf man, after assaulting a nurse, broke out a window at a local hospital and climbed onto the roof of the emergency department, where he threatened to jump. A hostage negotiator successfully led the man away from the roof, bringing a peaceful ending to the situation.

The **SECURITY RESPONSE VESSEL** protects Charles County's 150 miles of tidal and inland waterways by conducting security patrols when the U.S. Department of Homeland Security heightens the terrorism threat level. During security patrols, the crew would focus on the security of bridge infrastructures and privately owned and operated shoreline properties. The boat may also be deployed to secure scenes, when searches for lost or missing persons lead to waterways and, if requested, to assist other law enforcement and public safety agencies during emergency calls for overdue vessels and vessels in distress. The 12 volunteer crew members and operators are sworn officers at the rank of sergeant or below, and civilians.



Ed Miller, Chief de Gare, left, and Don Fellows, special awards chairman (not pictured), both members of a tri-county veterans organization and honor society of the American Legion, presented Officer Joseph Johnson with an award for his actions resulting in the apprehension of an armed robber.

Cpl. Calvin Roberts and his K9 partner Ike participate in a demonstration at a community event. Ike was set to retire at the end of the year.

Members of the Emergency Services Team and the crew of the Security Response Vessel participate in a training exercise at the Mirant power plant.

# PATROL DIVISION



Officer Lee Potter and his fellow members of the Community Policing Unit have opportunities to conduct assignments and patrols on bicycles, making them more approachable for citizens.

Officer Clarence Black introduces his daughter to Commissioner Candice Quinn Kelly during National Night Out. The event brings the community together to demonstrate our united efforts in the fight against crime.

Before setting off to visit neighborhoods for National Night Out, officers listened to speakers, including Lt. Governor Michael Steele.

The **COMMUNITY SERVICES SECTION** develops and maintains strong ties with citizens, businesses and organizations in our community. Under the command of Lt. John Caywood, this section administers innovative and effective crime prevention programs and leads numerous community outreach efforts.

The **COMMUNITY POLICING (COPS) UNIT** was created under the leadership of Sheriff Frederick E. Davis and quickly became recognized as one of the best COPS programs in the country. Though every officer is trained in the community policing concept, the unit's 10 officers and two sergeants are primarily responsible for maintaining ties with 78 neighborhoods in Charles County. COPS encourages the community to be involved in crime prevention efforts. Each neighborhood works with one officer who helps implement crime prevention programs and addresses problems and concerns within that neighborhood. COPS officers attend community meetings and conduct foot, bicycle and ATV patrols to address public safety issues and make themselves more approachable.

COPS officers also participate in a number of community outreach efforts, including an annual holiday bicycle giveaway. The unit raises money to purchase bicycles for specially selected children and Bike Doctor, a local business, orders and assembles the bicycles at no cost. The effort typically raises enough money for 50 bicycles but in 2005, seven additional children received a bicycle.

The **CRIME PREVENTION UNIT** also maintains strong partnerships with citizens and businesses and coordinates a number of successful crime prevention programs including National Night Out, Citizens on Patrol, Neighborhood Watch and Operation Identification. The unit provides free residential and commercial security surveys, which give citizens and business owners advice about how to better prevent burglaries and other crimes. The unit presents safety talks to children, adults and senior citizens on issues ranging from Stranger Danger and identity theft to Internet safety and road rage. They also provide information at many community events including the Charles County Fair. In 2005, they began airing a segment called Safety Beat on the local government cable channel. They discuss home security, theft prevention, traffic safety and other public safety issues during the 15-minute program. Each year since 1988, the unit has received the State of Maryland Governor's Crime Prevention Award.



To ensure Charles County's 175 liquor-licensed establishments adhere to all federal, state and local regulations, the **ALCOHOL ENFORCEMENT DETAIL** conducts routine compliance inspections. The Alcohol Enforcement Detail leads the Cops in Shops program to ensure businesses are checking for identification and making efforts to recognize false identifications. This year, 100 adults and 63 juveniles were issued citations for underage alcohol use and/or possession of alcoholic beverages and 10 people were arrested for alcohol-related violations. Additionally, 34 liquor establishments sold alcoholic beverages to underage representatives of the Sheriff's Office and were brought before the County Board of License Commissioners for sanctions. The Alcohol Enforcement Detail also conducts tobacco enforcement efforts. This year, 116 juveniles received citations for using or possessing tobacco products.

The Community Services Section also supervises the **HONOR GUARD**, which was originally formed specifically to assist families of fallen officers at funerals. It is now a dignified presence at many important Agency and community functions. The Honor Guard presented the colors at 12 events in 2005, including police and correctional officer graduations and an annual candlelight vigil hosted by the Center for Abused Persons.

Six sworn officers comprise the **PISTOL TEAM** and compete in four to six law enforcement pistol, shotgun and patrol rifle competitions hosted by federal, state and local law enforcement agencies each year. The team was established in 1994 and has earned many awards. In 2005, the team placed first at the Virginia Beach Police match, second at the St. Charles Sportsman Club's Cops and Cowboys match and third at both the Roanoke Police Department and Sheriff's Office match and the Charles County Sheriff's Office Annual Combat Pistol Match, which the team has hosted for eight years. ■

*The Community Policing Unit's 10 officers and two sergeants are primarily responsible for maintaining ties with 78 neighborhoods in Charles County. COPS encourages the community to be involved in crime prevention efforts.*



Officer Robert Taylor of the Traffic Operations Unit helped ensure the safety of this little one by installing the baby's car seat, a free service provided by the Sheriff's Office.

Officer Rhett Calloway visits with a citizen as part of Seniors and Law Enforcement Together.

Officer Robert Glover of the Traffic Operations Unit conducts assignments on his Agency motorcycle.





# CRIMINAL INVESTIGATIONS DIVISION

Investigating the most serious and complex crimes requires a significant amount of time and effort and the members of the Criminal Investigations Division (CID) combine skill, technology, teamwork and persistence to ensure offenders are brought to justice and to maintain an impressive case closure rate.

Investigating the most serious and complex crimes requires a significant amount of time and effort and the members of the Criminal Investigations Division (CID) combine skill, technology, teamwork and persistence to ensure offenders are brought to justice and to maintain an impressive case closure rate. The division is commanded by Capt. Scott Whitcraft, who took over the reins of CID following the retirement of its former commander, Capt. R. David Williams.

The **INVESTIGATIONS SECTION**, led by Lt. David Saunders, was reorganized in 2005 to make the most efficient use of the talent and skills of the investigators assigned to this section and to focus more effort on investigating the County's fastest growing crime: identity theft. The units of this section are supervised by a detective/sergeant and are comprised of highly motivated and highly trained detectives.

The **MAJOR CRIMES UNIT** investigates homicides, suspicious deaths, shootings, stabbings, life-threatening assaults, citizen and commercial robberies and cold cases in which all investigative leads have been exhausted. Detectives work closely with other officers to coordinate efforts in preventing and solving robberies throughout the County. In 2005, the unit investigated five homicides and closed four of those cases with five arrests. They also investigated 20 other deaths and closed 24 robbery investigations with the arrest of 42 suspects. In the fall, detectives spent much of their time in court assisting the State's Attorney's Office with convicting the defendants involved in two homicides and an attempted murder that occurred in 2004. The defendant in the attempted murder case, who shot a victim during a robbery and left him to die, was sentenced to more than 100 years in prison after being convicted.

The former child abuse unit was renamed the **SPECIAL VICTIMS UNIT (SVU)** and assumed responsibility for investigating rapes, sexual assaults and missing persons in addition to the physical and sexual child abuse and exploitation of the elderly investigations they previously handled. These investigations are not only some of the most reprehensible but also some of the most emotionally draining for the detectives involved. In 2005, SVU investigated 24 physical child abuse cases, 46 sexual child abuse cases and 56 sexual assaults.

SVU also maintains Charles County's sex offender registry. At the end of the year, 131 offenders were registered in Charles County. Detectives began conducting unannounced home inspections of offenders living in the community with a no-tolerance policy. Several offenders were arrested for failing to register or failing to notify authorities of their address change as required.

The **PROPERTY CRIMES UNIT** combines the detectives who investigate burglaries and the Auto Theft Unit. Detectives focus their skills on investigating residential and commercial burglaries, major theft schemes, organized auto theft groups and chop shops. In 2005, a detective was assigned to the WAVE initiative, the DC-Metro area's regional auto theft team. This detective primarily works in the Prince George's County and DC regions in an effort to apprehend offenders taking vehicles from our community. In 2005, three burglary detectives conducted 144 investigations and made 63 arrests. Auto theft detectives conducted 94 investigations and made 62 arrests. There were 603 vehicles reported stolen in Charles County in 2005.

In 2005, the **FINANCIAL CRIMES UNIT** was formed to provide a more focused response to the increasing trend of fraud-related crimes such as identity theft. The three detectives in this unit investigated 53 identity fraud cases, 27 embezzlements, 60 thefts and 128 incidents of counterfeiting, forgery and credit card fraud. The unit works to keep the public aware of the latest fraud schemes in an attempt to keep our citizens from becoming victims.

In September, the unit investigated a husband and wife who portrayed themselves as victims of the hurricanes that struck the Gulf coast region. These individuals attempted to defraud local businesses and organizations but their scam was uncovered and they were ultimately arrested.

*The Major Crimes Unit investigated five homicides and closed four of those cases with five arrests. They also investigated 20 other deaths and closed 24 robbery investigations with the arrest of 42 suspects.*



Det. Chris Bean and his fellow investigators must take detailed and accurate notes during investigations.

Forensic Science Technician Ricky Nichols reviews surveillance video from a robbery.

# CRIMINAL INVESTIGATIONS DIVISION



Detectives Patti Duckworth, Erica Budd and Caroline Baker discuss a shooting.

Det. Keith Moody answers questions from reporters about a homicide.

Det. Chris Shankster collects evidence from a bank robbery.

The **FORENSIC SCIENCE UNIT (FSU)** is comprised of a sergeant, evidence technicians and latent fingerprint examiners who provide crucial support to patrol officers and detectives by processing crime scenes and analyzing evidence. Their experience and access to new technology and a state-of-the-art crime laboratory makes FSU critical to investigations and criminal trials. In 2005, FSU was assigned 1,001 cases, processed more than 3,500 items of evidence and responded to 133 crime scenes. FSU tested 907 marijuana exhibits and printed 7,039 photographs for court and investigative purposes. FSU enhances the images of suspects and suspect vehicles captured on surveillance equipment.

The latent fingerprint section examined more than 1,400 latent fingerprints that resulted in the identification of 403 people, including 138 who were identified through the Maryland Automated Fingerprinting Identification System (MAFIS). The Sheriff's Office has the only two court-qualified fingerprint experts in Southern Maryland. Fingerprint specialists scan fingerprints lifted from crime scenes, analyze them and search for matches with fingerprints already entered in the statewide database during arrest booking procedures.

In 2005, FSU hosted an open house at its newly-renovated crime lab to thank the Charles County Commissioners for funding the renovation project and give participants a look at the highly-technical work performed inside the lab. The renovations provided more work space, a new two-car bay and a room to conduct serological exams, which were slated to begin in 2006.

Under the direction of Lt. Daniel Gimler, the **NARCOTICS ENFORCEMENT SECTION** includes investigators from the Sheriff's Office and the Maryland State Police who work covertly to disrupt drug trafficking in Charles County through aggressive enforcement and to remove drug dealers from the streets of our community. The effective disruption of narcotics trafficking plays a vital role in the reduction of crimes overall in the community.

A detective from this section is assigned full-time to the High Intensity Drug Trafficking Area (HIDTA) federal task force, which includes agents from the Drug Enforcement Administration (DEA) and police officers from other law enforcement agencies throughout the Washington-Baltimore area.

The **MAJOR NARCOTICS UNIT** investigates and dismantles drug trafficking organizations operating in Charles County. The unit identifies the entire organization, from the street-level dealer to the source of the supply. This unit includes the Asset Forfeiture and Drug Diversion details. The **ASSET FORFEITURE DETAIL** identifies and investigates assets related to criminal activity that are subject to seizure pursuant to Maryland and Federal law. The **DRUG DIVERSION DETAIL** investigates prescription fraud and related crimes. The Major Narcotics Unit works closely with surrounding jurisdictions, the Narcotics/Vice Enforcement Unit and the Maryland State Police as part of the federally-funded Charles County Open Air Drug Market initiative.

In 2005, the unit investigated an organization that was bringing cocaine from Panama into Charles County through the use of the United States Postal Service. Detectives worked with Postal Inspectors and executed three search and seizure warrants that resulted in the recovery of more than 800 grams of cocaine with a potential street value of more than \$160,000.

The **NARCOTICS/VICE ENFORCEMENT SECTION** investigates narcotics, vice and gambling violations as well as any other special investigations assigned to detectives. Detectives provide assistance to other components of the Sheriff's Office when their expertise is needed.

In 2005, detectives investigated an outdoor marijuana grow. Their efforts resulted in the seizure of marijuana plants with a street value of more than \$200,000. In another investigation, the unit executed three search and seizure warrants simultaneously at a local motel and seized more than \$6,000 worth of crack cocaine, a 9mm handgun and more than \$2,000 in cash. Two individuals were arrested and charged with possession of crack cocaine with intent to distribute, drug trafficking with a handgun and being a convicted felon in possession of a handgun. ■

*In 2005, Forensic Science Unit was assigned 1,001 cases, processed more than 3,500 items of evidence and responded to 133 crime scenes. FSU tested 907 marijuana exhibits and printed 7,039 photographs for court and investigative purposes.*





## ADMINISTRATIVE SERVICES DIVISION

By handling all aspects of employment and by managing the finances of the Charles County Sheriff's Office, the Administrative Services Division, under the direction of Ross Pitrelli, ensures our Agency employs highly-qualified personnel and utilizes our financial resources efficiently.

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The **HUMAN RESOURCES SECTION**, managed by Betsy Leonhard, is responsible for pre-employment and administrative tasks regarding potential and current employees of the Sheriff's Office. This section maintains the Agency's position classification system, processes all employment applications and maintains personnel records for current and former employees. As the Agency grows, the Human Resources Section must stay ahead of changes in staffing needs so the Agency can serve the community efficiently.

In 2005, the Human Resources Section processed more than 1,400 employment applications, which included administering written exams to police and correctional officer candidates. The testing process for police officers is nationally accredited, which ensures the process is administered in a fair and equitable manner. Of the applicants processed by this section, the Agency hired 83 new employees including 16 deputies, 20 correctional officers and 47 civilians.

Once the Human Resources Section determines an applicant meets position requirements, the **PRE-EMPLOYMENT INVESTIGATIONS SECTION** performs an extensive background investigation of the applicant. This section's mission is to ensure only the applicants with the highest levels of integrity are awarded positions within the Agency. In 2005, this section conducted 241 background investigations on deputy, correctional officer and civilian applicants.

The **FINANCIAL SERVICES SECTION**, managed by Gloria Bowers, ensures the integrity and accuracy of all financial operations of the Sheriff's Office. Employees of this section implement sound financial procedures, effectively allocate resources and assist in meeting the operating and capital needs of the Agency. The four components of this section – Accounting, Payroll, Budgeting and Inmate Accounting – carry out these important responsibilities.

*Each year, the Human Resources Section spearheads the Agency-wide collection of back-to-school supplies and Christmas gifts for the young men who live at the Maryland Sheriffs' Youth Ranch, a facility sponsored by the Maryland Sheriffs' Association that helps disadvantaged and at-risk young men become productive citizens.*

The **ACCOUNTING** component handles accounts payable, accounts receivable, purchase orders, outside billing invoices and collections. Employees also prepare monthly and quarterly financial reports for federal, state and local grants, maintain the Agency's master grant file and ensure timely payment for goods and services.

The **PAYROLL** component is responsible for preparing payroll and salary reports. In 2005, employees handled 18,156 payroll-related tasks and distributed 16,911 checks and deposit statements.

The **BUDGETING** component of the Sheriff's Office assists in the development and preparation of the Agency's financial operating and capital budgets, prepares and updates Agency pay scales, prepares monthly management reports and assists in annual audits. In 2005, this component handled the Agency's \$47.9 million budget.

The **INMATE ACCOUNTING** component audits all financial records related to inmates at the Charles County Detention Center. Employees of this component review all accounting records and canteen billing, audit invoices paid by inmate funds and prepare bank reconciliations. This component reviewed more than 4,400 inmate records in 2005.

Administrative Services Division employees also coordinate many charitable events. Each year, the Human Resources Section spearheads the Agency-wide collection of back-to-school supplies and Christmas gifts for the young men who live at the Maryland Sheriffs' Youth Ranch, a facility sponsored by the Maryland Sheriffs' Association that helps disadvantaged and at-risk young men become productive citizens. The Financial Services Section actively participates in Christmas in April, March of Dimes, Relay for Life and United Way's Day of Caring and coordinates fund raisers to support these events. ■



Sgt. Marvin Butler, supervisor of the Pre-Employment Investigations Section, and George Taylor discuss an applicant's investigation.

Julie Shontere, Betsy Leonhard, Katrina Burrows, Sharon McKamey and Amanda Herb prepare to package the back-to-school items they collected for the Maryland Sheriffs' Youth Ranch.

Financial Services Section Manager Gloria Bowers calculates figures for the Sheriff's Office budget.



## CORRECTIONS DIVISION

The Corrections Division consistently takes measures to operate more efficiently, decrease recidivism and increase community outreach.

The men and women who ensure inmates at the Charles County Detention Center do not pose a threat to society during their incarceration are members of the Charles County Sheriff's Office Corrections Division. Under the command of Capt. Tim Plumer, the correctional officers and support staff provide a crucial service to the community.

The Detention Center is a secure facility for incarcerating adults. Stretching 135,000 square feet, it was built to maintain inmates in 203 cells. In 2005, the average inmate population per day was 436. Detention Center employees processed 3,574 inmates into the facility and 10,793 arrested persons were processed through booking. In 2005, the Sheriff's Office began efforts to expand the Detention Center and secured funding to build two additional wings to the facility. The Agency also began renovating the former detention center, which was operational from 1981 to 1995, with plans to re-open it in 2007 as an annex of the current facility.

Under the direction of Capt. Plumer, with support and assistance from Deputy Director Walter Poynor, the Corrections Division consistently takes measures to operate more efficiently, decrease recidivism and increase community outreach. The five units within the division are critical to the successful operation of the Detention Center.

Safety is paramount at the Detention Center and personnel within the **CUSTODY AND SECURITY DIVISION**, commanded by Capt. Thomas Reece, Jr., until his retirement at the end of the year, takes great measures to ensure the security of the facility. The correctional officers assigned to this section maintain inmate housing 24 hours a day. An Emergency Response Team (ERT) comprised of 20 highly-motivated correctional officers responds to inmate fights and other dangerous situations within the facility. In 2005, ERT responded to 486 incidents, including fights, assaults, forced movements, cell extractions and shakedowns.

The **STANDARDS SECTION**, commanded by Lt. Susie Rice, conducts audits and inspections to ensure the Detention Center is operating according to the hundreds of standards set by the Maryland Commission on Correctional Standards (MCCS). The standards mandate a safe living environment for inmates and a safe working environment for correctional officers.

*The Sheriff's Office began efforts to expand the Detention Center and secured funding to build two additional wings to the facility. The Agency also began renovating the former detention center, which was operational from 1981 to 1995, with plans to re-open it in 2007 as an annex of the current facility.*

To meet MCCA standards, Corrections Division employees must keep accurate and detailed records of every inmate, including how they are classified, whether they require special diets, their hygiene items, all mail they receive, their financial accounts, visitors, the religious and education services they use, disciplinary hearings and when, where and why they are transported. Employees also keep records of employee training, mandatory visits by the Charles County Health Department and the State Fire Marshal and an inventory of every key, pair of handcuffs and tool within the facility. In 2001, the Detention Center became the first in the State to ever score 100 percent on an MCCA audit and by achieving a second consecutive perfect score in 2004, the facility and its employees achieved another record.

The **SUPPORT SERVICES SECTION**, commanded by Capt. Pamela Dottellis, is responsible for central processing and inmate services. The section also oversees the inmate library and the commissary and provides security maintenance.

The **CENTRAL PROCESSING UNIT**, under the direction of Lt. Albert Masri, ensures the completeness, accuracy and security of inmate records and maintains communications with court systems, police agencies and other correctional facilities. Records, Intake, Finance, Transportation and Court Holding comprise this section.

Under the direction of Lt. DuWayne Gaddy, the **INMATE SERVICES UNIT** classifies inmates who enter the Detention Center, provides alternative sentencing programs such as Work Release and performs court-mandated drug screenings. This section also maintains the Volunteers in Community Service (VICS) program, which in 2005 coordinated 66 special projects and welcomed six new agencies to the program.

Throughout the year, the Detention Center recognizes correctional officers who go above and beyond the call of duty and demonstrate commitment and dedication to the Agency. In 2005, CFC Scott Vittum, CO Eric Keys, CFC Brian Marko and CFC Jamie Vines were named correctional officers of the quarter; CO Keys was named Correctional Officer of the Year.

The Corrections Pistol Team participated in its fifth year of organized competition in 2005. The team participated in several matches, including the annual Prince George's County Law Enforcement Competition, the eighth annual Charles County Sheriff's Office Combat Pistol Match, the Roanoke Law Enforcement match to benefit Special Olympics and a charitable event to benefit the Charlotte Hall Veterans Home. As the team prepared for the 2006 season, co-captains Sgt. Harry Bowling and Sgt. Sean Craig decided to dedicate the season to Cpl. Jeffrey Merchant, a long-time team member who seriously injured his shooting hand in an on-duty motor vehicle crash in the summer of 2005 and was no longer able to compete with the team as a result. ■



Cpl. Madalyn Francis, left, and CFC Belinda Brown oversee one of the Charles County Detention Center's two control rooms.

Deputy Director Buddy Poyner demonstrates the security camera system to Estonian Police Director Andreas Anvelt, who visited Charles County as part of the Maryland National Guard State Partnership for Peace Program.

Lance Corporal Henry Wilkins, second from left, personally thanked, from left to right, Sheriff Frederick E. Davis, CFC Raymond Boelke, Sgt. Brandon Foster, Marty Horn of AnySoldier.com, Jim and Cathy Witthar of the La Plata UPS and Sgt. Tracy Williams for the care package he received while fighting the War on Terror. The same day, the Correctional Officers Association sent more packages to troops.





# INFORMATION SERVICES DIVISION

Providing a safety and information link for officers, answering calls from citizens who need police assistance and maintaining the Agency's hundreds of thousands of records are important responsibilities that rest with the Information Services Division, commanded by Capt. John McConnell.

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Personnel in the **COMMUNICATIONS SECTION**, led by Lt. Richard J. Williams, provide police radio communications to officers and clerical coverage of the three district stations in La Plata, Indian Head and Waldorf. Their efforts ensure someone is always available to offer important information and emergency assistance to officers and the community.

Station Clerks receive most of the Agency's non-emergency calls for service from citizens but are also prepared to handle emergency calls when they receive them. They must obtain accurate and complete information to relay to Police Communications Officers (PCOs) via a computer-driven system. The PCOs then take the information, determine its priority and dispatch it accordingly to patrol officers. PCOs advise officers where they are needed and relay circumstances behind the situation, background information on suspects and other important information officers need to work safely and efficiently. For the employees in the Communications Section, safety is paramount and remaining calm and focused during intense situations is critical. Communications personnel handled 142,318 calls for service in 2005.

In 2005, the employees of the Communications Section implemented a new training program for each new PCO. The six-month program consists of four, six-week phases and each trainee must master important skills during each phase. This allows the training officers to identify areas where a new employee may need more training. PCOs who excel in the performance of their duties are selected as training officers. A committee comprised of Communications Section employees addresses the issues regarding PCO training. The program took a vast amount of time to plan, process and implement and is an example of the pride and professionalism PCOs have in their duty assignments.

Four shifts of Communications personnel ensure the district stations and police radios are staffed throughout each day and night. The Waldorf and Indian Head district stations each have one station clerk working and the La Plata district station has three. Police Communications Supervisors are responsible for supervising the two to three police communications officers who are assigned to their shifts.

Communications personnel helped less-fortunate families in our community enjoy a warm Thanksgiving meal this year by organizing their second annual food drive to support the Children's Aid Society. They collected more than 1,000 items during the drive.

The **RECORDS MANAGEMENT SECTION**, commanded by Lt. Stan Gregan, preserves and maintains every report the Sheriff's Office receives and ensures old documents are destroyed according to the records retention and disposal schedule approved by the State Archivist. In 2005, the Records Management Section processed and catalogued 18,339 reports and supplemental reports. They also processed 41,808 citations, warnings and safety equipment repair orders and 3,324 Maryland Freedom of Information Act requests and completed 586 expungements. Records personnel handle all initial questions from visitors at Headquarters. The section fielded and addressed more than 16,600 telephone calls and received and stamped approximately 45,000 pieces of mail. The section also maintains custody and security of the video tapes from the cameras in police cruisers and responds to requests for copies of the tapes from the Court.

Records requires 24-hour staffing to assist Agency personnel, confirm NCIC hits from other law enforcement agencies and maintain security when Headquarters is closed to the public. Records personnel also assist the Judicial Services Section after normal business hours by processing court-ordered interim peace and protective orders when Judicial Services personnel are not available. Records processed 265 of the orders in 2005. ■



Police Communications Officers dispatch calls and provide crucial safety information to officers on the road.

Station Clerks like Sharele Peters receive calls for service and assist visitors to the district stations. The clerks enter calls for service in a computer system so Police Communications Officers can dispatch them accordingly.

Belinda Stine records a video from a police cruiser camera. Records personnel maintain the security of the video tapes.



## SPECIAL SERVICES DIVISION

The Special Services Division, under the command of Capt. G. Gale Willett, provides crucial support to the community by tending to judicial matters, ensuring the security of the Charles County Courthouse and keeping the fleet, supply stock and property held inventory well maintained.

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The **JUDICIAL SERVICES SECTION**, led by Lt. Michael Klotz, is responsible for maintaining a safe court environment, serving arrest warrants, civil process and other legal papers and resolving child support and domestic violence issues.

The **WARRANT/FUGITIVE UNIT** serves arrest warrants, attachments, criminal summonses and indictments, issues detainers for wanted individuals being held at detention facilities outside Charles County and arranges for the extradition of individuals apprehended outside Maryland. In 2005, the unit served 1,951 warrants and 1,027 criminal summonses, processed 191 fugitives and arranged for 68 extraditions. In 2005, as a result of the Maryland Motor Vehicle Drivers License Suspension Program, which suspends the licenses of drivers with arrest warrants, 209 wanted individuals were arrested.

Failure to pay child support is a serious crime and the members of the **CHILD SUPPORT ENFORCEMENT UNIT** ensure violators are held accountable. This unit serves arrest warrants, attachments, summonses and other process related to child support and provides security for the Domestic Relations Court. The unit is largely funded by a State of Maryland Human Resources Child Support Enforcement Administration Cooperative Reimbursement Agreement, and utilized child support federal initiative funds through the Maryland Child Support Enforcement Administration to publish the names and pictures of wanted individuals in the local newspaper. The unit served 342 warrants and 697 summonses.

The **DOMESTIC VIOLENCE UNIT** serves protective orders, peace orders, arrest warrants, criminal summonses and other criminal and civil process related to domestic violence. This unit investigates instances in which a person who is prohibited from owning a firearm because of domestic violence-related restrictions attempted to or successfully purchased a firearm. The unit coordinates efforts with community groups and service providers to offer guidance to victims of domestic violence. Two grants support the unit; one grant helps supplement the cost of overtime when officers serve protective orders and the other provides an additional officer to the unit. The Domestic Violence Unit served 1,063 protective orders, 775 peace orders, 487 warrants and 710 summonses in 2005. In April, the Charles County Commission for Women recognized the Domestic Violence Unit for its positive impact on the community.

The **COURT SECURITY UNIT** ensures the safety and security of the Courthouse by monitoring its entrance, providing security within courtrooms and transporting prisoners between courtrooms and the adjacent Court Holding facility. Each of the 174,558 visitors to the Courthouse in 2005 passed through a metal detector and their briefcases, purses and bags were all scanned in an x-ray machine. This year, the Courthouse seized knives and mace from visitors, made a criminal arrest and took 189 individuals with outstanding arrest warrants into custody.

The **CIVIL UNIT** is responsible for serving civil process including subpoenas, summonses, evictions and juvenile court papers. The unit also handles landlord complaints, postings, writs of execution, writs of possession, Sheriff's sales and all other civil process matters. In 2005, the unit handled 1,080 evictions, 4,005 landlord complaints, 359 postings and 113 writs of execution and served 11,051 summonses. The unit served 12,786 civil documents, netting the Agency nearly \$118,000 in service reimbursement.

Under the direction of Lt. James Stine, the **PROPERTY MANAGEMENT SECTION** handles the Agency's uniform supply and vehicle needs and manages the Agency's Quartermaster, Fleet Management Program and Property Held Unit.

The **QUARTERMASTER** supplies personnel with uniforms, office supplies and other items. They also monitor the bullet-proof vests assigned to officers and replace expired vests. Quartermaster employees also maintain the stock of citation books and other critical forms the Agency needs to operate.

The **FLEET MANAGEMENT PROGRAM** maintains the Agency's ever-growing fleet, which stood at more than 300 vehicles in 2005. Fleet Management creates vehicle-related policies that ensure vehicle safety, purchases new vehicles and disposes of old vehicles. In November, Fleet Manager Bruce MacLean was appointed to the Ford Motor Company Police Advisory Board. Although positions on the board are highly sought after, few are selected to serve. Board members participate in new product development and assess proposals made by Ford and by the law enforcement community.

The **PROPERTY HELD UNIT** regulates the receipt, storage, security and disposal of property, contraband and narcotics recovered by the Agency. In 2005, the unit received and stored 5,991 pieces of property and handled 742 drug submissions.

The **FIREARMS TRACKING SPECIALIST** logs and maintains custody and safe-keeping of firearms, conducts seized firearms investigations, schedules and conducts firearms hearings, serves as a liaison to the courts, coordinates the release and destruction of seized firearms and provides citizens with information about firearm laws. In 2005, the Sheriff's Office seized 236 firearms, 45 of which were recovered from individuals who were restricted from carrying firearms because of domestic violence issues or protective orders. ■



Kathy Young of the Quartermaster's Office organizes and distributes the supplies necessary to ensure the daily operation of the Agency.

Firearms Specialist Stephen Folke maintains the security and organization of the firearms in the Agency's Property Held inventory, including this gun and silencer.

As a member of the Warrant Unit, Officer William Dennin locates and arrests wanted individuals.





## SUPPORT SERVICES DIVISION

By analyzing crime statistics and intelligence information, working with the youth of our community, providing support to crime victims, recruiting new employees and maintaining the Agency's computers and networks, the employees of the Support Services Division, under the command of Capt. F. Michael Wyant, have many diverse and important responsibilities.

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The **JUVENILE RESOURCES SECTION** promotes positive interaction between law enforcement and the students of Charles County. The section provides Charles County with youth programs that build self esteem, provide guidance that encourages good decision making and teach students to be positive role models in the community. As part of a partnership with Charles County Public Schools, an officer or Maryland State Police (MSP) trooper is assigned to each high school in the County and maintains a presence in middle and elementary schools. These Juvenile Intervention Officers work closely with the administrative staff, teachers and students in their schools to provide prevention programs including Safe Schools, Truth and Consequences, Drug Abuse Resistance Education (DARE) and the Summer Youth Achievement Program. This section also hosts a three-on-three basketball tournament for students each summer.

The **HOMELAND SECURITY AND INTELLIGENCE SECTION**, under the direction of Lt. Christopher Becker, investigates street gangs, outlaw motorcycle groups, extremists, terrorism and organized crime. This section includes the Joint Intelligence Unit staffed by law enforcement officers from the Sheriff's Office and MSP. In 2005, the unit conducted 81 investigations and assessments. The Joint Intelligence Unit hosts monthly meetings of the Southern Maryland Regional Task Force, a partnership that includes more than 20 federal, state, local, military and correctional agencies. The Homeland Security and Intelligence Section also oversees the newly-formed Explosive Ordinance Disposal Unit for the Tri-County region.

The **MANAGEMENT INFORMATION SYSTEMS SECTION (MIS)**, managed by Eric Halvorsen, ensures the efficient operation of the Agency's computer equipment and software programs.

The **APPLICATIONS SUPPORT UNIT** provides support for PC- and server-based software used to track law enforcement information including calls for service, incident reports, arrests, warrants, civil process and incarcerations. In addition to maintaining software, the unit evaluates new software technology. In 2005, the unit developed new and improved ways of tracking Agency information and providing Help Desk support to employees.

The **PC OPERATIONS UNIT** maintains the Agency's personal computers, fax machines, scanners, printers and other equipment and provides repairs and replacements when necessary. The unit also evaluates new PC hardware technology and maintains the Officer Voice Mail System and the Agency's personal data assistants. In 2005, the unit assisted in the Agency's efforts to begin installing laptops in police cruisers.

The **SYSTEMS OPERATIONS SUPPORT UNIT** manages the Agency's servers and network connectivity, ensures critical data is backed up and maintains the Agency's Internet and Intranet Web sites with assistance from the Applications Support Unit. In 2005, Systems Operations Support began converting the Agency's phone system to Voice Over IP and replaced critical servers used in computer-aided dispatch and records management.

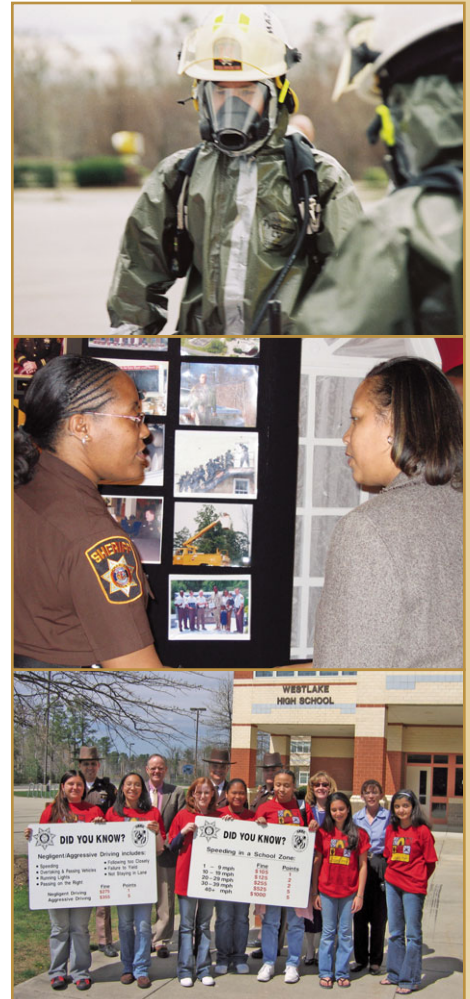
Under the direction of Lt. Joseph J. Fenlon, the **TRAINING AND RECRUITMENT SECTION** helps all Agency employees achieve greater knowledge, skills and abilities through training. In 2005, this section provided a survival Spanish course and a workshop on the value of workplace diversity, which was hosted by the College of Southern Maryland as part of their Corporate Training Institute. The section also hosted the second annual Cultural Diversity Job Fair as part of the Agency's commitment to hiring a diverse workforce that reflects our community. This section attended about 35 college and military job fairs in areas as near as Prince George's County and as far as Williamsburg and Roanoke in Virginia.

The **TEEN COURT PROGRAM** provides first time youth offenders with an opportunity to accept responsibility for traffic offenses and misdemeanor crimes without the stigma of a formal criminal record. In its fifth year, the program has successfully diverted more than 640 juveniles from the formal criminal justice system. Teen Court juries have sentenced youth offenders to more than 11,700 hours of community service. Youth and adult volunteers have performed more than 22,400 hours of community service as jurors, attorneys and judges. The program provides information about how the criminal justice system functions, helps youth better resolve problems with peers and reduces recidivism.

The **CRIME ANALYSIS FUNCTION** provides analytical support to the Sheriff's Office to reduce crime, provide investigative analysis and deploy tactical resources. In 2005, the unit completed 207 assignments, which ranged from analyzing individual cases to countywide crime trends.

The **VICTIM SERVICES FUNCTION** provides services and resources to victims of crime in Charles County. The unit works with state, regional and local victim services agencies including the Criminal Injuries Compensation Board and Victim Information and Notification Everyday (VINE) and ensures victims information regarding their rights under the law. The unit also administers a local Crime Victims Fund that is subsidized with fund raisers and donations from local residents and businesses.

The **GRANTS MANAGEMENT FUNCTION** researches new grant opportunities, prepares grant applications and coordinates the Collaborative Supervision and Focused Enforcement (C-SAFE) program for the County. In 2005, the unit focused on many initiatives including homeland security appropriations, professional development training funds and the contribution of an officer to the Prince George's County Auto Theft and Vandalism Task Force. ■



Members of the Charles County Tactical Response Team, including Officer Jeremy Timko, above, have specialized equipment and training to respond to Hazmat incidents. The team is comprised of Sheriff's Office and other County Government personnel.

Correctional Officer Julie Young and Sandra O. Washington of Lifestyles, Inc., meet during the Sheriff's Office's annual Cultural Diversity Job Fair.

The Students Against Destructive Decisions group at Westlake High School presented safe driving signs to (back row from left to right) Cpl. Kevin Wilson, Principal Larry Martin, Capt. Michael Wyant, Sgt. Carl Rye, Teen Court Coordinator Maryellen Kraese and Kathy Levanduski of the Charles County Board of Education.



# COMMUNITY OUTREACH



Sheriff Davis, Lt. Randolph Stephens, commander of the Maryland State Police La Plata Barrack; Art Jolliffe, owner of Gilligan's Pier Restaurant and Apehanger's Bar & Grill, and Tom Schniedwind, Senior Vice President of Sports Marketing for Special Olympics Maryland, celebrate a Special Olympics fund raiser.

Sgt. Jay Budd holds the torch during the Special Olympics Torch Run in June. During the event, employees like Budd raise money for Special Olympics by running or walking to raise awareness for the organization. Many Special Olympics athletes and supporters either participate in the event or cheer on the runners and walkers.

Rita Williamson, left, and Dianna Morgan helped raise funds for the American Cancer Society during Relay for Life.

In addition to providing law enforcement services, the Charles County Sheriff's Office makes many heartfelt contributions to charitable causes. From repairing homes for Christmas in April to serving meals, carrying the torch and wading into winter waters for Special Olympics, the Charles County Sheriff's Office is committed to bettering the lives of those in our community.

The Sheriff's Office has raised thousands of dollars over the years to support Special Olympics, a year-round sports program for children and adults with disabilities. Employees waited tables and collected donations during **COPS & LOBSTERS** and put on their running shoes to help Special Olympics athletes carry the Flame of Hope for the **LAW ENFORCEMENT TORCH RUN**.

In December, employees of the Sheriff's Office took part in the last Special Olympics fund raiser of the year, **SHIVER IN THE RIVER**. This year, 248 "shivers" took a quick dip in the Potomac River to raise more than \$40,000 for the organization. This is the first of three winter-water fund raisers in Maryland. "Splunkers," like Sheriff Frederick E. Davis, participate in all three fund raisers.

During **CHRISTMAS IN APRIL**, Sheriff's Office employees volunteered to paint, plant and perform other repairs and renovations to a local home. Volunteers refurbish homes of less-fortunate county residents during this annual event.

The Sheriff's Office also supports the American Cancer Society. On the evening of June 10, a team of Agency employees congregated at La Plata High School and took turns walking the track until the following morning as part of **RELAY FOR LIFE**. The team raised \$4,065.02 of the more than \$209,000 raised countywide for the event. The team held fund raisers including a chili cook-off, the sale of cancer-awareness bracelets and a sausage sale and accepted donations from family and friends. Never in history has a team from the Sheriff's Office raised more money.

Employees raised more than \$500 to support Hospice of Charles County during the organization's annual **FESTIVAL OF TREES** held in November. The Sheriff's Office sold ornaments to honor a loved one or simply express support for Hospice's mission to provide care for those with life-limiting medical conditions and support to their families.

To help mark the beginning of the 2005-2006 United Way campaign, Agency employees participated in the **UNITED WAY ANNUAL DAY OF CARING**. The event brings together volunteers who provide members of United Way with repairs and other projects at their facilities. ■



# YOUTH OUTREACH



To help the youth of Charles County build confidence and prepare for positive futures, the Charles County Sheriff's Office provides programs that foster positive relationships with young people. The Agency's efforts encourage young people to approach officers to say hello, seek advice, report bullying or report a crime.

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 through the **CRIMINAL JUSTICE PROGRAM**. Students learn about law enforcement from a deputy who instructs the class daily. The program teaches youth about all aspects of the criminal justice system from police and corrections to courts. Students fingerprint for the Sheriff's Office and shadow criminal justice personnel. They also participate in Detect and Deter, a holiday safety program in which they canvass local parking lots in search of vehicles that could be potential theft targets because of packages, cell phones, money and other items in plain view. The students leave a friendly reminder on the vehicle and counsel vehicle owners on better theft prevention practices. Their efforts are not only part of the learning process but prevent crime during the holiday season as well.

Students between the ages of 14 and 21 are offered a balanced program of career, social, service, leadership, fitness and outdoor experiences through participation in **EXPLORERS POST 1658**, which is recognized as the largest single Post in Maryland. Explorers participate in community service events, fingerprinting, traffic and crowd control assignments, neighborhood crime watch events and searches for lost children. In 2005, Explorers and Criminal Justice students collectively fingerprinted 1,381 individuals.

In April, a group of young men and women from Charles County joined millions of young people nationwide to participate in community projects for **NATIONAL YOUTH SERVICE DAY**. The event is organized by Youth Service America (YSA) and records and celebrates the positive contributions young people make to their communities year-round. Teen Court representatives and students from the Westlake High School Students Against Destructive Decisions (SADD) group presented driving safety signs to Charles County Public Schools officials. The signs were posted at the exit of each County high school student parking lot. Each of the signs provided a different reminder of the penalties associated with the most common youth traffic offenses and were rotated among the schools.

The Sheriff's Office, in cooperation with St. Charles Towne Center, sponsored a National Youth Service Day public display in the center court of the mall. Students from the Westlake and McDonough high school SADD groups and Teen Court participants provided literature to their peers and discussed youth health issues and youth programs in Charles County. ■



The Sheriff's Office hosted the 15th annual Just Say No summer camp in August. Pictured with the camp's graduates are PFC Mark Kaylor, Cpl. Rhett Calloway and Cpl. Donald Kabala.

Sheriff Frederick E. Davis, McGruff the Crime Dog and McGruff's nephew Scruff presented the winners of the National Night Out coloring contest with their awards in October.

Officers Clarence Black and Charles Smith prepare to deliver bicycles ordered and assembled by employees of Bike Doctor to local children.





# IN MEMORIAM

### **PATROLMAN LAWRENCE H. MCPARLIN**

Patrolman McParlin was Charles County's first officer known to have fallen in the line of duty. On May 12, 1918, a short time after becoming a police officer, Ptm. McParlin and Officer John Conrad of the Metropolitan Police Department 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 tragic 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. Sgt. Yates 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. He then collapsed, due to a fatal heart attack. Sgt. Stine left a wife, two children and three step-children.



### **SERGEANT TIMOTHY C. MINOR, #109**

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



### **STATION CLERK WILLARD C. KEESSEE, #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.

## ALL GAVE SOME...SOME GAVE ALL



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