

Charles County
SHERIFF'S OFFICE
ANNUAL REPORT 2012



Sheriff Rex W. Coffey



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



2012 FAST FACTS

COUNTY POPULATION 150,592 (Census estimate)
SWORN OFFICERS 290 **CORRECTIONS OFFICERS** 144 **CIVILIANS** 198
CALLS FOR SERVICE 229,128 **ARRESTS** 11,416 Adults and Juveniles
MOTOR VEHICLE CITATIONS: 45,521 **DUI CITATIONS** 1,203 **AUTOMOBILE CRASH DEATHS** 6*
ALCOHOL-RELATED AUTOMOBILE CRASH DEATHS 4*

* Statistics do not include Maryland State Police traffic fatality investigations.

PHOTO: The CCSO began flying the POW/MIA flag this year. See page 9 for details.

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 2012.

Among our proudest achievements in 2012 was a 10.2 percent decrease in crime, which follows a more than 13 percent decrease in 2009 and slight decreases in 2010 and 2011. This is a substantial decrease, especially considering the formidable challenges presented by an increasing county population and ever-tightening budgetary restrictions.

We attribute the decrease in crime to three imperative components of our public safety strategy: A highly visible patrol contingent; special operations that focus on specific problems and overall trends; and on-going efforts to keep citizens informed of public safety issues by distributing fliers, maintaining an active presence on social media networks, and engaging the public in old-fashioned conversations.

I am fortunate to live and work in a county where law enforcement and community members work together to achieve public safety goals. A great number of citizens make valuable contributions to public safety by attending our meetings and events and by simply calling to report suspicious activity. Without our community's support, we would be unable to make significant progress in our relentless effort to reduce crime.

As important as our reduction in crime is our diligence in solving the crimes that inevitably occur. Our officers are committed to responding to calls for service quickly, investigating crimes thoroughly, and participating in the judicial process responsibly. We

highly respect our oath to uphold the law, our promise to protect our community, and our role in the criminal justice system.

I am particularly proud of our success because, for almost as long as I've been Sheriff, our Agency has faced the financial challenges brought on by a national recession from which the United States has not fully recovered. While smart spending is always good practice, the need for such extreme, long-term frugality is unprecedented in my law enforcement career. We have struggled but we made a promise to our community that public safety would not suffer the effects of our budgetary constraints. Five penny-pinching years later, our promise is unbroken.

Our crime fight occupies most of our time but our community outreach efforts remain a successful extension of our services. CCSO volunteers support many critical community organizations like Special Olympics Maryland, United Way of Charles County, the American Cancer Society, and the Southern Maryland Food Bank. We are happy to help raise money to support these causes and cherish the time we spend helping our friends and neighbors.

I reflect on 2012 with pride in the Charles County Sheriff's Office and in the community we serve. Our alliance with our citizenry and the success we achieve together gives me great confidence in our future.

Sincerely,



Sheriff Rex W. Coffey



Sheriff Coffey speaks at an MIA/POW flag-raising ceremony at the County Government building.

A Brief History OF THE CCSO

As the primary law enforcement agency in Charles County, the Charles County Sheriff's Office (CCSO), one of the oldest law enforcement agencies in the United States, is a full-service operation. The CCSO provides all the services commonly associated with police departments and sheriffs' offices and also operates the Charles County Detention Center.

The 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 CCSO fulfills its mission but its rich history is an indelible element behind its modern achievements.

When the CCSO 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 result 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.

As the CCSO transformed from a one-man operation into one of its community's largest employers,

it expanded its physical presence in Charles County. 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 2000 and is the first building erected specifically as the CCSO'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.



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 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.



CARVELL'S
SHAKES
AND
FLATS

CHARLES COUNTY

SHERIFF

In Loving Memory

The CCSO was deeply saddened in June following the untimely passing of Sgt. Robert Taylor, a 24-year veteran of the CCSO most recently assigned as a Motor Unit in Traffic Operations. Sgt. Taylor died of natural causes while vacationing in Mexico with his family. He is survived by his wife and two children, ages 10 and 12.

Sgt. Taylor was a dedicated officer and a remarkable man who loved his family, his career, and the community he served. In honor of his life and service, the Charles County Government and CCSO flags were flown at half-staff and his patrol car was displayed in front of the La Plata District Station. The CCSO draped its district stations in black bunting and officers wore black bands across their badges as a symbol of having lost one of their own.

While a group of CCSO personnel took part in the painfully necessary process of planning the CCSO's role in Sgt. Taylor's funeral, others provided food, comfort, and support to Sgt. Taylor's family. The CCSO was joined in its mourning by members of the community, many of whom knew Sgt. Taylor as a friend or simply as the officer with a nice smile and a friendly face. The CCSO received many messages offering condolences on its Facebook page and by mail. Additionally, the Southern Maryland Blue Crabs, regionally-located Buffalo Wild Wings restaurants, and the Boston Pizza and Hooters restaurants in Waldorf hosted fundraisers to support Sgt. Taylor's children and their education.

Sgt. Taylor began his CCSO career as a correctional officer in 1988 before being accepted into the police academy in 1997, where he began his career as a sworn officer. In 2005, Sgt. Taylor transferred to the Traffic Operations Unit. In addition to his traffic enforcement and crash investigation responsibilities, he served as a Motor Unit performing police escorts and other assignments. He also conducted commercial truck safety inspections, participated in sobriety checkpoints, and helped install child safety seats. He was promoted to sergeant posthumously.

We dedicate the 2012 Annual Report to our brother in law enforcement,
Sgt. Robert Taylor.



The Year IN REVIEW

By 2012, operating with a budget weakened by a nationwide financial crisis had been standard for law enforcement agencies for half a decade. But at the Charles County Sheriff's Office (CCSO), one would hardly notice the Agency's tightened purse strings. The CCSO continued making good on a promise it made five years earlier to ensure public safety never suffered the consequences of budget constraints. Its commitment to that promise is evident in the notable achievements celebrated in 2012.

DECADES-OLD CRIME SOLVED: A Charles County Grand Jury indicted a 55-year-old man in 2012 for his role in the armed kidnapping and rape of a 22-year-old woman making a late-night bank deposit 27 years earlier. The investigation began in August 1985 when CCSO officers became suspicious of a car parked in an unusual location. When the officers approached the car, they heard a woman screaming inside the trunk. They rescued the woman and discovered she had been the victim of a brutal crime. Their investigation revealed the assailant had approached the victim at the bank and forced her to return to a fast-food restaurant where she worked as a manager. When they arrived at the restaurant, which had closed for the night, the assailant met an accomplice and ordered the victim to unlock the restaurant doors. After the victim complied the assailant stole money from the restaurant's safe and sexually assaulted the victim. The assailant and his accomplice forced the victim into the trunk of her car and drove her to a side street in La Plata where they abandoned the car, leaving her in the trunk for several hours until, by chance, the officers stopped to investigate the vehicle. The case went unsolved in the decades that passed but evidence that had been recovered and examined previously was re-examined in 2006 after CCSO's forensic

examiners suspected newer technology might help extract a DNA profile. Their theory proved correct and in late 2011 the FBI's Combined DNA Index System returned the likely identity of the assailant, who investigators discovered was being held in another Maryland jail for an unrelated offense. In 2012, the FBI confirmed the match, a Grand Jury indicted the accused, and the accused was remanded to the Maryland Department of Corrections in Jessup.

SCHOOL ZONE SPEED ENFORCEMENT: The CCSO introduced an Automated School Zone Speed Enforcement program in July in response to ongoing complaints of speeding in school zones and to improve safety for school children and pedestrians. The CCSO operates three mobile speed cameras and rotates them among various locations. The cameras use LASER technology to detect speeding vehicles and capture a series of digital images of the offending vehicle. The cameras record the date, time, location, and vehicle speed and a civil citation with a \$40 fine is issued to the vehicle's owner. The CCSO posted signs at all camera locations as a courtesy and in an effort to prevent the occurrence of violations.

NEW CRUISERS: The CCSO introduced a new marked patrol car in 2012, the newly designed Ford Taurus. When the need to purchase new vehicles arose, the Fleet Management section researched available makes and models and ultimately chose the Taurus because of its numerous safety and money-saving features. The vehicle, which is manufactured in Chicago, is the only patrol car sold in America that has achieved the 75 mph rear-crash test rating. It has advanced occupant protection features, better handling and control, and a tire pressure monitoring system. It was built and produced



LEFT: Sheriff Rex Coffey congratulates Lt. Marvin Butler on his graduation from the FBI Academy in March. Lt. Butler was later promoted to captain. **RIGHT:** Sgt. Vince Shoemaker and PFC Alexander Sullivan prepare to transport more than 80 pounds of unused medications and vitamins after a successful Medication Take-Back Day event.

exclusively for law enforcement use with special consideration given to ensuring sufficient room for mounting electronic and computer equipment and to the heavy-duty power train, heating and cooling systems, wheels, and seats, which are designed to withstand the unique demands placed on police vehicles.

Other advantages will help the CCSO save money including the V6 police-calibrated engine that increases fuel economy without compromising performance. Each vehicle is outfitted with a new black-and-white color scheme using advanced graphic overlays that allow the vehicle to return to solid black easily and inexpensively at the end of its duty life, likely increasing the car's value at auction.

POW/MIA FLAG RAISED: The CCSO joined the Charles County Commissioners in September for the ceremonial raising of a POW/MIA flag at the Charles County Government building in honor of PFC Francis DeSales Wills, a member of the U.S. Army's 101st Airborne Division who lived in Charles County but at 22 years of age became MIA in Vietnam. During the ceremony, the CCSO Honor Guard raised the POW/MIA flag in a poignant tribute to PFC DeSales Wills and to all POWs, MIAs, and veterans. PFC DeSales Wills is the only known MIA from Charles County and Charles County is the first county in Maryland to officially fly the POW/MIA flag at a local government building. The Sheriff's Office subsequently began flying POW/MIA flags at its Headquarters and district stations.

The ceremony was borne of the spirited initiative of Mr. James Shekleton, a member of the Rolling Thunder Maryland Chapter One who researched POW/MIAs, discovered PFC DeSales Wills had been a

Charles County resident, and approached County officials about flying the flag at the government building in PFC DeSales Wills's honor. County officials supported his request and coordinated the ceremony to commemorate the first flag raising.

The County Commissioners, Sheriff Coffey, members of the armed forces, elected officials, members of PFC DeSales Wills's family, and Mr. Shekleton spoke at the ceremony, which drew a large turnout of County Government and CCSO personnel, veterans, Rolling Thunder members, and other citizens. At the end of the ceremony, CW2 Jay Budd, a MFF/HALO Team Commander assigned to the 2nd Bn, B Co., 20th Special Forces Group and a sergeant at the CCSO, presented PFC DeSales Wills's son, Mr. Francis "Frankie" Wills Clark, with a framed American flag. Sgt. Budd later described the honor of presenting PFC DeSales Wills's family with the flag as having personal significance. He said, "In Special Operations, we are required to attend Survive Escape Resist Evade [SERE] training because our missions are often behind enemy lines, which increases our risk of being captured. This training was very challenging and probably the most mentally intense thing I have ever been through. After completion of SERE, you will always have a place in your heart for the POW/MIAs." Mr. Wills Clark accepted the flag on behalf his family, many of whom had various roles in the ceremony including a speech and two musical performances.

POMP AND CIRCUMSTANCE: Lt. Marvin Butler graduated the 248th session of the FBI National Academy at Quantico, Virginia, in March. He was one of 257 law enforcement officers selected from a worldwide list of applicants to attend the prestigious training program.

The Academy is designed to improve the administration of justice in U.S. and international police agencies and to enhance law enforcement standards, knowledge, and cooperation. It includes advanced investigative, management, and fitness training. Lt. Butler was promoted to captain later in the year.

Capt. Mike Rackey, Lt. Brian Herlihy and Sgt. Scott Fetterolf graduated the Northwestern University School of Police Staff and Command in April. They were among 31 graduates who completed the prestigious 10-week training program, which provides upper-level college instruction on management and management theory, organizational behavior, human resources for law enforcement, budgeting, staffing allocation, and personnel deployment among other topics. Students submit challenging written examinations, projects, quizzes, and a research paper and are awarded 21 undergraduate college credits.

NATIONAL NIGHT OUT: Residents in more than 150 neighborhoods joined the CCSO in August for the 29th 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 demonstrate their support. Some businesses, including Target, the event's corporate sponsor, donated money and prizes and displayed NNO-themed messages on their marquees. Target donated \$1,000, Maredith Management donated \$500, Best Western donated \$150, and the American Legion donated \$100. Additionally, the Moose Lodge donated the use of its facility for a pre-event ceremony.

For the 19th consecutive year, the National Association of Town Watch recognized Charles County's NNO enthusiasm by awarding the CCSO with a Category II award for communities with populations between 100,000 and 299,000. Charles County ranked 17th out of 27 participating agencies.

MEDICATION TAKE BACK DAY: The CCSO collected 80 pounds of unwanted and expired medication in April as part of National Take Back Medications Day sponsored by local law enforcement agencies and the Drug Enforcement Administration (DEA). The CCSO began its own medication disposal program in 2010 to collect unused prescription, over the counter, and pet medications as well as vitamins to help prevent them from being stolen, being abused, or becoming an environmental hazard, as improperly discarding such substances contaminates water systems. The CCSO has disposal centers at each district station and delivers the

collected substances to the local hospital, where hospital staff ensure the substances are safely destroyed. Participants remain anonymous and the program is free.

Community Outreach

SPECIAL OLYMPICS MARYLAND: The CCSO coordinated three fundraising events for Special Olympics Maryland in 2012 — the Charles County leg of the Maryland Law Enforcement Torch Run, Cops on Rooftops, and Tip a Cop — and raised an astounding \$26,000 for the organization and its athletes.

In June, the CCSO hosted the Charles County leg of the 27th 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 assigned to the Chemical-Biological Incident Response Force (C-BIRF) at the Naval Surface Warfare Center in Indian Head, Special Olympics athletes, and athletes' families — participated. Three routes, one for runners and two for walkers, departed and returned to the Texas Roadhouse restaurant in La Plata. Volunteers from Texas Roadhouse and other local businesses including Rita's of La Plata, Chick-fil-A, and T&J's Bar-B-Que, provided lunch and other refreshments. Bow-Tie Booths, a local mobile photo booth business, offered participants the opportunity to take a commemorative photo with fun props and donated a portion of its proceeds to the Torch Run.

In September, CCSO volunteers stood atop the La Plata and Waldorf Chick-fil-As in rotating shifts to raise money and awareness for Special Olympics during the CCSO's second annual **Cops on Rooftops** fundraiser. The rooftop volunteers lowered buckets to collect donations while volunteers on the ground, including Sheriff Coffey, cadets, Criminal Justice students, and Special Olympics athletes, greeted patrons. The event raised \$4,000 for Special Olympics.

In October, the Red Robin gourmet burger restaurant in Waldorf hosted **Tip a Cop**, during which officers waited tables, sold commemorative Torch Run T-shirts and hats, and collected "tips" to donate to Special Olympics. The day-long event, one of many held at Red Robins nationwide, raised \$2,000 in tips and T-shirt/hat sales.



LEFT: Participants in the Charles County leg of the Law Enforcement Torch Run cross the finish line. **RIGHT:** Sheriff Coffey pitches a wiffle ball to a young man practicing his batting technique during Badges for Baseball. Sheriff Coffey is a fan of baseball and a volunteer for many youth outreach programs.

Since 2006, the CCSO has sold more than \$100,000 in Torch Run T-shirts. Charles County Public Schools accounts for about half the sales. Teachers, administrators, and students purchase the Torch Run shirts despite being unable to participate in the Torch Run, which is held on a school day.

HOOPS FOR HOPE: The CCSO participated in two charity basketball games in March. On March 10, the CCSO defeated the Maryland State Police 80 to 71 at the 17th Annual Sgt. Timothy Minor Memorial Basketball Game. The game honors the memory of Sgt. Minor, a CCSO officer assigned as a Motor Unit who died in the line of duty on February 12, 1996 after being struck by a car while responding to an emergency call. Sgt. Minor's family, including his daughter Jessica, a CCSO Correctional Officer, cheered as the CCSO team secured the championship title.

On March 25, the Harlem Ambassadors fought the law and the law lost — by 32 points. The Ambassadors, known for their dazzling, high-flying acrobatics on the basketball court, challenged the CCSO Enforcers to the basketball game as a way of raising money for the Center for Children. The final score was 64-32 but the teams agreed the real winners were the children who would benefit from the Center's services.

READY, AIM, FUNDRAISE: The CCSO Pistol Team hosted a pistol match in March to raise money for March of Dimes. Six teams representing CCSO sworn officers, CCSO corrections officers, the U.S. Park Police, the FBI, and the Harford County Sheriff's Office raised \$1,000.

FOOD FOR FAMILIES: When the Charles County

Commissioners announced early in March that the Southern Maryland Food Bank had temporarily closed its doors due to a lack of donations, the CCSO immediately began a collection of food items. CCSO personnel collected 373 pounds of non-perishable food for the food bank, enough to feed 17 families. The CCSO's efforts and other donations from throughout the community helped the food bank re-open earlier than anticipated.

RECOGNIZING CRIME VICTIMS: CCSO employees wore blue ribbons and blue ribbons were affixed to police cruiser antennas in recognition of National Crime Victims' Rights Week April 22-28. The ribbons symbolized the CCSO's commitment to crime victims and its support of efforts to improve crime victims' rights. Victim Services Coordinator Allison Murphy led the effort.

UNITED BIKERS: An annual CCSO charity bike ride in May raised \$2,800 for the United Way of Charles County and the Spring Dell Center, Inc., local organizations which rely heavily on fundraising to provide community programs and services. Nearly 100 recreational and experienced cyclists rode all or part of the 26-mile Indian Head Rail Trail. The Town of Indian Head hosted the ride at its pavilion near the start of the trail and provided riders with free lunch upon their return. The Charles County Department of Parks and Recreation helped plan the ride and the Department of Emergency Services was available to provide medical treatment to injured or exhausted riders if necessary. The Bike Doctor provided bike inspections and repairs and members of United Way and Spring Dell Center welcomed riders and manned water stations along the trail.



A young shopper poses for a photo with the Chick-fil-A cow during a pre-Shop with a Cop breakfast at the Waldorf Elks Lodge.

A MERRY CCSO CHRISTMAS: The holiday spirit inspired the CCSO to help make the season bright for less fortunate families whose struggles are especially difficult at Christmastime. Several programs provided Christmas gifts to families who could not afford such luxuries themselves.

Seventy-seven youngsters shopped with police and correctional officers for Christmas presents at the Waldorf Wal-Mart on Saturday, December 1, during the fifth annual **Shop with a Cop** event sponsored by the CCSO and the Fraternal Order of Police (FOP) Lodge 24. Shop with a Cop pairs children of low-income families with law enforcement officers who treat the children to a spirited day of shopping and other festivities. The event begins when the officers transport the children from their homes to the Elks Lodge in Waldorf for breakfast. Then, in a mile-long convoy of police cruisers, the officers drive the children to Wal-Mart, allowing them to operate the cruisers' lights and sirens along the way. After arriving at Wal-Mart, the officers and children shop for gifts. Each child is allotted \$200, 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. In true Christmas spirit, many children spend some of their "fun money" on gifts for family members. When the children finish their shopping, the officers return them to the Elks Lodge for lunch while volunteers wrap the presents. Finally, the officers return the children home with full bellies and presents to place beneath the Christmas tree. The officer volunteers include CCSO police and correctional officers and police officers from the Maryland State Police, the Maryland Transportation Authority Police, and the La Plata Town Police. The event is made possible by the support of local businesses including Wal-Mart, which opened its doors to shoppers, designated two Shop with a Cop cash registers, and made arrangements for photographs with Santa; the Elks Lodge, which donated the use of its facility and provided breakfast and lunch; KNC Marketing, which donated a commemorative T-shirt to each shopper; Chick-fil-A, whose cow mascot visited with children during breakfast; and Cold Stone Creamery, which served ice cream after lunch.

Officers Bobby Long, Colby Shaw, and Jeff Feldman participated in another jurisdiction's Shop with a Cop event before introducing the program in Charles County in 2008 and have organized it each year since. They raise money through community donations and by hosting fundraisers, including an FOP Chili Cook-

Off each fall. They raised about \$16,000 in 2012.

The Corrections Division collected toys, bicycles, stuffed animals, and clothing in support of the Children's Aid Society's **Christmas Connection**, which provides an opportunity for less-fortunate families to select donated items at a makeshift store assembled at a local church. Sheriff Coffey, members of his command staff, and other volunteers help the Children's Aid Society prepare for the event by loading a tractor trailer with donations that fill a storage unit to the brim and unloading them at the church. Sheriff Coffey and Community Policing officers later help load the gifts into the cars of families who participated in the event.

Teen Court collected toys for the County First Bank's **Toys for Tots** drive. Teen Court Coordinator Sarah Vaughan and CCSO cadets helped the bank coordinate delivery of the toys. Hundreds of children received toys through the program.

UNITED WAY: In September, CCSO volunteers participated in the United Way Day of Caring, during which they and other volunteers in the community helped improve the facilities that house such United Way organizations as the Center for Children, Big Brothers and Sisters, Hospice, the Literary Council, and the Humane Society. The CCSO volunteers helped clear debris at a farm that harbors rare heritage animals and provides educational opportunities for children.

Additionally, each year without fanfare many CCSO personnel donate portions of their paychecks to United Way of Charles County. In 2012, the CCSO raised \$13,954 through its payroll deduction campaign. Employees either donate to a general United Way fund or direct their donations to a specific organization.

Youth Outreach

HELPING TEENS DRIVE SAFELY: The start of the school year on August 27 marked the return of We Care, a highly successful teen driver campaign that reinforces important safety messages throughout the year.

Automobile crashes have long been a leading cause of death in teenagers but after nine students died during the 2007-2008 school year in a shocking, saddening series of traffic fatalities, the Charles County community resolved to defy the odds and prevent the loss of more young lives. We Care was developed as part of an alliance between the CCSO and Charles County Public Schools (CCPS) and introduced at the beginning of the

school year in 2008. Each year since, the program has engaged students in activities that discourage unsafe and unlawful driver behavior.

On the first day of school, Sheriff Coffey, School Superintendent James E. Richmond, and School Resource Unit officers greeted student drivers as they entered school parking lots and distributed fliers with safety tips and information about teen-specific traffic laws. The school officers conducted additional checkpoints randomly throughout the remainder of the year to ensure students wore their seatbelts and complied with laws restricting passengers who can occupy vehicles driven by teens. The schools sponsored safe driving assemblies and other events and the Charles County Association of Student Councils organized monthly campaigns that included 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 immediately following its inception: One teen died in a 2009 crash in a neighboring county and another teen died in 2011 when her car struck a tree in inclement weather.

BADGES FOR BASEBALL: One-hundred youngsters between 10 and 14 years old spent three days in June at Laurel Springs Regional Park in La Plata learning baseball techniques and character-building concepts during the third annual Badges for Baseball camp sponsored by the Cal Ripken, Sr. Foundation and presented by the CCSO, the Blandford Baseball Academy, and local college and professional baseball players. The Ripken Foundation sponsors Badges for Baseball camps nationwide using baseball to bring together police and children for playtime and learning. The local ball players taught the participants proper baseball techniques and the CCSO's School Resource Unit officers taught them important lessons about teamwork, communication, respect, and leadership. Sheriff Coffey, an avid baseball fan himself, also helped coach the youngsters. The participants were treated to lunch, commemorative T-shirts, autograph sessions with players and coaches, and playtime in a moon bounce and at the park's playground. Given the swelteringly high temperatures that week, the youngsters also took frequent water breaks.

PREVENTING BULLYING: The CCSO presented a cyber-bullying awareness seminar for parents and students in October as part of an alliance with Charles

County Public Schools. The seminar focused specifically on the ever-increasing instances of bullying that occur online and was developed to help the seminar's participants learn how to recognize the signs of bullying and how to stop it.

CRIMINAL JUSTICE CONTEST: North Point High School senior Brandon Morrison, a student in the Criminal Justice Program offered by the CCSO and Charles County Public Schools, earned third place in the 2012 SkillsUSA regional competition in February. Skills USA is a national non-profit organization for high school and college students preparing for careers in trade, technical, and skilled service occupations. Morrison 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.

EXPLORERS WIN MEDALS: A team of 12 members of the Charles County Explorers Post 1658 earned winning scores among 1,000 Explorers from other communities at the National Law Enforcement Explorers Conference Law Enforcement Challenge in Colorado. The team placed in the top 10 percent in four categories and won medals in two individual events. The competition presents the team members with various police scenarios — crash investigation, a bomb threat, and a burglary in progress, among others — and judges each team's response. The Charles County team read case laws, studied training guides, took part in practical exercises, and participated in strength and conditioning workouts weekly in preparation for the contest. The Post was responsible for raising the money to fund their participation in the event.

FREE SKATE: The CCSO and Waldorf Roller Skating Center hosted free skate nights for Charles County elementary and middle school students in October and November.

Accolades

KNIGHTS OF COLUMBUS: The Knights of Columbus named Sgt. John Hastings, a patrol supervisor, as its 2011-2012 Police Officer of the Year in recognition of his actions during the pursuit of an armed burglary suspect, which ended in the culprit's surrender, arrest, and eventual implication in other burglaries.

DARE OFFICER OF THE YEAR: The Maryland



LEFT: Cpl. Charles Gass, who serves duly in the Armed Forces as a Security Forces Superintendent assigned to the 113th Security Forces Squadron at Andrews Air Force Base, speaks during the POW/MIA flag-raising ceremony. Cpl. Gass also presented Sheriff Coffey with a Hometown Heroes Award on behalf of the Air Force. **RIGHT:** A family visits with Sheriff Coffey and Sgt. Charles Baker at National Night Out.

DARE Officers Association presented Sgt. Carl Rye, a supervisor in the CCSO's School Resource Unit, with its Sam Walker Lifetime Achievement Award. Sgt. Rye, a 26-year veteran of the CCSO, has taught DARE since 1991 and has spent much of his career as a School Resource Unit officer.

HOMETOWN HERO: The U.S. Air Force presented the CCSO with a Hometown Heroes Award in recognition of its support of employees assigned to the Air National Guard. Cpl. Charles Gass, an eight-year veteran of the CCSO and a Security Forces Superintendent assigned to the 113th Security Forces Squadron at Andrews Air Force Base, presented Sheriff Coffey with the award. Hometown Heroes recognizes the contributions employers make in support of Citizen-Airmen and to national security. The National Guard Bureau estimated 70,000 current or former Citizen-Airmen nationwide had been deployed for 30 consecutive days or more since September 11, 2001. Cpl. Gass had been recently deployed to the Middle East as the Operations Non-Commissioned Officer in Charge and handled day-to-day operations in securing Air Force assets, including more than 1,200 personnel.

LIBERTY BELL AWARD: The Charles County Bar Association honored Rhonda Hurt, a Technical Assistant assigned to the CCSO's Criminal Investigations Division, with its Liberty Bell award presented annually to a non-attorney whose work has served the community's legal needs or interests. Hurt, a 16-year veteran of the CCSO, was recognized for her work in managing the Charles County Sex Offender Registry. Assistant State's Attorney Jerome Spencer nominated her for the award.

HONORING OUR OWN: The CCSO honored seven retirees and 86 award recipients at its annual Awards and Retirement Banquet in November at the Waldorf Jaycees Community Center. Honored for their career service were Lt. Col. Joseph C. Montminy, Jr., 30 years; Capt. DuWayne Gaddy, 30 years; Master Sgt. Dale Overstreet, 33 years; Sgt. David Hamrick, 31 years; Master Sgt. Sharon Carter, 26 years; Cpl. Kevin Wilson, 22 years; and Betsy Leonhard, 11 years. Silver medals of valor were presented to Sgt. Kevin Keelan, Cpl. Ronald Leukhardt, Cpl. Jermain Jones, PFC Pedro Alvarez, PFC Robert Herbert, PFC Stephen Duley, and Officer Byron Clark, who responded to a domestic shooting in July and knowingly and willingly entered the potential line of fire to render immediate, life-saving aid to two shooting victims who were gravely injured. A bronze medal of valor was presented to PFC Mark Bourgeois for his courageous attempt to save two children trapped in a house fire in August. Meritorious awards, Sheriff's awards, and certificates of commendation were also presented. The Waldorf Jaycees donated the use of its community center and provided the meal and dinner service. Michelle Sigona, a national television crime correspondent, served as the keynote speaker.



THIS PAGE: CW2 Jay Budd, a MFF/HALO Team Commander assigned to the 2nd Bn, B Co., 20th Special Forces Group and a sergeant at the CCSO, presents an American flag to the family of PFC Francis DeSales Wills, a Charles County resident who became missing in action in Vietnam. OPPOSITE PAGE: 1. A yellow ribbon pays tribute to the women and men of the U.S. Military who have been deployed to combat missions overseas. 2. Students from the Henry E. Lackey High School JROTC take part in the ceremony. 3. Paul Melvin Wills, the missing veteran's brother, sings "Walk Around Heaven." 4. Veterans and members of the Rolling Thunder salute the flag. 5. Mrs. Dorothy Wills Brooks, PFC DeSales Wills's sister, holds a photograph of her brother for members of the media who attended the event.



About the Divisions OF 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. The CCSO is a full-service agency that 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. The CCSO was successfully audited in 2004, 2007, and 2010. At a re-accreditation ceremony in 2011, CALEA awarded the CCSO with the Commission's coveted "Flagship Status," designating it as one of the best among accredited agencies. Accreditation is voluntary and difficult to achieve but earning and 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 his 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 served as Chief Assistant Sheriff until his retirement in August; Major Robert Cleaveland, who serves as the Assistant Sheriff of Operations; and Major Joseph "Buddy" Gibson, who serves as the Assistant Sheriff of Administration.

As the Chief Assistant Sheriff, Lt. Colonel Montminy, oversaw the daily operation of the CCSO and directed the CCSO's involvement in state and local legislation, which includes drafting new legislative proposals and testifying at legislative hearings.

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



LEFT: Sheriff Coffey and Mr. Charlie Gardiner, president of the Charles County Fair Board of Directors, discuss security logistics of the fair.

RIGHT: Patrol officers distributed fliers to residents of a neighborhood where a shooting killed a woman and injured her husband. The assailant was ultimately apprehended.

manages the Special Services, Information Services, Executive Services, Training and Administrative Services divisions.

The Assistant Sheriff of Administration also oversees the **Alcohol Enforcement Detail**, which conducts routine compliance inspections to ensure all of Charles County's 182 liquor-licensed establishments adhere to all federal, state, and local regulations. The detail leads the Cops in Shops program to ensure businesses are checking for identification and making efforts to recognize false identifications. The detail conducted 106 compliance inspections on businesses licensed to serve alcohol in 2012 and brought 16 of them before the County Board of License Commissioners for sanctions after being cited for various violations, resulting in \$18,000 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 2012, the detail conducted 55 tobacco compliance inspections and charged nine clerks for selling tobacco to minors.

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 functions include Internal Affairs and Standards and Audits and operate under the command of Capt. Jon Norris with assistance from three lieutenants. Lieutenants Michael Almassy and Marvin Butler served as investigators for most of the year until Lt. Butler was promoted to captain in September and assigned to the Patrol Division, Lt. Almassy was transferred to the Narcotics Enforcement Section, and Lieutenants

Jeffrey Wood and Craig Stillwell were assigned to OPR. Lt. Karl Hense also serves as an OPR investigator.

The **Internal Affairs** (IA) function 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 56 cases in 2012. Of those, 11 were exonerated, 13 were unfounded, 15 were sustained, 10 were non-sustained, four were withdrawn, one was ultimately handled within the applicable division, and two remained under investigation at the end of the year. The section also handled two cases classified as inquiries. The IA cases involved 51 police officers, seven correctional officers, and seven civilians. The **Standards and Audits** function 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. The Patrol Division prevents and investigates crime, responds to calls for service, and enforces traffic laws. It is the CCSO's most visible component. Capt. Daniel Gimler served as the division commander until September, when Capt. Marvin Butler, newly promoted, was transferred to the assignment. Lt. Ronald Farrell serves as assistant commander.

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, Christopher Becker, Troy Berry and Stan Gregan served in 2012 as commanders of the La Plata, Indian Head, Waldorf East and Waldorf West districts, respectively. 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 Jeffrey Holter, Kevin Barrows and Ralph Acquaviva served as operational commanders in 2012.

Patrol Officers respond to thousands of calls for service each year — 216,986 in 2012 — 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 fast but also able to navigate the roadways cautiously while listening to new information being dispatched. Such skill requires extensive training and leads to many on-scene arrests.

Patrol officers made 3,766 arrests in 2012. These include not only arrests made on-scene after responding to calls but also those made after interrupting crimes in progress during proactive patrols; during traffic stops where more serious crimes like drug or weapon 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

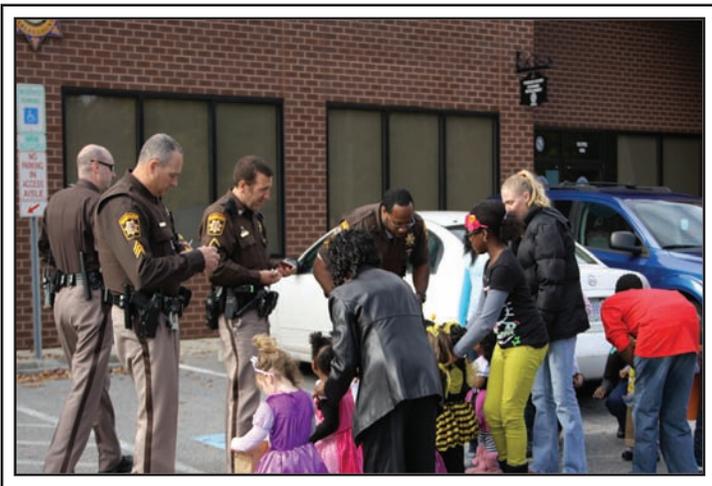
calls ultimately influences how quickly officers and detectives in other divisions may make an arrest. As first responders to serious crimes like murder and sexual assault, patrol officers are responsible for immediately securing crime scenes, protecting evidence, and gathering and acting upon information 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 patrol investigations, the CCSO trains specially-selected officers in advanced crime scene processing. These officers are issued special equipment to conduct advanced fingerprinting, blood collection, and other evidence recovery. Because they provide many of the services once provided exclusively by Forensic Science Unit (FSU) personnel, Patrol crime scene processors not only assist patrol investigators but also free the 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. Patrol officers often patrol the Indian Head Rail Trail on bicycles.

In March, the Patrol Division established a Neighborhood Enforcement Team (NET) to immediately address crime trends identified in Charles County. The team is comprised of officers who are specially selected for their outstanding contributions to patrol operations.

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.



LEFT: Officers at the Waldorf District Station give candy to trick-or-treaters from a local child care facility on Halloween. Later that evening, officers throughout the county would focus patrols on neighborhoods to help keep trick-or-treaters safe. **RIGHT:** PFC Christina Gilroy helps a young lady select a sticker during a National Night Out neighborhood cookout.

The **SPECIAL OPERATIONS DIVISION** performs tactical assignments and provides community- and school-based services that engage citizens and businesses in public safety activities. Capt. Daniel Gimler was named the division's commander in 2012. The division includes two sections: Special Operations and Community Services.

The **Special Operations Section** is supervised by Lt. Jason Stoddard and includes the Tactical Response Squad, the K9, Traffic Operations, and Marine units, and the Emergency Services, Hostage Negotiation, and Special Events Response teams.

The **Tactical Response Squad** (TRS) 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 2012, the squad arrested 52 adults and eight juveniles for various crimes. Each member of TRS must also be a member of the **Emergency Services Team** (EST). EST responds to crisis situations and performs high-risk operations as a voluntary service 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 nine officers, a sergeant, and 13 dogs. With their keen sense of smell, K9s perform narcotics detection, patrol work, and/or explosives detection and respond to both verbal commands and hand signals. In 2012, the unit conducted 123

building searches, 226 drug searches, and 76 tracks and made 131 apprehensions. Each K9 team is certified by the United States Police Canine Association (USPCA). In 2012, the USPCA recognized seven CCSO K9 teams as Triple Crown winners, a highly coveted distinction awarded to teams who certify in each of the USPCA's three disciplines — Obedience, Tracking, and Detection.

The **Traffic Operations Unit** investigates traffic fatalities, school bus crashes, school bus complaints, and abandoned vehicles; conducts radar operations and commercial vehicle inspections; manages crossing guard assignments; provides funeral escorts; and manages all traffic-related grants awarded to the CCSO. In 2012, the unit conducted 10 sobriety checkpoints, making 12 arrests for drunk driving and other offenses after checking 3,082 drivers. Traffic Operations also 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. The unit 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.

Traffic Operations also manages the Automated Enforcement Unit, which administers the Red Light and Automated School Zone Speed Enforcement programs. The Red Light Camera program was introduced in October 2001 to reduce red light violations and has since reduced the number of red light-related crashes at intersections. The Automated School Zone Speed Enforcement program was introduced in July 2012 to enhance the safety of children and other pedestrians near

schools.

The **Special Events Response Team (SERT)** is comprised of 50 officers who respond to large-scale demonstrations, natural disasters, and other significant events that require additional manpower and resources. SERT members are trained in crowd control and in search and rescue and are certified to operate special equipment that allows them to accomplish their assignments successfully. They volunteer for the team in addition to their regular duty assignments.

The **Marine Unit** is a specially-trained team of officers and civilians who provide law enforcement services on the waterways of Charles County. Nine officers are assigned as vessel operators and 10 officers and two civilians are assigned as crew members. The vessels are specially designed for law enforcement use and are equipped to handle a variety of possible situations. The CCSO has a Memorandum of Understanding with the U.S. Coast Guard and has provided assistance in several operations including a “Sailabration” that attracted many boaters in the summer of 2012. The members volunteer for the unit in addition to their regular duty assignments.

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 remain calm under pressure. Negotiators volunteer for the team in addition to their regular duty assignments.

The CCSO’s **Community Services Section**, under the command of Lt. Stephen Salvas, administers innovative and effective crime prevention programs, provides instruction and security in county schools, and leads numerous community outreach efforts. The section coordinates National Night Out, Citizens on Patrol, Neighborhood Watch, and Project Lifesaver; provides free residential and commercial security surveys that offer advice about crime prevention at homes and businesses; presents safety talks to children, adults, and senior citizens on such issues as stranger danger, identity theft, Internet safety, and road rage; and provides safety information at many community events including the Charles County Fair.

As a testament to the success of the Community Services Section’s programs and its commitment to

working closely with citizens and businesses to prevent crime, the CCSO has received the Maryland Governor’s Crime Prevention Award each year since 1988.

The **Community Policing (COPS) Unit** is comprised of 10 officers and two sergeants who maintain ties with neighborhoods that participate in the program. Each neighborhood works with one COPS officer who helps implement crime prevention programs; addresses problems and concerns; attends community meetings; and conducts foot, bicycle, and ATV patrols. As a result of their diverse training, these officers are often assigned to special details to address specific crime trends in the county.

The **School Resource Unit** facilitates the 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, and Drug Abuse Resistance Education (DARE). They also work closely with their assigned elementary schools to present the fifth grade DARE curriculum. The officers host a three-on-three basketball tournament, Badges for Baseball, a Just Say No camp, a Summer Youth Program, and We Care, a program that has reduced teen traffic fatalities by using innovative methods to encourage young motorists to drive safely. This unit also operates a Student Crime Solvers program, which provides an opportunity for reward money when students anonymously submit information about crimes in schools. The program is offered in conjunction with Charles County Crime Solvers. In 2012 students submitted 321 tips.

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 a legal profession, serves as a judge. The program teaches students about the criminal justice process, helps them better resolve problems, and reduces recidivism. In 2012 Teen Court heard 178 cases and sentenced youth offenders collectively to 4,707 hours of community service.

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 CCSO and community functions 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. Reynal Aportadera, the division operates three sections — Persons, Property Crimes, and Narcotics Enforcement.

The **Investigations Section**, commanded by Lt. Kevin Leahy, includes the Persons Crimes, Special Victims, Robbery, and Forensic Science units.

The **Major Crimes Unit** investigates homicides, deaths, shootings, stabbings, life-threatening assaults, cold cases, missing persons, and the rare occurrences of police-involved shootings. Detectives investigated six homicides in 2012. Three of the cases were closed with arrests and three remained open at the end of 2012. The unit also investigated 49 other deaths and 49 missing juveniles and adults. Detectives made 39 arrests for major crimes in 2012.

The **Special Victims Unit** (SVU) investigates rapes, sexual assaults, physical and sexual child abuse, and the exploitation of the elderly. The circumstances of these investigations can be difficult and very emotional for detectives. In 2012, SVU detectives investigated 60 physical child abuse cases, 43 sexual child abuse cases, four child pornography cases, 27 sexual assaults, and 35 cases of rape.

SVU also maintains the Charles County portion of the Maryland Sex Offender Registry. At the end of 2012, there were 244 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 2012, detectives conducted 1,004 unannounced home inspections to ensure offenders living in Charles County accurately reported their respective addresses.

The **Robbery Unit** investigates citizen and commercial armed robberies. In 2012, the unit conducted 83 investigations and made 68 arrests.

The **Forensic Science Unit** (FSU) is comprised of a sergeant, evidence technicians, and latent finger-

print examiners who provide critical support to patrol officers and detectives by processing crime scenes and analyzing evidence. In 2012, FSU was assigned 1,039 cases and responded to more than 175 crime scenes. The unit also collected 515 items for DNA analysis from 127 investigations. They submitted 265 of the DNA items to the Maryland State Police Forensic Laboratory and to BODE, a privately-owned laboratory, for analysis. FSU also conducted 257 examinations of suspected marijuana. Latent Fingerprint Examiners processed 1,618 prints, which resulted in the identification of 646 individuals, 344 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. MAFIS scans unidentified prints collected from crime scenes, analyzes them, and compares them to stored prints.

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.

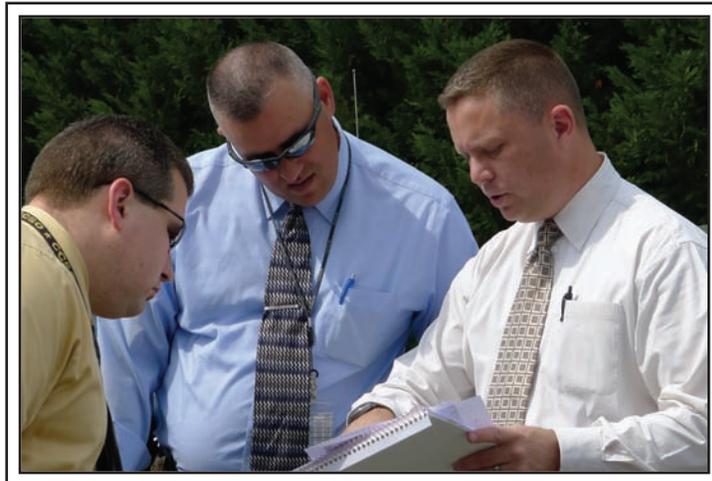
In 2012, the **Property Crimes Unit** investigated 105 residential burglaries, 26 commercial burglaries, and 36 stolen vehicles. As a result of their investigations, detectives made 170 arrests in 2012.

In 2012, in accordance with national trends, Charles County experienced a profusion of metal thefts in which the culprits stole copper and other valuable metals from vacant homes and businesses, power stations, and other opportune locations and sold the materials to local scrap dealers for cash. In 2012, the unit investigated 148 such cases.

Property crimes were among the most commonly occurring crimes in Charles County in 2012 but Property Crimes detectives ended several crime sprees:

With an All Hands on Deck approach, detectives identified and charged four culprits responsible for 15 burglaries in Pinefield and White Oak. About \$100,000 in jewelry, electronics, and firearms had been stolen. The burglars lived in the two victimized neighborhoods.

A series of air-conditioning unit thefts from homes and businesses struck in late 2011 and con-



LEFT: Members of the Emergency Services Team take part in a special training exercise. RIGHT: Detectives Ken Klezia, Brion Buchanan, and John Elliott develop a neighborhood canvass strategy as part of a homicide investigation.

tinued into January 2012. Property Crimes detectives identified a boyfriend-girlfriend team of suspects, apprehended them in the act, and eventually held them responsible for 26 AC unit thefts.

Additionally, after patrol officers arrested a man shortly after he stole expensive wheels and rims from a Chevrolet Tahoe one early January morning, Property Crimes detectives identified the man as the culprit responsible for 22 such thefts in the previous year and charged him appropriately.

The **Financial Crimes Unit** investigates fraud schemes, identity theft, and embezzlement. In 2012, detectives investigated 48 counterfeiting and forgery cases, 50 credit card fraud cases, 44 identity theft cases, and 22 embezzlements. Detectives made 109 arrests.

Using a statewide database, Financial Crimes also monitors all second-hand/pawn and precious metal transactions that occur in Charles County. As a result, detectives made numerous links to stolen property and burglaries in Charles County and throughout the region.

Financial Crimes also investigated a contracting business that began promoting itself as specializing in hail damage repair soon after a hailstorm caused widespread damage in the county. After receiving reports from several citizens who said the contractor failed to perform work, detectives began an investigation and ultimately discovered 48 residents had been conned out of \$300,000 collectively. Detectives arrested the proprietor of the business and charged him with multiple counts of theft and failing to perform a contract.

Detectives began another fraud investigation after a Port Tobacco couple reported they had paid nearly \$200,000 to a home improvement company that failed to complete the work on the home. Their investigation led to the discovery of multiple victims and ultimately to the arrest of the two men responsible for the fraud. Detectives also discovered the men, who were not licensed contractors and lived outside Charles County, had committed fraud similarly in other jurisdictions. At the end of 2012, the fraud investigation was pending further action by state authorities.

Detectives also arrested a St. Mary's County woman who acted as an insurance agent, manipulated contracts, and used the personal information of several victims for personal gain. Detectives discovered more than 20 instances of fraud and ultimately charged the woman with multiple counts of theft, identity fraud, forgery, and making false insurance claims.

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

ter (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's CompStat program. The CCSO introduced CompStat, an analysis-driven method of proactively addressing crime problems, in 2009. District Commanders use the Crime Analysis data as part of weekly CompStat meetings to address crime problems.

The **Victim Services 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. Michael Almassy, 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.

In 2012, NES investigations led to the seizure of \$106,460 in heroin, \$54,000 in cocaine, \$87,870 in crack cocaine, \$227,440 in marijuana, \$17,631 in prescription medications, \$5,955 in Ecstasy, \$2,000 in Phencyclidine, \$26,000 in untaxed cigarettes, 23 vehicles, six handguns, 24 long guns, two sets of body armor, and about \$432,000 in cash.

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. In 2012, detectives conducted several major narcotics investigations including one with the Bureau of Alcohol, Tobacco, and Firearms (ATF) and the Metropolitan Police Department (MPD), which resulted in the seizure of more than \$100,000 in heroin, \$10,000 in cash, two vehicles, two guns, and \$8,000 in jewelry.

The Major Narcotics Unit is comprised of seven details: Major Narcotics Investigations, Human Trafficking/Illegal Gambling, Interdiction, Asset Forfeiture,

Technical Investigations, the High-Intensity Drug Trafficking Area (HIDTA)/ Metropolitan Area Task Force (MATF), and the Drug Enforcement Administration (DEA) Tactical Division Squad (TDS).

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) and the IRS, FBI, Maryland State Police, and Center for Missing and Exploited Children. In 2012, detectives investigated several online prostitution organizations and, together with ICE, investigated a massage parlor. Their investigations led to 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.

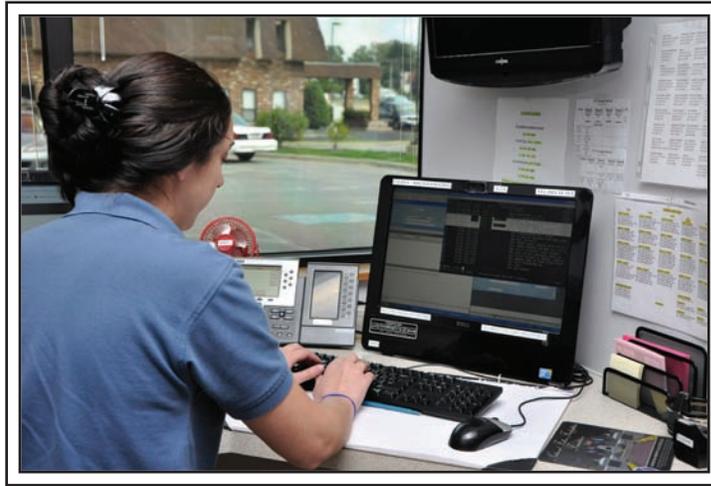
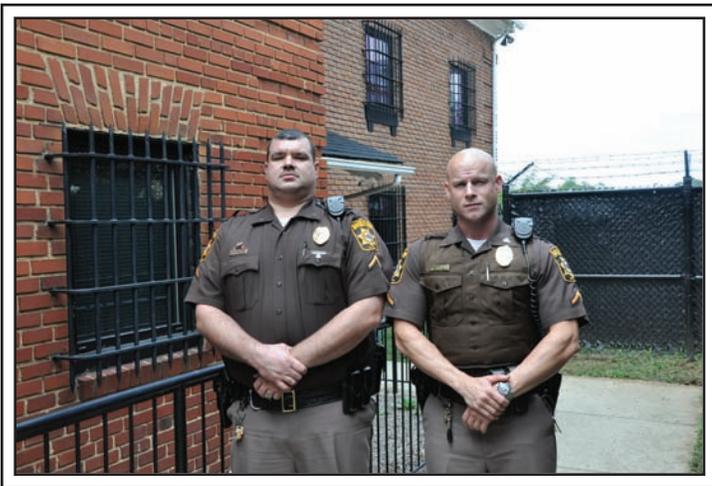
The **Asset Forfeiture Detail** investigates the seizure of money, vehicles and property in drug and gambling investigations and determines whether a seizure will be conducted at the federal or state level.

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) and to the Drug Enforcement Administration (DEA) **Tactical Division Squad** (TDS). Each task force is comprised of local, state and federal detectives who investigate drug organizations involved in national and international activities.

The **Narcotics Street Enforcement Unit** investigates street-level narcotics operations, drug diversions, and related crimes. In 2012 the unit averaged 15 felony investigations and 13 search and seizure warrant executions per month. One investigation led to the seizure of 90 individual bags of marijuana, cash, and a vehicle.

Correctional officers walk one of the toughest



RIGHT: CFCs Anthony Mitchell, left, and Andrew Cruikshank ensure the security of the Court Holding facility where inmates wait before making court appearances. **RIGHT:** Station Clerk Heather Sandy enters a call for service in to the computer system.

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 **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 female commander. With assistance from Deputy Director Susan Rice, Director Dottellis oversees the CCDC's daily operation, ensuring safety and efficiency.

The CCDC is a secure facility that opened in 1995 and stretches 135,000 feet with 203 cells. In 2012, Corrections processed 11,323 arrests through intake and booked 3,833 incarcerated individuals into the facility. The CCDC maintained an average daily population of 390 inmates.

The **Custody and Security Section**, commanded by Capt. Morris Gant, maintains the general inmate population. The section has an Emergency Response Team (ERT), which is specially trained to mobilize quickly when the need to quell disorder arises, and a Security Enforcement Team (SET), which performs shakedowns. In 2012, ERT handled 1,256 assaults, forced movements, and cell extractions.

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 Commis-

sions (MPCTC). He 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, detailed 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, any movements within the building, 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 detention facility in Maryland to score 100 percent on an MCCS audit and achieved 100 percent scores after audits in 2004, 2006, 2009, and 2012.

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. Lt. Matthew Dixon is assigned to this section as an investigator to ensure the integrity of Corrections Division personnel and serves as a liaison to the Mary-

land Office of Parole and Probation.

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 2012, the unit spent 11,446 man hours and covered 72,315 miles transporting 10,652 inmates to various court proceedings and medical appointments or as required by state juvenile services policies. The unit also collected 277 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 2012, the unit interviewed 88 inmates and confirmed 46 STG members. The unit also forwarded information about 109 inmates to the CCSO's Homeland Security and Intelligence Unit and forwarded information about 61 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 2012, the section oversaw the upgrade of 12 security system cameras and the installation of ceiling tiles, a new industrial dishwasher, and cable wiring for the video visitation system. Such tasks 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. Ten inmates graduated STARS in 2012 and the program celebrated a 73 percent success rate.

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 12 inmates to earn GEDs in 2012. Additionally, 167 non-English-speaking inmates enrolled in an English as a Second Language program in 2012. Correctional officers also organized an inmate basketball tournament and treated the winners to a pizza party. Many of the inmate programs are made possible by community volunteers, whom the Corrections Division honored at a social in December.

The Corrections Division operates the **Detention Center Annex** adjacent to the primary Detention Center. Under the command of Capt. Peter Wearmouth, the Annex maintained an average daily population of 99 inmates in 2012. The Annex houses female inmates, work-release and school-release inmates, inmates sentenced to weekend service, and inmates serving fewer than 60 days. The building served as the county jail from 1981 to 1995 and reopened as the Annex of the current detention center in 2007 to better utilize bed space and alleviate overcrowding in the primary detention center. During the transition process, the division developed new programs for the inmates being housed at the Annex 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 responsible for performing all court-mandated drug screenings. They screened 982 inmates in 2012.

The CCDC contracts the medical and food services provided for inmates. In 2012, the Corrections Division served 546,000 meals; performed 4,275 medical screenings, 826 mental health screenings, and 1,418 physicals; dispensed 8,768 prescriptions; and evaluated 3,058 inmates who reported various illnesses.

In addition to their required responsibilities, Corrections personnel also coordinate community outreach projects throughout the year. In 2012, Corrections collected \$2,500 for the Children's Aid Society, donated excess commissary and property items to homeless shelters, and volunteered their time for Toys for Tots, Shop with a Cop, Cops on Rooftops, the Torch Run, and Christmas in April. Teams of Corrections per-



LEFT: Sheriff Coffey greets Cadet Christopher Chamblee, left, during National Night Out. Cadets take part in many of the CCSO's community events. **RIGHT:** Master Cpl. Dave Fromme helped design the CCSO's new patrol car, which boasts tactical and financial advantages and a sleek new design.

sonnel also participated in a Tug-of-War against one another and the winning team played against the Corrections administrators. To compete, the Tug-of-War teams made donations to a fund for the family of Sgt. Robert Taylor, the CCSO Traffic Operations Unit officer who died suddenly in June. They raised more than \$600 for the Taylor Family. Members of the division also participated in an annual basketball tournament played in memory of Sgt. Timothy Minor, a CCSO officer who died in an on-duty crash in 1996. Sgt. Minor's daughter, Jessica, is a correctional officer.

Each quarter, the Corrections Division recognizes correctional officers who demonstrate exceptional commitment and dedication to their division and to the CCSO. In 2012, Correctional Officers Andrew Hunt, Maritza Cassarubias, Kathleen Rackey, and Martin Letren were named officers of the quarter and CFC Julie Young was named Correctional Officer of the Year.

The employees of the **INFORMATION SERVICES DIVISION**, commanded by Capt. Scott Whitcraft, 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 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 and the Indian Head station is staffed between 10 a.m. and 6 p.m. In 2012, station clerks handled 136,365 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 conducting patrol or other assignments.

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 wanted persons and stolen property. PCOs managed a 653-calls-per-day average in 2012 and handled 235,209 calls. Additionally, the Communications Section secretary processed 703 call sheet and audio requests and conducted 1,092 quality-control assessments.

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 law enforcement 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 2012, MIS completed 5,094 work orders ranging from requests for new ink cartridges and forgotten passwords to complex projects and programming requests.

The **SPECIAL SERVICES DIVISION**, commanded by Capt. Michael Klotz, 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. Ralph Acquaviva, 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 2012, the unit served 1,542 warrants and 1,251 criminal summonses, processed 61 fugitives, and arranged for 191 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 financial obligations to their children. The unit serves arrest warrants, attachments, summonses, and other process related to child support and provides secu-

urity 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 506 warrants and 1,442 summonses in 2012.

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 1,677 protective orders, 1,092 peace orders, 226 warrants, and 805 summonses in 2012.

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 3,357 evictions and 8,807 landlord/tenant-related documents in 2012. The Civil Unit processed more than 27,000 court documents and collected more than \$226,000 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 109,087 visitors to the Courthouse in 2012 passed through a metal detector and their briefcases, purses, and bags were all scanned in an x-ray machine. In 2012, Court Security arrested 177 individuals for warrants and criminal offenses. The Court Security Unit also supplements the security presence at the adjacent Charles County Government Building.

The **Property Management Section**, commanded by Lt. Randy Stine, manages the CCSO's Quartermaster, Fleet Management, Property Held Unit, and Firearms Tracking Operations.

The **Quartermaster** provides personnel with uniforms, office supplies, and other items essential for

the CCSO's operation. The Quartermaster processed and issued \$550,000 worth of assets to the CCSO in 2012.

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. 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 2012, the unit received and stored 9,567 pieces of property and handled 1,251 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 2012, the CCSO seized 384 firearms, 88 of which were recovered from persons restricted from carrying firearms because of domestic violence issues or protective orders. In 2012, as a result of Firearms Tracking's efforts, seven persons were denied firearms because of disqualifying convictions. The operation also held 68 firearms hearings, destroyed 145 firearms, and returned 169 firearms to their legal owners.

The **EXECUTIVE SERVICES DIVISION**, commanded by Capt. Michael Rackey, 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.

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.

The **Media Relations Office** coordinates the distribution of information about police investigations, crime prevention, and CCSO events to the news media and public. The office issues regular press release; manages the content of the CCSO's website; produces the Annual Report, an internal newsletter, advertisements, brochures, posters, and fliers; and manages the CCSO's Facebook, Twitter, and YouTube 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 CCSO ceremonies. The Chaplains are Dr. Steve Davis, Dr. Wilson Morales, Dr. Aaron Jones, Dr. Bruce Jones, and Major Richard Black.

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, seatbelt and child safety seat inspections, flagging 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 established in 2008 to offer Charles County 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, to utilizing financial resources efficiently, and to thorough and accurate record keeping. The **ADMINISTRATIVE SERVICES DIVISION**, commanded by Capt. Cecilia Johnston, is responsible for helping the CCSO meet its strict personnel, budgetary, and records management standards.

The **Financial Services Section**, managed by 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; review grant applications to ensure the CCSO has met all requirements; maintain the CCSO's master grant file; prepare monthly bank reconciliations; and ensure timely payment for goods and services. Accounting also reviews the financial information contained in the Charles County Detention Center's inmate records.

Payroll prepares payroll and salary reports and inputs bi-weekly hours and other pay for all CCSO personnel into the County Government payroll system.

The **Budget** component assists in the development and preparation of the CCSO's financial operating and capital budgets; reviews all requisitions; pre-

pares and updates CCSO pay scales; prepares monthly management reports; and assists in annual audits. The CCSO's amended operating budget for Fiscal Year 2012 was \$65,866,090.

The **Red Light and Speed Camera Financial Section** is responsible for the financial review of the CCSO's red light camera and school zone speed enforcement camera programs. The section handles incoming calls from citizens who have questions about citations and payments; processes information about vehicle rentals; and submits monthly financial reports to Charles County Government for each program's monthly deposit reconciliations.

The **Human Resources Section**, managed by Acting Director Rebecca Bridgett, handles administrative personnel tasks for potential and current employees. This section processes all employment applications; maintains the CCSO's position classification system; maintains personnel records and leave accounts; processes approximately 16,250 time sheets annually; processes injury reports and worker's compensation claims; administers the Family and Medical Leave Act program; and compiles and submits Occupational Safety and Health reports.

As the CCSO and its community grow, the Human Resources Section ensures the Agency stays ahead of staffing needs. In 2012, Human Resources processed 870 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 2012, the CCSO hired 33 new employees — three police officers, eight correctional officers and 21 civilians and conducted new-hire orientations for each.

The **Records Management Section**, managed



LEFT: Capt. Bonnie Johnston and Human Resources Timekeeper Taelyr Celia prepare to record time for a mile-long run, the last in a series of exercises that comprise the CCSO's physical agility test for police and corrections applicants. **RIGHT:** Records Technician Belinda Stine files one of hundreds of thousands of files maintained by the Records Section.

by Judy Torney, preserves and maintains thousands of reports filed through the CCSO each year. In 2012, Records processed and catalogued 14,572 reports and supplemental reports, scanned and filed 8,605 arrest cards with charging documents, entered 7,524 property forms, and completed 785 expungements. The section processed 48,322 citations, ETIX, parking citations, warnings, traffic stop data sheets, and safety equipment repair orders. Records issued 676 false alarm notifications and validated 3,781 Meters entries. Records personnel handle all initial questions from visitors to the Sheriff's Headquarters. They answered 10,389 telephone inquiries and directed 26,623 pieces of mail. The section also maintains custody and security of the videos recorded by the in-car cameras in police cruisers. Records processed 3,115 report requests, including 593 video requests. The Records Section collected and deposited \$16,956 in fees for record requests in 2012.

The **TRAINING DIVISION** ensures the CCSO meets state-mandated requirements and provides a variety of other training needs. Commanded by Capt. Michael McGuigan, the division is comprised of the Southern Maryland Criminal Justice Academy, the Recruitment Unit, and the Firearms Instruction Detail.

The **Southern Maryland Criminal Justice Academy** (SMCJA) provides entry-level training to all police and correctional officers in Southern Maryland. The SMCJA is funded and governed by the sheriffs' offices in Charles, Calvert, and St. Mary's counties, which provide the Academy's full-time staff of instructors and support personnel. In addition to assigning full-time instructors to the SMCJA, the CCSO Training Division coordinates the scheduling of guest instructors and ensures the State curriculum is presented to and mastered

by each recruit officer .

Once officers have completed entry-level training, they must complete a required number of hours of "in-service" training. The **Training Unit** handles all annual in-service training classes and ensures all required documentation is submitted to the Maryland Police Training Commission (MPTC) to maintain each officer's State certification. Most of the annual in-service training is conducted in the classroom but in 2012 the CCSO expanded its online certification training, allowing officers to fulfill part of their required instruction via online coursework. Because officers review the material and complete tests at their own pace, the amount of time the officers are away from their primary duties is reduced.

The **Firearms Training Unit** is comprised of highly-skilled instructors who must maintain expert proficiency in firearms. The unit provides regular firearms training to all new and veteran officers and to Correctional Officers who carry firearms in the performance of their duties. In addition to the required qualifications courses officers must complete twice annually for the handgun, shotgun, and rifle, officers are also trained in tactical scenarios, shooting on the move, shooting behind various types of cover, general marksmanship skills, and various other courses of fire related directly to the performance of duties as a police officer.

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 engage those who are interested and to guide those who have decided to pursue careers in law enforcement.

CHARLES COUNTY



AGENCY RETIREES

DEP. HENRY E. RUBINSTEIN
 LT. RUPERT P. COOPER # 35
 CPL. FRANCIS W. CRATER # 28
 LT. WILLIAM J. FORRIS # 23
 CAPT. ERIC D. FULLER # 17
 CAPT. THOMAS W. SCHNEIDER # 30
 LT. WELDON C. JUDG # 26
 MAJ. ROSS T. PITRELLI # 27
 SGT. GEORGE E. WATTS # 36
 SGT. WILLIAM D. BROWN # 37
 CO. LEONARD W. HANSEN # 40
 PTD. CHARLES R. KILDE # 58
 SGT. SYLVIA T. TURDO # 70
 SGT. ARMANDO R. DIEHL # 53
 CPL. MARVIN C. ALABRINI # 56
 SGT. BRUCE W. LEWIS # 55
 MAJ. MERVIN H. BELTON # 78
 CPL. JAMES E. TRAVENCO # 82
 SGT. DALE E. SIMMONS # 81
 CAPT. THOMAS B. BURCH # 44
 CPL. FRANCIS W. KILBICK # 98
 MAJ. GARY W. BRADLEY # 54
 CPL. EDUARDO L. MARTEL # 90
 CAPT. CHARLES J. BLONKITT # 61
 LT. REX W. COFFEY # 91
 CPL. ROYCE R. BENNETT # 97
 SGT. KEVIN W. CLON # 79
 SGT. RICHARD J. WATTS # 210
 SGT. LEONARD GARRETT # 100
 SGT. DAVID R. CHESLER # 91
 CAPT. JAMES W. PETER # 102
 CPL. ANDREW STONE # 104
 CPL. DEBORAH C. CHASSAULT # 101
 C. CPL. ROBERT W. COOPER # 108
 LT. PAUL B. WOOD # 86
 SGT. JAMES W. LUSK # 1009
 CPL. RICHARD T. DEODON # 117
 SERGEANT. DUSTY J. PERRY # 118
 LT. CHRISTOPHER BOGARD # 85
 LT. ROBERT D. HOLLING # 89
 LT. JEFFREY S. BRADY # 121
 CPL. SUZANNE RUPPELL # 2190
 LT. DALE R. SCHNEIDER # 127
 LT. DAVID R. PERRY # 207
 SGT. WILLIAM R. WATERS # 142
 CAPT. JAMIEL D. COOPER # 144

AGENCY RETIREES

LT. CHARLES L. SMITH # 112
 SGT. BUDDY E. KALIN # 139
 PFC. BRUCE C. FEEB # 343
 CPL. PAUL C. MORCH, JR. # 156
 CPL. JONATHAN K. KALIN # 163
 CAPT. THOMAS D. REECE, JR. # 213
 CAPT. BRANT S. ELLY # 150
 MAJ. MICHAEL J. DEDALE # 48
 CAPT. J. MICHAEL WIVANT # 135
 CAPT. WILLIAM D. BRADY, JR. # 130
 PFC. JOHN B. DANEY # 333
 DEP. MARTIN THOMP # 67
 DEP. DIRECTOR WALTER HUNTER # 202
 CPT. ALBERT MASER # 285
 CPL. GERRY WENKESON # 140
 CPL. JEFFREY MERCHANT # 234
 U. LEE CRANDER # 84
 WACE KOURIS # 105
 CORFELIOUS JOHNSON # 123
 SGT. JOSEPH WARRIOR # 192
 JANICE BATHWELL # 131
 LOUIS SCHMIDT # 127
 DEBORAH WINKLER # 1267
 CPL. TIMOTHY HUNTT # 167
 DAVID FORBES # 157

KILLED IN

PTD. LAWRENCE McPARLIN
 MAY 21 1918
 SGT. TIMOTHY C. MINOR # 15
 FEBRUARY 12 1996
 CFC. MICHAEL A. BERN # 214
 CPL. ROY B. FARRAR, JR. # 218
 CAPT. WILLIAM P. MANCUSO # 102
 CAPT. RALPH DAVID WILLIAMS # 119
 SGT. STUART W. MOYERS # 151
 MARION J. WILLIAMS DUNN # 1229
 CAPT. DEBRA C. BURKS # 115
 CAPT. JOHN W. MCCONVILLE, JR. # 125
 CAPT. GALE WILLET, JR. # 99
 CAPT. TIMOTHY D. FLINER # 1140
 CFC. DAVID THOMAS # 282
 MAJ. JO CLIMENTS # 1346
 SGT. JOSEPH COLOSDITH # 184
 BERTHARDT ABELL-MCKENLY # 1322
 SHARLOT WINKLER # 1350
 JOSEPH MARLOW # 1358
 CPL. DANIEL BELL # 208
 CPL. DOUGLAS CAMPBELL # 581
 LT. JOHN T. CARLTON # 157
 CPL. JAMES D. MARTIN # 104
 PFC. JOHN MCCARTHY # 209
 ANTONELLA M. SOLPE # 146
 PFC. ROBERT L. PROCTOR, JR. # 285
 SGT. SHARON CRATER # 223
 SGT. J. MODER THOMPSON # 18



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 THE OFFICE OF
 CHARLES COUNT
 MAY 2
 FREDERICK E. D

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PATROLMAN LAWRENCE H. MCPARLIN

Patrolman McParlin is the first Charles County deputy known to have fallen in the line of duty. On May 21, 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. 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.

CHARLES COUNTY SHERIFF'S OFFICE

6915 CRAIN HIGHWAY/PO BOX 189

LA PLATA, MD 20646

EMERGENCY: 911 NON-EMERGENCY: 301-932-2222

WWW.CCSO.US

