



# Acworth Police Department

## 2016 Annual Report



Acworth Police Department  
4440 Acworth Industrial Drive  
Acworth, Georgia 30101  
770-974-1232



*Moral Ownership*

## A Message from Command Staff



Captain Mark Cheatham



Chief G. Wayne Dennard, Jr.



Captain Stan Melton

The Acworth Police Department is comprised of 65 sworn and civilian personnel who are dedicated to serving and protecting the City of Acworth. As a command staff, we recognize that one of the primary ways in which the department serves the community is by providing excellent customer service; this applies to anyone we come in contact with, whether they have been a victim of a crime or if they are the suspected offender. We understand the importance of treating others as we would wish to be treated. We often ask ourselves, "If this were our family member, would we be satisfied that they received the best treatment possible?" It is a basic element of moral ownership, which addresses the following basic questions:

What is within our power?

Why are we assuming responsibility?

Whose interest do we have in mind?

To whom are we accountable?

Answering these questions and being accountable for them is vital to our continued success in this community. We pride ourselves on being transparent and trustworthy, but that alone is not enough. We hold ourselves and the entire department accountable to the highest standards and take moral ownership of everything we do.

# Table of Contents

<i>Mission Statement</i>	4
<i>Organizational Structure</i>	5
<i>Bill of Rights</i>	6
<i>The President's Task Force on 21<sup>st</sup> Century Policing</i>	7
<i>Officer of the Year</i>	9
<i>Community Outreach</i>	10
<i>Covering the Bases</i>	11
<i>Shoot for the Horizon</i>	12
<i>Police Explorers</i>	13
<i>Citizens' Police Academy</i>	14
<i>Social Media</i>	15
<i>Departmental Accomplishments</i>	16
<i>Objectives for 2016</i>	17
<i>Uniform Patrol Division</i>	19
<i>Criminal Investigations Division</i>	21
<i>Special Operations Division</i>	23
<i>Acworth Detention Center</i>	24
<i>Office of Professional Standards and Training</i>	25
<i>Departmental Reports</i>	27

# Mission Statement

*It is the mission of the Acworth Police Department to provide fair, impartial, and excellent law enforcement service to our community. To that end, we pledge to pursue the highest levels of training and education available, and to offer our community the highest levels of professionalism to the best of our ability.*

# Core Values

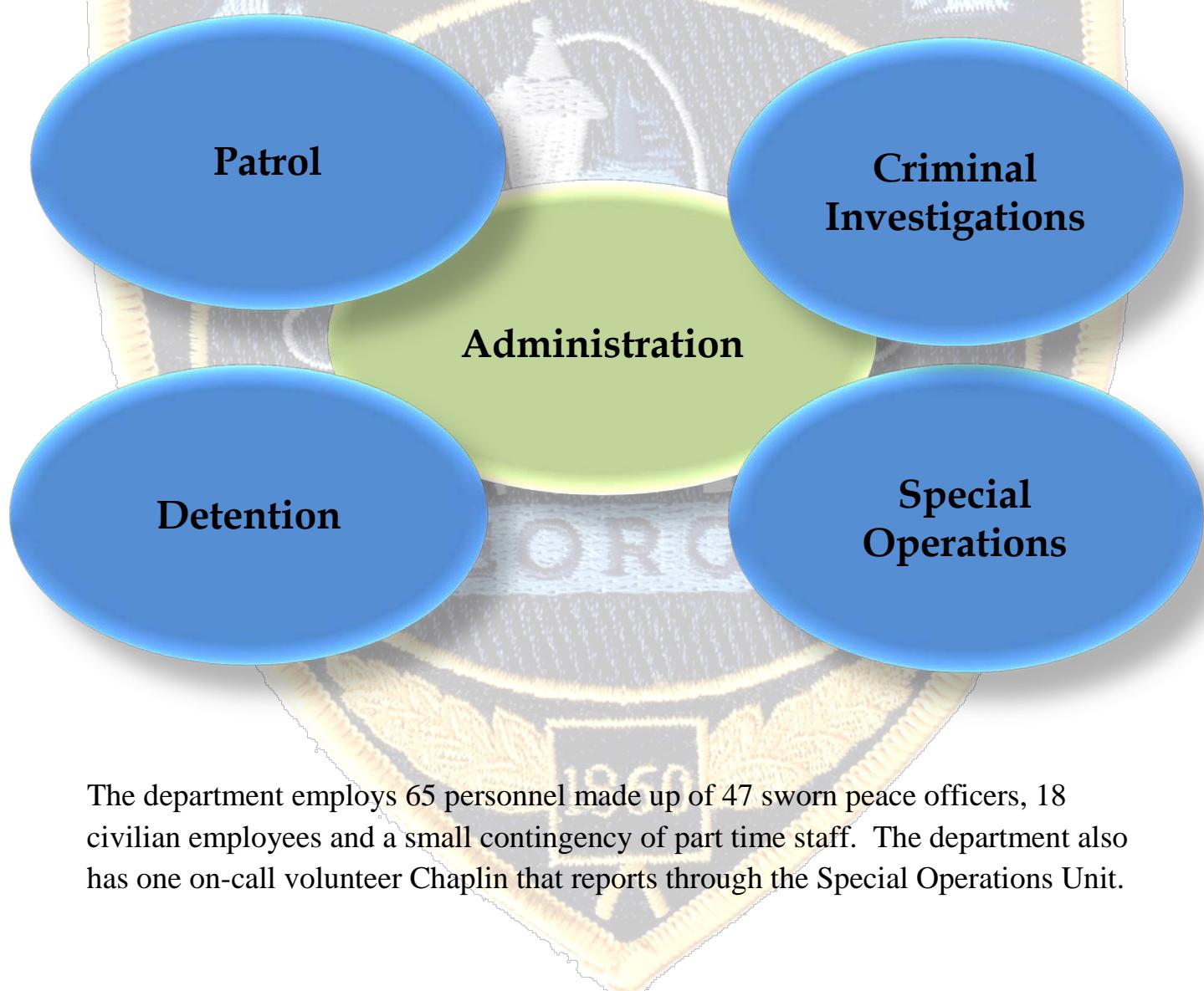
The Acworth Police Department recognizes the honor and nobility of the law enforcement profession. We hold these core values to be fundamental to our service and these constitute the **CODE** by which we live as officers of the Acworth Police Department.

- **Courage** - to overcome opposition, fear, and prejudice
- **Obligation** - to serve the community with respect and dignity
- **Dedication** - to the highest levels of professionalism, leadership, and honor
- **Enforcement** - to exercise integrity in the use of power and authority



## Organizational Structure

The Acworth Police Department is divided into four distinct service divisions that are supported by a unified administration:



The department employs 65 personnel made up of 47 sworn peace officers, 18 civilian employees and a small contingency of part time staff. The department also has one on-call volunteer Chaplin that reports through the Special Operations Unit.

# Citizen's Bill of Rights for Police Accountability

## **Citizens of Acworth Can and Should Expect Their Police Department to:**

**Be Transparent.** Acworth Police Department willingly complies with State Open Records Laws. APD will never impede or unnecessarily delay public access to public records that concern police conduct.

**Be Open.** APD provides proper notice through public announcements of police uses of force resulting in death and in-police custody death. Likewise, we provide public notice of decisions to criminally and administratively charge or exonerate officers involved in police use-of-force-related or in-custody deaths.

**Be Thorough.** APD has established and maintains fair, impartial, and objective internal systems for receiving and investigating citizen complaints of police misconduct. Every investigation is thorough and all findings are documented. Every investigation is concluded and a final disposition of the allegations made within a reasonable period of time. Final dispositions are based on a preponderance of evidence standard and indicate whether the allegation has been sustained, not sustained, unfounded or exonerated. Once a final disposition on each allegation is reached, the public is entitled to obtain copies or to otherwise review the results. Personal or identifying information about officers (e.g. birth dates, spouses, children, social security numbers, home addresses, etc.) is redacted in compliance with state law. Citizens are provided with access to view finalized police discipline files as allowed by state open records laws.

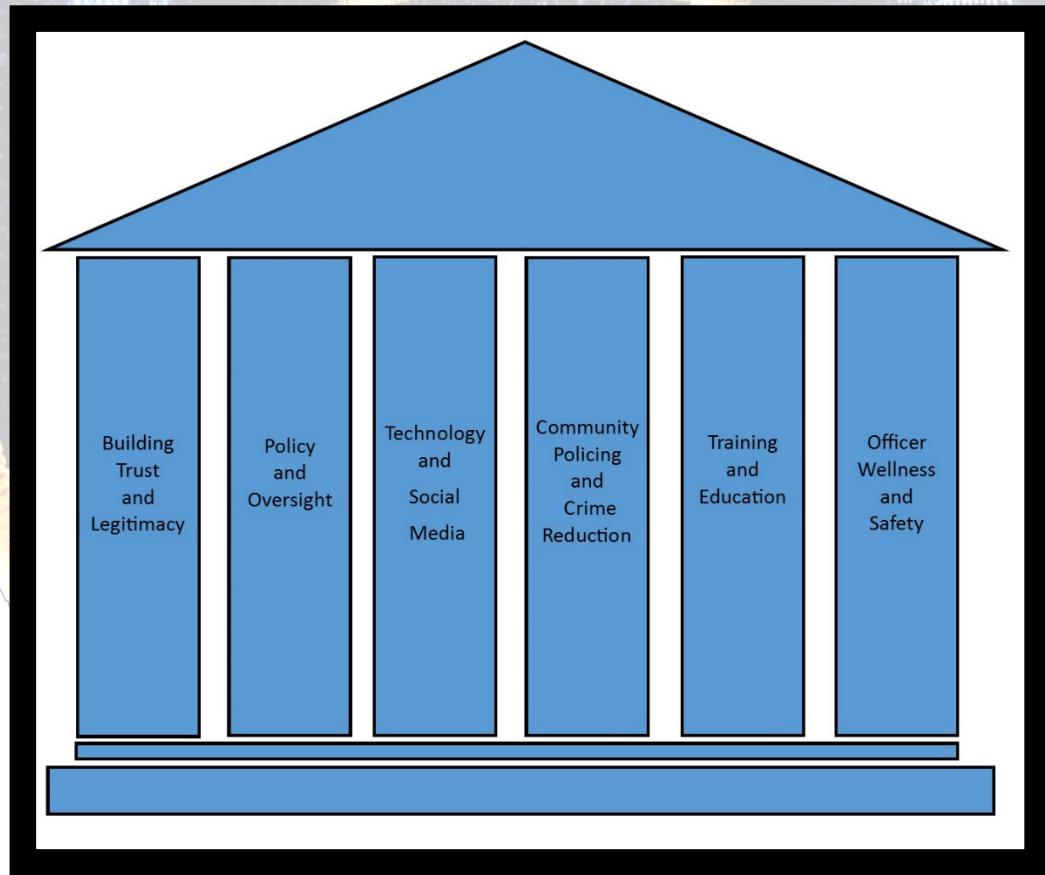
**Be Fair to the Officer.** APD will commence administrative action against officers, including those involving suspensions, demotions, terminations of employment, or loss of certifications only when the investigation has yielded evidence sufficient to sustain findings that the officer has violated laws, policies, or agency rules. To sustain such charges, the findings must be based upon a preponderance of the evidence standard. Discipline or other administrative action must be proportional to the severity of the violation, and must not be administered in an arbitrary or capricious manner or one that discriminates on any illegal basis or on any basis other than one that is rationally connected with the result.

**Exhibit a Proper Sense of Urgency.** Upon the occurrence of a death in police custody or a death resulting from police use of force, APD will initiate and/or request an independent investigation of the incident. Such investigation may be a criminal or an administrative investigation. The purpose of the criminal investigation is to determine whether any laws have been violated. The purpose of the internal investigation is to determine whether any policy has been violated. These investigations may be conducted in the following manner:

- a. A criminal investigation conducted by a law enforcement agency with appropriate jurisdiction;
- b. An administrative investigation conducted through an independent internal investigation undertaken by the agency internal affairs department under the authority of the chief law enforcement official of the involved police agency; and/or
- c. A criminal investigation conducted by the prosecuting authority of the concerned jurisdiction. For criminal investigation, the District Attorney will determine whether the investigation should be presented to a Grand Jury of the concerned jurisdiction.

## The President's Task Force on 21<sup>st</sup> Century Policing – 6 Pillars

This year, the office of the President of the United States released a report entitled “The President’s Task Force on 21<sup>st</sup> Century Policing. In it, the task force identified 6 pillars, or areas, which they deemed vital to providing excellent police services in the US. We are proud that these six pillars were already part of our standard practices prior to the release of the report.



**Pilar One: Building Trust and Legitimacy** – We work to do this on a daily basis. Every interaction with the public begins and ends with providing great customer service. The department is intentional with community outreach opportunities which promote trust. The command philosophy for Building Trust and Legitimacy requires the department staff to spend time in the community and as an ends goal to just do the right thing.

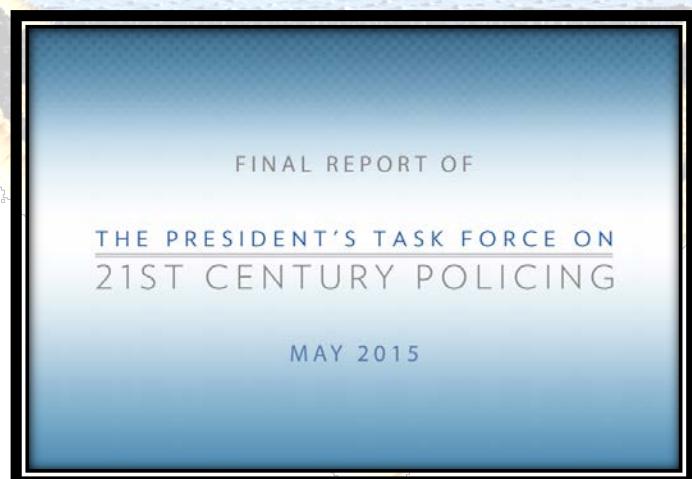
**Pillar Two: Policy and Oversight** – We work to collaborate with all members of our community to develop policies and strategies for deploying resources that aim to reduce crime by building relationships, increasing community engagement, and fostering cooperation.

**Pillar Three: Technology and Social Media** – We utilize technology and social media as one form for interacting with our community, and providing the most up to date information to our citizens. We do so in a way that is designed to increase community trust and access. Some of the types of social media we utilize are Facebook, Instagram, and Twitter.

**Pillar Four: Community Policing and Crime Reduction** – Community Policing is the guiding philosophy for our department. We partner with our local churches, pastors, educators, community leaders, home owners associations, businesses, elected officials, and other agencies within our jurisdiction and beyond to collaborate on implementing solutions that produce meaningful results for the community. Our Community Affairs division and all of our staff from the top down are dedicated to engaging the youth of our community, and helping them feel at ease with police officers. The Acworth Police Department prides itself on cutting edge philosophies, ideas, and programming that engages, educates, and promotes trust and mutual understanding between members of the department and the community.

**Pillar Five: Training and Education** – Increasing the training hours for all members of our department has been a major priority this year. We have added a training officer to our ranks, and in the past year, we have increased our overall training hours by 3,455 hours since last year. Some of our training included Diversity Training, Dementia Training, Leaders without Titles, Burden of Command, and of course our new Use of Force Simulator from TI Training.

**Pillar Six: Officer Wellness and Safety** – The wellness and safety of our officers is critical not only for the officer, but also for the public. Our officers were engaged in personal growth education this past year that included information on domestic relationships, stress and anger management as well as personal fitness. The healthcare plan for the city of Acworth includes an Employee Assistance Program (EAP) that all personnel have access to. Further per policy and as a requirement of State Certification from the Georgia Association of Chiefs of Police the department implements an early warning system for employees who may begin to show patterns of behavior that may require intervention from superiors.



## Officer(s) of the Year



The process for choosing the officer of the year begins with an officer of the quarter nomination. Officers are nominated by their peers for actions which stand out as being meritorious and exemplary. Officers who are selected as officer of the quarter are then considered for officer of the year.

This year, there were a number of excellent nominations, and two officers were selected as officer of the year: Sergeant Brian Hunt and Officer Nicolas Burleson.

On Saturday November 14, 2015 while on patrol, Sergeant Brian Hunt and Officer Nicolas Burleson administered CPR to an unresponsive 48 year old male who had suffered a medical event while driving his vehicle on Old 41 near North Cobb High School. The victim's vehicle left the roadway and crashed into some trees. Sergeant Brian Hunt was the first officer to arrive on the scene and he immediately realized that the victim was not breathing and did not have a pulse. Ofc. Burleson assisted Sgt. Hunt with removing the victim from the wreckage at which time the sergeant began chest compressions while Ofc. Burleson retrieved his bag valve mask (BVM) from his patrol car. Together the two officers cared for the victim until emergency medical services arrived. The victim was transported to Kennestone Hospital where he was able to recover from his injuries.

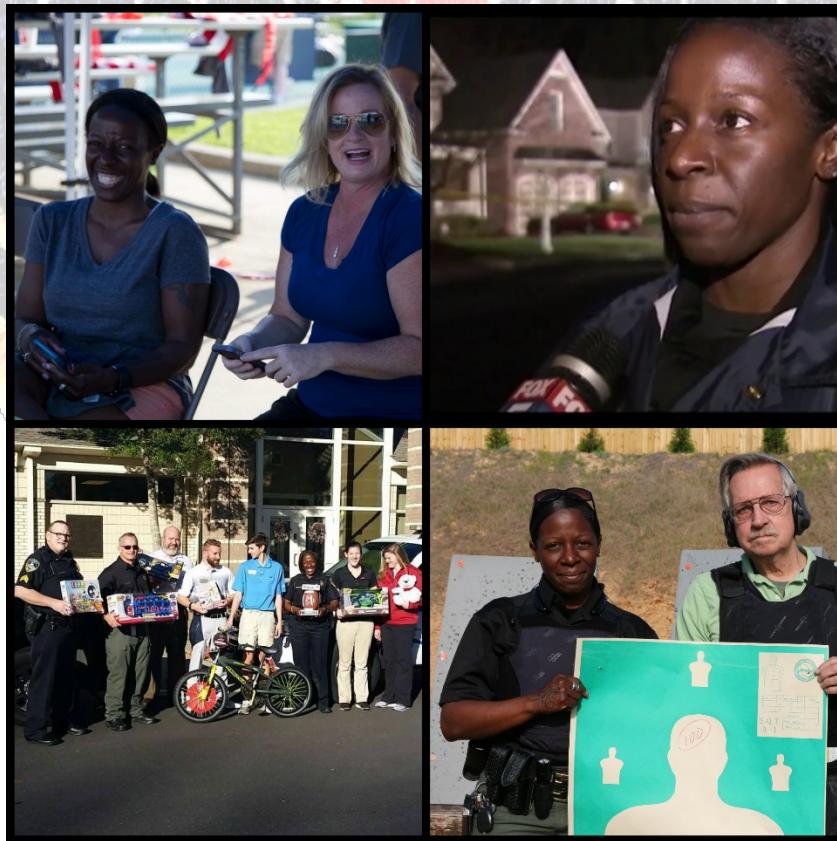
Sergeant Brian Hunt and Officer Nicholas Burleson are to be commended for their lifesaving actions. These men are among the best of the best and on this day their professionalism and selfless service resulted in a life being saved.



## Community Outreach

The Acworth Police Department is committed to the philosophy of Community Policing, a practice which recognizes that a police department can be most effective when all of the stakeholders in a community are engaged and partnered with the public.

Officer Youlanda Leverette serves in the Office of Community Affairs as the department's Community Affairs Liaison and Public Information Officer. She is the face of the department. She represents who we are and what we believe in. She meets with community groups on a regular basis, and when something news-worthy happens in Acworth, she is the person most often to be called out to give an interview and speak to the media. It is the desire of the city administration and the Chief of Police to have open communications and strong relationships with residents, business owners, and educators in Acworth. Officer Leverette embraces this philosophy and is committed to ensuring transparency and trust.



## Covering the Bases



Covering the Bases is one of our most highly anticipated events of the year. This year, we held our 8<sup>th</sup> annual event which benefits the Special Needs Development Group and the Horizon League.

Businesses and individual sponsors from across our community, came together to support the Horizon League which gives athletes with special needs the opportunity to participate in team sports. Over the past 8 years, Covering the Bases has raised over \$250,000 for the league, which has been a source of

inspiration for our community.

This year's event was held on September 11<sup>th</sup>, and we were blessed to have our own Detention Officer William Cominos speak to the attendees about his experiences at ground zero on the 9/11/2011. Officer Cominos is a former New York Fire Chief, who experienced the horrific aftermath of the event first-hand. His moving words juxtaposed with the joyful atmosphere of Covering the Bases helped us all remember the importance of continuing to live and prosper, despite the growing threat that terrorism presents.

On September 16, 2016 we will host our 9th Covering the Bases event. Plans are underway, and this year's event is shaping up to be another record-breaker! We are grateful for the support of our community and are so pleased to be able to serve in such a vital and meaningful way.

## Shoot for the Horizon

This year, The Acworth Police Department hosted the 6<sup>th</sup> annual Shoot for the Horizon to benefit Horizon Field. This is a multi-jurisdictional shooting competition that draws competitive shooters from throughout the state. This year, we were able to raise over \$3,500 dollars to donate to Covering the Bases.

Lieutenant Michael Taylor and Officer Steve Baughman have spearheaded the event for the past six years and each year the event has gotten bigger and bigger. Members of our department, Parks and Recreation, and community partners all help to make Shoot for the Horizon possible by donating time, funding, and prizes. This event enables us to join together with other departments to work for a cause that is close to all of our hearts.

It has been a huge success throughout the years, and we are looking forward to hosting it for many years to come.



## Police Explorers



The Acworth Police Department Law Enforcement Explorer Program is under the supervision of Lieutenant Jonathan Sampson, Corporal David St. Onge, Corporal Jason LaRocque, Officer Daniel Robinette, and Dr. John Regan of North Cobb High School. They work tirelessly to maintain an exciting and worthwhile program, and their results show that their hard work is paying off.

This year, the post received the following awards in competitions:

\*2015 Explorer State

Conference: 2nd in  
Domestic Dispute

\*2015 Metro Atlanta  
Competition for  
Explorers: 2nd in Active  
Shooter and in 3rd in  
Traffic Stops

\*2015 Winterfest  
Competition: 1st in  
Burglary in Progress, 1st  
in Suspicious Death



The Explorer program has been an incredible gateway to the Law Enforcement profession for some of our Explorers. This year, Officer Daniel Robinette, who began in the Explorers program when he was 16 and served in our detention center following his high school graduation in 2012, was promoted to the patrol division. He attended the police academy with former Explorer, Kyle Bayfield, and both men are doing great on patrol. Former Explorer, Tanisha Palarche, who was one of 30 Explorers in the U.S. selected to attend the National Law Enforcement Explorer Leadership Academy last year, was hired to work in out Detention Center upon her graduation from North Cobb High School.

## Citizens' Police Academy



The Citizens' Police Academy is a program in which citizens attend a modified version of the standard basic mandate course required for certification of a law enforcement officer. This is a 48-50 hour course of instruction that gives the student a realistic view of the day to day activities of an officer and the training that must be completed to obtain law enforcement certification in the State of Georgia. Most citizens who take the class gain a better understanding of what it takes to be a police officer and to most it is an eye opening experience.

Participants of the program receive training on the following topics:

- Courts/Criminal Law
- Detention/Dispatch Center Tours
- Traffic Laws/Pride/GOHS/Drugs
- Vehicle Pullovers/K-9 Demonstration
- Medical Examiner's Office Visit Investigations
- Crime Scene Practical Investigation
- Domestic Crime
- Firearms Training

## Social Media

The Acworth Police Department strives to keep its citizens up to date on all of the latest information regarding special events, unusual circumstances, inclement weather, and situations where the safety of the public may be at risk. To accomplish this task, the department uses traditional media outlets such as print news and local television. However, to get the word out in a more timely fashion, the Acworth Police Department also utilizes Facebook, Twitter, and Instagram.

The department has more than 4,600 likes on Facebook as well as large followings on Twitter and Instagram. We are grateful for the support of our followers, who have voiced their appreciation on social media for all to see. The following is a sample of some very thoughtful comments and photos posted on our department's Facebook page:



## Departmental Accomplishments

- New hand held and mobile radios purchased and installed utilizing SPLOST funds to upgrade to the new P-25 suite of standards for digital radio communications. In addition the hand held fleet of radios was increased to allow for the issue of a radio to every detention personnel for use in the jail. An additional frequency was added to the Acworth radio list for the detention facility to have their own channel.
- Created a new lieutenant position to take over management operations within the detention facility. Hired a veteran officer with over 30 years of jail experience for the newly created position.
- Increased personnel in the detention facility by four to increase jail security and to fully man the control center operation which allows for keyless movement within the facility.
- Added a part time position to assist in the Office of Professional Standards who is specifically tasked with scheduling and coordinating training within the department
- Increased the average training hours per officer from 5,116 to 8,571.
- All personnel, sworn and civilian, received diversity training from an experienced, professional, and specialized source outside of the law enforcement community.
- All personnel, sworn and civilian, received specific training on encountering assisting dementia patients and crime against seniors.
- Sergeants attended leadership development training along with the chief of police, "Leaders without Titles," Dr. S. Sampson PhD.
- All officers holding the rank of Sergeant and above have completed leadership training, "Burden of Command, John Edwards.
- Purchased and installed a new Use of Force Simulator utilizing asset forfeiture funds and implemented a mandatory quarterly training protocol. The use of force simulator is also being used for detention personnel with less than lethal scenarios for jail settings. Further the simulator has and will continue to be used for community demonstration and familiarization such as the Citizens Police Academy and other group and one on one outreach opportunities.
- Purchased 30 patrol rifles to add the existing inventory which allows for every sworn officer to be issued a rifle. Qualifications and training continues.
- Purchased gas masks for all sworn personnel from asset forfeiture funds
- Purchased ballistic helmets and chest plates with carrier vests for personal protection and deployment during a high risk event such as and including an active shooter response.
- Purchased chest seals and tourniquets for issue to each officer to be carried on their person for emergency trauma response.
- Reviewed, evaluated and compared, the department's standing in regards to the Final Report of The President's Task Force on 21<sup>st</sup> Century Policing.

## Objectives for 2016

- Continue the development of personnel through advanced leadership training with the purpose of identifying those leaders who will be a part of a future succession plan for leading the department.
- Continue to enhance active shooter training. Implement the Department of Justice Advanced Law Enforcement Rapid Response Training (ALERT).
- Implement community training program for civilian response to an active shooter utilizing the ALERT protocol.
- Enhance CID Evidence processing with the purchase of a Mobile Evidence Processing trailer.
- Create a new full time evidence technician position
- Upgrade in car video cameras to the new WatchGuard system utilizing SPLOST funds
- Purchase and implement body camera program outfitting each Patrol and Special Operations officer with WatchGuard body cameras that integrates with the new in vehicle system. All video files will wirelessly download to the department's servers.
- Install all new backend software and wireless equipment along with storage servers for the implementation of body cameras.
- Complete the full implementation of the take home car program with the purchase of additional vehicles utilizing SPLOST funds
- Phase out the existing Taser X-26 Electronic Control Devices and implement the new advanced technology X-2 product.
- Complete development and roll out of the department's new teen outreach program, STARS (Smart Teens are Responsible and Safe).



## Uniform Patrol Division



The Uniform Patrol Division is the largest division of the Police Department who are first responders to 911 calls and complaints from citizens to ensure public safety. Patrol Division is tasked in enforcing criminal laws, traffic laws, city ordinances, and maintaining public peace and safety. The Uniform Patrol Division operates four 12 hour shifts and

is the backbone of the police department.

The Uniform Patrol Division's goal is to be recognized as a fair, friendly, community oriented department dedicated to preserving peace, maintaining order, and protecting the life and property of the citizens of Acworth.

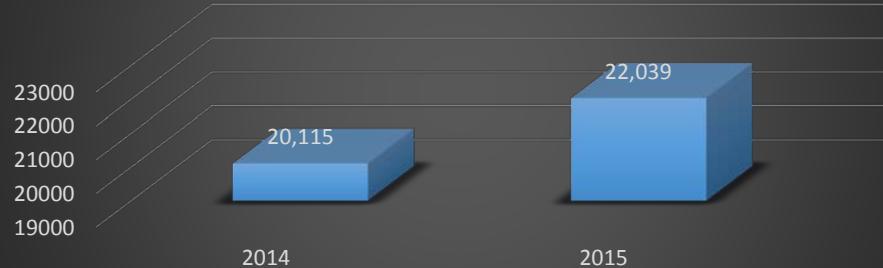
Uniform patrol operates vehicles equipped with the latest law enforcement technology with digital in-car video cameras and laptop computers. The computers enable officers to receive dispatch calls for service, complete reports while remaining visible, complete warrants checks through GCIC and NCIC, and check vehicle and driver's license status.

This year, with the use of SPLOST funds, we will be transitioning to WatchGuard in-car video systems and body cameras. The digital in-car cameras are the latest technology with pre-event recording and crash activation. This is a huge move in the right direction for our department in terms of technology. We are grateful for the citizens of Acworth as well as our City Council for making these changes possible.

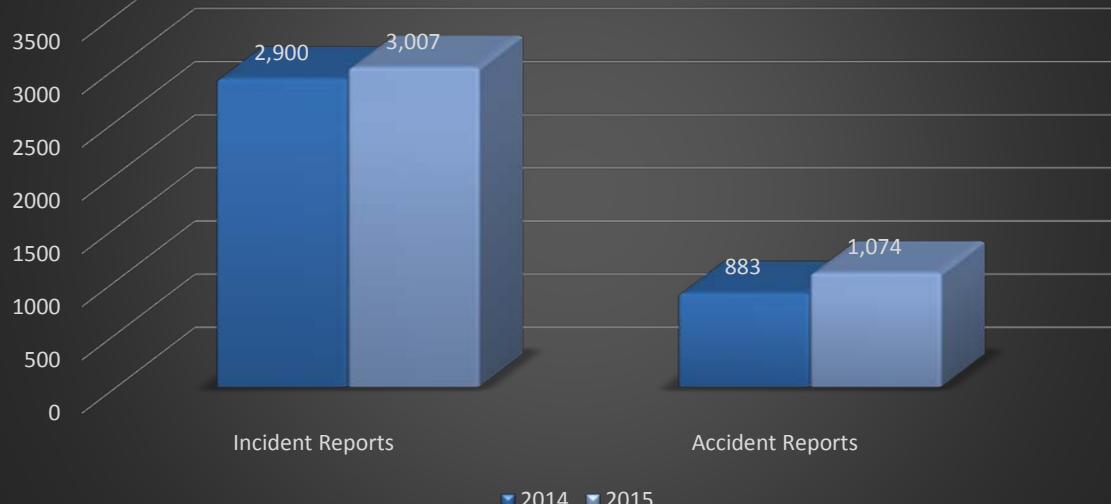
This year, we had the opportunity to increase the number of officers on patrol, which was a great thing, considering that our number of calls for service, incident reports, and accident reports have all increased since 2014. While we have seen an uptick in reports and calls, in most types of crimes, we have either remained stable or seen a decrease.

Acworth is still one of the safest cities in Georgia, and we are proud to say that the hard working men and women of our police department have certainly played a part the continued safety of our citizens.

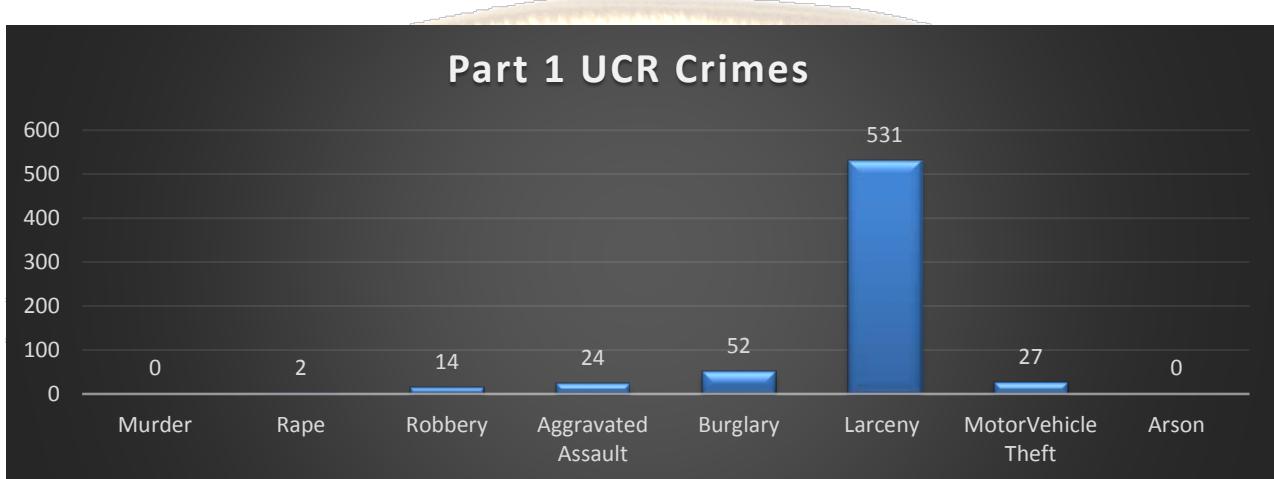
### Calls for Service



### Incidents and Accidents

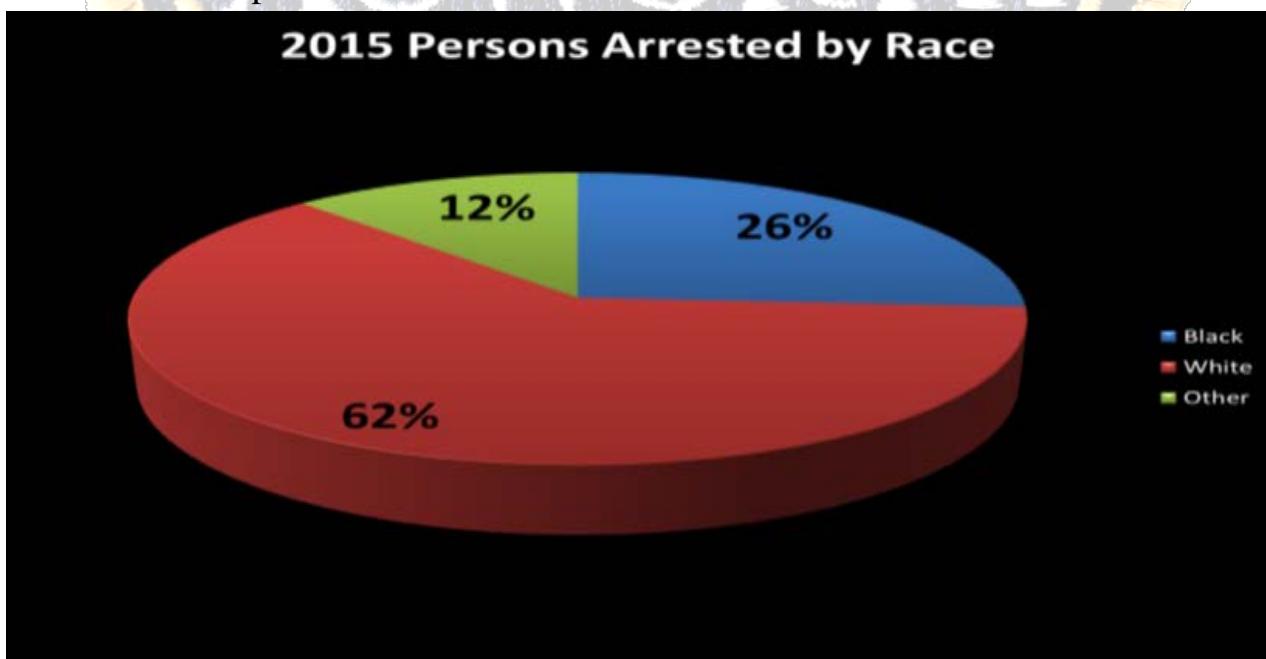


## Uniform Crime Reporting Statistics 2015



### No Racial Disparity

In 2014, we were recognized in USA Today as being a city with no racial disparity in our arrest rates. In 2014, our racial demographics were mirrored in arrest, citation, and we are proud to report that is still true in 2015. In fact, the percentages have stayed almost exactly the same. The racial demographics of the city of Acworth, according to the 2010 census are as follows: 62% white, 25% black, 13% other. We have proven that we are consistent and unbiased.



## Criminal Investigations Division



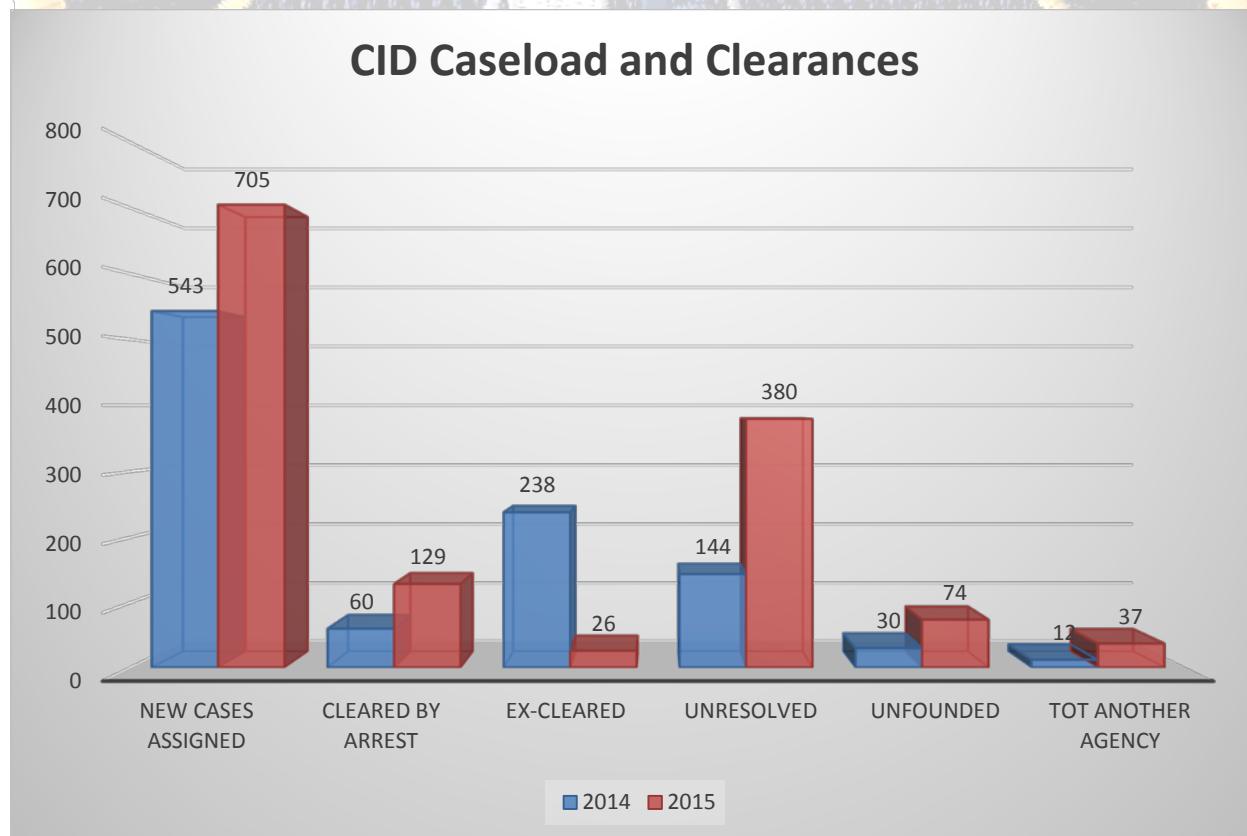
This year, CID has made great strides in employee development as well as case investigations. This year, Det. Arnold, Det. Guevara, and Det. Almon joined CID as new investigators. Det. Arnold has taken on the division's crimes against children's function. He attended specialized training to do this and regularly works with members of Safe Path's child advocacy center to investigate these cases. Det. St. Onge and Det. Arnold have also demonstrated skill at handling Internet Crimes Against Children (ICAC) cases. Each of these detectives have successfully investigated ICAC complaints received from the GBI and made arrests. Det. Arnold's case garnered media attention because the suspect was a youth league soccer coach.

Det. Arnold and Det. Almon were able to attend specialized interview techniques training from the Reid Organization. Both credit several confessions obtained as a direct result of the training. Det. St. Onge and Lieutenant Sampson were able to attend training concerning the correct way to handle internal affairs investigations. Not long after the class, Det. St. Onge was required to put his training to use on an investigation.

In addition to the major ICAC cases already mentioned, members of the criminal investigations division have solved other types of major cases. In July, Det. Almon was able to track down and arrest an armed robbery suspect. This suspect waited in the woods outside the Zaxby's on Hwy 41 and when the manager took the night deposit to her car he robbed her. In August Det. St. Onge also made arrests in an armed robbery that occurred at the Marathon gas station on Hwy 91. He identified

two juvenile males who were responsible for the robbery, located a real gun used during the robbery, and recovered some of the property that was taken.

In June, Det. Arnold showed exceptional commitment to an investigation when he traveled to Virginia to complete a child abuse investigation. The case was two years old when the victim reported it and both the suspect and victim lived in Virginia Beach. Det. Arnold was able to establish a rapport with Virginia Beach PD, travel to Virginia Beach to complete the investigation, and take warrants on the suspect when he returned to Georgia.



## Special Operations Division



The Special Operations Division is unique in that its officers work both on patrol and in specialized functions for the department. Our K9 officers serve on patrol shifts as corporals, we have two dedicated traffic enforcement officers, one full-time code enforcement officer, and a community affairs liaison.

This year, the Special Operations Division was tasked with purchasing weapons for the department. The Unit worked on purchasing, training, and qualifying officers on new back up

weapons: the Glock G43. The unit was also tasked with bidding out and purchasing new patrol rifles for the department. After some lengthy research and testing the unit decided on purchasing the Smith and Wesson MP Sport AR15. The package purchased included fully equipped weapon systems complete with additional magazines, lights, aim points, and carrying cases. In 2016, the unit along with training, will be tasked with training officers on the new weapon systems and issuing them out.

In 2016, we are looking to add additional personnel to form the Street Crimes Unit within the Special Operations Unit. We are also looking at revamping our current budget line items and creating a line specific for Special Operations. This budget will be utilized to purchase additional speed detection equipment, signs for traffic redirection, road closures, and other specific needs for the unit outside of K9 and Community Outreach.

## Acworth Detention Center

This was a very exciting year for the Acworth Detention Center. In addition to undergoing a complete renovation of the facility, we had a change to leadership and the addition of multiple new detention officers.

In June, Sergeant Agosto retired and Lieutenant King was hired as his replacement. Lieutenant King came to Acworth with over 30 years of experience from Cobb County. He worked to ensure that the remodeling process was smooth, and the jail was able to continue to function through big changes without missing a beat.

The newly remodeled facility provides a day-room for inmates, where they hold weekly AA meetings, NA meetings, and religious services. In addition, we also have a dedicated control room with state-of-the-art surveillance and communication systems to ensure the safety and security of the facility.

In 2016, we plan to continue improvements to the jail by replacing the flooring throughout the jail with epoxy flooring. We will also continue to provide advanced training for our staff to include defensive tactics, simulator training, and other POST courses.



## Office of Professional Standards and Training

The Office of Professional Standards is responsible for handling the following major items:

- Georgia Police Certification Program
- Training – Scheduling, Implementation, and Research
- Citizen Complaints – Review, Assignment, and Filing
- Guardian Tracking System Administrator
- Use of Force – Documentation, Filing, and Training
- Standard Operating Procedure Policies – Research, Development, and Implementation
- Promotion boards (Sworn officers)
- Maintenance of all personnel files to include disciplinary, training, and Guardian entrees
- Quartermaster
- Preparing POST Applications – Mandate, Jail School, and other POST applications as needed
- Field Training Officer Program – Coordination and Oversight

OPS also participates in the following duties on an as needed basis:

- Hiring boards
- Promotion panels

One of the major tasks continues to be the State of Georgia Certification Program. Last year the department achieved state certification and now we have to show compliance every year until we go through the process all over again sometime in early 2017. This is a monumental task that takes up most of my time. One of the unit goals is to have a part time officer handle all state certification needs.

Another huge responsibility for the unit is training. Last March the department hired a part time officer to handle this area. The department as a whole saw a tremendous gain in the number of training hours from 2014 to 2015 and I believe that the part time position had an impact on this achievement. However, I would like

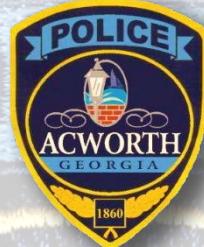
to see the part time position become a full time position in the very near future. A part time employee is shackled by the number of hours that they can work. Many of the advanced instructor courses require a week long class and right now our training person cannot attend them. This will be solved with a full time position.

- Monitor standard operating procedures and implement changes with the approval of the Chief of Police when necessary
- Monitor certification files daily to keep the department in compliance with state certification
- Add a full time officer for training and do away with the part time position
- Add a part time officer to handle all state certification needs
- Have all general instructors attend CPR instructor course
- Update and reorganize the current field training officer program
- Update and reorganize our Active Shooter Program to include the civilian program
- Ensure every sworn officer in the department has their mandatory 20 hours training for the year
- Ensure every sworn officer has mandatory firearms and use of force training for the year
- Continue to work on getting our instructors proctored so that we can have GPSTC classes here
- Look for candidates who would like to be a specialized instructor in firearms, Taser, and defensive tactics



# Acworth Police Department

Office of Professional Standards



*"Courage – Obligation – Dedication - Enforcement"*

To: Chief G. Wayne Dennard Jr.

From: Lieutenant Charles R. Ball

Date: February 8, 2016

Reference: Annual Reports – Goal Setting for 2016

Chief Dennard,

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Another huge responsibility for the unit is training. Last March the department hired a part time officer to handle this area. The department as a whole saw a tremendous gain in the number of training hours from 2014 to 2015 and I believe that the part time position had an impact on this achievement. However, I would like to see the part time position become a full time position in the very near future. A part time employee is shackled by the number of hours that they can work. Many of the advanced instructor courses require a week long class and right now our training person cannot attend them. This will be solved with a full time position.

### Office of Professional Standards and Training Goals for 2016

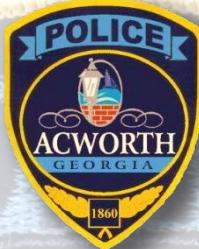
- Monitor standard operating procedures and implement changes with the approval of the Chief of Police when necessary
- Monitor certification files daily to keep the department in compliance with state certification
- Add a full time officer for training and do away with the part time position
- Add a part time officer to handle all state certification needs
- Have all general instructors attend CPR instructor course
- Update and reorganize the current field training officer program
- Update and reorganize our Active Shooter Program to include the civilian program
- Ensure every sworn officer in the department has their mandatory 20 hours training for the year
- Ensure every sworn officer has mandatory firearms and use of force training for the year
- Continue to work on getting our instructors proctored so that we can have GPSTC classes here
- Look for candidates who would like to be a specialized instructor in firearms, Taser, and defensive tactics

Sincerely,

  
Lieutenant C.R. Ball  
Office of Professional Standards  
Acworth Police Department

# Acworth Police Department

## Office of Professional Standards



*"Courage - Obligation - Dedication - Enforcement"*

To: Chief W. Dennard  
From: Lieutenant C.R. Ball  
Date: January 15, 2016  
Reference: Vehicle Pursuit Annual Report for 2015

Chief Dennard,

In accordance with Acworth Police Department policy 5.16 Vehicle Pursuits, Section VIII, B, Annual Review of Pursuits this report shall serve as the annual report for 2015. During the twelve month period our department had six (6) motor vehicle pursuits reported.

A breakdown of these pursuits reveals that all six lasted five minutes or less in duration with three of them lasting less than one minute. It is also important to note that all of the pursuits lasted for five (5) miles or less. All of the pursuits initiated for 2015 were the result of some type of traffic violation and all of the violators were male with five (5) being Caucasian and one (1) being African American. There were no injuries or deaths reported to the officers who initiated or participated in the pursuits and no injuries or deaths were reported to the violators or passengers of the fleeing vehicle.

There were some policy violations observed on a couple of pursuits. These violations were addressed by the shift supervisor swiftly. The officer was counseled and provided additional training on SOP 5.16, Vehicle Pursuits, and SOP 3.09, Operation of Department Vehicles. One officer received a written reprimand for his actions that were deemed to be a violation of policy.

The six (6) reported vehicle pursuits are in line with the yearly average of pursuits for the Acworth Police Department over the last three (3) years.

Sincerely,

Lieutenant Charles Ball

# Acworth Police Department

## Office of Professional Standards



*"Courage - Obligation - Dedication - Enforcement"*

To: Chief W. Dennard  
From: Lieutenant C.R. Ball  
Date: January 8, 2016  
Reference: Use of Force Annual Report for 2015

Chief Dennard,

In the calendar year of 2015 the Acworth Police Department had just fifteen (15) incidents where officers reported a use of force event. This is down significantly from the previous year of 2014 where the department had a total of fifty (50)!

Of the fifteen reported events the overwhelming majority was for the category of Animal/handcuffs/other (9). Officers reported using "soft hands" three (3) times during 2015 and "hard hands" a total of two (2) times. There was only one reported use of a Taser during 2015 and no firearms were discharged except for the humane destruction of an animal. Of the fifteen (15) reported use of force incidents there were two instances where at least two different officers used force on the same event.

According to my records there was no violation of the Acworth Police Department's policies and procedures during any of these use of force events. All were reviewed by the officer's direct supervisor, appropriate division commander, and the Chief of Police. Because no policies were violated there was no need to conduct any remedial training for these use of force events. However, the department did hold a mandatory Taser recertification class for all Taser users in December. All officers also received mandatory Use of Deadly Force Training and Firearms Re-Qualification. The department also conducted its biannual training over the less lethal shotgun and munitions, expandable baton, and O.C. chemical spray in December as well.

Please see the attached spread sheets showing the breakdown for 2015 and the chart showing the department's trends for the past three (3) years.

Sincerely,

Lieutenant Charles Ball

# Acworth Police Department

## Office of Professional Standards



*"Courage - Obligation - Dedication - Enforcement"*

To: Chief G. Wayne Dennard Jr.  
From: Lieutenant Charles Ball  
Date: February 16, 2016  
Reference: Citizen Complaint Annual Report for 2015

Chief Dennard,

This letter will serve as the annual report for citizen complaints for our department for 2015. There was a total of twenty-four (24) citizen complaints investigated by the Office of Professional Standards or investigators designated by the Office of Professional Standards during 2015. Some of the complaints had more than one officer named by a complainant. After thorough investigations were completed (18) of the complaints were unfounded, (3) were exonerated, (1) was not sustained and (5) were sustained. One officer resigned in lieu of termination due to a complaint investigation.

Sincerely,

Lieutenant Charles Ball

**To: Captain Stan Melton**

**From: Lieutenant Jonathan Sampson**

**Subject: CID 2015 Annual Report**

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A review of goals laid out at the beginning of the year shows that the Criminal Investigations Division achieved all of the high importance and the majority of the secondary goals. High on the priority list were two goals related to evidence. This included correcting the ventilation problem with the evidence room and completing Det. St.Onge's complete inventory of the evidence room. By July both these goals were met. It was determined that the ventilation system was turning off at night which was causing the problems. That was corrected so that the system runs all the time preventing the buildup of dangerous odors and fumes from the drug storage room. On July 22 Det. St.Onge issued his evidence inventory findings. His report revealed that the tracking system being used within the evidence room is adequate and functioning properly.

Second, it was important to the operation of CID that more than one person be knowledgeable in both marijuana testing and the use of the Cellebrite UFED Touch device. These are tools and responsibilities that are important to the department as a whole. Having multiple operators for testing marijuana and using the Cellebrite UFED reduces the likelihood that the department would ever be caught in a situation where one of these services was not available because an operator was not available. This year Det. Almon, Ofc Waton, and Ofc Hudson have been trained in marijuana testing and Det. Almon is leading the marijuana testing program. This year Det. St.Onge was certified in the use of the Cellebrite UFED Touch Logical Analyzer. He has also been trained in the use of OSTriage and TUX4N6 to preview suspect computers for digital evidence.

A third goal of CID has been to update the City of Acworth's pawn shop and precious metals ordinance as well as move to a computer based sales ticket reporting system. In the third quarter of this year, city council passed a revised pawn shop and precious metals ordinance that goes into effect January 1<sup>st</sup> of 2016. The police department also contracted with leadsonline.com to manage the reporting of all sales tickets to the police department. Det. Guevara has been instrumental in maintaining the police department's relationship with pawn shop dealers as well as helping shop owners communicate with leadsonline.com technical support. Today, we are able to search pawn and precious metal transactions in almost real time as well as report sales tickets to GCIC electronically instead of depending on dispatch to hand code the tickets in for us.

This year, CID has made great strides in employee development as well as case investigations. At the beginning of the year, Det. McCraw moved onto a private sector job, Det. Hall requested a transfer back to patrol division, and another detective was transferred to a DEA Joint Task Force. This allowed for Det. Arnold, Det. Guevara, and Det. Almon to join CID as new investigators. Det. Arnold has taken on the division's crimes against children's function. He attended specialized training to do this and regularly works with members of Safe Path's child advocacy center to investigate these cases. Det. St.Onge and Det. Arnold have also demonstrated skill at handling Internet Crimes Against Children (ICAC) cases. Each of these detectives have successfully investigated ICAC complaints received from the GBI and made arrests. Det. Arnold's case garnered media attention because the suspect was a youth league soccer coach.

Det. Arnold and Det. Almon were able to attend specialized interview techniques training from the Reid Organization. Both credit several confessions obtained as a direct result of the training. Det. St.Onge and I were able to attend training concerning the correct way to handle internal affairs investigations. Not long after the class, Det. St.Onge was required to put his training to use on an investigation.

In addition to the major ICAC cases already mentioned, members of the criminal investigations division have solved other types of major cases. In July, Det. Almon was able to track down and arrest an armed robbery suspect. This suspect waited in the woods outside the Zaxby's on Hwy 41 and when the manager took the night deposit to her car he robbed her. In August Det. St.Onge also made arrests in an armed robbery that occurred at the Marathon gas station on Hwy 91. He identified two juvenile males who were responsible for the robbery, located a real gun used during the robbery, and recovered some of the property that was taken.

In June Det. Arnold showed exceptional commitment to an investigation when he traveled to Virginia to complete a child abuse investigation. The case was two years old when the victim reported it and both the suspect and victim lived in Virginia Beach. Det. Arnold was able to establish a rapport with Virginia Beach PD, travel to Virginia Beach to complete the investigation, and take warrants on the suspect when he returned to Georgia.

Listed on the next page are the cumulative stats for the Criminal Investigations Division for 2015. The notable decrease in ex-cleared cases is due to the research performed last year that revealed this category was being utilized incorrectly prior to 2015.

New Cases Assigned:	705
Cleared by arrest:	129
Ex-Cleared:	26
Unresolved	380
Unfounded:	74
TOT Another Agency:	37
Resolved	36

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Case Assignments per Detective are as follows:

Det. Joel Hall	46
Det. John McCraw	5
Det. Jonathan Sampson	45
Det. David St.Onge	179
Det. Stanley Almon	89
Det. Kyle Arnold	172
Det. Victor Guevara	127

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DFACS Referrals	58
APS Referrals	9
Pawn Tickets	11,308
Marijuana Requests	62
Internal Investigations	1
Backgrounds	33

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Note: The resolved category refers to cases that are not UCR reportable and were resolved, but not by another means listed. This category was not previously tracked. Also, Adult Protective Services (APS) referrals were not previously tracked.

## **GOALS FOR THE DETENTION OPERATION**

DETENTION CENTER, ACWORTH POLICE DEPARTMENT

Prepared by Lt. Kenneth K. King , Detention Supervisor – February 5, 2016.

### **PURPOSE: LIST DETENTION GOALS.**

INTRODUCTION: The Detention Center has operated for over 16 years at the current location. These goals for calendar year 2016 are set under the following expectations:

- 1) New – and renovated Jail areas will be fully integrated with the PD / Court complex.
- 2) The Staff will make adjustments in the workflow.
- 3) The Detention Team will be alert to continuous – improvement opportunities.

SUMMARY: This summary follows some basic guidelines. Detention operation will be vigilant to remain fine-tuned, in good balance between Staff and supervision. With good use of its assigned personnel and facilities. As in previous years, the interaction between Staff and Inmates must be successful. The operational elements must be kept in place by all staff, under a solid, simple structure with the following factors remaining paramount:

- Security.
- Safety.
- Efficiency.
- Jail environment that is controlled, clean, & healthy.

RECOMMENDATION: For 2016, the overall recommendation is to continue the operation guided by competent and trained Staff performing duties in a responsible, dedicated manner, following approved work practices. A strategy that has proven successful over time is to keep direct interaction as needed, 24 / 7, between the Jail Supervisor and members of Detention Staff. The Detention Team must continue working under the Captain, with effective lateral coordination to fulfill the Jail's mission.

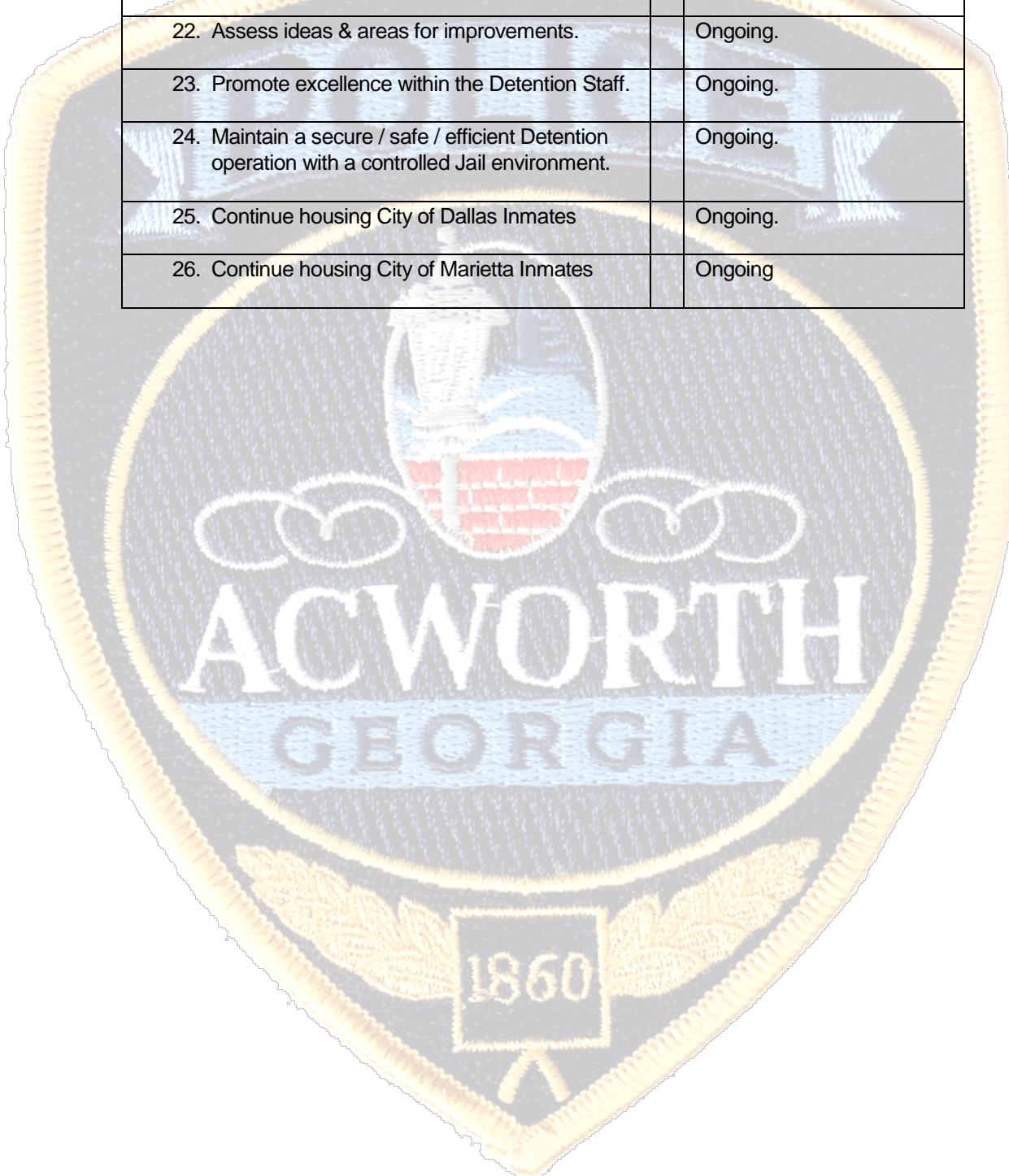
CRITERIA FOR DETENTION GOALS: The goals are set with these considerations in mind:

1. Generalized – Long term Jail Operation.
2. Day – to – day Detention activity.
3. Procedures.
4. Facilities.

## DETENTION GOALS

1. Begin Intoxilyzer 9000 training for All Detention Line Staff.	Based on GBI class availability.
2. Implement RMS Jail software.	May 2016
3. Improve efficiency in new Booking area.	Ongoing
4. Court: Set up approved procedures to support the Court at the new facility.	Ongoing
5. Execute planned actions to move & fully utilize new Jail facilities to include the new day room, and covered recreation yard area.	March 2016
6. Maintain Staffing level.	Ongoing
7. D/O training process: Improve, with more standardization in process & documentation.	June 2016
8. Provide First Aid Certification for Detention Staff	July 2016
9. Evaluate and improve processes for Fire Drills and emergency responses	June 2016 & ongoing.
10. Evaluate and improve shift work processes & techniques to account for new areas, and security needs for same.	Ongoing
11. Staffing: Upgrade the position of light maintenance and detention work.	Ongoing
12. Increase Staff safety training, implement more use of LGRMS Risk Control.	Ongoing
13. Facilitate training events for Staff.	Ongoing.
14. Food Service: Improve food storage.	Ongoing
15. Improve storage: office supplies.	Ongoing
16. Food Service: Improve efficiency on layout for kitchen appliances.	January 2016
17. Jail kitchen: Replace as required utensils for food prep., etc.	July 2016
18. Support City, PD & Public Works – custodial service.	Ongoing.

19. Records Disposal – per directives.	May 2015
20. Files review – short / long term – per directives.	May 2015
21. Check on priorities & prepare budget inputs.	Feb – March 2016
22. Assess ideas & areas for improvements.	Ongoing.
23. Promote excellence within the Detention Staff.	Ongoing.
24. Maintain a secure / safe / efficient Detention operation with a controlled Jail environment.	Ongoing.
25. Continue housing City of Dallas Inmates	Ongoing.
26. Continue housing City of Marietta Inmates	Ongoing



# ACWORTH POLICE DEPARTMENT

Lt. Michael Taylor  
Special Operations Unit

Captain Melton,

Please see the below the Special Operations s Goals and Objectives for 2016;

1. The SPECIAL OPERATIONS Unit will show continued support to the city and the Parks and Recreation section with all city events where traffic redirection and security are a must. As an intricate part of the event staff the SPECIAL OPERATIONS is tasked with ensuring traffic is redirected in a safe manner for the citizens attending these events. The SPECIAL OPERATIONS also provides security before, during and after the events for the staff, event personnel, attendees and cleanup crews. This is a huge undertaking for the Unit and one that is continually in the eyes of the city staff as well as the citizens of Acworth. Our professionalism, dedication and attention to detail at each event represents us as a Unit and the department as a whole. In 2016 the Unit would like to be able to add more signage to the event trailer to assist with the road closures and traffic redirection.
2. The SPECIAL OPERATIONS Code Enforcement Officer has been at full time status now over a year. The relationship this Officer built throughout the city with business leaders, citizens and the city staff showed in the numbers produced and the affect he had on the community and its image. This professional commitment will continue in 2016 by the number of cases worked related to complaints received. As this portion of the unit grows and becomes more evident the complaints will reduce greatly. In 2016 we will be looking at utilizing our part time officer to assist when the complaint volume increases in the summer months.
3. The SPECIAL OPERATIONS K9 Teams maintained a stellar year in 2015. The annual training/certification class was canceled last minute due to the instructor becoming ill. Another master trainer was located and hired to come in and recertify our team and make sure all certifications and licenses were up to date. In 2016 we will be looking for a replacement K9 for one of our dogs. The k9's tour of duty is vastly approaching and without losing stride and creating downtime we would like to have the K9 purchased, a new handler assigned to the K9 and the training complete before the dog is retired.
4. In 2015 the Special Operations was tasked with purchasing weapons for the department. The Unit worked on purchasing, training and qualifying officers on new back up weapons, the Glock G43. The unit was also tasked with bidding and purchasing new patrol rifles for the department. After some lengthily research and testing the unit decided on purchasing the Smith and Wesson MP Sport AR15. The package purchased were fully equip weapon systems complete with additional magazines, lights, aim points and

carrying cases. In 2016 the unit along with training will be tasked with training officers on the new weapon systems and issuing them out.

5. In 2015 the SPECIAL OPERATIONS Community Outreach Officer attended additional training in Public Information releases. The officer has made several TV interviews for local news outlets regarding incidents in the city. That Officer has excelled in this position and created a professional image for herself as well as the department. As the Outreach Officer she has made all events necessary to represent the department and assist citizens where available. In 2016, we look for the officer to keep growing in this position and become an even more self-sufficient officer. We look for newly created outreach ideas and avenues to promote the department with citizens of Acworth.
6. In 2016 we look to add a couple of new items to the unit. One being that we look forward to beginning a Street Crimes Unit to work primarily at night. The SCU of SPECIAL OPERATIONS will be tasked with working street level narcotic cases in and around the I75 corridor of the city and anywhere else complaints may arise. The SCU will also be tasked with working in conjunction with CID on repeat property crimes within the city. The SCU will assist with the revitalization of the Baker Road and Cowan areas. The area is a big priority with new construction and businesses entering the area. The SCU will create partnerships with the business leaders and citizens of the area and work towards diminishing the current and future illegal drug sales in the area.
7. The SPECIAL OPERATIONS Traffic Enforcement and Education Unit had another record year. Citation and warning counts were well above 2014. There was an increase in traffic accidents between 2014 and 2015. This increase could have been related to a number of conditions. We had several days of inclement weather including snow and ice. New road construction in the areas and an all-around increase in traffic visiting the city. In 2016 we will be looking at increasing the presence in the high traffic accident areas, utilizing signage warning drivers of speeding infractions and road conditions.
8. In 2016 we are looking to add additional bodies to the form the Street Crimes Unit, SCU, within the Special Operations. We are also looking at revamping our current budget line items and creating a line specific for Special Operations. This budget will be utilized to purchase additional speed detection equipment, signs for traffic redirection and road closures and other specific needs for the unit outside of K9 and Community Outreach.

## **2015 Year End Totals for Special Operations**

Special Operations K9 Team year end totals consists of callouts, seizures and training hours. There was a combined total of 73 callouts with 40% of them coming from Cobb Police Department. The team completed over 15 demos throughout the year, which did not count the numerous meet and greet callouts during special events or tours at the department. The team has a combined and logged 550 total training hours that include their re-certifications in September. The K9 totaled right at \$20,000 in cash seized, a majority of this was a callout for MCS. Other property seizures consisted of a BMW, four handguns and several smart phones.

The K9 team seized approximately three pounds of Marijuana, ten ounces of Methamphetamines, ten grams of Heroin, six grams of Cocaine and three grams of Molly.

The Community Outreach section of Special Operations completed several training opportunities for the requirements of Public Information Officer. One in specific was the National Information Officers Association training. Several other classes were attended that ranged from Media Relations, Communication for results to We Regret to Inform You. These training classes will assist the Public Information Officer in relaying information to the public, the citizens of Acworth and specifically the news media on incidents related to the City of Acworth. The Outreach section attended several community events and gave away police department promotional items to help foster the relationship between the citizens of Acworth and the police department.

The Code Enforcement section of Special Operations Unit worked approximately 500 code related cases within the city. 296 were complaints received via emails, phone calls or the complaint system online. The remaining cases were self-initiated cases that the Code Enforcement officer located and worked on his own. Thirty seven citations were issued for code related violations and over four hundred warnings were issued. The Code Enforcement Officer worked and completed two abatements through city court on abandoned houses. Not only did the Code Enforcement officer work on code violations but he also worked with numerous churches to assist elderly individuals within the community on the upkeep of their properties. The Code Enforcement officer kept contact with these individuals throughout the year to assist with any needs they may have.

The Traffic Enforcement and Education section of Special Operations Unit had a record year with citations and warnings. The team totaled over 2,000 traffic stops with an approximate total of 2500 citations. The team issued over 1000 warnings out of the 2,000 plus traffic stops. The traffic worked over 150 traffic related accidents within the city. Outside of normal traffic enforcement obligations the traffic team worked on several traffic related complaints that consisted of speeding, stop sign violations to disregard for school bus stops throughout the city. Several of these required traffic studies that were completed gauging the volume of vehicles traveling certain roadways and their speeds. The Traffic Team maintained a steady attendance with the GOHS and MATEN meetings throughout north Georgia and hosted an event here at the department. The team taught 5 additional PRIDE classes throughout 2015. Both traffic officers attended various training ranging from DUI preparation to traffic accident investigation courses.



Captain Stan Melton  
Uniform/CID Commander  
Acworth Police Department  
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Acworth, Georgia 30101  
(w) 770-974-3042 (fax) 678-801-4076  
smelton@acworth.org

To: Chief Dennard  
From: Captain Melton  
Date: 01/27/2016  
Subject: 2016 Patrol Goals and Objectives

In accordance with Acworth Policy #1.09, this memo addresses the objectives of the Patrol Division for calendar year 2016;

### Personnel Development

This Agency started 2015 with 6 vacancies and we currently have only 1 vacancy. Due to obtaining a Training Room, a Training Simulator and Active Shooter gear, we are now equipped to accelerate training in a more realistic setting. Our most valuable resource is our people. Since we have more staff, now is when we implement some more resources to Special Projects. The plan is to add a couple of personnel to primarily work street level narcotics. There may be an additional Traffic Officer added. Staffing of our MCS position is also a position to fill.

With the acquisition of the Active Shooter gear, plans are to incorporate the wearing of the gear periodically during Range qualification as well as during Simulator Training. We will also be receiving gas masks this spring and that means training and evaluation of this additional gear.

- **Supervisory Development-** Supervisors will be participating in a January, 2016 class entitled Burden of Command which is an opportunity for all Sergeants and Lieutenants within the Agency to participate in a common platform. There are also a number of Supervisors who either need Supervisory classes or else they are in different phases of the modules. Emphasis is needed on the scheduling/completion of these modules. Another opportunity being discussed is for some current supervisors to enroll in the PMP (Professional Management Program). These are all valuable opportunities for the advancement of our people.

### Community Involvement

Our events schedule has been published for the year and made available to staff. There will most certainly be other events added and the Personnel are good at adapting to the needs. Due to some scheduled manpower shifts to Special Operations, they can expect to be primarily responsible for these additional responsibilities, still augmented by Patrol. Once we get out our Hummer refurbished, it will be integrated into some of our Field activities and kid friendly presentations so we are looking forward to using it as a centerpiece at some of our events.

Senior living is expected to at least double in capacity as 2 new developments are soon to be occupied. As a member of the Cobb Elder Abuse Task Force, we stand ready to provide resources from an educational standpoint to this age group should the need arise.

Sincerely,

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*Captain Stan Melton*

*Acworth Police Department*

