

Polk County Sheriff's Office



Annual Report

2009

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A Message from Sheriff McCarthy

Dear Citizens,

The 2009 Annual Report highlights the past year's accomplishments and offers a look ahead to 2010.

In my first year serving as your Sheriff, my staff and I have been working to ensure that the Polk County Sheriff's Office meets the high standards and expectations of its citizens by ensuring our continued dedication to professionalism, seeking new technologies, and utilizing our partnerships.

A priority since I took office has been maintaining and improving the professionalism and integrity of our office and our staff. The Office of Professional Standards was established to focus on this goal by ensuring our staff meets the high standards necessary to carrying out their duties. The Office of Planning & Development was created to further improve how we capture, analyze and disseminate information as well as to explore new technologies to meet Polk County's growing needs.

We cannot accomplish all of our goals on our own. We continue to work with other agencies, non-profit groups and partner with

other Polk County Offices in an effort to best serve the public.

Partnerships such as the Criminal Justice Coordinating Council allow for local leaders in the criminal justice community to come together to share ideas, concerns and opinions about the criminal justice system as a whole and the ultimate impact on our jail population. Budget concerns are not unique to us and we continue to explore new avenues to ensure that we are the most fiscally responsible organization we can be by evaluating new strategies and examining current practices throughout patrol, the jail, civil and administration.

The year 2010 presents us with just as many challenges and opportunities. As an organization we must continue to identify technologies that make us more efficient and effective. We will continue to enhance our training and professionalism. We look to manage our inmate population through identifying the special needs of our inmates and exploring ways of assisting them to stay on course and out of jail. We will continue our



successful partnerships and be open to new alliances in the community. We will never stop examining and improving our practices and I assure you we will provide professional first class services to the citizens of Polk County.

I thank you for the pleasure of serving as your Sheriff.

Sincerely,

Bill McCarthy

Sheriff Bill McCarthy

Sheriff's Command Staff

Chief Deputy Vic Munoz



A veteran of the Sheriff's Office serving since 1978, Chief Deputy Munoz has extensive knowledge and experience in all areas of the Sheriff's Office and is a 2008 graduate of the FBI National Academy. The Chief Deputy assists the Sheriff, and has responsibility for the day-to-day internal operations of the Sheriff's Office. Chief Deputy Munoz has demonstrated a strong commitment to public safety and has facilitated cooperative efforts with law enforcement leaders and government officials at the local, state and federal levels.

Chief Doug Phillips



Chief Phillips began his long career with the Sheriff's Office in 1976 as a cadet. Currently overseeing the Law Enforcement Services Division, he has served in virtually every facet of the Office throughout his career. A 2006 graduate of the FBI National Academy, Chief Phillips is highly trained in tactical operations, homeland security, terrorism prevention, and incident management. Chief Phillips also instructs at the Midwest Counterdrug Training Center and serves on the Polk County Emergency Management Commission and Executive Board of Emergency Management.



Major Allan Tunks

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Major Scott Locker

Director Jan Sears



Jan Sears has served the citizens of Polk County since 1976. She is the Director of the Office of Planning & Development, created by Sheriff McCarthy in 2009. Director Sears has served in several Polk County departments, beginning her career as a typist in General Services. Prior to joining the Sheriff's Office in 2003, Director Sears was the Budget Manager for Polk County. Director Sears's experience and leadership have proven instrumental in enhancing the professionalism of the office.



Major Donna Brooks

Chief Leesa Shoemaker



Chief Shoemaker has been serving with the Sheriff's Office since 1985. She is a 2008 graduate of the FBI National Academy and has earned a Bachelor of Science in Criminal Justice from Kaplan University. Chief Shoemaker has served in many areas of the Sheriff's Office and currently oversees the day-to-day operations of the Jail Division and its hundreds of employees. Chief Shoemaker effectively leads her division and has shown a strong dedication to them as well as to protecting the civil liberties and constitutional rights of those incarcerated in the Polk County Jail.

Polk County Board of Supervisors



Robert Brownell
District 1



E. J. Giovannetti
District 2



Tom Hockensmith
District 3



John Mauro
District 4



Angela Connolly
District 5

Polk County, Iowa Demographics & Information

- **Total Population: 424,778***
- **Unincorporated/Contracted Area's Population: 38,826**
- **Area: 592 square miles**
- **County Seat: Des Moines**

*US Census Bureau, Population Division 3/2009



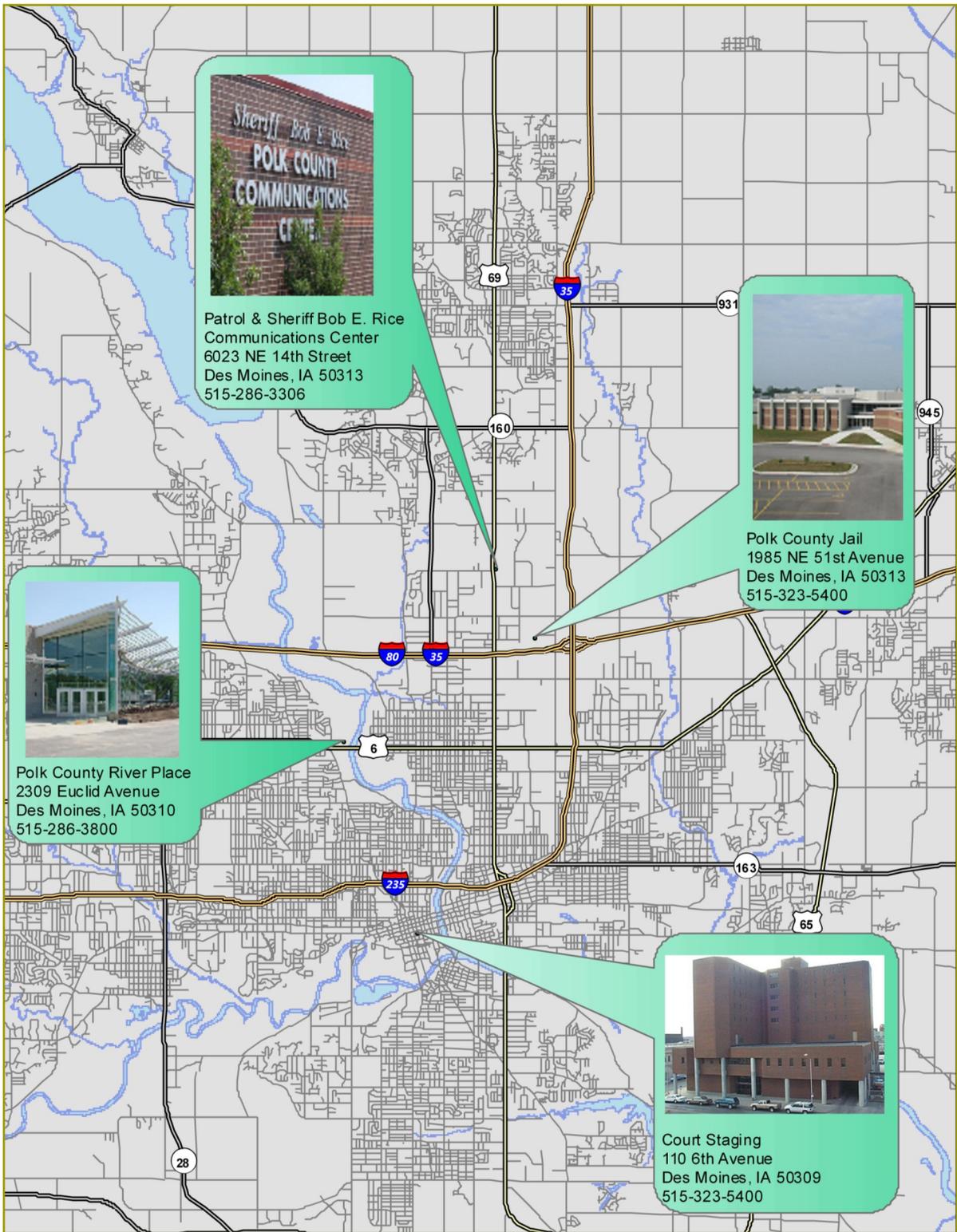
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Sheriff's Office Values

We Value...

- **Every Citizen's Constitutional rights.**
- **Enforcement of the law without prejudice.**
- **The significant role of our employees in successfully meeting our stated mission.**
- **Promoting cooperation and innovation within the law enforcement community.**
- **The safety and security of inmates in our care.**
- **Humane and ethical treatment of inmates.**
- **Fiscal responsibility.**
- **Being effective, productive, and responsive as a team player within Polk County government.**
- **Advances in technology.**
- **Promoting partnerships with the community, criminal justice organizations and all levels of government.**

Sheriff's Facility Locations



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Mission Statement

The mission of the Polk County Sheriff's Office is to preserve the integrity of the law through proactive community involvement, providing inmate diversion programs, and maintaining secure custody of inmates. The Office will utilize advances in technology to detect and solve crimes, enhance public safety communications and above all else, effectively use all resources available to the Office to protect and serve the public.

Contact the Polk County Sheriff's Office

Public Information Officer:

Deputy Jana Rooker

(515) 323-5405

jana.rooker@polkcountyiowa.gov

Patrol: (515) 286-3306

Jail: (515) 323-5400

Civil (515) 286-3800

Administration (515) 286-3800

polkcounty.sheriff@polkcountyiowa.gov

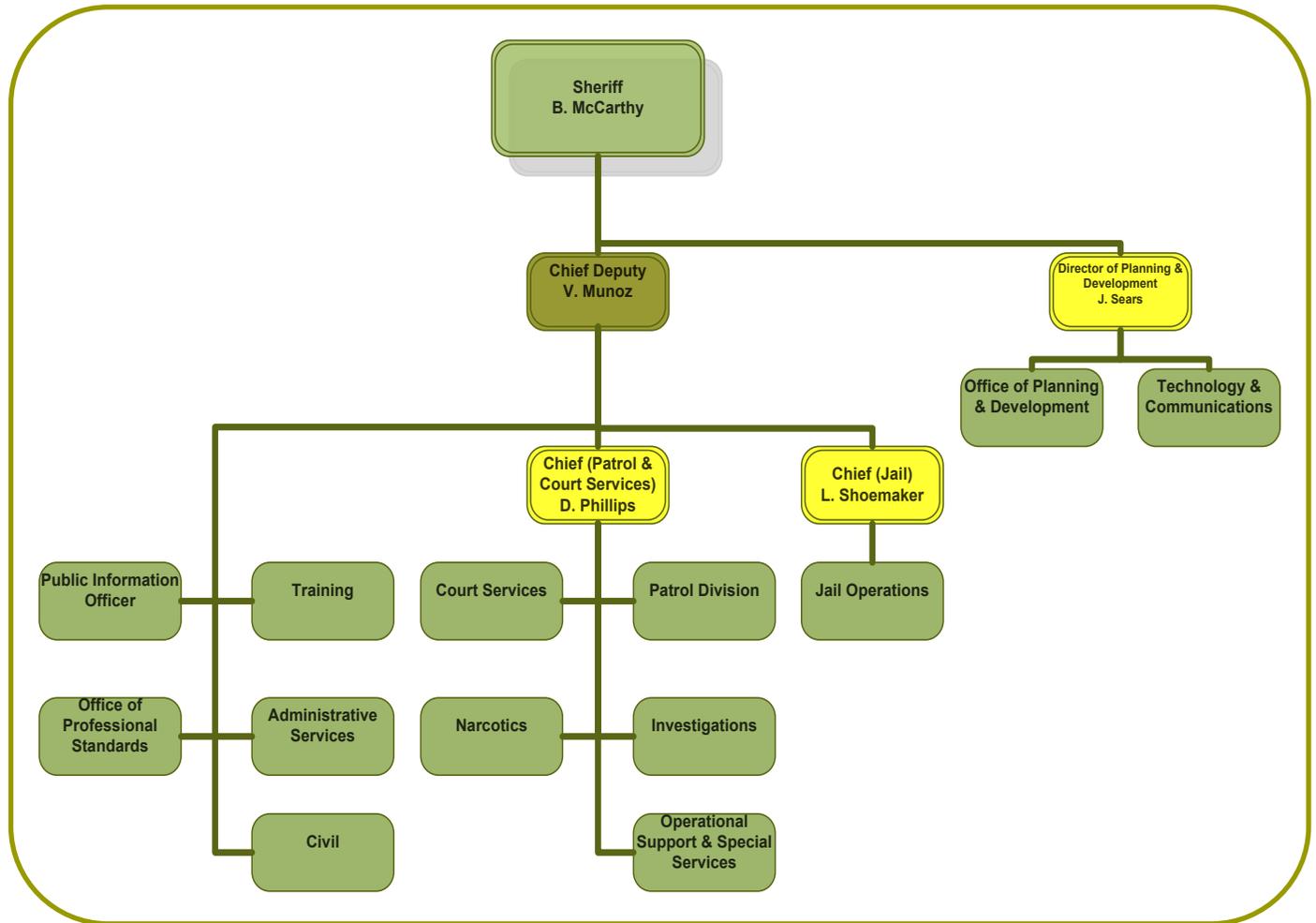
www.polkcountyiowa.gov/sheriff

Twitter: PolkSheriffIowa



The patrol fleet began a transition to Chevrolet Impalas in 2009

Organizational Structure



Staffing Allocations

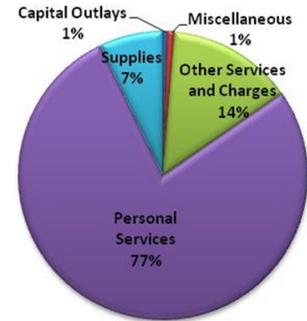
Classification	No. of Positions
Sworn Staff	139
Civilian Staff	317
Total	456

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Financial Summary

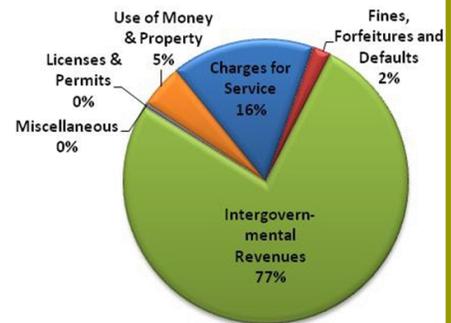
Expenses

Category	08/09 Actual	09/10 Budget
Personal Services	\$33,854,424	\$36,098,965
Other Services & Charges	\$7,404,327	\$5,300,491
Supplies	\$3,077,984	\$3,382,160
Miscellaneous	\$364,706	\$371,226
Capital Outlays	\$267,080	\$173,000
Totals	\$44,968,520	\$45,325,842



Revenues

Category	08/09 Actual	09/10 Budget
Intergovernmental Revenues	\$9,840,290	\$11,818,471
Charges for Service	\$2,253,369	\$2,353,646
Use of Money & Property	\$514,333	\$882,930
Fines, Forfeitures & Defaults	\$329,064	\$252,750
Licenses & Permits	\$34,880	\$31,000
Miscellaneous	\$22,001	\$25,200
Totals	\$12,993,937	\$15,363,997



Administrative Division

The Sheriff's Administration provides a variety of management and support services for the entire Sheriff's Office. Examples of these services include:

- ◇ Human Resources
- ◇ Recruitment and Retention
- ◇ Planning
- ◇ Training
- ◇ Employee Development
- ◇ Union Relations
- ◇ Public Relations
- ◇ Community Programming

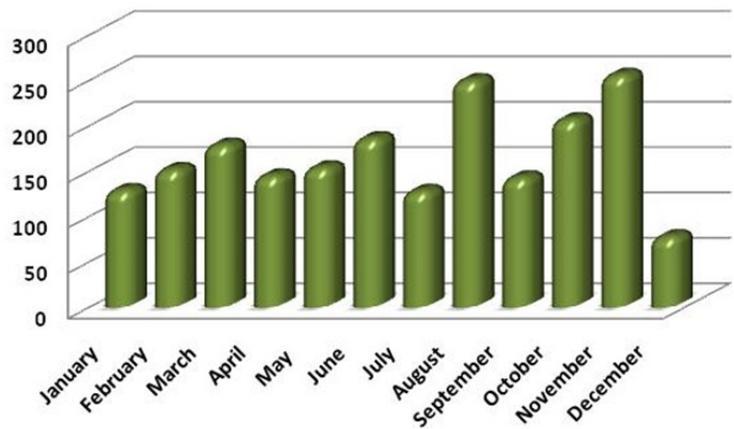
Civil

The Civil Division is responsible for receiving, processing and serving civil and criminal court orders and legal documents. Polk County Sheriff's Office Deputies are responsible for service of papers for the Division.

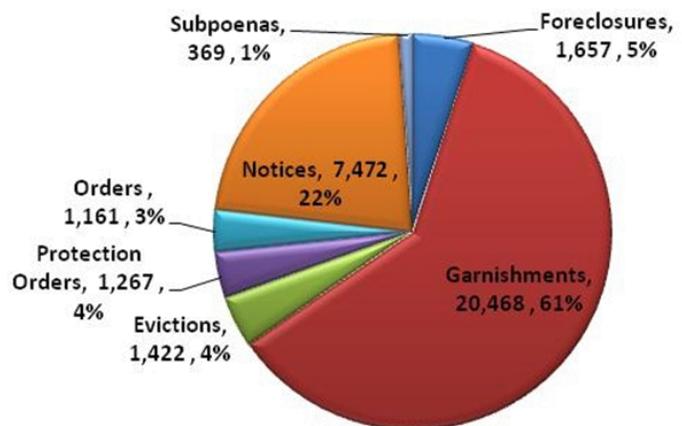
The types of criminal and civil legal documents issued by the courts include:

- ◇ Arrest Warrants
- ◇ Condemnations
- ◇ Court Orders
- ◇ Protection Orders
- ◇ Garnishments
- ◇ Notices
- ◇ Removals
- ◇ Subpoenas

Sheriff Foreclosure Sales by Month for 2009



Civil Services Entered by Type for 2009



A Total of 33,816 Services were Entered

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Office of Professional Standards

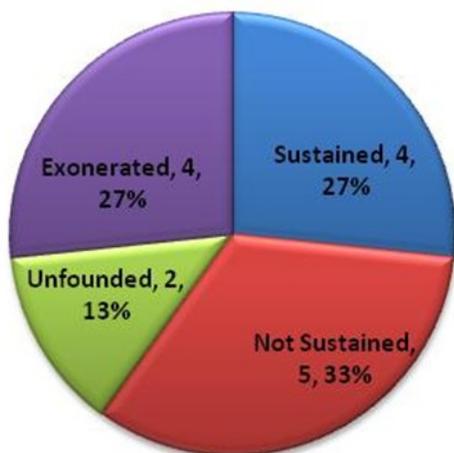
Citizens have the right to expect the Sheriff's Office to provide law enforcement services that are fair, effective and impartially applied. The Sheriff seeks to maintain the integrity of the Office, and its employees.

Employees are held to high standards in official conduct, and are expected to respect the rights of all citizens.

Employees have the right to be protected against false charges of misconduct or wrongdoing.

The Office of Professional Standards is responsible for reviewing employee involved critical incidents, and investigating complaints of misconduct. All complaints of misconduct are thoroughly investigated.

2009 Office of Professional Standards Investigation Outcomes



The Office of Professional Standards investigated a total of 15 complaints in 2009



The Civil Division, Office of Professional Standards and other personnel work out of the County's River Place Building



The public window of the Civil Division

Jail Division

The Polk County Jail is the largest facility of its kind in the state of Iowa and takes advantage of the latest advances in security and jail design to house and manage Polk County's inmates. The jail has a full on-site kitchen and laundry facilities and houses medical services.

The unique jail design provides a direct supervision setting for the inmates. The inmates are housed in large dormitory

Areas rather than in traditional barred cells. In addition to the dormitory-style units, the jail has smaller high-security units to house inmates with special needs that can not function in a normal jail environment.

The jail provides an in-house drug treatment program and offers programs such as Narcotics Anonymous, Alcoholics Anonymous, and GED classes to inmates.



The Polk County Jail

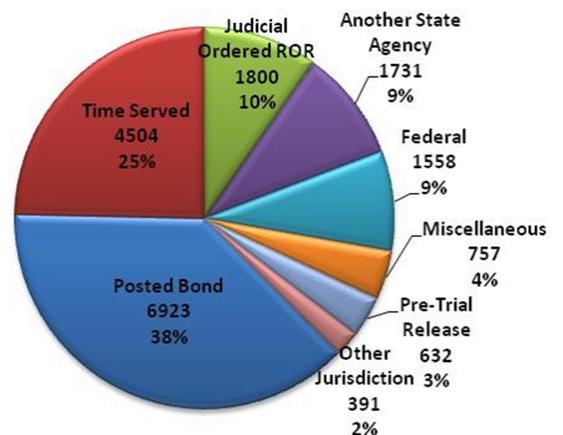


Members of the Jail's Utility Response Team training



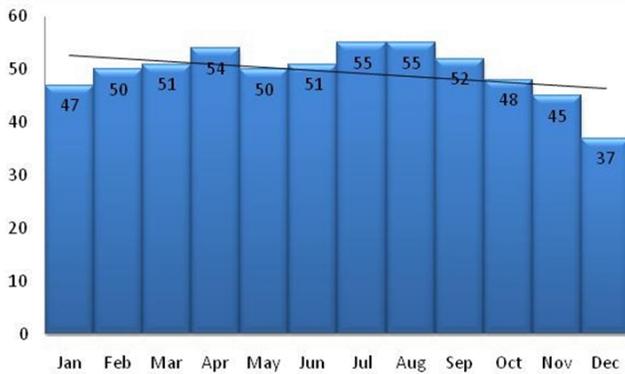
The public lobby at the Jail

2009 Releases by Type

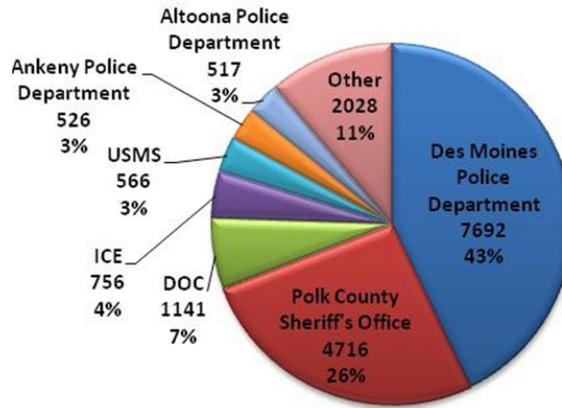


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2009 Average Daily Bookings by Month



2009 Bookings by Agencies



Jail 2009 Statistics at a Glance

- ◇ Jail's Rated Capacity: 1,120
- ◇ Average Daily In-Facility Population: 955
- ◇ Total Bookings for 2009: 18,077
- ◇ Total Released for 2009: 18,296
- ◇ Average Daily Bookings for 2009: 50
- ◇ Average Daily Releases for 2009: 50
- ◇ Highest Number of Booking in One Day (March 19): 90
- ◇ Lowest Number of Bookings in One Day (December 9): 9
- ◇ Highest Number of Releases in One Day (July 31): 101
- ◇ Lowest Number of Releases in One Day (December 9): 13
- ◇ Average Number of Days Incarcerated: 21.1

Law Enforcement Services Division

Patrol

The Sheriff's Patrol Division is the backbone of the law enforcement component of the Sheriff's Office. Patrol Deputies are the first responders to all major crimes and other emergencies. It is the responsibility of the Patrol Division to respond to

every type of call for service from a barking dog to a fatal motor vehicle accident or homicide scene. Patrol Deputies respond to and assist the public in these and many other types of volatile situations.



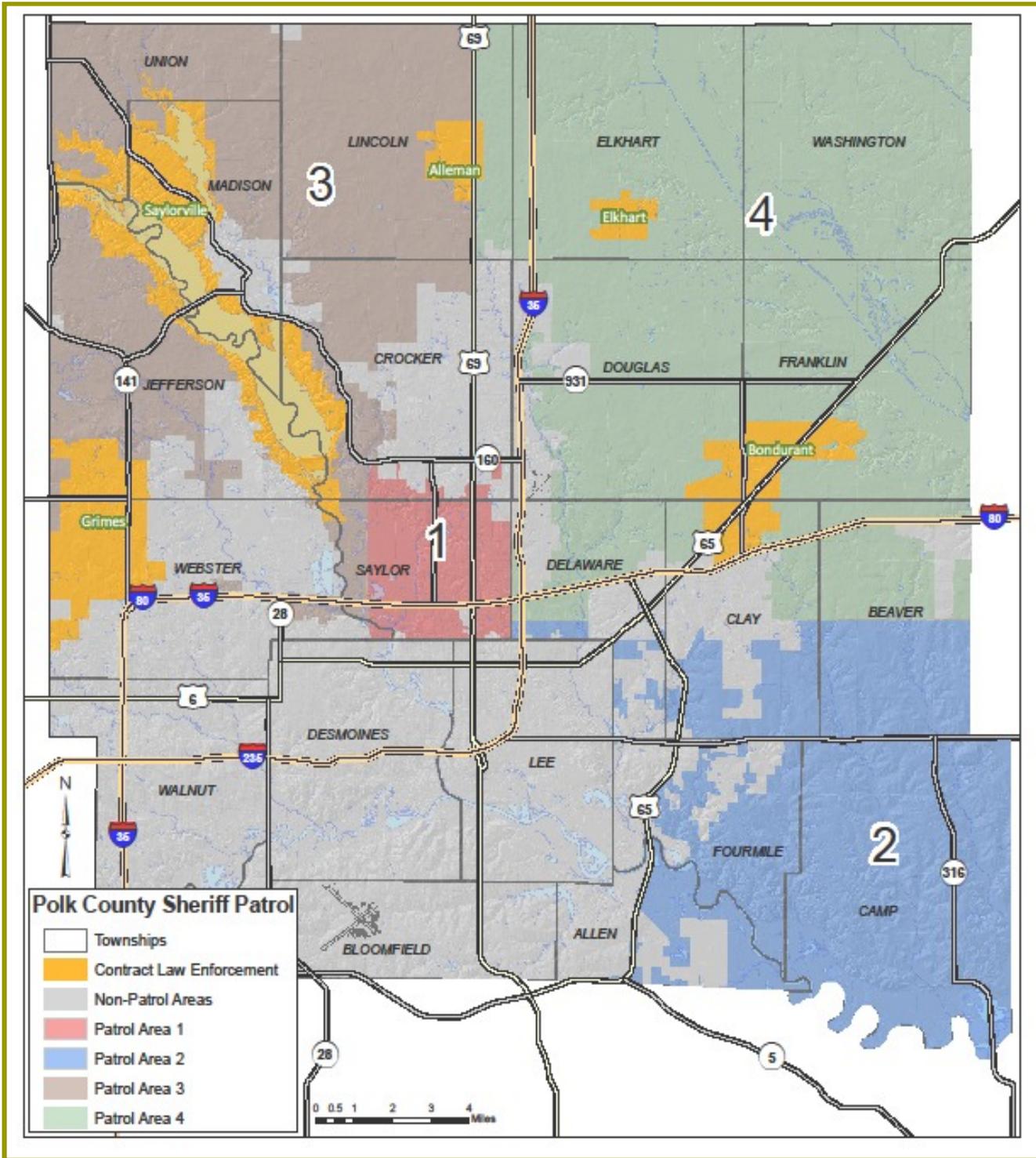
Patrol Headquarters

2009 Patrol Statistics



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Patrol Areas



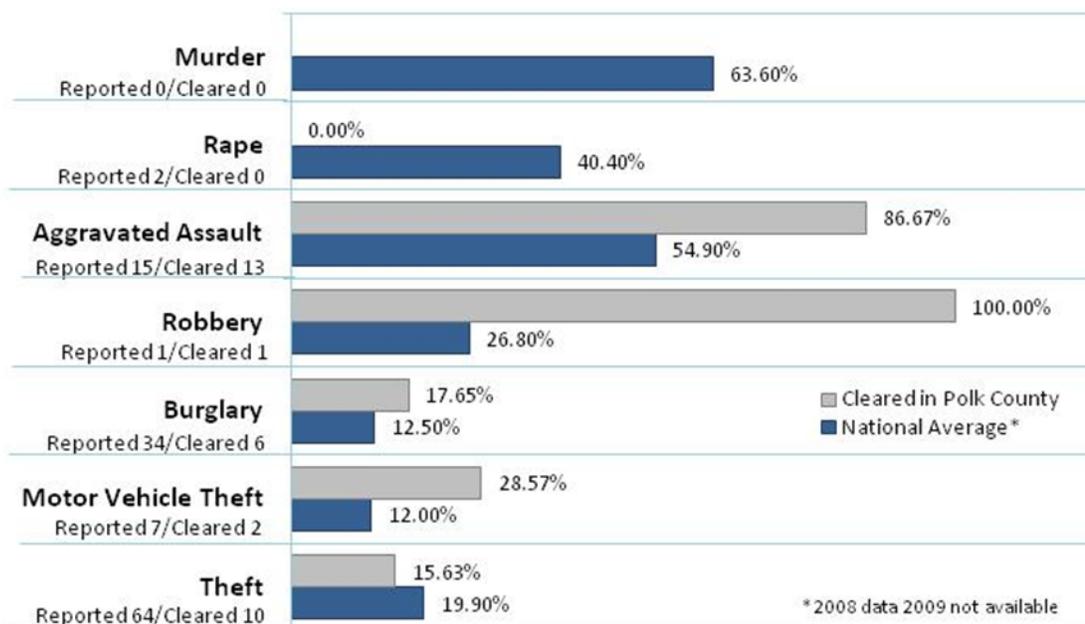
Law Enforcement Services Division

Criminal Investigation Division

The Criminal Investigation Division (CID), under the command of Major Allan Tunks, investigates crimes committed in Polk County and our contract cities. Crimes investigated by CID include Homicides, Property Crimes, Theft, Burglaries, Arson, Forgery, Criminal Mischief, crimes committed against children, physical and sexual abuse

and missing persons. Detectives obtain evidence, interview victims/witnesses, determine suspects and evaluate cases for prosecution. Their duties also include evaluating crime trends and recovering stolen items. In addition, CID has two trained polygraph examiners and two detectives trained as crime scene investigators

2009 Crimes Reported/Solved



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Mid Iowa Narcotics Enforcement Task Force

The MINE Task Force is a multi-jurisdictional drug task force consisting of officers from twenty-five local, state, and federal agencies and has existed in its present form since 2002. The Task Force is designed to aggressively combat street level drug dealers and to disrupt and dismantle mid-level to upper-level drug trafficking and manufacturing organizations in the task force area.



2009 Drugs Seized by Task Force

Drug	Amount	Est. Street Value
Cocaine (Powder)	3,945.20 grams	\$395,520.00
Crack Cocaine	200.49 grams	\$20,049.00
Khat*	80,000.00 grams	Not Available
Marijuana	107,543.54 grams	\$1,075,435.00
Marijuana Plants	551 plants	Not Available
Methamphetamine	8,967.84 grams	\$1,052,380.80
Pseudoephedrine	4,496 pills	Not Available
Prescription	4,540 pills	\$27,240.00
Ecstasy	319 pills	\$3,828.00
TOTAL		\$2,574,452.80

*Khat is a plant native to East Africa that is an amphetamine-like stimulant

Law Enforcement Services Division



Deputies and Courthouse Security performing screenings at the public entrance of the Courthouse

Court Services

The Polk County Sheriff's Office is responsible for ensuring the orderly, peaceful and safe conduct of business at the Polk County Courthouse. Entrance to the Courthouse requires passing a weapons screening, similar to those in place at most airports. Screening stations are located at South Public Entrance, and the West Handicap Entrance.

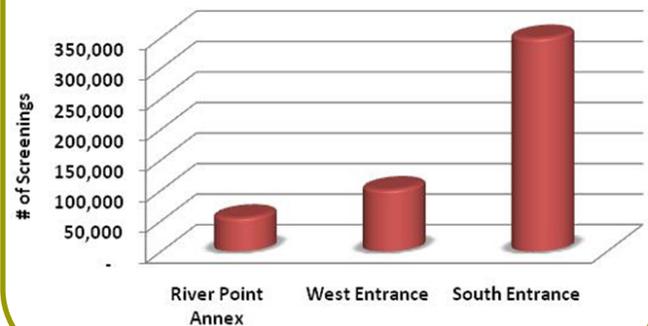
Court Staging

Deputies assigned to Court Staging ensure that inmates in the custody of the Polk County Sheriff's Office are transported and present for any and all of their court dates.

Court Staging is located on the first floor of the former "Main Jail" building. Inmates are transported to the building from the Polk County Jail and back once their court appearance is complete.

Deputies at Court Staging also handle the transport of individuals who are arrested at the Courthouse.

2009 Courthouse Screenings

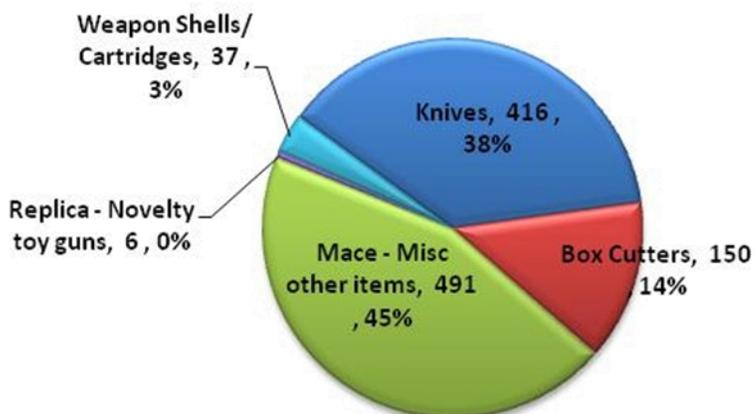


Inmate transport bus

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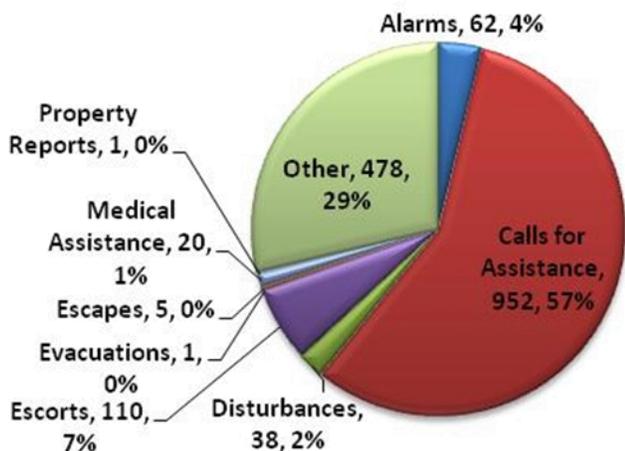
2009 Court Services Statistics

Confiscated & Abandoned Contraband Items

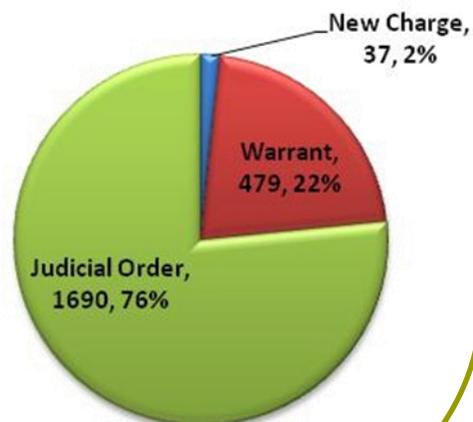


The Polk County Courthouse

Courthouse Incident Responses



Courthouse Arrests



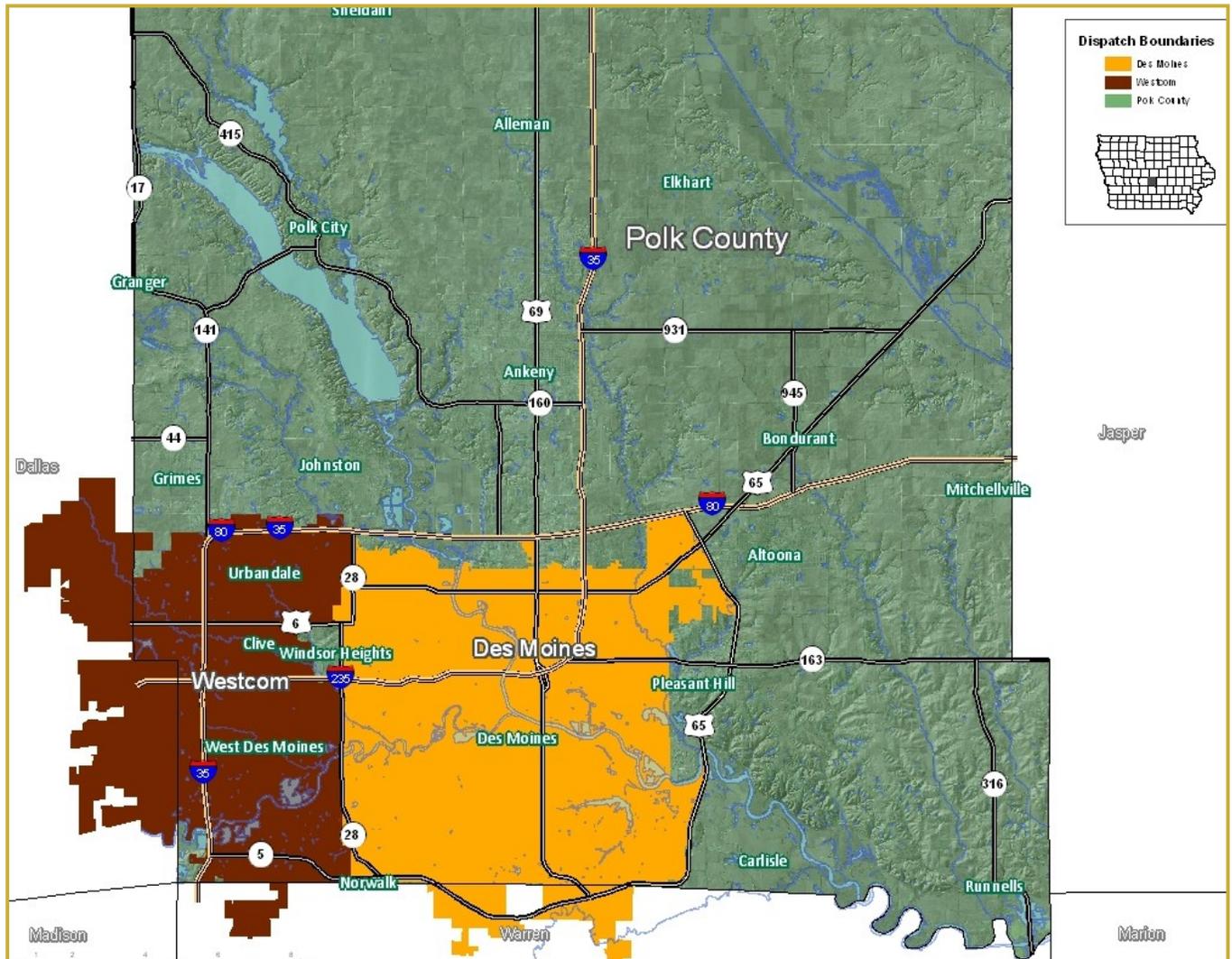
Law Enforcement Services Division

Communications

The Polk County Sheriff's Office Communications Center is the lifeline that connects citizens with emergency services. It is the responsibility of the Communication Specialists to determine the

nature and urgency of each call and route it to the proper response unit as quickly as possible. The Sheriff's Office dispatches for 16 law enforcement agencies and 15 fire departments.

Dispatch Area



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2009 Communications Statistics

Law Enforcement						
Agency	Emergency	Non-Emergency			Grand Total	% of Calls
	Priority 0-1	Priority 2	Priority 3	Other		
Altoona Police Department	7,054	3,204	2,604	3,205	16,067	11.09%
Ankeny Police Department	16,370	7,297	6,326	7,638	37,631	25.96%
Polk County Attorney, Investigators	11	5	0	10	26	0.02%
Camp Dodge Security	149	85	6	76	316	0.22%
Johnston Police Department	5,441	2,304	1,776	1,961	11,482	7.92%
Polk County Medical Examiner	1,745	12	25	4	1,786	1.23%
Mitchellville Police Department	655	407	322	314	1,698	1.17%
Other Police Departments	167	111	15	131	424	0.29%
Parole/Probation	27	701	2,829	575	4,132	2.85%
Polk County Conservation	71	42	13	38	164	0.11%
Polk County Sheriff's Office	24,324	8,145	6,242	12,564	51,275	35.38%
Pleasant Hill Police Department	4,152	1,647	1,115	1,277	8,191	5.65%
Polk City Police Department	1,541	392	388	430	2,751	1.90%
Metro S.T.A.R.	15	34	3	1	53	0.04%
US Army Corps of Engineers	87	125	110	131	453	0.31%
US Marshals	25	396	3	11	435	0.30%
Windsor Heights Police Department	4,264	1,433	1,024	1,326	8,047	5.55%
Grand Total	66,098	26,340	22,801	29,692	144,931	100.00%
Percentage of Calls	45.61%	18.17%	15.73%	20.49%	100.00%	

Fire/Rescue		
Agency	Trips	% of Trips
Altoona Fire Department	1,595	12.20%
Ankeny Fire Department	3,568	27.29%
Bondurant Fire Department	341	2.61%
Delaware TWP Fire Department	521	3.98%
Elkhart Fire Department	281	2.15%
Granger Fire Department	235	1.80%
Grimes Fire Department	600	4.59%
Johnston Fire Department	1,445	11.05%
Mitchellville Fire Department	343	2.62%
Other Fire Departments	655	5.01%
Other EMS Agencies	111	0.85%
Pleasant Hill Fire Department	933	7.14%
Polk City Fire Department	459	3.51%
Runnells Fire Department	219	1.67%
Saylor TWP Fire Department	1,128	8.63%
Windsor Heights Fire Department	641	4.90%
Total Trips	13,075	100.00%



The Sheriff Bob E. Rice Polk County Communications Center

Law Enforcement Services Division

Metro Special Tactics & Response (S.T.A.R.) Team

The Metro S.T.A.R. team is a joint effort between the Sheriff's Office and the Des Moines Police Department that provides the community with a specialized unit of highly trained personnel that can respond to a variety of incidents.

The unit is trained in the use of a variety of specialized equipment and consists of an

Entry Team, Negotiation Team, WMD Response Team, and Rifle Team.

The unit is trained to respond to a number of emergency situations such as barricaded subjects, hostage situations, armed assaults, terrorist threats, bombings, hijackings, dignitary protections and escorts, and acts of civil disobedience.



A Metro S.T.A.R. outfitted patrol vehicle



The Metro STAR Crisis Negotiation Team

Crisis Negotiation Team

Since 2004, The METRO S.T.A.R. Crisis Negotiation Team is a successful collaboration between the Sheriff's Office, the Des Moines Police Department and the Federal Bureau of Investigation. Currently the Crisis Negotiation Team consists of three Polk County Sheriff's Deputies, four Des Moines Police Officers and a Special Agent with the FBI. The Team operates out of the Des Moines tactical office and responds to any situation requiring the special skill set of the negotiation team.

The team is called upon to handle a variety of situations including individuals in crisis, hostage situations, barricaded subjects, suicidal subjects, and other crisis situations throughout the community.

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Office of Planning & Development

The Office of Planning & Development provides professional services internally to the Sheriff's Office. Primary areas of focus include:

- ◇ Research
- ◇ Special Projects
- ◇ Technology Projects & Services
- ◇ Budget, Contract & Financial Services
- ◇ Project Management
- ◇ Strategic & Capital Planning
- ◇ Statistical Analysis & Reporting
- ◇ Grant Writing & Management

Explorers Program

The Explorers Program is made up of a group of young men and women age 13-20 (until 21st birthday) who are interested in law enforcement.

The Explorers get the opportunity to ride with patrol deputies, witness routine and emergency calls, learn report-writing; they learn proper radio transmissions, learn use of law enforcement equipment, and get to train in defensive tactics.



Left to Right: Doug Taylor, Polk County Explorer Travis Taylor, Becky Taylor

Promotions

Chief Deputy Vic Munoz

Major Scott Locker

Major Donna Brooks

Captain Richard Harney

Captain David Knight

Captain Kevin Schneider

Captain Greg Peterman

Lieutenant Cory Williams

Lieutenant Craig Rehor

Sergeant Cameron Field

Sergeant William Warrender

Sergeant Travis Wielenga

Detective Ron Richards

Management Analyst Curtis Pion

Central Services Supervisor Ken Hansen

Administrative Supervisor Marci Hines

Ident Technician Sandra Armstrong

Public Safety CAD Technician Nick Brockman

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Retirements

Captain Mark Burdock

Lieutenant Larry Parkins

Ident Technician Judith Stout



Left to Right: Chief Doug Phillips, Lt. Larry Parkins, Det. Mark Meyers

Awards

Deputy Perry Ghee—Heroes of the Heartland



Left to Right: Major Donna Brooks, Deputy Perry Ghee, Deputy Kevin Ghee, Deputy Jana Rooker

2009 Year in Review

Polk County Jail Celebrates One Year of Operations:

On November 1st, 2009 the Polk County Jail marked one year of operation in its new building located just north of Des Moines.



Video visitation at the jail

The \$68 million jail was built after Polk County residents voted to build a new facility in lieu of housing inmates out of county and as far away as Missouri.

The 1520 bed, 330,000 square foot facility was designed to take advantage of advances in technology in the housing of inmates.

Polk County Sheriff's Office Employees Donate \$1,275.00 for MidAmerican Energy's "I CARE" Program:

Employees at the Polk County Jail were allowed to grow facial hair and/or wear tennis shoes while on duty for a period of time in 2009. These incentives, known as Operation: Grizzly Adams and Operation: Happy Feet, temporarily relaxed portions of the Polk County Sheriff's Office policies that address personal appearance.

Each employee who participated made a \$25.00 donation for a total donation of

\$1,275 to MidAmerican Energy's "I CARE" program which helps families pay their heating bill during difficult economic situations.



Officers Scott Boucher and Galen Shepley sporting a new look for a good cause

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Graduation of Reserve and Citizen's Academy Classes:

The Des Moines Police Department and the Polk County Sheriff's Office announced the graduation of their 2009 Reserve Class and Joint Citizen's Academy. Polk County Sheriff Bill McCarthy and Des Moines Police Chief Judy Bradshaw combined resources in order to make these two classes possible.

Instruction for the 22 students in the Citizen's Academy consisted of a total of 30 hours. Through this classroom training, participants were able to get a glimpse of different situations officers may encounter during a single shift, some of the training officers receive, and the



Members of the 2009 Citizen's Academy

intricacies of how laws are applied.

Approximately 40 Reserves spent close to 300 hours learning about Iowa's laws, how to enforce them, and how to physically and mentally maintain officer safety.

Reserves are used to augment the operations of both agencies. Under the direction of full time sworn personnel, they can serve the same function.

Friends of Iowa Women Prisoners Make Donation:

The Friends of Iowa Women Prisoners, a local non-profit group, donated materials for the use of children of family and friends who are visiting inmates in the Polk County Jail.

Items included play-tables, chairs, toys, books, and art supplies.



Representatives from the Friends of Iowa Women Prisoners present new children's items to Sheriff Bill McCarthy & Chief Leesa Shoemaker

Mounted Patrol Receives \$10,000 Grant for Equipment:



Representatives from Prairie Meadows present Sheriff's Office personnel a check for the Sheriff's Mounted Patrol

The Sheriff's Office Mounted Patrol received a \$10,000 equipment grant from Prairie Meadows Racetrack & Casino through its 2009 Community Betterment Grant Program.

Members of the Mounted Patrol had previously had to supply their own equipment.

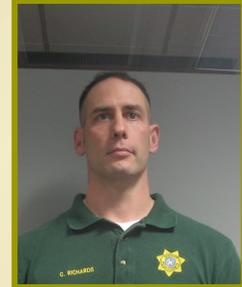
Those on Military Deployment During 2009:



Jonathan Burkhart
Air Force



Jeremy Whitver
Army



Cody Richards
Army



Doug Vogel
Air Guard



Doug Glen
Army Reserve



Bryon Capouch
Army



Jason Peters
Navy Reserve



Darrin Selby
Air Guard

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Looking Ahead to 2010

Goals for 2010

- ◇ Effectively meet the challenges of the Office
- ◇ Enhance professionalism, training & documentation
- ◇ Continue to identify efficiencies through technology
- ◇ Increase statistical analysis & reporting
- ◇ Effectively manage inmate population
 - ◇ Criminal Justice Coordinating Council collaborative efforts
 - ◇ Continue In-house drug treatment program
 - ◇ Identify special needs inmates
 - ◇ Identify discharge planning options

Remembering those Polk County Deputies Killed in the Line of Duty



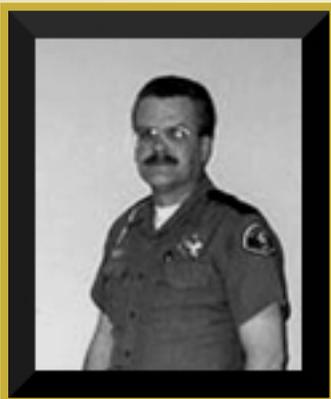
Deputy Sheriff Dewey Marshall

Deputy Marshall was killed October 30, 1926 while assisting a Missouri Sheriff who was serving a warrant. Deputy Marshall was shot and killed by the suspect when he entered his home.



Sheriff Jack Woodard

Sheriff Woodard was killed in a car accident while on duty on January 21, 1974.



Deputy Sheriff Kipton Hayward

Deputy Hayward was killed October 9, 1993 when he was struck by a drunk driver while diverting traffic around a previous accident.