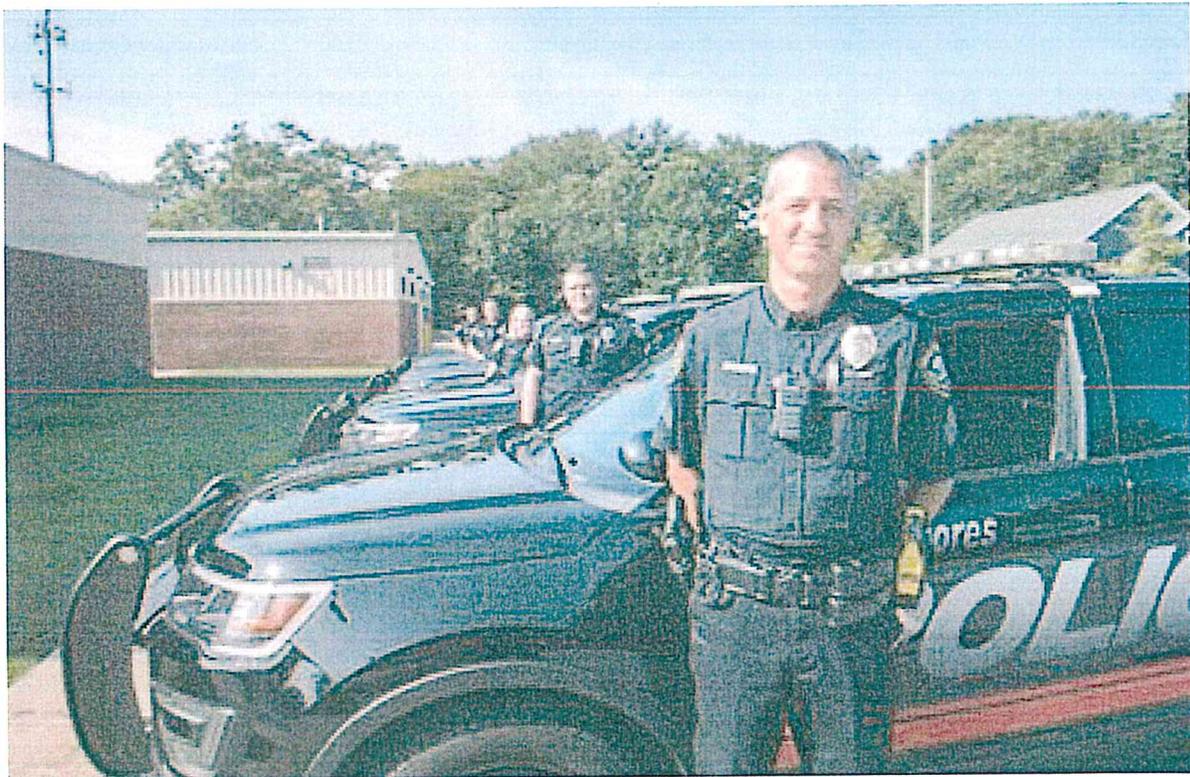




Norton Shores Police Department

FY2020 Annual Report



Dedicated To Excellence

TABLE OF CONTENTS

ADMINISTRATION 3

Budget.....4

Personnel.....5

New Employees6

Law Enforcement Accreditation.....7

PATROL 8

Calls for Service.....9

Criminal Activity.....10

Training.....11-13

SPECIAL SERVICES..... 14

Problem Oriented Intelligence-led Neighborhood Team.....15-17

Water Safety.....18

Evidence Room.....18

Traffic.....19-21

Records Bureau22

Cadet Unit23

INVESTIGATIONS..... 24

Detective Bureau.....24-25

West Michigan Enforcement Team.....25-26

SPECIAL TEAMS..... 27

Honor Guard27

Hunter’s Safety Program.....27

Emergency Response Team.....27

APPENDICES

Response TimeA

Patrol Planning Report.....B

Reported Incidents (Criminal/Non-criminal).....C

ADMINISTRATION

The Norton Shores Police Department is under the command of Chief Jon Gale. The Chief of Police provides administrative control, establishes and implements policy relative to fiscal and operational control, and personnel management. The Department has the responsibility to provide the best law enforcement services possible to the community, at the least possible cost, by utilizing personnel and equipment in the most economical and efficient manner possible.



AGENCY FOCUS:

This agency continues to focus on police-community relations and crime prevention strategies. In response to the uncertainty of Police-Community relations in the United States. The Norton Shores Police Department will continue to strive to stay in touch with the community we serve by initiating Operation Citizen Advancement through Residential and Environmental Support. Operation C.A.R.E.S. has placed community officers in thirteen locations that historically create the largest portion of calls for service. This problem-orientated approach to policing will address core issues by establishing relationships with the management/housing associations and the citizens within these areas. A plan for coordination will then establish a long-term working relationship, resolve on going issues and assist with providing citizens with solutions and resources that will support them. Even with our citizen's overwhelming support of the 2020 Public Safety Millage vote, we cannot become complacent in our efforts to reach out and connect with the community.

Effective mental health response is another focus of the police department. We have teamed up with Health West to provide a co-response to mental health calls. A Crisis Response Team member responds with police officers upon request to provide a mental health plan for an individual facing a crisis. Also, a pilot program using iPads that place a mental health professional in the hands of a person in crisis is being evaluated at this time. Chief Gale continues to work at the state level serving on the Governor's Mental Health Diversion Council.

In FY2019, and 2020 complaints on Mona Lake from property owners due to high water levels continue to be an concern. The department responded by providing marine education regarding boating regulations. In FY2020, a contract with the Muskegon County Sheriff's Office was approved to provide forty hours of enforcement on Mona Lake during peak times. A new patrol boat was purchased this year to provide a more effective response on the water.

The department also continues to provide full-time support for the security of the Muskegon County Airport, Mona Shores High School, Mona Shores Middle School, and the West Michigan Enforcement Team. New in FY2020, the department added two positions within the Detective Bureau. Both positions are paid through State and Federal grants. One detective works primarily on the Safe Seniors team which provides expert knowledge regarding elderly abuse and fraud. The second detective provides his expertise in the area of crimes against women which includes abuse and criminal sexual conduct.



Budget Expenditures

The Police Department purchased Capital Budget items that increased Marine safety, Crime Prevention, and completed building repairs.

Marine Patrol and Safety— The police department purchased a new Zodiac patrol boat to respond to the increasing requests for marine enforcement. A used docking system was also purchased for the boat to assist with a quick response to emergencies and complaints.

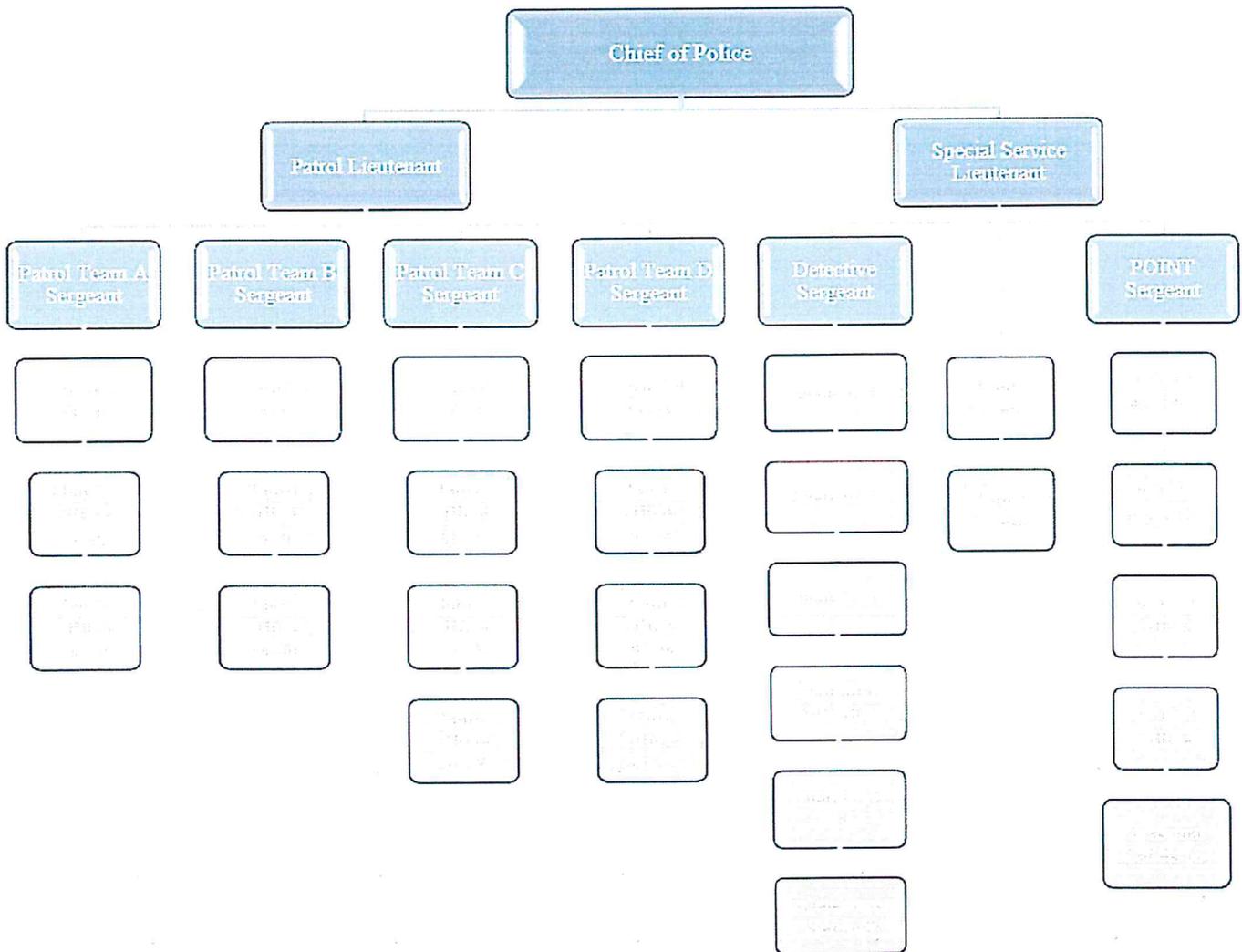
Community Policing and Prevention— The Police Department purchased two electric bicycles to assist with crime prevention and to be used at community events. These bicycles will assist officers in a quiet response to crimes such as larcenies from vehicles and burglaries.

Building Upgrades— The women's locker room received a remodel after several years of needed upgrades. The room had not been updated in thirty years. Also, standing desks were provided for several employees to assist with health of our officers.



Personnel

During FY2020, the Department's authorized strength was increased to 33 sworn and two non-sworn full-time personnel. In addition, the Department has two part-time non-sworn clerical positions and eight part-time non-sworn police cadets. Four positions are funded through grants and contracts for services.



New Employees



Ofc. Ben Glass was hired on July 15, 2019. He is from the Rockford area where he attended high school. He graduated from the Grand Rapids Community College police academy in 2017. After graduation he was hired by the Jackson Police department where he worked for nine months. He then returned home to work for the Rockford Public Safety department where he was crossed trained as a police officer and fire fighter. He currently works on the night shift.



Ofc. Dave Wypa has "returned home" to NSPD after serving as Chief for the Muskegon Township Police Department. Ofc. Wypa has strong ties to Norton Shores and the Mona Shores School District. He even started his career as a part-time NSPD Officer before taking a full-time position with MTPD. Ofc. Wypa currently utilizes his decades of law enforcement experience as a School Resource Officer in the POINT Division. Ofc. Wypa was hired by NSPD on November 11, 2019.



Ofc. Andrew Lifer was hired March 23, 2020. Andrew grew up in the Fruitport area where he attended high school. After serving in the US Army Andrew was hired at the Shreveport Police Department in Louisiana in 2017. With a strong desire to return home and to be near family he sought employment in West Michigan. His father works for the Fruitport Fire Department and was happy to have him home. He is currently assigned to the night shift.



Officer "In Training" Payton Haney was hired by NSPD on May 11, 2020. A native of Greenville, Payton recently graduated from Grand Rapids Community College Police Academy. Payton began her Field Training program at NSPD after completing the Academy in August, 2020.

CADET PROGRAM

The Department maintained the Police Cadet program for FY2020. The following are the police cadets hired for the 2020 season (Note: an asterisk (*) indicates returning from the previous year).

- Gretchen Damm*
- Connor Heaton*
- Luke Bancroft
- Mark Lowell

- Nick Davis
- Alex Breuker
- Mitch Davis*
- Tyler Campbell



Law Enforcement Accreditation

LAW ENFORCEMENT ACCREDITATION HISTORY & FUTURE

Dating back to 1988, the Norton Shores Police Department voluntarily contracted with the Commission on Accreditation for Law Enforcement Agencies, Inc (CALEA). After a period of self-assessment, the Department underwent an assessment by an independent team of expert law enforcement assessors. In March 1993, the Department was awarded accreditation status by the Commission.

Certified by CALEA through March, 2020, the Department remained in good standing by successfully completing numerous regularly scheduled audits.

However, in 2019 the Department began transitioning from CALEA to the Michigan Law Enforcement Accreditation Commission (MLEAC) in an effort to orient toward current trends and regional issues. The Department is excitedly completing this rigorous process. This new accreditation is expected to be completed in the near future. Certification through MLEAC will afford the Department to join 24 other Michigan agencies in a unified approach toward professional police services for citizens across Michigan.



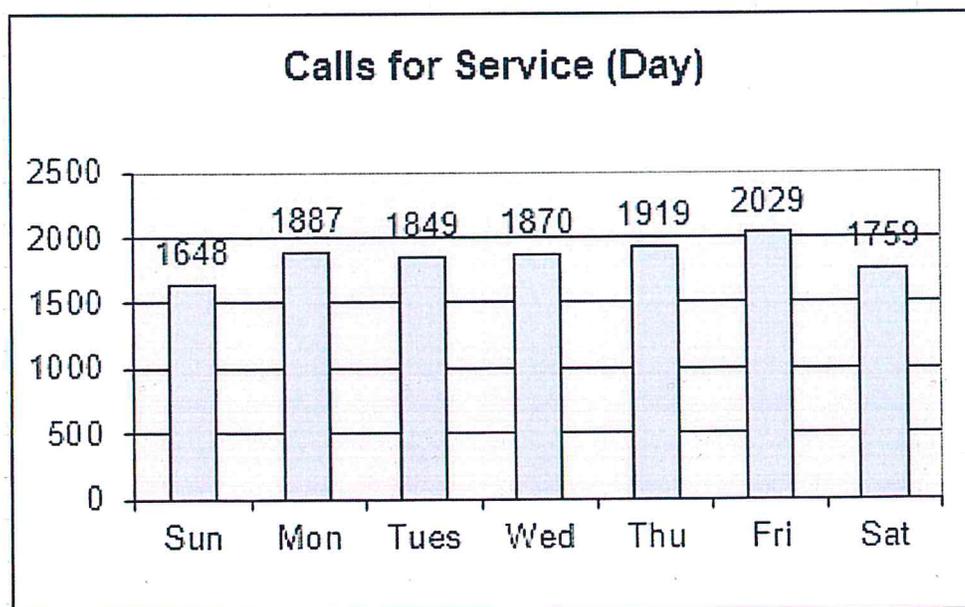
PATROL DIVISION



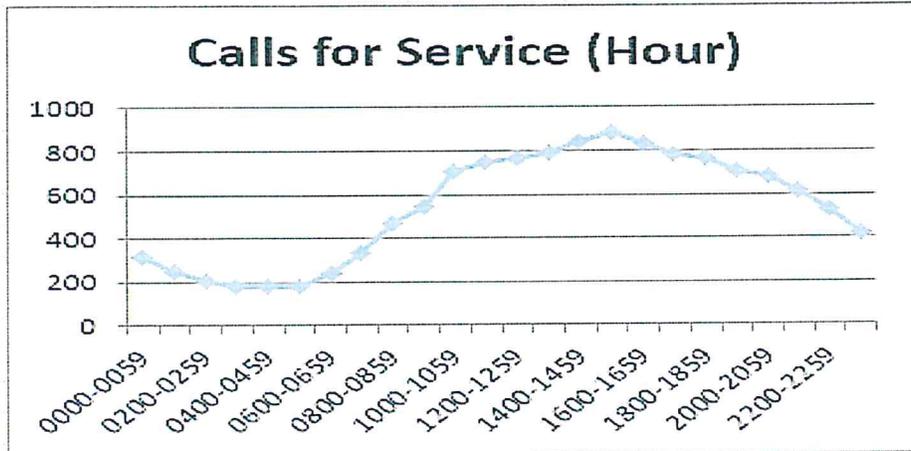
The Patrol Division is under the command of Lieutenant Marc VanderStelt and consists of four sergeants, four corporals, and ten patrol officers. Patrol is responsible for conducting crime prevention patrols, responding to calls for service, preliminary criminal investigations, traffic enforcement, and miscellaneous field services. Officers assigned to this function have the greatest contact with members of the community.

Calls for Service

During FY2020, the Police Department logged 12,961 calls for service, which is an decrease of 57 calls for service as compared to FY2019 (13,018). Calls for service include all emergency / non-emergency calls for service and any officer-initiated activities (see Appendix C). Department personnel submitted 7,510 incident reports, which is a decrease of 659 reports compared to FY2019 (8,169).



The following chart depicts, calls for service based on hour of day for FY2020



As depicted in the chart above, the Department receives the fewest number of calls for service in the early morning (3a-6a) hours. Calls typically increase during the afternoon (12p-8p) reaching a peak in the late afternoon or early evening hours. This pattern generally matches traffic flow volumes observed throughout the city.

Officers covered 312,729 miles this past year FY2020 while patrolling, responding to calls and doing follow-up investigations. This is a 4.65% increase in miles traveled as compared to last year's 298,831 miles.



Criminal Activity

Class A type crimes (more serious) were down by 14% compared to last year. Class B type crimes were also down 14% for the fiscal year. Therefore, total crime was down 14% for this fiscal year.

	Fiscal Year 2020		
	FY2020	FY2019	Chng
Group A Offense	1018	1189	-171
Group B Offenses	641	746	-105
TOTAL OFFENSES	1659	1935	-276

Non-Criminal Activity

The number of non-criminal incidents reported in 2020 (5,851) decreased by 6% as compared to Fiscal Year 2019 (6,233). Non-criminal incidents comprised 71% of the Department's total incident

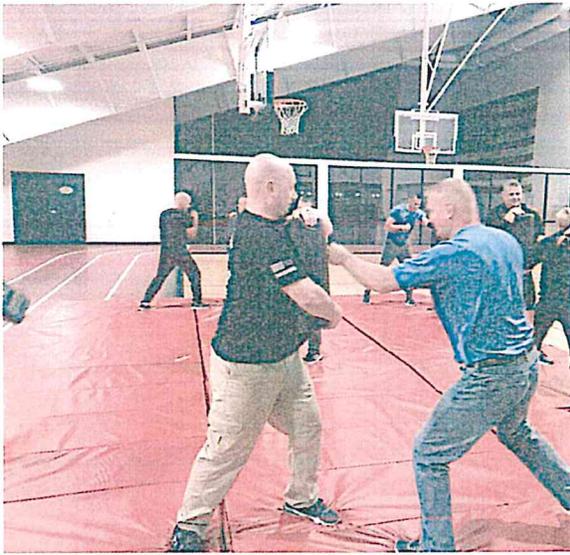
Internal Affairs

It should be understood that the Department expects and receives the highest degree of integrity from its members, and accordingly presumes unless evidence is discovered to the contrary, that all employee actions are performed in good faith. The following chart indicates the number of internal and external complaints investigated for the last three calendar years.

Internal Com-plaints	2017	2018	2019	External Complaints	2017	2018	2019
	Directed Complaint	10	9		9	Citizen Com-plaint	1
Sustained	9	7	9	Sustained	0	1	2
Not Sustained	0	0		Not Sustained	1	0	
Unfounded	0	1		Unfounded	0	0	
Exonerated	1	1		Exonerated	0	1	1

Training

The Norton Shores Police Department is dedicated to professionalism and high standards. To maintain this high level, training and education have increased to keep up with expectations. Because of the complexity of policing, and the many aspects of it, the more training and education an officer has, the better he or she is prepared to deal with issues in our community. Our officers, including command officers, received over 100 hours per officer of training this past year which equates to over 3,000 hours for the whole department.



Training continued;

The Norton Shores Police Department provides training in firearms, use of force, de-escalation techniques, mental illness, and Taser recertification. The agency is also a member of the West Michigan Criminal Justice Training Consortium (WMCJTC). The membership allows the agency to receive excellent training at a reduced cost. Also, the Consortium provides an opportunity to network with other agencies in West Michigan. WMCJTC members include ninety-four police agencies and three educational institutions. The Consortium offered twenty-one different courses during FY2020, including defensive driving, legal update, and interview and interrogation.

COVID-19 has dramatically affected our ability to provide training during the last quarter of FY2020. We used online courses to assist in meeting our training needs.

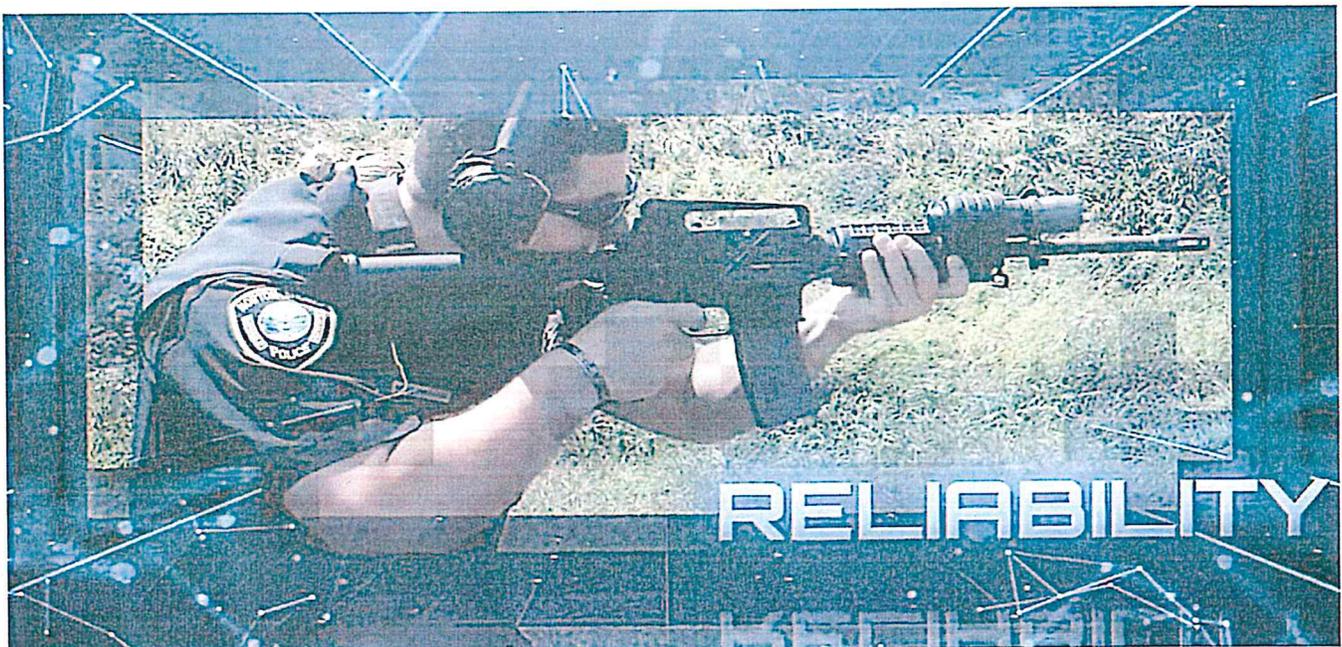


**West Michigan
CRIMINAL JUSTICE
Training Consortium**

The department switched the Field Training program this year. The switch of programs was decided after months of research conducted by a subcommittee of the WMCJTC. The subcommittee included a member of our agency. The department decided to switch to DeWolf and Associates. DeWolf and Associates is a Michigan based company that provides training courses for those assigned to train and evaluate probationary officers.



The Police Department is committed to continuous training which will help prepare our officers to handle stressful situations and give the community we protect better service. The Police Department will continue its proud tradition of training and educating officers to ensure that they are well prepared and equipped to deal with all kinds of situations that they will encounter.



SPECIAL SERVICES

The Special Services function is under the supervision of Lieutenant Brandon Poel. This unit includes the **Records Bureau**, which staffs two full time and two contracted part-time clerks. The **Detective Bureau** includes six detectives including a Sergeant. Three detectives serve in specialty positions and three serve the general case load which primarily includes Felony type cases. The **POINT Division** consists of four Officers and a Sergeant. Primary tasks for the team include crime prevention, school resource programs, airport security, marine patrol, Sex Offender Registry investigations, and traffic complaint investigations.

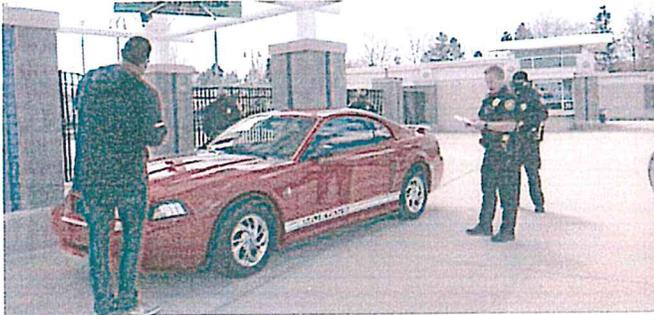


Dedication toward serving the students in both Mona Shores and Western Michigan Christian schools is paramount. Education and mentoring activities are coordinated with school personnel, the Muskegon Ride with Pride Coalition, and other community organizations. The POINT Division also works closely with numerous other Drug Free Coalition of Muskegon groups including the Alcohol Liability Initiative, Know Smoke, and the Alliance for Marijuana Prevention. This work includes educating vendors and carrying out alcohol and tobacco decoy buy operations.

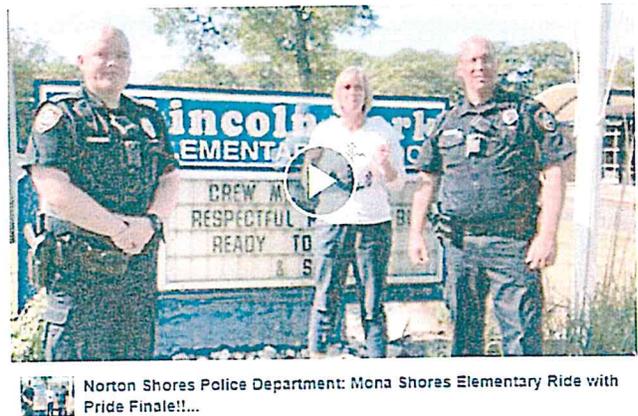


Building and maintaining positive community relations is a vital part of the POINT Division's work. To achieve this, the Department hosts monthly conversations titled "Coffee with the Cops" or "Cops and Cones". Additionally, outreach efforts with community groups like churches, neighborhood associations, and youth groups serve toward having police be an active part of our citizen's lives.

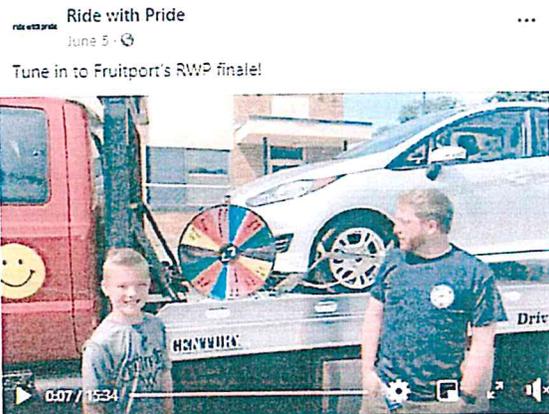
As a socially-oriented team, the POINT Division was disappointed to cancel numerous community activities after the Covid-19 pandemic struck. Hunter Safety, Boater Safety, Alcohol Awareness month, and numerous other events were canceled in respect for public health. POINT greatly looks forward to the easing of these limitations.



NSPD's award-winning *Ride with Pride* program continued through FY2020. However, the program was forced to take a turn for the virtual realm in order to finish out the school year. While difficult, NSPD is dedicating toward helping our students make positive decisions, abstain from alcohol and other drugs, and becoming future leaders. POINT Officers conduct this program throughout Mona Shores and Western Michigan Christian High School.

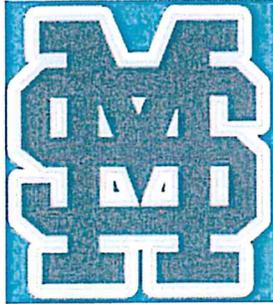


Chief Gale continues to serve as Chair of the Muskegon County *Ride with Pride* Coalition. The groups expansion continued with the addition of Montague High School. With funding from the Mercy Health Project and Muskegon Community Foundation, POINT Officers provide technical assistance to schools who join the program.



Fruitport Community Schools was live.
June 5 · 🌐
Fruitport High School "Ride with Pride" car give away!

In addition to POINT’s educational programs, our School Resource Officers (SROs) play a vital role in maintaining a safe learning environment for local students. SROs work closely with students and staff, conducting state mandated “lockdown” drills which help promote emergency preparedness.



AVOID | DENY | DEFEND



“The police are the public and the public are the police”- Sir Robert Peel



For the Christmas 2019 season, NSPD led the City’s “Shields of Hope” participation. This West Michigan organization aims to bring hope and joy to family’s affected by Cancer. A family from Bethel Baptist Church was supported with generous donations from City employees and the community at large.

NSPD enlisted in the Kids’ Food Basket Community Partner Challenge for 2020. While the event was cut short due to Covid-19, NSPD was able raise nearly \$1,000, over 100 lbs of food, and volunteered dozens of hours to help end childhood hunger. NSPD looks forward to continuing its support for this great cause.



With over 25 worship centers in Norton Shores, ensuring a safe environment for parishioners is an important task. POINT Officers were please to host a two-night course on Church Security. NSPD greatly appreciates this year’s partners: the Muskegon County Prosecutor’s Office and Forest Park Covenant Church.

POLICE

Story Time: Norton Shores police officer reads 'Llama Llama Red Pajama' inside his cruiser

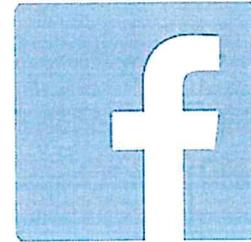
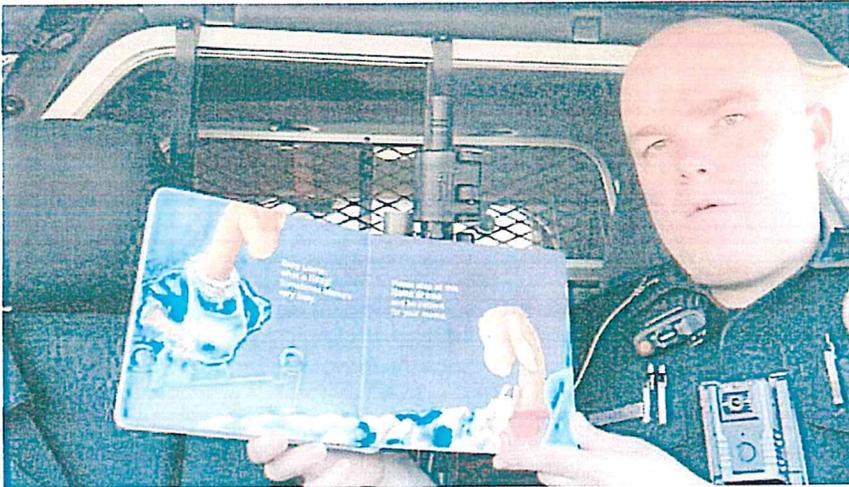


Photo by: estabry, Robb

Norton Shores PD officer Shevokas reads children's book (Facebook screen shot)

POINT Officers are also responsible for carrying out the Department's presence on Social Media. The importance of this task grew in March, 2020 due to restrictions on social gatherings due to Covid-19. Two of the most successful new campaigns were "Story Time with NSPD" and the collaboration with NSFD to produce weekly Happy Birthday videos for the community. NSPD's followers grew by approximately 1,100 to a current total of 5,800.



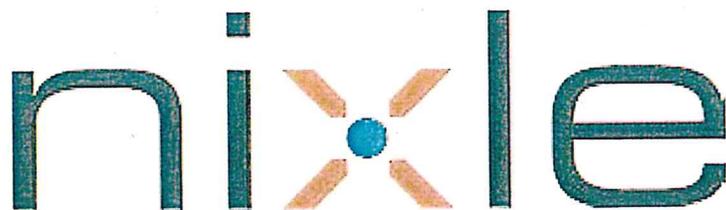
Norton Shores Police Department

@NORTONSHORESPOLICE - Police Station

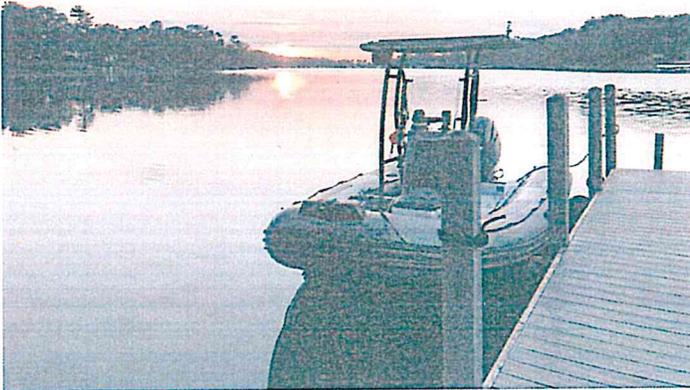


Home Event Calendar Videos Photos More

Liked Message



Water Safety



NSPD has continued its concerted effort to increase safety and protect property rights associated with Mona Lake and Lake Michigan. Members of NSPD's POINT Division (trained in marine enforcement by the Coast Guard, MI DNR, and Michigan Sheriff's Association) have partnered up with the Muskegon County Sheriff's Department to provide the capacity for marine patrol seven days per week.

A designated patrol boat and floating dock system was purchased utilizing Capital Funds to alleviate availability issues that arose with the increased

demand for a Law Enforcement presence and the past practice of sharing a boat with the Fire Department.

Community outreach via social media and with private associations were implemented to educate the public on best practices. Unfortunately, the Spring 2020 Boaters Safety Course (hosted by the Mona Lake Boat Club) had to be canceled due to Covid-19 related restrictions.

Evidence Room

The evidence custodian is a part-time civilian position responsible for the management of the property/evidence room and overseen by the Special Services Commander. The evidence custodian continues organizing and purging of the evidence room. Updated forms and new training continue to assist with this process. To maintain compliance with evidence rules, inspections and audits are conducted throughout the year.

The evidence room continues to be more manageable and allows full-time officers to engage in the community more.

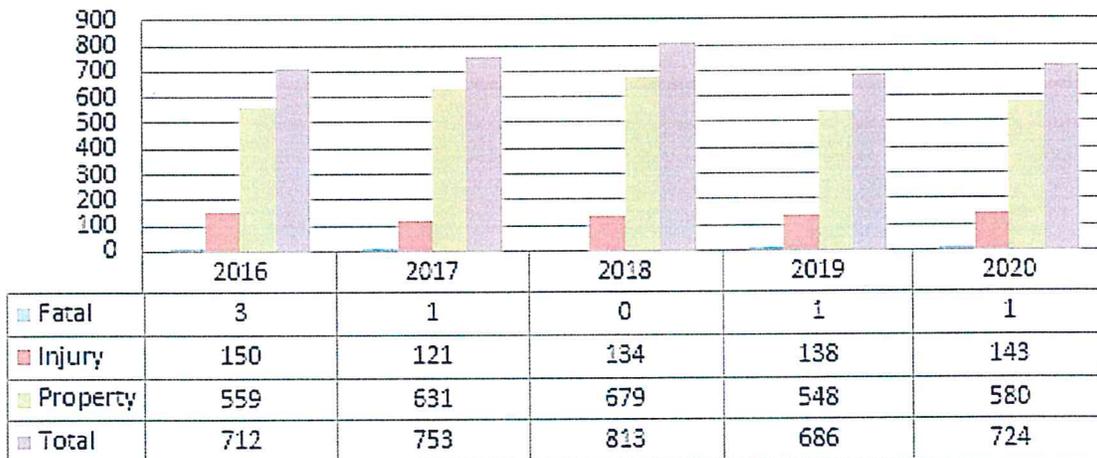


Traffic

Traffic Crash Summary

There were a total of 724 traffic crashes reported during FY2020, which is an increase of 5.5% from the previous year FY2019 (686). Over the past five years, the City of Norton Shores has averaged 737.6 traffic crashes per year. The following is a breakdown of the crashes based on severity:

Traffic Crash Comparison



Most accidents involved passenger vehicles; however, the Department also policed 22 commercial vehicles, 0 motorcycles, 3 emergency vehicles, 5 pedestrian, and 2 bicycle crashes. There were no school bus related crashes this past year. There were also 59 car versus deer crashes, which is a decrease of 11.9% from the previous year when 67 crashes occurred. There was also one car versus turkey crash.

Of the 724 total crashes, at least one person was injured in 143 incidents, which is 19.7% of the total crashes. The number of injuries increased by 3.6% from the previous year. The average number of injury crashes for the last five years is 137 or 18.5%.

The following intersections had the highest number of crashes during FY2020:

Rank	Location	Crashes
1	HARVEY ST @ STERNBERG RD	31
2	GETTY ST @ SEAWAY DR	15
3	HENRY ST @ BROADWAY AVE	15
4	HENRY ST @ NORTON AVE	14
5	GRAND HAVEN RD @ PONTALUNA RD	14
6	GETTY ST @ SHERMAN BLVD	11
7	GRAND HAVEN RD @ STERNBERG RD	10
8	S US 31 @ HILE RD	10
9	BROADWAY AVE @ GETTY ST	9
10	HARVEY ST @ INDEPENDENCE	9
11	S US 31 @ AIRLINE RD	9
12	AIRPORT RD @ GRAND HAVEEN RD	8
13	NORTON AVE @ SEAWAY DR	8
14	SEAWAY DR @ SEMINOLE RD	7
15	AIRLINE RD @ GETTY ST	7
16	NORTON AVE @ SEAWAY DR	7
17	PONTALUNA RD @ HARVEY ST	6
18	N US 31 @ BROADWAY AVE	6
19	GRAND HAVEN/S BS US 31 @ SEAWAY DR	6
20	SEAWAY DR @ SUMMIT AVE	6

Once again Harvey St. @ Sternberg Rd. was the top crash intersection with 31 crashes. Getty St. @ Seaway Dr. moved to #2 with 15 crashes. Last year it was #12 with 8 crashes. The third top crash intersection this year was Henry St. @ Broadway Ave. with 15 crashes. Last year it was #20 with 6 crashes, however, during FY2018 it was also #3.

Most of the top crash intersections remained relatively consistent to previous years. However, new to the list this year is Broadway Ave. @ Getty St. at #9, Harvey St. @ Independence at #10; Airline Rd. @ Getty St. at #15; Pontaluna Rd. @ Harvey St. at #17; N. US 31 @ Broadway Ave. at #18; and Seaway Dr. @ Summit Ave. at #20.

This year the following intersections did not make the list: N. US 31 @ Pontaluna Rd. (#6 last year); Henry St. @ Summit Ave. (#9 last year), Airline Rd. @ S. US 31/Airline Ramp (#13 last year); S. US 31 @ Shettler Rd. (#15 last year), and Henry St. @ Forest Park Rd. (#19 last year).

It should be noted that last year's traffic stats seem to be an anomaly compared to most years. Only three intersections on the list had more than 10 crashes, making up the majority of crashes on the list. There were also several new intersections on the list last year. This year's stats. seem to be more consistent with previous years.

Traffic Enforcement Summary

The Police Department issued a total of 1,966 traffic citations during FY2020, which represents a 34% decrease from the previous year (2,982). There were also 72 parking citations issued (FY2020) which is a 45% decrease when compared to FY2019 (131).

The significant decrease in traffic citations and parking tickets is a direct correlation with the COVID 19 pandemic. Since March 2020, officers have limited their proactive enforcement in traffic laws to help prevent exposure and spread of the virus.

The chart below represents the most common violations:

	FY2017	FY2018	FY2019	FY2020
No Proof of Insurance	336	440	652	371
Speeding	471	560	423	360
Driving on a Suspended Operator's License	176	230	138	188
Expired Plate	271	266	445	158
No Operator's License on Person	45	34	30	22
Fail to Stop in Assured Clear Distance	194	187	202	143
Seatbelt Violation	69	85	46	49
Improper Plate	75	106	128	88
Expired Operator's License	9	13	75	23
Defective Equipment	192	275	159	98
Fail to Yield Right of Way	59	117	44	45
Red light/stop sign	150	132	85	80

Records Bureau

The Records Bureau provides administrative support to the entire department and is staffed by part-time contractual employees and two full-time records clerks. The bureau is responsible for maintaining all law enforcement records, including reports, citations, warrants, and subpoenas. In addition, the bureau provides computer support and serves as the Department's Law Enforcement Information Network (LEIN) Terminal Coordinator.

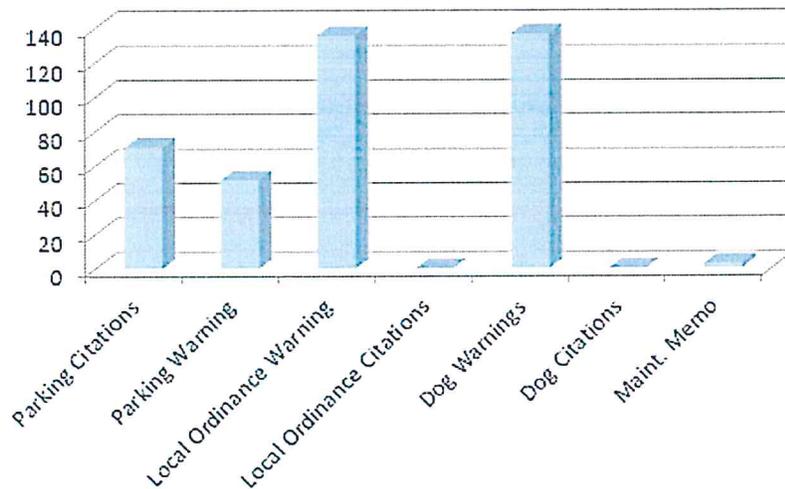
This fiscal year the Records staff submitted 116 incident reports and 891 supplemental reports for walk-in or telephone complaints which did not require the presence of a sworn police officer. In addition to processing all felony and misdemeanor warrants, the following tasks were performed by the Records staff:

- Registered a total of 89 sex offenders residing in the city of Norton Shores.
- Processed 903 handgun registrations for citizens of the city, including criminal records checks and entry of the weapons into the Automated Pistol Reporting System.
- Provided information to victims of crime.
- Registered 11 bicycles.
- Provided tours of the Police Department for school-age children.
- Registered 66 participants for the Norton Shores Hunter Safety Program.
- Prepared 1,212 case files for officers to be used during court appearances.
- Processed LEIN paperwork for 196 impounded or abandoned vehicles.
- Processed 38 personal protection orders.
- Processed 466 misdemeanor arrests.
- Processed 171 felony arrests.

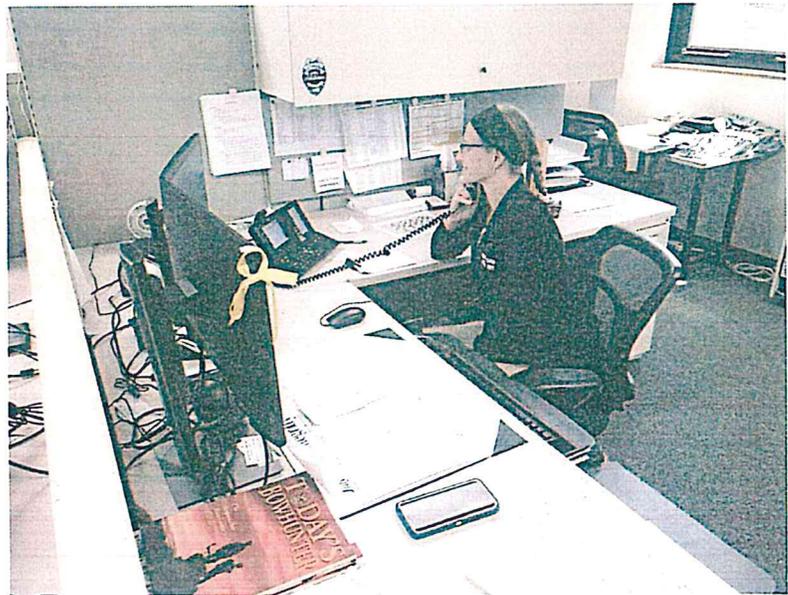


Police Cadet Unit

In it's ninth year, the Police Cadet Program and it's members continue to grow in their service to the community. Late in FY2020, Police Cadets took on added clerical responsibilities inside NSPD to enhance the department's customer service capacity. Cadets also continue to provide proactive patrols for the City's park systems. The patrols help provide the community of Norton Shores and its visitors an enjoyable experience for all. Trained and supervised by the POINT division, their primary focus is to represent the city by providing useful information to visitors, enforce ordinances, and assist Police Officers as needed.



The Cadets focus primarily on educational efforts when dealing with violations in our park system. Typical violations include alcohol in prohibited areas and dog violations. The eight Cadets are essential to keeping under-age alcohol and other drug use out of Lake Harbor, Ross, and Black Lake Parks.



Cadet Gretchen Damm

INVESTIGATIONS

The Investigations function is under the supervision of Detective Sergeant Joel Hoeksema. The service includes the Detective Bureau, which consists of two officers assigned as detectives. In addition to this, three officers are currently assigned to each of the below specialties:

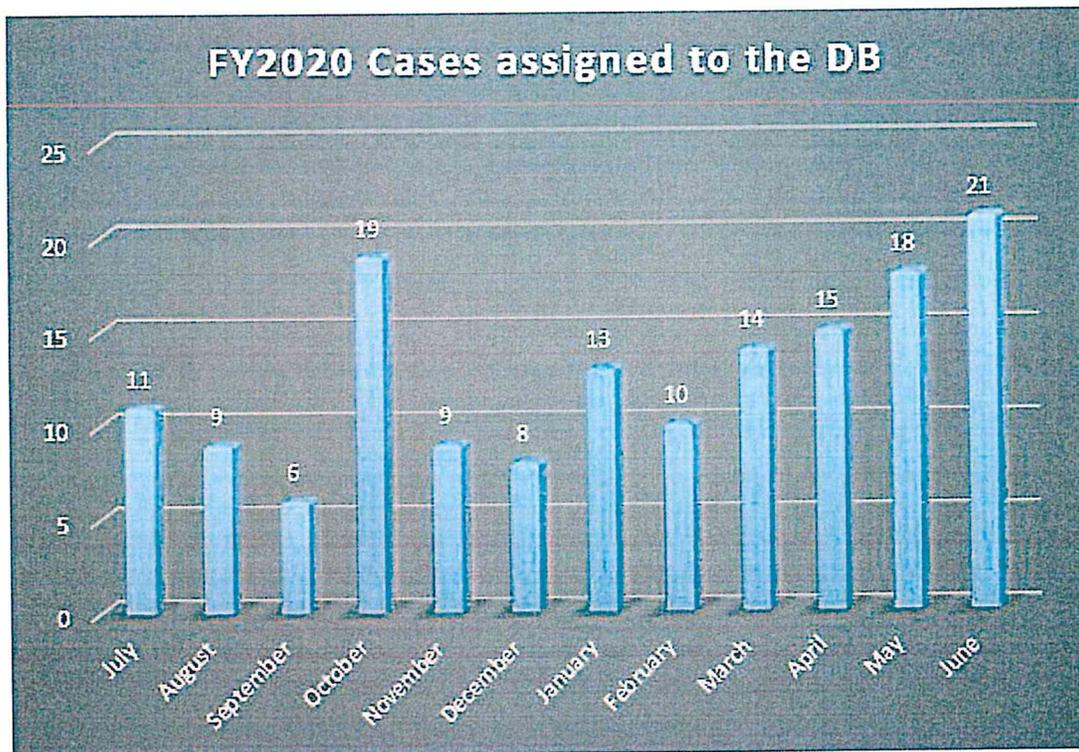
WEMET, Safe Seniors Task Force, Justice for Woman Task Force



Detective Bureau

Members of the unit are responsible for elaborate investigations that require specialized training and extensive staff- hours. Detectives spend a significant amount of time at the courthouse swearing to warrants and meeting with the Prosecutor's office to discuss investigations. In addition, personnel cooperate with other agencies on multi-jurisdictional investigations such as organized crime, fraud, internet crimes, and narcotics.

One hundred and fifty three new cases were assigned to the detective bureau in FY 2020, an increase of 38 investigations from FY 2019. The following graph shows the monthly allocation of investigations.

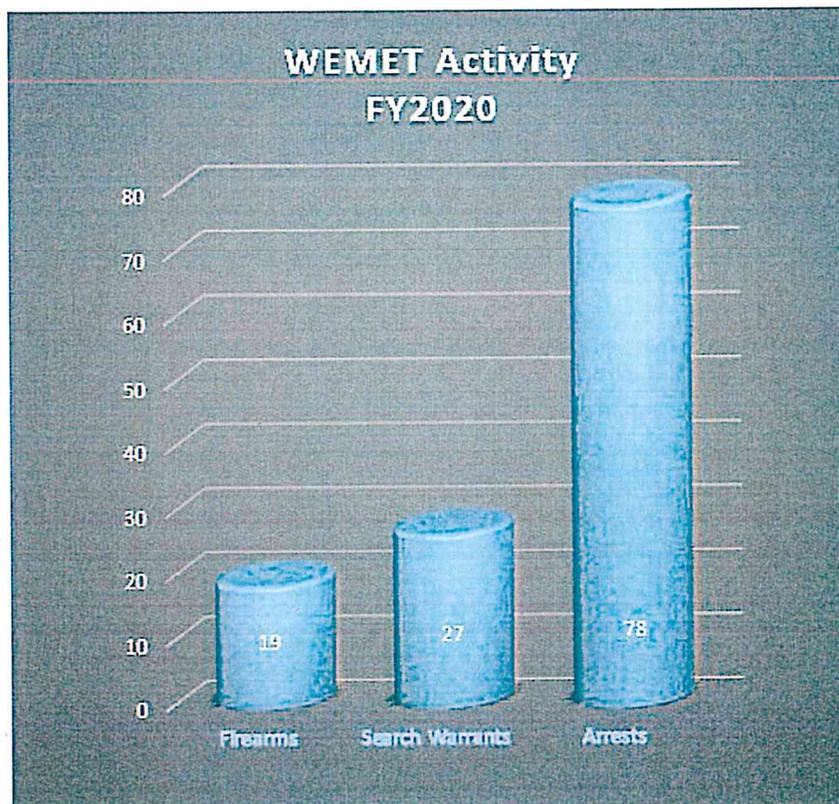




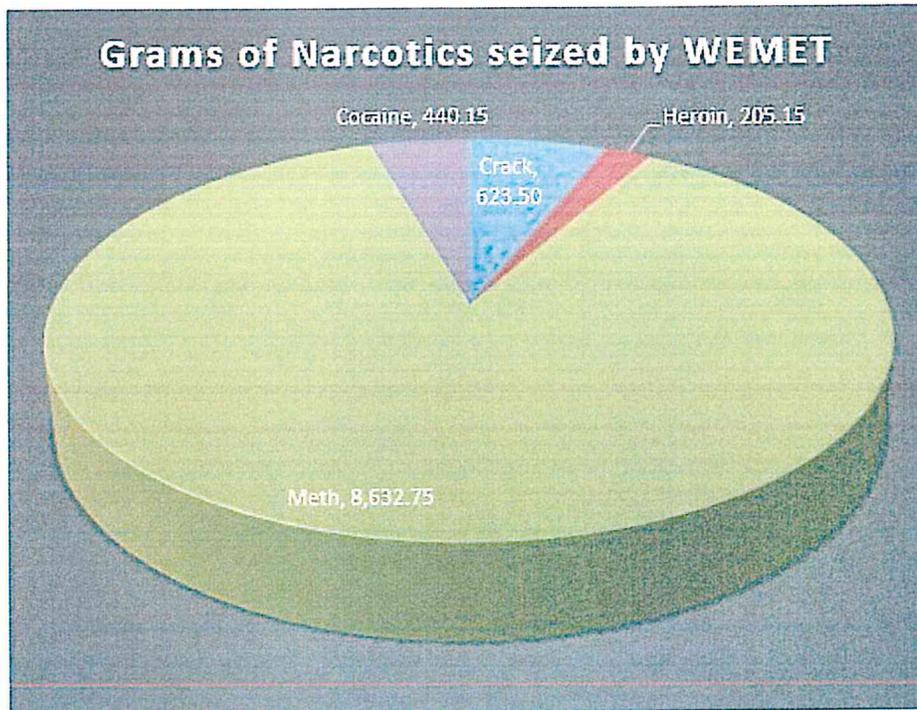
In addition to conducting interviews and interrogations, the detectives are responsible for processing crime scenes and the collection of evidence.

West Michigan Enforcement Team

The Norton Shores Police Department has one detective assigned to the West Michigan Enforcement Team (WEMET), a regional “concept team” assigned to investigate the trafficking of narcotics in Muskegon and Ottawa Counties. The detective conducts undercover investigations with officers assigned to WEMET from other Muskegon County agencies. WEMET is under the direction and control of the WEMET Board of Directors, of which City Administrator Mark Meyers is a member, and the WEMET Operations Board, of which Chief Gale is a member. WEMET is supervised



As shown by the below graph, Methamphetamine has become a significant problem in the assigned WEMET area. Heroin, which had once been the most prevalent in the area, has decreased in popularity among narcotic users.



Although WEMET has seen a dramatic increase in Methamphetamine seizures for FY2020, heroin continues to be a concern. The Norton Shores Police responded to 22 Heroin overdoses during FY2020, of those 22 overdoses, five resulted in death.

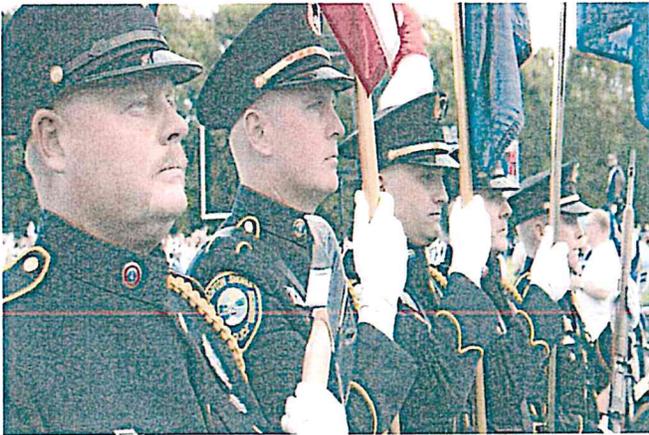
SPECIAL TEAMS

The Muskegon County Emergency Response Team (ERT)



The ERT is a multi-jurisdictional unit comprised of 18 sworn law enforcement officers and two firefighters. This includes five members of the Norton Shores Police Department assigned as tactical operators. Two members of the Norton Shores Fire Department are assigned as Tactical Medics. The team's mission is to respond to critical / high- risk incidents involving armed individuals. The team had plans to become active in April 2020; however, because of COVID 19 all training stopped. It is the goal of the ERT board and command staff to be an active team in FY2021.

Honor Guard



The Norton Shores Honor Guard team includes four members from the Police Department and four from the Fire Department. Upon request, the Honor Guard will make appearances to present or retire the National Colors (flags) during public relations events or parades, represent the city during times of mourning, or represent the city at funeral services for public safety members who gave the ultimate sacrifice. The team represented the Department in over ten events this past year.

Hunter Safety Program



The Police Department is committed to providing free Hunter Safety education to interested children and adults each year. The program is typically offered twice a year however Spring 2020 was canceled due to Covid-19 restrictions. Essential to the program's success are its volunteers, comprised of current & former City employees as well as community members. Generous donations from organizations such as the Safari Club continue to support the program and enabled the acquisition of new pop up tents during this past fiscal year. The Hunter Safety team eagerly awaits permission from the Michigan DNR to begin teaching classes again, when deemed safe by experts.

Marc D. Vanderstelt

From: Michael P. Herremans <Michael.Herremans@muskegonsheriff.com>
Sent: Friday, September 27, 2019 2:48 PM
To: 'Andrew Rush'; Roger D. Squiers; Marc D. Vanderstelt; Dave P. Wypa; 'tim.thielbar@Mcd.911.net'
Subject: OHSP OVERTIME FY20
Attachments: DUI and Seat Belt Grant Program Highlights.docx; Traffic Enforcement Report form.xlsx; Strategic Plan Form.xlsx; Law Enforcement Reimbursement Request Form.xlsx; 9-2019 Enforcement map.pdf; Evidence Based Traffic Safety Enforcement Program updated 8-28-2019.docx

I have attached the 2020 OHSP requirements for the OWI and Seat Belt enforcement periods. Please make sure you are using the **Law enforcement reimbursement request form** to calculate the total for each enforcement period. At the end of each enforcement period I will need a **total Enforcement Report (OHSP daily)** for all the officers combined. The first enforcement Period runs October 17-31 for Seat Belt enforcement. Below are all the enforcement periods for the FY20. There are two seat belt enforcement periods and three OWI enforcement periods. Each agency will be responsible for posting overtime for these periods and keeping track of their grant money allotment. Agencies may want to post more OT during the first enforcement periods, so if the OT is not all filled in the first enforcement period, you can make up the hours in the next enforcement period.

REQUIREMENTS

The FY20 mandatory enforcement periods are limited to the following:
FOR SEAT BELT: AGENCIES TOTAL FOR OWI:

- **October 17 – 31, 2019 (seat belt)**
\$5677.25 Muskegon Police Department: \$5249.00
- **December 18, 2019 – January 1, 2020 (impaired driving)**
Police: \$5677.25 Muskegon Twp. Police:
- **May 11 – 31, 2020 (seat belt)**
Police: \$5677.25 Norton Shores Police:
- **July 1 – 19, 2020 (impaired driving)**
Police: \$3000.00 Whitehall Police:
- **August 14 – September 7, 2020 (impaired driving)**

AGENCIES TOTAL FUNDS

Muskegon Police Department:
Muskegon Twp. \$5249.00
Norton Shores \$5249.00
Whitehall \$3000.00

If you have any questions please feel free to contact me.

*Lieutenant Michael P. Herremans
Muskegon County Sheriff Office
1611 Oak Ave. Lower Level
Muskegon MI. 49442*

E-mail: Michael.herremans@muskegonsheriff.com
Work Phone 231.724.7111
Cell: 231.638.0143
Fax: 231.777.9940



"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

Marc D. Vanderstelt

From: Michael P. Herremans <Michael.Herremans@muskegonsheriff.com>
Sent: Monday, March 23, 2020 9:34 AM
To: 'Andrew Rush'; Tim A. Thielbar; Roger D. Squiers; Marc D. Vanderstelt
Cc: Shane D. Brown
Subject: OHSP Seat Belt Grant """"CANCELED""""

OHSP has canceled the seat belt grant for the enforcement period of May 11th through May 31st. I'm not sure if they will let us make up the money that was set aside for this enforcement period. I will let you know as I get information from OHSP.

*Lieutenant Michael P. Herremans
Muskegon County Sheriff Office
1611 Oak Ave. Lower Level
Muskegon MI. 49442*

E-mail: Michael.herremans@muskegonsheriff.com
Work Phone 231.724.7111
Cell: 231.638.0143
Fax: 231.777.9940



"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

OHSP's Traffic Enforcement Grant

Template for Completing the Final Progress Report

Instructions for completing the report:

1. **Each** agency/post participating in the grant is required to provide the information requested below to the grant Project Director. Please provide this document to them as soon as possible to allow them time to prepare the report.
2. Each agency/post must provide an overall narrative of the enforcement efforts and summarize the enforcement statistics for the entire year (which you can get from MAGIC).

Activities and Accomplishments

Remember, the goals of the grant are to 1) prevent unrestrained vehicle occupant fatal injuries from increasing and 2) reduce fatalities in alcohol and/or drug-involved crashes.

Consider the questions below as a starting point for writing the final report.

- *Were enforcement patrols scheduled for all mandatory enforcement periods by all agencies eligible for funding?*
- *What was noteworthy about the enforcement during the year: increase/decrease in seat belt violations observed/cited, increase/decrease in high BAC/drug impaired arrests, or other factors? (Refer to the enforcement reports.)*
- *Describe how traffic enforcement outreach efforts were promoted to the community.*
 - *How did you use the materials provided by OHSP?*
 - *Was an OHSP media event conducted in your area? If so, for which enforcement period. Did you attend? Did you speak?*
 - *Were your efforts covered in the media? If yes, list which ones (i.e. newspaper, television, radio). Attach examples or provide links in your response.*
- *Did you report enforcement activity and outreach efforts to OHSP by the deadlines? If not, explain why.*
- *Did you learn anything this year that will improve traffic enforcement efforts in your community in the future?*

Describe challenges encountered or anticipated as a result of activity undertaken.

Use the answers to some of or all the questions to describe the challenges.

- *What challenges, if any, did you encounter? (Refer to the enforcement reports.)*
 - *If you were unable to schedule enforcement for all mandatory enforcement periods, explain why.*
 - *If officers/troopers did not sign up for the overtime, explain why.*
 - *If you did not report enforcement activity and outreach efforts by the deadlines, explain why.*
 - *Did citizens complain about the traffic enforcement efforts? If yes, describe the circumstances.*

- *Were there any other challenges that occurred? If yes, describe them.*
- *What, if anything would you do differently in the future to alleviate this challenge?*

Describe the goals for upcoming quarter

The response is, "N/A"

Final Report – Explanation of Impact

Provide a statement that describes the impact of the traffic enforcement on your patrol area.

- *Describe the number of hours dedicated to your enforcement efforts that would not have been possible without the grant funding.*
- *Was the public aware of your efforts? If yes, how do you know?*
- *Did fatalities in your community increase/decrease during the grant period? Provide a specific number.*

Attachments

Provide attachments if applicable.

- *Were your efforts covered in the media? If yes, attach examples, such as a Facebook screenshot, a link to a television news story or a copy of a newspaper article.*



Muskegon Police Department

Jeffrey Lewis
Director of Public Safety

980 Jefferson
Muskegon, Michigan
49443-0536

www.muskegonpolice.com

Phone: 231-724-6750
FAX: 231-722-5140

2019 Final Progress Report

OHSP Traffic Enforcement Grant PT-19-10

During the 2019 calendar year the City of Muskegon Police Department worked in conjunction with the Office of Highway Safety and Planning (OHSP) on various proactive traffic enforcement efforts in and around the City of Muskegon, State of Michigan.

During the course of the year there were both Impaired Driving and Safety Belt enforcement efforts scheduled in target locations around the City of Muskegon. All mandatory times and locations set forth by OHSP were accomplished along with elective enforcement in locations which have shown high volumes of traffic during specific times of day or evening. Many of the mandatory and elective times and dates were catered around various large scale special events such as Rebel Road/Bike Time, Irish Festival, Polish Festival, Jazz Festival and MooseFest. Each selected enforcement period was documented on the provided OHSP enforcement reporting form. Both the enforcement reporting and wage reimbursement forms were sent to the grant project director prior to the listed deadlines.

Mandatory Enforcement Completed: (Set forth by OHSP guidelines.)

- OWI
 - October 18th through November 4th 2019
 - December 12th through December 31st 2019
 - July 1st through July 14th 2019
 - August 14th through September 2nd 2019

- Seatbelts
 - May 20th through June 2nd 2019

Media / Outreach Materials: (see attachments)

- **Nixle**

One of the primary media outreaches the City of Muskegon Police Department likes to use is Nixle. Nixle is a downloadable application for smart devices to keep citizens up-to-date on relevant information from local public and safety departments. Currently the City of Muskegon has upwards of 1800+ members who receive notification via SMS (Short Message Service) and or web based email. Various information can be put out to the general public about upcoming enforcement efforts and safety reminders.

- **Facebook**

The City of Muskegon currently runs a Facebook webpage and is used to provide public outreach messages. Currently the city page has upwards of 23,000+ people who “follow” the website.

<https://www.facebook.com/CitvofMuskegon/>

- **OHSP (i.e. banners)**

The City of Muskegon has a designated area to display any OHSP banners which are provided to the agency. Currently the banner size runs roughly 4’x8’ and they are displayed on the northeast side of city hall / police department prior and during the enforcement time frames.

- **Public Monitor**

The City of Muskegon has a flat screen monitor inside the agency with displays public safety information and messages to include upcoming enforcement efforts.

Observations / Challenges:

Over the 2019 grant period there were several dates which fell on times when the City of Muskegon had been experiencing inclement weather. The primary weather condition on many of the dates was rainy and unseasonably cold, particularly in July.

During the course of the grant period officers did not report any concerns brought up by citizens in regards to the OHSP enforcement and enforcement efforts have been received positively by both police staff and the community. Officers routinely sign up to work OHSP grant enforcement and the agency rarely has to mandate officers work the assignments.

Goals for Upcoming Quarter:

N/A

Impact:

Throughout the entire 2019 grant period the City of Muskegon was able to dedicate a total of 206.25 hours of traffic enforcement with the funds provided by the Office of Highway Safety Planning. Over the last two years the City of Muskegon has only experienced 3 fatalities within our jurisdiction and this low number could certainly be attributed to the proactive police services, training and education provided by an excellent partnership between the Muskegon Police Department and the Office of Highway Safety Planning. We look forward to continued efforts during 2020!

Respectfully,

Captain Andy Rush
City of Muskegon Police Department

PATROL RESPONSE TIME
FY 2020
by Dispatch Priority

Time Frame	Dispatch Priority	Dispatch Delay	Travel Time	Time Onscene	Total Response Time	Total Service Time	Number of Calls
	P	0.00	0.00	0.00	0.00	0.00	0
0700-1059	1	1.95	6.34	19.78	8.29	26.12	102
	2	2.35	6.95	25.39	9.30	32.34	112
	3 +	1.63	3.15	10.32	4.78	13.47	2538
	Avg.	1.67	3.43	11.28	5.10	14.71	2752
	P	0.00	0.00	0.00	0.00	0.00	0
1100-1459	1	1.77	6.60	29.97	8.37	36.57	111
	2	3.49	7.96	23.23	11.45	31.19	173
	3 +	3.83	5.47	15.13	9.30	20.60	2037
	Avg.	3.71	5.71	16.44	9.42	22.15	2321
	P	0.00	0.00	0.00	0.00	0.00	0
1500-1859	1	3.78	7.49	25.40	11.27	32.89	119
	2	5.49	8.27	25.17	13.76	33.44	204
	3 +	6.06	6.60	16.51	12.66	23.11	2041
	Avg.	5.89	6.79	17.71	12.68	24.50	2364
	P	0.00	0.00	0.00	0.00	0.00	0
1900-2259	1	2.20	6.23	26.82	8.43	33.05	132
	2	2.74	7.05	23.89	9.79	30.94	217
	3 +	2.31	3.94	14.05	6.25	17.99	2249
	Avg.	2.34	4.32	15.52	6.66	19.84	2598
	P	0.00	0.00	0.00	0.00	0.00	0
2300-0259	1	1.87	6.35	24.36	8.22	30.71	101
	2	2.64	5.84	27.92	8.48	33.76	109
	3 +	0.97	1.98	10.71	2.95	12.69	1910
	Avg.	1.10	2.39	12.24	3.49	14.63	2120
	P	0.00	0.00	0.00	0.00	0.00	0
0300-0659	1	3.48	5.75	20.29	9.23	26.04	84
	2	3.99	8.25	22.08	12.24	30.33	61
	3 +	1.17	1.59	5.34	2.76	6.93	1608
	Avg.	1.38	2.02	6.64	3.40	8.66	1753
	P	0.00	0.00	0.00	0.00	0.00	0
ALL	1	2.49	6.50	24.76	8.99	31.26	649
	2	3.56	7.44	24.62	11.00	32.06	876
	3 +	2.68	3.86	12.22	6.54	16.08	12383
	Avg.	2.73	4.21	13.59	6.94	17.80	13908
	P	0.00	0.00	0.00	0.00	0.00	0

PATROL PLANNING REPORT
FY 2020

	0700-1059	1100-1459	1500-1859	1900-2259	2300-0259	0300-0659
Calls Per Hour (Not Cancelled):	0.9713	1.4133	1.5191	1.2814	0.64	0.3941

Percent of Calls Requiring:

1 Unit	69.06	71.53	64.97	54.05	40.45	54.77
2 Units	25.39	23.83	27.47	32.09	36.18	33.1
3 Units	4.57	3.62	5.85	11.25	18.78	11.09
4 Units	0.56	0.72	1.48	2.35	4.16	1.04
5+ Units	0.42	0.29	0.22	0.27	0.43	0

Avg Service Time (Min):

1st Unit	22.86	23.74	22.06	20.46	19.66	18.94
2nd Unit	24	27.96	26.09	24.05	24.44	22.26
3rd Unit	26.16	25.39	29.07	27.22	24.24	21.36
4th Unit	27.3	31.9	29.6	33.04	24.84	29.44
5th Unit	48.38	72.65	39.94	39.57	46.17	9.98
6th + Unit	37.95	186.65	19.44	31.52	19.4	0

Percent of Calls

Priority P	0	0	0	0	0	0
Priority 1	9.7	5.99	6.65	8.1	11.95	16.98
Priority 2	8.51	9.04	9.67	11.83	11.85	11.27
Priority 3-9	81.79	84.97	83.68	80.06	76.2	71.75

Avg Travel Time (Min):

Priority P	0	0	0	0	0	0
Priority 1	5.44	6.68	7.87	5.79	4.94	5.24
Priority 2	7.03	7.35	7.4	6.54	5.82	6.27
Priority 3-9	8.11	8.01	8.34	6.9	5.75	6.89

FY 2020

GROUP A OFFENSES

Code	Description	Offenses Fiscal Year to Date		
		FY2020	FY2019	Chng
9001	Murder	0	1	-1
9002	Negligent Homicide / Manslaughter	0	0	0
9004	Justifiable Homicide	0	0	0
10001	Kidnapping	3	0	3
10002	Parental Kidnapping	0	0	0
11001	Criminal Sexual Conduct 1 (P/V)	3	5	-2
11002	Criminal Sexual Conduct 3 (P/V)	2	3	-1
11003	Criminal Sexual Conduct 1 (O/A)	0	4	-4
11004	Criminal Sexual Conduct 3 (O/A)	1	4	-3
11005	Criminal Sexual Conduct 1 (Obj)	0	0	0
11006	Criminal Sexual Conduct 3 (Obj)	1	0	1
11007	Criminal Sexual Conduct 2 (Contact)	5	3	2
11008	Criminal Sexual Conduct 4 (Contact)	6	8	-2
12000	Robbery	4	8	-4
13001	Nonaggravated Assault	163	176	-13
13002	Aggravated / Felonious Assault	17	18	-1
13003	Intimidation / Stalking	40	51	-11
20000	Arson	1	1	0
21000	Extortion	0	0	0
22001	Burglary - Forced Entry	47	49	-2
22002	Burglary - Entry w/o Force	6	3	3
23001	Larceny - Pocketpicking	0	0	0
23002	Larceny - Pursesnatching	0	0	0
23003	Larceny - Theft from Building	31	48	-17
23004	Larceny - Theft from Coin Device	0	0	0
23005	Larceny - Theft from Motor Vehicle	91	77	14
23006	Larceny - Theft of Motor Vehicle Parts	9	4	5
23007	Larceny - Other	85	120	-35
24001	Motor Vehicle Theft	25	17	8
24002	Motor Vehicle as Stolen Property	0	0	0
24003	Motor Vehicle Fraud	0	0	0
25000	Forgery	25	29	-4
26001	Fraud - False Pretense	19	32	-13
26002	Fraud - Credit Card/ATM	35	46	-11
26003	Fraud - Impersonation	7	6	1
26004	Fraud - Welfare	0	0	0
26005	Fraud - Wire	2	2	0
27000	Embezzlement	12	16	-4
28000	Stolen Property	0	1	-1
29000	Damage to Property	117	106	11

Sub-Total - GROUP A	757	838	-81
----------------------------	------------	------------	------------

FY 2020

GROUP A OFFENSES

Code	Description	Offenses Fiscal Year to Date		
		FY2020	FY2019	Chng
30001	Retail Fraud - Misrepresentation	1	1	0
30002	Retail Fraud - Theft	198	241	-43
30003	Retail Fraud - Refund/Exchange	3	4	-1
35001	Viol. Of Controlled Substances	37	66	-29
35002	Narcotic Equipment Violations	8	17	-9
36001	Sexual Penetration Nonforcible - Blood	0	0	0
36002	Sexual Penetration Nonforcible - Other	0	0	0
37000	Obscenity	3	3	0
39001	Gambling - Betting/Wagering	0	0	0
39002	Gambling - Operating/Promoting/Assisting	0	0	0
39003	Gambling - Equipment Violations	0	0	0
39004	Gambling - Sports Tampering	0	0	0
40001	Commercialized Sex - Prostitution	0	0	0
40002	Commercialized Sex - Assisting/Promoting	0	0	0
51000	Bribery	0	0	0
52001	Weapons Offense - Concealed	4	8	-4
52002	Weapons Offense - Explosives	1	0	1
52003	Weapons Offense - Other	6	11	-5
Sub-Total - GROUP A		261	351	-90
TOTAL - GROUP A		1018	1189	-171

FY 2020

GROUP B OFFENSES

Code	Description	Offenses		
		Fiscal Year to Date		
		FY2020	FY2019	Chng
1000	Sovereignty	0	0	0
2000	Military	0	0	0
3000	Immigration	0	0	0
9003	Negligent Homicide - Vehicle	0	0	0
14000	Abortion	0	0	0
22003	Burglary - Unlawful Entry	4	5	-1
22004	Possession of Burglary Tools	0	0	0
26006	Fraud - Bad Checks	8	20	-12
36003	Peeping Tom	0	0	0
36004	Sex Offense - Other	4	8	-4
38001	Family - Abuse/Neglect Nonviolent	13	23	-10
38002	Family - Nonsupport	0	0	0
38003	Family - Other	0	0	0
41001	Liquor License - Establishment	0	1	-1
41002	Liquor Violations - Other	13	22	-9
42000	Drunkenness	16	11	5
48000	Obstructing Police	29	37	-8
49000	Escape / Flight	1	0	1
50000	Obstructing Justice	34	23	11
53001	Disorderly Conduct	225	263	-38
53002	Public Peace - Other	33	69	-36
54001	Hit and Run Motor Vehicle Accident	7	4	3
54002	Operating While Intoxicated	74	81	-7
55000	Health and Safety	58	96	-38
56000	Civil Rights	0	0	0
57001	Trespass	72	25	47
57002	Invasion of Privacy - Other	0	0	0
58000	Smuggling	0	0	0
59000	Election Laws	0	0	0
60000	Antitrust	0	0	0
61000	Tax/Revenue	0	0	0
62000	Conservation	14	18	-4
63000	Vagrancy	0	0	0
70000	Juvenile Runaway	17	25	-8
73000	Miscellaneous Criminal Offense	19	14	5
75000	Solicitation	0	1	-1
77000	Conspiracy	0	0	0
TOTAL - GROUP B		641	746	-105

