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Major Andrew Watts

NOVEMBER 2020 MONTHLY SUPPORT SERVICES REPORT

CHIEF OF POLICE
&
BROWNSBURG POLICE COMMISSION



Brownsburg Police Department

SUPPORT DIVISION REPORT

The following information contained within this report summarizes information deemed pertinent for dissemination from Major Andrew Watts.

- Investigations
- Administrative Services
- Community Relations
- Public Information
- Purchasing
- Information & Technology
- Human Resources
- Training
- Emergency Response Team
- Vehicle Fleet

Investigations

The Investigations Unit received (48) new cases in the month of November, closed and/or suspended (7) cases and closed (2) cases with (4) arrests. The crime trend for this month was crimes against persons.

The Unit conducted (17) Interviews, conducted (2) child forensic interviews, and served (4) search warrants for various investigations this month. The unit also conducted (7) background investigations for Reserve Officer Candidates.

Captain Barrett focused on her assigned confidential investigation this month. Captain Barrett has been asked to sit on ICESAHT (Indiana Coalition to End Sexual Assault and Human Trafficking) discussion panel in regards to a new victim rights bill. Captain Barrett began preparations and planning stages for an upcoming agency Operation to deter and combat package thefts this Holiday Season.

Sgt. Bass investigated a fraud and theft from a local business that was ultimately resolved by the suspect. It was determined to be a domestic issue and was not an intentional fraud/theft. Sgt. Bass conducted (3) interviews and attended IDACS recertification this month.

Cpl. Stanford made an arrest for fraud this month. The accused stole his mother's banking information and made approximately \$2,000.00 worth of fraudulent charges. Det. Stanford served (1) Search Warrants. Det. Stanford conducted a background investigation and interview for potential reserve candidates, and participated in drone training this month.

Detective Wells investigated a several child abuse reports involving domestic disputes this month. Det. Wells assisted DCS with a case of a parent violating a civil order to turn over custody of her children to the properly appointed guardians. Det. Wells also responded to a death investigation where the decedent was suspected of succumbing to COVID (autopsy confirmed). Det. Wells attended (1) Child Forensic Interview, conducted (9) interviews, and responded to (1) call outs.

Det. O'Brien opened (2) Cyber Tips and investigated two (2) sexual extortion cases this month. Currently unknown individuals have been engaging in video chats with adults where sexual conduct occurs. The unknown individuals then use the video and/or screen shots of the reporter to extort them for money. O'Brien investigated a serious child abuse case this month which is currently active. O'Brien attended (1) Child Forensic interview, conducted (4) interviews this month, served (1) search warrant. He was also called out and/or consulted (2) times.

Det. Cronin made (3) arrests for armed robbery this month. This armed robbery occurred in October in a local subdivision. The (3) adult suspects robbed two (2) juveniles at gunpoint for money and other items as retaliation for a theft of narcotics. Detective Cronin conducted (1) interview, served (2) search warrants, and attended ERT and Drone training.

CSI Stewart processed 106 pieces of evidence, returned (46) pieces of property, researched 164 dispositions/destruction, and made (3) trips to the ISP Crime Lab. She also completed (7) Prosecutor evidence requests, completed (20) discovery list downloads (once an officer submits discovery checklist, she gets notified that there is evidence that needs downloaded to the Prosecutor's SharePoint drive which includes body/in car video, photos, surveillance, reports, etc.). Stewart processed (1) crime scenes, emptied the lobby Rx box (1) times (28 total pounds of Rx drugs removed) and testified in a deposition. Stewart assisted in transporting narcotics from the property room for destruction (540 lbs.), and Rx drugs for destruction (400 lbs.). Stewart also took photos for the upcoming new agency website. Stewart assisted Captain Barrett on a child molest and child pornography case that required the review of a massive amount of forensics evidence containing child pornography. This task was completed expeditiously.

Investigations Assistant and Victim Advocate Morgan Culley had no In-person victim contacts, (11) victim phone calls, sent/responded to (7) emails, and (7) text message conversations with victims this month. Culley is currently collaborating with (5) different victims in various cases. She has scanned (23) 310's in Laserfiche, checked in (10) pieces of evidence, transferred (3) cases to other agencies, researched and returned (4) pieces of property to owners. She also made copies of (26) interviews and/or camera footage, assisted detectives by completing (19) driver's license checks, (12) criminal histories, and (17) vehicle registrations. Culley also completed (2) case binders, and attended social media training.

Intelligence Analyst Officer Chad Brandon assisted and/or completed the following this month:

Brandon assisted detectives on an armed robbery case by gathering further Intelligence on suspects, and liaising with BPD narcotics on surveillance and intelligence on surveillance. He developed an analytical product on the armed robbery and disseminated to personnel. Brandon also developed an operations plan template for this case to potentially be the model for future case operations.

Brandon continued his work with IMPD CGIC (gun crimes unit) regarding suspects involved in numerous shooting incidents in Marion Co. as well as a shooting incident in Avon last year. He has successfully identified members and suspects of a known gang, and worked with Fishers PD Intelligence unit by providing information on a suspect who resides in Hendricks County. Brandon conducted background investigations/interviews for BPD Reserve Officer Candidates, and participated in ERT training.

Forensics Analyst and Technology Liaison Kim Shupert was unable to perform forensics most of the month due to the forensic laptop being submitted to the FBI for a period of time in order to install an encryption feature. Shupert purchased and received a new forensic tool, which will be extremely beneficial for cell phone data extractions. She will still need to receive training on this new unit and it is scheduled for December 2nd. It is expected that this unit will be deployed by early to mid-December.

Shupert scanned into Laserfiche, property and evidence documentation for approximately 100 disposed cases. In addition she helped Lt Depinet finalize adjustments to the Purchase Order Suite (Laserfiche) based upon feedback from the Purchasing Agent.

Administrative Services

The Administrative Services Unit operated through November under normal business hours as well as extended hours on Wednesday evenings. We are conducting business as usual with the exception of fingerprinting. Citizens still have the option of coming into the Police Department or completing gun permits over the phone.

In addition to her daily duties, Amanda Bultman continued to work on the Laserfiche scanning project and has scanned in 513 purchase orders in the month of November. These included all purchase orders from 2018.

Debbie Umbanhowar worked on daily purchasing duties as well as year-end tasks. Debbie also created the pre-application link for the upcoming Lateral Recruitment and prepared for processing the applications as they are submitted.

Authorization was received from the State to destroy (44) boxes of records from the basement. Debbie has reached out for a quote on services to destroy these records as well as 120 boxes for the Brownsburg Town Court.

In the month of November, the Administrative Services Unit processed (20) public access requests, (12) criminal history requests, (92) gun permit applications, and (75) alarm permit transactions. Fees generated totaled \$5780.00 below is a breakdown of the collected fees:

➤ Accident Reports	\$	40.00
➤ Vin Checks	\$	0.00
➤ Incident Reports	\$	15.00
➤ Gun Permits	\$	3590.00
➤ Pictures/Video	\$	0.00
➤ Criminal Histories	\$	85.00
➤ Fingerprints	\$	0.00
➤ Alarm Transactions	\$	2050.00

Community Relations

Sergeant Fleck has been out of the office and unable to provide statistics for the month of November as it relates to community relations events. However, as the COVID cases have continued to elevate the agency has suspended all community events involving groups or in person meetings/tours.





Juvenile information was forwarded to the State database before November 10th.

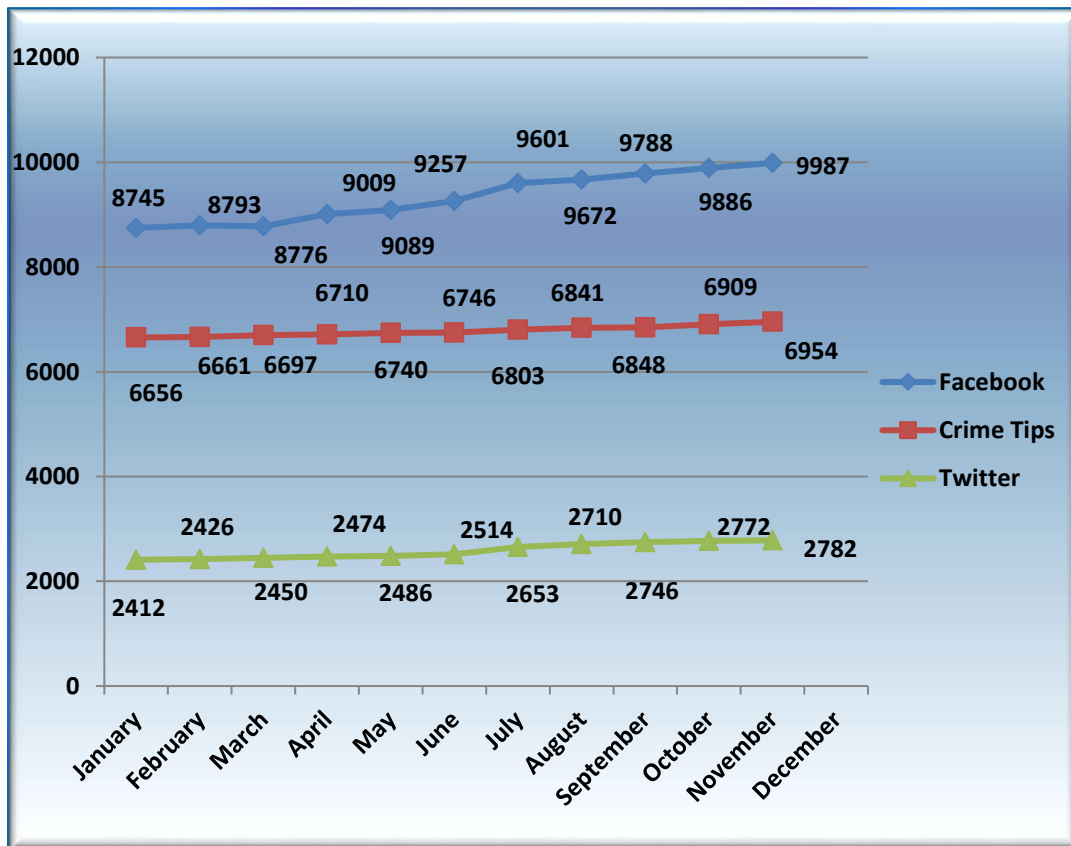
Public Information

The agency received numerous media contacts/inquires throughout the month of November. The majority of the media inquiries (television and written) revolved around significant incidents that occurred in November including recent death investigations as well as several serious crashes. In addition, we received inquiries reference pending Hendricks County Sheriff's cases that occurred adjacent to Brownsburg jurisdiction.

The department also released (10) Facebook posts, (0) Facebook Crime Tips post, (14) Tweets from Twitter, and (1) notifications on the Everbridge notification system.

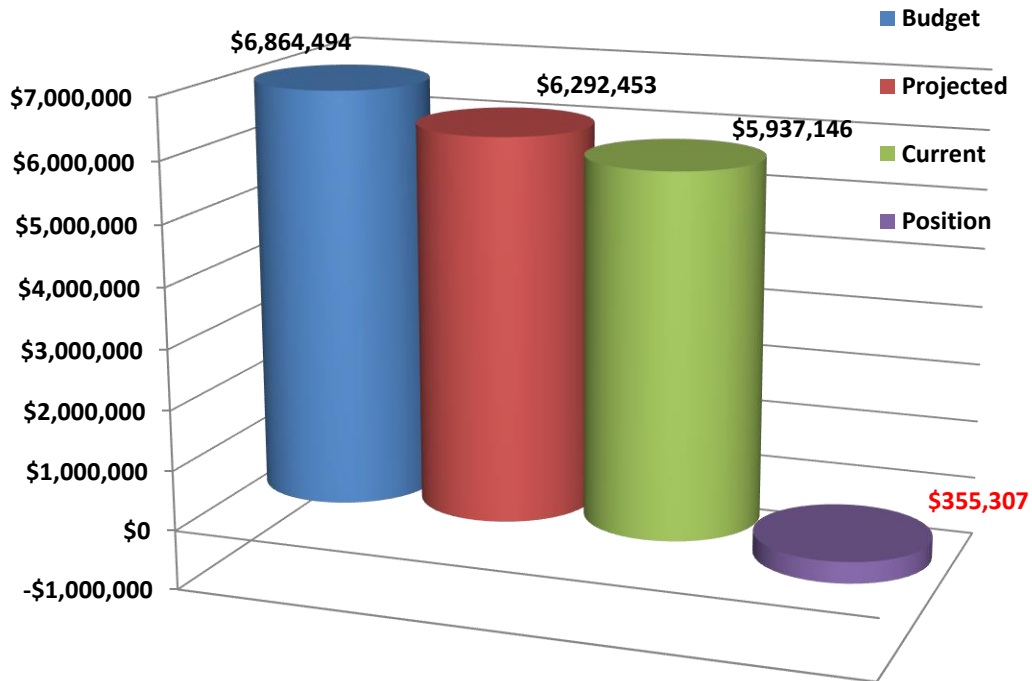
Current subscriber lists report the following number of members:

Media Resource	Subscribers/Contacts
Facebook 	9987
Facebook Crime Tips 	6954
Twitter 	2782
Everbridge 	1762



Budget

As of November 30, 2020 the department expended 86.49% of its budget. As is typical



of November, we remain slightly under projected budget.

Information Technology

Lt. Depinet reported that the new mobile data terminals have been selected and purchased. The agency will be deploying Microsoft Surfaces in new squad cars as they are being equipped. This is a change from the Fujitsu models we have purchased in the past. The versatility, improved performance, as well as the cost savings were huge determining factors in making the change. Once configured they will be deployed to officers toward the beginning of the new year.

Human Resources

In November, BPD operated (1) officer down due to a vacancy of a sworn officer from the BPD ranks. In addition, the agency operated through this unprecedented time dealing with and policing during the COVID-19 pandemic. BPD currently has no officers on “light duty”.

Officer Cody Smith has graduated successfully from the Indiana Law Enforcement Academy on November 13th and has begun his Field Training Program (FTO). Officer Dimitry Kalyuzhny has completed his FTO training and is assigned to shift for solo patrol.

BPD has begun to move forward with filling the vacant sworn officer position. The recently approved Lateral Hiring Process effectively begins taking pre-applications on 12/2 in hopes of obtaining a state certified police officer to fill the sworn vacancy currently within BPD.

Training

The end of the month budget lines maintained by the department Training Coordinator is as follow:

- Firearms/Range \$3,992.62
- Range Maintenance \$939.04
- Schools/Training \$33,003.62

The Brownsburg Police Department Training Facility was scheduled to host the following classes/meetings for November:

- **November 2nd Officers Survival on Traffic STOPS Live Fire (Pro Train Inc.)**
 - This was a CILETC sponsored class that we hosted. This was a one day course with tuition of \$225.00. NO BPD officers were able to attend due to scheduling.
- **November 11th -13th CISM Course (CILETC)**
 - This was a CILETC sponsored class that we hosted. Tuition was covered through the CILETC annual membership. We had 2 officers attend thus generating a savings of \$800.
- **November 23rd Understanding Police Use of Force (Pro Train Inc.)**
 - This was a CILETC sponsored class that we hosted. This was a one day course with tuition of \$225.00. We had (3) officers attend this course but tuition was covered through our CILETC membership thus generating a savings of \$675.

Training Facility use by outside agencies for the month of November:

- November 3rd – 5th
 - IMPD SWAT (Classroom/Range/Shoothouse)
- November 16th
 - Avon PD (Range)
- November 19th
 - HSI (Range)
- November 20th
 - Veterans Affairs (Range)

Brownsburg Police Department Training for November:

- November 18th – 19th
 - BPD was scheduled to conduct EVO training at Lucas Oil Raceway. However, with the rise of COVID cases the agency made the decision to cancel. Cpl West is in the process of having EVO instructors present a classroom presentation to be recorded and issued to all officers to satisfy the mandatory (2) hrs. of EVO training by state guidelines
- State Mandates
 - State Mandate training has been released online. Officers are required to log in the CILETC website to complete the course. As of this report, (40) BPD officers have completed the mandatory training.

Training Coordinator Business

In addition to normal daily duties Cpl. West completed the following highlights in Nov:

- November 10th
 - The BPD Training Facility was host to the Motorcycle Gang training meeting. Sgt. Bass and Cpl Stanford requested the facility and attended the meeting.
- Office Joe Steward submitted an affidavit for Instructor Recertification. Cpl West completed the required paperwork and submitted the request to the ILEA
- Cpl West met with the EVO instructors to discuss the current BPD Vehicle Pursuit policy. The meeting covered other agency pursuit policies and suggestions for revisions. This is a policy that will receive annual review going forward.

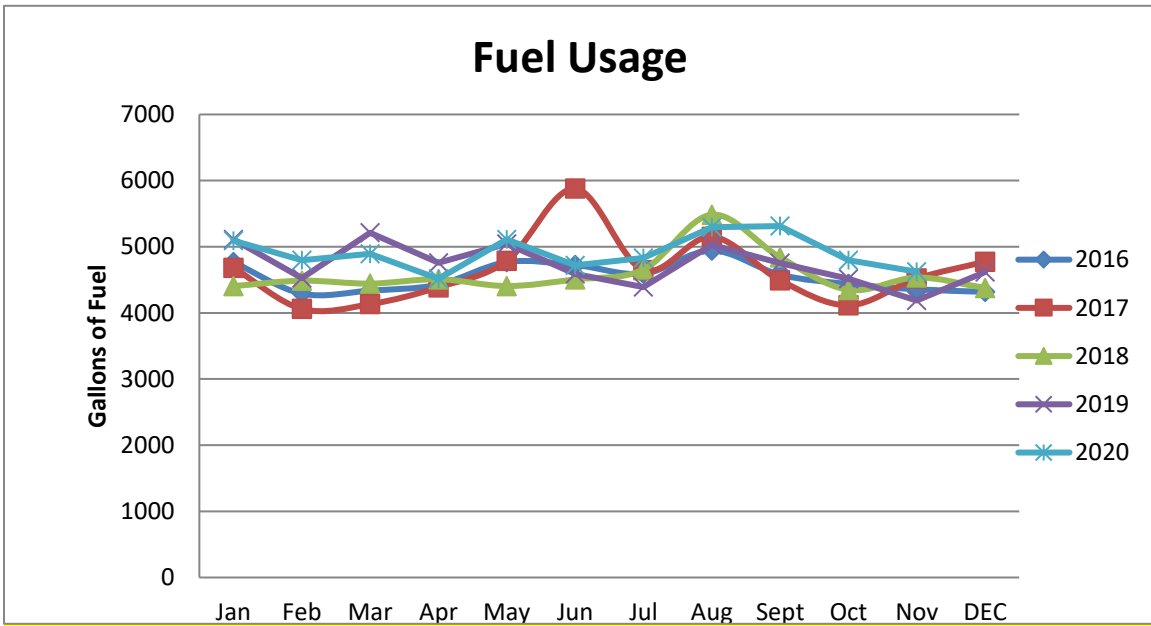
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- November 23rd
 - Cpl West met with Butler PD firearms instructor, Randy Wray, for a facility tour and possible use in the future.
 - November 24th
 - Cpl West met with Decatur Township SRO, Donald Davis, for a facility tour. Davis has scheduled training for his 5 officer department on our simulator for Use of Force decision making skill the 1st week of December.
 - Cpl West is finalizing a training report for all BPD officers for the year. Officers that are falling short of the required (24) hrs. will be contacted for training suggestions and deadlines.
 - The Training Facility is currently operating under a mask mandate set forth by Chief Grimes.

Cpl West and Cpt. Bullock have purchased replacement doors for the shoot house that will be installed in November. Shelving units have also been purchased to better organize paper targets that are stored in the control room.

Vehicle Fleet

The majority of the new vehicles have been outfitted, assigned, and are in service. The remaining vehicle is being outfitted and prepped to begin service in the fleet in the coming weeks. We are preparing to place the final vehicle order of 2020 from the CCD in the coming weeks.

The fuel usage numbers for November reflected 4623 gallons used. This is a decrease from last month and a slight increase from November of 2019. Usage is still very consistent to previous months and years (see below chart). Our officers continue to be mindful and conservative of the fuel utilized both on and off duty.



*Respectfully Submitted,
Major Andrew Watts*