CHATHAM BOROUGH POLICE DEPARTMENT

ANNUAL REPORT
2011

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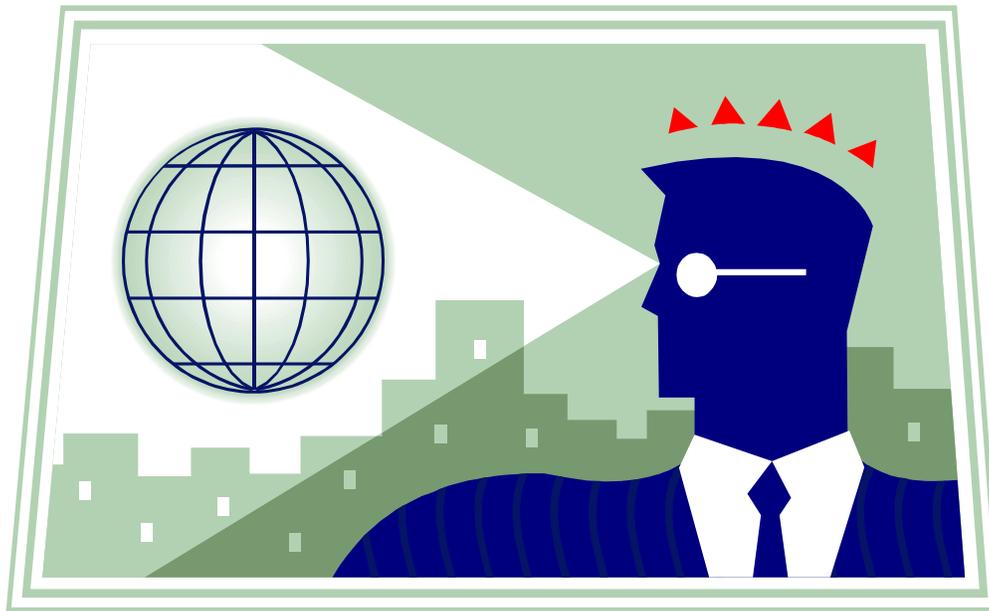
VISION STATEMENT

AND

MISSION STATEMENT

CHATHAM BOROUGH
POLICE DEPARTMENT

VISION STATEMENT

THE CHATHAM BOROUGH POLICE DEPARTMENT:

➢ **Will provide quality and professional law enforcement services to the community. Commitment to the professional development of the employees of the Chatham Borough Police Department.**

➢ **Recognize that the quality of life issues are important to the community and the members of the Chatham Borough Police Department.**

➢ **The Chatham Borough Police Department shall respond to the changing needs of the community and its members. This shall be accomplished through the principles of community policing, leadership, teamwork, and dedication by all members of the department.**

CHATHAM BOROUGH
POLICE DEPARTMENT
MISSION STATEMENT

THE CHATHAM BOROUGH POLICE DEPARTMENT:

Will commit its resources in partnership with the community to:

- ➢ **Promote a safe and secure environment, free from crime and fear of crime,**
- ➢ **Maintain order and provide for a safe and expeditious flow of traffic,**
- ➢ **Practice our core values of integrity, respect, service, and fairness.**

INTEGRITY

Integrity is the hallmark of the Chatham Borough Police Department and we are committed to the highest performance standards, ethical conduct, and truthfulness in all relationships.
We hold ourselves accountable for our actions and take pride in a professional level of service and fairness to all.

RESPECT

We treat all persons in a dignified and courteous manner, and exhibit understanding of ethnic and cultural diversity, both in our professional and personal endeavors.
We guarantee to uphold the principles and values embodied in the constitutions of the United States and the State of New Jersey.
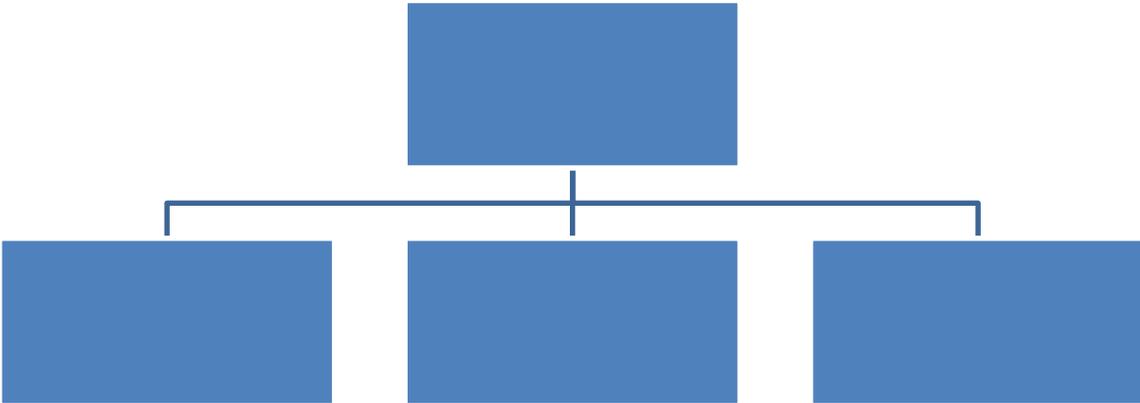
SERVICE

We provide service in a courteous, efficient, and accessible manner.
We foster community and employee involvement through problem-solving partnerships.

FAIRNESS

We treat all people impartially, with consideration and compassion. We are equally responsive to our employees and the community we serve.
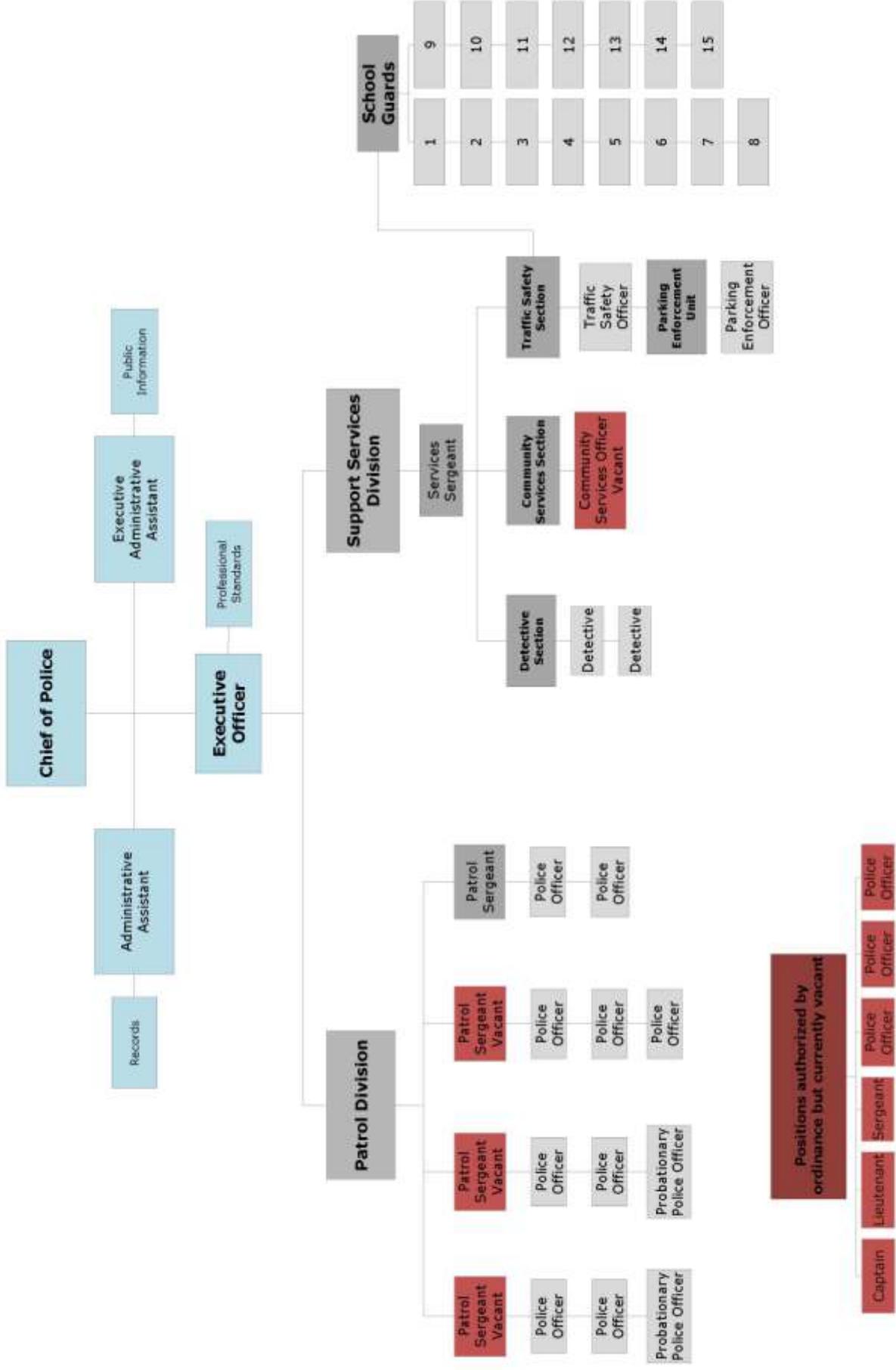
SECTION TWO

ORGANIZATIONAL CHART

AND

DEPARTMENT EMPLOYEES

Chatham Borough Police Department
Table of Organization

Chief of Police

Executive Administrative Assistant
- Public Information

Administrative Assistant
- Records

Executive Officer
- Professional Standards

Support Services Division

Services Sergeant

Detective Section
- Detective
- Detective

Community Services Section
- Community Services Officer Vacant

Traffic Safety Section
- Traffic Safety Officer
- **Parking Enforcement Unit**
  - Parking Enforcement Officer

School Guards

1	9
2	10
3	11
4	12
5	13
6	14
7	15
8	

Patrol Division

Patrol Sergeant Vacant
- Police Officer
- Police Officer
- Probationary Police Officer

Patrol Sergeant Vacant
- Police Officer
- Police Officer
- Probationary Police Officer

Patrol Sergeant Vacant
- Police Officer
- Police Officer
- Police Officer

Patrol Sergeant
- Police Officer
- Police Officer

Positions authorized by ordinance but currently vacant
- Captain
- Lieutenant
- Sergeant
- Police Officer
- Police Officer
- Police Officer
- Police Officer

CHATHAM BOROUGH

POLICE DEPARTMENT

PERSONNEL 2011

POLICE OFFICERS:

Chief Philip J. Crosson, Jr.
Lieutenant Brian K. Gibbons
Sergeant Scott O'Connor
Det / Sgt. Michael Bochniak
Sergeant Michael Mahoney
Sergeant Ralph Colatrella
Officer Jeffrey Battiloro
Detective Edward Uranyi
Officer Robert Sweetin
Officer Roy George
Officer Jayson Cittrich
Officer Brian Maher
Officer Michael Permison
Officer Joseph Crecca
Officer Brian Colatrella
Officer Daniel Walsh
Officer Richard Jaremba
Officer Andrew Chase

TELECOMMUNICATORS:

January 11th, 2011 Chatham Borough entered into a shared services agreement with Morris County and all emergency services communications are handled through the Morris County Communications Center.

SUPPORT/RECORDS STAFF:

Administrative Assistant Mary Beth Ciccarone
Executive Administrative Assistant Kevin O'Shea

PARKING ENFORCEMENT/ POLICE MATRON:

Nicolina Balsamo

SCHOOL GUARDS:

C. Coleman
T. Boland
A. Kling
T. Ochs
A. Lombardi
K. Donnelly
S. Piana
J. Sweetin
M. Grimm
D. Cali-Charles
J. Caporaso
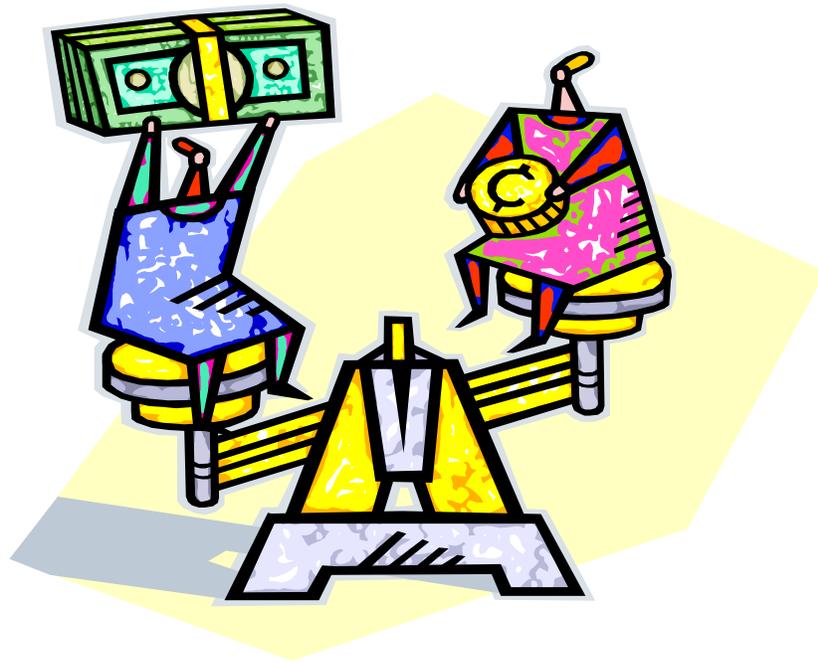H. Ochs
N. Renzulli
L. Salinardi
J. Eggerman
P. Casteliano

RETIREMENTS:

Detective/Sergeant Michael Bochniak   December 1st, 2011
Detective Edward Uranyi   December 1st, 2011

SECTION THREE

2011 BUDGET

INFORMATION

CHATHAM BOROUGH POLICE DEPARTMENT
2011 SUMMARY BUDGET

DESCRIPTION	2011 BUDGETED	2011 EXPENDED	2011 TRANSFERS	RESERVE
Police Salary & Wages	$2,677,367.00	$2,570,949.84	$35,682.00	$70,735.16
Police Operating Expenses	$396,078.00	$339,959.92	$0.00	$56,118.08
Totals	**$3,073,445.00**	**$2,910,909.76**	**$35,682.00**	**$126,853.24**

As of December 31, 2011, the budget was under by $126,853.24

2011 Police Department Budget
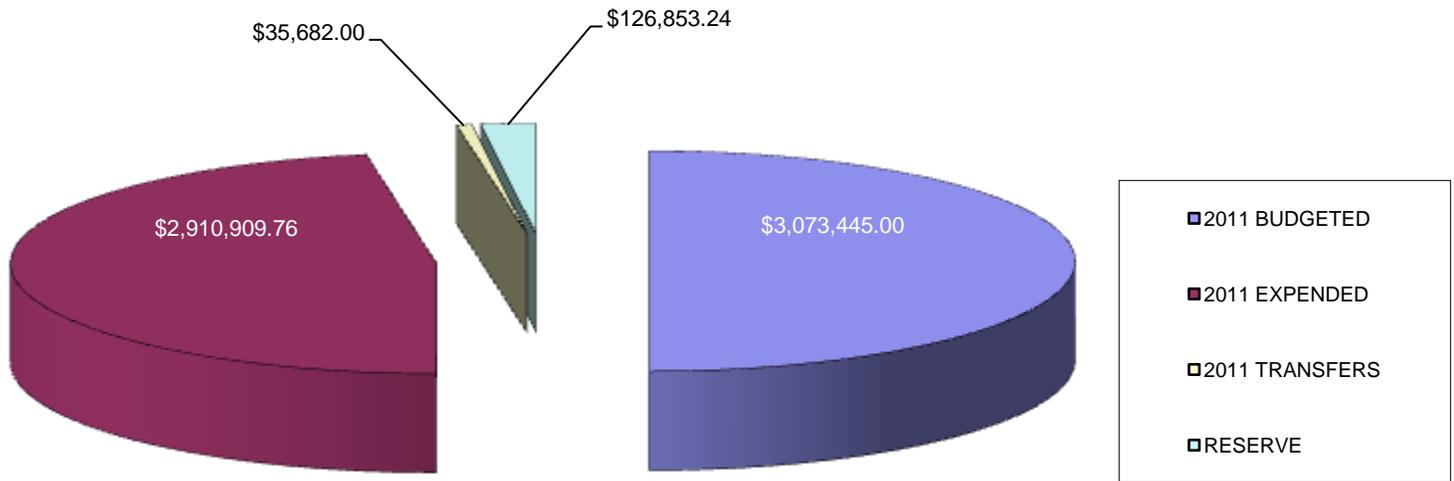
SECTION FOUR

2011 GOALS

AND

ACHIEVEMENTS

GOALS AND ACHIEVEMENTS FOR 2011

Goal: Transition emergency services dispatch to the Morris County Communications Center.

Achievement: This transition of emergency services dispatch to the Morris County Communication Center is officially complete. We continue to monitor the progress and services making recommendations for adjustments as needed. Morris County Communications Center has just received funding for communication equipment and facility upgrades and they are currently going through the transition phase which will ultimately improve services to the agencies that they currently serve.

Goal: Review options available in 2011 to pursue accreditation for the Chatham Borough Police Department.

Achievement: This program is under review by the Chief as several options are being examined. Currently the NJSACOP are in negotiations with CALEA regarding access to the rights and use of their copyrighted standards.   At this time, CALEA has implemented a new accreditation option which requires and agency to meet compliance with 177 standards however, the cost associated with this program is exactly the same as the full program from which we have withdrawn. It may be premature to venture into the NJSACOP accreditation prior to them resolving their outstanding issues with the use of CALEA's standards. In addition, I received an update on the status of the JIF's Law Enforcement Incentive Program for obtaining accreditation. The JIF is limiting the program to five departments per year. Chatham Borough remains in the next group to be brought into the program. It is anticipated that we will be considered for the spring of 2012 to receive acceptance into the incentive program.

Goal: Purchase a portable wireless P.A. system for firearms range.

Achievement: Funding was received and the new P.A. system has been purchased and received. The firearms instructors have implemented the system into their training program and have reported excellent results which will help to ensure officer safety on the firing range.

Goal: Implement NIXLE Communications.

Achievement: This goal has been placed on hold by the police department as it stands currently; NIXLE is a paid service which was not the case when we were initially in pursuit of this service. We will reevaluate the practical application of this service and determine if we are inclined to request funding through the budget process for 2013.

Goal: Prepare for and upgrade the current outdated and undersized police department men's locker room.

Achievement: The funding for this goal has been approved through the capital budget process however; we have prioritized emergency repairs of failing equipment and have elected to postpone the upgrade to the locker room to a future date.

Goal: Purchase a new SUV to begin the replacement of the aging unmarked police vehicle(s) currently assigned to the detective bureau.

    Achievement: Funding for the SUV was requested through the capital budget process and approved. Accordingly, resolution 11-248 was passed approving the purchase of the SUV and subsequently the SUV was ordered from Warnock Auto under state contract and assigned to the detective bureau replacing an aged and failing vehicle.

Goal: Replace failing in-car camera systems as a result of our initial vendor going out of business; coupled with no local repair vendors qualified to service our current camera systems that are in operation.

    Achievement: Funding for the in-car camera system was requested through the capital budget process and approved. Accordingly, resolution 11-250 was passed approving the purchase of the in-car camera systems through L3 Communications and subsequently the cameras were ordered under state contract and installed. At this time, members have been trained in the use of the new camera systems and they are fully operational in all marked patrol units and one unmarked unit.

Goal: Replace 3 ballistic tactical vests for members of the Emergency Services Unit.

    Achievement: Funding for the replacement of the 3 tactical vests was approved through the capital budget process. At this time, due to staffing levels and budget constraints the Emergency Services Unit has been disbanded and the preapproved funds for tactical vests will be used to replace regularly worn body armor for police officers whose current body armors useful life has expired.

SECTION FIVE

2012 GOALS

AND

OBJECTIVES
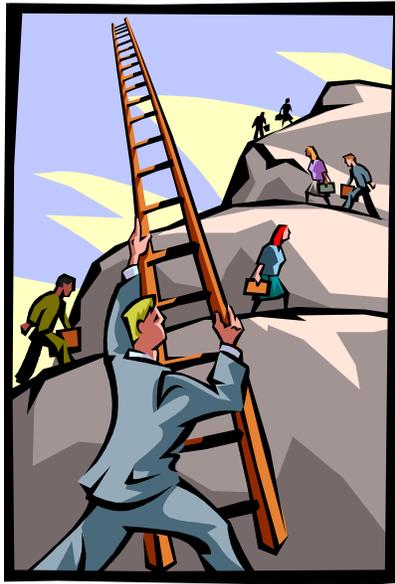
GOALS AND OBJECTIVES TO BE ACHIEVED FOR 2012

Goal: Successfully complete the training process of three new officers hired to replace retired officers in 2011.

A. Ensure that all newly hired officers complete the Chatham Borough Police Department Field Training Program as outlined in policy.

B. Once the Field Training Program is complete, evaluate the officers as outlined in the policy to assess their skill and ability.

C. Assign the officers to respective patrol squads once they are cleared from the Field Training Program.

D. Utilize the officers to their full capacity and begin career development.

E. Advise the Borough Administrator of the progress of the new officers in writing.

Goal: Successfully complete the training process of two new detectives assigned to the Investigative Bureau to replace the two retired detectives.

A. Ensure that the newly appointed detectives receive appropriate training in basic investigative functions such as but not limited to:

1. Crime Scene Processing

2. Interview and Interrogation Techniques

3. Property and Evidence Management

B. Evaluate abilities and performance of the newly assigned detectives.

C. Once the evaluation process is complete, assign the new detectives to an on-call rotation status to cover investigative functions on a 24 hour call-out basis.

Goal: Promote and train three new sergeants to replace vacancies in the table of organization due to retirements.

A. Announce promotional process.

B. Conduct promotional process in accordance with Borough resolutions and department policy.

C. Promote selected candidates to the rank of sergeant.

D. Assign new sergeants to their respective patrol squads and provide training in accordance with policy and commensurate with the position.

E. Evaluate sergeant's abilities and performance in accordance with policy.

F. Once the evaluation process is complete advise the sergeants they are clear of their probation and continue to monitor progress and provide career development.

Goal: Successfully complete the training of a new Support Services Sergeant.

    A.   Ensure that the newly appointed Support Services Sergeant receives appropriate training in the following areas including but not limited to:

        1.   Basic investigative functions

        2.   Crime scene processing

        3.   Interview and interrogation techniques

        4.   Property and evidence management

        5.   Traffic Safety functions and related issues

        6.   Community Services functions and related issues

        7.   Administrative functions and related issues

    B.   Evaluate ability and performance of the newly assigned Support Services Sergeant.

    C.   Once the evaluation process is complete continue to monitor progress and provide career development.

Goal: Purchase a new SUV to begin the replacement of the aging unmarked police vehicle(s) currently assigned to the command staff.

    A. Research available SUV options under New Jersey state contract or county co-op.

    B. Request funding for acquisition of the SUV in the 2012 capital budget.

    C. Purchase and equip the SUV to be used by the Chief of Police or the command staff to carry necessary equipment needed to properly respond and investigate incidents requiring command level response, involvement and/or supervision in any weather conditions.

    D. Press new SUV into service in the unmarked fleet assigned to the command staff.

    E. Reassign the Chief's unmarked Crown Victoria to the detective bureau to replace their Crown Victoria which currently has in excess of one hundred and thirty five thousand miles.

Goal: Purchase two fully marked police vehicles for the patrol fleet to replace aging and failed fleet vehicles.

    A. Research available patrol fleet vehicle options under New Jersey state contract or county co-op.

    B. Request funding for acquisition of the patrol fleet vehicles in the 2012 capital budget process.

    C. Purchase and equip the patrol fleet vehicles to be used by patrol officers to carry out necessary patrol operations.

    D. Press new patrol fleet vehicles into service in the patrol division to provide reliable response to calls for service.

Goal: Review options available in 2012 to pursue accreditation for the Chatham Borough Police Department.

A.   Review and compare options available for accreditation to include NJSACOP Accreditation Program and CALEA Accreditation (CALEA has just launched a new accreditation program with fewer mandatory standards to help smaller agencies achieve a higher level of professionalism through accreditation).

B.   Obtain support of the governing body and the members of the agency.

C.   Enroll in the selected accreditation program.

D.   Begin self-assessment phase in pursuit of successful accreditation.

Goal: Acquire and implement Power Train which is a new component of Power DMS.

A.   In 2011 we successfully tested the Power DMS training component called Power Train which maintains training records, documents, certification expirations and provides a platform to implement roll call and other training for members.

B.   Request funding in the 2012 capital budget process for the acquisition of this new training program.

C.   Purchase the new component upon budget approval.

D.   Implement training for all members in the use of the new program and launch our in-house training through Power Train as well as track costs, certificate expirations and all training for every member of the agency.

E.   Use Power Train to provide more comprehensive updated training reports to the governing body so they can assess associated costs and levels of training for police department employees.
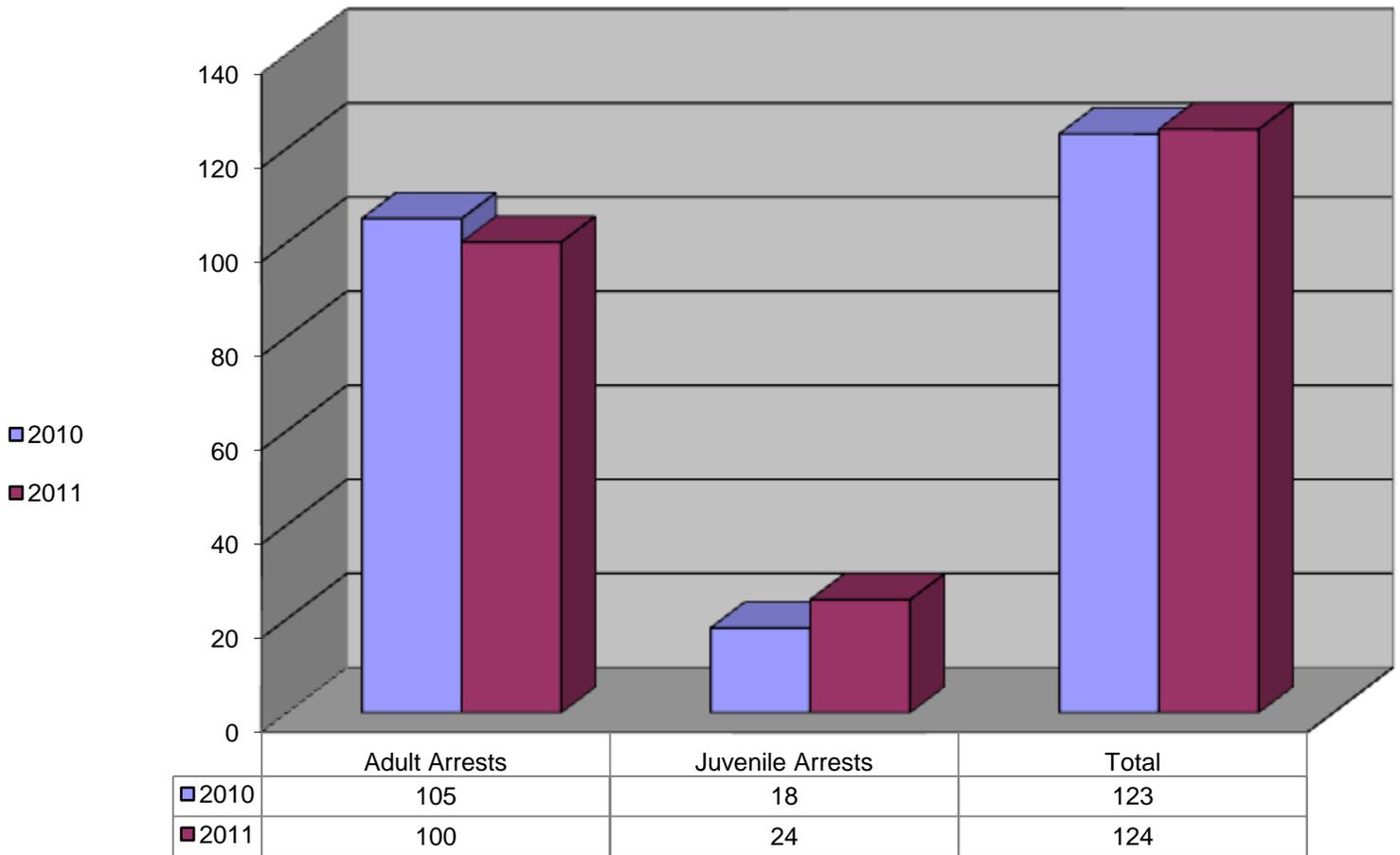
SECTION SIX

ARREST, SERVICE AND CRIME COMPARISONS

CHATHAM BOROUGH POLICE DEPARTMENT
TWO YEAR ARREST COMPARISON

	2010	2011	% of Change
Adult Arrests	105	100	-4.76%
Juvenile Arrests	18	24	33.33%
Total	**123**	**124**	**0.81%**

Two Year Arrest Comparison

	Adult Arrests	Juvenile Arrests	Total
2010	105	18	123
2011	100	24	124

CHATHAM BOROUGH POLICE DEPARTMENT
TWO YEAR CALL FOR SERVICES COMPARISON

2010	2011	CHANGE
16,177	18,461	14.1%

Two Year Call For Services Comparison

Call For Service

- 16,177 (2010)
- 18,461 (2011)
- 14.1% (CHANGE)
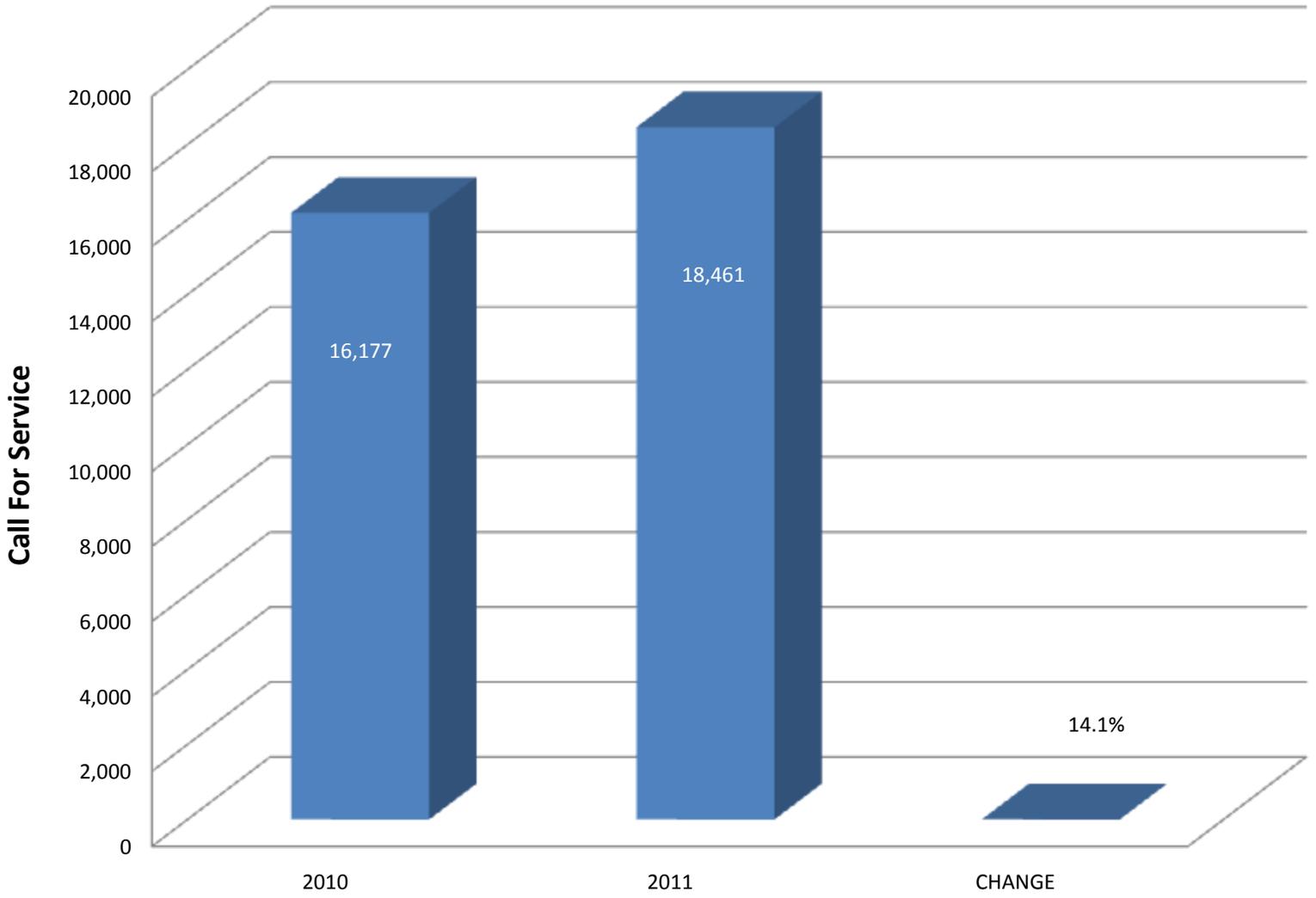
CHATHAM BOROUGH POLICE DEPARTMENT
TWO YEAR PART I OFFENSES COMPARISON

OFFENSES	REPORTED 2010	ACTUAL 2010	REPORTED 2011	ACTUAL 2011	% of Change
HOMICIDE	0	0	0	0	0.00%
RAPE	0	0	1	1	100.00%
ROBBERY	0	0	1	1	100.00%
ASSAULT	15	15	20	20	33.33%
BURGLARY	14	14	23	23	64.29%
THEFT	60	60	40	39	-35.00%
M.V. THEFT	1	1	4	4	300.00%
ARSON	0	0	0	0	0.00%
TOTALS	90	90	89	88	-2.22%

2010 Part I Offenses
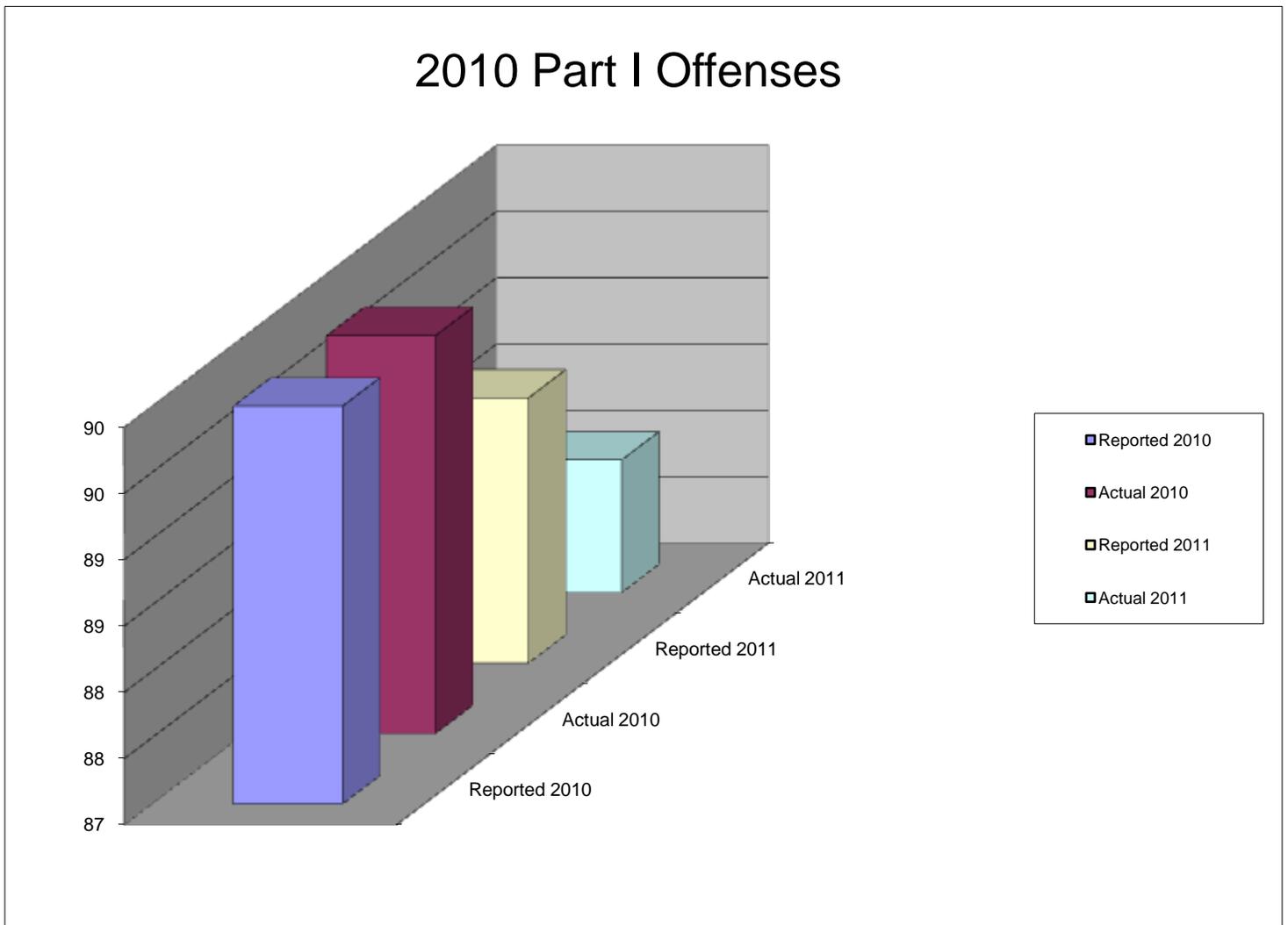
Part I offenses that have not been determined to be false or unfounded are forwarded to the F.B.I. for computation in the community's crime rate. These offenses are used to determine a community's crime rate based upon the number of crimes reported per 1,000 residents. There was a 2.22% decrease in the actual Part I offenses in 2011.
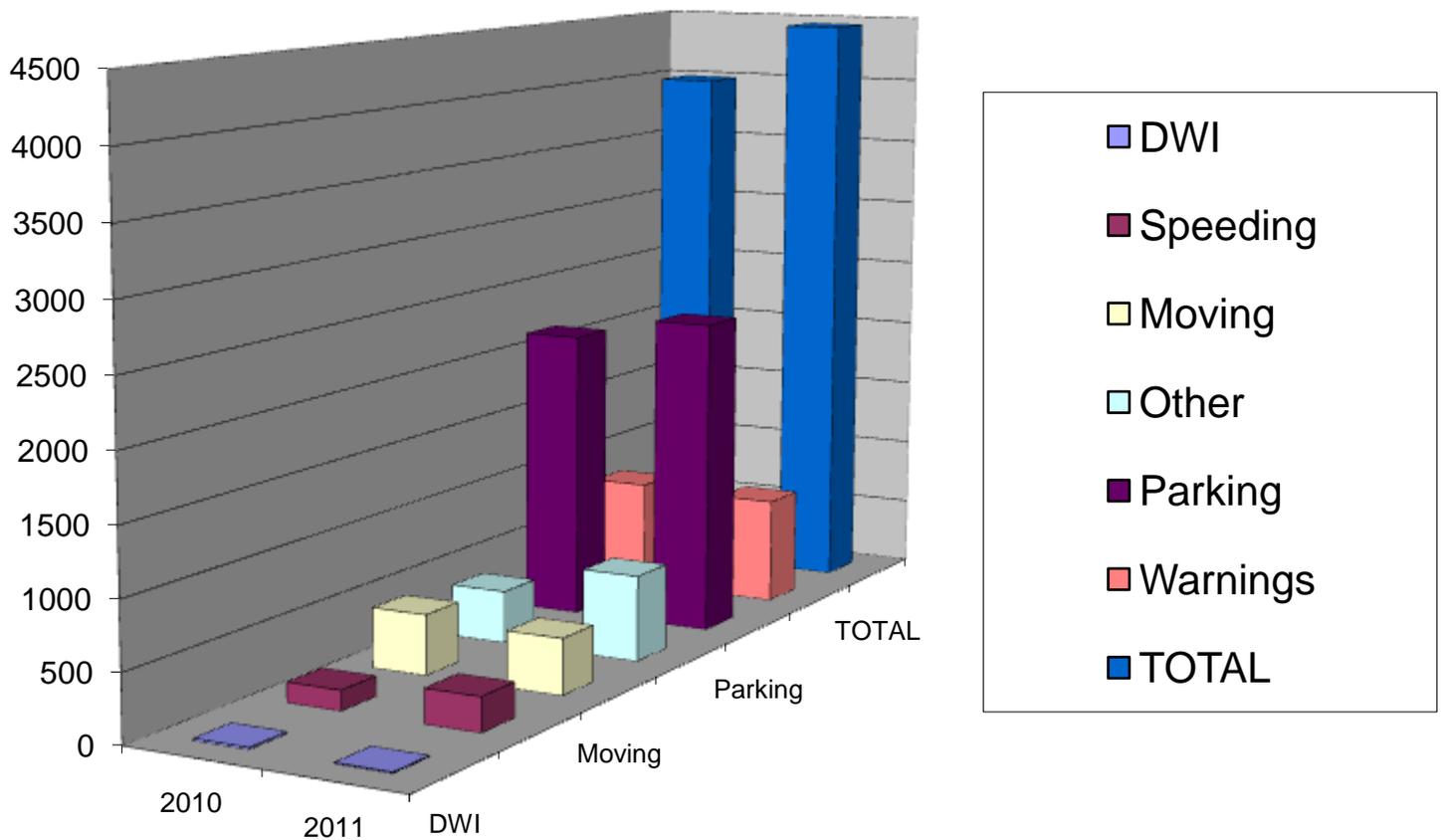
TRAFFIC ENFORCEMENT

ANALYSIS

CHATHAM BOROUGH POLICE DEPARTMENT
**TWO YEAR MOTOR VEHICLE SUMMONS COMPARISON**

	2010	2011	% of Change
DWI	16	11	-31.3%
Speeding	149	254	70.5%
Moving	449	414	-7.8%
Other	392	638	62.8%
Parking	2165	2344	8.3%
Warnings	815	793	-2.7%
TOTAL	3986	4454	11.7%

Two Year Motor Vehicle Comparison

CHATHAM BOROUGH POLICE DEPARTMENT
TWO YEAR MOTOR VEHICLE CRASH
COMPARISON

	2010	2011	% of Change
Crashes	328	309	-5.8%

Two Year Crash Comparison
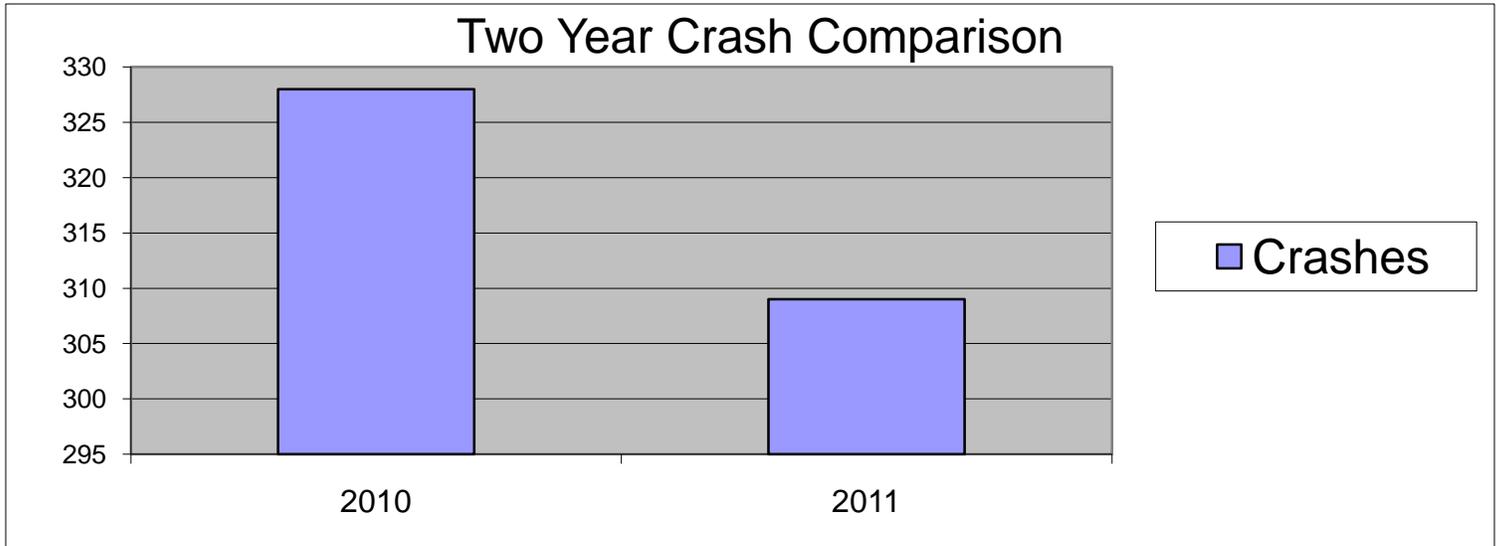
TWO YEAR RADAR HOURS COMPARISON

	2010	2011	% of Change
Radar - Stationary	619	1166	88.4%

Two Year Radar Hours Comparison

25
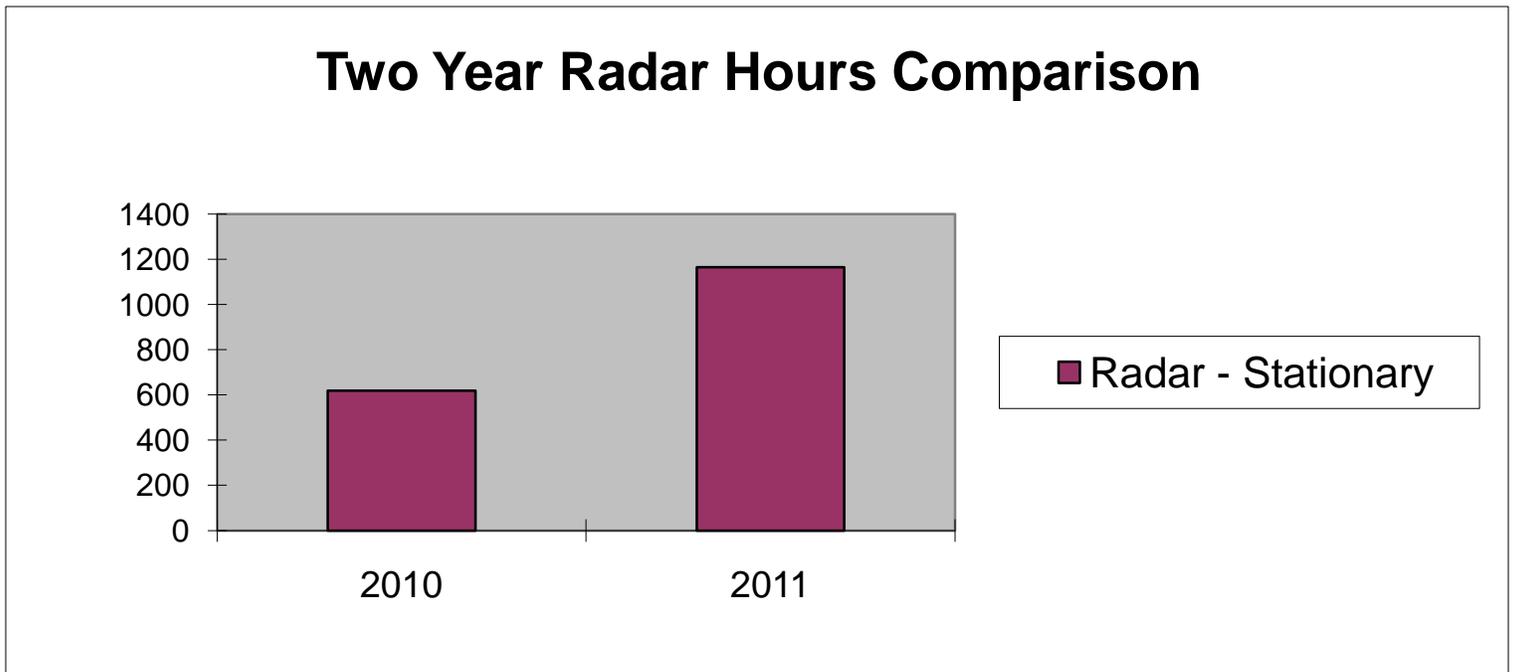
SECTION EIGHT

Dedication, Determination and Commitment

Once again, 2011 appeared to present some very difficult challenges to the Borough of Chatham and the Chatham Borough Police Department.   Throughout this year, we focused on meeting each challenge as a team and overcoming any stumbling blocks that we encountered on our way to meeting and exceeding our goals as an agency.

In preparation for these challenges, we worked collectively to find ways to accomplish our missions as effectively as possible with the least amount of resources necessary. To achieve this, we forged creative ways to focus our efforts on narrow targets that would allow us to accomplish the task with the greatest amount of reward in effective outcomes.   We combined target specific enforcement actions with technological advances to improve the effectiveness of our actions. We worked collectively with various community groups and surrounding communities to identify problems and design solutions that benefit everyone. We have chosen, where possible, to implement and use shared services and ideas to improve the level of services we provide and to limit the manpower necessary to accomplish a given task.

Technology has been the backbone of the police department during these times of strict fiscal focus and we have implemented technology into almost all of our daily functions.   One of the newest technologies acquired by the police department this year was electronic ticketing. This system unequivocally lessons the administrative burden on the police officer and the courts with regards to the issuance of a motor vehicle summons. The improvements noted by the use of electronic ticketing include a decrease in clerical errors which saves both time and money for the police and the courts, increase in available patrol time for officers as they spend less time on motor vehicle stops with electronic ticketing than they do when manually issuing summonses and officers no longer spend time entering summonses in the computer aided dispatch system for tracking, as the electronic summons is automatically entered into the Administrative Office of the Courts database for accurate reporting.

Though painstaking efforts are made to constantly improve service to the community and to be preemptively prepared for anything that comes our way, from time to time we encounter events that help us to develop and learn in ways we couldn't anticipate. In 2011, we met with some weather conditions the likes of which had not been experienced in this region for over 100 years. Between Hurricane Irene and the late October snowfall, which devastated our region, we as a municipality and a police department learned even more about emergency preparedness and responding to the needs of the community without the aid of technology.

When the wrath of Mother Nature hit Chatham Borough with a fury during the second half of 2011, utilities were almost immediately affected and not so immediately recovered. During this time we were unable to rely on many forms of technology to communicate with the community and had to revert back to more traditional and reliable forms of community notification. Since then, we have worked closely with our constituents and emergency services partners to bolster and develop improved lines of communication and cooperation to ensure a smooth flow of information sharing and cooperative efforts to enhance notification and services to our community during times of natural disasters. Lessons learned during difficult events pave the way for improved services going forward and in the Chatham Borough Police Department, we use every opportunity and challenge as a chance to learn, adapt and improve.
 We continue to work collectively with our stakeholders to maintain and improve services as we seek to meet or exceed the communities' needs in these challenging times.

The future of policing is ever-changing and services are continually modified to meet the needs of the community while maintaining fiscal viability in our current economic conditions. Our success as an organization is directly attributed to the open mindedness and cooperative spirit of the men and women who serve the Borough of Chatham each and every day. We here in Chatham Borough are privileged to have such a devoted and dedicated team of men and women who are willing to go above and beyond to support the needs and goals of the agency and the community so selflessly. The men and women of the Chatham Borough Police Department have exhibited their dedication to the community time and again through their daily efforts, emergency response to critical incidents and conscientious negotiations. Our members remain always mindful of the conditions facing the Borough and continually demonstrate their loyalty as exhibited by their willingness to put their own family's safety and security on hold to uphold their duties to the residents of Chatham Borough on a moment's notice and under the most overwhelming of conditions. I am proud to say that the dedication, determination and commitment of all of our officers have helped to ensure another successful year here at the Chatham Borough Police Department.

To that end, I would like to thank the members of the Chatham Borough Police Department and the community for their continued support. It is overall shared effort that allows us to accomplish great things in support of furthering the mission of Chatham Borough.