

Dane County Sheriff's Office 2013 Annual Report



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Executive Services

Captain Tim Ritter

The Dane County Sheriff's Office Executive Services division handles all employee services: scheduling, payroll, disability, FMLA, worker's compensation, leaves of absence, benefits, orientation, hiring, backgrounds, training, promotions, resignations and retirements.

Accounts Payable

A civilian staff person processes all payments for service, expenses, rental fees, maintenance, training and travel costs. In addition, the accounts payable office completes requisitions for the purchase of all supplies, contracts, hardware and software, and vehicles and equipment for the entire Sheriff's Office. Revenues are processed, deposited and records maintained.

Payroll

Payroll staff process timesheets, overtime and time off slips, FLSA, military leave documents, employee data changes, FMLA paperwork, supplemental pay, worker's compensation and incentive pay. Staff is responsible for entering new employees in the database and providing orientation. They also handle paperwork for retirees, employees on a leave of absence and restricted duty.

Scheduling

Maintaining the scheduling for the employees of the 24/7 operations of the Sheriff's Office is a complicated and detailed function. There are many varying schedules and rotations. Long-term schedules are created, but these change on a daily basis. The scheduling staff maintains each employee calendar, schedules trainings and schools, and processes time-off requests. The Sheriff's Office is also responsible for staffing large events throughout the year and responding to mutual aid requests from other agencies.

Office of Professional Standards

A Professional Standards Lieutenant coordinates and investigates personnel investigations. Additionally, this lieutenant performs administrative reviews of critical incidents involving Sheriff's Office staff, to ensure compliance with existing policy and procedure. If necessary, recommendations for possible changes in training and/or updating department practices are made. This office also oversees the duties assigned to the Backgrounds Unit.

Hiring and Background Investigations

Everyone hired by the Sheriff's Office goes through an extensive background check, which includes reviewing employment and residency history, criminal and credit history, drug and psychological testing, and an in-home interview. Three deputies are assigned to the Backgrounds Unit. During 2012, these deputies conducted 72 pre-employment backgrounds, including 55 sworn and 17 civilian. They also conducted 13 backgrounds for Citizens Academy and 4 for interns. The Dane County Sheriff's Office prides itself on our stringent background investigations, which result in hiring the highest quality employee.

Personnel Changes

New Hires:

Deputy Sheriff I-II	17
Security Support Specialist	14
Jail Clerk	2
LTE	3

Promotions: 5

Retirements: 8

Training and Planning Bureau

The Executive Services, Training and Planning Bureau oversee recruitment, training, and personnel, as well as the operation of the Dane County Law Enforcement Training Center (DCLETC). The bureau consists of one lieutenant, one sergeant, four training deputies, one recruitment deputy and a range technician. The sergeant, training deputies and range repair worker work full-time from the DCLETC and are responsible for the day-to-day operations of the facility, as well as coordinating and conducting training for the DCSO, as well as other law enforcement agencies.

The Training and Planning Bureau maintains training records for all agency personnel. In addition to the initial training a deputy receives upon being hired with the Sheriff's Office, the trainers are responsible for in-service training that occurs on a quarterly basis.

Recruiting

The Dane County Sheriff's Office is continually looking for dedicated, hard working women and men to join our agency in both sworn and civilian positions. In 2013, the DCSO presented information about careers and/or exhibited at career fairs across Wisconsin and spanning three other Midwest states: Illinois, Michigan and Minnesota. The DCSO offers jail tours and patrol

ride-alongs to the public and encourages applicants to take advantage of the opportunity to see how Deputies perform their duties and work conditions. Nearly 30 jail tours were given to groups and/or individuals during 2013, along with over 75 patrol ride-alongs.

The Sheriff's Office is also active in the community and works independently and with other law enforcement agencies to promote law enforcement as a future career option for children, spanning elementary school up through high school. The DCSO has participated in "School Makes a Difference" where Deputies speak with middle school age students about their careers and the importance of working hard in school to reach their goals. The DCSO also has staff that participates in Camp HERO and Black and Latino Youth Academies. Along with others in law enforcement and public safety agencies, students are exposed to the duties and responsibilities of law enforcement officers as a way to "plant a seed" for a future career option and also to become mentors to the children at a young age.

The Sheriff's Office is committed to improving the diversity and cultural awareness of our agency and is focused on recruiting and retaining staff that are reflective of the community we serve.

On September 18, 2013, the DCSO hosted our fifth annual career fair in the Exhibition Hall of the Alliant Energy Center. 2013 was the first year that we expanded the Criminal Justice Career Fair to a Public Safety Career Fair. Not only were law enforcement agencies invited to attend, but we also reached out to more correctional institutions, branches of the military, fire departments, ambulance services, dispatch centers and court services. Over 150 attendees from all over the state attended the event to learn about sworn and civilian careers in the field of criminal justice. Attendees visited approximately 36 booths with representatives from all areas of public safety and colleges/universities that offer public safety related areas of study. The Dane County Sheriff's Office had an array of our own equipment on display and provided demonstrations throughout the day. The career fair is open to anyone and is free to attend.

Internships

The recruitment deputy works closely with area colleges and provides opportunities for student internships. Students interested in completing an internship with the DCSO, complete an application, interview process and a background investigation before being accepted.

In 2013, the Dane County Sheriff's Office expanded the internship program to give students the opportunity to intern all year round. We now offer internships during winter/spring, summer and fall semesters. In addition to having a Criminal Justice internship, the DCSO expanded to have a Human Services internship in 2013. Criminal Justice interns are exposed to multiple areas of the criminal justice system including the jail, patrol, dispatch, court, investigations, special teams, etc. They learn about positions not only in the Sheriff's Office, but also related areas of criminal justice and get to see how they all work together. Human Services interns work alongside our Huber Counselors and help inmates housed in the Dane County Jail find work and/or community programs, help them find resources, teach them different skills, lead group discussions, etc.

In 2013, three Criminal Justice interns and four Human Services interns completed their internship requirements with the DCSO.

Dane County Law Enforcement Training Center

The Dane County Law Enforcement Training Center (DCLETC) is located at 5184 State Road 19 in the Town of Westport. The facility was built in 1997 to provide law enforcement agencies throughout the State of Wisconsin with realistic and functional training. The Dane County sheriff's Office manages the facility.

DCLETC has six shooting ranges designed to accommodate handguns, long guns and less lethal training. The two 110 yard rifle ranges have 26 and 7 shooting lanes. Vehicles are allowed on these ranges during shooting exercises. DCLETC also has one 30 yard range for handgun and long gun, one 25 yard handgun only, one 25 yard tactical vehicle range and one tactical bay range that allows 180 degree shooting.

DCLETC has two main classrooms that seat up to 50 students. These rooms can be divided to have four separate training areas. During the 2013-2014 calendar years there were 68 local, State, and Federal agencies that conducted training. There were 5,789 law enforcement officers that fired 963,003 rounds and attended over 300 inservice and specialized training courses.

Some of the specialized training courses offered at DCLETC were:

- SWAT Commander
- Standardized Field Sobriety
- Crowd Control
- Less Lethal
- Courtroom Security
- Glock, Colt, Sig Sauer, Smith & Wesson Armorer
- RADAR Operator
- Field Training Officer
- Criminal Patrol Drug Investigations
- Cyber Bullying
- Fingerprint Examination
- Generational Differences
- Medical Tactics for Patrol
- Child Abuse Investigations
- Police Motorcycle Operation
- Hostage Negotiations
- Mental Health
- Basic SWAT
- TASER



The Dane County Sheriff's Office entered into an agreement with the Wisconsin Department of Natural Resources to allow public access to certain ranges on weekends. One 100 yard and one 30 yard range are made available to the public on Saturday and Sunday from 09:00 am to 04:00 pm at a cost of \$10.00 per shooter. Between April and November of 2014, over 1,400 citizens used the facility for target practice.

Field Training Program

The Field Training Program allows deputies who successfully complete the program to work patrol assignments at one of the three Sheriff's Office precincts. It also allows them to work overtime shifts on patrol and in the traffic safety grant programs. The program is ten weeks, with eight weeks being spent with a Field Training Officer (FTO). The last two weeks are spent doing "solo" patrol. Prior to starting the Field Training Program, deputies attend the Dane County Sheriff's Office (DCSO) Patrol Skills Academy and Standardized Field Sobriety Testing training.

The Patrol Skills Academy is 80 hours and consists of intense training in drug investigations, legal issues, domestic violence, Safe Harbor, incident based reporting (IBR), crash investigation, radar and laser certification, interviewing, defense and arrest tactics, vehicle contacts, problem-orientated policing, evidence collection, less lethal use of force methods and TraCS (Traffic and Crash Software). Standardized Field Sobriety Training is a 24-hour course that teaches detection and apprehension of impaired drivers. Deputies are taught the three validated field sobriety tests approved by the National Traffic Highway Safety Administration (NTHSA). Deputies are also taught the proper procedure for processing an impaired driver as well as the current legal updates related to impaired driving in Dane County.

There are currently 27 FTO's assigned to the program. In 2013, 9 deputies completed the Field Training Program.

Budget

In 2013 the Sheriff's Office had a net adopted budget of \$59,734,733 (\$68,141,407 Expenditures less \$8,406,674 Revenues). Each Division of the Sheriff's Office submits their budget to the Sheriff; Executive Services compiles and prepares the final budget for submission to the Department of Administration. The Sheriff, Chief Deputy, and Division Captains work with the County Executive and County Board to ensure financial resources are managed efficiently and effectively while providing high-quality law enforcement service to the community.

Dane County Sheriff's Office 2013 Adopted Budget

Division	Expenditures	Revenue	Net
Administration	\$ 4,910,413	\$ 45,000	\$ 4,865,413
Firearms Training Center	\$ 170,000	\$ 186,364	\$ (16,364)
Support Services	\$ 11,900,725	\$ 1,067,460	\$ 10,833,265
Security Services	\$ 33,165,249	\$ 3,908,050	\$ 29,257,199
Field Services	\$ 17,411,620	\$ 3,199,800	\$ 14,211,820
Traffic Safety Services	\$ 583,400	\$ -	\$ 583,400
Total	\$ 68,141,407	\$ 8,406,674	\$ 59,734,733

Capital Projects \$ 1,834,000

Source: 2013 Adopted Budget Dane County Web Site <http://countyofdane.com/>

Special Events Team

The Dane County Sheriff's Office Special Events Team (SET) has been successfully deployed to large gatherings, protests and disturbances since the 1960's. SET is comprised of sixty-four members and utilizes a mini-team model. This model facilitates communication and addresses issues of consistency and accountability. Given the target rich environment of large crowds, this structure provides for an easy transition to an active shooter scenario or other rapidly evolving threats.

In 2013, the Dane County Special Events Team participated in several deployments which included the Mifflin Street Block Party in May, and Freakfest- the State Street Halloween event in October. Both events are held annually in the City of Madison.

During these deployments, SET members were responsible for not only enforcing state laws and local ordinances, but for ensuring the safety and security of everyone in attendance. Both of these incidents were handled peacefully and without incident due to the open lines of communication between the event attendees and Sheriff's Office personnel.



Field Services

Captain Jeff Teuscher

The Field Services division includes patrol duties for roads, lakes, rivers and trails. The Dane County Sheriff's Office also offers contract policing for several villages and townships, as well as the Dane County Regional Airport. A precinct system made up of supervisors, deputies, and detectives is used to establish coverage throughout the county. Many of the deputies assigned to the precincts also serve on our special teams, which are a vital part of the Field Services division.

Notable Incidents in 2013



Mazomanie Bank Robber Arrested

January 30, 2013 - Dane County Sheriff's Office Deputies were dispatched to the People's State Bank, located at 222 W. Commercial Street, in the Village of Mazomanie, after receiving a report of a robbery. An employee reported an individual entered the bank and demanded money. The suspect was given an undisclosed amount of money at which time he exited the bank and fled the area on foot. The suspect, Travis Olson, was arrested and charged with the Mazomanie Bank robbery along with other bank robberies in adjacent counties. Olson claimed to be supporting a heroin addiction.



Homicide Suspect Received Additional Charge



February 21, 2013 – While being held in the Dane County Jail facing a homicide charge in the 2012 death of Matthew Graville, Jeffrey Vogelsberg, was also charged with Felony Intimidation of a Witness after threatening a family member from jail. Detectives were able to substantiate the threats by Vogelsberg, and he was charged in Dane County Circuit Court. Vogelsberg ultimately was sentenced to 15 years in prison with 10 year of supervision by Dane County Judge Genovese.

Children Found Unattended After Domestic Incident in the Village of Cambridge

March 7, 2013 - deputies responded to a domestic altercation in the Village of Cambridge and found a four-year-old, and an 18-month-old home alone. The 18-month-old was found sleeping on the living room floor with broken shards from a mirror scattered all around her. The four-year-old was found asleep on the couch in the same room. A domestic altercation had occurred between the parents, and the father left the children with the mother. The mother then left the children at the residence alone with the front door unlocked. Deputies were able to contact the father, who took custody of the children.

Sheriff's Office Divers Recover Body from Lake Monona

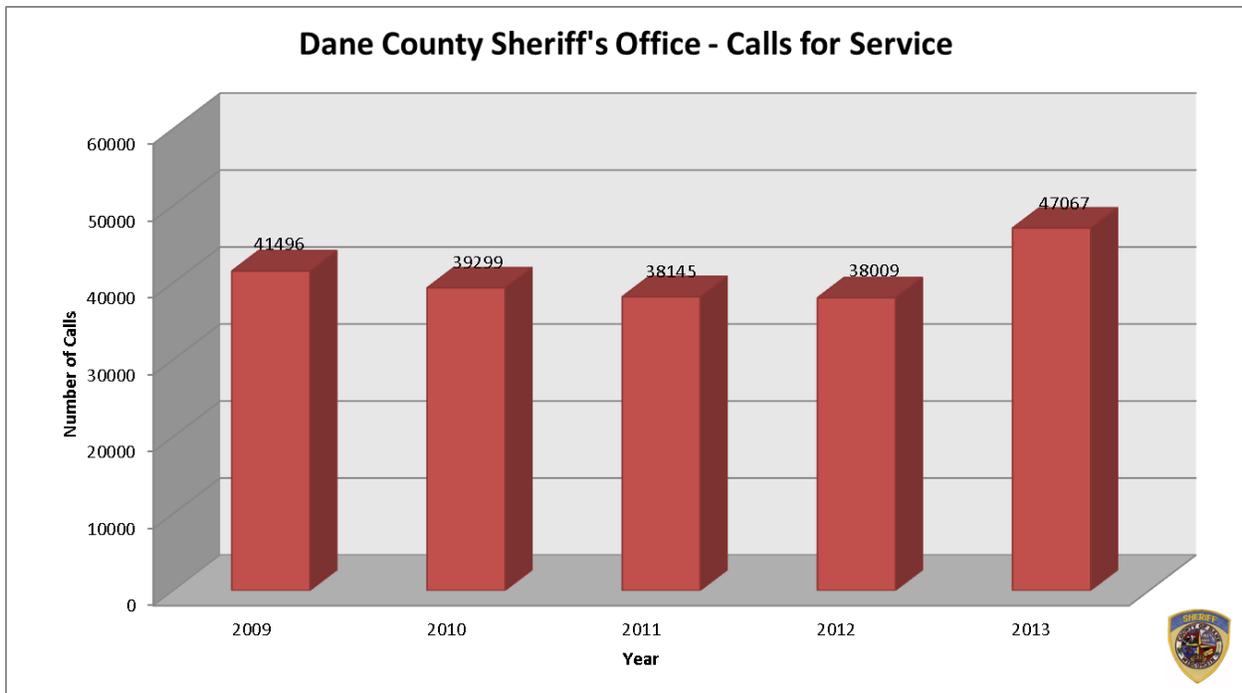
April 17th, 2013 - The Dane County Sheriff's Office Dive Team recovered the body of 26-year-old Kaukauna man from Lake Monona. The victim in this case originally was reported missing during the early morning hours of January 16th. He had been in Madison attending a trade show and staying in a local hotel near the lake. It is believed he left his hotel to take a walk and drowned when he fell through thin ice.



Burglar Found in Deceased Person's Home

April 29, 2013 - deputies responded to a home on Marty Road in the town of Verona. The owner had passed-away in December of 2012 and the estate was not yet settled. One of the relatives was driving by, and happened to stop at the house, thinking another relative was there. However, upon entering the kitchen, she encountered a man in his 50's, who claimed to be lost, and asked for directions to Madison. The reporting relative left the house, returned home and called 911.





Attempted Homicide Case

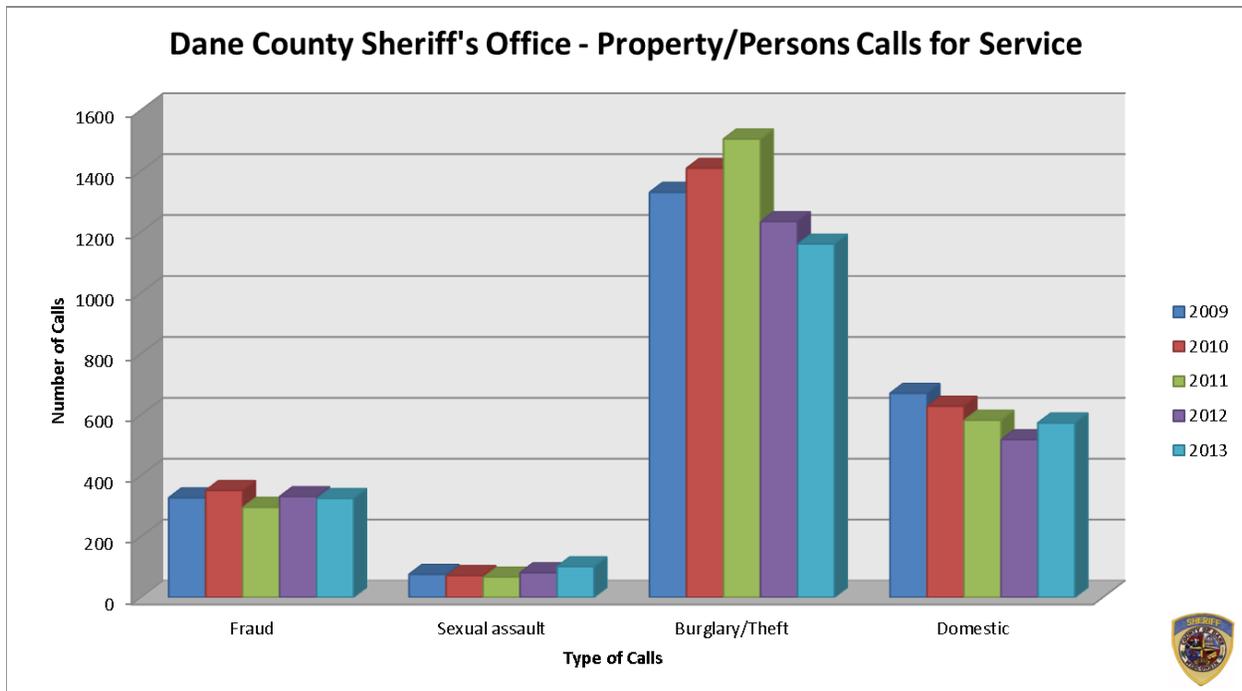
May 16, 2013 - Dane County Sheriff's deputies responded to the call in the town of Springfield where a 39-year-old man was stabbed multiple times by a woman at his residence. The male victim was transported to UW Hospital, where he was admitted with life threatening injuries. Detectives arrested the victim's 33-year-old female companion, Teresa Osario Beltran, and charged her with attempted homicide.

Three Arrests in Armed Robbery

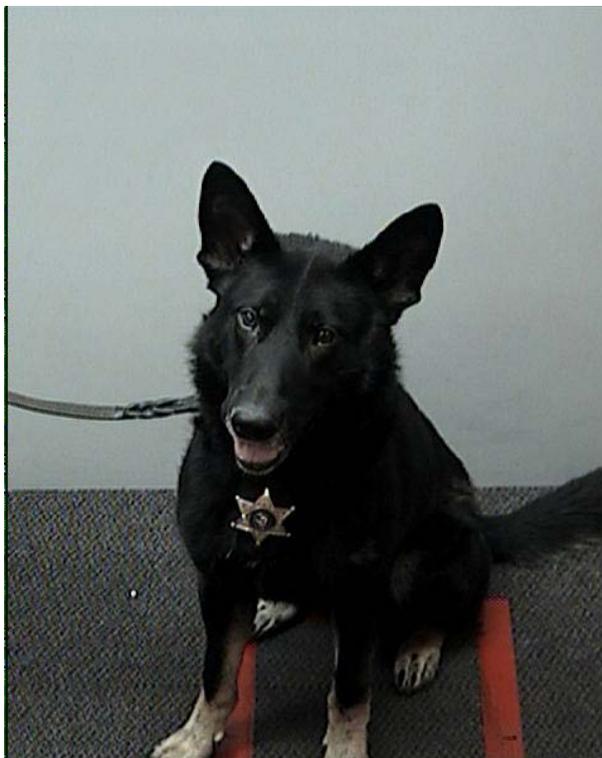
May 31, 2013 – Dane County Sheriff's detectives arrested three people in connection with a home invasion and armed robbery that occurred in the town of Berry. The suspects, Shurone V. Johnson, age 35 of Madison, Ashley M. Kitsemble, age 27 of Madison, Jawan J. Johnson, age 23 of Madison, were charged with several crimes relating to the home invasion.

Deputies were initially called to a disturbance at the victims residence where he had been beaten and robbed. Detectives were able to determine that a female acquaintance of the victim had arranged to meet him at his residence under the guise of a social call. Unknown to him, she was accompanied by two males who ambushed him and stole an undisclosed amount of cash.





Dane County Bomb Squad gets a new K-9 member



In July of 2013 the Dane County Sheriffs Office welcomed K-9 Odijn (ODE-IN) to the Dane County Bomb Squad. Odijn originally hails from the Netherlands, and was purchased with funds from the Dane County Regional Airport. His predecessor, K9 Dani, retired after a decade of service.

These specialized explosives detection canines are trained, using their senses (almost always the sense of smell) to identify explosive substances. Canines of this caliber are able to discern individual scents even when the scents are combined or masked by other odors, making them more reliable than human or electronic methods.

Deputies apprehend suspect in multi-jurisdictional crime spree

September 10, 2013 - Deputies joined Iowa County law enforcement in searching for 36-year-old James M. Kruger. Kruger was wanted by Madison Police in reference to a stabbing from the previous day. Radio transmissions indicated Kruger was in Iowa County and appeared to be headed toward Dane County. Information was aired that Kruger had stole a blue Chevrolet Impala and may be carrying explosives in the car. Deputies saturated the western edge of Dane County watching for him. Dane County Deputies spotted the Impala as it crossed over the county line, and organized a deployment of road spikes, which Kruger hit. After hitting the road spikes, the vehicle rolled, and Kruger was able to exit the vehicle before it became fully engulfed in flames. He was charged for a long list of crimes and traffic violations by multiple agencies.



Murder-suicide investigation in Town of Sun Prairie

September 17, 2013 - Deputies responded to a murder-suicide in the town of Bristol, where they found the male homeowner deceased in the kitchen area. The man's wife was found in the bathroom immediately off the kitchen. Detectives believe he killed her in the shower. He then killed the couples German Shepard, who was found laying next to him. Another small dog was found alive and was restrained and turned-over to animal control.

Deputies make an arrest in Blooming Grove shooting incident

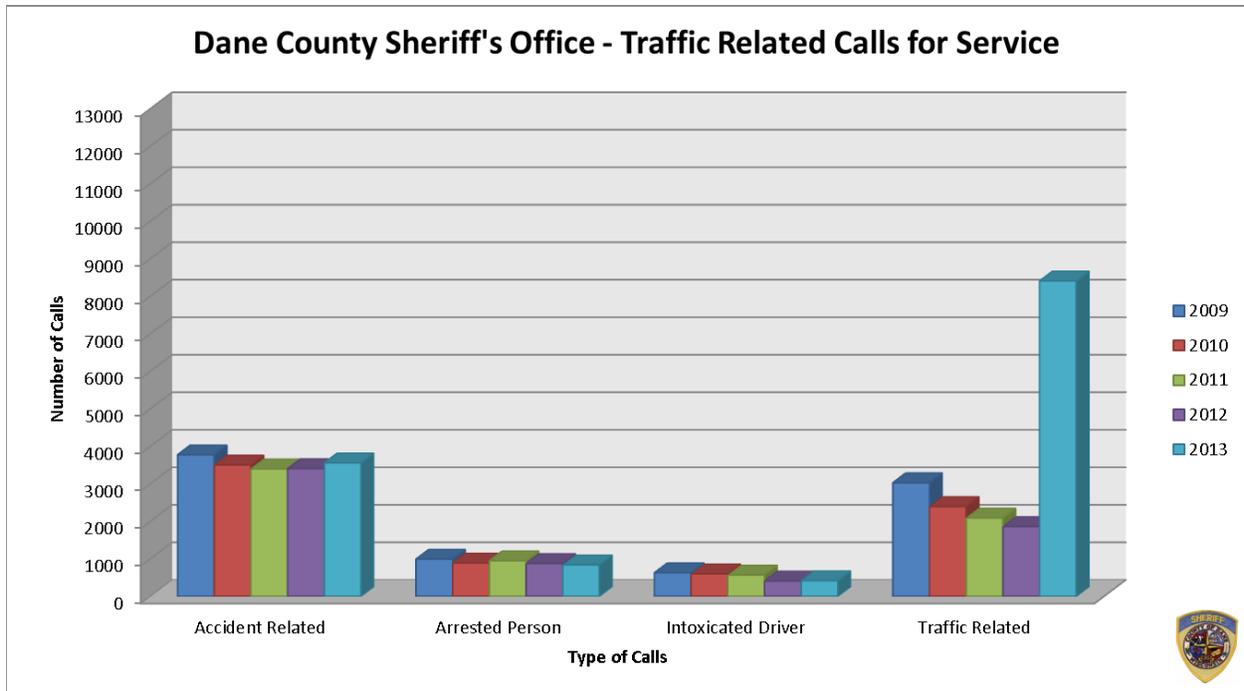
September 23, 2013 - The Dane County Sheriff's Office investigated a shooting on Bruns Avenue in the town of Blooming Grove. Thirty-year-old Michael A. Scott was taken into custody on unrelated warrants as a result of the disturbance.

Detectives later arrested Marcus Heywood, age 26 of Madison, for Felon in Possession of a Firearm, 2nd Degree Recklessly Endangering While Armed, Intent to Point a Firearm at a Person, and two counts of Resisting.



Murder-suicide in the Town of Oregon

On November 21, 2013, at a local law office, operated within a residence, a man shot his girlfriend and then turned the gun on himself. The couple, in their sixties, arrived at the law office unexpectedly, the couple argued in front of the homeowners. The deceased male was there to get legal advice reference a recent gun-related incident in the City of Madison. While at the law office, the deceased male first threatened the use of a knife, then pulled the gun. The two homeowners were unharmed, and able to stay with other family during the investigation.

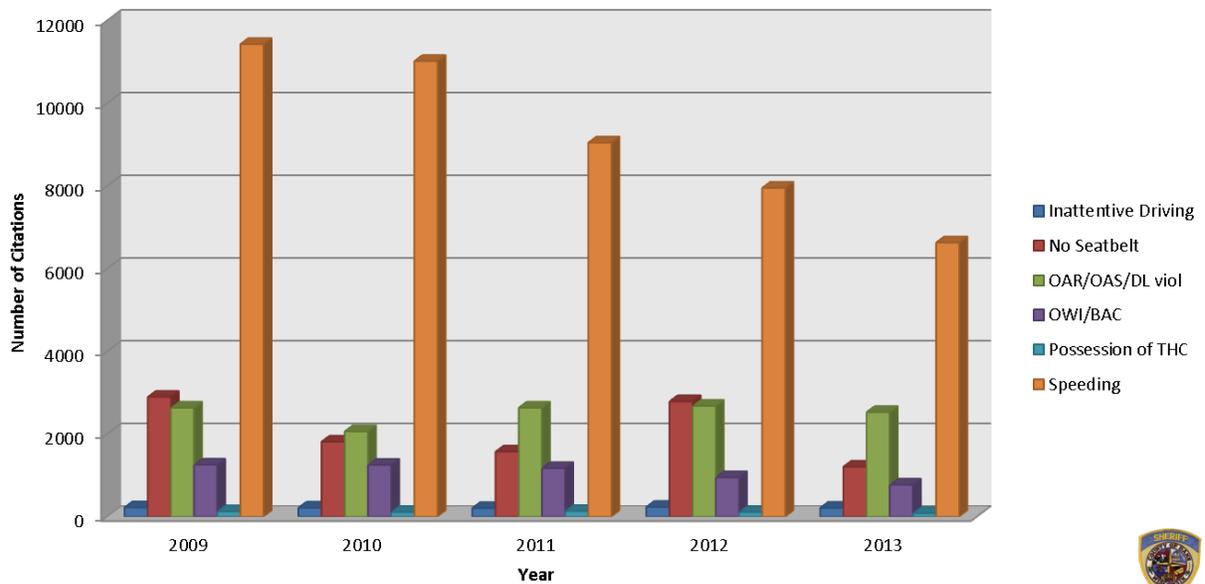


Pedestrian hit by Drunk Driver

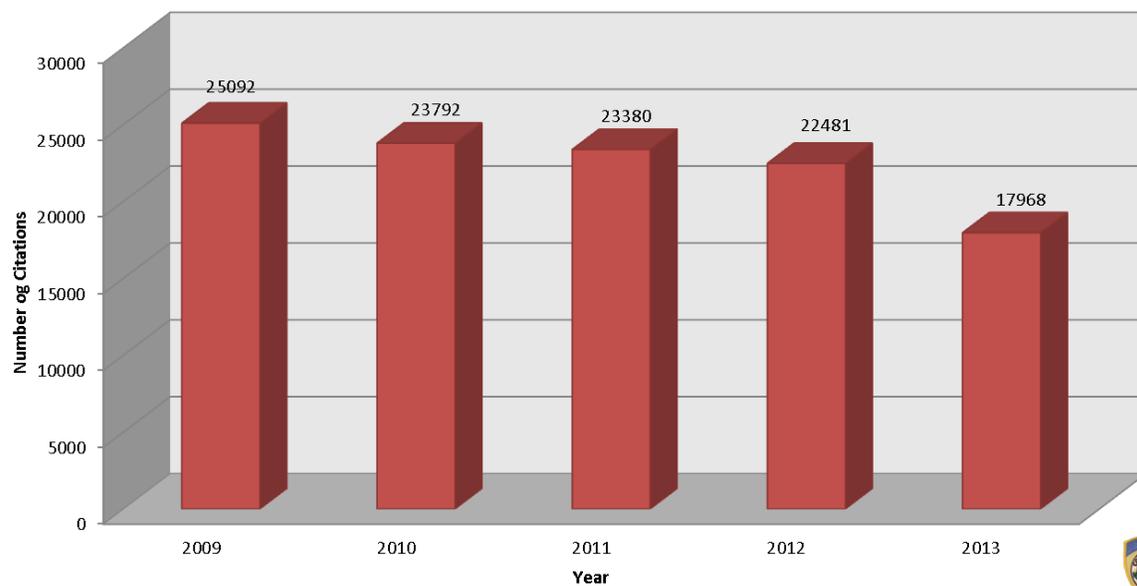
December 3rd, Dane County Sheriff's deputies responded to a car vs. pedestrian crash on Sunset trail in the town of Westport. The victim in this case was working on the side of the road with a leaf collecting crew. Michael J. McGettigan, age 50 of Waunakee, was traveling north on Sunset Trail when he struck the victim. Michael J. McGettigan was arrested for OWI -3rd Offense, Causing Injury, and Operating Without a License. He was booked into the Dane County Jail.



Dane County Sheriff's Office - Selected Citations



Dane County Sheriff's Office - Citations



Security Services

Captain Richelle Anhalt

Security Services is the largest of the four divisions within the Dane County Sheriff's Office. The Dane County Jail is comprised of three facilities and staffed by 252.5 employees. The staff is made up of 186 sworn deputies and 67.5 civilians. In 2012, Dane County authorized a study and analysis of special needs housing for the Dane County Jail System that included planning and designing space with special focus on special needs, intake space, and the Huber population. A contract was awarded to Mead and Hunt to conduct this analysis and evaluate space requirements to accommodate new special needs housing.

As the evaluation progressed, other facility challenges and opportunities emerged. As one subset of the population and space were analyzed, it became apparent that the rest of the system was impacted. Therefore, the County expanded the scope of the project to include a comprehensive evaluation of the jail system as a whole.

On September 19, 2013, a lightning strike caused damage to major video and security systems in the Public Safety Building, City County Building, and Dane County Courthouse. The estimated cost to repair all affected systems was in excess of \$500,000.

Public Safety Building



The Public Safety Building (PSB), located at 115 W. Doty St., Madison, opened in 1994 with 464 beds plus 20 segregation cells. The PSB is designated as a medium/minimum security facility and uses the direct supervision model in the inmate housing units. The first floor houses the Booking Center and has 64 beds for newly arrested inmates awaiting their initial court appearance, inmates who need to be classified, and persons in need of closer monitoring due to medical or mental health issues, before being housed elsewhere in the jail system.

In 2013, updates to the PSB included thoroughly cleaning and touching up the paint in the pods. On floors 3 and 4, a major bathroom remodeling took place, which included updating some of the plumbing. Stainless steel shower walls were installed and new fixtures with plumbing closets to control shower temperatures and volume. New floors were placed in the bathrooms, and many pods had older mattresses replaced. In addition, the bunks in these housing units were realigned to provide staff with better sight lines in the unit.

City-County Building



The City-County Building Jail (CCB), located at 210 Martin Luther King Jr. Blvd. in downtown Madison, was first built in the 1950s with two floors on the east side of the building. In 1985, the jail was expanded to occupy the west wing of the CCB. This brought the capacity of the facility to 334 beds. The CCB is a maximum-security facility and is separated into four wings, 6-

East, 7-East, 6-West, and 7-West. Designed capacity of the CCB is 341 beds, with 24 segregation cells. In 2000, a \$4 million renovation project was completed, which added some bed space, bringing the capacity to 341 beds.

In 2013, the hot water heater system was expanded to improve services to inmates in the CCB. In December, a functional exercise in the CCB highlighted life safety concerns regarding the age and functioning of door in the CCB.



The Ferris Center

The William H. Ferris Center, also known as the work release center, is located at 2120 Rimrock Road in Madison. The Jail Diversion program is also housed in the Ferris Center and has helped to significantly reduce the in-custody sentenced population.

In 2011 the second floor of the facility was closed and remain closed in 2013. A masters level mental health services intern was utilized to provide additional support to

inmates at the Ferris Center.

Jail Diversion and Electronic Monitoring

The Sheriff's Office monitors and maintains a Jail Diversion program, which includes the Custody Alternative Monitoring Program (C.A.M.P.) and Pathfinder of Dane County. The Jail Diversion staff consists of one sergeant, six deputies, one social worker, and two clerks. An inmate participating in Jail Diversion is confined to their home and monitored by active GPS tracking with an electronic device. Active GPS tracks an inmate live, on a map, with the capability to enter exclusionary zones. Exclusionary zones indicate where the inmate is not allowed to travel and/or visit while participating in a Jail Diversion program. The zones are places frequented by the victim, including his/her residence, work place, and anywhere else they specify. The inmate is allowed to leave their residence for the purpose of exercising their Huber privileges to include work, treatment, and/or school.

Inmates serving jail time for an alcohol related offense might also receive an alcohol monitor. The Mitsubishi Electronic Monitoring System (MEMS3000) is a camera and alcohol sensor that randomly requests breath tests to check the inmate for alcohol in his/her system. The machine also photographs the inmate performing the test with the capability to set up a test schedule.

Additionally, the Sheriff's Office monitors participants in the Pathfinder program. Pathfinder is an alcohol and drug abuse treatment program operated by the Dane County Department of Human Services. Inmates are screened and assessed to determine which phase is the appropriate starting point. There are three phases of Pathfinder. In Phase I, the inmate is housed at one of Hope Haven/Rebos facilities for the first 30 days of the program, where they undergo intensive treatment that emphasizes the need for support in recovery and a sober lifestyle. If they

successfully complete Phase I, they are allowed to move to another residence to complete Phases II and III which require continued weekly treatment.

Jail Programming and Inmate Resources

Inmates of the Dane County Jail and their families have access to an array of programs, support groups, services, and educational opportunities. Some of these services are offered inside the jail, while others can be accessed at outside locations by inmates sentenced with Huber. All of the programs are voluntary and subject to staff approval.

Support and Treatment Groups: In Dane County, inmates can attend Al-Anon, Alcoholics Anonymous, and Narcotics Anonymous. Inmates affected by sexual assault or abuse can also attend counseling programs offered by the Rape Crisis Center.

ARC Community Services provides outpatient women-specific AODA treatment at no cost to inmates.

Anger and Stress Management is offered to females housed in the Public Safety Building. The class teaches meditation and relaxation techniques to assist participants in reducing anger and stress in their lives.

The Madison Apprenticeship Program (MAP), is a program to promote self-worth, build self-esteem, and achieve financial stability. The 12-week program is held at the MAP office.

Religious Services: A jail Chaplain responds to both the spiritual and physical needs of inmates. The Madison Area Lutheran Council and various churches that support the council fund the Jail Chaplain position. Catholic and Protestant services are provided. Other services include religious counseling, personal and emotional support, as well as assistance in gaining community contacts for the purposes of employment, counseling, and other needs facing inmates when they are released from jail. A Gideon's Bible Study is also offered by members of the Gideon's Auxiliary. Their goal is to discover what the bible says and how it applies to the participant's lives.

Facing Freedom is a program offered to inmates housed in the Public Safety Building and the Ferris Center. The program is facilitated by volunteers from the Abundant Life Link, which is an effort from the Wisconsin Evangelical Lutheran Synod and churches. The lessons focus on developing life skills for inmates preparing for release from jail. Groups continue to meet weekly after an inmates release at local churches. The group hopes to reduce recidivism by helping inmates become integrated into a local community group with a focus on strong spiritual and family beliefs and practices. Facing Freedom funds itself and all volunteers have undergone formal training for jail settings.

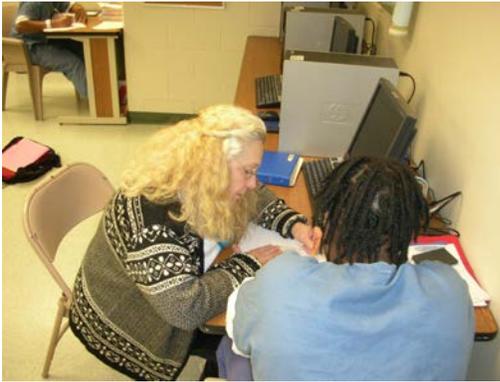
New Beginnings is a program offered to inmates at Bethel Lutheran Church. Only inmates with four weeks remaining on their sentence are eligible to attend. New Beginning is designed for men and women who want help and support in developing and following through with an action

plan to remain out of jail. Participants are encouraged to continue attending the group after their release.

St. Mark's Lutheran Church offers female inmates Backyard Mosaics. The program is designed to support women in their spirituality, creativity, and sobriety. The group also uses art therapy.

The Christian Intervention Program is offered to inmates at the Ferris Center, and takes place at Calvary Gospel Church. The church provides transportation. The group addresses issues related to AODA, life skills, job skills, and anger management among others.

Educational Programs: The Madison Metropolitan School District fulfills the educational needs of prisoners who would otherwise be required to attend school under the compulsory education law. Classes primarily consist of the basic skills of reading, writing, and math. Secondary focus is given to language arts, health, social studies, logic problems, spelling, and vocational skills. Participants are tested before entering the classroom to determine each student's current academic level.



Dane County contracts with Madison College for educational services for inmates. Madison College provides staff 24-hours per week for GED educational and testing services for a period of 40 weeks. Classes are offered at both the Public Safety Building and the City-County Building. Upon a student's release from the jail, Madison College coordinates a transition to other education or training programs and services. The \$52,438 contract is split between Dane County (\$19,100) and a grant from the United Way of Dane

County (\$33,338). Madison College also offers afternoon workshops to help inmates prepare for college or employment.

Volunteer from the Madison Area Lutheran Council also provide tutoring to inmates who have been identified as having low reading skills.

The Jail Library is a program offered to prisoners and run by volunteers from the School of Library and Information Science, from the University of Wisconsin-Madison. Books are donated or purchased through grants and become the property of the jail.

Inmates also have access to the law library, a legal reference services to inform them of the substantive and procedural law. Prisoners are required to fill out a request form for legal documents from the library and can receive up to three cases or 30 pages of documentation per week.

Family Focused Programs: REACH a Child is a non-profit organization that promotes literacy for children. The Sheriff's Office partners with the program to share the joy of reading with children coming to visit a parent or family member in the jail. Any child having the misfortune

of having a family member in jail is given a book to read when they come to visit. If they so wish, they can take the book home to keep. Not only does this program provide an educational escape to a child in a stressful situation, but it also gives deputies the opportunity to have a positive interaction with a child that may lead to a change in how that child views law enforcement in general. For more information on REACH a Child, visit www.reachachild.org

Kid Connection is a sub-program within the jail library. An incarcerated parent is given the opportunity to record a children's book on a cassette tape. The tape and book are mailed to the child, who then reads along with in the book while listening to their parent's recording. The goal of the program is to promote literacy, as well as facilitate a positive connection between parent and child.



Madison Area Urban Ministry's offers Mentoring Connections. Adults are recruited and trained to serve as mentors for children with an incarcerated parent. The program serves children ages 4-17 living in Dane County with written consent from their parents/guardians. Mentors commit to spending time with the child(ren) each week. Mentoring Connections is funded partly by a Federal grant through the Administration for Children, Youth and Families. The rest of the funding comes from member contributions and congregational support and fundraisers.

Employment Programs: The YMCA Employment and Training Annex offer services to help inmates gain employment. There is no cost to the program.

START (Skilled Trades Apprenticeship Readiness Training) is a program that offers qualified inmates the opportunity to work toward a skilled trade. Ninety percent of the training is on the job, with the remainder in a classroom setting. START's primary focus is in the construction trades. The program runs for six weeks and inmates meet at the Probation and Parole Office.

Inmate Volunteer Program

Individuals sentenced with Huber privileges have the opportunity to apply for various volunteer projects in Dane County. Some of the volunteer opportunities involve helping neighborhood food pantries, supporting local charities, working for non-profits, and natural disaster relief.

Inmates interested in volunteering complete an application that is reviewed by jail administration. Persons convicted of a violent felony, or crimes involving children or serious drug charges are generally not allowed to participate. Other criteria considered includes previous charges, in-house behavior and past work experience. Some volunteer inmates are eligible for the sentencing reduction program, in where for every 8 hours of volunteer time they work; one day is reduced from their sentence.

In 2013, inmates from the Dane County Jail worked a total of 57,159 volunteer hours, earning 3,998 days off their sentences. The monetary value put back into the Dane County community as calculated by United Way, comes to \$1,244,923.00.

Jail Statistics

The average daily population in the Dane County Jail for 2013 was 745. There were 13,562 bookings by multiple law enforcement agencies and the average length of stay was 20.05 days.

Jail Operations

Medical - Correct Care Solutions (CCS) has provided health care for the Dane County Jail since January of 2008. CCS is a national correctional healthcare management company headquartered in Nashville, TN. Each person that is booked into the jail receives a medical and mental health screening.

Medical Intake Screenings	13,539
Mental Health Contacts	35,531
Emergency Detentions	34
Inmate Death	0
14-Day Assessments	3,149

CCS provides 24-hour care, which includes discharge planning and medications to inmates leaving the facility. CCS also assists inmates with contacting community support groups prior to being released. The county contracts with CCS at a cost of 4.5 million dollars. This includes all medical, mental health and pharmacy services.

Food Service – In 2013, Dane County contracted with Consolidated Food Services (CFS) to provide inmate meals, lunch bags for work release inmates, and snacks for inmates with special needs such as diabetes and pregnancy. CFS is located near Verona, WI and the meals are transported to the jail facilities and distributed with the help of inmate workers. Inmates are served cold lunch Monday through Friday and a hot lunch on Saturdays and Sundays. Hot dinners are provided seven nights a week.

Commissary and Vending – Trinity Services Group, Inc. and Canteen Vending held the contract for jail commissary and vending services for 2013. Inmates are allowed to purchase items such as hygiene products, over the counter medications, soda, snacks, stationary items and clothing. Total revenue for 2013 was \$217,847.55. Family and friends can purchase commissary for their family and friends online through a website called mycarepack.com.

Inmate Telephones – Inmate Calling Solutions (ICS), holds the contract for the jail telephone system. Dane County receives a reimbursement of expenses based on the telephone usage.

Housing - The Dane County Jail utilizes a behavior-based classification system. Six Hearing and Classification Specialists evaluate factors such as past institutional behavior, severity of charges and court status along with several other factors. All post-arraignment inmates are classified and then placed in a housing unit appropriate for the classification.

Inmates who come to the jail under the influence of alcohol or other drugs are placed in a special review area before they are moved to a housing unit. The review involves a medical assessment, mental health assessment, and detoxification if needed.

Jail Incidents - The jail manages inmates through a variety of methods. Classification for proper housing is one way. Privileges such as television, commissary, and telephone access are other methods. In order to maintain a safe and secure correctional facility, the jail has rules that are issued to every inmate upon their placement in a housing unit. There is a due process to handle rule violations. Minor infractions are handled by deputies and can consist of restrictions of privileges and/or a change in housing for no more than 24-hours. More serious infractions require a disciplinary hearing for due process. A Hearing and Classification Specialist conducts those hearings. In 2013, there was 5,424 jail incidents reported.

Laundry - Madison United Health Linens hold the contract for jail laundry services. All jail bedding, linens, and uniforms are exchanged several times a week. In 292,452 pounds of laundry was done. In addition, inmate workers collect personal laundry for non-sentenced inmates and launder those items in-house.

Support Services

Captain Jan Tetzlaff

The Support Services Division has the widest range of responsibilities of the four divisions in the Dane County Sheriff's Office. Civilian staff in this area are responsible for maintaining records, processing warrants and civil documents; maintaining and updating technology, vehicles and equipment; providing customer service in our lobby and overseeing our property and evidence room.

Sworn staff members, with civilian support, are responsible for serving warrants, serving civil papers, processing court paperwork, auctioning property through foreclosure sales, executing evictions, coordinating extraditions, providing courtroom security, and processing crime scenes

The Bailiff's Office



2013 proved to be another busy year for the DCSO Bailiff's Office. Besides providing security for the judges, courthouse staff, and the public, the bailiffs escorted over 5315 in-custody inmates between the CCB, the PSB and the courthouse. Overall, bailiff's generated 82 calls for service in the courthouse and made 85 warrant arrests. In 2013 the bailiffs booked 1145 people into the Dane County Jail, compared to 1167 in 2012.

An increase in sometimes emotional and volatile hearings resulted in scheduling changes, and requests for extra security and additional bailiff presence in the courthouse. The bailiffs responded to 112 alarms, 293 requests for extra security during a variety of hearings and 183 requests for bailiff presence in the Family Court Commissioner Center (FCC). Due to the increased number of incidents in the FCC, a bailiff is being assigned whenever we are able to free up staff from other areas.

2013 also saw an increase in requests from other agencies for Courthouse Security Training. Our staff hosted two one-day court security courses, one two-day advance court security course, and two one-day major case court security courses for other Wisconsin agencies. In March of 2013,

Deputies Jim Brigham and Bart Garey, who sit on the committee for the National Criminal Justice Training Center at Fox Valley Technical College in Appleton, provided courthouse security training for over 200 attendees from across the United States at their annual conference. Deputies Jim Brigham and Bart Garey have helped plan and are scheduled to instruct every year at the annual Court Safety and Security Conference in Appleton, Wisconsin.

A Dane County Courthouse building-wide training was conducted in August 2013 that included two different active shooter scenarios. This training was attended by 80 DCSO sworn staff in coordination with Dane County Tactical Response Team and was the largest scenario based training exercise to-date for the DCSO.

Members of the Bailiff's Office Training Team were requested by Outagamie County to conduct a security assessment of their courthouse and to train their courthouse staff. This training was provided for judges, courtroom staff, court commissioners, clerks of courts and family court. The training team provides similar training annually for staff of the Dane County Courthouse and continues to receive requests for this training throughout the State of Wisconsin. Members of the training team also taught first quarter in-service to DCSO staff. The courses addressed carrying a concealed weapon in the courthouse, critical incidents, and tactical combat casualty care.

The Bailiff's Office is comprised of 2 Sergeants, 27 Deputies and 1 Sheriff Aide. The hours of operation are Monday through Friday, 7:00 a.m. through 5:00 p.m. The bailiffs provide security for 17 Circuit Courts and 12 Court Commissioners. Additionally the bailiffs provide security for each of the departments housed in the Dane County Courthouse and work closely with the Weapons Screeners to ensure everyone who enters the courthouse is able to conduct business in a safe environment.

Custody Control

Custody Control statistics reflect the number of inmates brought to the courthouse from the City County Building, the Public Safety Building, and the Juvenile Reception Center by movement deputies assigned to the Support Services Division. Court was in session 248 days in 2013 and deputies moved 5,315 inmates. Juveniles accounted for 491 of those movements.

Child Support Enforcement

One deputy is assigned full-time to work in cooperation with the Dane County Child Support Agency. This deputy uses modern technology, professional networking and common police practices to locate and apprehend subjects with warrants related to child support, whether they live in the county or across the country. In 2013, 1,037 new child support warrants were issued and 807 arrests were made.

Dane County Child Support, utilizing federal funds available through Title IV-D of the Social Security Act, reimburses the majority of the costs for Sheriff's Office staff time dedicated to child support enforcement.

Civil Process

The Sheriff’s Office is required by state law to process civil papers. The Civil Process section is responsible for the intake, service, and return of civil papers brought to the Sheriff’s Office. A wide range of papers, including injunction orders, restraining orders, subpoenas, eviction notices, notices of foreclosure and other legal documents are accepted for service.

Seven deputies on two shifts are dedicated to executions, serving legal notices and documents. While the focus is on delivering the assigned documents, they perform their duties in a fully equipped squad car and on occasion, take enforcement action. At times, they respond to emergencies if they are in close proximity to a situation and can help support fellow deputies when the need arises.

- Processes Received in 2013 = 12,112
- Processes Served in 2013 = 12, 066
- Fees collected = \$76, 276.06

Court Services

Two deputies and a civilian employee are assigned to court services to prepare criminal and traffic cases to be referred to the Dane County District Attorney’s Office. Along with cases generated by deputies, a number of other municipal police agencies in Dane County utilize the court services office to submit cases to the DA’s Office.

ADULT Criminal	2013	JUVENILE Criminal	2012	TRAFFIC Criminal	2013
Belleville	20	DCSO	108	Belleville	4
Blue Mounds	5	Belleville	2	Dane	0
DCSO	1477			DCSO	313
Marshall	2			Marshall	1
				Brooklyn	0
				Blue Mounds	2
Total Adult Cases	1504	Total Juvenile Cases	110	Total Traffic Cases	320

Conveyances

Four deputies and one civilian coordinator comprise the Conveyance Section of the DCSO. The deputies in this unit are responsible for transporting prisoners outside of our jail facilities. When prisoners are sentenced to the Wisconsin State Prison System, the conveyances deputies transport them to prison. They also bring prisoners from the WSPS who may be scheduled for a court appearance in Dane County. In addition, if a prisoner in our facility is in need of specialized medical care, those prisoners are transported to local hospitals and clinics for

treatment. This unit also makes transports of prisoners and those under civil commitments to and from Mental Health facilities throughout the state. In 2013, they made 2,462 conveyances.

CONVEYANCE TOTALS		
<u>Month</u>	<u>Total Hours*</u>	<u>Number Conveyed</u>
January	1049	208
February	715	166
March	877	183
April	817.5	205
May	1015.5	223
June	851.5	205
July	1000.5	232
August	701	172
September	786.5	193
October	923	234
November	916	216
December	1013	225
Totals	10,665.5	2,462
*Totals Hours reflect the number of hours on a conveyance multiplied by the number of deputies needed.		

Foreclosures

The Sheriff, authorized by the court, conducts foreclosure sales for real estate property only. As part of the sale, the Sheriff's Office cannot grant permission for any prospective bidders to enter and inspect any structure that may be located on the property to be sold.

Sales are conducted every Tuesday at 10:00 a.m. in Room 2002 of the Public Safety Building, located at 115 W. Doty Street in Madison. Properties sold at auction by the Sheriff's Office are generally advertised in the local newspaper. They are also posted on our website <http://www.danesheriff.com> and at a government building in the municipality where the property is located. Notices appear once per week for the six weeks prior to the date of sale.

In 2013, the Sheriff's Office scheduled 1038 foreclosure sales. This reflects a 7.4% reduction from 2012. This is not the actual number of properties or sales that occurred, but merely the number of sales that were *scheduled*.

There were 725 sales completed, (either back to the bank/plaintiff, or sold to a third party) and 306 sales cancelled prior to actual sale, after having been scheduled and notices posted.

Records

The Dane County Sheriff's Office Records Bureau processes request for public records. It is staffed with four Clerk Typist I-II's under the direction of a Support Services Lieutenant. The

records most often requested are arrest records, police reports, mug shots, photos, videos, and criminal histories.

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
735	716	693	662	656	654	721	679	655	693	574	475	7913

The table above illustrates the 2013 records requests by month. Total requests in 2012 declined slightly from the 7,906 processed in 2012. Formal requests for public records can easily be made by completing an online form from the Sheriff’s Office website.

https://danesherriff.com/Divisions/SupportServices/Records/records_request.aspx

Extraditions

Sheriff’s deputies who perform conveyances also extradite prisoners back to Dane County from other states. In an effort to reduce costs, Dane County participates in a cooperative agreement among a group of law enforcement agencies known as “The Northwest Shuttle.” The U.S. Marshal Service is also a resource. The Northwest Shuttle, which runs from California to Illinois, transports individuals from one agency to the next, until a prisoner’s destination is met. Even with these measures, the cost of transporting 46 individuals back to Dane County in 2013 resulted in a cost of \$84,454.97. This amount is up from \$71,152.60 in 2012.

Within the Court Services section, one deputy is assigned to coordinate both in-coming and out-going extraditions. Their duties include appearing in court to serve Governor’s Warrants, preparing cases for the Dane County District Attorney’s Office, and coordinating the travel for deputies to bring prisoners back. In 2013, the Dane County Sheriff’s Office handled a total of 200 extradition cases (an increase of 5% from 2012).

Vehicles and Equipment

In 2013, the Sheriff’s Office maintained a fleet of 118 vehicles including squad cars, SUV’s, vans, tactical vehicles, and motorcycles. We are in the process of converting the majority of our patrol vehicles to Police Package Utility Vehicles. The vehicles are more functional than standard sedans. The utility vehicles have AWD which allows for safer driving in Wisconsin winter conditions. Our Vehicle & Equipment Coordinator tracks the usage of every vehicle in the fleet, and is responsible for scheduling maintenance and equipment installation in the vehicles. Patrol vehicles averaged 42,281 miles for the year, and the combined total mileage on all vehicles in our fleet was 2,994,067. Annual Fuel costs for 2013 were \$665,743.90. The Sheriff’s Office Fleet used approximately 209,221.84 gallons of gasoline that year.

Warrants

The warrants section is staffed by four civilian Clerk Typist III’s who process new warrants from the court. The clerks enter the warrants into the Sheriff’s Office records management system and into the state and national law enforcement systems. When warrants are served, the

warrants section validates the service. They also ensure the warrants have been noted as served and they return the original warrant to the appropriate court.

Warrant Type	# Served
Bench Warrant	761
Bench Warrant/Commitment	528
Capias	6
Criminal Complaint/Warrant	740
Municipal	244
Arrest Warrant	104
Warrant/Civil Process	298
Total	2681

- Warrants Received in 2013 = 4038
- Warrants Served in 2013 = 2681
- Warrants Recalled in 2013 = 1197

Crime Scene Unit/Property/Video

The Crime Scene Unit (CSU) is comprised of two full-time and three part-time highly trained and skilled deputies whose primary function is to process crime scenes that are outside the scope of the patrol deputy. Processing crime scenes is a multifaceted task, which includes documenting the scene and the identification, collection and preservation of evidence. Corollaries of these four main tasks are the maintenance of an evidence storage room, proper documentation, collection, and preservation techniques (to insure that evidence can be analyzed). All of these tasks are done for the purpose of providing a linkage between the scene, the victim and the perpetrator. The CSU deputies are on call 24/7 to respond as needed to crime scenes. One full-time and two LTE civilian staff are tasked with maintaining control of property and evidence. In 2013, the total number of items maintained by the Sheriff's Office was 25,787 items. This includes 4,443 new items received in 2013. Staff released 1333 items, while 3,302 items were destroyed.



We have one deputy assigned to handles the video needs of the department from processing in-store video, taking video of crime scenes, and controlling the digital operations in use by the Sheriff's Office. This highly technical position is responsible for forensic video, image and audio comparison and analysis. This deputy is a resource to our own agency and other law enforcement agencies when they have advanced technology needs.

Technology

Support Services coordinates the technology needs for the Sheriff's Office. Our staff works continuously on a number of on-going and new technology projects including: mobile data computers in the squad cars, radios, wireless connectivity, electronic submission of records including fingerprints, crashes & citations, as well as researching/testing/deploying software and maintaining hardware. The Sheriff's Office also provides a liaison with other agencies statewide and nationally for data integration and sharing and voice over IP for telecommunications. In 2013, a sergeant and Systems Coordinator were assigned to the technology section. In addition, our agency has a dedicated IT support person assigned from Dane County Information Management.

Task Force

Deputies assigned to Task Force help to supplement staffing in most sworn positions within the Sheriff's Office. They are called upon to fill vacancies in the daily schedule due to vacations, family leave, sick leave, training days and other issues that take deputies away from their normal assignment.

On any given day, a Task Force deputy might be scheduled to work in nearly any capacity a deputy would occupy in Security Services, Conveyances, Bailiff or Patrol. Some assignments require special training, such as court officer, civil process, civil executions or booking deputy. Task Force deputies need to be flexible and ready to change assignments as the need arises.

2013 Award Recipients

The annual Sheriff's Office awards ceremony was held on May 2, 2013 in the Dane County Courthouse

Sheriff's Citizen Awards

- Tammy Miller
- Lynn Michel and Todd Sailor
- Phil and Ann Grant and Ken and Susan Meigs
- Gregory Strampe and Jane Ross
- Aaron Pruefert
- Garry Ringsletter
- Thomas Schmock and Denise and Michael LaPacz
- Jail Library Group

Outstanding Service Commendations

- Deputy Randall Wiessinger
- Kelly Louis
- Lt. Gerry Hundt

Exceptional Service Commendations

- Deputy Michael Mohr
- Deputy Anthony Hamilton

Lifesaving Awards

- Deputy David Lambrecht
- Deputy Garth Blake
- Deputy Steve Day