

# Windsor Heights Police Department

2014 ANNUAL REPORT



# Windsor Heights Police Department

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# CHIEF'S MESSAGE



It is my pleasure to offer for your review the Windsor Heights Police Department's 2014 Annual Report. My intent with this document is to highlight specific efforts this organization has made to deliver quality and professional police services in Windsor Heights during the previous year. First, I want to acknowledge the women and men of this police department and their dedication to superior outcomes as they take action in the best interests of this community. I also want to express appreciation to our elected officials and to the countless supporters we have in the public that value this police force. Finally, I wish to acknowledge the support of this city's administrator, department heads, and staff members. Without a team effort to protect our community's interests, each of our jobs would be more challenging.

As I look back on 2014, I see an agency striving for professional growth and continued development. The last few years leading up to 2014 were about building new processes and implementing a 21st century vision of policing. This year became about stabilizing those efforts and sustaining worthwhile programming while simultaneously taking measured steps to improve accountability. As we continually build upon the foundation laid in the previous years, we have begun to strive for higher standards of performance and overall excellence in regional public safety services.

Since I took over as police chief in 2010, our strategic endeavors have helped to sustain an evolving police department in an ever-changing society where "norms" can be difficult to identify. Our new normal appears to be showing repeated trends of record or near record highs in annual calls for service, cases made and criminal arrests as well as policing steadily increasing societal crimes such as drug offenses, fraud/forgery, and disputes.

I will conclude this year's correspondence with the same words I wrote in the last two year's open letter to the community... "average is no longer acceptable in this department, and we recognize that this high level of achievement has become the standard for our community." While crime knows no boundaries and lawbreakers typically reoffend across jurisdictional lines, it is readily apparent that our crime numbers in Windsor Heights have grown and our policing strategies will need to match this as we move forward. Because of this, we will continue to focus on problem-oriented policing philosophies that blend well together with a community-oriented approach to resolving pervasive issues. Our efforts to earn your trust, respect, and support as we carry forward with our mission into 2015 will be at the top of our priority list each and every day. Stay safe...

Kindest regards,

Dennis W. McDaniel  
Chief of Police

# POLICING STATEMENT

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The Windsor Heights Police Department believes there are four core values when providing safety to the public we serve. It is important to perform each of these independently as well as present them in a unified format. The officers of this agency will work with commitment and focus to establish the following concepts, while building lasting partnerships within the community.

The first area identified for specific concentration in our community policing model is the quality of **protection** we provide. When the worst case scenario hits a community, the police must respond swiftly to counteract the threat and deploy resources promptly to affect a positive outcome on the circumstances at hand.

At times, this may mean a frightening incident has occurred in our community.

The officers of the Windsor Heights Police Department will work to effectively restore peace and order with great efficiency.

The second aspect vital to our community policing model is delivery of **service**. This is the most basic function provided to a community by a police department.

When a citizen summons the police, do they come? How quickly? Are they responsive to his/her needs? Is the appropriate intended outcome reached in a timely fashion? Were referrals to other resources made when needed and were matters sufficiently documented? This area of policing is typically the most commonly observed and critiqued by citizens. The officers of the Windsor Heights Police Department will strive to provide professional service with due diligence and care for our citizen customers.

The third element of community policing we will embrace is **enforcement**. This is a concentrated undertaking to ensure the safety of the community and reduce perceptions of fear through the use of state laws, municipal codes, and standard operating procedures. Data driven information is utilized at this level to guide problem-oriented policing. Enforcement endeavors will also be focused towards community needs and expectations. The officers of the Windsor Heights Police Department will sustain proactive law enforcement efforts throughout our community.

*(continued on next page)*

# POLICING STATEMENT

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The final core value of community policing that this agency subscribes to is our contribution to on-going **education**. Often times policing agencies get so focused on ventures in protection, service, or enforcement that they forget about their obligation to community interactions. The public needs to see police officers, at all levels of this organization, outside the normal lines of communication that come with typical law enforcement responsibilities. As police professionals, when things go wrong in our community, we have a responsibility to evaluate whether or not there is a need to educate our residents, businesses, and visitors. Crime prevention and community outreach will be a thriving part of our police organization.

The officers of the Windsor Heights Police Department will act as resources to all sectors of the public within our community. Our programs will extend into the school systems, give attention to the family unit and the business professional, and focus on being a resource to seniors. Additionally, we will act as a catalyst in bringing neighborhoods together and creating stewardship among residents. Outreach will also occur to civic organizations and open relationships will be built with diverse racial, ethnic, and secular groups.

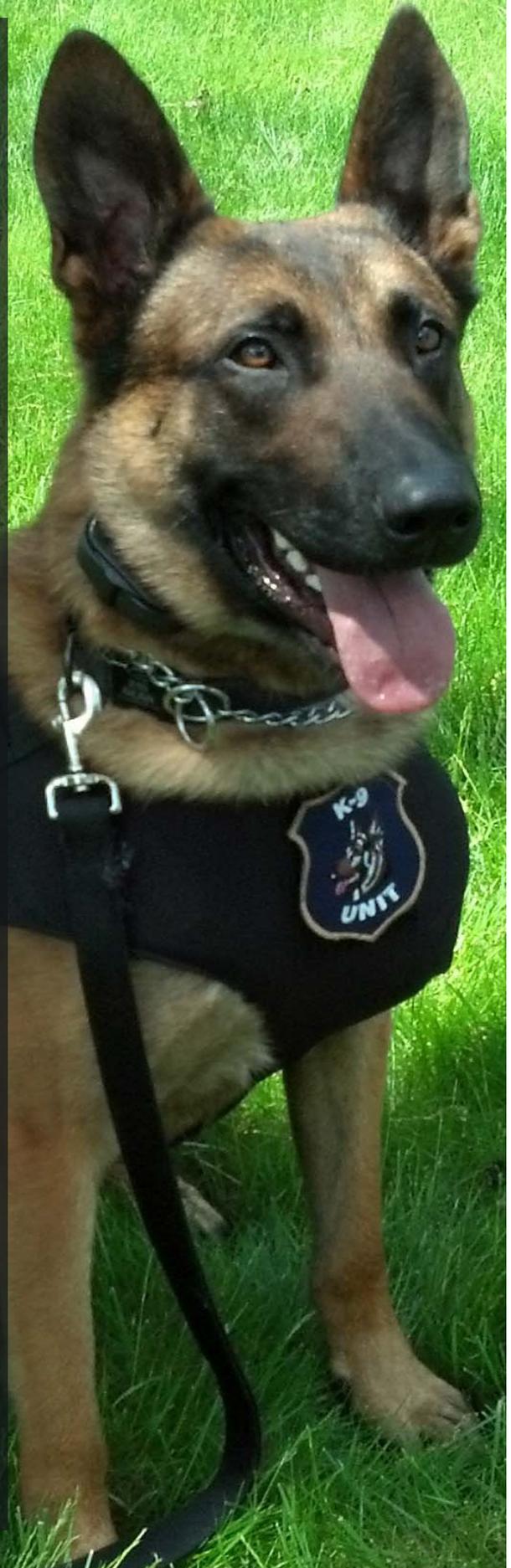
We live in a world where change comes quickly and technologies advance rapidly. Law enforcement in the 21st century will have new demands placed on it like never before. As we move forward, it will be vital to the success of this organization to have strong partnerships in place with its residential and business community members. We pledge to provide a well-rounded approach to policing the community we serve.

No law enforcement agency will ever eliminate crime, but with a concentrated, holistic approach to Protection, Service, Enforcement, and Education we can work to displace it. These are our core values. Please partner with us in our efforts.

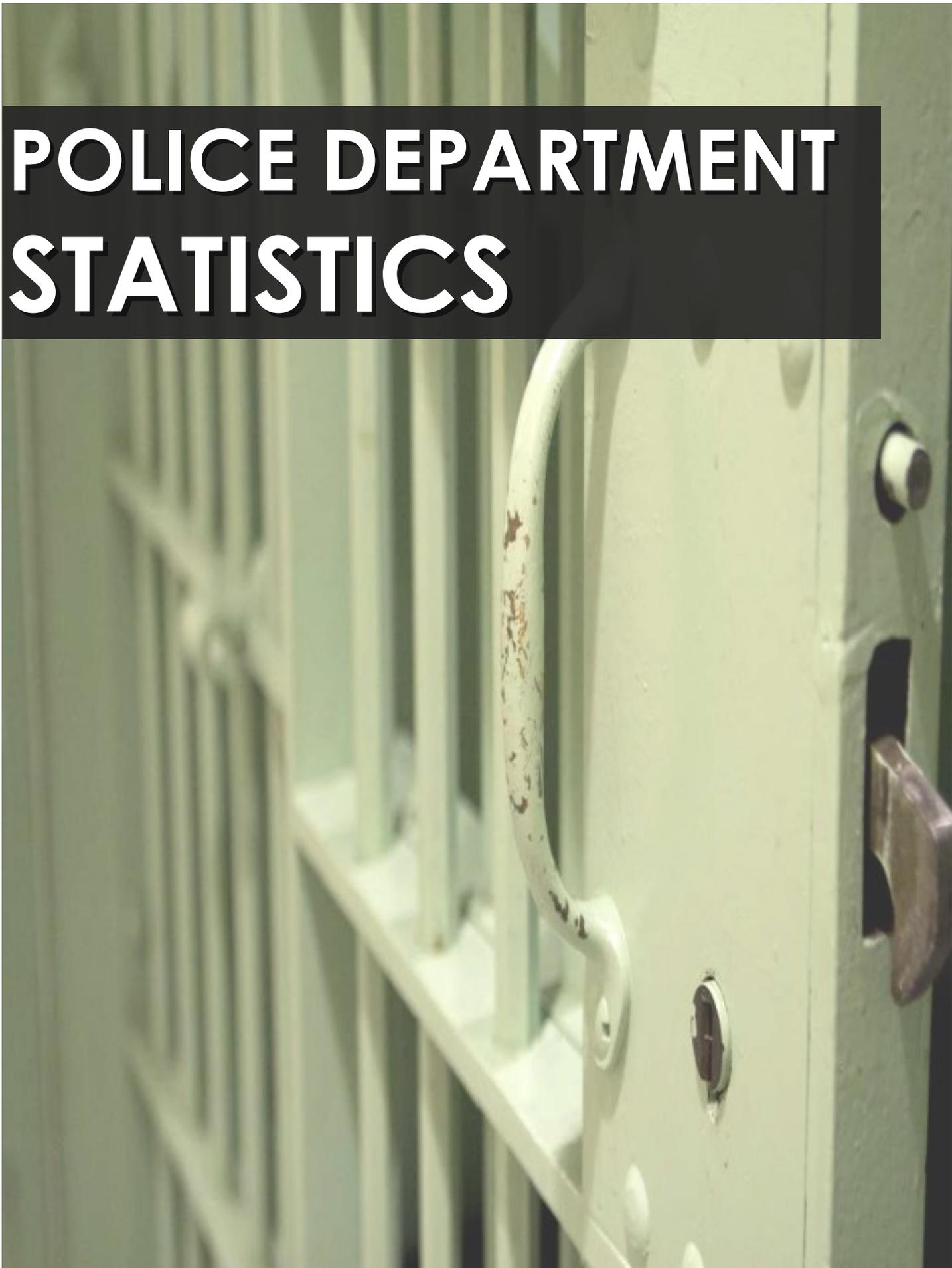
***PROTECTION. SERVICE. ENFORCEMENT. EDUCATION.***

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# POLICE DEPARTMENT STATISTICS

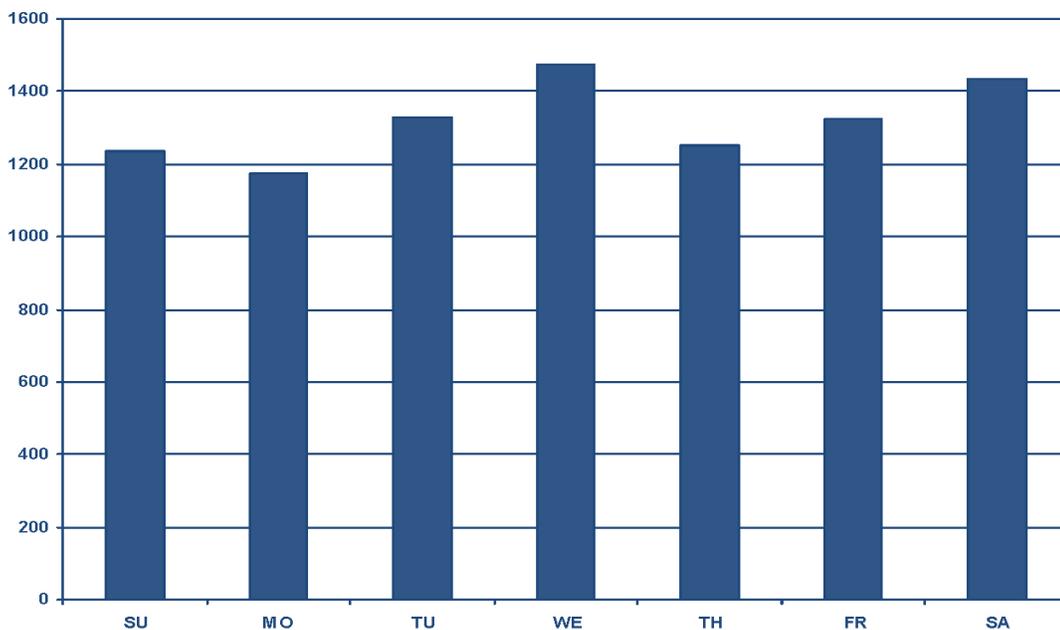
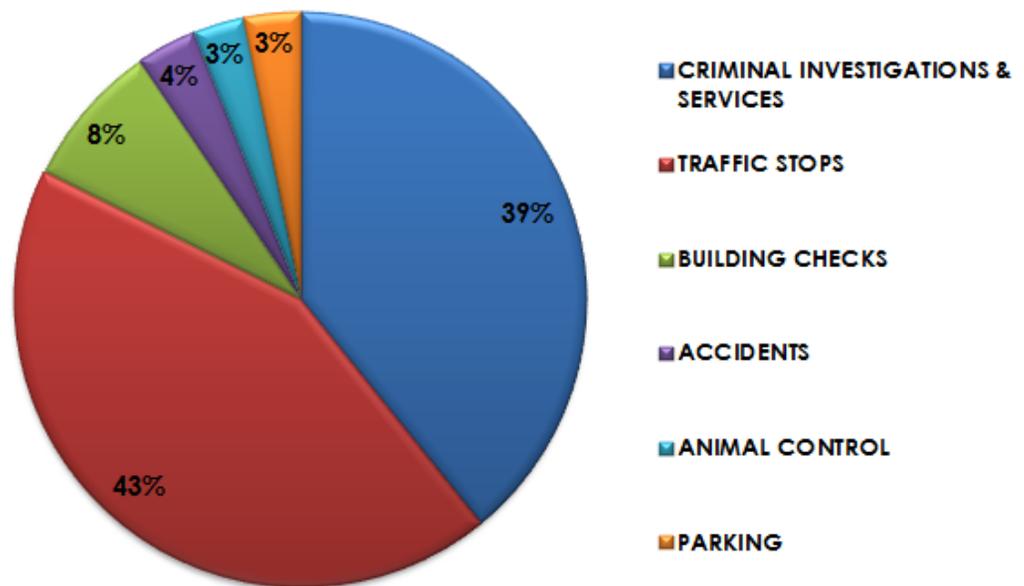


# STATISTICAL OVERVIEW



## 2014 CALLS FOR SERVICE

At calendar's year end, the Windsor Heights Police Department answered **9,226** calls for service. This is a **6%** decrease from the previous year which had been a prior all-time high in the history of the police department.



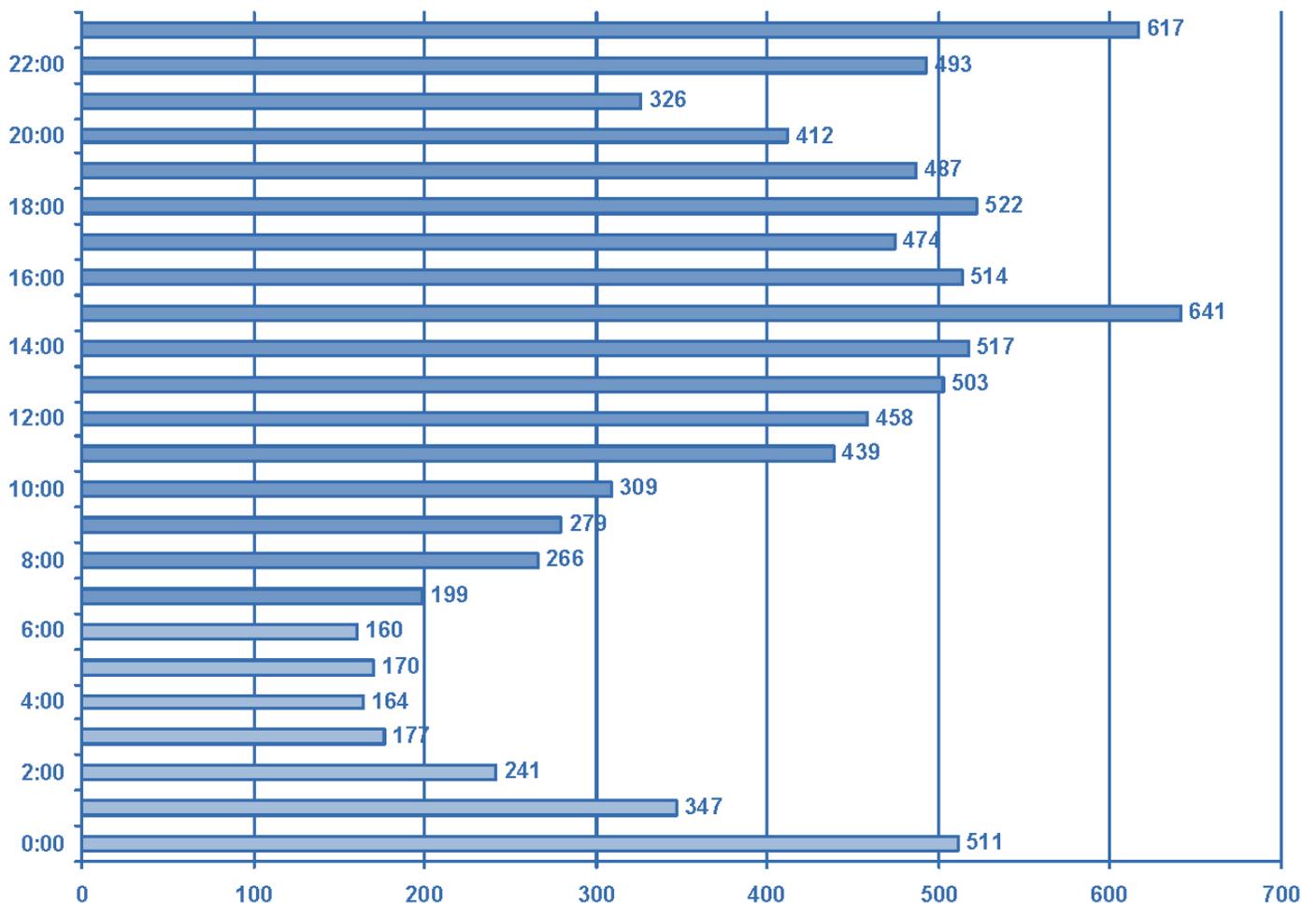
## CALLS FOR SERVICE BY DAY OF WEEK

# STATISTICAL OVERVIEW



The below calls for service resulted in patrol officers completing **1,165** Incident and Accident case reports. A formal report is generated any time a call for service substantiates that a crime was committed, a traffic accident met state reporting requirements (minimum of \$1,500 combined property damage, personal injury or death), or there was a need to document the circumstances involved as a matter of permanent record. For calls for service that do not require an official case, officers summarize their activities in a computer aided dispatch log that is accessible as a public record.

## CALLS FOR SERVICE BY HOUR



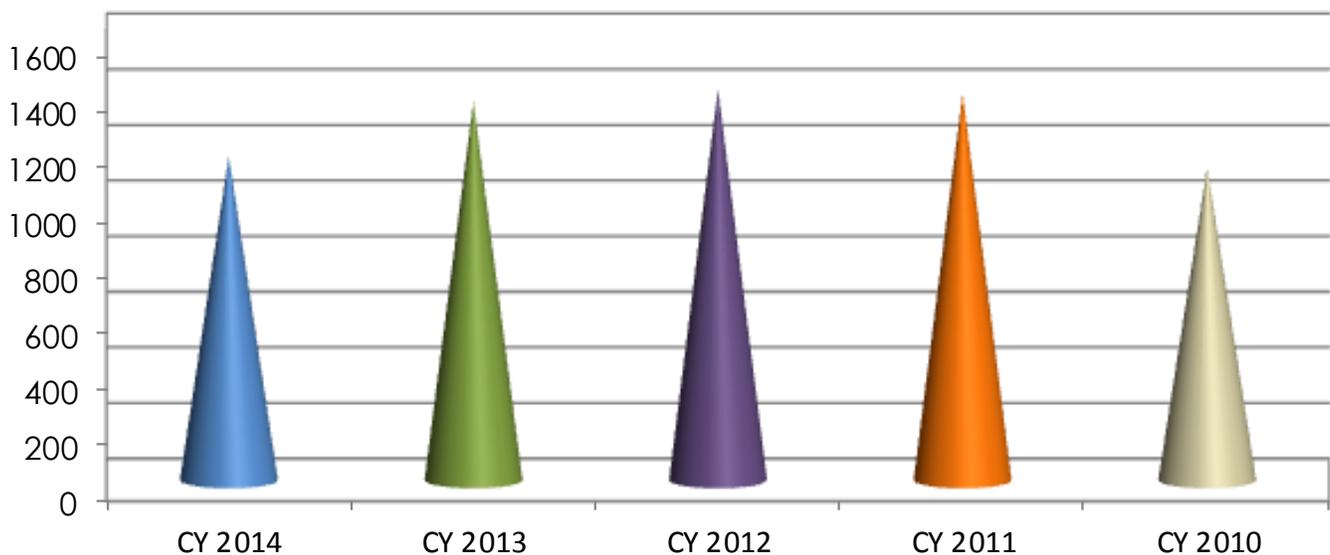
# STATISTICAL OVERVIEW



*“Windsor Heights is uniquely situated in the Des Moines metropolitan area. Being in the heart of it all, our police department has the opportunity to serve and interact with a population much greater than the 5,000 residents who live here. As we police a transient population that visits and passes through our city to work, engage in recreation, and visit local retailers, we strive for service excellence and professionalism with every interaction.”*

*- Chief Dennis McDaniel*

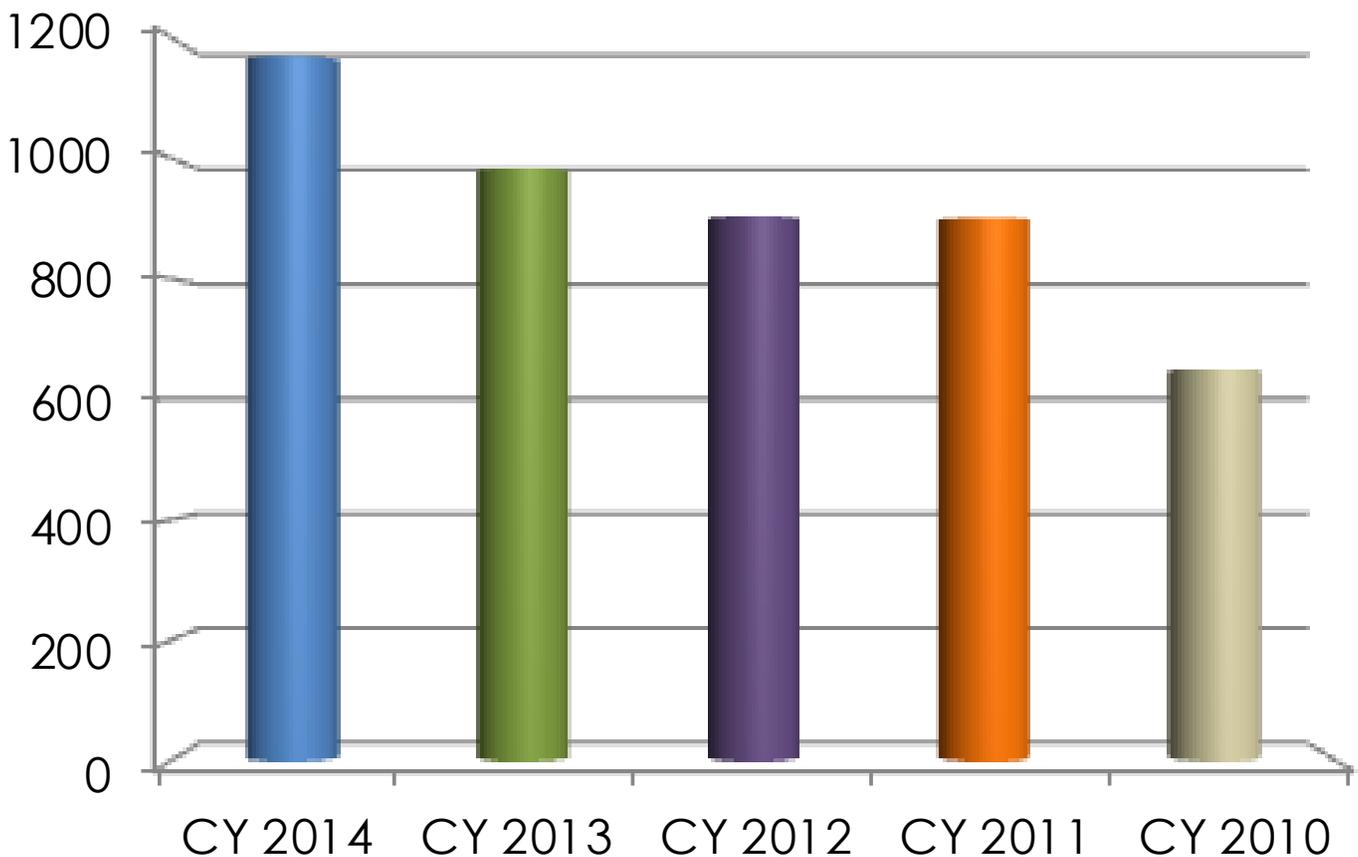
## CASES MADE FIVE YEAR COMPARISON



# STATISTICAL OVERVIEW



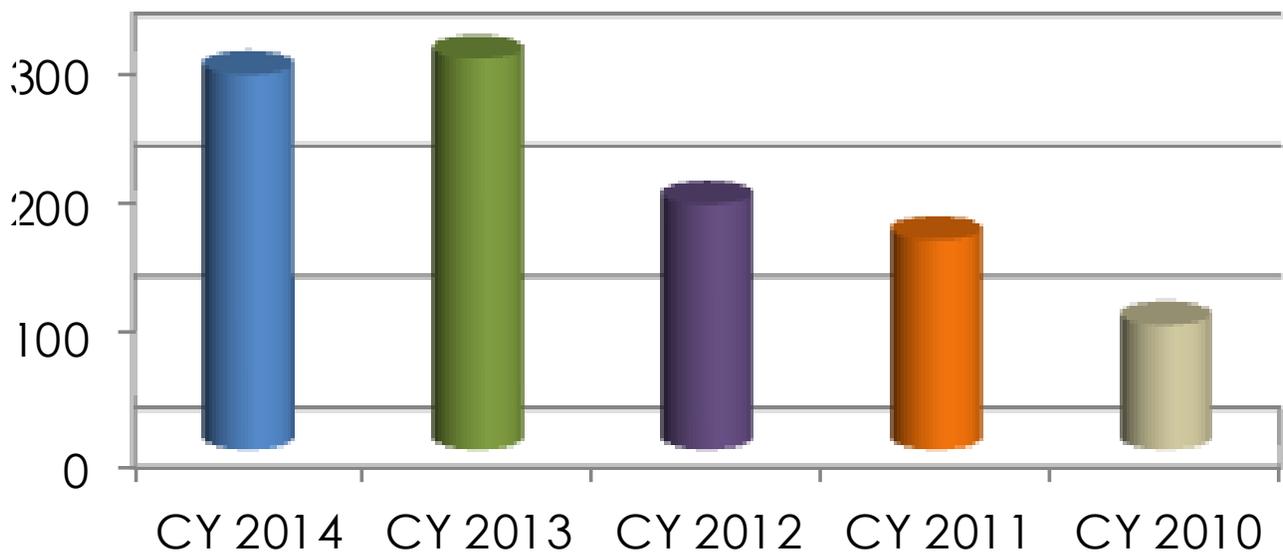
## TOTAL ARRESTS FIVE YEAR COMPARISON



# STATISTICAL OVERVIEW



## REPORTED DRUG INCIDENTS FIVE YEAR COMPARISON

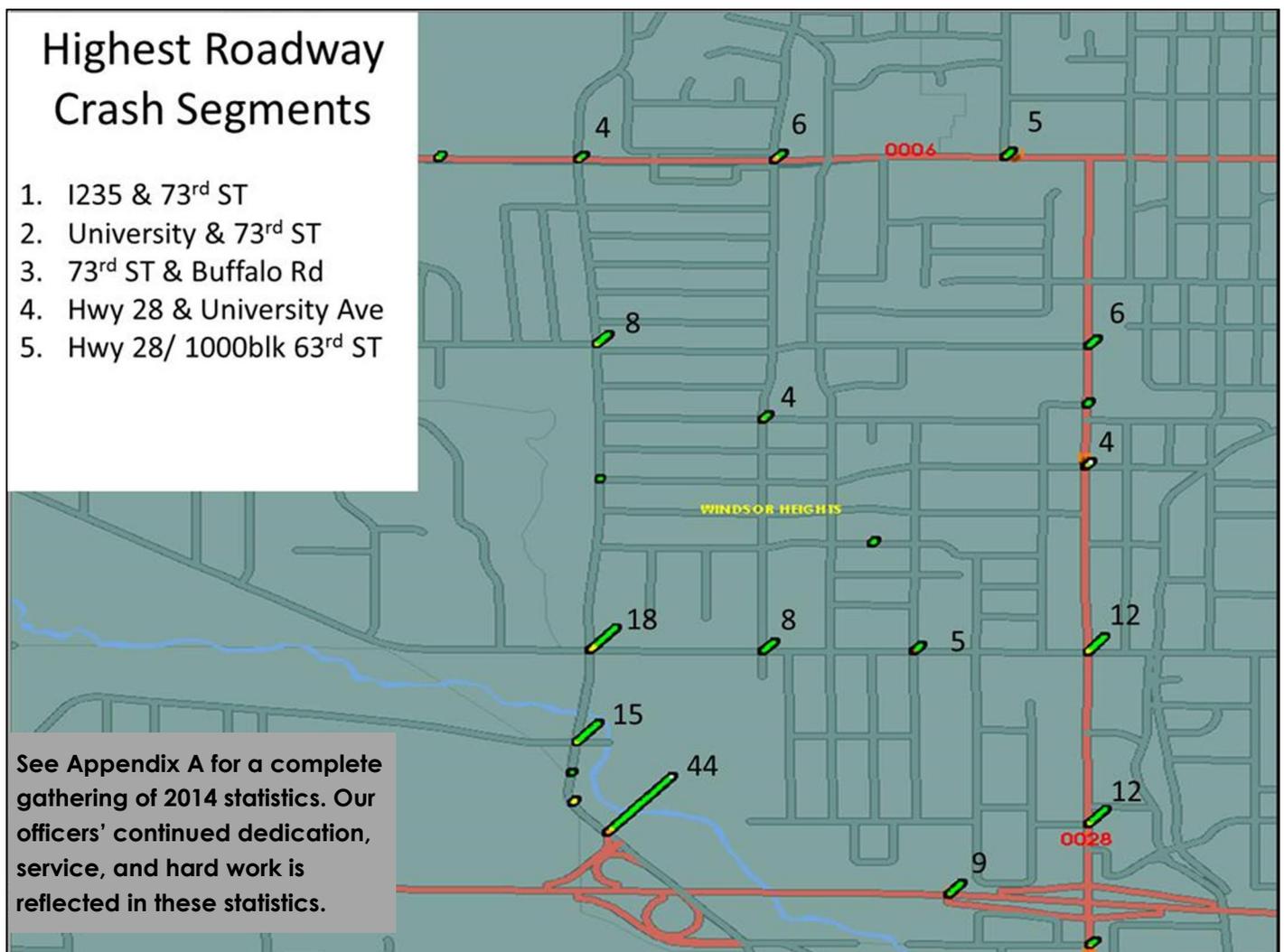


# STATISTICAL OVERVIEW



Traffic safety and traffic law enforcement are a priority for officers of the Windsor Heights Police Department. Officers initiated **3,397** traffic stops in an attempt to interdict criminal behavior and ensure that the motoring public operates safely. This is a **2.6%** increase from 2014. During these contacts, there were **1,942** citations issued and **1,201** written warnings given. Violations ranged from minor equipment violations to more serious moving violations.

Additionally, patrol officers responded to **268** reported traffic crashes, filing **127** accident reports in 2014. For the second year in a row, traffic accident calls for service have remained under **300** incidents which was previously unseen in this city for many years. Much of the recent decline in crashes reported is being attributed to the discussions, education and implementation of the department's automated traffic enforcement program. These tools are changing motorists' behavior and making drivers more aware of their surroundings when commuting through Windsor Heights.



# Patrol Division ANNUAL REPORT



# PATROL DIVISION



## LT. TRACE KENDIG – PATROL COMMANDER

Field Training Program Manager

Active Shooter Response Instructor

A.L.I.C.E. Instructor

Vice Chairperson for the Central Iowa  
Traffic Safety Task Force

The Windsor Heights Police Department Patrol Division is staffed by nine dedicated individuals. The division has the Patrol Commander, a canine officer and seven patrol officers. These are the persons who answer the calls for service. The members of the Patrol Division all possess dynamic skill sets that allow them to be proactive at enforcement and effective as educators. All nine of these officers are dedicated to protecting and serving the citizens of Windsor Heights and all visitors to the city.

Windsor Heights patrol officers possess a wide array of skills developed through training. The division is vigilant in reviewing the needs of the city and facilitating many different specialties that offer a full range of services to the community. The Patrol Division, in addition to uniformed patrol services 24-hours each day, encompasses the canine (K-9) Unit, a Metro STAR tactical operator's position, and a reserve police officer program.

Officers of the Patrol Division also participate in CITSTF, the Central Iowa Traffic Safety Task Force. This task force is made up of law enforcement agencies from Polk and Dallas Counties. Enforcement efforts are partially funded through the Iowa Governor's Traffic Safety Bureau (GTSB). Staff members conduct unified enforcement projects on a monthly basis that target problem traffic areas within the Des Moines metropolitan area. Windsor Heights' officers participate in these projects between ten and twelve times each year. Their efforts are aimed primarily at enforcement and education. Their mission is to make the area's roadways safer with saturated enforcement in high crash and high risk locations. The City of Windsor Heights typically sees the benefits of directed enforcement from these projects in our jurisdiction twice per year.

# PATROL PERSONNEL



## **SENIOR POLICE OFFICER DANIELLE METZGER**

Firearms Instructor  
Open Sight Rifle Instructor  
Springfield XD Armorer  
Law Enforcement Intelligence Network (LEIN) certified  
Evidence Technician

## **POLICE OFFICER BILL CANADA**

K-9 Handler  
Field Training Officer  
Rape Aggression Defense Instructor

## **POLICE OFFICER JEREMY SIEPKER**

Metro STAR Operator  
Emergency Medical Technician  
Oleoresin Capsicum (O.C.) Spray Instructor  
Less Lethal/Chemical Munitions Instructor  
Pepperball Instructor

## **POLICE OFFICER ANDREW NISSEN**

Clandestine Laboratory Safety Officer

## **POLICE OFFICER FRANCISCO HILL**

Emergency Medical Technician  
Evidence Technician

## **POLICE OFFICER CHAD NORRIS**

Field Training Officer

## **POLICE OFFICER NATALIE GILLET**

Taser Instructor

## **POLICE OFFICER MATTHEW PALMER**

Probationary Employee/Currently attending ILEA

## **RESERVE OFFICER DARREN SKERIES**

## **RESERVE OFFICER LUKE DONAHE**

# PATROL HIGHLIGHTS



## MARCH 2014 HIGHLIGHTS

Patrol officers stopped a suspicious vehicle and discovered a methamphetamine lab in the trunk of the vehicle. These labs contain chemicals that are extremely hazardous. A Patrol Division Officer that is certified as a Clandestine Lab Safety Officer rendered the lab safe.



## APRIL 2014 HIGHLIGHTS

Patrol officers began visiting the two area elementary school on a regular basis in 2014. An important part of these visits is the 'Read with a Cop' program. Officers visit a classroom and read a book with the class. Officers also discuss safety issues and answer questions about being a police officer. This is an enjoyable experience for students and officers alike.



## JULY 2014 HIGHLIGHTS

Patrol officers seized a large amount of illegal narcotics on a traffic stop. The K-9 team also assisted in this case. The amount of contraband seized indicates that the suspect arrested is a serious drug dealer.



# PATROL HIGHLIGHTS



## AUGUST 2014 HIGHLIGHTS

Officer Francisco Hill was recognized by the Central Iowa Traffic Safety Task Force (CITSTF) as 'Traffic Safety Officer of 2014'. Officer Hill was chosen because of his proactive traffic enforcement. His work makes the streets safer for drivers and pedestrians.



## OCTOBER 2014 HIGHLIGHTS

Patrol officers are always on the look-out for illegal weapons. Patrol officers caught a man carrying an illegal handgun on a traffic stop. Officers located the handgun through proactive traffic enforcement and effective roadside investigative techniques.



Personal Injury Accident Handled by Patrol Officers in December 2014

# CANINE (K-9) UNIT



**P**olice Officer Canada and K-9 Argos were deployed 68 times in 2014. These deployments resulted in 44 arrests. Over 345 grams of illegal narcotics were seized by the K9 team with an approximate street value of \$10,000. The unit also seized over \$10,000 worth of cash and property from suspected drug dealers. Officer Canada and K-9 Argos logged 251 training hours and 30 additional hours in October for their annual certification that was held in Manhattan, KS.

## **CERTIFICATIONS ARGOS MAINTAINS**

### **Narcotics Detection**

*marijuana*

*methamphetamine*

*cocaine*

*ecstasy*

*heroin*

### **Building, Article, Area Searches**

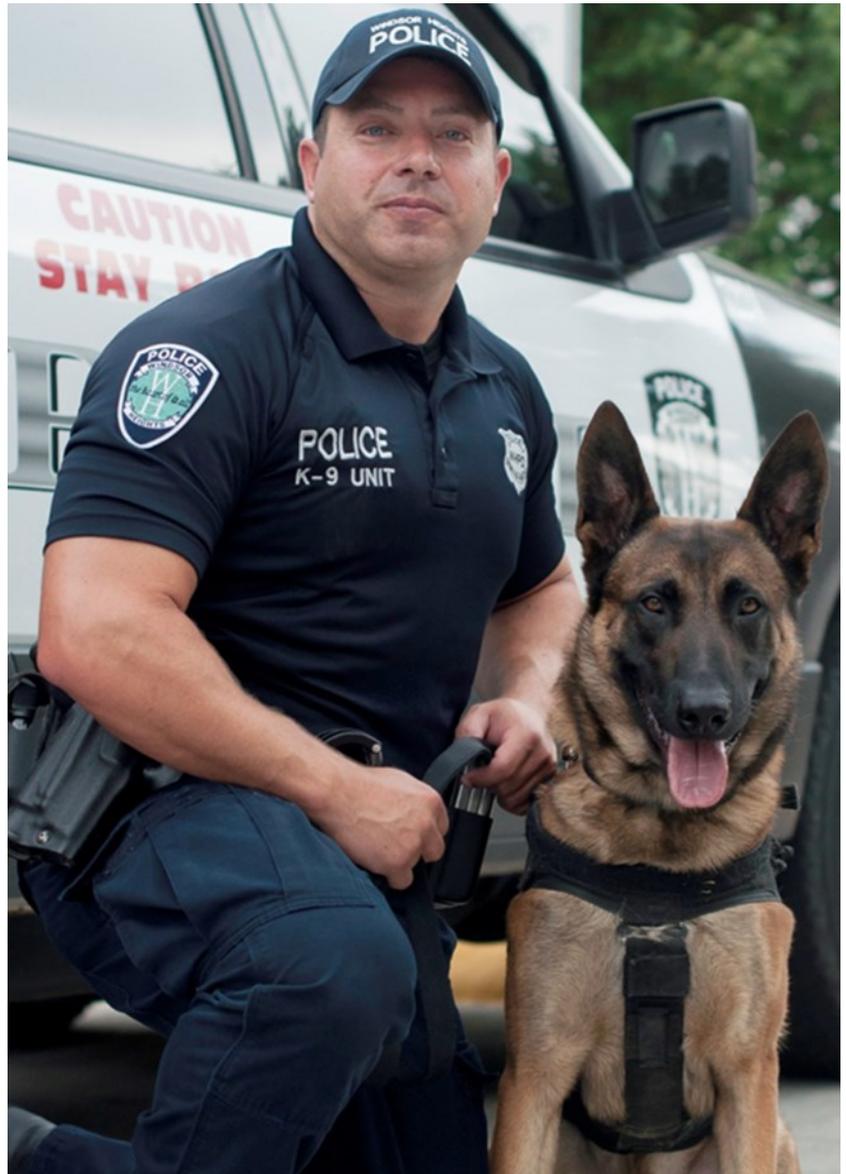
### **Handler Protection**

### **Tracking**

### **Obedience**

### **Run & Recall**

### **Criminal Apprehension**



# CANINE (K-9) DEPLOYMENTS



## STATISTICS

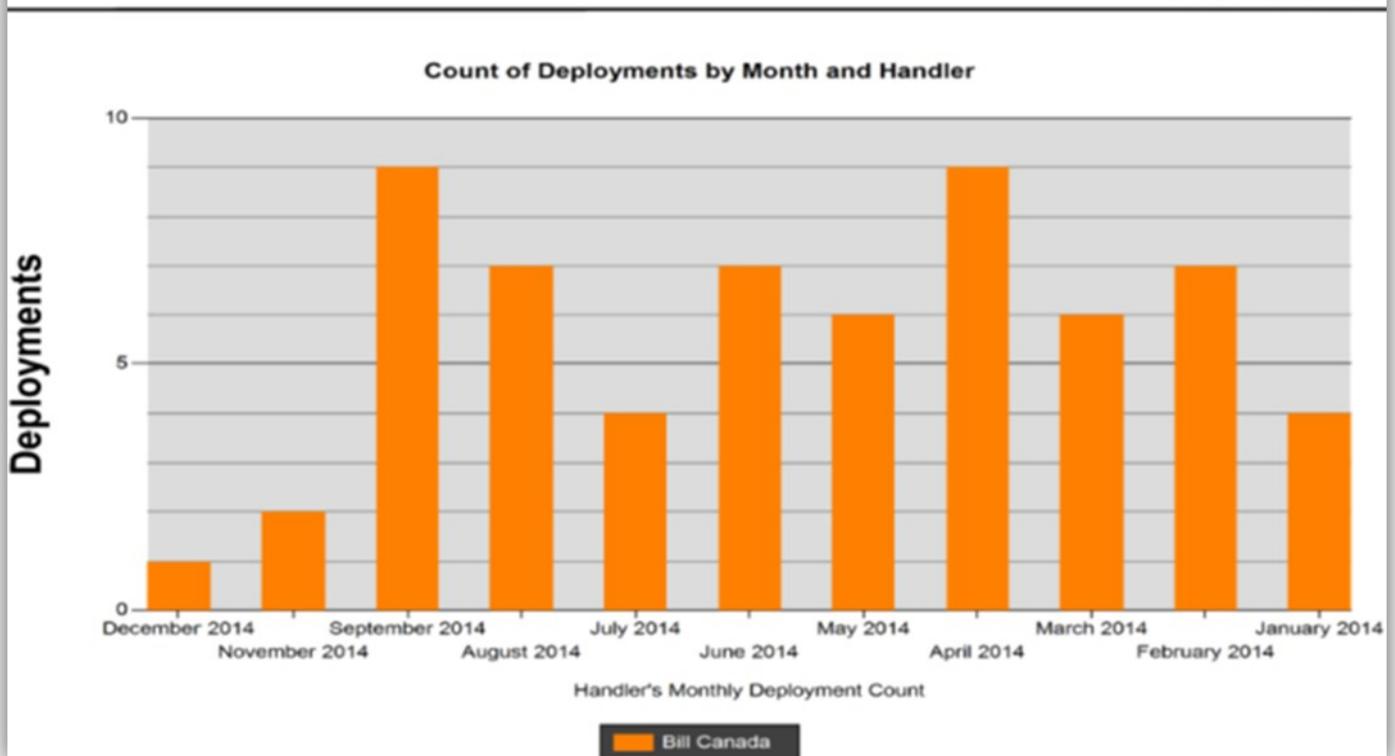
**Deployed 68 Times**

**Over 345 Grams of Illegal  
Narcotics Seized**  
(\$10,000 Street Value)

**281 Training Hours**

### Windsor Heights Police Department Graphed Count of K-9 Deployments

Grouped by Month and Handler



# CANINE (K-9) HIGHLIGHTS



## K-9 DEPLOYMENT HIGHLIGHTS



Officer Canada and K9 Argos assisted the Norwalk Police department on June 22, 2014. A suicidal subject fired a shotgun outside of his residence and then fled on foot. K9 Argos was deployed to track this subject to ensure he didn't cause harm to himself or anybody else in the community. Argos successfully tracked the suspect for 1.6 miles. Argos apprehended the subject hiding under a box truck. A majority of the track was on hard pavement which is much more difficult for a dog to track due to the fact the odor doesn't stick to pavement like it does grass or other softer areas. Expert trainers consider a track of one mile to be a master track and extremely difficult for most working dogs to perform. Even the small percentages of the dogs that perform a master track during competitions perform a majority of the track on grass.

Also in June, Officer Canada and K9 Argos played an integral role in a narcotics investigation which occurred in the Wal-Mart parking lot. Argos

alerted on a vehicle and the following were seized during a search of the vehicle:



**63.4 GRAMS OF MARIJUANA**  
(street value \$1,200)

**20 GRAMS OF METHAMPHETAMINE**  
(street value \$2,400)

**\$1,500 IN CASH**

# CANINE (K-9) HIGHLIGHTS



In August, Officer Canada made a traffic stop in the 7500 block of Hickman road. The driver denied consent to search the car. Officer Canada deployed K9 Argos on an open air sniff around the car. K9 Argos gave a positive alert and a search of the vehicle was conducted. Officer Canada located an illegal loaded firearm along with several illegal narcotics packaged for distribution.



On September 25, 2014, Officer Canada and K9 Argos assisted Johnston and Urbandale Police with four suspects who were involved in a robbery/home invasion. The suspects fled in a vehicle and crashed in Urbandale. All four suspects fled on foot and were all armed with handguns and rifles. The K9 team picked up the scent and began tracking the armed suspects. K9 Argos jumped several fences and went through several residential back yards. Along the way Argos located several articles of clothing that were left behind by the suspects. Officer Canada and K9 Argos tracked the suspects for over one mile. Our K9 unit was less than two blocks away from the suspects when another officer who was on a perimeter located one of the offenders. Officer Canada and K9 Argos were

crucial in this case to let perimeter units know the direction the suspects were heading and ultimately apprehending one of the suspects involved.

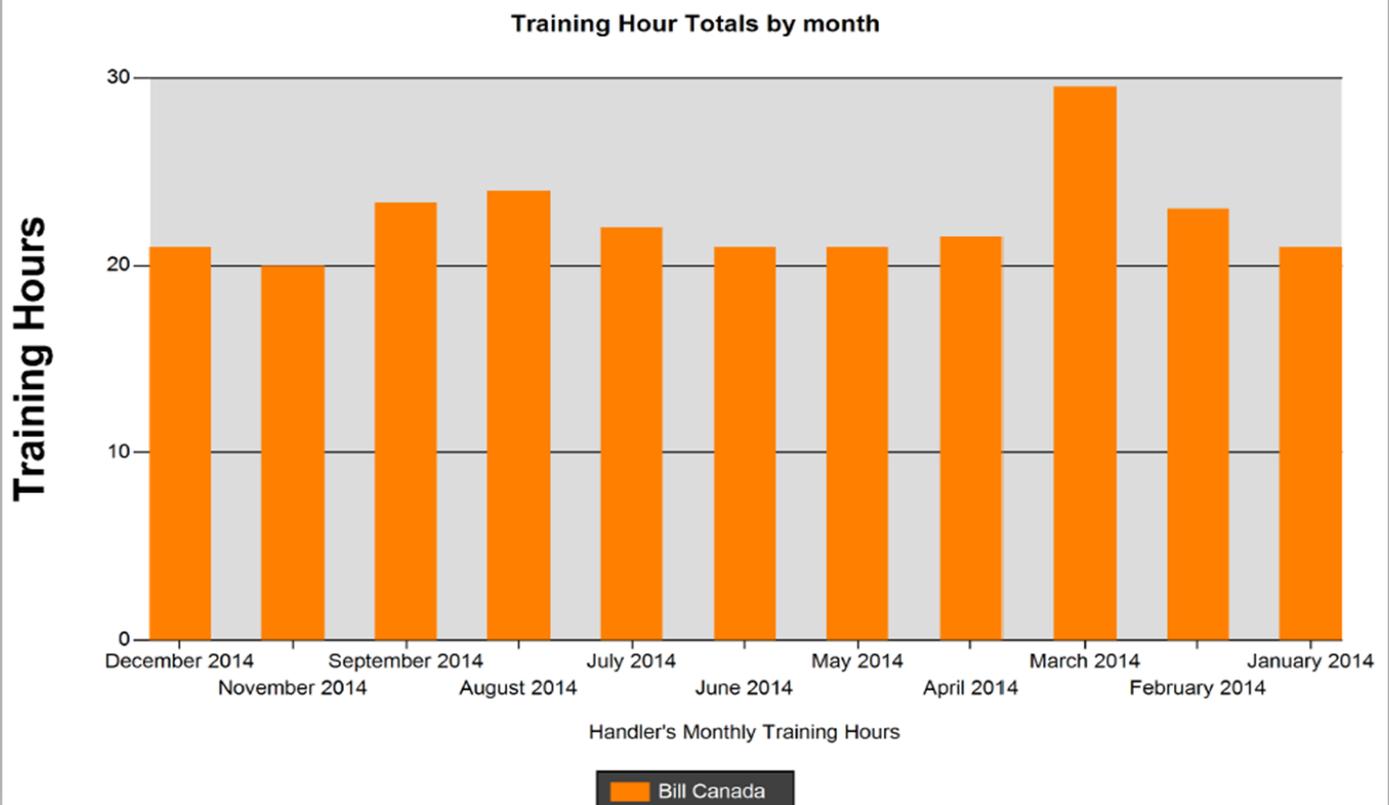
# CANINE (K-9) TRAINING



Officer Canada and K-9 Argos continue to train and hone their skills on a monthly basis. Officer Canada trains with other handlers from around Iowa and still trains with their original trainer Joshua Morton. Advanced training is crucial in keeping the team sharp to deal with any situation that may arise.

## Windsor Heights Police Department Graph of K-9 Training Hours

Grouped by Month and Han



# CANINE (K-9) DEMONSTRATIONS



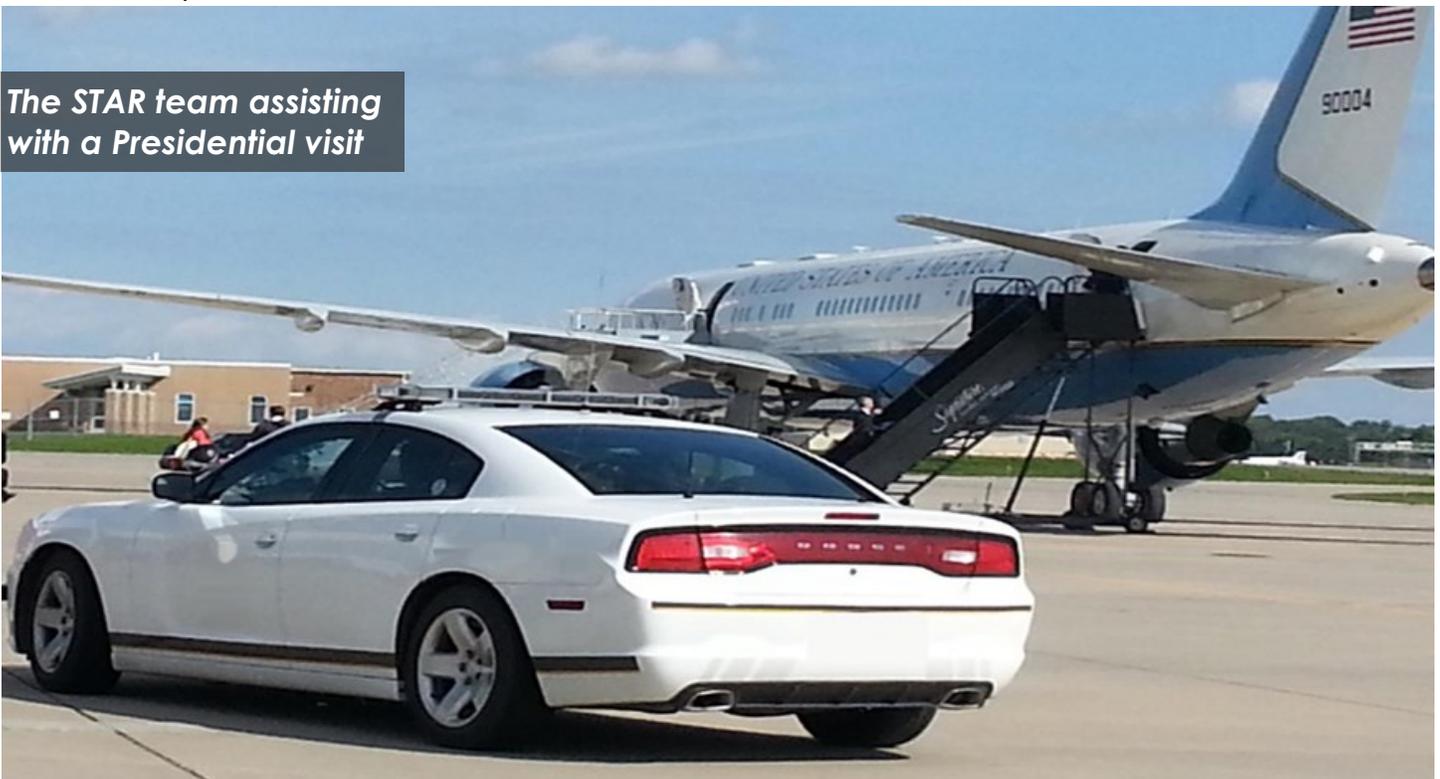
Officer Canada and K-9 Argos have performed several demonstrations throughout the year to local businesses and civic groups. Some of the venues included are the Boy Scouts of America, Royal Rangers, Iowa court attorneys and court reporters, local public schools, Des Moines dog club, and National Night Out. It is important to educate the public on the various skills that a K-9 team is capable of.

# METRO STAR TEAM



The Windsor Heights Police Department's Metro STAR operator performs in a part-time capacity on the Special Tactics and Response (STAR) Unit housed out of the Des Moines Police Department. The STAR team responds to high risk call outs that require an elevated level of tactics and weapons training than what the average patrol officer/division can provide. This specialty is possible through a cooperative agreement between the cities of Des Moines and Windsor Heights, Polk County, and several other local suburbs. When the team is not activated for a call or assigned to a training day, our operator's primary role is a patrol assignment within the Windsor Heights Police Department.

*The STAR team assisting with a Presidential visit*



The Metro STAR Entry Team division is comprised of three teams which rotate being designated on-call in case of emergency call outs or other situations which may arise. In addition to emergency call outs such as armed or barricaded persons or hostage situations, Metro STAR entry teams will assist with high risk search warrants for narcotics or wanted persons, crowd control during demonstrations, and assist the Secret Service with security during dignitary visits including motorcade and scene security.

# METRO STAR TRAINING



Continual rigorous training is imperative to maintain the operator's specialized skills. The entry teams train on a regular basis in a rotation of one day a month followed by two days the next month. Typical trainings consist of firearms and tactics that include rappelling, breaching, vehicle assaults, building searches, officer rescue, chemical munitions, and active shooter response. The WHPD's officer assigned to STAR participated in **212** hours of specialized training in 2014. These hours included monthly trainings and SWAT Rifle School.



# METRO STAR TRAINING



In addition to the law enforcement tactical services provided to the city through the Metro STAR team, Windsor Heights participates in a Homeland Security 28E Agreement with the City of Des Moines, Polk County, Dallas County, Warren County, and several metro area municipalities. This Agreement covers tactical responses to suspected incidents involving Weapons of Mass Destruction (WMD) or Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) incidents. The 28E also includes access to the Des Moines Bomb Squad, the Region 5 Fusion Center for intelligence collection/analysis, and allows for collaboration with the Des Moines Police Department's Identification Section for the collection and preservation of evidence at major crime scenes. All of these services are paid for through a multi-year cooperative sharing agreement. Each city makes a predetermined annual contribution to support these units based on a per capita payment that is calculated among participating jurisdictions.



## **THE WHPD STAR OPERATOR TOOK PART IN THE FOLLOWING OPERATIONS IN 2014**

### **March 13**

721 E. Park, Des Moines  
Search/Arrest Warrant for  
Shots Fired Investigation

### **September 17**

3100 McKinley, Des Moines  
Executive Protection Detail  
for Vice-President Visit

### **October 13**

3100 McKinley, Des Moines  
Executive Protection Detail  
for First Lady Visit

### **October 31**

Multiple Addresses in  
Urbandale and Des Moines  
Three Narcotics Warrants

# RESERVE UNIT



The reserve unit had one certified reserve officer and two reserve officer recruits at the beginning of 2014. The two recruits did not successfully complete their initial training. Reserve training is rigorous and shows recruits what a career in law enforcement is like. One of these recruits decided to change roles and volunteer with the police department in different capacities.

On June 27, 2014 a certified reserve officer from another police department was sworn in as a reserve officer with the Windsor Heights Police Department. This individual had heard about the high caliber reserve program that Windsor Heights was building and wanted to be a part of it.

The reserve unit conducted a recruitment process in 2014. Two reserve officer recruits were selected through this process and began their initial training. If these two recruits successfully complete their training, the reserve unit will be partially staffed with four officers by mid-2015.

*Reserve Officer Luke Donahue  
being sworn in by  
Police Chief Dennis McDaniel*



# RESERVE UNIT



The reserve unit conducted **22** hours of training in 2014. Windsor Heights' philosophy on reserves is that a reserve officer should be as capable and professional as a full-time officer. To ensure this is the case, WHPD reserve officer candidates experience a lengthy selection process. Once an individual is vetted as a reserve candidate, s/he must complete a comprehensive training program which will certify him/her as a reserve officer in the state of Iowa. Then the officer goes through a comprehensive field training program tailored specifically to the reserve officer.

Reserve officers worked **123** hours on patrol and assisted at special events as well. The department's current fully certified reserve officers works as a second officer alongside full-time patrol officers at least once per month.

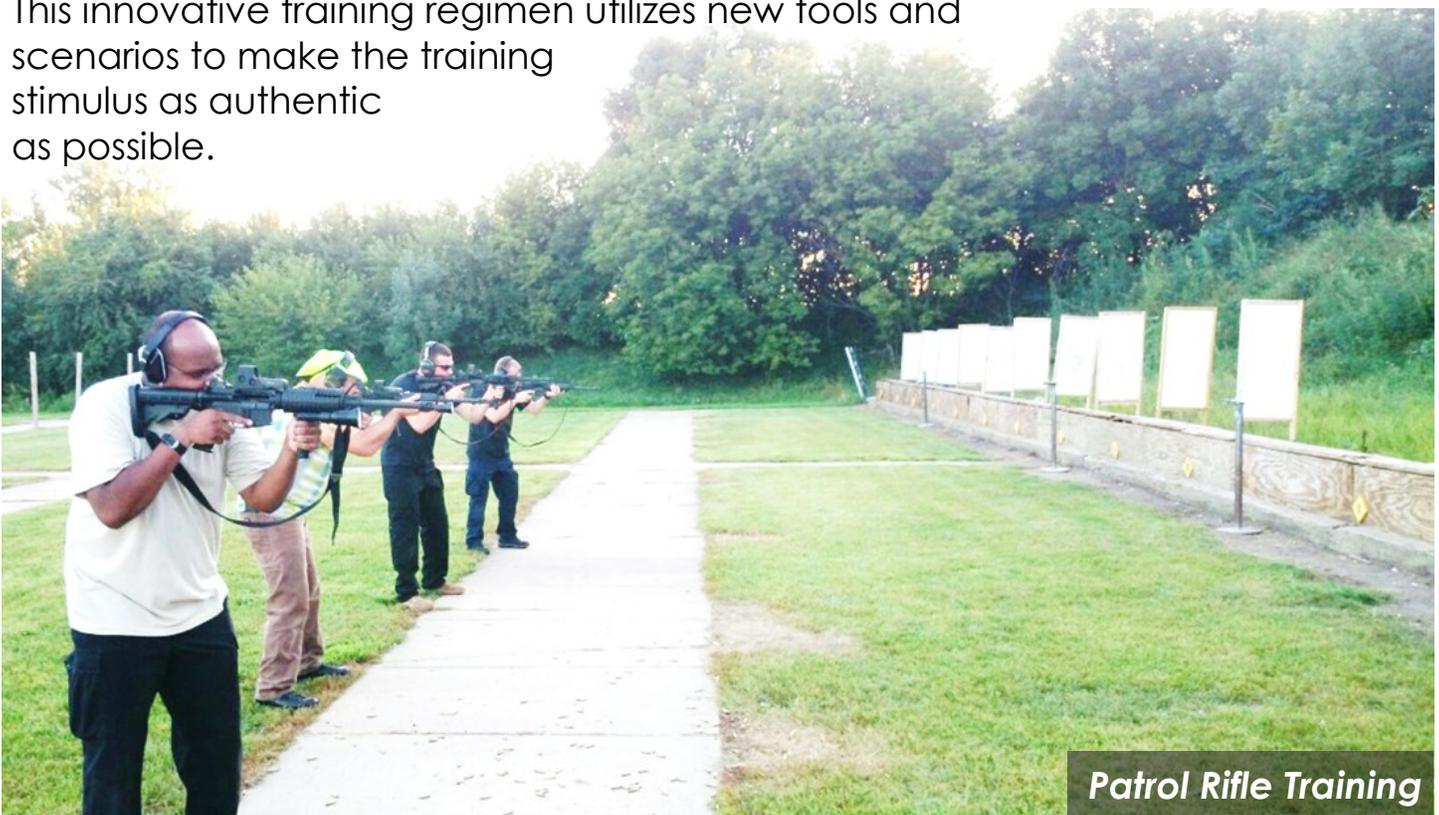


# TRAINING SUMMARY



In this modern day of policing, officers are required to possess a sound foundation of advanced skills. Today's officers must have legal acuity, tactical expertise, social services skills, and emergency medical prowess. They must be accurate in their split-second decision making that will inevitably be second guessed by their commanders, the public, media, and possibly the courts.

In 2014 the department's in-service training program continued to adapt to becoming more comprehensive and effective. In 2013 real life scenario based training was utilized to build officers use of forces skills. This training better equips officers to react appropriately when faced with a use of force encounter on the street. In 2014 these skills were still highlighted but officers were also challenged to get the 'little things' right. Specific skills and techniques were covered during training sessions. All too often training can be conducted in a vacuum of isolation rather than under real world stressors where multiple tactics, techniques, and approaches need to be considered. This innovative training regimen utilizes new tools and scenarios to make the training stimulus as authentic as possible.



*Patrol Rifle Training*

# TRAINING SUMMARY



*Officers conducting PT in Colby Park during in-service training*

Physical fitness training and testing were implemented to the department's in-service program in 2014. At least once a month officers participated in a rigorous physical fitness work out. These work outs were designed with real world application in mind. Officers were tasked with exercise that would build the muscles needed while they were on the job.

# TRAINING SUMMARY



*"Today officers need to be prepared better than ever for the growing number of violent and trained criminals on the street as well as recognizing behaviors of the mentally ill. With that in mind, WHPD officers are regularly drilling on skills after reviewing training videos that are made in-house. In-service training days are used primarily for real life scenarios which engage an officer's skill set and their ability to think clearly during possible use of force encounters. With this comprehensive approach, officers take in the totality of circumstances and act reasonably. This system also builds confidence and ensures officers do not hesitate when force is necessary."*

*- Detective Rob Pearson, Use of Force Instructor*



# IN-SERVICE TRAINING PROGRAM



Individual officer in-service training hours are listed below. These totals do not include specialized training hours conducted by the Metro STAR operator or the K-9 unit.

**Chief McDaniel**  
87.5 hours

**Lieutenant Meyer**  
98.5 hours

**Officer Siepker**  
113 hours\*\*

**Lieutenant Kendig**  
87 hours

**Officer Nissen**  
86 hours

**Officer Metzger**  
101 hours

**Officer Hill**  
59 hours

**Officer Woods**  
89 hours

**Officer Norris**  
66 hours

**Detective Pearson**  
100 hours

**Officer Gillett**  
84 hours

**Officer Canada**  
104 hours\*

**Officer Palmer**  
Currently in ILEA  
Basic Academy

**1,538** TOTAL TRAINING HOURS FOR ALL OFFICERS AND UNITS AT THE DEPARTMENT IN 2014

\*Officer Canada and K-9 Argos completed an additional **251** hours of specialized canine training in 2014.

\*\*Officer Siepker completed an additional **212** hours of training with the Metro STAR unit.

# FIELD TRAINING PROGRAM



Field training is conducted under the direct supervision of the Patrol Commander. This is a comprehensive training program that occurs each time a new officer joins the force. The new officer is accompanied and instructed by a field training officer (FTO) until such time as s/he demonstrates proficiency in a wide array of structured tasks and learning objectives. WHPD utilizes a training program specified by Field Training Associates, a leader in police officer training in the U.S. The department is also a member of the National Association of Field Training Officers (NAFTO). Training officers attend periodic conferences and additional training offered by this organization.

The Field Training program is integral to an officer's success. This program teaches and tests a new officer in every aspect of work on patrol. New officers begin with simple tasks as they enter the program. These tasks include basic paperwork and geography as well as learning how to handle the stressful lifestyle of a police officer. As the program progresses through multiple phases, the new officer completes increasingly more complex learning objectives such as handling narcotics investigations and conducting impaired driver testing. As structured tasks are being covered, practical application in scenario-based training is also done.



**OFFICER NATALIE GILLETT SUCCESSFULLY COMPLETED THE DEPARTMENT'S FIELD TRAINING PROGRAM IN 2014**

# FIELD TRAINING PROGRAM



The Field Training Officer (FTO) will test new officers with scenarios called Tactical Role Plays. In these set-ups new officers are exposed to a variety of simulated calls for service that are routinely handled by police officers. Tactical Role Plays are essential in building an officer's knowledge and confidence. Then in the final phase of the program, the new officer has the Patrol Commander ride with him/her to assess if s/he is ready to be released for solo patrol duties. This is called the "shadow" period. The Patrol Commander dresses in plain clothes and appears to the public to be a civilian rider; he merely observes and does not assist the new officer in handling calls for service. When the Patrol Commander signs off on the officer's progress and abilities at the end of this final phase, the officer is released from the field training program.



## NAFTO

*"The Patrol Division's policing philosophy centers on proactive enforcement and citizen interaction. I encourage patrol officers to be vigilant in their pursuit of criminal activity and ambassadors for the police department with the community. It is imperative that our officers possess a dynamic skill set. These skills allow an officer to apprehend a violent criminal one instant and go to an elementary school to read and interact with students in the next moment. These are the types of individuals that make up the Windsor Heights Police Department Patrol Division. I count myself fortunate to work with and supervise them each day."*

*- Lieutenant Trace Kendig, Patrol Commander*

# NATIONAL ASSOCIATION OF FIELD TRAINING OFFICERS

# Support Services ANNUAL REPORT



# SUPPORT SERVICES DIVISION



## LT. DEREK MEYER SUPPORT SERVICES COMMANDER

Public Information Officer

Accident - Technical Investigator

Precision Driving Instructor

Network System Administrator

The Windsor Heights Police Department Support Services Division consists of three sworn peace officers, two administrative support clerks, three adult crossing guards, and multiple on-call matrons. The Lieutenant acts as the Support Services Division Commander and answers to the Police Chief.

### DETECTIVE ROB PEARSON General Crimes Investigator

Firearms Instructor  
1911 Pistol Armorer  
Duty Knife Instructor  
ASP Instructor  
Rape Aggression Defense Instructor  
Defensive Tactics Instructor

### OFFICER AMANDA WOODS Traffic & Community Safety Coordinator

Child Safety Seat Technician  
Crime Free Multi-Housing Coordinator  
Code 411 Instructor  
GTSB Grant Administrator  
Rape Aggression Defense Instructor

## PERSONNEL

### TAMMY BREESE

Administrative Assistant  
Police Department Matron  
Records and Crime Analyst

### KATHLEEN WAINWRIGHT

Crossing Guard

### DONNA MCFARLING

Crossing Guard

### JUDY LEE

Crossing Guard

# POLICE INVESTIGATIONS

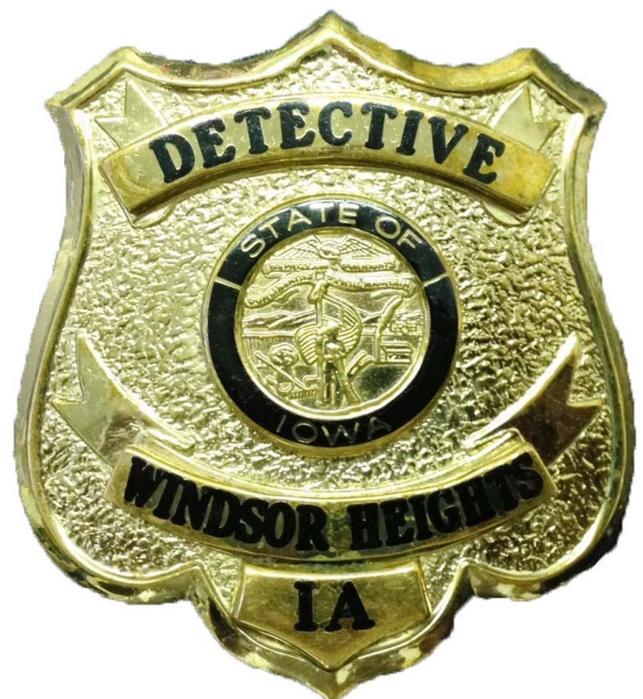


The Windsor Heights Police Department's Investigation section is primarily responsible for the thorough investigative follow-up of complex felony and misdemeanor crimes occurring within the jurisdictional boundaries of the City of Windsor Heights. In the course of their actions, investigators will work to identify, arrest, and present offenders to the judicial system.

Personnel work in conjunction with officers and investigators from various municipal, county, state, and federal law enforcement agencies to accomplish their respective missions. Through these cooperative efforts, crimes and patterns are detected and suspects are identified, located, and arrested.

Additionally, opportunities to educate our citizens about awareness and prevention are taken on a case-by-case basis so that we may better serve our community. These continued efforts empower residents and business owners to enhance the quality of life in Windsor Heights and build a safer community.

The Investigations section consists of one general crimes detective overseen by Lieutenant Derek Meyer. The investigator currently assigned to Investigations is Detective Rob Pearson. Investigator's serve in the Support Services Division for a term of three to five years which fosters growth, development, experience, and opportunity within the department. Detective Pearson has completed his first full year in this position during which time he has received advanced schooling in: crime scene processing (basic and advanced), surveillance, and informant development.



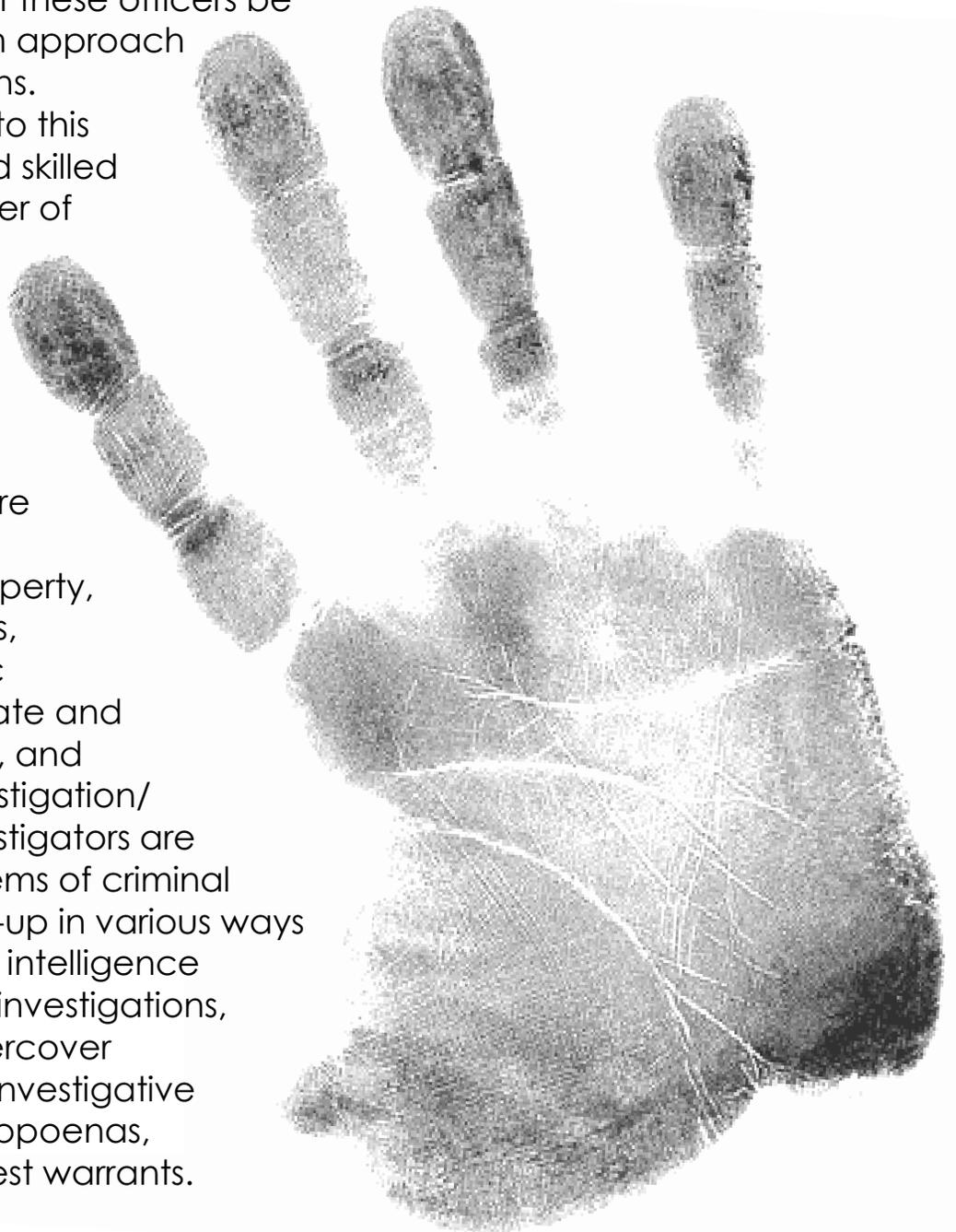
# POLICE INVESTIGATIONS



To organize a safe, effective investigative unit, Detective Pearson is assisted in his duties by Traffic & Community Safety Coordinator (TCSC) Officer Amanda Woods as well as the Support Services Commander, Lieutenant Meyer. The volume and depth of criminal cases evaluated by the Support Services Division necessitates that these officers be flexible and take a team approach to follow-up investigations.

The personnel assigned to this section are talented and skilled individuals; each member of the unit is dedicated, determined, and committed to the citizens and businesses of Windsor Heights.

Criminal investigations are categorized into crimes against persons and property, fraud and forgery crimes, technology and forensic evidence processing, state and federal narcotics crimes, and technical accident investigation/reconstruction. Our investigators are called to address problems of criminal activity and case follow-up in various ways to include: surveillance, intelligence gathering, background investigations, plain-clothes work, undercover operations, issuance of investigative search warrants and subpoenas, and applications for arrest warrants.



# POLICE INVESTIGATIONS

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The Windsor Heights Police Department's Investigations section is responsible for most all felony follow-up investigations within the department. When a patrol officer receives a serious complaint from a citizen and the officer cannot immediately clear the case and/or needs technical support from an advanced skill set (such as crime scene processing), it is forwarded to the Investigations section for collaboration and review. Lieutenant Meyer then evaluates and assigns the case for follow-up. During the course of their duties, investigators use traditional methods such as the collection of physical evidence, interview and interrogation techniques, computer technology, and community conversations/neighborhood canvas to solve their cases.

The most recognized duty of an investigator is to receive reports prepared by patrol officers and perform the appropriate follow-up investigations. In addition to those responsibilities, investigators must be able to identify and collect evidence at a crime scene so that it can be stored, preserved, and made available for prosecution. Investigators spend a significant amount of time conducting in-depth interviews with witnesses and interrogating suspects, preparing formal statements, and arresting persons suspected of committing crimes based on probable cause or by warrant.

Personnel in this unit must be able to successfully communicate the investigative efforts of a case to a prosecuting attorney in a written report and supplemental documentation. Investigators will then be required to testify in court and give accurate, detailed testimony relative to the results of the criminal investigation. In addition to the fundamentals of investigative work, investigators meet weekly with other detectives from around the Metro to share, collect, compare, and assist one another in solving crimes. Lieutenant Meyer meets bi-monthly with representatives from local agencies and media outlets to hear and share useful information about on-going activities. He also serves as an agency liaison with the Polk County Crime Stoppers organization for the promotion and advocacy of anonymous crime reporting. Additionally, he meets quarterly with local investigative commanders regarding current trends, resources, staff allocation, and best practices for resources.

# POLICE INVESTIGATIONS



Through the efforts of the personnel assigned to the Investigations section, the department has successfully addressed issues our community experiences as being detrimental to quality of life. While it is difficult to truly reflect in words the time and energy investigators put into their assignments, their dedication to the overall mission of this organization and the citizens we protect is nothing short of remarkable. In 2014, Investigators in the Support Services Division were assigned **51** cases to review, completed work on **47** cases, and carried **11** cases into 2015 for further investigation. In some situations active cases are carried over from a previous year, and in other instances new information may arise in an older case that was previously cleared causing it to be re-opened. Additionally, Investigators also assisted with work on an additional **52** cases that other officers maintained primary responsibility for investigating.

As an investigator works a case to determine probable cause, any associated links between individuals and assets will necessitate a detective to petition the court for a subpoena and/or search warrants. In 2014 investigators and patrol officers served **5** subpoenas, **4** search warrants and issued **3** arrest warrants while investigating criminal cases.



**Evidence Room**

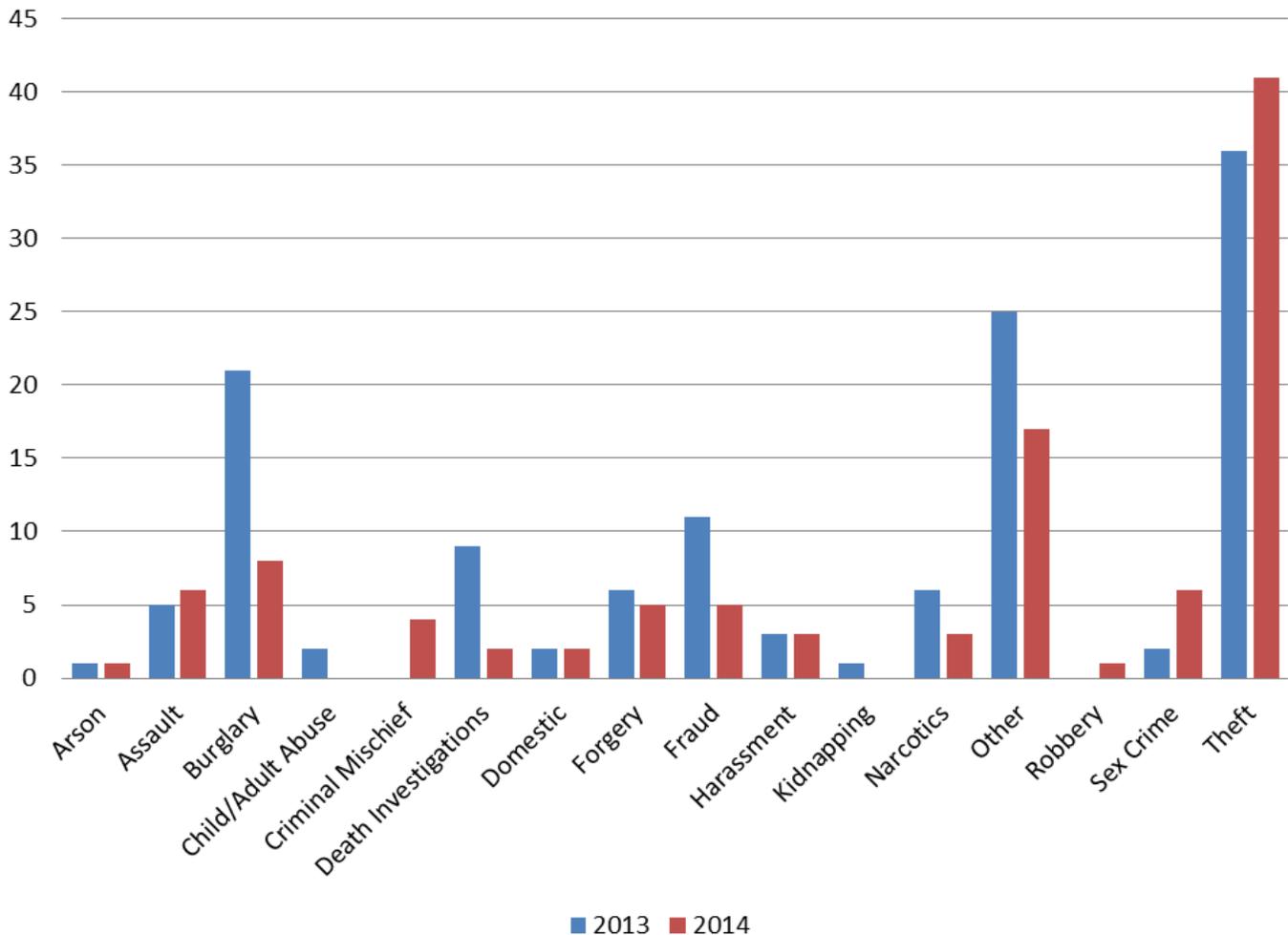


**Evidence**

# POLICE INVESTIGATIONS



## Investigative Cases Assigned



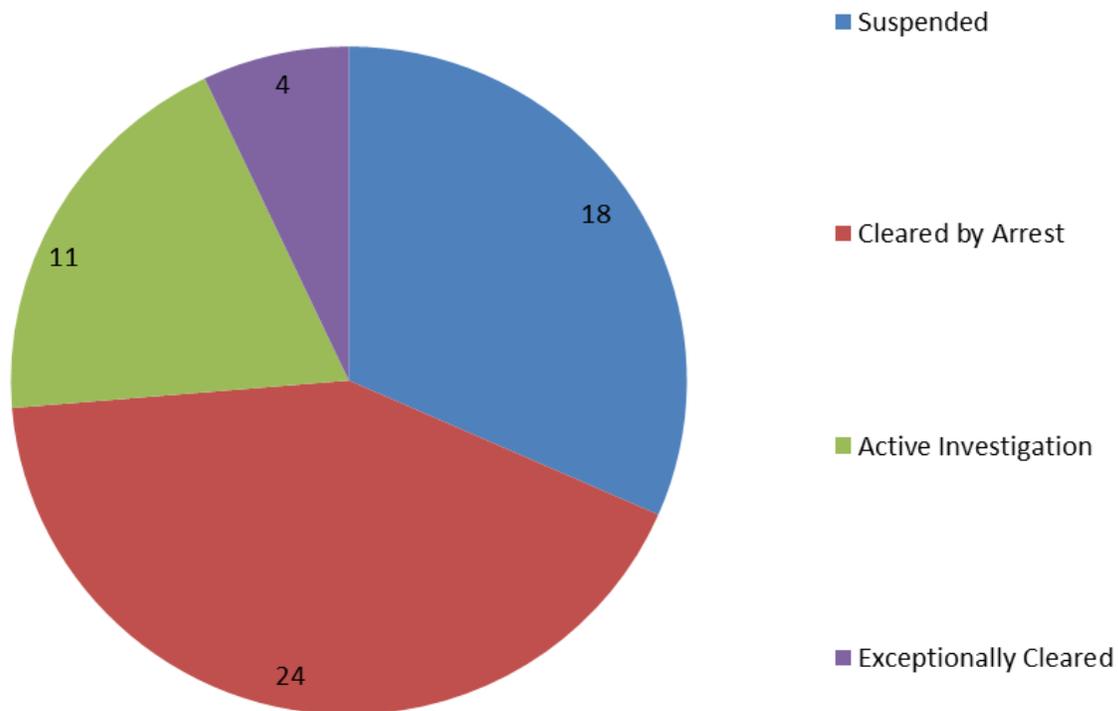
Investigators diligently worked their cases in 2014 to obtain a clearance rating of **55%** making **45** arrests and completing **147** reports.

In addition to the roles and responsibilities of an investigator, personnel assigned to Support Services have been periodically backfilling staffing levels in the Patrol Division. In 2014 Chief McDaniel re-assigned the investigator and the TCSC to patrol duties for **486** hours and the Support Services Commander for **176** hours.

# POLICE INVESTIGATIONS



## Case Dispositions



## NOTABLE CASES

In **January**, a resident reported over \$12,000 of property being stolen from their basement storage area. Investigators learned there was no report of forced entry and the building's design had a common access area between the two adjoining residences. Investigators obtained information about an individual who recently lived in the adjoining residence and was able to locate him in Nevada, IA. The individual made several attempts to deceive investigators about the missing property but later recanted and admitted to possessing and selling the stolen items. Investigators obtained the property location and were able to recover several of the reported items stolen. Ultimately this property was returned to the rightful owner and the suspect was charged with felony theft.

# POLICE INVESTIGATIONS

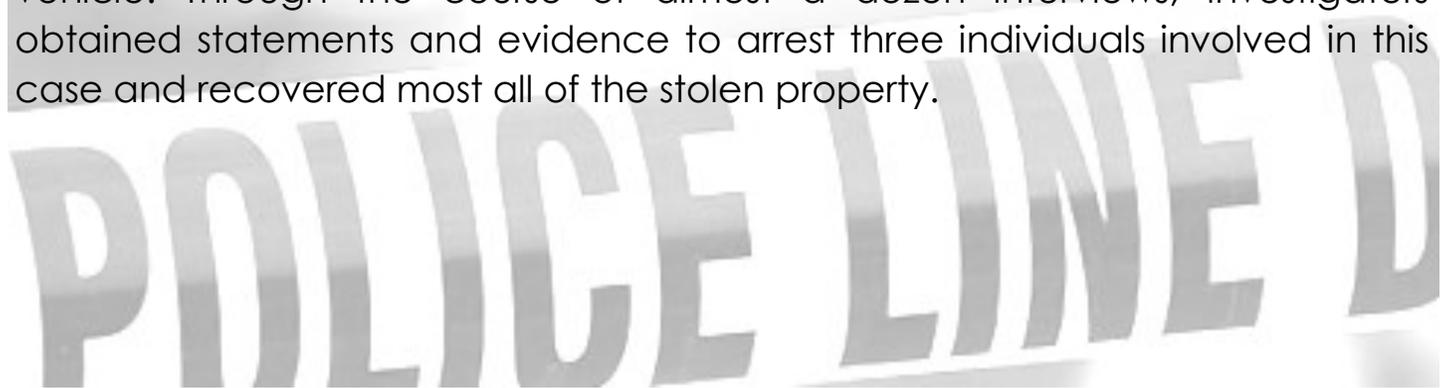


**French Horn**

In late **February** Investigators' work concluded on multiple burglaries in which offenders were identified and referred for criminal prosecution. Investigators had identified an individual directly involved with the theft of a musical instrument valued over \$4,000. Investigators worked for more than 48 hours doing research and surveillance to locate that individual's

whereabouts as she was absconding for more than a month. Their efforts ultimately led to multiple arrests and the recovery of stolen items such as the valued item shown above.

In **March**, two residents were the victim of a theft when their vehicles were stolen near their residence. Shortly after the thefts and notification, Investigators and patrol officers were able to recover one of the vehicles using the system's GPS in a nearby neighborhood. The second vehicle's location was still unknown until Investigators spotted it within the area of the first vehicle. Through the course of almost a dozen interviews, investigators obtained statements and evidence to arrest three individuals involved in this case and recovered most all of the stolen property.



# POLICE INVESTIGATIONS



In **May**, Investigators were assigned a theft case involving a local business after an individual was observed stealing merchandise from the store. After detectives started looking into this case they soon realized the merchandise was being routed through a central location to facilitate other criminal conduct. Through the use of witness statements, surveillance systems and research, investigators were able to identify this individual and his location. This investigation ultimately led to the issuance of 2 search warrants where officers recovered additional stolen merchandise valued over \$1,000 and made a total of 3 arrests.



**STOLEN ITEM STACKED IN CLOSET**

In **August**, Investigators were assigned a criminal mischief case involving a juvenile driving a vehicle and ramming it into another with no apparent reason. The result of this caused over a thousand dollars in damage to this victim's vehicle. Investigators were able to identify the driver of this car within hours but were unable to make contact initially. Through a non-traditional approach, Investigators were able to go undercover as a citizen and arrange a meeting with this individual. Through the success of that encounter, this individual was located without incident and referred to a detention facility to be adjudged of these allegations. Juveniles are not typically charged with a crime but handled through a variety of informal corrective means to enable future life successes. In this instance, the juvenile and his/her parents knew a warrant had been issued and were absconding from the justice system.

# POLICE INVESTIGATIONS



In **October**, patrol officers took a report of a minor that had gone missing and notified investigators to assist. During the initial parts of this investigation officers believed a kidnapping situation had taken place and continued taking the necessary steps. Detectives began coordinating efforts for the recovery of this individual working with dispatchers across state lines and initiating the Amber Alert process. Patrol Officers and Detectives continued to work the investigation at their level, and through their efforts and others assisting, the victim was located and taken out of harm's way in the state of Illinois where the suspect was also apprehended.



After locating the missing minor, detectives continued to work through the evening and into the morning speaking with witnesses and collecting forensic evidence. At the same time, the victim was returned home that night into the morning, to his/her parents. During the follow up investigation detectives collaborated with investigators from another state to process a crime scene and to retrieve evidence. Arrangements were also made for the suspect to be transported back to Iowa to be charged with sex abuse.



# INTERNAL AFFAIRS



The Windsor Heights Police Department Investigations section has the added responsibility of assisting the department in maintaining the professional standards of the organization. This responsibility lies primarily with both division lieutenants; although, investigators may be called upon to assist in these investigations if significant allegations require a great deal of follow-up investigation.

Internal Affairs is tasked with thoroughly investigating and ensuring adherence of protocols for the integrity of the organization and maintaining a high standard of professionalism. It is the intent of this section to report, receive, investigate, and adjudicate any allegation brought forth for the benefit of the community while ensuring confidence in the administration that supervises the exercise of police authority. Investigations are therefore thoroughly conducted on formal complaints pertaining to any police department employee.

During the course of 2014 the department opened **9** Internal Affairs investigations; **3** of these investigations were in regards to conduct and **6** of these were as a result of motor vehicle accidents. Of these complaints, **2** were generated externally and **7** of them were initiated internally by administration. The allegations regarding officer conduct alleged: unprofessional conduct, biasness, deprivation of rights, officer intoxication, improper discretion and pursuit policy violation. The findings of these three investigations sustained **2** of the complaints and **1** complaint exonerated an officer. The **6** investigations regarding motor vehicle accidents held a final disposition of: **3** unsafe act/direct cause, **1** no unsafe act/preventable action possible, **2** no unsafe act/unavoidable.

# 9

## INTERNAL AFFAIRS INVESTIGATIONS OPENED IN 2014

# COMMUNITY OUTREACH



The Windsor Heights Police Department Community Outreach program focuses primarily on education and crime prevention to enrich the community as a whole. Officer Amanda Woods serves as the department's Traffic and Community Safety Coordinator (TCSC) and is responsible for educational outreach and fostering positive relationships between the department and the community.

In 2014 the TCSC engaged the public through **33** various events (listed on following page) within the community. This included special events, committees and partnerships with the greater Des Moines community.



**JULY 4TH CELEBRATION**

# COMMUNITY OUTREACH



- WHAMM 5 & 10K road race and pre/post events
- FD Pancake Day safety display
- Movies in the Park
- Music in the Park
- 4th of July – parade and park safety display
- National Night Out (primary sponsor & organizer) with service project
- Oktoberfest – food service
- Windsor Wonderland
- National Police Week events
- Special Olympics - Torch Run
- Special Olympics - Over the Edge
- YMCA Day Camp
- Rape Aggression Defense & radKIDS programming
- Child car seat safety installation checkup events
- Governor's Traffic Safety Bureau liaison & grant administrator
- Central Iowa Traffic Safety Task Force
- SafeKids Coalition of Greater Des Moines
- Special Olympics Torch Run Committee
- Community Education Advisory Council
- Code 411 (formerly DARE)
- Jr. Detective classes
- Hy-Vee Information Awareness campaign
- Home Security Audits and consultations
- Collaboration with Clive, Cowles, and Windsor Elementary schools
- Cub/Girl Scout tours and other civic, religious, or youth organizations
- Child ID Kit programming
- Social media safety tips through Nixle, Facebook, Twitter, WH website
- Tobacco and alcohol licensing compliance checks
- Crime Free Multi-Housing programming
- Fight for Air Climb, American Lung Association
- Iowa Crime Prevention Board Member
- LE liaison for area churches

# COMMUNITY OUTREACH



**National Night Out** - Every summer on the first Tuesday of August, residents are encouraged to take advantage of a night out against crime in a national effort to unite communities against wrong-doing. This year's event was hosted in Colby Park as the department and local businesses volunteered food, prizes, games, and service. As the community took this night to come together, the Department facilitated a service project benefitting Iowa National Guard families. Community members brought forth gift cards to directly



**08/05/14  
5PM to 7PM  
@ Colby Park**

**LOTS OF FAMILY FUN**

- FOOD & GAMES
- ROCK CLIMBING
- BOUNCE HOUSE
- GAME TRUCK
- PRIZES & DRAWINGS

**JOIN US FOR  
OUR ANNUAL  
NIGHT OUT  
AGAINST  
CRIME**

**WWW.WINDSORHEIGHTS.ORG  
OFFICER WOODS: 277-4453**



**LEFT TO RIGHT: OFFICER GILLETT, OFFICER METZGER  
& OFFICER WOODS AT NNO**

benefit Iowa National Guard families for their service and sacrifice they have been giving to our community. Through donations, product sales and an auction; the Police Association presented gift cards to the Iowa National Guard at the August 18th council meeting.

# COMMUNITY OUTREACH



This year's National Night Out event was our **biggest event** to date with an estimated 700 individuals in attendance. The night's activities included 22 vendors, 40 sponsors and the collection of \$1,500 towards this year's service project. As a result of these officers efforts and the community coming together, the National Association of Town Watch has recognized the Windsor Heights Police Department four outstanding participation in 2014.



**700 ATTENDED**

**40 SPONSORS**

**22 VENDORS**

**\$1,500 COLLECTED**



# COMMUNITY OUTREACH



**Junior Detective Course** - This class was well received by the community and participants in 2013 during our first year hosting such an event. In 2014, three summer courses were offered by the Department for kids ages 8-12 of age. Each course was a two hour interactive, hands-on opportunity to practice investigative skills of a full fledged investigator and crime scene officer. Students worked with instructors to fingerprint real objects, make crime scene drawings and walking through the "who did-it" scenario. Each participant was provided a t-shirt and examples of their work to remember the experience.



# COMMUNITY OUTREACH



**Certified Safety Seat Technician** - SafeKids USA is a national organization with a local charter in Iowa through Blank Children's Hospital. One of the partnership opportunities the Windsor Heights Police Department shares with SafeKids of Iowa is a monthly Child Seat Inspection program. Each month

**SAFE  
K:DS  
WORLDWIDE**

certified technicians from around the area work together to educate attending motorists on the proper installation of a child safety seat. Iowa law requires children six years and younger be restrained in a child restraint system. Officer Woods is a certified Child Safety Seat Technician and completed 32 inspections and installations over the course of 2014. Events were held at the Windsor Heights Hy-Vee and Bob Brown Chevrolet.



**32** CAR SEAT INSPECTIONS AND  
INSTALLATIONS COMPLETED IN 2014

# COMMUNITY OUTREACH

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**Information Awareness** - The Department continued to utilize social media as a relevant, real-time source of information for the public. In 2012 Chief McDaniel announced the department would begin reaching out to its citizens and nearby communities with quick, important, relevant and reliable information from the police department. In 2014 the TCSC continued this vision and communicated **349** messages to the public via Twitter, Facebook, and Nixle messaging services.

The use of the department's social media campaign continues to grow and reach citizens in real time on a mobile device or in their homes and businesses. There are **1,062** "likes" on Facebook and through the use of Twitter the department is able to instantly reach **258** followers. The department is also able to use Nixle, a SMS webpage and email notification system, to instantly reach **243** subscribers providing them categorized messages based on their predetermined level of criticalness.



**Elder Education Initiative** – Bridging the gap between generations does not have to be just for our younger generations. The department continued to reach out to those senior-citizens in 2014 offering educational meetings and resources to our senior residents. The TCSC takes the opportunity to meet with locals discussing internet safety, mail confusion, random and social security scams. This program has enabled officers to establish a commitment to serve and educate a generation that has typically viewed the police as a singular enforcement arm of protection.

# COMMUNITY OUTREACH



**Drug and Alcohol Compliance Checks** - The Windsor Heights Police Department remains committed to keeping drugs and alcohol out of the hands of our youth. As part of our continued focus we conduct random compliance checks throughout the city each year. Results of those compliance checks: **21** alcohol licenses were issued or on file – **0** violations discovered; **8** tobacco permits were on file – **1** violation was found. When a violation occurs, the employee is cited for the infraction and the business is fined in civil proceedings for the failed compliance.

During the course of the year, Support Services will visit permit holders to verify compliance. Our agency works with the public and respective businesses to provide the appropriate level of resources, education and redirection where necessary. Each business's employees and owners have the responsibility to keep our community safe, so we strive to partner with every licensee to ensure a successful outcome.



**1** TOBACCO VIOLATION IN 2014

# COMMUNITY OUTREACH



Additional highlights and community outreach participation for TCSC included Crime-free Multi-Housing, Safe Schools initiative, Self-defense courses, social media and community fund raising.

The TCSC facilitated participation from three corporations in the community to partner in a Crime-free Multi-Housing program. Each participant from the various organizations underwent 16 hours of instruction and are in the first phases of their certification program.

The "Safe Schools" initiative grew in 2014 to include additional events and functions such as: hazard mitigation assessments, safety meetings, critical incident planning sessions and response training. Each topic has a range of dialogue to include daily interactions or seldom worse case scenarios. The TCSC is committed to continue to work with schools to enable a functional, safe learning environment.

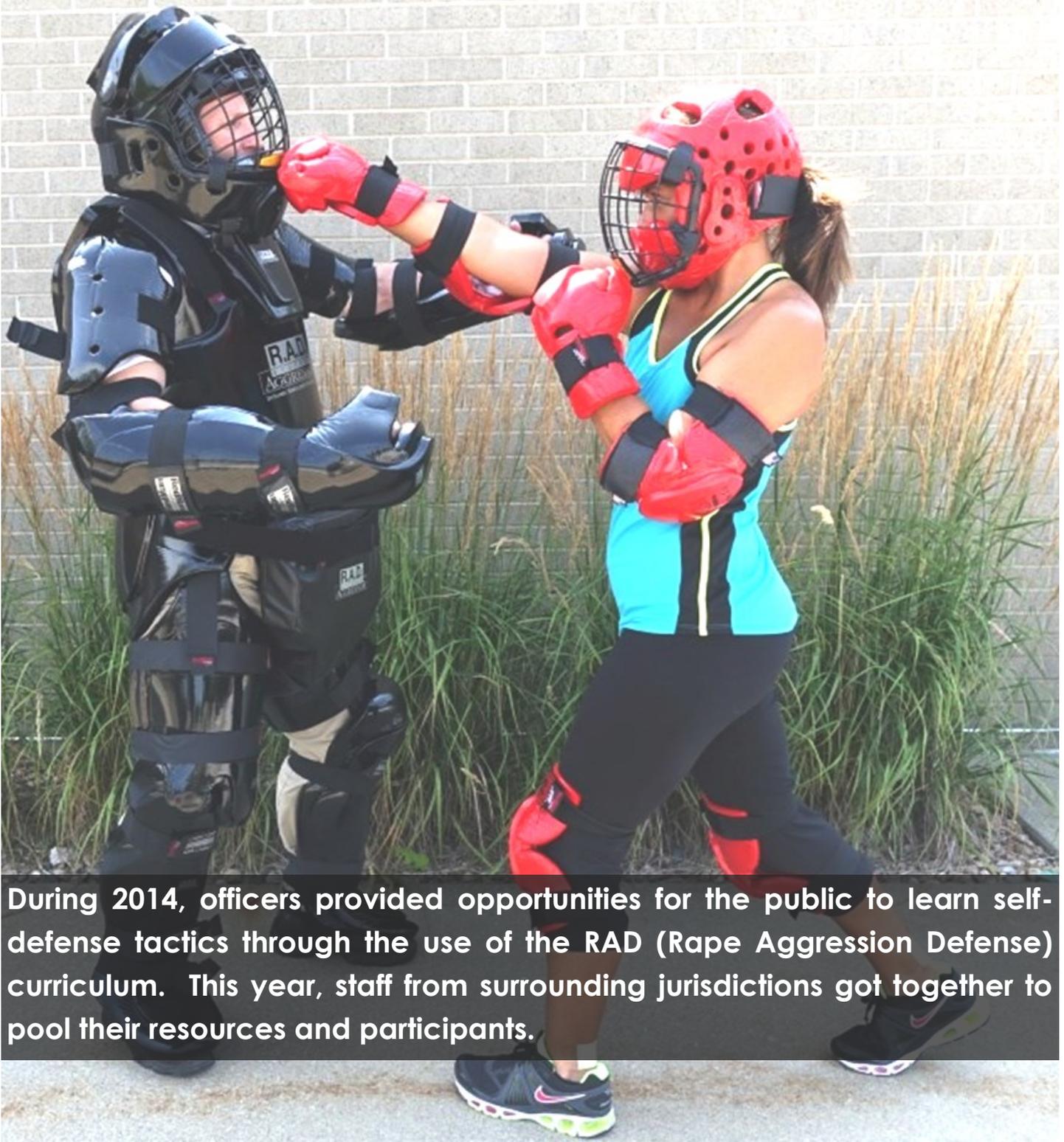
## City of Windsor Heights

### **CRIME FREE MULTI-HOUSING PROGRAM**



**"Keeping illegal activity  
out of rental property."**

# COMMUNITY OUTREACH



During 2014, officers provided opportunities for the public to learn self-defense tactics through the use of the RAD (Rape Aggression Defense) curriculum. This year, staff from surrounding jurisdictions got together to pool their resources and participants.

# OUTREACH SUMMARY



Social media remained a viable tool for the Department in 2014 with more than 300 messages being disseminated to the public. The intent of each message is to provide awareness, education and interaction. Messages range from event notifications to scam alerts.

Recognizing that the community is what sustains us and defines us, the Department encouraged and facilitated charity fundraising to raise over \$3,700. Events such as: Fight for Air, Law Enforcement Torch Run, Tip a Cop, Cop on Top and National Night Out were some of the ways officers gave back to the community.



**OVER \$3,700  
RAISED FOR  
CHARITY!**

# AUTOMATED TRAFFIC ENFORCEMENT



The Windsor Heights Police Department is committed to protecting the members of its community, citizens, staff and those traveling within the community. Through a comprehensive, multi-year data study along Interstate 235, area state highways, and municipal thoroughfares, and in response to one of the most common complaints from citizens, the WHPD launched its automated traffic enforcement program on December 10, 2012. The program began with two mobile units provided to the city by GATSO USA for automated enforcement targeting flagrant violators traveling greater than 11 mph over the posted speed limit. In the 138 deployments in 2014, the department recorded 9,375 hours of use. During that time, 5,817 citations were sent to motorists advising them of their violation. Less than two percent of these violations were issued to Windsor Heights' residents.

**5,817 CITATIONS ISSUED IN 2014**

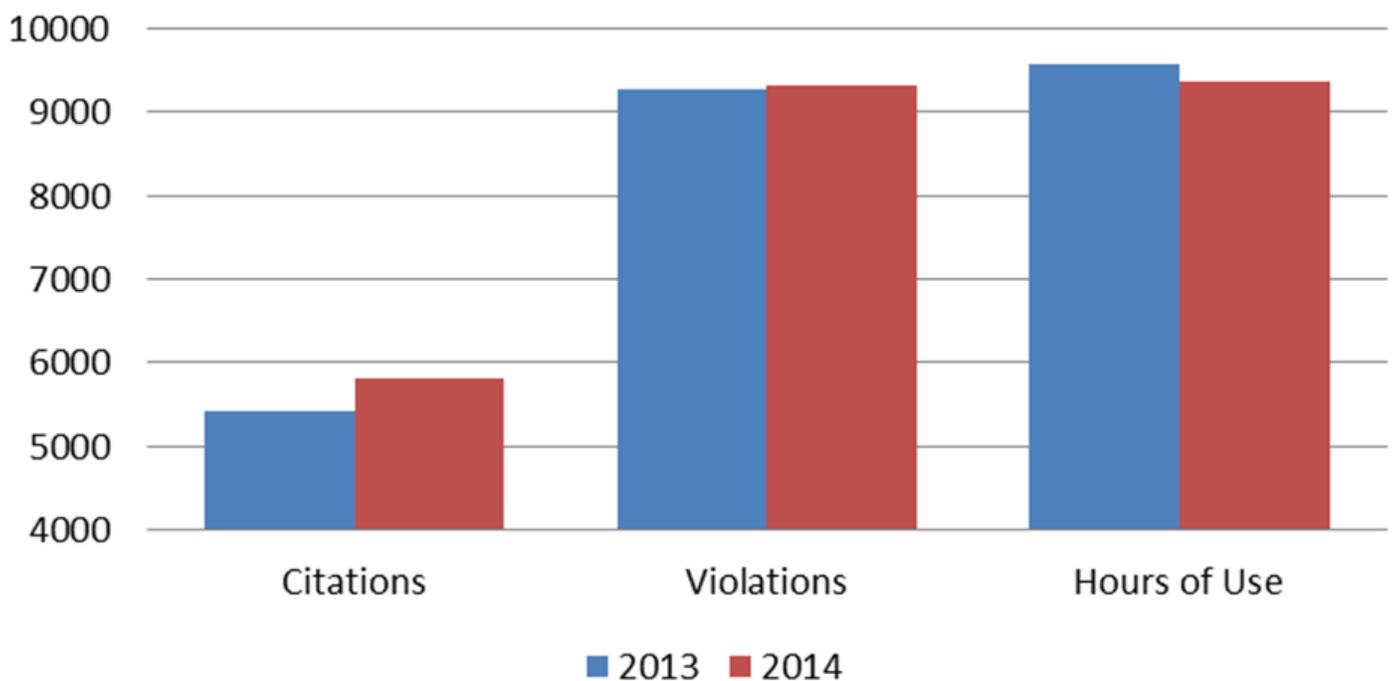


# AUTOMATED TRAFFIC ENFORCEMENT



Each violation recorded as evidence is first reviewed for technical and procedural accuracy by the city's vendor. After preliminary review the validated citation is sent to a police officer for final review. The issuing officer is charged with investigating the violation and making the determination as to whether or not an infraction has taken place. If one has, the officer will then sign the citation electronically and send it back to the city's vendor where a notice of civil infraction is mailed to the registered owner of the recorded vehicle. An Individual who receives a citation then has the opportunity to pay the fine, assign responsibility to another individual who was operating the vehicle, or contest their infraction before an administrative review officer.

## Program Use

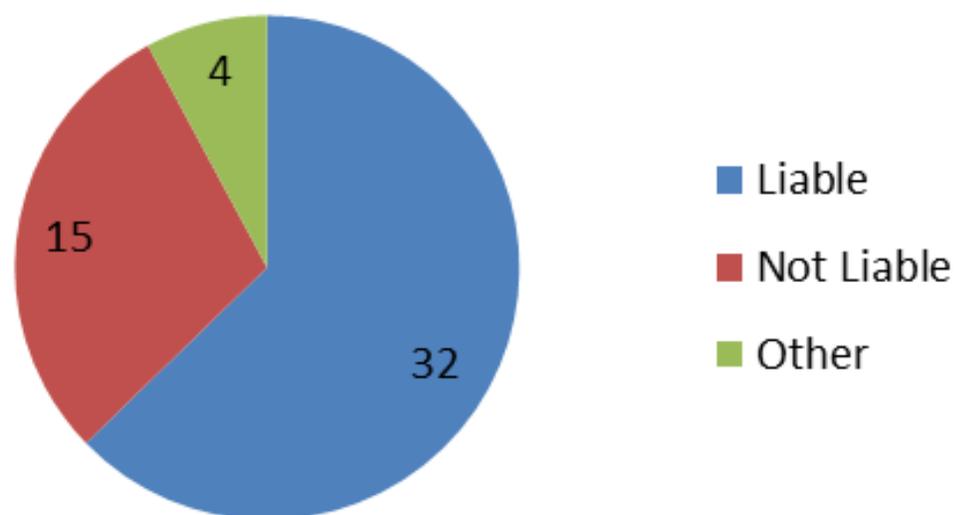


# AUTOMATED TRAFFIC ENFORCEMENT



Each hearing officer is a volunteer citizen who listens to an individual's concern and merits regarding their citation and then makes a determination as to the intent of the regulatory ordinance. If the individual does not agree with the hearing officer's final decision, s/he has the opportunity to request a civil trial in small claims court. In 2014 there were **54** citations that were contested - **32** were upheld as liable; **15** were found not liable; and **4** had a status of other which is typically associated with a payment received before the hearing. There were **2** referrals to civil court in 2014 in which the citations were upheld by a magistrate and the violator was found liable.

## Administrative Reviews



**54 CITATIONS CONTESTED IN 2014**

# PROPERTY & EVIDENCE



The property and evidence section of the Support Services Division is managed by evidence custodians, Officer Metzger and Officer Hill, and are overseen by the Support Services Commander, Lieutenant Meyer. These officers are charged with the responsibility of logging, storing, safely keeping, releasing, and disposing of items seized by officers. The department is responsible for hundreds of pieces of property in its inventory and ensures the integrity and accountability of each item.

A screenshot of a web-based evidence management system. The interface has three tabs: "(1) Case Info", "(2) Names", and "(3) Items". The "Case Info" tab is active. It contains several input fields: "Department Case", "Case Officer", "Offense Date/Time" (set to 03/17/2004 00:00), "Offense Location", "Offense Type" (dropdown menu), "Jurisdiction" (dropdown menu), "Case Type" (dropdown menu), and "Case Comments" (text area). At the bottom, there are buttons for "Edit", "Save", "Cancel", and "Delete".

In 2014 Property Custodians implemented an electronic evidence management system for the recording, requesting, transfer and release of all incoming items into seizure. This program proved to be intuitive, easy to use and is enabling integration with our State partners. As we continue to maximize our staffing and resources we now use the evidence system for a more efficient means of requesting forensic testing on seized items. In the past, one officer would

complete information for internal purposes and then a second officer would have to complete similar information to transfer items out of our control. Now, the second officer only adds to the existing information the first officer has completed bringing efficiency to the evidence process.



# PROPERTY & EVIDENCE



In 2014 Officers seized property that was found or showed relevance to a criminal case. As the skill set and case work for each individual officer grows, the collection of evidence for the successful prosecution of a case grows too. In 2014 evidence custodians handled **858** items of property from **230** different submissions. These seizures ranged from illicit drugs to firearms, ammunition, cash, electronic items, general merchandise, cellular phones, jewelry, securities, vehicles, or bicycles. There were 0 disposal events in 2014.



**858 ITEMS OF  
PROPERTY  
HANDLED  
IN 2014**



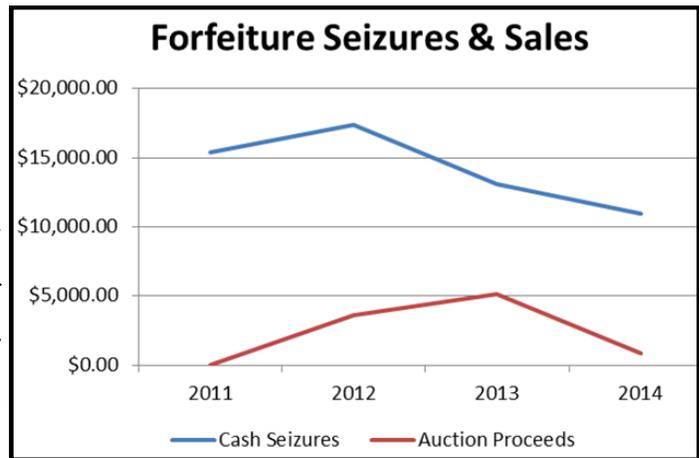
# FORFEITURE ASSETS



The Windsor Heights Police Department works in cooperation with the Polk County Attorney's Office and the Iowa Attorney General's Office to handle forfeiture proceedings in conjunction with criminal cases.

Forfeiture proceedings are specifically identified in Iowa Code. There are two primary reasons the Windsor Heights Police Department will initiate forfeiture proceedings:

1) assets were acquired as part of criminal conduct or 2) assets were used in the commission or furtherance of criminal conduct. During forfeiture proceedings, seized property is held in the control of the Windsor Heights Police Department until a court in the state of Iowa makes a ruling on the matter. In 2014 the Windsor Heights



Police Department reported seizing cash assets totaling **\$10,972.00** from 10 different cases. The department also seized 1 vehicle with the intent to forfeit. Total funds received from forfeited vehicles that were auctioned off in 2014 were **\$874.00**.

The intended outcome of these seizures is to serve as a deterrent against criminal activity. Proceeds are reinvested back into the community for authorized public safety functions. The Windsor Heights Police Department uses the assets seized from criminal conduct to further law enforcement efforts in educating, detecting, identifying and stopping criminal behavior.

	2011	2012	2013	2014	4 Year Avg.
Cash Seizures	\$15,394.00	\$17,402.00	\$13,080.00	\$10,972.00	\$14,212.00
# Vehicles Seized	5	3	5	1	3.5
Auction Proceeds	\$0.00	\$3,574.20	\$5,152.00	\$874.00	\$2,400.05

# RECORDS MANAGEMENT



The Windsor Heights Police Department Records Management section is responsible for the efficient flow of information and records throughout the department to include department documents, automated processes, and electronic paperless transfers of information. The Records section consists of two fulltime personnel, Administrative Assistant Tammy Breese and Administrative Assistant Barb Niccum. Both staff members also serve as department matrons during normal business hours as well as being available for callbacks after hours. Both assistants support the day-to-day operations of the city by being the public's first point of contact when entering City Hall. In addition to supporting the police department, they also answer the city switchboard, assist in the filings and payment of a wide variety of city permits and fees, and aid the public with requests ranging from garbage collection complaints to questions about water bills.

The Records section completed and refined their knowledge of a criminal case file transition process that entailed all 1.3 thousand cases to be stored and filed electronically. The internal processing of paperwork took on a much different flow and process in 2014 and staff successfully categorized and facilitated each case's information.

**5,692** DOCUMENTS CATEGORIZED BY THE  
RECORDS SECTION IN 2014

# RECORDS MANAGEMENT



In addition to compiling case files in 2014, the Records section is tasked with entering a portion of those files into a records management system for indexing, reference and state & federal reporting requirements. Staff entered over **5,692** different records into the department's database. At the end of each month, this section validates each criminal offense and reports it to the Iowa Department of Public Safety as part of the FBI's Uniform Crime Reporting system. The Records section also works closely with the state in reporting arrests of offenders for criminal history classification and fingerprint identification.

The Records section also assisted residents with the licensing of **496** domesticated pets within the city. The licensing process increases the department's ability to reunite lost and found pets with their owners as well as insuring domesticated animals within the city are properly vaccinated. As a service to the public, Records personnel also facilitated **129** civilian fingerprint cards; the total fees collected were **\$2,018**. Citizens utilize these services for independent background investigations enabling them to secure licenses, permits, employment, or specialized training.



**\$2,018**  
**COLLECTED IN**  
**FINGERPRINT**  
**CARDS**

# INFORMATION TECHNOLOGY

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The Windsor Heights Police Department employs one Lieutenant to serve as an Information Technology Coordinator for the city. Lieutenant Meyer serves in this role and assists employees with troubleshooting, system changes, budgeting, capital purchases, and contract management. As technology advances, the requirements and devices used in our daily operations within the City of Windsor Heights and the Windsor Heights Police Department do as well. It is the focus of the Information Technology Coordinator to ensure the effective and efficient use of technologies, as well as identifying, testing, and implementing current or developing technologies to enhance city operations. In 2014, the city was able to utilize internal staff support as well as monthly preventative maintenance agreements for operation. Lt. Meyer facilitated the upgrading of servers and software for the city's infrastructure. Additionally, the City Hall's connection and transition to remote technology services was overseen by Lt. Meyer in 2014.

Technology changes and efforts within the police department focused on the implementation of an evidence management system, application management and task upgrades throughout the year.

The Department enhanced its evidence recording process by moving to an evidence management system in 2014. There are two workstations among the Department where officers record and label each item of property taken into custody. Through the use of this recording and labeling process items' locations are easily tracked and relocated as needed, review schedules, transfer requests and disposition tracking is timed and recorded. These enhancements make the evidence management process much more efficient and solidify the Department's criminal cases.

# INFORMATION TECHNOLOGY

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The Department upgraded its mobile data terminal technology and security in 2014 to include the use of two-factor authentication. In order to better safeguard the work and information utilized by officers and staff, the Department worked in conjunction with the Polk County Sheriff's Office to implement a second means authentication. This assures the correct person is being presented with sensitive information. Each officer is now required to know restricted information and possess an object for authentication.



# FLEET MANAGEMENT



The purpose of the Police Department's Fleet Management program is to maintain and implement cost effective controls for systematic accountability of motor vehicles assigned to the department. This includes scheduling motor vehicles for maintenance, repairs, near constant monitoring of emerging safety and equipment trends, and providing alternative recommendations for the efficiency of the program as needed.

The police department managed **11** vehicles in 2014 in which **5** are fully equipped emergency response vehicles for patrol, **5** are emergency response vehicles for ancillary positions such as criminal investigators and command staff, and **1** is an Automatic Traffic Enforcement (ATE) vehicle. Within the fleet, one



vehicle was retired for use with age and mileage building up. The replacement vehicle was a third all-wheel drive SUV interceptor to the fleet. The new model vehicles have been in operation for 2 years and the all-wheel drive and added safety features are a welcome addition.

Using manufacture recommendations, staff is able to decrease the frequency of oil changes by using the vehicle intelligent oil life indicator. Staff uses a combination of in house and outsourced maintenance technicians to maintain the life of these vehicles and keep them in service.

# APPENDIX A

# CRIME TRENDS



## ***Crime Trends in Windsor Heights (by I-LEADS data) Five Year Comparison of Police Activity and Calls for Service***

	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>
Calls for Service	9226	9819	8786	8398	7963
Cases Made:	1165	1360	1405	1389	1123
Arrests:	1168	982	903	900	648
Traffic Stops:	3397	3310	3165	2742	2791
Accidents:	268	275	275	328	325
Animal Calls:	230	211	252	264	235
Assaults:	36	41	42	41	30
Building Checks:	644	902	601	607	516
Burglary Calls:	28	56	56	73	42
Death Invest:	5	8	11	6	8
Dispute, Fight:	147	108	138	108	125
Domestics:	98	124	93	97	112
Forgery, Fraud:	69	54	50	44	30
Incomplete 911:	99	130	136	131	156
Liquor Violations:	87	103	104	110	132
Missing Persons:	16	22	20	22	20
Narcs/Drugs/Para:	286	298	187	160	95
Shoplifting, Theft:	244	263	320	288	228
Suspicious Activity:	460	481	411	421	420
Vandalism:	33	42	70	51	55
Crime Index Rating**	Not yet available	Not yet available	Not yet available	#1	#2

# APPENDIX A

# CRIME TRENDS



## HOW WE JUSTIFY OUR POLICE PERSONNEL

### **\*\*Crime index ratings:**

A crime index rating ("CIR") is a form of measure that attempts to standardize crime reporting uniformly according to population. It is supposed to be the ultimate leveler between jurisdictions. The system is not perfect but it does allow for comparing "apples-to-apples" among communities.

**BACKGROUND:** The FBI has a standardized system of gathering statistics from all law enforcement jurisdictions across the nation. Then they complete a statistical analysis of these crimes, reports filed, and publish what is called the Uniform Crime Report (UCR). Typically this information is released approximately 18 months to arrears from the end of the calendar year.

The State of Iowa's Department of Public Safety also analyzes these same reported numbers that go to the FBI, and they produce a breakdown for each county in Iowa and then each city in each county. They publish this information on the DPS website. It is typically processed more rapidly and more completely for local authorities than what the FBI report offers. The FBI looks for national trends, whereas the State looks at local numbers. This Police Department then utilizes these numbers as comparison points for evaluating the level of activity for the City of Windsor Heights in comparison to other municipal metro area law enforcement agencies (Table 7 - arrests). The countywide comparison by the State also generates the Crime Index Rating for each agency within the county for the calendar year (Table 2 - incidents).

**THEORY:** In measuring crime index ratings and actual numbers of reported crimes, a city wants their CIR number to be high and their actual crime numbers reported to be low. The lower the CIR number, the higher the crime ranking of that city (when applying mathematical formulas that account for population levelers per 100,000). So to have the #1 CIR in Polk County means that, in an apples-to-apples comparison of reported crimes, that particular city has the most crime by ratio. A city would much rather be among the bottom few than within the top few spots in their county.

It is also important to note that the mathematical formula that decides crime index ratings does not weight certain crimes or offer multipliers for more severe or violent crimes. So a homicide is equivalent to a shoplifter. This is how a city with a high crime index rating such as Windsor Heights can still be considered a "safe" community. The usefulness of evaluating crime index ratings and reported crimes comes in for two reasons: (1) when evaluating staffing levels and determining adequate personnel resources for a city in comparison to other surrounding cities, and (2) when setting priorities by management on how best to allocate personnel resources within the Department.

**SUMMARY:** Crime knows no boundaries. In the Des Moines metro area, the community of Windsor Heights is likely to experience similar crimes as its neighboring communities of Clive, Urbandale, West Des Moines, and Des Moines. However, being a gateway community to other cities with multiple major thoroughfares, large business, and affordable housing (owner occupied and rental stock), Windsor Heights needs a police department with resources capable of servicing a population much greater than 5,000 people. A majority of issues this Police Department addresses are from transient offenders or visitors. Therefore, the decision to adequately staff this law enforcement agency is a policy decision by local elected officials based upon measured needs and expectations of the community with foundation in data measurements. Priorities are then set to serve residents, commuters, visitors, and business owners. If Windsor Heights was a rural township separated from the Des Moines area it would not need the staffing levels it has in the police department because it wouldn't see the level of crimes it does within the metro. But to handle the volume of crime this city sees annually it is necessary to staff additional personnel. If numbers of police staff were reduced, incidents of crime would increase, services and programming would have to be cut, follow-up investigations would lag, and ultimately it would be the residents that suffer through increased response times and an ineffective policing organization for the daily environment it functions in.

# APPENDIX A CRIME TRENDS



<b>WH POLICE SUPPLEMENTAL ACTIVITY REPORT</b>	<b>2014 YTD CALLS</b>	<b>2014 YTD CASES</b>	<b>2014 YTD ARRESTS</b>
<b>OFFENSE</b>			
Arson	0	0	0
Aban. animal/stray/dead/bite	230	40	11
<b>All Calls for Service</b>	<b>9226</b>	<b>0</b>	<b>0</b>
Adult Abuse	0	1	0
<b>Arrest</b>	<b>3</b>	<b>0</b>	<b>1168</b>
Assault	18	36	30
Assist Officer	455	0	0
ATL	19	0	0
Audible/Silent Alarm	74	0	0
Bomb Threat	0	0	0
Building Checks	644	0	0
Carrying a weapon	0	16	18
<b>Cases Made</b>	<b>0</b>	<b>1165</b>	<b>0</b>
Burglary/Attempt Burglary	28	17	12
Chase/Pursuit	2	0	0
Child Abuse/Endanger/Steal	4	2	3
CHINA	31	0	0
Commercial Fire	22	0	0
Disorderly Conduct	0	19	20
Death Invest	0	5	0
Disagreement/Dispute	125	0	0
Domestic	98	2	3
DPQ	36	0	0
Driving While Barred	3	37	42
DW- suspended/revoked	0	187	188
Drug Paraphernalia	0	90	117
False Reporting	0	1	1
Fight	22	0	0
Follow-up Investigation	210	0	0
Forgery	0	6	44
Fraud	25	8	4
Harassment	23	9	5
Hazmat	6	0	0
Indecent Exposure	3	1	0
Incomplete 911 Call	99	0	0
Interference with Official Acts	0	21	21
Intimidation with a Weapon	0	0	0

# APPENDIX A CRIME TRENDS



Larceny Motor Vehicle	12	8	1
Liquor Viol/Intoxicated Person	21	50	60
Message	551	0	0
Missing Person	16	4	0
Narcotics/Drugs	15	140	169
Open Door	12	0	0
Sexual Assault/Child, Adult	2	4	1
Robbery	5	0	0
Runaway	2	3	0
Residential Fire	12	0	0
Reckless Use of Fire/Fireworks	9	0	0
Search Warrant	2	0	0
Poss. of Alcohol Under Age	0	0	0
Public Assist	82	4	0
Prostitution Activity	0	0	0
Operating W/O Owners Consent	0	0	0
Shoplifter	112	97	107
Shots Fired	11	0	0
Stalled Vehicle	125	0	0
Suicide	18	0	0
Suspicious	460	0	0
Theft	132	67	64
Threat	11	7	0
Trespass	8	4	6
Vandalism/Criminal Mischief	31	33	5
Wanted Person/Warrant	38	70	86
Wires Down	11	0	0
Welfare Check	82	9	0

	2014 YTD CALLS	2014 YTD CASES	2014 YTD ARRESTS
<b>TRAFFIC</b>			
Accidents	268	127	4
Hit and Run	64	34	10
OWI	21	27	26
Parking	250	199	0
<b>Traffic Stops</b>	<b>3397</b>	<b>0</b>	<b>0</b>
<b>Warnings</b>	<b>0</b>	<b>1201</b>	<b>0</b>
<b>Citations</b>	<b>0</b>	<b>1942</b>	<b>0</b>

# APPENDIX B

# K-9 DEPLOYMENT



## January 2014

Windsor Heights Police Department		Percentage of deployments for Windsor Heights Police Department 75.00%			
1/18/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.92
1/19/2014	Narcotics Sniff	Officer Norris	Argos	Bill Canada	1.17
1/24/2014	N/A	Bill Canada	Argos	Bill Canada	1
(3) deployments for Windsor Heights Police Department for January 2014		3.09 Total hours of Deployment time in January 2014 for Windsor Heights Police Department			

Clive Police Department		Percentage of deployments for Clive Police Department 25.00%			
1/19/2014	Narcotics Sniff	Officer Dobson	Argos	Bill Canada	0.22
(1) deployments for Clive Police Department for January 2014		0.22 Total hours of Deployment time in January 2014 for Windsor Heights Police Department			

**3.31 Total hours of Deployment time in January 2014**  
**(4) total deployments for January 2014**

## February 2014

Windsor Heights Police Department		Percentage of deployments for Windsor Heights Police Department 100.00%			
2/1/2014	N/A	Bill Canada	Argos	Bill Canada	1.5
2/2/2014	N/A	Bill Canada	Argos	Bill Canada	1.98
2/2/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	2
2/13/2014	Narcotics Sniff	Bill Canada	Argos	Bill Canada	1
2/21/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.27
2/22/2014	Narcotics Sniff	Officer Reischl	Argos	Bill Canada	0.23
2/28/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.67
(7) deployments for Windsor Heights Police Department for February 2014		7.65 Total hours of Deployment time in February 2014 for Windsor Heights Police Department			

**7.65 Total hours of Deployment time in February 2014**  
**(7) total deployments for February 2014**

## March 2014

Windsor Heights Police Department		Percentage of deployments for Windsor Heights Police Department 83.33%			
3/2/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.5
3/8/2014	Track Of Fleeing Suspect	Officer Norris	Argos	Bill Canada	0.75
3/13/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.27
3/16/2014	Narcotics Sniff	Officer Gillett	Argos	Bill Canada	0.5
3/29/2014	Narcotics Sniff	Officer Lopez	Argos	Bill Canada	0.58
(5) deployments for Windsor Heights Police Department for March 2014		2.6 Total hours of Deployment time in March 2014 for Windsor Heights Police Department			

Clive Police Department		Percentage of deployments for Clive Police Department 16.67%			
3/27/2014	Narcotics Sniff	Officer Jones	Argos	Bill Canada	0.42
(1) deployments for Clive Police Department for March 2014		0.42 Total hours of Deployment time in March 2014 for Windsor Heights Police Department			

**3.02 Total hours of Deployment time in March 2014**  
**(6) total deployments for March 2014**

# APPENDIX B

# K-9 DEPLOYMENT



## April 2014

### Pleasant Hill Pd Percentage of deployments for Pleasant Hill Pd 11.11%

4/26/2014	Narcotics Sniff	Officer Grimes	Argos	Bill Canada	0.25
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(1) deployments for Pleasant Hill Pd for April 2014 0.25 Total hours of Deployment time in April 2014 for Windsor Heights Police Department

### West Des Moines Police Department Percentage of deployments for West Des Moines Police Department 22.22%

4/5/2014	Narcotics Sniff	Officer Anderson	Argos	Bill Canada	0.48
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4/26/2014	Crowd Control	N/A	Argos	Bill Canada	0.5
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(2) deployments for West Des Moines Police Department for April 2014 0.98 Total hours of Deployment time in April 2014 for Windsor Heights Police Department

### Windsor Heights Police Department Percentage of deployments for Windsor Heights Police Department 55.56%

4/10/2014	N/A	Bill Canada	Argos	Bill Canada	0.73
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4/10/2014	Track Of Fleeing Suspect	Officer Nissen	Argos	Bill Canada	0.97
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4/17/2014	N/A	Bill Canada	Argos	Bill Canada	1
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4/18/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.75
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4/21/2014	Lost Child	Officer Reischl	Argos	Bill Canada	0.75
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(5) deployments for Windsor Heights Police Department for April 2014 4.2 Total hours of Deployment time in April 2014 for Windsor Heights Police Department

### Pleasant Hill Police Department Percentage of deployments for Pleasant Hill Police Department 11.11%

4/17/2014	Narcotics Sniff	Officer Gillium	Argos	Bill Canada	1
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(1) deployments for Pleasant Hill Police Department for April 2014 1 Total hours of Deployment time in April 2014 for Windsor Heights Police Department

**6.43 Total hours of Deployment time in April 2014**  
**(9) total deployments for April 2014**

## May 2014

### Windsor Heights Police Department Percentage of deployments for Windsor Heights Police Department 83.33%

5/1/2014	N/A	Bill Canada	Argos	Bill Canada	1.17
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5/8/2014	N/A	Bill Canada	Argos	Bill Canada	0.25
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5/11/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.5
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5/23/2014	N/A	Bill Canada	Argos	Bill Canada	0.9
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5/30/2014	N/A	Bill Canada	Argos	Bill Canada	0.83
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(5) deployments for Windsor Heights Police Department for May 2014 3.65 Total hours of Deployment time in May 2014 for Windsor Heights Police Department

### Iowa DOT Percentage of deployments for Iowa DOT 16.67%

5/30/2014	Narcotics Sniff	Officer BERRY	Argos	Bill Canada	1
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(1) deployments for Iowa DOT for May 2014 1 Total hours of Deployment time in May 2014 for Windsor Heights Police Department

**4.65 Total hours of Deployment time in May 2014**  
**(6) total deployments for May 2014**

# APPENDIX B

# K-9 DEPLOYMENT



## June 2014

### Norwalk Police Department Percentage of deployments for Norwalk Police Department 14.29%

6/22/2014	Track Of Fleeing Suspect	Trevor Martin	Argos	Bill Canada	2.25
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(1) deployments for Norwalk Police Department for June 2014 2.25 Total hours of Deployment time in June 2014 for Windsor Heights Police Department

### Windsor Heights Police Department Percentage of deployments for Windsor Heights Police Department 71.43%

6/7/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.75
6/8/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	1.42
6/12/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	3.3
6/21/2014	N/A	Bill Canada	Argos	Bill Canada	0.67
6/22/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.75

(5) deployments for Windsor Heights Police Department for June 2014 6.89 Total hours of Deployment time in June 2014 for Windsor Heights Police Department

### Urbandale Police Department Percentage of deployments for Urbandale Police Department 14.29%

6/6/2014	Narcotics Sniff	Officer Flattery	Argos	Bill Canada	0.58
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(1) deployments for Urbandale Police Department for June 2014 0.58 Total hours of Deployment time in June 2014 for Windsor Heights Police Department

**9.72 Total hours of Deployment time in June 2014**  
**(7) total deployments for June 2014**

## July 2014

### Windsor Heights Police Department Percentage of deployments for Windsor Heights Police Department 75.00%

7/10/2014	Narcotics Sniff	Officer Gillett	Argos	Bill Canada	1.37
7/19/2014	N/A	Bill Canada	Argos	Bill Canada	1.5
7/25/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	1.83

(3) deployments for Windsor Heights Police Department for July 2014 4.7 Total hours of Deployment time in July 2014 for Windsor Heights Police Department

### Urbandale Police Department Percentage of deployments for Urbandale Police Department 25.00%

7/10/2014	Narcotics Sniff	Officer Flattery	Argos	Bill Canada	0.42
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(1) deployments for Urbandale Police Department for July 2014 0.42 Total hours of Deployment time in July 2014 for Windsor Heights Police Department

**5.12 Total hours of Deployment time in July 2014**  
**(4) total deployments for July 2014**

# APPENDIX B

# K-9 DEPLOYMENT



## August 2014

### Des Moines Police Department Percentage of deployments for Des Moines Police Department 14.29%

8/31/2014	Narcotics Sniff	Officer Coughenower	Argos	Bill Canada	0.5
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(1) deployments for Des Moines Police Department for August 2014 0.5 Total hours of Deployment time in August 2014 for Windsor Heights Police Department

### Windsor Heights Police Department Percentage of deployments for Windsor Heights Police Department 71.43%

8/5/2014	N/A	Bill Canada	Argos	Bill Canada	0.5
8/8/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.58
8/15/2014	N/A	Bill Canada	Argos	Bill Canada	0.25
8/18/2014	N/A	Bill Canada	Argos	Bill Canada	0.25
8/21/2014	N/A	Bill Canada	Argos	Bill Canada	2.85

(5) deployments for Windsor Heights Police Department for August 2014 4.43 Total hours of Deployment time in August 2014 for Windsor Heights Police Department

### Probation and Parole Fugitive Team Percentage of deployments for Probation and Parole Fugitive Team 14.29%

8/13/2014	Narcotics Sniff	Officer Kurt Kness	Argos	Bill Canada	0.67
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(1) deployments for Probation and Parole Fugitive Team for August 2014 0.67 Total hours of Deployment time in August 2014 for Windsor Heights Police Department

**5.6 Total hours of Deployment time in August 2014**  
**(7) total deployments for August 2014**

## September 2014

### Windsor Heights Police Department Percentage of deployments for Windsor Heights Police Department 66.67%

9/14/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	1
9/19/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.25
9/19/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.5
9/19/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	1
9/26/2014	N/A	Bill Canada	Argos	Bill Canada	0.33
9/26/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	1.17

(6) deployments for Windsor Heights Police Department for September 2014 4.25 Total hours of Deployment time in September 2014 for Windsor Heights Police Department

### Johnston Police Department Percentage of deployments for Johnston Police Department 11.11%

9/25/2014	Track Of Fleeing Suspect	N/A	Argos	Bill Canada	2.17
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(1) deployments for Johnston Police Department for September 2014 2.17 Total hours of Deployment time in September 2014 for Windsor Heights Police Department

### Urbandale Police Department Percentage of deployments for Urbandale Police Department 11.11%

9/12/2014	Track Of Fleeing Suspect	Officer PICKETT	Argos	Bill Canada	1
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(1) deployments for Urbandale Police Department for September 2014 1 Total hours of Deployment time in September 2014 for Windsor Heights Police Department

### N/A Percentage of deployments for N/A 11.11%

9/6/2014	N/A	N/A	Argos	Bill Canada	1
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(1) deployments for N/A for September 2014 1 Total hours of Deployment time in September 2014 for Windsor Heights Police Department

**8.42 Total hours of Deployment time in September 2014**  
**(9) total deployments for September 2014**

# APPENDIX B

# K-9 DEPLOYMENT



## November 2014

Windsor Heights Police Department		Percentage of deployments for Windsor Heights Police Department 100.00%			
11/21/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.33
11/27/2014	Narcotics Sniff	Officer Nissen	Argos	Bill Canada	0.5
(2) deployments for Windsor Heights Police Department for November 2014		0.83 Total hours of Deployment time in November 2014 for Windsor Heights Police Department			

**0.83 Total hours of Deployment time in November 2014**  
**(2) total deployments for November 2014**

## December 2014

Windsor Heights Police Department		Percentage of deployments for Windsor Heights Police Department 100.00%			
12/7/2014	N/A	Bill Canada	Argos	Bill Canada	0.4
(1) deployments for Windsor Heights Police Department for December 2014		0.4 Total hours of Deployment time in December 2014 for Windsor Heights Police Department			

**0.4 Total hours of Deployment time in December 2014**  
**(1) total deployments for December 2014**

Total Amount of Deployment time for all Records **55.15**



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