

OKALOOSA COUNTY SHERIFF'S OFFICE

2011 Annual Report

Larry Ashley, Sheriff



A MESSAGE FROM THE SHERIFF OF OKALOOSA COUNTY



As a longtime employee of the OCSO, and now as Sheriff of the organization, I feel confident that 2011 marks one of the most productive years in our agency's history. I can also attest to the fact that the volume and value of work done is a reflection of the excellent sworn and civilian personnel employed by our Okaloosa County Sheriff's Office. As you read through this annual report, the facts contained within will illustrate that there is a strong and steady work ethic geared towards constantly improving our service, our transparency, and our accountability.

Special attention has been directed this year to both internal and external commitment towards living up to our mission statement of providing the highest level of public safety obtainable for our citizens and visitors.

Our mission statement pledges:

“Ensuring fair and equal administration of the law, safeguarding civil liberties and preserving public safety; Doing so with professionalism and unity of purpose, while being good stewards of the public's trust.”

As you review the year's accomplishments, one of the things we are most proud of is that we have made these tremendous strides while in the midst of serious economic changes and struggles, with a budget that equates to nearly \$4.5 million dollars less than it was in 2007. I credit the employees of this organization for their push towards excellence in the face of financial adversities and I look forward to continuing our success in serving the public in 2012.

Sincerely,

Sheriff Larry R. Ashley

“To whom much is given, much is required.” Luke 12:48

2011 AGENCY HIGHLIGHTS

- ☆ Reorganized into three districts for more efficient allocation of manpower and resources
- ☆ Restructured Criminal Investigations Division, formed gang intelligence and tracking unit
- ☆ Implemented updated mandatory wellness and physical abilities program to ensure sworn employees can physically perform job demands
- ☆ Improved agency training database for tracking training needs and ensuring compliance with policies, standards, and laws
- ☆ Created property crimes unit to locate and recover stolen property and help identify suspects
- ☆ Contracted with LEADS ONLINE for tracking and records maintenance of pawn and second hand dealer transactions
- ☆ Enacted free Florida Sheriff's Association Teen Driver Challenge program to create more informed and skilled teen drivers
- ☆ Partnered on Mortgage Fraud Task force with FBI to track down, arrest and prosecute for frauds associated with mortgage industry
- ☆ Began collaborative effort with Florida Department of Juvenile Justice, using volunteers and members of OCSO Posse, to check on juvenile probationers with mandatory curfews
- ☆ Upgraded agency website; began sharing real-time traffic and other advisories, as well as news releases and agency activities through Facebook, Twitter, and YouTube
- ☆ OCSO Crime Prevention Program Unit Specialist recognized as Florida "Crime Prevention Practitioner of the Year"
- ☆ Homeland Security Unit managed more than three million dollars in grant-funded projects for regional critical facility security, intelligence programs and response capabilities



QUICK FACTS ON CALLS



CALLS FOR SERVICE 184,697

NORTH DISTRICT 42,738

CENTRAL DISTRICT 76,352

EAST DISTRICT 65,160

NWF REGIONAL AIRPORT 447

MARINE UNIT 239

OFFENSES GENERATED 12,632

ARRESTS (including warrants and citations) 12,525

WRITTEN NARRATIVES 45,032

AGENCY ASSIST CALLS 9589

**(OUT OF 184,697 TOTAL CALLS FOR SERVICE,
NUMBER ANSWERED IN MUNICIPALITIES = 63,283)**



UNIFORMED ROAD PATROL

NORTH DISTRICT

The North District experienced a surge in growth with the addition of the 7th Special Forces Group and the Joint Strike Fighter program. Overall, the North District, or District One, has experienced a nearly 13 percent increase in call volume. Due to the size of the North District, 450 square miles, a primary objective has been to utilize manpower more efficiently to improve response times.

The OCSO added two patrol deputies, upgraded and began utilizing Laurel Hill and Baker substations, created a Zone 2 North, and oversaw an improved distribution of manpower and assets. Response time for priority one calls decreased by nearly a minute from 2010 to 2011.



District One created a feature in the Watch Orders Program that displays each time a check is completed on an address, allowing each zone deputy and supervisor the ability to track activity of the watch order. This has led to a reduction in duplication of effort, better tracking of deputy activity, and better accountability to citizens.

Also in the fourth quarter, North District patrol units began utilizing Fleet Services at the Okaloosa County Road Department, reducing the amount of time an on-duty deputy spends having his vehicle serviced in Shalimar from more than two hours to less than thirty minutes. This new plan allows for more flexibility by supervision, keeps units in their district, increases fuel savings and saves wear on vehicles.

TOTAL CALLS FOR SERVICE 2011 42,738

2010 PRIORITY ONE CALLS RESPONSE TIMES 9:54 MINUTES

2011 PRIORITY ONE CALLS RESPONSE TIMES 8:48 MINUTES

UNIFORMED ROAD PATROL

CENTRAL DISTRICT



The Central District contains about 42 percent of Okaloosa County's population, an estimated 76,000 people. On the sworn side, the workload is handled by 42 sworn officer positions or about 35 percent of the sworn members assigned to districts in the county. A number of these positions were vacant for parts of 2011.



Despite the demands on the deputies, 33 percent invest additional time by serving on a special team, such as the Crisis Negotiations Unit, Special Response Team, or Honor Guard. Another source of pride is the number of Central District officers deeply involved in the community during their off-time. Contributions include coaching school and children's league sports, volunteering as board members for various non-profit organizations, addiction counseling and intervention, and mental health assistance.



TOTAL CALLS FOR SERVICE 2011

76,352

UNIFORMED ROAD PATROL

EAST DISTRICT

The new districting concept split the southern portion of the county into two separate districts. The East District encompasses all areas east of the Brooks Bridge to the Walton County line, north to Duke Field, and south to Northwest Florida Regional Airport. Included in this are all unincorporated areas, along with Destin, Niceville, Valparaiso and Okaloosa Island. The number of personnel stayed the same with 48 assigned to the East District, which includes road, beach, and marine patrol resources.



Space and furniture for a new East District office at the Destin Commons Office complex was donated, saving taxpayers tens of thousands of dollars.



The East District is emphasizing proactive enforcement and engaging citizens to report crime or suspicious activities. The goal is to create an atmosphere of hometown policing. This is accomplished by assigning each deputy to his or her particular areas on a consistent basis. They get to know their shop owners, neighbors, and business leaders.

One of the largest populations serviced in the East District is Destin. The OCSO provides law enforcement services to the City of Destin under a contract agreement. The 2010 City of Destin Climate Survey states citizens feel safer in their neighborhoods than in most other areas of the country.



SPECIAL OPERATIONS

The Special Operations Division is comprised of highly proactive units which support both Uniformed Patrol and Criminal Investigations. All officers assigned to the Special Operations Division receive specialized training and develop a high level of proficiency and expertise for their assignments.

AIRPORT

A review of "Security Assessment" was initiated and implemented to assist the OCSO and Airport Management in several areas: Expansion of patrols to include Bob Sikes Airport and Destin Airport, event notifications of Command Staff and Airport Management, response to Screening checkpoints and vulnerable areas, and documentation of law enforcement activities in the airport environment. In addition, Airport personnel worked to ensure a successful transition as the Airport District begins to phase out operations.



K-9

The OCSO K-9 Unit expanded with two new additions to the North District, bringing the total number of agency K-9's to eight. A single purpose canine was assigned to Street Crimes and the Unit hosted the 2011 United States Police Canine Association Region One Field Trials. In 2011 the unit assisted the U.S. Marshals, Coast Guard, 7th Special Forces, U.S. Customs, Hurlburt Air Force Base and local departments in conducting random searches for drugs and contraband or explosives, and in operations for tracking criminals and/or missing persons.

CALLS FOR SERVICE 6273

SECURITY CHECKS 727

TRAFFIC STOPS 1210

ARRESTS 179

STREET CRIMES UNIT

The Street Crimes Unit's proactive approach to targeting violent crimes and felonies netted many suspects and also thwarted criminal activity county-wide. The SCU conducted numerous clandestine drug stings and felony drug cases resulting in seizures of vehicles and cash. In addition the SCU conducted four successful prostitution stings and dismantled numerous drug sale houses.

CALLS FOR SERVICE 3191

TRAFFIC STOPS 969

ARRESTS 308

SECURITY CHECKS 614

SEARCH WARRANTS 8



TRAFFIC UNIT

The Traffic Enforcement Unit worked Saturation Patrols on Labor Day and New Year's Eve, took part in dozens of traffic safety education programs, (including implementation of the Teen Driver Challenge Program), conducted military unit assistance and education, provided community support for traffic planning and events, and implemented a program to monitor inspections regarding the rotation wrecker program. Some of these inspections resulted in the removal of several uninsured companies and criminal charges against a company conducting illegal wrecker practices.

TRAFFIC WARNINGS ISSUED 3632

TRAFFIC CITATIONS ISSUED 3239

ENVIRONMENTAL UNIT

The Environmental Unit's Nuisance Abatement program resulted in the removal of numerous abandoned vehicles and vessels, working with violators to gain voluntary compliance to the greatest extent possible.

COMPLAINTS 1169

ABANDONED VEHICLES 300



SPECIAL RESPONSE/CRISIS NEGOTIATIONS UNIT

The SRT/CNU team earned excellent reviews from outside jurisdictions at multiple training sessions and worked hard to enhance its capabilities at every opportunity. The addition of a K-9 unit provided an additional valuable resource to help deter criminal activity, deter aggressive action, locate hidden suspects or evidence, and reduce the likelihood of injury to our officers.

The Crisis Negotiations Unit received and began training with a new hostage phone system this year allowing for dependable and modern communication between the negotiator and the subject. The new phone allows the use of cellular technology and provides a digital recording of each incident.

CALL-OUTS 17

PEACEFUL RESOLUTIONS 17

ARRESTS 32



YOUTH SERVICES DIVISION

The Okaloosa County Sheriff's Office continued its partnership with the Okaloosa County School District to provide School Resource Officers at area high schools and middle schools. The SROs focus on a proactive, preventive stance.



CALLS FOR SERVICE 3092

REPORTS TAKEN 131

ARRESTS 31

CRIME PREVENTION UNIT

The OCSO Crime Prevention Unit once again earned statewide recognition. Specialist Ashley Bailey was named the Crime Prevention Practitioner of the Year by the Florida Crime Prevention Association in October 2011.

The pro-active unit also coordinated a new "Cody" program—"Checking on Delinquent Youth"—beginning June 1st that partners with the Juvenile Probation Program to use OCSO volunteers and members of the OCSO Posse to help keep track of teens on probation with mandatory curfews. A public education campaign dubbed "Lock, Take, Hide" was heavily promoted in an effort to reduce car burglaries. Target funded a \$1500 grant for signs and educational handouts.

COMMUNITY EVENTS 67

PRESENTATIONS 68

CODY CHECKS 265

VOLUNTEER HOURS 5,000 plus

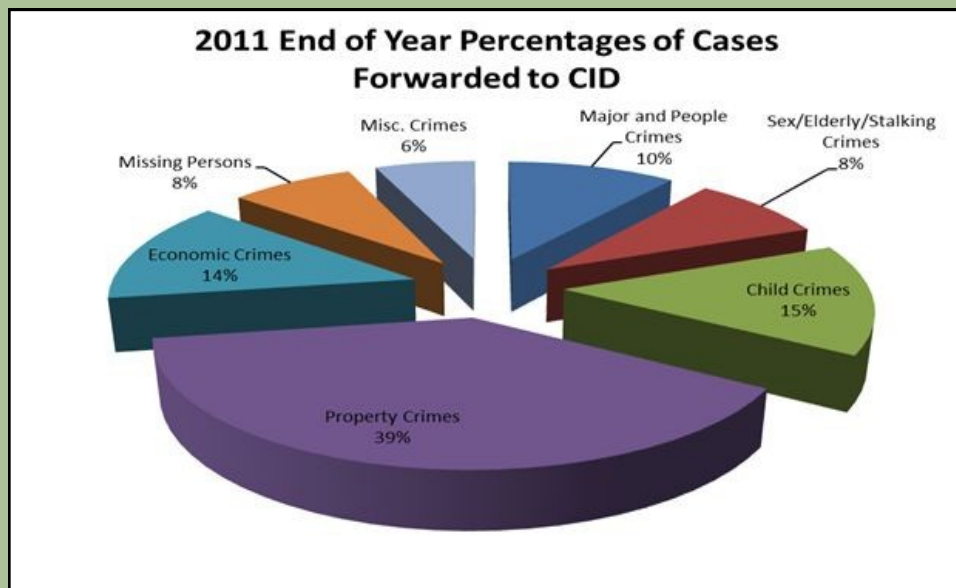


INVESTIGATIVE SERVICES

In January 2011, the Criminal Investigative Section was streamlined to increase efficiency. It is comprised of 35 investigators supported by six civilian employees and is divided into the Criminal Investigative Section (CIS) AND Special Investigative Section (SIS).

CRIMINAL INVESTIGATIVE SECTION

1,437 cases were forwarded to CIS for follow-up investigations in 2011. A closure rate was achieved of 32.80%. A Property Crimes Unit was created to focus on burglaries, thefts, motor vehicle thefts, and vandalism. It works in close cooperation with patrol, the OCSO's two crime analysts, and detectives from other agencies. That teamwork approach allows the analyst team to develop trends and disseminate up-to-date information to our deputies and other agencies. CIS also entered an agreement with Leads-on-Line, a web based application, to manage the transactions from pawn shops and second hand dealers. This has contributed to the identification of suspects and recovery of stolen property from both inside and outside our jurisdiction.



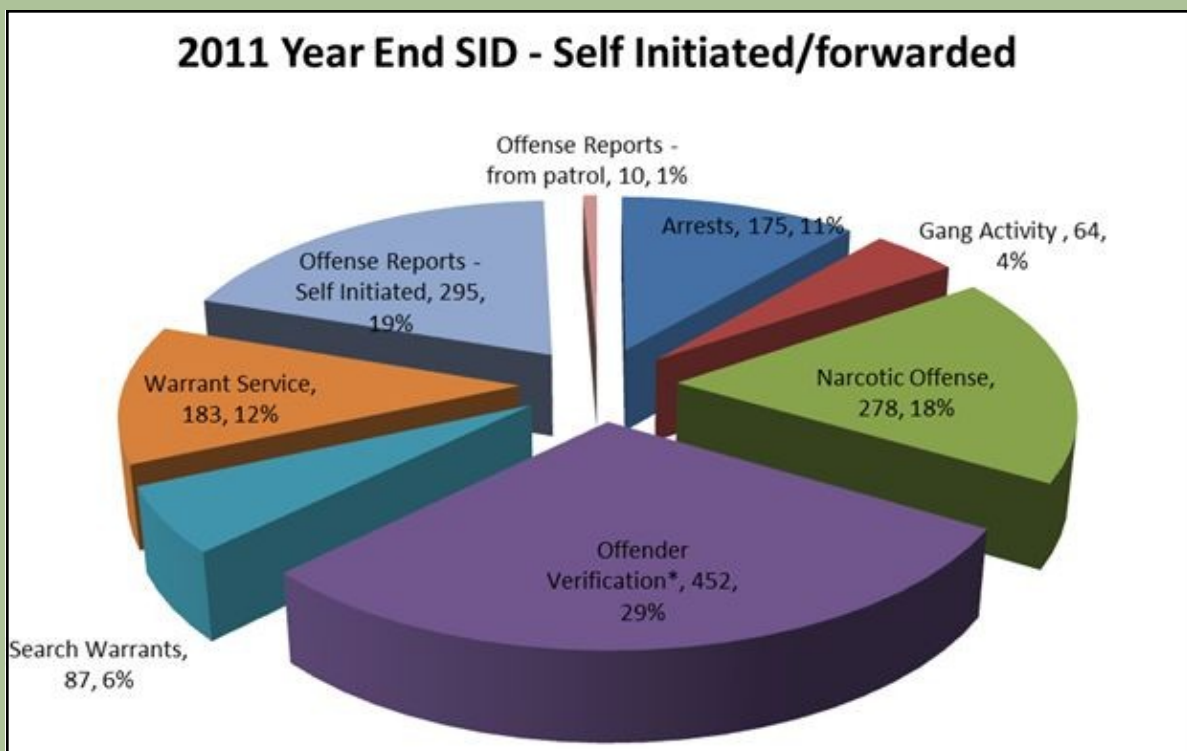
An audit was conducted on the agencies 26 "Cold Case Investigations" dating as far back as 1973. As a result, case reassignments were made to investigators to better distribute knowledge and provide a fresh look at cases and available evidence. The OCSO is working with the Florida Department of Law Enforcement to have cases reexamined for evidence considering advancements in modern technology. The cases are shared with the public through our YouTube, and Facebook accounts, as well as the "Okaloosa Eye on Crime" television show.

SPECIAL INVESTIGATIVE SECTION

The unit previously known as the “Drug Task Force” and responsible solely for narcotics investigations was reorganized in 2011. The Special Investigations Section was created to focus on deterring, investigating, and suppressing all violations of law relating to mid to upper level narcotic traffickers, as well as street gang activities, fugitive apprehension and sexual predator/offender verifications.

SIS began tracking and monitoring career offenders in Okaloosa County. The unit responded to multiple clandestine methamphetamine labs, as well as supported Crestview and Niceville in lab responses. SIS also participated in two prescription pill take-back initiatives to help residents properly dispose of unwanted or expired pharmaceuticals. The program is now offered to Okaloosa citizens year-round.

SIS investigators dismantled a large scale drug trafficking organization operating in the City of Destin; resulting in multiple arrests and the seizures of cocaine, cash, vehicles and other property. This case resulted in federal indictments and state charges of multiple suspects spread out over several Northwest Florida counties.



NUMBER OF EXECUTED SEARCH WARRANTS 87

DOCUMENTED INCIDENTS OF GANG ACTIVITY 64

INVESTIGATIONS OF NARCOTIC OFFENSES 278

SEXUAL OFFENDER/PREDATOR VERIFICATIONS 452

FLEET/EVIDENCE/SUPPLY

FLEET



Procedures were established and implemented in the Fleet Division for open bidding for towing and repairs, to create transparency and justification of use of specific vendors. An oil change facility was established at the Okaloosa County fleet facility in Crestview, resulting in a reduction of overtime and duty time lost to travel to the Shalimar OCSO facility.

The fleet was upgraded with 20 Ford patrol vehicles and two trucks. Other upgrades for unmarked vehicles, non-police packages, came from used cars from a rental agency. A new vendor was found for heating and cooling fans at a reduced price. A new fuel efficient delivery vehicle was purchased for evidence and spare vehicles were made ready for instant utilization if needed. The tracking of vehicle repairs was moved from Mitchell software to Smart Cop Fleet Maintenance, saving time by consolidating information in one place rather than multiple sites.

The auction of retired vehicles netted the OCSO \$14,710.39. Old vehicles are stripped down and parts, especially mounting brackets, are being used in new vehicles. Partitions from the old prisoner transport van were sold as scrap metal.

Several major, costly repairs on vehicles have been avoided by seeking second opinions. Some major repairs, such as engine replacement are now done in-house by the purchase of a new lift. A single engine replacement in house saves nearly \$1000 in labor.



Parts from stripped vehicles that can not be used are sold on propertyroom.com. An account was established for purchases of high quality "used" vehicle parts, saving money over new; however parts affecting safety such as brakes and steering will still be purchased new. ATV service is now being done in-house at a savings of nearly \$255 per ATV. Vehicle tags and registrations have been systematically aligned.

SUPPLY



More aggressive monitoring of the use of expendable items was initiated with the establishment of a single point of contact for ordering and distribution of these items. A data base has been initiated to track expiration dates on ballistic vests and AED's. The old Fleet building was cleaned out and reorganized for Special Response Team assets. Water, Meals-Ready-To-Eat, and other emergency equipment was staged at district offices in the event of a storm. Arrangements were made with a fuel vendor to stage manned, portable fuel stations in the event of a storm as well.

Fuel without ethanol was obtained in one Shalimar fuel tank for use in power equipment and generators to avoid destruction of carburetors, gaskets, and fuel lines.

Procedures were established to sign out vehicles and equipment and all receipts, vehicle documentation, and correspondence was better organized. There is also a new, more systematic approach for insurance reporting to ensure events are handled efficiently.



Uniforms are monitored so that more common sizes are in stock. Supply also established new controls for exchanging uniforms so that new uniforms are not automatically issued if simple repairs can be made. Usable parts of turned-in uniforms, such as patches, are salvaged and reused. New deputies are issued serviceable, used vests until all requirements are met within the Field Training requirements.



An account with Office Depot was established for state contract pricing for office supplies, thus allowing a standardized ordering and tracking system, saving time and expense. Office Depot also delivers, which saves employee time for shopping expeditions.

Management at Destin Commons donated furniture for the new office in the East District, saving \$6300.

ELECTRONICS

The Electronics Shop wires vehicles for emergency equipment, installs radios and other mission essential equipment , and calibrates speedometers. The shop is now using a state contract approved vendor for the purchase of emergency vehicle parts. That has not only saved money, but has cut down on waiting time for acquisition. Steel and aluminum from old vehicles are now saved by personnel for salvage sales and re-use in new vehicles.

FACILITY MAINTENANCE

Facility maintenance uses inmate labor for much of its work. They are responsible for yard work around various sites, as well as all major and minor repairs and upgrades on OCSO buildings. Notable remodeling projects in 2011 include the Administration Building offices and entrance, repainting of the exterior of the Administration Building, upgrading of inadequate air conditioning units at the Administration Building and CID, construction of the CSI suite with a laboratory work area, IT offices and work area, renovation of the Baker and Laurel Hill substations, and complete renovation of the old FHP building (Judge Livingston Building) in Crestview. Facility maintenance also constructed the Physical Abilities Testing Course in Niceville through donated materials, materials obtained at wholesale costs, recycling salvageable material, and inmate labor.

Arrangements were made with Waste Management for a dumpster dedicated to recycling at the Administration Building, which will result in savings due to fewer pickups of regular trash.



EVIDENCE/PROPERTY

The Evidence Room had its first 100% inventory since 2006. Several audits and inspections have been conducted with no deficiencies noted. All items have been transferred from the former tracking system to the new one. In conjunction with the conversion of the tracking and the inventory, an aggressive purge was performed resulting in 8788 items being purged or destroyed.

Evidence personnel spend an average of 12 hours per week on the road picking up evidence at remote drop sites. That number jumps to 17 hours every other week for pickup and delivery at the FDLE Lab in Pensacola. A new fuel-efficient vehicle was purchased for the Evidence Room this year and new evidence bins and refrigerators were placed in the Destin Substation. In addition, new procedures were established for the delivery of seized currency from the Evidence Room safes into a special account established by the Finance Department.



CRIME SCENE INVESTIGATION

The Crime Scene Investigators augment the Evidence Room staff. Much of their activity in 2011 centered on the Evidence Room purge and inventory. They also trained and equipped select uniformed deputies to perform minor crime scene documentation and attended advanced training.

A new office suite with dedicated storage space and a rudimentary lab was completed. The lab facility enhances in-house capability to process latent prints as well as to dry wet or blood-soaked items. By performing these tasks in-house, processing time at the Pensacola lab is greatly reduced.

Having completed the inventory of the Evidence Room, the CSI's have increased their involvement in processing major crime scenes, which included an extensive archaeological excavation in search of buried remains.

CHAPLAINS

The current Chaplain Corps consists of Larry Carter, Paul White, Cecil Williams, Dennis Walker and Martin Fancher. The departures of Chaplain Kevin Davison, Brad Bynum and Cliff Morgan depleted the ranks.

The Chaplains were very proactive in 2011, visiting and attending to OCSO members and their families when in need or in the hospital. They also visited and interacted with personnel at work centers, shift briefings, social and sporting events, and during ride-alongs with deputies on patrol. They gave briefings at new hire orientations and the Citizen's Police Academy. This past year has seen an increased demand for their services at death notifications, highly emotional incidents, hospital visitations, funeral services, weddings, baby dedications and counseling.



They organized a highly successful Annual Law Enforcement Luncheon attended by agencies throughout the region as well as Florida Attorney General Pam Bondi. The Chaplains organized an agency "Angel Tree" program which provided more than 31 children with 200 packages for Christmas. Out of their "Angel Tree" endeavors, an evicted family was housed. Food and money were collected and delivered to Catholic Charities.



VOLUNTEER HOURS LOGGED

1134

OFFICE OF PROFESSIONAL STANDARDS

During 2011, the Office of Professional Standards increased the efficiency of employee training and accountability through implementation of the web-based POWER DMS program. It provides a convenient system to conduct mandatory training of sworn employees through the internet. Previous to this, the agency's 315 sworn and part-time deputies were required to attend Use of Force training and testing in classroom settings before undergoing firearms qualifications. This contributed significantly to the total number of man hours for trainees and trainers. Based on the three hour training session, man hours exceeded 1,000 annually for Use of Force training. The training is mandated for sworn employees equipped with a Taser. Blood Borne Pathogens training is required for all sworn officers as well. These training sessions have also been made available online with the program saving another 446 man hours. At an average cost of \$21.87 per man hour, the agency's previous total cost for this training was in excess of \$30,000.

Sworn Employees Trained	Training & Hours	*Avg. Hourly Rate	Expense Saved
315	Use of Force – 3 hrs	\$21.87	\$20,667.15
150	Taser Recertification – 1 hr	\$21.87	\$3,280.50
315	Blood Borne Pathogens- 1 hr	\$21.87	\$6,889.05
Total=780	Total training hours = 5	\$21.87	Total \$30,836.70
Figure #1 *Avg. hourly rate of sworn pay provided by OCSO Finance			

Accountability for employees completing their required training has improved to 100% with the Power DMS program.



With Power DMS, the agency now has instant accountability for any training deficiencies which are automatically flagged for immediate attention and notification to supervision. Improvements for agency policy distribution for all employees have also increased to 100 percent with the program. As of December 30, 2011:

ONLINE TRAINING SESSIONS AND EXAMS COMPLETED 1,388

TRAINING CREDIT HOURS AWARDED 26,322

ACKNOWLEDGEMENTS WITH DIGITAL SIGNATURES 18,667

Sworn employees were required to attend courses of instruction for physical fitness and self-improvement. The training was conducted in preparation for the Sheriff's Office mandatory Physical Abilities Testing program which takes effect January 1, 2012.

FITNESS AND WELLNESS HOURS OF INSTRUCTION 4,288



With budget's being trimmed back, the Sheriff's Office increased the number of "in house" training sessions for employees in 2011. The following are summaries for 2011 which show in excess of 2,000 completed hours of training.

HOURS OF "ACTIVE SHOOTER" TRAINING 250

HOURS CRISIS INTERVENTION TEAM TRAINING 984

HOURS EMERGENCY VEHICLE OPERATIONS TRAINING 200

HOURS DISCIPLINE AND ETHICS TRAINING 528

HOURS DUI AND FIELD SOBRIETY TRAINING 216

The Sheriff's Office firearms range in Crestview hosted seven agencies for their firearms training. More than 300 man hours of support was provided to those agencies at no cost to each. The agencies included the Crestview Police Department, Fort Walton Beach Police Department, U.S. Coast Guard Destin, Office of the State Attorney 1st Judicial Circuit, Florida Wildlife Commission, Department of Environmental Protection, and Okaloosa County Department of Corrections.

In addition, the Sheriff's Office hosted six Citizen Firearms Safety Courses at no cost to the participants. The first phase involved classroom instruction on weapons safety/familiarization. The second phase took place at the agency firearms range for practical target shooting.

NUMBER OF CITIZENS FIREARMS SAFETY COURSES 6

INSTRUCTOR HOURS 200

CITIZENS TRAINED AND CERTIFICATES AWARDED APP. 150



ACCREDITATION TRACKING SOFTWARE

In 2011, the OCSO transitioned into a new generation of accreditation tracking processes. In January, the agency began using a software program known as “PowerStandards”. All the agency’s accreditation files were transferred into electronic format negating the need to maintain paper files. In the past, the accreditation manager was required to have a computer with internet access, a copier, fax machine, file folders, tabs, dividers, highlighters, and other resources. With “PowerStandards”, the only requirements are a computer with internet access and a scanner. All agency directives and proofs of compliance were uploaded to the new system during the first half of 2011 and all files are now electronic.

“PowerStandards” has an automated function allowing files to be transferred from one accreditation period to another. It is also integrated with the agency’s policy database which facilitates automatic notifications when a policy affecting accreditation is modified.

COURT SECURITY

2011 was a year of noteworthy accomplishments for Court Security and Detention. First and foremost, due to the vigilance of bailiffs, there were no reported incidents of violence on courthouse property. Additional accomplishments include:

- Safely transitioned to the new Okaloosa Courthouse Annex Extension
- Helped identify and troubleshoot facility issues for county officials
- Acquired X-26 Taser for all Court Security members to enhance ability to diffuse potential violent encounters
- Increased detention manning to provide safer work environment
 - Added a Detention-specific supervisor
- Transitioned responsibility for approval of bondsman services to Detention personnel



Detention and Transportation Calendar Year 2011						
	Daily Intake	Bonded	Transported	Registrations	Juveniles	Court Inmates
January	417	54	285	64	14	150
February	381	55	247	62	17	214
March	453	60	307	68	18	269
April	555	78	302	151	24	276
May	592	67	352	151	22	233
June	584	69	301	185	29	289
July	668	70	328	245	25	215
August	671	56	352	228	35	270
September	583	79	340	140	24	274
October	419	47	293	61	18	213
November	421	51	300	61	9	253
December	404	50	284	60	10	291
	6148	736	3691	1476	245	2947

JUDICIAL SERVICES

The Judicial Services Division is comprised of Warrants, Central Records, and Civil Process.

WARRANTS

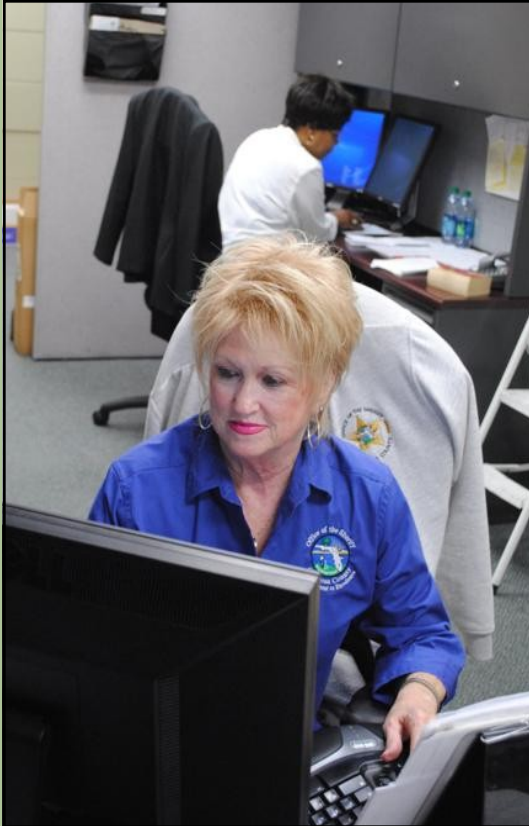
The Warrants Unit handles all agency arrest warrants and civil commit orders issued by the courts in Okaloosa County. Warrants also intake warrants and civil commits from other counties in Florida where the defendant/respondent may be located in Okaloosa County. Warrants coordinates and arranges transports of defendants taken into custody in other states and throughout Florida. Both a commercial transport company and in-house resources are used to transport defendants back to Okaloosa County. The Sheriff's Office is also required to transport inmates from the institution where they are housed back to Okaloosa County for court hearings.

In 2011, Warrants confirmed all civil commit orders status with the Clerk of Court and the State Department of Revenue, updated each commit record to correctly reflect the statutory Sheriff service fee amount, modified all wanted entries in the National Crime Information Computer to comply with Florida Statute 941.45 regarding the extradition of persons wanted for violation of probation offenses and implemented a new imaging system for early 2012.

Warrants Clerks scanned nearly 4,200 active warrants and civil commits into the new system in preparation for agency-wide use. It will make images of warrants available to all personnel 24/7 from any location in which the Sheriff's Office network can be accessed.



CENTRAL RECORDS



Central Records handles all law enforcement records created by the Sheriff's Office. Records personnel are responsible for their safekeeping and ensuring access for agency members. Records transmits all arrest paperwork and traffic citations to the Clerk of the Court and the State Attorney.

OFFENSE REPORTS ETC. PROCESSED

13,680

DUI CASES 275

UNIFORM TRAFFIC CITATIONS 8679

TRAFFIC CRASH REPORTS 1032

TRAFFIC WARNING CITATIONS 3356

CIVIL PROCESS

The Sheriff or his deputy is required by state law to serve orders from the courts that come into the agency's possession. Civil Process receipts in and processes all enforceable and non-enforceable orders from the courts. This includes domestic violence injunctions, dating violence injunctions, summons and complaints in civil disputes, criminal subpoenas, landlord tenant cases, writs of possessions, and writs of replevin.

Civil Process clerks also collect applicable statutory sheriff service fees.

NUMBER OF PAPERS SERVED 17,215

DOMESTIC/REPEAT/DATING VIOLENCE INJUNCTIONS 1052

JUVENILE PROTECTION ORDERS 24

CRIMINAL SUBPOENAS 8505

FINANCE

One of the Finance Department's major accomplishments in 2011 was implementing monthly and quarterly closing procedures. These procedures have allowed Command Staff to make more timely decisions regarding allocation of resources. The new procedures also eliminated previous year's management comments.

Finance transitioned to a new Bank, allowing the OCSO to put in place additional fraud detection techniques such as Positive Pay and additional levels of ACH protection.

Staffing changes allowed the agency to hire an additional degreed accountant as well as a payroll administrator with a net decrease in overall payroll cost. This action contributed to significant improvements in the administration of payroll. Finance now has 100 percent participation in direct deposit. Paper usage has been significantly reduced by our implementation of the Employee Access Center.

The changes led to a very successful audit at the end of 2011.

POSSE

Special details entail approximately 90% of the Posse's activities. In 2011, members were involved in patrol activities, meetings, training, court security, Teen Court, and much more. The Posse compiled more than 16,000 hours of free service to taxpayers from November 2010 and November 2011.



TECHNOLOGY AND COMMUNICATIONS

Information Technology coordinates the OCSO radio, telephone, and Network infrastructure and is the primary resource for technology-related needs. IT's foremost responsibility is maintenance of Computer-Aided Dispatch (CAD), Records Management, and Evidence system databases 24 hours a day, seven days a week. It maintains nearly 200 Mobile Computer Terminals (MCT's), associated hardware, and mobile network connections. In addition, the section maintains various third-party software applications such as CTS-America (SmartCOP), Pentamation, Digital Ally, Data Works Plus Morpho Trak and MANAGER. Members work to design and develop software to support other specialized in-house needs and acts as the principal liaison with outside entities such as FDLE and FBI CJIS Groups. In addition to those daily duties, 2011 brought in a remarkable year of change for Technology and Communications. One of the major accomplishments was moving the new Communications Center from Crestview to Northwest Florida State College in Crestview.



FOR THE NEW COMMUNICATIONS CENTER:

New furniture & consoles delivered

Equipped new consoles with radios and brought back old, refurbished Orbacom console to provide radio control while new consoles were moved

Configured and installed new equipment in new server room

Installed thousands of feet of wiring and hundreds of new network receptacles to connect computers, radios, copy machines, and telephones

FOR THE NEW COURTHOUSE ANNEX EXTENSION:

Installed new fiber connections for Sheriff's Office and CJIS Networks from Shalimar for Court Security & Detention

Installed new radio system repeater for UHF Communications

Moved Morpho Booking & Intoxilyzer equipment from Shalimar to new facility

TECHNOLOGY AND COMMUNICATIONS

Baker and Laurel Hill substations were brought on line along with the Judge Joe Livingston Building in Crestview. The Livingston Building is equipped with new technology to increase the number of Career Criminals and Sex Offenders registered in our county with less use of manpower. A major effort was also invested in 2011 in installing a document management system to change how the OCSO deals with warrants and other documents for the future. In addition, a new Employee Access Center was brought on-line and IT deployed more than fifty new computers throughout the agency.



The Communications Center is one of the busiest in the region, handling more than 184,000 calls for service (and more than 46,000 911 calls for the fiscal year ending September 2011). Our Communications Training Officers provided initial NCIC/FCIC and radio operations training to newly assigned sworn and non-sworn personnel, and personnel from other agencies. NCIC/FCIC recertification testing was provided to agency assigned personnel via a computer lab setup and maintained by IT.

PUBLIC INFORMATION



The Office of Public Information, with the assistance of Information Technology, undertook the transformation of the agency's web page to an "electronic front desk" that now includes additional capabilities for the public to access vital information. Those additions include active warrants searches, updated budget and financial information, written responses to public information and

public records requests, calls for service, an agency feedback tool, Sheriff's Event calendar, Found and Abandoned Property Listing, and sign-up opportunities for the Teen Driver Challenge and other OCSO programs.

In addition, Public Information ramped up its interaction with social media sites such as Facebook, Twitter, and YouTube. Communications began posting real-time traffic, weather, and public safety advisories to the agency's Facebook and Twitter accounts to keep the public informed. Agency news releases and advisories are posted on-line and with social media as well.

Public Information began in-house productions for Cold Case Chronicles, Public Service Announcements, and additional projects utilizing existing equipment as well as installing an office "green screen". Public Information began publication of an agency Newsletter for internal and external distribution. In addition, news related videos and public service announcements are now posted to an agency YouTube site in order to boost information-sharing opportunities with citizens.



A police officer in a dark uniform with a 'POLICE' patch is speaking at a wooden podium. Behind him, a group of police officers in uniform and a group of civilians are standing. The setting is outdoors on a paved area with a brick building and trees in the background.

