

# Lake Stevens Police Department



# 2013 Annual Report

Revised 4/2014  
Prepared by Administrative Supervisor J. Ubert



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# Chief's Message

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To the Mayor, City Council Members and the Citizens of Lake Stevens,

On behalf of the men and women of the Lake Stevens Police Department, it is my pleasure to present you with the 2013 Annual Report. The department experienced another great year of accomplishments and services to the citizens we served. This document summarizes crime and statistical data, and personnel highlights for the past year.

Our efforts continue as we refocus the police department and prepare for the strategic plan that will guide our organization in the years ahead. We have taken steps to thoroughly review all our processes and make sure we are focusing on the key element of our business, which is serving the public and insuring the safety of all those who live or visit our community.

I wish to thank Mayor Vern Little and the City Council members for their support and confidence in our Department. I would also like to thank the all of the staff who work for the city and the members of the Lake Stevens Police Department for their hard work and dedication this past year. We are successful because of the commitment by you and the community we serve.

As we look forward to 2014, we all understand the unique challenges we continue to face and will work hard to meet these challenges head on. We pledge to the community, that we will continue to be good stewards of the public's trust, remain fiscally responsible with their tax dollars, and provide the very best service to all those that live, work or play in our community. We appreciate your continued support as we forge an even stronger partnership with the people we serve. It is an honor to serve as your Chief of Police.



# MISSION, VISION, VALUES

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## MISSION

**“THE LAKE STEVENS POLICE DEPARTMENT IS COMMITTED TO A PROFESSIONAL PARTNERSHIP WITH OUR COMMUNITY BY PROVIDING EXCELLENCE IN SAFETY, SERVICE AND EDUCATION.”**

## VALUES

**We are committed to promoting and obtaining the highest ethical standard valuing honesty and integrity within our organization and community.**

**We are committed to providing a safe environment, including policies and procedures which quickly and efficiently deal with any situation that place staff and public at risk.**

**We are committed to personal and professional development and actively seek involvement and a shared sense of commitment and services at all levels.**

**We are committed to provide citizens of our community with quality service by being passionate, responsive and caring through a community based approach.**



# Code of Ethics

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As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

- **I will** keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.
- **I will** never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.
- **I recognize** the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.
- **I know** that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.
- **I will** constantly strive to achieve these objectives and ideals, dedicating myself to my chosen profession . . . law enforcement.

## Introduction

This Annual Report identifies and documents the Police Department's 2013 accomplishments and achievements. It is an inward look at our successes and strengths, as well as an outward measure of effectiveness in our ability to build positive community partnerships and citizen involvement. It includes crime statistics and identifies how Department resources are utilized. This report also provides a glimpse into future obstacles and challenges, which will be addressed through strategic planning.

Policing our community requires a balance between enforcement related policing tactics and enhancing the quality of life in our community through prevention and education. Accomplishing such a balance depends on our ability to focus on and find ways to resolve problematic issues as well as our ability to communicate and partner with citizens and businesses, eliciting their help and support. Crime prevention is the central theme of this organization. Our ultimate goal is to make our community a better place to live, work, learn, and play.





# Major Achievements

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**Loaned Executive Management Assistance Program (LEMAP)** - The Lake Stevens Police Department embarked on a top to bottom review of the organizations procedures in February. This study was conducted by members selected by the (WASPC) Washington Association of Sheriffs and Police Chiefs.

**Lexipol**- The department completely revamped and implemented new policies in April after working with the input from our officers and staff. This process was very successful because of the labor/management team working to complete the project in a timely manner.

**Daily Training Bulletins (DTB)** - With the completion of the Lexipol policy manual, the department purchased the DTB Module, so we could insure all officers and staffs were given daily training on the policies of the department.

**Comprehensive Emergency Management Plan (CEMP)** - The Lake Stevens City Council adopting a newly updated version of the CEMP which had not been updated since 2002. This project spanned the course of two years. The CEMP establishes an all-hazards approach to enhance the ability of the City of Lake Stevens to manage emergencies and disasters. The purpose is to save lives; protect public health, safety of property, the economy and the environment; and foster a return to a normal way of life after a large scale emergency.



# Organizational Structure

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## Administrative Division

### Records Unit

- Customer Requests
- Responsible for the maintenance and management and retention of all Department records.
- Crime reporting to the state
- Issuance of CPLs, gun purchases, public disclosure, fingerprinting, passport processing

### Property/Evidence Unit

- Responsible for the maintenance, storage, integrity, and management of all property and evidence in the Department's possession.
- Processes court and prosecutor requests

## Operations Division

### Patrol

- Patrol Officers are the first responders to calls for service.
- This unit also handles traffic safety, collision investigations, school resources and marine services.
- Neighborhood problem solving, public education, emergency management, fleet management

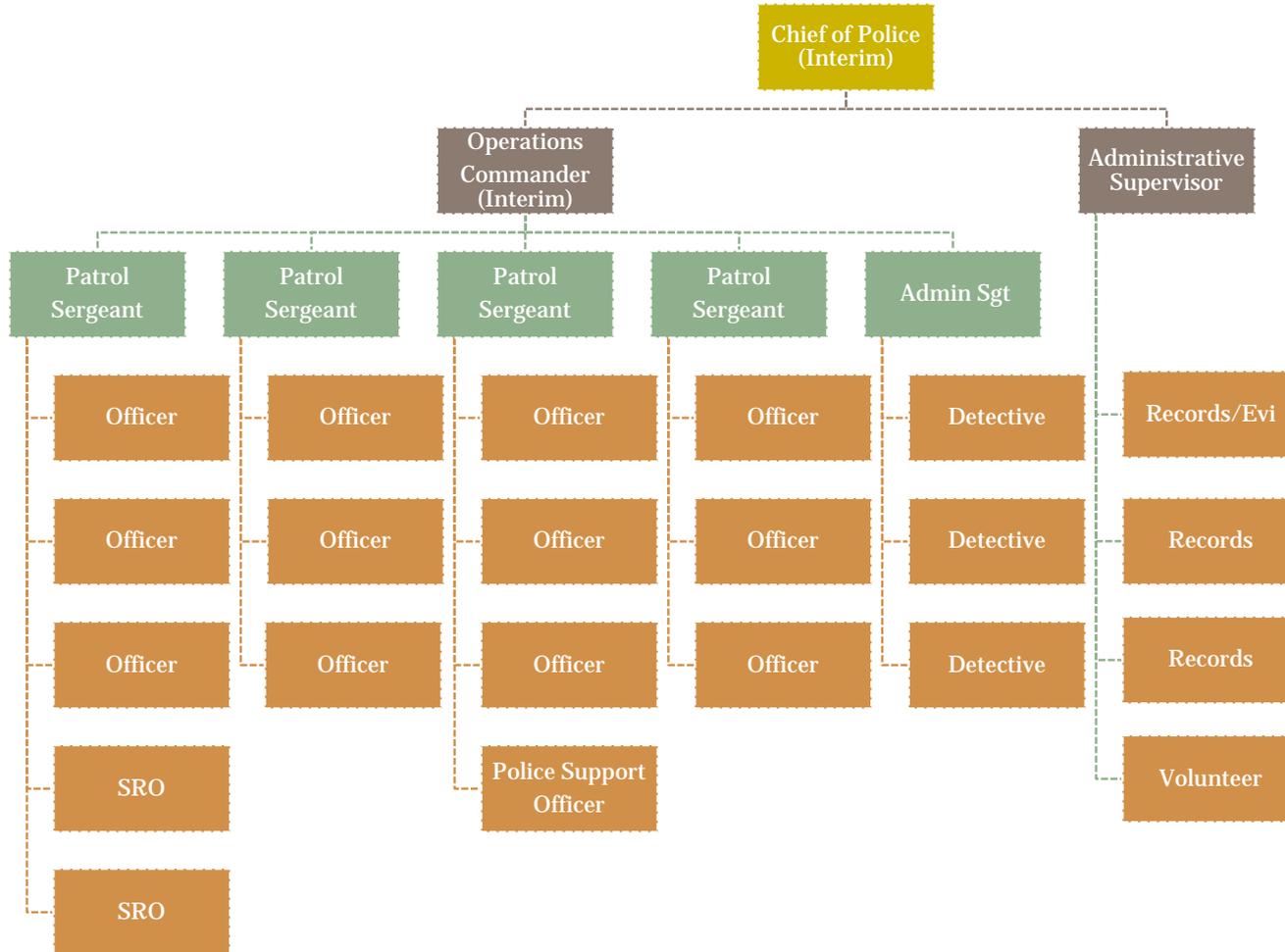
### Investigations Unit

- The Investigations Unit investigates crimes against persons, felony property crimes, drug/vice related activity, and gather intelligence.
- Investigators are "on call" and they are subject to returning to work after hours when the need arises.
- The Unit submits criminal cases to the Prosecutor for review, charging, or declining those cases where the collected information reveals no possibility of the case being solved.



# Organizational Structure

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# Budget Overview

LSPD ended 2013

8% under budget

	2013 Budget	2013 Est Ending	2013 Actual
Law Enforcement - Salaries	2,315,634	2,084,422	2,070,482
Law Enforcement - Holiday Pay Out	85,696	85,696	60,742
Law Enforcement - Extra Duty Salaries	10,000	10,000	9,189
Law Enforcement - Overtime	200,000	200,000	209,309
Law Enforcement - Benefits	877,708	875,200	857,263
Law Enforcement - Clothing	28,000	25,273	28,992
Law Enforcement - Office Supplies	18,750	20,260	17,989
Law Enforcement - Operating	27,230	29,443	25,007
Law Enforcement - Fuel	105,200	79,131	70,065
Law Enforcement - Professional Services	31,700	34,949	45,986
Law Enforcement - Prof Serv Lexipol	4,450	4,450	4,450
Law Enforcement - Legal	5,000	-	-
Law Enforcement - Communication	31,728	32,566	29,658
Law Enforcement - Travel	14,500	11,144	9,704
Law Enforcement - Insurance	124,899	124,804	124,804
Law Enforcement - Utilities	11,378	11,507	13,880
Law Enforcement - Repair & Maintenance	82,170	71,726	66,269
Law Enforcement - Miscellaneous	2,000	2,000	1,966
Law Enforcement - Staff Development	7,800	9,684	10,825
Law Enforcement - Drug Task Force	7,500	7,256	7,256
Law Enforcement - Operating NW - Laptops	18,335	18,335	13,283
Law Enforcement - Major Crime Fund	-	700	624
Law Enforcement - Operating - Invest Photo	1,500	1,500	1,176
Law Enforcement - Grants	4,000	-	-
Law Enforcement - Advertising	-	323	269
Law Enforcement - Alarm Costs	2,000	1,103	919
Law Enforcement - Drug Investigations	1,000	-	-
Law Enforcement - Jail	300,000	277,921	286,401
Law Enforcement - SnoPac Dispatch	440,000	440,000	436,829
Law Enforcement - Boating Salaries (Local)	10,203	8,550	8,550
Law Enforcement - Boating Salaries (Other)	11,883	5,593	5,593
Law Enforcement - Boating Benefits (Local)	4,070	2,297	2,297
Law Enforcement - Boating Benefits (Other)	5,082	938	938
Law Enforcement - Clothing - Boating	250	194	194
Law Enforcement - Boating Operating	700	714	714
Law Enforcement - Boating Fuel	800	579	579
Law Enforcement - Boating Travel	350	-	-
Law Enforcement - R&M Boating	3,000	2,500	1,105
LE - Seizure & Forfeiture State Remit	1,000	1,000	-
Code Enforcement - Professional Service	30,000	27,358	24,904
<b>TOTAL LAW ENFORCEMENT</b>	<b>4,825,516</b>	<b>4,509,118</b>	<b>4,448,213</b>





# Public Relations

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- Special Olympics Torch Run



- Civic Day



- Guns n Hoses



- Riskwatch





# Public Relations

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- American Legion Holiday Event



- Back to School
- Kiwanis's Easter Egg Hunt
- Bike Rodeo with Lake Stevens Fire

- National Night Out



- Health and Safety Fair
- Aquafest
- Ironman
- Sunnycrest Dept Tour



# Notable Investigations

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## HOMICIDE/DRIVE BY SHOOTING—SOLVED

- On Saturday, June 1st, 2013 around 11:15 pm, Molly Conley, 15, was shot and killed as she was walking with some friends along the 10600 blk. of S. Lake Stevens Road, in Lake Stevens. Molly was celebrating her 15th birthday. The bullet that struck Molly came from a dark colored vehicle that drove past them. Lake Stevens Detectives and Snohomish County Major Crimes partnered together and on July 1st made an arrest. The suspect is in jail awaiting trial.

## HOMICIDE—SOLVED

- On Monday, June 17 around 9 a.m. Phillipa S. Evans-Lopez, 20, was found stabbed to death inside her home. Officers entered the home and found the body and then waited for a search warrant. Once again, Lake Stevens Detectives and Snohomish County Major Crimes partnered together and on July 2nd made an arrest. The suspect is in jail awaiting trial

## VEHICLE/PEDESTRIAN COLLISION

- Officers responded to a vehicle/pedestrian collision at the 8300 block of SR 204 in Lake Stevens. A 49-year-old male was driving westbound on SR 204 when he saw a disabled vehicle in the eastbound direction. It is believe the male pulled to the shoulder of the road with the intent of assisting the stranded motorist. The male then ran across SR 204 in the direction of the disabled vehicle. While doing so he was struck by a vehicle traveling in an eastbound direction.

## HOME INVASION ROBBERY—SOLVED

- Two adult males broke into a motor home located near the 400 block of Davies Road in the City of Lake Stevens. The victims, two adult males who lived in the motor home, reported the incident to 911 stating they had been attacked and “beat” by the intruders. All three suspects were interviewed and booked into the Snohomish County Jail for Robbery 1<sup>st</sup> degree, Burglary 1<sup>st</sup> degree and Assault in the 2<sup>nd</sup> degree. All three were later sentenced to 3-6 years a piece in prison.

## ROBBERY-SOLVED

- A 32-year old male and a 17-year old male were arrested for robbery with a handgun. Officers were dispatched to a robbery complaint at a local convenience store. Containment was set up while Detectives and a K-9 Unit were asked to assist. The K-9 search was successful and both males were located and placed under arrest. A search warrant was received and performed on the vehicle during which time both the handgun and money were recovered. Both males were booked, one in the Juvenile Detention Center and other in Snohomish County Jail.



# Professional Accountability\*

## Use of Force

Use of Force					
Year	Q1	Q2	Q3	Q4	T
2011	18	26	12	16	72
2012	10	22	14	3	49
2013	18	8	5	12	43

Year	Total Use of Force	Incidents	Use of Force to Incidents
2011	72	32,833	1:456
2012	49	29,852	1:609
2013	43	28,406	1:660

## Internal and Complaint Investigations

All inquiries regarding the performance, conduct, or behavior of our employees are accepted as Personnel Complaints.

The Chief or his designee reviews each complaint. If the initial complaint were to be sustained and the resulting discipline would be suspension, demotion, or termination, the Chief or his designee will order an Internal Investigation be conducted.

In 2013, six complaints and one internal investigation were investigated.

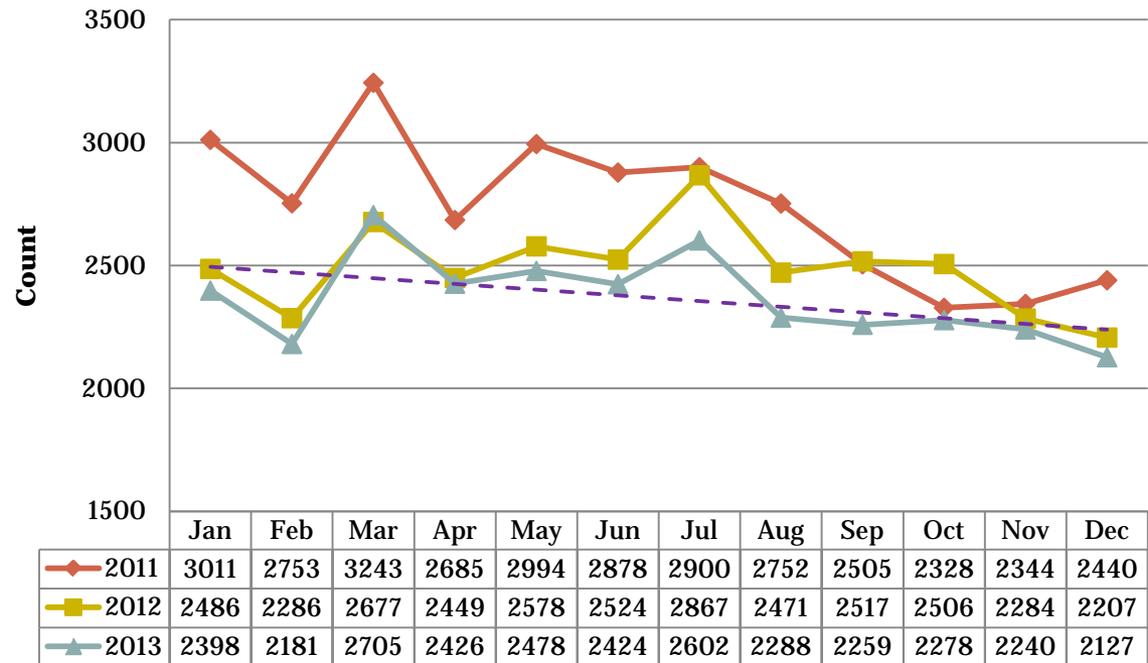
- 4 complaints were sustained
- 2 complaints exonerated
- 1 internal was sustained\*
- 1 internal was exonerated\*

\*internal investigation encompassed two employees

## Calls for Service

A “call for service” is a request for police service in which an officer is dispatched, or an incident observed by a police officer. Not every call for service generates a police report. In 2013 the Department responded to, or initiated, 28,406 calls for service, which is a 4.8% decrease from 2012. These calls for service include, but are not limited to: reports of criminal activity; motor vehicle collisions; assists to other agencies; suspicious calls, and other service related functions. Looking at this data from a historical prospective, the average number of calls over the last five years is 28,926

## Incidents-Year By Month



Year	Incidents	Percent Change
2009	22,027	
2010	31,513	30.1%
2011	32,833	4%
2012	29,852	-9%
<b>2013</b>	<b>28,406</b>	<b>-4.8%</b>

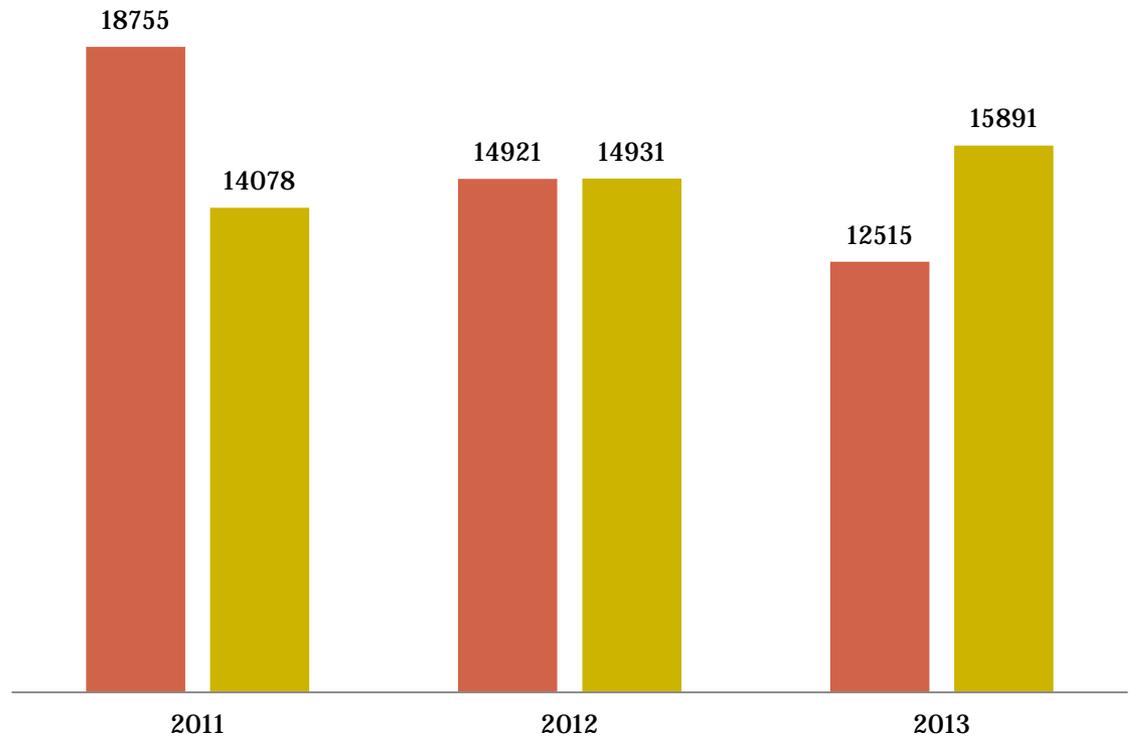


## Calls for Service

Self-initiated activity describes police patrol functions that occur when a police officer perceives a problem and takes action. A self initiated call can be ANY type of incident; the only difference is that they are not dispatched. Self initiated activity is frequently an indicator of pro-active and productive officers versus dispatched called which are reactive. In 2013, our self-initiated calls were down 34% from 2012 due to changes in types of calls received.

## Total Incidents

■ Self initiated ■ dispatched

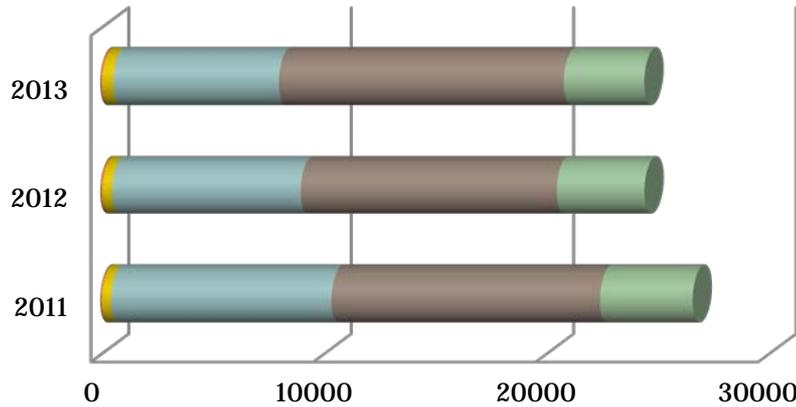




# Calls for Service

The below breakdown details the majority of call types responded to in 2013.

### Calls by Priority\*



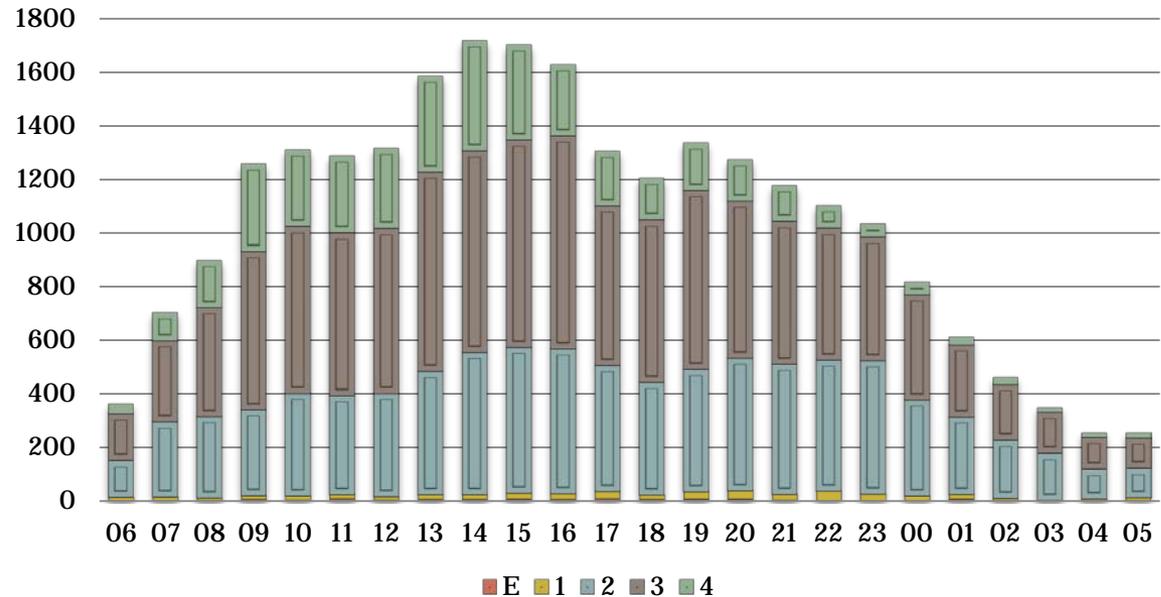
	2011	2012	2013
■ E	73	92	85
■ 1	428	450	511
■ 2	9893	8466	7436
■ 3	12074	11510	12807
■ 4	4162	3943	3614

Call Type	# of Calls for Service	Call Type	# of Calls for Service
Security Check	3459	SRO	429
Follow Up	3017	Theft Priority	427
Informational	2055	DUI	399
Traffic	2711	SUSPP	394
Suspicious	1852	Abandon	373
911	1182	RSO	358
School	687	Substance	354
Disturbance	593	Civil	328
Alarm	574	Veh Prowl	291
Animal Control	555	Harass	288
Accident	552	Subject Stop	283
Public Assist	547	Warrant	275
Traffic Hazard	514	911	242
Assist Law	465	Property	224
Noise	443	Juvenile	219

## Calls for Service

By looking at calls by hour, we are able to better understand when our calls for service are occurring. By doing so, we can predict and customize our staffing plan to better address the needs of our community. In 2013 we analyzed three years worth of data and will move forward with a staffing model in 2014 to ensure the highest level of service during high calls for service

### LSPD Total Calls by Hour



#### E: Emergency Police response

\*Serious crimes against persons\*Weapons or Physical Violence involved \*Enter within 30-60 seconds of receipt

\*Dispatch within 60-120 seconds of receipt

#### 1: Emergency response

\*All other Serious Crimes against Persons/Serious Property Crimes \*Fire/Aid responses (See Event Card Manual Operation) \*Enter within 30-60 seconds of receipt \*Dispatch or advise within 60-120 seconds of receipt

#### 2: Urgent response

\*Lesser crimes against persons/property \*Threats of violence. Non-life threatening \*Fire/Aid responses (See Event Card Manual Operation) \*Enter within 30-75 seconds of receipt \*Dispatch or advise within 60-150 seconds of receipt

#### 3: Non-Emergency response

\*Cold calls or Extended time element of 24 hours or more \*Fire response for service requests \*Dispatch upon unit availability

#### 4: Non-Emergency Follow Up, Mail-in or Animal Response

\*Cold calls or extended time element of 24 hours or more





# Violent Crime

20

Offenses	Attempt	Complete	Total	Arrest	Exception	Total Clear	Percent Cleared
Murder and Manslaughter	0	2	2	2	0	2	100.00%
Forcible Sex Offenses	0	25	25	15	0	15	60.00%
Non-Forcible Sex Offenses	0	2	2	2	0	2	100.00%
Kidnapping	0	1	1	1	0	1	100.00%
Aggravated Assault	0	20	20	19	0	19	95.00%
Robbery	2	12	14	6	0	6	42.86%
Simple Assault	0	200	200	170	1	171	85.50%



# Violent Crime

21

## UCR

	Total YTD 2011	Total YTD 2012
<b>Major Crimes</b>		
Murder	1	0
Rape	9	3
Robbery	10	17
Assault	172	189
<b>Total Violent Crime</b>	<b>192</b>	<b>209</b>

\*The LSPD Records Unit switched from Uniformed Crime Reporting (UCR) to the National Incident Based Reporting System (NIBRS). Under NIBRS all reportable offenses are counted which will provide a more accurate and detailed snapshot of crime in our city. NIBRS reporting has many benefits over UCR reporting due to the detail captured from each incident.

## NIBRS

YEAR	MURDER	RAPE	SEX OFFENCES	KIDNAPPING	ROBBERY	ASSAULT	TOTAL VIOLENT CRIMES
2013	2	6	21	1	14	220	264



# Property Crimes

22

Offenses	Attempt	Complete	Total	Arrest	Exception	Total Clear	Percent Cleared
Arson	0	7	7	0	0	0	0.00%
Burglary/Breaking And Entering	19	139	158	14	0	14	8.86%
Larceny	20	493	513	94	0	94	18.32%
Shoplifting	3	90	93	50	0	50	53.76%
Theft From Building	2	194	196	29	0	29	14.80%
Theft From Coin-Op Machine	1	1	2	0	0	0	0.00%
Theft From Motor Vehicles	14	188	202	13	0	13	6.44%
Theft From Motor Vehicles-Parts	0	7	7	0	0	0	0.00%
All Other Larceny	0	13	13	2	0	2	15.38%
Motor Vehicle Theft	1	76	77	9	0	9	11.69%
Destruction/Damage/Vandalism of Property	0	177	177	39	0	39	22.03%



# Property Crimes

23

## UCR

	Total YTD 2011	Total YTD 2012
<b>Major Crimes</b>		
Burglary	108	175
Larceny	345	425
Veh Theft	70	72
<b>Total Property Crime</b>	<b>523</b>	<b>672</b>

\*The LSPD Records Unit switched from Uniformed Crime Reporting (UCR) to the National Incident Based Reporting System (NIBRS). Under NIBRS all reportable offenses are counted which will provide a more accurate and detailed snapshot of crime in our city. NIBRS reporting has many benefits over UCR reporting due to the detail captured from each incident.

## NIBRS

YEAR	ARSON	BURGLARY	LARCENY	VEH THEFT	VANDALISM	TOTAL PROPERTY CRIMES
2013	7	158	513	77	177	748



# Domestic Violence

24

The below information details the total number of crimes, whether violent or property related, which were Domestic Violence related.

Offenses	Attempt	Complete	Total	Arrest	Exception	Total Clear	Percent Cleared
Forcible Sex Offenses	0	11	11	10	0	10	90.91%
Aggravated Assault	0	11	11	10	0	10	90.91%
Simple Assault	0	127	127	122	1	123	96.85%
Intimidation	0	19	19	9	0	9	47.37%
Burglary/Breaking And Entering	0	9	9	1	0	1	11.11%
Larceny	0	24	24	10	0	10	41.67%
Theft From Building	0	17	17	8	0	8	47.06%
Theft From Motor Vehicles	0	5	5	0	0	0	0.00%

YEAR	DOMESTIC VIOLENCE	% FROM 2012-2013
2011	131	
2012	133	2%
2013	130	-2%



# Additional Crime Data

25

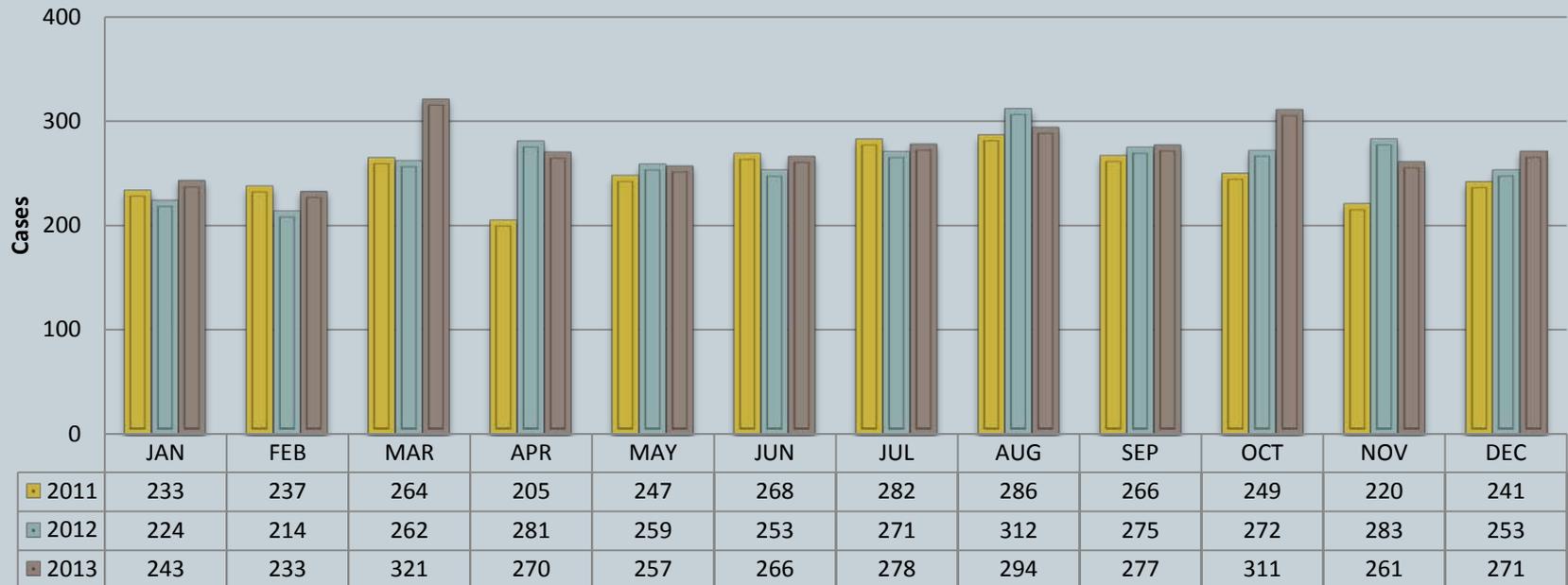
Offenses	Attempt	Complete	Total	Arrest	Exception	Total Clear	Percent Cleared
Counterfeiting/Forgery	0	21	21	1	0	1	4.76%
Fraud	0	90	90	11	0	11	12.22%
False Statement	0	0	0	0	0	0	0.00%
Credit Card/ATM Fraud	0	81	81	9	0	9	11.11%
Impersonation	0	7	7	2	0	2	28.57%
Welfare Fraud	0	0	0	0	0	0	0.00%
Wire fraud	0	2	2	0	0	0	0.00%
Embezzlement	0	1	1	0	0	0	0.00%
Stolen Property Offenses (PSP)	0	26	26	20	0	20	76.92%
Intimidation (Harassment)	0	46	46	17	0	17	36.96%
Drug/Narcotic Offenses	0	110	110	91	0	91	82.73%
Drug/Narcotic Violations	0	60	60	52	0	52	86.67%
Drug Equipment Violations	0	50	50	39	0	39	78.00%
Violation of No Contact Order	0	40	40	39	0	39	97.50%
Weapon Law Violations	0	16	16	11	0	11	68.75%



# Patrol-Case Data

Patrol officers are the backbone of the Operations Division and the Lake Stevens Police Department. Officers are assigned to one of the four patrol crews, working in partnership with the residents, merchants, and visitors, in accordance with the Department's community policing philosophy

## Lake Stevens Cases

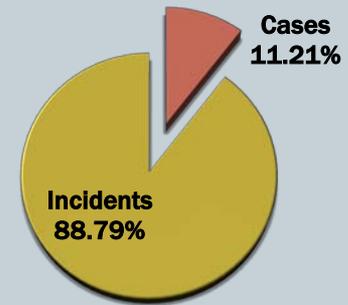




# Patrol-Case Data

The patrol section of the Operations Division provides 24 hour patrol service and initial response to all calls for service. The patrol section is currently comprised of four (4) sergeants and twelve (12) full-time officers. On average, the Department has been able to field a minimum of one (1) Sergeant and two (2) officers for the majority of every 24-hour period, with various time of day having greater numbers of officers working and available.

### Cases per Incident



YEAR	INCIDENTS	CASE REPORTS	% RESULTING IN CASES
2011	32,833	2998	9.13%
2012	29,852	3159	10.60%
2013	28406	3282	11.21%



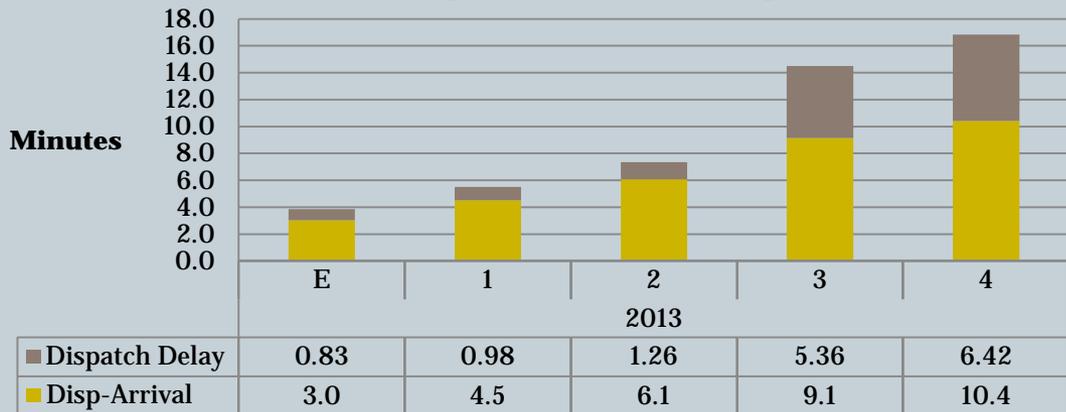


# Patrol-Response Times

Entry to Arrival response times depicts the time from when the dispatcher first answered the call to when the officers arrive on scene. The “delay” is the time from when the 911 Call-taker first answers the call to when the officer is dispatched. The different call types are what make up the different priorities (E-4). “E” is emergency calls that requires the officer to respond as quickly as possible and are coded down from there. An “E” call would include an assault with a weapon or a robbery for example.

## Average Response Time

Entry To Arrival = Dispatch To Arrival + Dispatch Delay

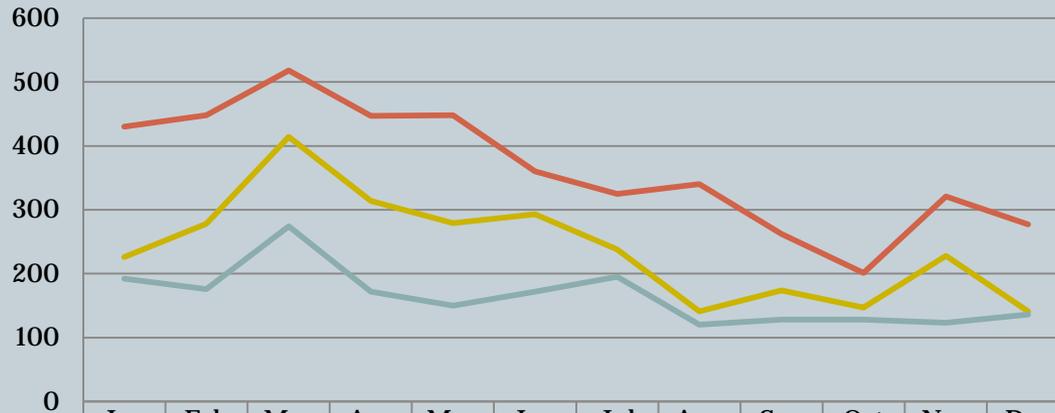


YEAR	DISPATCH TO ARRIVAL				
	E	1	2	3	4
2011	2.99	4.27	5.94	8.96	12.26
2012	3.39	4.60	6.05	13.29	11.27
2013	3.00	4.50	6.10	9.10	10.40



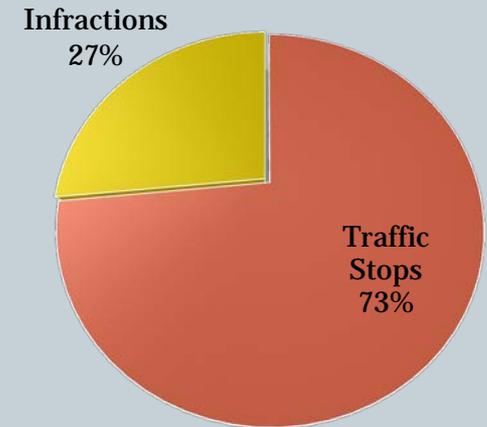
# Patrol-Traffic Data

## Traffic Stops



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2011	430	448	518	447	448	360	325	340	262	201	321	277
2012	226	278	414	314	279	293	238	141	174	147	228	141
2013	192	176	274	172	150	172	195	120	128	128	123	136

Traffic Stops Resulting in Infractions



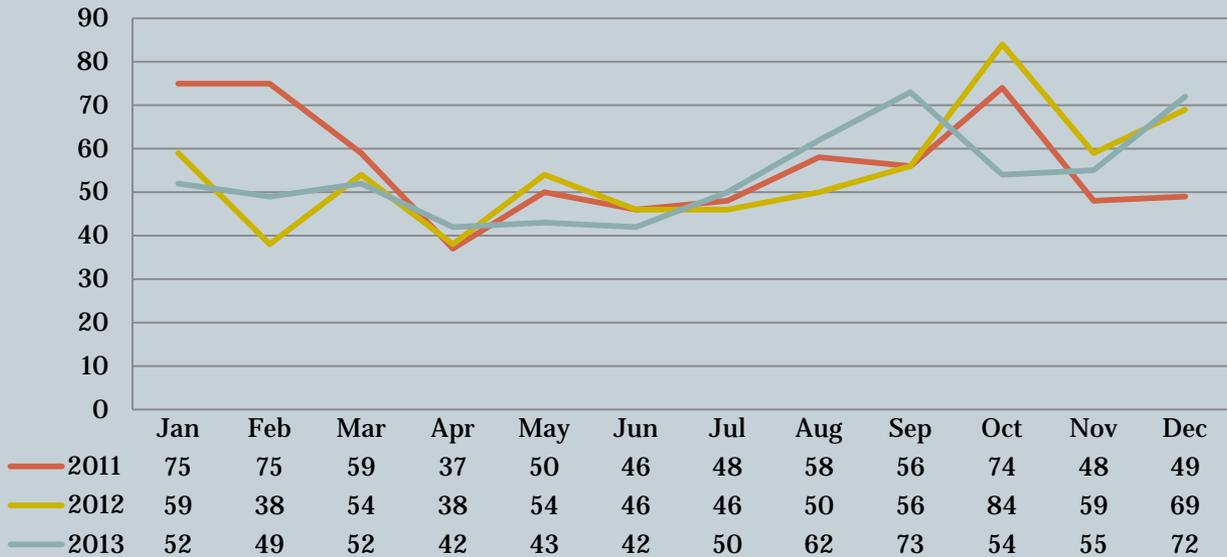
	# OF		%	
	TRAFFIC STOPS	INFRACTIONS	WARNINGS	INFRACTIONS
2011	4377	1778	71%	29%
2012	2873	1028	74%	26%
2013	1966	722	73%	27%



# Patrol-Collision Data

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## Collisions



	# OF COLLISIONS	% OF CALLS
2011	675	2.1%
2012	653	2.2%
2013	646	2.2%



# Patrol-DUI Data

## DUI Calls



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2011	32	22	32	22	34	41	42	30	43	25	40	43
2012	29	36	32	30	28	39	37	42	43	34	49	33
2013	24	22	33	34	31	28	40	37	35	50	37	28



	# OF DUIS	% OF CALLS
2011	406	1.3%
2012	432	1.5%
2013	399	1.4%

LSPD processed and forwarded charges on 28 DUI's

## Investigations

The investigations section of the Lake Stevens Police Department is responsible for the follow-up investigation of all major crimes committed against persons or property that require a degree of specialization or a centralized investigative approach. Lake Stevens Police Department Detectives, collect evidence, conduct surveillance, identify perpetrators, and prepare the cases for successful prosecution.

Detectives are also available for call out 24/7 to provide crime scene investigations where specialized evidence collection techniques are required.

In August of 2013 a detective position was added bringing our unit total to three. This addition brought their average monthly case load down to 20 per month.

**In 2013 through the combined efforts of patrol and investigations, LSPD seized \$9250.00 in drug related funds as well as 2 vehicles valuing \$850.00.**



In 2013 our Investigations Unit received specialized training in the following areas:

- Officer Involved Shooting
- Child Abuse Interviewing
- Practical Homicide Investigation
- Social Networking Investigations
- Cell Phone Forensic Investigation
- Interview and Interrogations
- DV Sexual Violence Intervention

CASE TYPE	CASES FORWARDED	CASES STILL OPEN
Crimes Against Children	24	7
Property Crimes	24	12
Violent Crimes	12	3
Sex Crimes	3	0
Miscellaneous	19	4
<b>TOTAL</b>	<b>82</b>	<b>26</b>



## Boating Program

The mission of the Lake Stevens Boating Program is to:

- Increase life jacket wear
- Increase compliance with mandatory boater education requirement
- Increase compliance with BUI regulations
- Increase enforcement of operator compliance with navigation rules, LSMC and Boating RCWs

\*In 2013 funding from for the boating program came form the following sources:

- City of Lake Stevens- \$11,041.17
- State Vessel Registration Fees- \$11,511 .00
- WA State Boating Grant- \$7564.83-spent  
(We are allocated \$31,478.00 for the 2012/2013 fiscal year)



### 2013 BOATING NUMBERS

ON-WATER HOURS	341.25
VESSEL INSPECTIONS	158
VISUAL INSPECTIONS	12
CITATIONS	30
WARNINGS	252



## School Resource Program

The Lake Stevens Police Department is proud to partner with the Lake Stevens School District to provide two School Resource Officers. We have one Officer who works out of Lake Stevens High School and one from Cavelero Mid-High School.



There are many duties performed by our School Resource Officers. The responsibilities include:

- Implement protocol for radio communications with school staff
- Review and make recommendations for parking and transportation issues
- Recommend and assist with implementation of uniform lock down procedures
- Assist with preparations for “Shelter In” events and make recommendations for procedures and supplies
- Member of Safe Schools and Safety Committees
- Monitor school zones for safety



# Training

In 2013, LSPD employees attended a total of 1459 hours of training which averages to 63 hours each.

Other training classes attended included:

Odor Investigation-training with Puget Sound Clean Air Agency

Public Records

BAC Basic and Refresher

Amber Alert

Glock Armorer School

**Range**-The function of the Range is to ensure sworn members are proficient and qualified in the proper use of firearms. This is accomplished through a variety of POST-certified training formats such as Basic Firearms Training, annual qualifications, and specialized courses as required by the Department's needs.



**Crisis Intervention Team (CIT)**-The purpose of the CIT training is to reduce violent encounters between police officers and mental health service clients. The Criminal Justice Training Commission provides special CIT training for police personnel so that they can respond to any heightened situations involving mental health service clients and utilize de-escalation skills

**Police Skills Refresher**-Lake Stevens Police coordinates with the Snohomish County Regional Training Group to provide mandated training for all certified police officers.

**In 2014 we will begin our strategic planning process which will help us identify our long term training goals.**





# Records

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Records management is one of the most critical areas of contemporary police departments because of the importance of accurate record keeping of criminal justice activity and the advancement of public records disclosure. The Records Unit is responsible for managing and maintaining all of the LSPD law enforcement records throughout their lifetime, which begins at the conception of the incident and often concludes at destruction or archiving. In addition to maintaining police records below is a sampling of other duties overseen by the Records

## Accomplishments

The Records Unit took over entry of Protection Orders from the Snohomish County Sheriff's Office. These documents are often complex in nature and require attention to detail. Processing these documents is another example of how we continue to provide the best possible service to our community.

In taking a proactive approach to Public Disclosure, collision reports have been made available online. After Sergeant approval records prepares the reports and immediately posts them. This affords Citizens a faster turn around in getting information to their insurance companies.

	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	% DIFFERENCE 2012-2013
Evidence Processed	2427	2226	2021	-9%
Case Reports	2998	3159	3282	4%
Protection Orders			104	
Fingerprints	590	829	967	17%
Infractions Processed	1778	1028	722	-30%
Public Disclosure	1309	1324	1066	-19%
Concealed Pistol License	261	461	455	-1%
Lamination of CPLs		262	377	44%
Gun Transfers	587	745	745	0%
Phone Calls	7604	7485	6785	-9%
Walk Ins	3097	3604	3821	6%
Passports	1509	1491	1777	19%



# Property/Evidence

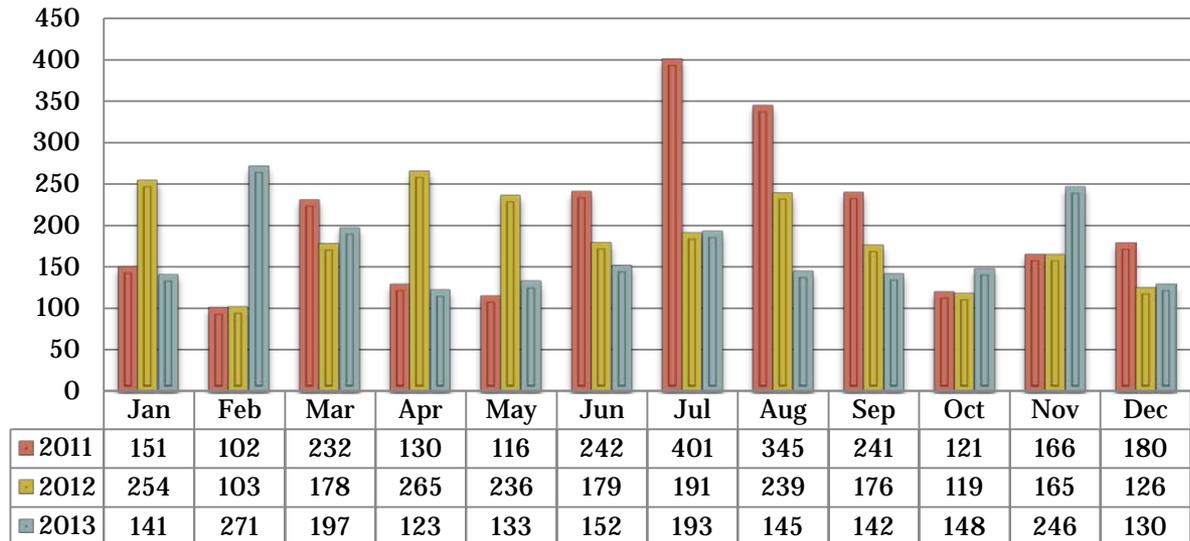
## # of pieces processed

<b>2010</b>	2326
<b>2011</b>	2427
<b>2012</b>	2231
<b>2013</b>	2021

Evidence processing is more than just processing in evidence collected at the scene. It involves developing relationships with the crime labs and prosecutor's office to ensure our cases have the best chance possible for prosecution. Evidence requires an endless amount of research to locate owners of property so items can be returned. Attention to ever changing laws is vital to ensure firearms are only returned to those who are eligible to possess.

In 2013, in collaboration with LS Public Works, our evidence room was remodeled. This created space for vehicles awaiting search warrants and provided a work space for officers while processing their evidence.

## Evidence Processed



## Prescription Drug Take Back

The Lake Stevens Police Department has participated in the Prescription Drug Take Back Program since its inception in 2009. This program is a way for citizens to safely dispose of the prescription drugs without flushing them into our waterways and prevents them from getting into the hands of children.

**In 2013, the LSPD collected 227 pounds of prescription medications through participation in this program.**

Participation includes a Drug Take Back day where, in partnership with Walgreens, we were able to educate and inform the public of the program and collect prescription drugs at no cost to the public.

LSPD partners with Bartell's twice a year to assist Citizens with prescription collection.



YEAR	AMOUNT COLLECTED
2010	144 pounds
2011	166 pounds
2012	217 pounds
2013	227 pounds





# Volunteers in Policing

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## Explorers

The Lake Stevens Police Department sponsors an explorer Post with the intention of promoting an increased interest in the law

enforcement field, teaching leadership, and providing an opportunity for community service.

The Explorer Post is comprised of young adults between the ages of 14 and 21 years of age. Explorers receive training in all

aspects of being a police officer. Their training includes crime prevention, marine patrol, traffic enforcement, crime scene processing, patrol procedures, arrest and handcuffing techniques, firearms, radio procedures, report writing and much, much more. Explorers ride with full time officers during

the course of their normal shift and are exposed to a wide variety of calls.

Explorers are called upon to assist with many of the events occurring throughout the year in Lake Stevens. The Explorers have provided service to the Chamber of Commerce, Lion's Club, Rowing Club, and Family Center.

## Department Volunteer

Kandy Brown began volunteering with our department in May of 2002. She has become an irreplaceable part of our organization. Always willing to lend a hand, Kandy has performed task as simple as copying to organizing and overseeing community service volunteers.

In addition volunteers assist in activities such as:

- Electronic Filing
- Customer Service
- Aquafest
- National Night Out



# Employee Recognition 2013



## Officer of the Year

The Lake Stevens Police Department is honored and privileged to announce that Daniel Planalp is the recipient of 2013 Lake Stevens Police Officer of the Year.

Officer Planalp was recognized by his peers for his outstanding work ethic, commitment and technical knowledge of policing. Officer Planalp started his law enforcement career with the Lake Stevens Police Department in 2007 after spending 4 years in the United States Marine Corps.

Over the course of his career Officer Planalp has been assigned to Patrol Division of the Department. In addition to his regular duties Officer Planalp is a certified Marine Patrol Officer and is a Deputy US Marshall who works with the Violent Offender Task Force. Officer Planalp has established himself as a determined Officer who has made a name for himself as the “go to guy” for apprehending particularly hard to catch criminals.

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## Employee of the Year



The Lake Stevens Police Department is honored and privileged to announce Julie Ubert as the recipient of 2013 Lake Stevens Police Employee of the Year.

Julie began her career in 2004 as a Records Specialist after receiving her BA from Washington State University. After 8 months on the job, Julie was promoted to Administrative Supervisor.

Over the course of her career Julie has served as the department’s evidence technician, Family Center Board Member and as the treasurer for LEIRA, a state recognized Law Enforcement organization. She has written numerous grants and through networking established herself in the Law Enforcement field as someone who can be relied when needed.

Julie has established herself as a dedicated professional who thrives on new challenges and responsibilities.

## FIVE Years of Service

Officer Steve Warbis  
11/1/2008



# Employee Recognition 2012



## Officer of the Year

The Lake Stevens Police Department is honored and privileged to announce that Jared Wachtveitl is the recipient of 2012 Lake Stevens Police Officer of the Year.

Officer Wachtveitl was recognized by his peers for his outstanding work ethic, commitment and technical knowledge of policing. He started his law enforcement career with the Department in 2006 as an Intern, then a Cadet and after 3 years he joined as a fulltime Officer.

Over the course of his career, Detective Wachtveitl has been assigned to both the Patrol and Investigation Divisions of the Department. In addition to his regular duties Officer Wachtveitl is a certified Marine Patrol Officer and a member of the Allied Law Enforcement Riot Team (ALERT). Officer Wachtveitl has proven himself as a competent Officer/Detective who is constantly striving to enhance his capability as an investigator.

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## Employee of the Year

The Lake Stevens Police Department is honored and privileged to announce that Jennifer Anderson is the recipient of 2012 Lake Stevens Police Employee of the Year.

Jennifer started her career in Law Enforcement in 2007 as a Records Specialist. Over the course of her career, she has become certified as a Child Car Seat Technician and has served on the Family Center Board of Directors.

Jennifer always performs her duties with consistency, consideration and with a high degree of proficiency. These are outstanding qualities which have earned her the respect from her peers. Jennifer's consistent performance has reflected greatly upon her and the department.



# Goals and Objectives in 2014

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In order to facilitate continued progression in the effectiveness, efficiency, and fiscal responsibility of the Lake Stevens Police Department we have identified three major projects for 2014.

**Strategic Planning Process**- The police department has not had a formal strategic planning process of the office since the late 90's. Our office has started the planning process to formally implement a five year plan for the office. The Strategic Plan will build upon the LEMAP study completed by our department.

**Staffing Plan**- A staffing plan will be conducted to ensure we are meeting the expectations of the community we serve and ensure an equitable distribution of workload throughout our agency. The staffing plan will be driven by our strategic plan and involves:

- Staffing analysis
- Scheduling review
- Succession Planning
- Workload Management
- Stakeholder Expectations
- Training Plan



# Goals and Objectives in 2014

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## Accreditation

The police department is embarking on becoming an Accredited Agency once again through the Washington Association of Sheriffs and Police Chiefs (WASPC). We are now in the process of implementing an accreditation plan and being recognized by WASPC in 2014-2015.

The purpose of law enforcement agency accreditation is to professionalize the law enforcement industry by providing a review process for agencies to be certified as operating under industry best practices and standards. In 1976 WASPC was directed by the Washington State Legislature to develop standards and goals for Washington State Law Enforcement. WASPC has maintained an operational accreditation program since that time.

### Benefits of Accreditation Include:

- To increase public confidence in the agency
- To increase credibility
- To provide a systemized agency self-assessment
- To broaden perspectives
- To intensify administrative and operational effectiveness
- To ensure recruitment, selection, and promotion processes are fair and equitable
- To strengthen understanding of agency policies and procedures by agency personnel
- To improve agency morale and pride
- To decrease susceptibility to litigation and costly civil court settlements
- To potentially reduce liability insurance costs
- To provide state and local recognition of professional competence

