



2013



*Conover Police*  
*Department*  
**ANNUAL**  
**REPORT**

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# ***THE AGENCY***

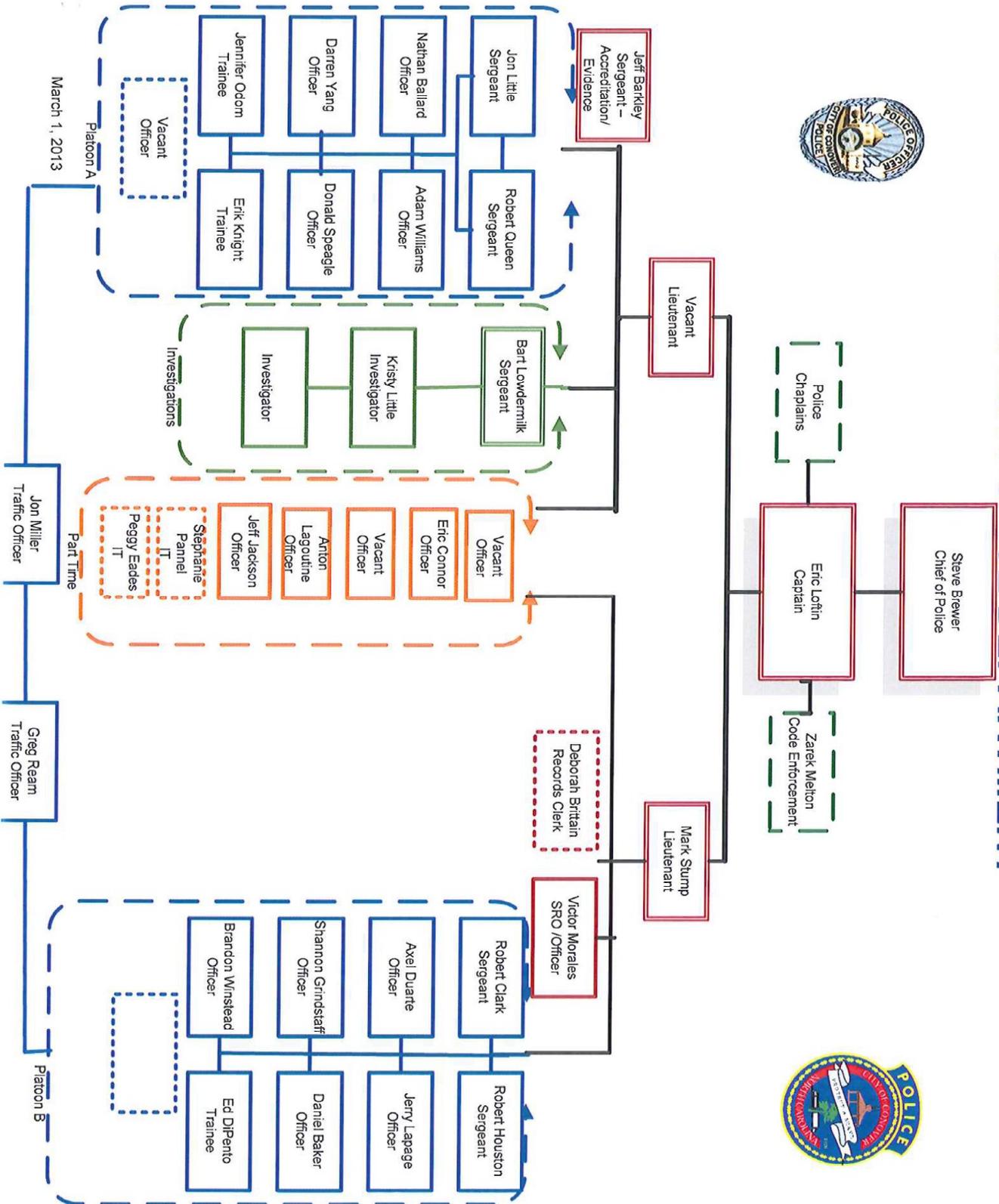


2010

# I - Organizational Chart

2013

11/1/1



# CONOVER POLICE DEPARTMENT

## II- Conover Police Roster

<b>Conover Police Roster</b>			
<b>Name</b>		<b>Rank</b>	<b>Assignment</b>
<b>Last</b>	<b>First</b>		
<b>Administration</b>			
Brewer	Steve	Chief	Administration
Loftin	Eric	Captain	Administration
Stump	Mark	Lieutenant	Administration
Barkley	Jeff	Sergeant	Accreditation
Morales	Victor	Officer	School Resource
<b>Platoon A</b>			
Little	Jon	Sergeant	Patrol
Queen	Robert	Sergeant	Patrol
Ballard	Nathan	Officer	Patrol
Yang	Darren	Officer	Patrol
Knight	Erik	Officer	Patrol
Williams	Adam	Officer	Patrol
Speagle	Donald	Officer	Patrol
Odom	Jennifer	Officer	Patrol
Ream	Greg	Traffic	Patrol
Miller	Jonathan	Traffic	Patrol
<b>Platoon B</b>			
Clark	Robert	Sergeant	Patrol
Houston	Robert	Sergeant	Patrol
Duarte	Axel	Officer	Patrol
Lapage	Jerry	Officer	Patrol
Grindstaff	Shannon	Officer	Patrol
Baker	Daniel	Officer	Patrol
Winstead	Brandon	Officer	Patrol
Davis	Ryan	Officer	Patrol
		Officer	Patrol

## II– Conover Police Roster (Continued)

<b>Conover Police Roster</b>			
<b>Name</b>		<b>Rank</b>	<b>Assignment</b>
<b>Last</b>	<b>First</b>		
<b>Investigations</b>			
Lowdermilk	Bart	Sergeant	Investigations
Towery	Kristy	Specialist	Investigations
Vacant		Investigations	Investigations
<b>Reserve</b>			
Jackson	Jeff	Officer	Part time
Connor	Eric	Officer	Part time
Lagoutine	Anton	Officer	Part time
Vacant		Officer	Part time
Vacant		Officer	Part time
<b>Part time IT</b>			
Pannell	Stephanie	IT	Part time
Eades	Peggy	IT	Part time
<b>Code Enforcement</b>			
Melton	Zarek	Code Enforcement	Code Enforcement
<b>Records</b>			
Brittain	Debra	Records	Records
<b>Chaplains</b>			
Bledsoe	Don	Chaplain	Chaplain
Lagoutine	Anton	Chaplain	Chaplain
Repass	Byron	Chaplain	Chaplain
Correll	Brian	Chaplain	Chaplain
Bledsoe	Helen	Chaplain	Chaplain

### III - Special Recognitions



**Officer Jerry LaPage** received his Intermediate Certificate from the State of North Carolina Criminal Justice Education and Training Commission on December 3, 2013. Jerry has been a member of the Conover Police Department for two years.

### IV- New Employees



**Officer Ryan Davis** joined Conover Police Department in December, 2013. Ryan is a graduate of Bunker Hill High School and has obtained an Associate degree through Western Piedmont Community College. Ryan attended Basic Law Enforcement Training at Western Piedmont Community College in 2010.



**Officer Edward DiPento** joined Conover Police Department in March 2013. Edward is a graduate of North Lincoln High School. Edward attended Basic Law Enforcement Training at Central Piedmont Community College.



**Officer Jennifer Odom** joined Conover Police Department in March 2013. Jennifer is a graduate of St. Stephens High School. Jennifer attended Basic Law Enforcement Training at Catawba Valley Community College.



**Officer Erik Knight** joined Conover Police Department in February 2013. Erik attended Bunker Hill High School and completed Basic Law Enforcement Training at Catawba Valley Community College. Erik lives in Conover.



## V. Top Performers for 2013

The Conover Police Department is proud to recognize Officer Jonathan Miller, Officer Shannon Grindstaff, Officer Darren Yang, Officer Edward DiPento, Officer Danny Baker, Officer Jerry LaPage, and Officer Brandon Winstead as the top seven performers for 2013. Monthly averages are computed for incident reports, accident reports, citations, arrest, legal processes, field interviews, community policing, alarms, assist motorist, escorts and premise checks. These five officers consistently ranked average or above average in these eleven categories.



J. Miller



S. Grindstaff



D. Yang



E. DiPento



D. Baker



J. LaPage



B. Winstead



CPD Dodge Chargers

## VI - Mission Statements



### CITY OF CONOVER

The mission of the City Council and City Staff of Conover is to provide the community with the responsible leadership and essential, effective local government services.

### CONOVER POLICE DEPARTMENT



The mission of the Conover Police Department is to provide a safe environment and improve the quality of life through professional law enforcement and interaction with the community.

## VII - Values Statement

**Ethics** - We recognize that personal and organizational ethics are essential for the department to perform at the highest professional level and to the accomplishment of our mission.

**Loyalty and Trust** - We must be loyal to our oath of office, to the people and communities we serve. Our actions are reliable, dependable, and consistent.

**People** - Our communities and department members are deserving of our full efforts and attention.

**Professionalism** - We strive for excellence in providing quality service while maintaining a work environment that develops our members through effective, timely training and progressive leadership.

**Teamwork** - We encourage independent action and initiative, while realizing that our success depends on a cooperative effort within the Department and throughout the community.

**Integrity** - Greatly valued by the Conover Police Department. Departmental integrity requires that members maintain the highest standards for the law enforcement profession and are held accountable for the exercise of their authority. The Constitutions of the United States and the State of North Carolina, State Statutes, and Departmental Policy serve to establish boundaries by which authority may be responsibly used recognizing that policies and procedures cannot be written to anticipate every circumstance in which authority may be exercised appropriately.

## ***VIII - Law Enforcement Code of Ethics***

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 before God to my chosen profession . . . **law enforcement.**

**(International Association Of Chiefs Of Police)**



## IX - Statistical Overview

<b>City of Conover Demographics</b>	
<b>Population*</b>	<b>8255</b>
<b>Number of Households*</b>	<b>3,207</b>
<b>Square Miles*</b>	<b>10.9</b>
<b>Miles of Streets</b>	<b>88.40</b>
<b>Police Department Staffing</b>	
<b>Total Authorized Personnel</b>	<b>35</b>
<b>Full-Time Sworn Personnel</b>	<b>27</b>
<b>Full-Time Non-Sworn Personnel</b>	<b>2</b>
<b>Part-Time Personnel</b>	<b>6</b>
<b>Summary of Police Department Personnel</b>	
<b>Administration</b>	<b>5</b>
<b>Patrol</b>	<b>19</b>
<b>Investigations</b>	<b>3</b>
<b>Clerical / Code Enforcement</b>	<b>2</b>
<b>Part time</b>	<b>6</b>
<b>2012-13 Fiscal Data</b>	
<b>City of Conover General Fund Budget</b>	<b>\$7,987,638</b>
<b>Police Department General Fund Budget</b>	<b>\$2,122,908</b>
<b>Police Department Per Cent of Total</b>	<b>26.5%</b>
<b>Police Department Spending Per Capita</b>	<b>\$257</b>
<b>Police Department Spending Per Household</b>	<b>\$662</b>
<b>Summary of Police Department Budget</b>	
<b>Personnel Cost</b>	<b>74.74%</b>
<b>Operating Cost</b>	<b>18.34%</b>
<b>Capital Cost</b>	<b>7%</b>
* 2010 Census Data	

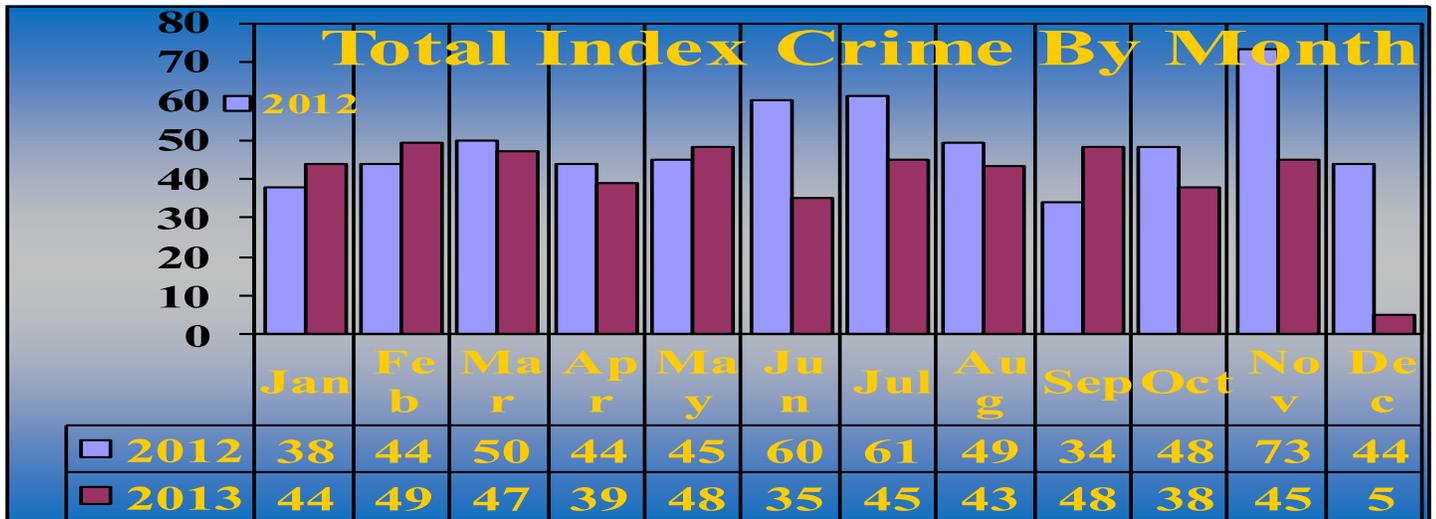
# ***PERFORMANCE REPORTS***



CPD 2010

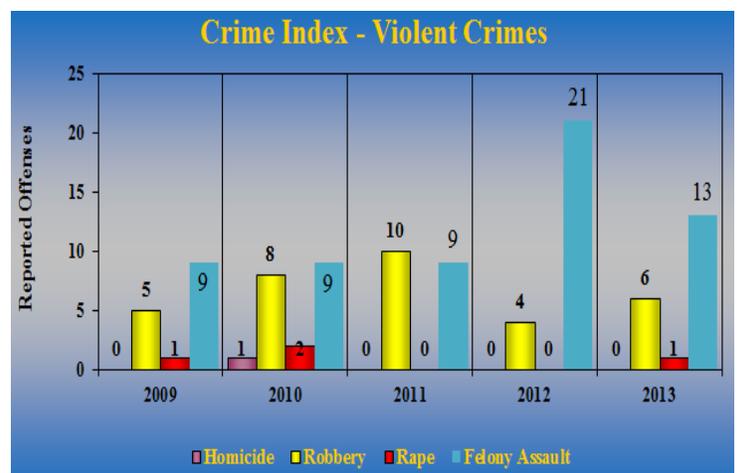
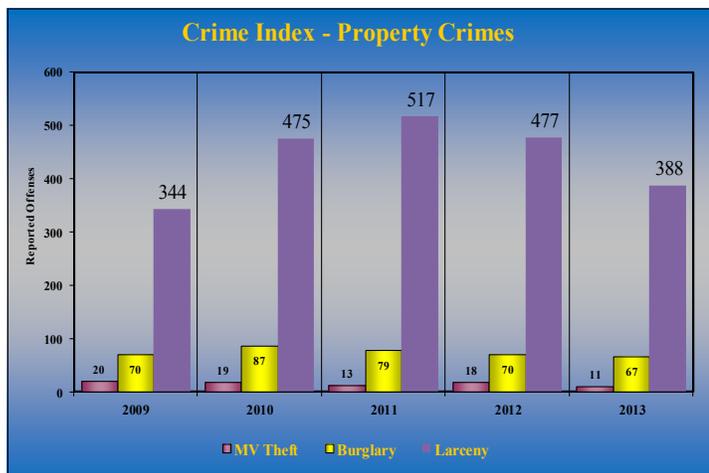
## I- The Crime Index

The Conover Police Department reports monthly the reportable crimes electronically to the North Carolina State Bureau of Investigation's (SBI) Research and Planning Division. The SBI and FBI compile the data at the state and national levels into the Uniform Crime Reporting Program (UCR). The UCR program is based on a Crime Index. The Crime Index consists of seven major crimes selected for their serious nature, their frequency of occurrence and on the reliability of reporting from citizens to law enforcement agencies.<sup>1</sup> The Crime Index includes the violent crimes of homicide, rape, robbery and aggravated assault; and the property crimes of burglary, larceny, and motor vehicle theft. The Crime Index is used when comparing crime rates and statistics for various cities, towns and counties across the United States.

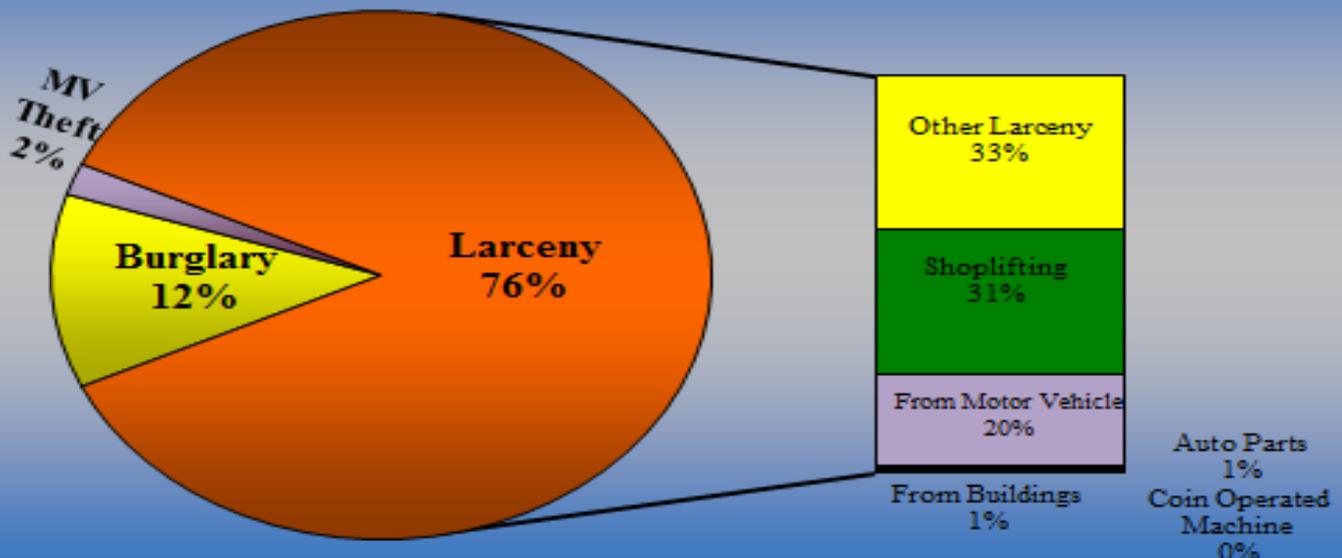


<sup>1</sup>State of North Carolina, State Bureau of Investigation, Index and Offenses Rates 2012-2013 Summary Reporting Data for Conover NC

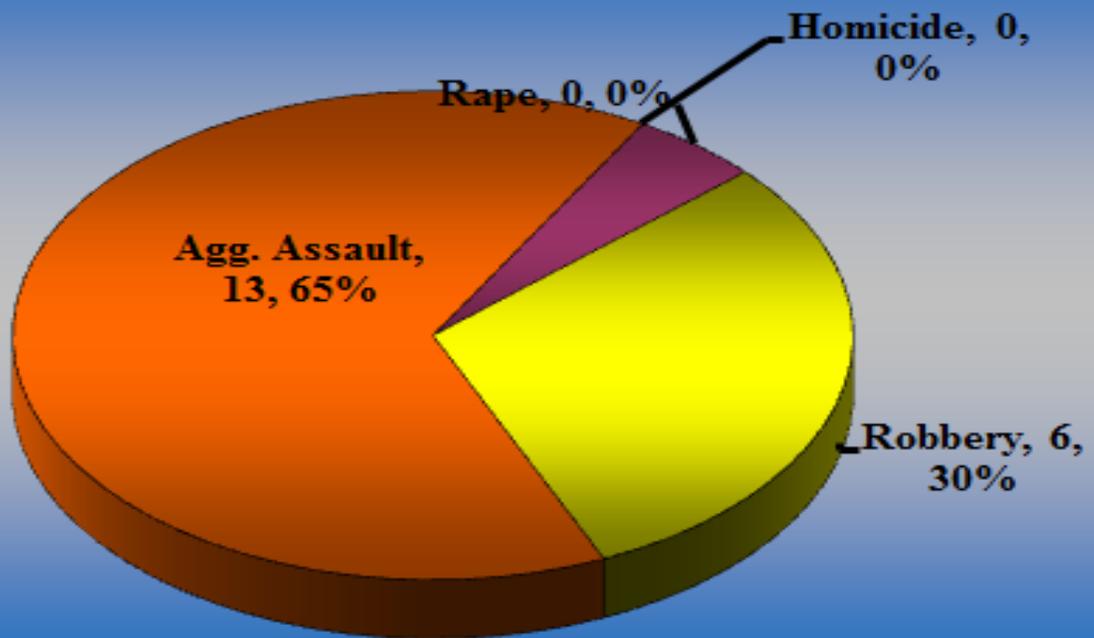
2013 Features	
Most Frequent Month	February
Least Frequent Month	December
Most Common Offense	Larceny



## Property Crimes 2013



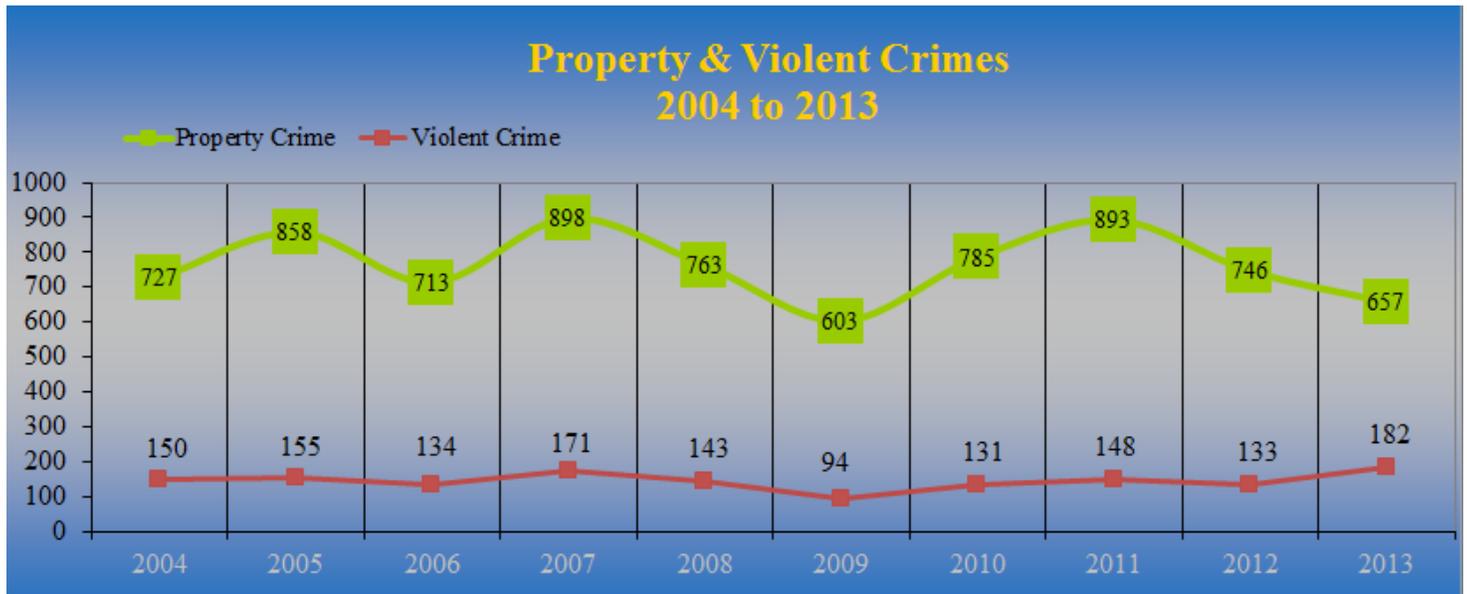
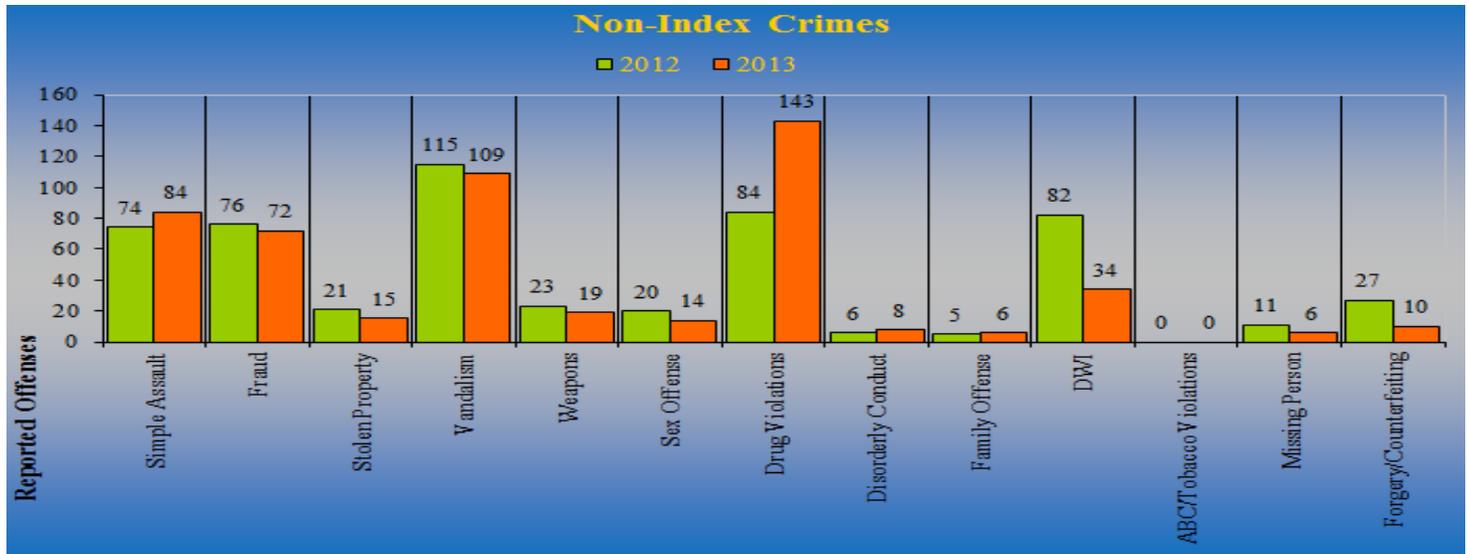
## Violent Crime 2013



In 2013 the agency experienced a 16% decrease in the Part I Index Crimes. This number reflects a decrease in all categories except Motor Vehicle Theft and Aggravated Assault which showed increases. Motor Vehicle thefts increased from 13 to 19. Aggravated Assaults increased from 13 to 21. A reduction was seen in Burglaries (-11%), Larcenies (-19%). Arson and Homicides remained unchanged at 0. The overall decrease in Part I Index crimes can be attributed to increase in Larcenies which increased from 477 in 2012 to 388 in 2013. The department continues to take a proactive approach by increasing community policing efforts and working to increase the number of community watch programs in neighborhoods. Citizen cooperation and participation are critical for a successful law enforcement agency.

## II - Non-Index Crimes

The Non-Index crimes include all other crimes or incidents reported during the year. There were 628 non-index crimes reported in 2013 compared to 544 in 2012. These crimes are taken seriously as many times they are an indication of the quality of life in a community. Graffiti and other types of vandalism may indicate gang activity and increases in simple assaults, drug offenses, disorderly conduct, and family disturbances may be a barometer of economic times.



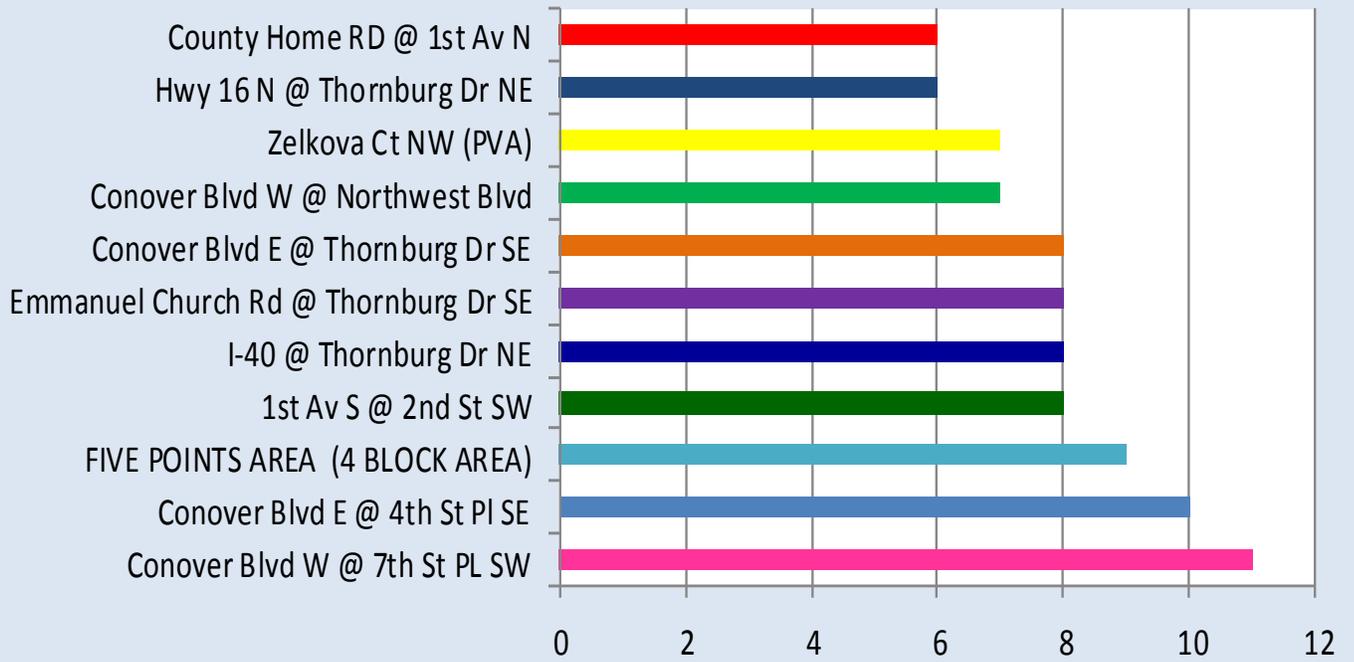
### III - Traffic

The population of the City of Conover increases from 8,100 to in excess of 26,000 during the work week. The commercial and industrial base around the City, in addition to Conover being the geographic center of Catawba County with the bisecting of an Interstate, US and NC Highways contributes to the influx of traffic during the work week. The following daily traffic counts document these figures: 1st Street West (Old 70A) – 15,000; 1<sup>st</sup> Avenue North (NC 16)- 10,000; 1<sup>st</sup> Avenue South (NC16)- 18,000; Rock Barn Road- 9,300 and Conover Boulevard (Hwy 70)- 14,000. In addition, the new Highway 16 corridor continues to see an increased flow of traffic and it is expected to see a continual increase in traffic as the widening to four lanes project from Charlotte is complete.

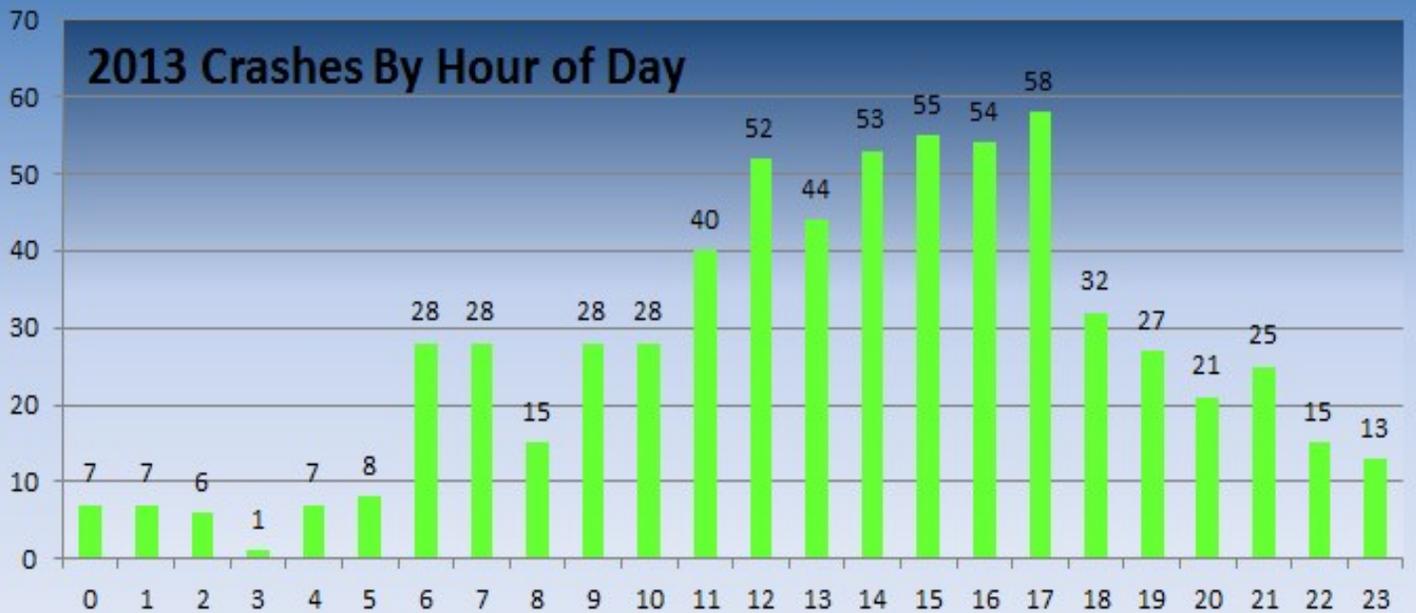
From 2006 through 2013 the City of Conover has averaged 639 crashes per year. Conover continues to have one of the highest crash rates for Cities under 10,000 population. Traffic crashes and traffic related problems continues to be one of the agency's top priorities.



## 2013 Top Crash Locations



## 2013 Crashes By Hour of Day

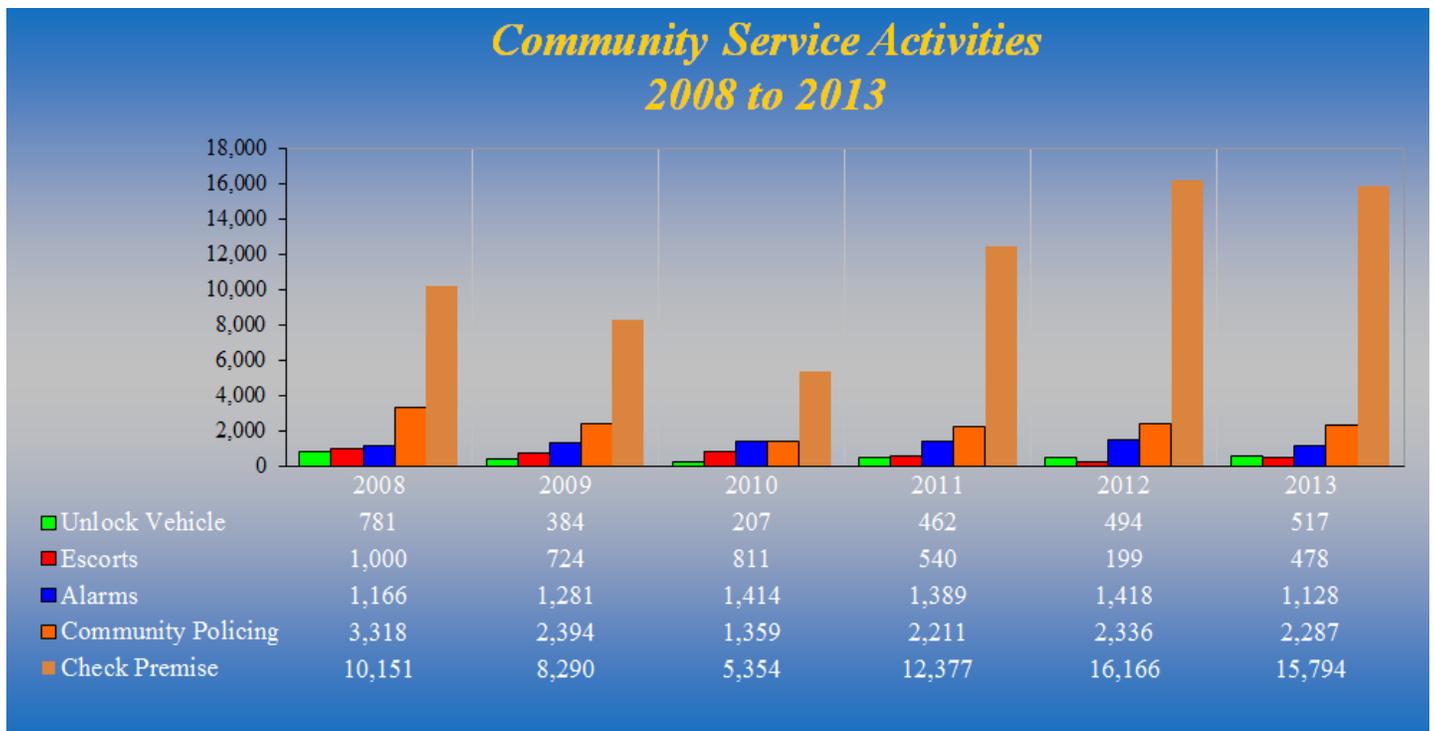


## IV - Community Service

The Conover Police Department has a long tradition of community service. This organizational philosophy continues to guide the department and was verified by the Commission on Accreditation for Law Enforcement on-site assessment team's appraisal of the department "... doing it all for their residents, no matter how small the task."

The agency has maintained the community service philosophy during declining economic times and limited budgets. These activities include vacation/premise checks, funeral and business escorts, unlocking vehicles, responding to alarms in addition to the daily community policing contacts in retail and residential areas of the city.

Several of the Community Watch programs have had changes in leadership and have not conducted meetings on a regular basis. Most programs have changed to meeting two times a year. The Southwest Community, and Brentwood/Cambridge Developments continue to meet and share information with the police department as problems or concerns arise. Community Watch programs have proven to be a positive asset for the department by improving community relations and by educating the community and the police to potential community problems and concerns. The additional eyes and ears in the communities are beneficial to the crime prevention and crime reporting efforts. Major community events for 2013 included National Night-Out, The Greater Hickory Classic, Catawba Valley Community College's Career Day, Community Job Fair, Antique Tractor Parade, Biker's Toy Run for Conover School, and the Santa Cop Program.





## V - Special Awards/Projects

**National Night-Out 2013:** National Night-Out 2013 was held in August with above average temperatures for the sixth year in a row. This year's event featured the Songfellows Quartet and Brothers Redeemed. The City of Conover held its Community Workshop during the event also. The event was held once again on the Concordia Square and attracted approximately 900 people despite the temperatures. The Community Workshop, which originally was held in April, allows the different city departments to

highlight events and projects accomplished during the year. Other displays included a static display of vehicles and equipment by local law enforcement agencies, local merchants, retailers, the armed forces and food and drink vendors. Attendees visited the various displays presented by the different departments, enjoyed the entertainment and renewed old friendships with their neighbors and friends. This is a great event that receives an enormous amount of support from the community and local businesses. Their support through monetary donations and supplies helps make the event a success each year. Once again the Conover National Night Out event won one of the National Awards that is presented to agencies for outstanding participation.



**The Greater Hickory Classic:** Formerly the Ensure Classic, this PGA Champions Tour Event, was held at Rock Barn Golf and Spa on October 14– 20, 2013. The event featured 81 professional players and drew an estimated 80,000+ for the week. The week long event starts with a qualifying tournament and a tournament for the local high school golf teams. The second day is highlighted by the Dale Jarrett Shoot-Out an event for local charities featuring professional golfers, NASCAR drivers, professional athletes and other celebrities. Wednesday and Thursday of the week featured Pro-AM events and tournament play began on Friday and ended on Sunday afternoon with the awards ceremony.

Security for the event was coordinated by the Conover Police Department utilizing eleven law enforcement agencies from Catawba, Burke, Caldwell, and Alexander counties providing more than 1500 hours of security. The Incident Management System is used to coordinate the event. Security for the event has consistently received high marks from the PGA.

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**Santa Cop:** The Santa Cop program was originally started as a community project designed to help local families in need to have a memorable Christmas. The project has continued to grow and has become a department wide project. Families in need were identified through the Department of Social Services, Probation and Parole and area schools. This was the fifth annual Santa Cops event.



Santa Cop 2013

Donation boxes were placed throughout the city and contributions were accepted from local merchants and others wanting to contribute to the program. This year the Conover Police Department was able to provide assistances to sixty-two (71) families and 152 children in and around the Conover area. They received clothing, toys and food valued in excess of \$4,000.



Santa Cop 2013

# ANNUAL REVIEW AND ANALYSIS



2013 National Night Out



2013 National Night Out

## I - Use Of Force:

Because the application of force on an individual by a police officer is subject to close scrutiny by society the Conover Police Department investigates all incidents involving officers where some level of force was used on an individual. All force must be reasonable and necessary.

Each use of force incident is reviewed by the Assistant Chief for compliance with policy and the reasonableness of force used. The annual review includes Use of Force and Incident reports alleging Resist, Obstruct or Delay of an Officer.

During 2013 members of the Conover Police Department were involved in 18 incidents requiring some type of use of force. The incidents involved a total of 19 officers. Two officers were involved in five of the incidents. One officer involved in four incidents. Three officers were involved in three incidents each. All incidents involved two or more officers except for five of them. Members of other agencies were involved in two of the Use of Force incidents. Three of the incidents involved the officer pulling his service weapon until an offender was safely secured. Those incidents involved Fleeing suspect, larceny subject, and subject who had allegedly fired at a motorist. Tasers were pulled on six incidents: two deployments and four display only.

One of the incidents resulted from domestic calls for service. Two incidents involved mental patients, assault with a deadly weapon, traffic enforcement, suspicious persons, and assaults. Three of the incidents involved larcenies. The other incidents were the result of calls involving break or enter, fight in progress, mutual aid, involuntary commitment, overdose, and communicating threats. There were no excessive force issues in any of the 18 Use of Force incidents. Fifteen of the incidents did not identify any policy or training issues. Three of the incidents identified training issues for the involved officers.

One incident involved officer safety and two incidents identified audio/video recording issues. All incidents were handled by verbally advising officers to turn on their recording devices at appropriate times. The incidents where multiple officers were on the scene were examined to see if any training or policy needs could be identified that would have eliminated the use of force. There were not any.

Six of the incidents occurred in PVA's and five occurred in or at roadways. Four of the incidents occurred in residences. Once incident occurred at each of the following; hospital, hotel, shopping center. Thirteen of the incidents involved no injuries. There were five scrape/cut injuries, and four officer injuries.

The review of the use of force reports and resist, obstruct and delay reports during 2013 indicated all use of force incidents were properly reported, investigated, and reviewed by the chain of command. The force used in all twenty-two incidents was reasonable, necessary and in compliance with policy.

## 2013 USE OF FORCE

Type of Incident:	2008	2009	2010	2011	2012	2013
Assault	0	3	2	3	5	4
Traffic Stop	3	0	1	11	4	1
Domestic	3	3	5	6	2	1
Mental Subject	0	3	3	4	1	0
Mutual Aid	0	0	1	0	0	1
Larceny	3	0	2	2	2	3
Burglary	0	2	1	0	1	0
Drunk/ Disruptive	4	1	0	0	0	0
Forgery	0	0	0	0	0	0
Resist Arrest	0	0	0	0	0	0
Trespass	0	0	0	0	1	0
Warrant/High Risk Call	0	0	1	1	1	0
Suspicious Person/Vehicle	0	0	0	0	0	2
<b>Type of Force:</b>						
Firearm	2	4	5	4	3	3
(Fired)	(0)	(0)	(0)	(0)	(0)	(0)
(Drawn)	(2)	(4)	(5)	(4)	(3)	(3)
Taser	4	3	5	9	9	6
(Deployed)	(2)	(1)	(1)	(6)	(2)	(2)
(Drawn)	(2)	(2)	(4)	(3)	(6)	(4)
Bodily Force (Hands)	7	7	6	13	8	11
<b>Officers on Scene:</b>						
Single	5	2	5	8	3	5
Two or More	7	10	11	18	14	13
<b>Location of Event:</b>						
Residence	6	6	10	9	5	4
Retail Business	1	1	2	7	2	0
Roadway	4	4	2	10	10	5
Wooded Area	2	2	2	0	0	0
<b>Disposition:</b>						
Force Necess- ary	13	12	16	26	17	18
Force Unnec- essary	0	0	0	0	0	0
Policy Change	0	0	0	0	0	0

## II—Internal Affairs/Complaints

The Conover Police Department investigates all complaints received by the agency. Complaints may be received in writing, in person, by telephone, by email and anonymous complaints are accepted. The preferred method is in writing on a *Citizen Complaint and Inquiry Form*.

The agency uses a two-tiered investigative system that involves the First Line Supervisor for minor complaints that may be a misunderstanding of policy or procedures and an formal internal investigation for more serious complaints. Any complaint that may result in criminal charges is investigated as a criminal and an administrative investigation by separate investigators. All Officers assigned to internal investigations have specialized training in internal investigation affairs. The Chief of Police assigns all complaints to either a First Line Supervisor or as an internal investigation.

The agency investigated five internal affairs cases in 2013 which was less than the number of complaints investigated in 2012. Four complaints originated from citizens within the community and one was an internal complaint. One complaint originated from a traffic stop, two involved officer conduct, and two involved officers driving.

All of the complaints involved a single officer and conduct resulted in the majority of the complaints.

External complaints continue to be relatively low. The department utilizes an early warning system to monitor officer behavior that identifies potential issues. Officers' conduct was the leading cause of complaints in 2013.



<i>Internal Affairs/Complaints</i>					
<b>Complaint Origins:</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Citizen	2	4	6	5	4
Internal	2	2	4	5	0
<b>Originating Action:</b>					
Traffic Stop	1	2	2	2	1
Arrest	0	0	0	0	0
Officer's Conduct	3	3	3	5	1
Vehicle Pursuit	0	0	0	0	0
Accident Investigation	0	0	1	1	0
Juvenile Investigation	0	0	0	0	0
Officer's Driving	0	0	2	0	2
Call for Service	0	1	2	2	0
<b>Disposition:</b>					
Sustained	3	4	5	4	1
Not Sustained	1	2	4	3	2
Unfounded	0	0	1	2	1
Exonerated	0	0	0	0	0
Resolved W/Complainant	0	0	0	1	0

### III - Vehicle Pursuits

Police pursuits have high liabilities and receive much attention from the media and citizens. The policy of the Conover Police Department is for an immediate review of all pursuits to insure compliance with policy and a high regard for the safety and welfare of the public. Review and analysis of the pursuits from past years indicated a high percentage of the pursuits began with a misdemeanor or minor traffic violation. The high liability of pursuits and the risk to the motoring public did not justify pursuing for minor offenses. The policy was modified in 2007 to authorize a pursuit only when an officer has a reasonable suspicion the driver or an occupant has committed a serious felony or other circumstances exist that can justify a pursuit.

The policy change has resulted in a significant decline in pursuits. There was only one vehicle pursuit in 2013. The officer stopped a vehicle for a speeding violation. The driver then left the scene and the officer attempted to stop the driver whom he felt was driving while impaired. The violator failed to stop. The officer pursued the vehicle at a greater speed than the posted speed limit for approximately 2.12 miles. This pursuit was not for a serious felony. Although the officer felt the violator posed risks to the motoring public it did not meet the pursuit requirements of the department. The officer was counseled on the pursuit policy and what violations would meet the criteria to continue a pursuit.

<b>VEHICLE PURSUITS</b>					
<b>Reason for Pursuit:</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Larceny	0	0	1	0	0
DWI	0	0	0	1	1
Assault	1	0	0	0	0
Burglary	1	0	0	0	0
Mutual Aid	0	0	0	0	0
Traffic Violation	0	1	0	0	0
Wanted Person	0	0	0	0	0
<b>Pursuit Results:</b>					
Accident	1	1	0	0	0
Injuries	0	0	0	0	0
Arrest of Driver	2	2	0	1	0
Terminated	1	0	1	0	1
Deflation Device	0	0	0	0	0

The policy changes implemented in 2007 continue to be successful in reducing the number of pursuits that Conover Police officers are involved in. The agency will continue in-service training related to pursuit driving, emergency response driving and defensive driving. A review of the pursuit policy will be conducted during the 2014 in-service driver training.

## ***IV - Grievances***

There were no grievances filed in 2013.

This analysis reveals no disproportionate pattern of employee grievances by gender or race. Given this, no changes concerning Conover Police Department employee grievance policy or procedure are recommended. The findings of this analysis indicate no (a) uncommon trends (b) areas for improvement in training (c) opportunities for process improvement or (d) need to provide additional training on the employee grievance process.

## V– Bias Based Reporting

The Conover Police Department's policy prohibits race, citizenship, national origin, religion, ethnicity, age or gender of an individual be the basis for a traffic stop, field interview or seizure of property. The agency is not required by North Carolina General Statutes to collect statistical data on traffic stops but the agency, in compliance with an accreditation standard, has taken a proactive stance and voluntarily collects the data and submits it to the North Carolina State Bureau of Investigation.

Citations were issued in 68.01% of the stops in 2013 compared to 67.62% in 2012. Written warnings decreased from 9.48% in 2011 to 6.74% in 2013 and verbal warnings increased to 21.59% in 2013 from 19.10% in 2012. In comparison to 2010 Catawba County census data, the traffic stop data is within acceptable ranges for the population demographics.

There were no biased-based complaints or concerns expressed or identified in 2013.

<b>Bias Based Profiling</b>								
<b>Race:</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Per Cent</b>	<b>Cat. Co. Demo.*</b>	<b>Conover Demo.*</b>
Asian	39	86	78	71	94	3.54%	3.50%	4.20%
Black	249	406	375	331	465	17.52%	8.40%	9.20%
Native American	1	50	0	6	10	0.38%	0.30%	0.20%
White	1292	2247	1893	1746	2080	78.37%	86%	84.70%
Other	12	61	12	8	5	0.19%	1.90%	2.50%
Unreported	7	0	0	0	0	0.00%	NA	NA
<b>Totals:</b>	<b>1513</b>	<b>1600</b>	<b>2850</b>	<b>2358</b>	<b>2654</b>			
<b>Ethnicity:</b>								
Hispanic	96	228	385	409	488	18.39%	8.40%	12.20%
Non-Hispanic	666	1273	1208	1949	2166	81.61%	91.60%	87.80%
Unreported	15	12	7	0	0	0.00%	NA	NA
<b>Sex:</b>								
Female	278	517	554	925	1050	39.56%	51%***	52.70%
Male	492	988	1029	1433	1604	60.44%	49%***	47.30%
Unreported	7	8	16	0	0	0.00%	NA	NA
<b>Enforcement:</b>								
Citation	424	758	1072	1531	1805	68.01%		
On-View Arrest	3	8	28	50	45	1.70%		
Verbal Warning	239	537	305	446	573	21.59%		
Written Warning	71	126	119	290	179	6.74%		
No Action	35	77	58	41	52	1.96%		
Unreported	5	7	18	0	0	0.00%		
<b>* Based on 2010 Census    2007-3 Months Data missing    *** Age 15 +</b>								

Reviewing the three year combined totals of traffic stops for the department and comparing the ratio of warnings to citations, Caucasians received warnings 31% of the time compared to citations 69% of the time on the reported traffic contacts. African-Americans received warnings 30% of the time and citations 70% of the time. Hispanics received warnings 13% of the time and citations 87% of the time. Asians received warnings 32% of the time compared to citations 68% of the time. Others received warnings 28% of the time and received citations 72% of the time.

The traffic data indicates that Hispanics receive less warnings compared to other groups. One reason for this is that the Hispanic group receives a higher percentage of the department’s “No Operator License” charges which is an offense that is usually a non-warning offense.

In comparing the total citations issued by the department to the total citations received by each group, Caucasians received 53% of the citations, African-Americans received 11% of the citations, Hispanics received 16% of the citations issued and Asians received 2% of the total citations issued for the three year period.

In 2013, the department conducted ten Field Interview contacts. Of those, nine contacts involved white males and one incident involved black males.

There were no asset seizures during 2013.

During 2013 there were 60 traffic stops that resulted in searches . Thirty-two of those searches were consensual and nineteen were a result of probable cause. The drivers were searched in all 60 of those traffic stops. In addition, forty-five passengers were searched during those stops for a total of 105 people searched. In a break down by group it was determined that Caucasians accounted for 50% of the searches, Hispanics accounted for 8.3% of the searches, and African-Americans accounted for 25% .

Conover Police Department  
 Drivers and Passengers Searched by Sex, Race, and Ethnicity  
 Report From 1/1/2013 through 12/31/2013

Type	Gender	White	Black	Native American	Asian	Other	Total By Race	Hispanic	Non Hispanic	Total By Ethnicity	Total Stopped	Percent Searched
Driver	Female	10	3	0	0	0	13	1	12	13	1050	1.24
Driver	Male	30	12	0	4	1	47	4	43	42	1604	2.93
Passenger	Female	11	3	0	1	0	15	2	13	14	15	100.00
Passenger	Male	17	11	0	2	0	30	4	26	28	30	100.00
	Female	21	6	0	1	0	28	3	25	27	1065	2.63
	Male	47	23	0	6	1	77	8	69	70	1634	4.71

## ***VI - Evidence Control System Review***

During 2013 the Conover Police Department collected 551 pieces of evidence and disposed of 667 pieces of evidence. Emphasis has been placed on evidence disposal. The evidence custodian assembles the dispositions for the property and forwards it to the District Attorney's office for review and then presentation to a judge. This is a lengthy process that takes up to two months before the evidence dispositions are returned for disposal.

<b><i>EVIDENCE ROOM</i></b>			
<b>Collected Items</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Total Pieces Collected	611	1206	551
Total Pieces Disposed	629	641	667
<b><i>EVIDENCE ROOM Totals</i></b>			
Year end Total	2768	4188	4072
<b>PROPERTY</b>			
Found Property	—	127	25
Collected/Seized Property	—	1079	526
Total Pieces	—	1206	551

# GOALS AND OUTCOMES



# I– 2013 Departmental Goals and Outcomes

## Administration

 Coordinate security for the Greater Hickory Classic Golf Tournament.

 The Greater Hickory Classic was held at Rock Barn Golf and Spa on October 14-20, 2013. Conover PD coordinated security with 12 law enforcement agencies and private security. The tournament security received high marks following the PGA critique of the event.

 Develop a planning committee comprised of a representative from each City Department to coordinate the National Night-Out and the Community Workshop event.

 National Night-Out was held on August 6, 2013. The event featured the Brothers Redeemed. Static displays were set up by local law enforcement and local merchants. Included with this years event was the City of Conover's Community Workshop. Prior to the event, meetings were held by Lt. Stump with other departments of the city and officials from Target to plan the event. Attendance was estimated at 900 people.

 Utilizing performance evaluations and patrol shift workloads and outputs increase the First Line Supervisors performance through accountability and responsibility.

 All supervisors have been encouraged and shown the proper way to evaluate and monitor performance. This goal continues to be a work in progress. This goal will continue into 2014.

 Develop a mentoring/field training program for newly appointed supervisors.

 Supervisors continue to be mentored. However, an official program/process has not been implemented. This will continue as a goal for 2014. Leadership training will be sought for the supervisors. Administration will continue to explore options for this type of program.

 Develop an employee of the quarter/year policy to recognize outstanding officer performance.

 Policies have been collected from other agencies. However, an official program/process has not been implemented. This will continue as a goal for 2014.

## Patrol Division

-  Strengthen the community policing philosophy of the agency through the following goals:
1. Increase interaction with the local public and private schools through participation in school events and other events in order to build rapport with the students.
    -  The community policing philosophy continues to be a success. Patrol division has continued to participate in visiting with the local schools. Officers are able to visit with the students that are identified by school staff and therefore are able to interact and mentor the student. School community policing effort increased from (57) in 2012 to (180) in 2013 for a 216% increase.
  2. Continue the Santa Cop program incorporating division wide support.
    -  The Santa Cops was a success this year as it continues to grow. There was a significant increase in the number of children that were assisted. Volunteers from the patrol and investigation divisions assisted in the success of the program.
  3. Increase the Community Watch Programs in residential neighborhoods.
    -  Officers continue to attend community watch meetings with the existing community watch groups. During 2013 no new community watch groups were started.
  4. Increase the frequency and time allotted to bicycle patrols in residential communities by 10%.
    -  The Patrol Division performed bicycle patrols on 26 occasions during this year. This is down from the previous year by 57%.
-  Participate in the Governors Highway Safety Programs (GHSP), Click it or Ticket, Booze It or Lose It in conjunction with other traffic safety initiatives identified during the goal period. Participate in monthly GHSP checkpoint program to earn "Grant" points toward equipment.
  -  Participation in the Governors Highway Safety Program was a success in 2013. The agency's participation in around 71 check points and several multiple agency checkpoints during the year accounted for a total of 11,211 participation points for the year. These participations points were "blanked" to be used in the coming year to acquire three Python III radar units and four additional Intoximeter Alco-Sensor FST's. The DWI arrest decreased from (82) in 2012 to (64) in 2013 for a 22% decrease.
-  Continue the Santa Cop program incorporating division wide support.
  -  Santa Cops was a success this year. There was a significant increase in the number of families that were assisted. This year the Conover Police Department was able to provide assistance to seventy-one (71) families and 152 children in and around the Conover area. This is a 4% increase from the previous year. Volunteers from both patrol platoons and investigations contributed to the success of the program.
-  Reach out to the senior citizens in the various communities and raise awareness of the "R U OK" program. Increase participation by 10%.
  -  This is the third year that the Conover Police Department participated in the "R U OK" program. No Conover residents were added to the program in 2013. Currently there

are ten (10) residents from Conover on the R U OK list.

 Develop a relationship/contact list with local churches as they are a valuable asset to the community.

 The Patrol Division was able to compile a contact list for all Conover churches. The list is stored on the City's computer server for all officers to access.

 Participate in Operation Medicine Drop

 This is the sixth year that the Conover Police Department participated in Operation Medicine Drop. Operation Medicine Drop was held on March 27<sup>th</sup>. The event was held at CVS pharmacy and Bowman Drug Co. The total amount of prescription doses collected during these events were 3,366 dosages compared to 5,320 doses units from 2012. The amount of dosages collected for 2013 did show a decline, but this could be due to local disposal sites throughout Catawba County. Another factor for the show in decline could be education of public awareness on the proper disposal of medications.

## Investigations Division

 Continue the efforts towards obtaining and disseminating criminal intelligence information with other agencies in an effort to impact multijurisdictional criminal activity and move forward in reducing crime.

1. Continue to host the local Investigator's Meeting at the Conover Police Department on a monthly rotation with the Newton Police Department.

 A rotation between Conover PD, Newton PD and Catawba County Sheriff's Office was implemented for hosting the meetings. Conover CID participated in these meetings until the meetings were cancelled.

2. Participate in all (MDT) Multi-Disciplinary Team Meetings currently being held on a monthly basis at the Child Advocacy and Protection Center of Catawba County.

 Conover CID participated in these meetings as they were held.

 Improve the coordination and sharing of information with other divisions within the department to help reduce crime.

1. Strengthen the exchange of information with the patrol division by attending a minimum of at least (4) shift briefings a year and provide at least (2) training sessions on a topic related to investigations and a shift briefing.

 The Conover CID met with both platoons during this year to discuss cases and provide additional information that could be beneficial to patrol officers.

2. Provide a monthly activity report to the administration of the department to keep the administration informed of new information related to any high profile cases or other relevant information.

 Information was shared with the patrol division about current trends of residence and

vehicle burglaries. Narcotic and vice crime information was disseminated through completed narcotic/vice/organized crime (tip) information reports to be shared between the investigation and patrol division.

👍 Sgt. J. Little and Sgt. B. A. Lowdermilk provided monthly (CID) investigation activity reports to the Conover Police Department Administration monthly during the year of 2012. The listed monthly activity reports consisted of high profile cases and information needing to be forwarded.

3. Provide a quarterly briefing/information report to share with the patrol division to document intelligence information, case assignments and other pertinent information.

💡 Continue to build the data information in the Case Management Access Software to improve the ability to track and maintain current cases assigned to the Criminal Investigations Division.

1. Update and enter the data that is collected into the current case management software utilized by the Investigations Division (Case Management Access Software) to include the following information: crime location, victim, supplemental reports completed, evidence sent, Investigator assignment, Investigator called out, and case status.

👍 All cases from January 2013 to current have been updated within the Case Management Access Software. The cases within the software include victim information, suspect information, and the status of the investigation. Upon conducting the annual review of the investigator V1 Software, The Case management access software has found to be more user friendly and provides needed annual reviews. Sgt. B. A. Lowdermilk continues to enter the initial reports and updates the cases within the given software.

💡 Continue to involve the community to assist with solving crimes by utilizing the media, the Internet, and other available resources.

👍 The Conover Police Department Investigations Division attended (2) community watch meetings during the past year. These meetings involved the SW Community Watch and were held at Thomas Chapel Church.

👍 The Conover Police Department Investigations Division continues to work with the Conover IT Department to update a list of "Conover's Most wanted" to the City of Conover website. The list is comprised of individuals with outstanding warrants that Officers have been unable to locate through conventional methods.

💡 Conduct biannual review of all cases to ensure that the cases are being investigated

accurately and timely.

- 👍 A biannual review was conducted of all the assigned cases within the Conover Police Department (CID) Investigations Division. During this biannual review it was determined that there are assigned cases which need attention.

## Records Division

💡 Prepare the Agency for the DCI audit.

- 👍 The records and files were reviewed during the audit from the NC State Bureau of Investigation. Four wanted records were flagged for completeness and accuracy along with one missing person record being flagged for completeness. All other files were in compliance.

💡 Develop Crystal reports in RMS to assist with retrieving information needed for evaluations, monthly reports, open cases, and annual reports.

- 👍 Administration worked with the Records Division and several new reports were developed. The reports will assist staff in the retrieval of data from the Records Management Division.

💡 Coordinate all DCI activities including TAC, Validations, and all reports.

- 👍 All DCI activities and validations were kept current.

💡 Ensure incident reports are pulled into RMS with the correct information and notify Admin supervisors about any identified problems/issues.

- 👍 All reports have been imported and accuracy has been verified.

💡 Keep Biased-Based Traffic Stop Reports up to date and properly filed.

- 👍 All Biased-Based Traffic Stop Reports have been entered into the SBI's system.

## ***II - 2014 Departmental Goals***

### **Administration**

-  Coordinate security for the Greater Hickory Kia Classic Golf Tournament.
-  Develop a planning committee comprised of a representative from each City Department to coordinate the National Night-Out and the Community Workshop event.
-  Plan for a successful Mock and Onsite Re-accreditation process.
-  Develop a mentoring/field training program for newly appointed supervisors and provide Leadership training.
-  Develop an employee of the quarter/year policy to recognize outstanding officer performance.
-  Develop a physical fitness policy/program for the department.

### **Patrol**

-  Participate in the North Carolina Governor's Highway Safety Programs (GHSP) "Click It or Ticket" and "Booze It & Loose It" along with other traffic safety initiatives during the goal period. Conduct monthly GHSP checkpoints to earn participation points towards acquiring equipment.
-  Ensure equal workload and performance through monthly officer activity reports.
-  Strengthen the community policing philosophy of the agency through the following goals:
  1. Increase interaction with the local public and private schools through participation in school events and other events in order to build a rapport with the students.
  2. Increase the frequency and time allotted to bicycle patrols in residential communities by 10%.
  3. Increase Community Watch Programs in residential neighborhoods.
-  Continue the Santa Cop program incorporating division wide support.
-  Participate in Operation Medicine Drop
-  Reduce traffic collisions by 5% through selective traffic enforcement measures at known high crash locations.

### **Investigations Division**

-  Continue the efforts towards obtaining and disseminating with other agencies, criminal intelligence information in an effort to impact multijurisdictional criminal activity and move forward in reducing crime. Meetings with Newton Police Department and Participation in Multi-Disciplinary Team Meetings.

## Investigations Division (continued)

-  Continue the efforts towards obtaining and disseminating with other agencies, criminal intelligence information in an effort to impact multijurisdictional criminal activity and move forward in reducing crime. Meetings with Newton Police Department and Participation in Multi-Disciplinary Team Meetings.
  
-  Improve the coordination and sharing of information with other divisions within the department to help reduce crime.
  1. Strengthen the exchange of information with the patrol division by attending a minimum of at least 4 shift briefings a year and provide at least two (2) training sessions on a topic related to investigations at a shift briefing.
  2. Provide a monthly activity report to the administration of the department to keep the administration informed of new information related to any high profile cases or other relevant information.
  
-  Continue to build the data information in the Case Management Access Database software to improve the ability to track and maintain current cases assigned to the Criminal Investigations Division.
  
-  Continue to involve the community to assist with solving crimes by utilizing the media, the Internet, and other available resources.
  
-  Conduct a biannual review of all cases to ensure that the cases are being investigated accurately and timely.

## Records

-  Keep records up to date in preparation for future DCI audit.
  
-  Evaluate the Crystal reports in RMS and develop new ones as needed to assist with retrieving information needed for evaluations, monthly reports, open cases, and annual reports.
  
-  Coordinate all DCI activities including TAC, Validations, and all reports.
  
-  Ensure incident reports are pulled into RMS with the correct information and notify Admin supervisors about any identified problems/issues.
  
-  Keep Biased-Based Traffic Stop Reports up to date and properly filed.

