

Police Department

Departmental Programs

- Office of the Chief
- Investigations and Records
- Patrol Bureau
- Services Bureau

Department Description

The Police Department consists of the Office of the Chief, the Patrol Bureau, the Investigations and Records Bureau, and the Services Bureau.

The Office of the Chief manages the department's budget; recruits, selects and trains staff and develops, monitors and enforces department policies. This bureau has primary responsibility for interacting with other City departments and for representing the department in local and regional coordination efforts. Internal investigations, when necessary, are conducted by this bureau as well.

The Patrol Bureau staffs 5 or more police officers on the street, 24 hours a day and 7 days a week, and responded to 54,812 calls for service in 2006.

The Investigations and Records Bureau is responsible for follow-up investigations in criminal matters. In 2006 our Property Control Officers handled and tracked evidence for 4,454 criminal cases involving approximately 13,000 pieces of property, and worked to return recovered stolen property to the rightful owners. Records staff deal with over 85,000 incoming telephone calls from the public. In 2006 Records handled 11,743 calls for service over the phone, which would otherwise require Police Officers to respond.

The Services Bureau develops the department's budget, seeks grant funding to implement special projects, and oversees several support functions within the Department including Dispatch, Court Security, Crime Prevention and the School Resource Officer program.

The Department works closely with other agencies to coordinate services and provide the highest quality, lowest cost service to the citizens of Springfield.

Mission

The Springfield Police Department strives to respond to the emergency and law enforcement needs of the community through response to calls for service in accordance with established priorities, visible police patrols, enforcement of traffic laws, investigation of crime and coordination with community service agencies, programs and activities.

Police Department

Financial Summary

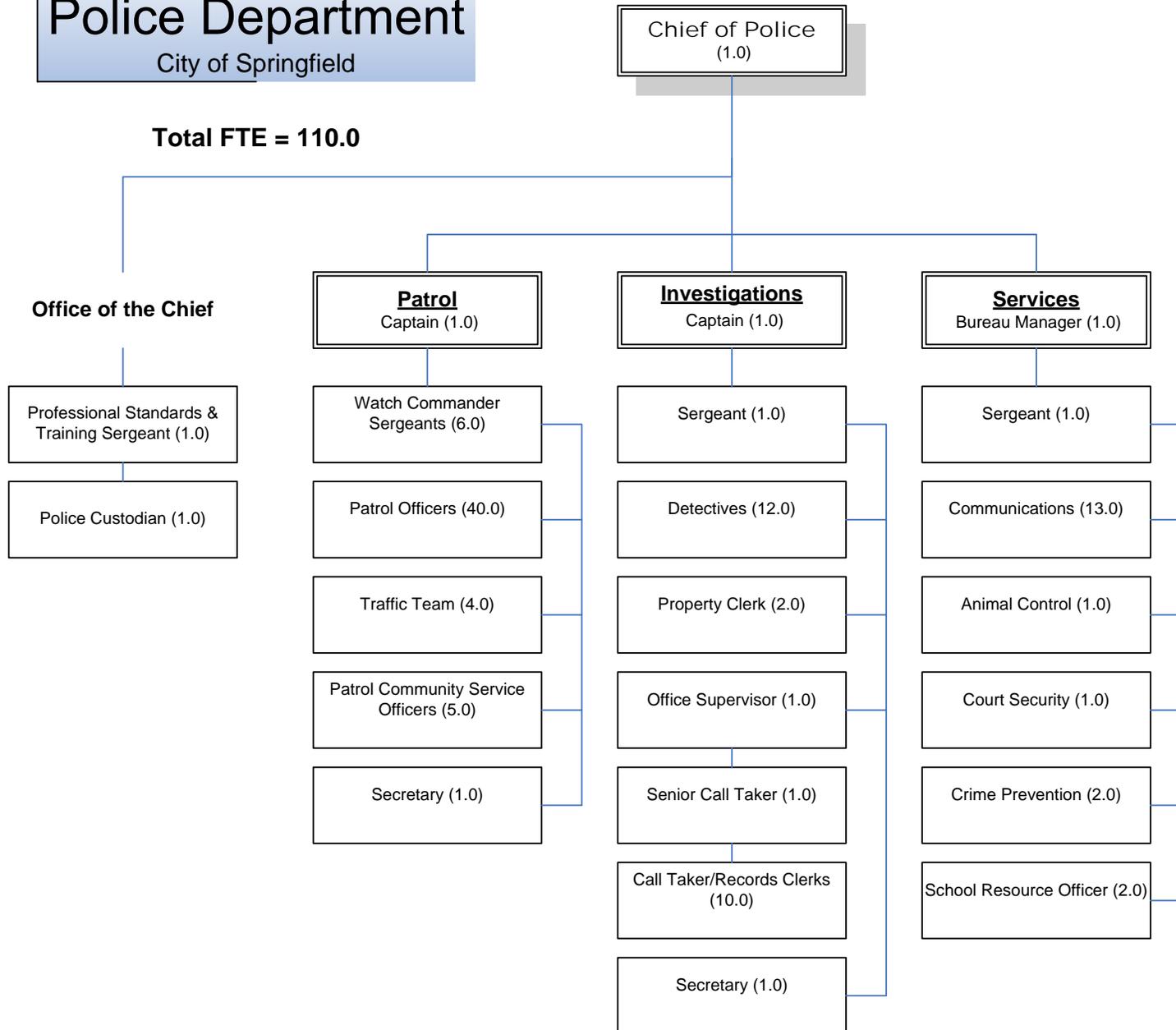
	Actual FY05	Actual FY06	Amended FY07*	Adopted FY08
Expenditures by Category:				
Personal Services	\$ 9,316,262	\$10,185,716	\$10,970,176	\$11,200,027
Materials and Services	1,714,056	1,846,784	2,085,140	2,066,229
Capital Outlay	<u>452,349</u>	<u>196,318</u>	<u>773,240</u>	<u>189,500</u>
Total	<u>\$11,482,667</u>	<u>\$12,228,818</u>	<u>\$13,828,556</u>	<u>\$13,455,756</u>
Expenditures by Fund:				
General	\$ 9,354,096	\$10,169,210	\$10,913,019	\$10,971,426
Development Projects	-	-	46,240	-
G. O. Bond Capital Projects	370	-	-	-
Police Local Option Levy	1,332,574	1,416,887	1,762,758	1,788,318
Special Revenue	639,751	488,856	774,539	487,312
Vehicle and Equipment	<u>155,876</u>	<u>153,865</u>	<u>332,000</u>	<u>208,700</u>
Total	<u>\$11,482,667</u>	<u>\$12,228,818</u>	<u>\$13,828,556</u>	<u>\$13,455,756</u>
Expenditures by Sub-Program:				
Office of the Chief				
Office of the Chief	\$ 928,806	\$ 941,857	\$ 979,333	\$ 1,008,984
Federal Confiscations	-	-	25,000	-
Professional Standards	198,031	249,132	244,923	242,605
State Confiscations/DEQ	<u>13,829</u>	<u>15,607</u>	<u>40,000</u>	-
Patrol Bureau				
Patrol	4,695,878	5,003,651	6,412,069	5,845,223
Traffic Enforcement	477,990	526,085	478,544	578,373
Patrol Community Services	<u>381,470</u>	<u>346,130</u>	<u>396,356</u>	<u>396,841</u>
Investigations				
Investigations	1,780,385	1,968,988	1,921,254	2,010,276
Property Control	134,101	178,782	190,219	200,374
Records	<u>615,877</u>	<u>694,486</u>	<u>853,509</u>	<u>890,724</u>
Services Bureau				
Community Services	180,036	243,333	267,933	256,136
Communications	1,402,401	1,242,127	1,438,124	1,426,721
Animal Control	102,589	124,410	127,260	131,514
Court Security	99,473	82,977	89,944	88,355
D. A. R. E.	119,885	129,780	-	-
Crime Prevention	149,446	152,516	157,066	164,276
School Resource Program	<u>202,470</u>	<u>328,960</u>	<u>207,022</u>	<u>215,354</u>
Total	<u>\$11,482,667</u>	<u>\$12,228,818</u>	<u>\$13,828,556</u>	<u>\$13,455,756</u>

* Amended as of June 4, 2007

Police Department

City of Springfield

Total FTE = 110.0



Police Department

FTE Summary by Fund

Number of Full-Time Equivalents	Actual FY05	Actual FY06	Adopted FY07	Adopted FY08
General	89.00	89.00	88.50	88.50
Police Local Option Levy	20.00	20.00	20.00	20.00
Special Revenue Fund	0.50	1.00	1.50	1.50
Total Full-Time Equivalents	109.50	110.00	110.00	110.00

Position Summary

Job Title/Classification:	Actual FY05	Actual FY06	Adopted FY07	Adopted FY08
Animal Control Officer (CSO 1)	1.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00
Chief of Police	1.00	1.00	1.00	1.00
Community Services Officer 2	6.50	7.00	7.00	7.00
Court Officer	1.00	1.00	1.00	1.00
Management Analyst, Senior	1.00	0.00	0.00	0.00
Police Call Taker/Records Clerk	12.00	10.00	10.00	10.00
Police Custodian	1.00	1.00	1.00	1.00
Police Dispatcher	11.00	13.00	13.00	13.00
Police Officer	58.00	58.00	58.00	58.00
Police Office Supervisor	1.00	1.00	1.00	1.00
Police Records Clerk, Senior	1.00	1.00	1.00	1.00
Police Secretary	2.00	2.00	2.00	2.00
Property Controller	2.00	2.00	2.00	2.00
Service Bureau Manager	0.00	1.00	1.00	1.00
Sergeant	9.00	9.00	9.00	9.00
Total Full-Time Equivalents	109.50	110.00	110.00	110.00



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Police Department

Program: Office of the Chief

Program Description:

The Office of the Chief is responsible for providing direction for the Police Department through planning, administering and coordinating department activities. It provides for management of the budget; facilities; fleet; reporting, evaluation and treatment procedures related to employee exposure to hazardous materials and injuries; policy development; recruitment; selection; training; and internal investigations.

Budget Highlights and Service Level Changes:

Highlights: The Office of the Chief will pursue opportunities to enhance service delivery through state and federal grant opportunities.

Service Level Changes: None

<i>Program Outcomes and Indicators:</i>	Actual FY05	Actual FY06	Estimated FY07	Adopted FY08
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Police services are responsive to citizens and provide maximum protection for life and property.

• Percent of citizens expressing satisfaction with department service	91%	91%	91%	95%
• Percent of citizens who rate the department fair/good/excellent in protection of the community	95%	95%	95%	95%
• Percent of citizens who feel safe in their neighborhoods at night	60%	60%	60%	65%
• General Order Manual is reviewed and updated annually	20%	20%	20%	25%

Seized and forfeited property is properly accounted for.

• Percent of forfeited property and/or funds used only for lawful purposes	100%	100%	100%	100%
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Program Outcomes and Indicators:

Actual FY05	Actual FY06	Estimated FY07	Adopted FY08
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Recruitment and selection procedures are designed to hire highly qualified employees.

• Percent of newly hired employees who remain employed in department 12 months following hire date	70%	70%	77%	75%
• Percent of citizens who rate department members competence level fair/good/excellent	98%	98%	98%	98%
• Percent of citizens who rate department members equal treatment of all individuals regardless of race/ethnicity fair/good/excellent	96%	95%	95%	95%

In-service and specialized training programs meet mandated and specialized training needs.

• Percent of citizens who rate department members competence level fair/good/excellent	98%	98%	98%	98%
• Number of employees who attend at least one off-site training event	57	57	72	65
• Total number of off-site training events attended	42	42	41	45

Police Department

Program: Investigations and Records Bureau

Program Description:

The Investigations and Records Bureau provides follow-up investigation and case management of reported crimes; proactive investigation of narcotics and other serious crimes; securing, identifying, storing, and controlling evidentiary items (including hazardous materials); answering citizen requests for service, preparing crime/incident reports, maintaining and distributing department records, and managing the department's data information systems.

Budget Highlights and Service Level Changes:

Highlights: The Investigations Bureau members investigate serious crimes against persons, fraud and identity theft cases. This bureau also manages property and evidence, and maintains the Department's records files.

Service Level Changes: None

<i>Program Outcomes and Indicators:</i>	Actual FY05	Actual FY06	Estimated FY07	Adopted FY08
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Follow-up investigations are provided based upon the seriousness and solvability of the crime.

• Percent of serious crimes against persons cleared	77%	77%	80%	80%
• Percentage of crimes assigned "cleared" according to UCR rules	75%	75%	75%	80%
• Number of follow-up investigations assigned per detective per month	12	12	12	12

Participate in multi-agency child abuse team evaluations and participate in regional drug investigations.

• Number of drug arrests resulting from drug investigations	350	350	350	425
• Number of Multi-Disciplinary Team child abuse-type investigations reviewed	120	109	120	120

**Program Outcomes and Indicators:
Continued:**

Actual FY05	Actual FY06	Estimated FY07	Adopted FY08
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Calls for service from the community are handled at the most appropriate level for the situation.

• Calls for service answered through non-dispatching means	11,636	12,762	11,188	11,300
• Calls for service answered by dispatching officers	48,005	44,246	44,367	45,000
• Reports written by records staff	3,182	3,244	3,296	3,300
• Total number of reports written	15,372	15,283	13,753	14,000

Police Department

Program: Patrol Bureau

Program Description:

Members of the Patrol Bureau quickly respond to emergency calls for service. Officers abate criminal activity by arresting offenders, issuing traffic citations, reporting criminal activity and serving arrest warrants. Officers investigate traffic accidents and give aid to injured participants. Bureau members provide focused traffic enforcement, and parking and abandoned vehicle enforcement or removal. Patrol Bureau members provide police response to special and/or critical events, providing a sense of community safety while interacting with community members through outreach programs.

Budget Highlights and Service Level Changes:

Highlights: Funding was approved for FY08 for the acquisition of additional Taser equipment. With the additional funding, all officers will be equipped with a Taser

Service Level Changes: None

<i>Program Outcomes and Indicators:</i>	Actual FY05	Actual FY06	Estimated FY07	Adopted FY08
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Provide police visibility and accessibility to citizens

• Citizen numeric rating of speed of response on a scale of 1 – 4	3.0	3.0	3.0	3.1
• Median Response Time to Emergency Calls (in minutes)	3.8	3.4	3.5	3.5
• Median Response Time to Priority Calls (in minutes)	6.3	5.6	6.0	6.0
• Percent of shifts with more than minimum staffing on patrol	40%	40%	40%	40%
• Hours spent on special enforcement/community events	350	350	400	400

Laws and Ordinances regulating the safety and livability of the community are adequately enforced

• Percentage of reported abandoned vehicles removed within 30 days	58%	70%	75%	75%
• Number of traffic citations issued	10,146	9,348	10,000	10,000
• DUII arrests	487	360	400	400

<i>Program Outcomes and Indicators: Continued</i>	Actual FY05	Actual FY06	Estimated FY07	Adopted FY08
• Major traffic arrests	259	286	300	300
• Number of responses to traffic complaints from citizens	140	140	150	150
• Injury accidents	370	229	300	300
• Non-injury accidents	448	511	500	500

Police Department

Program: Services Bureau

Program Description:

Members of the Services Bureau provide support services for Patrol and Investigations Bureaus. Bureau members provide dispatch services, municipal court security, prisoner transport, crime prevention services, animal control services and school liaison programs. The Services Bureau is also responsible for the development and implementation of budgets and grants, monitoring fiscal activities; and the procurement of vehicles and specialized equipment.

Budget Highlights and Service Level Changes:

Highlights: This Bureau was recreated during FY 05, and will continue to provide support services to the rest of the Department

Service Level Changes: None

<i>Program Outcomes and Indicators:</i>	Actual	Actual	Estimated	Adopted
	FY05	FY06	FY07	FY08

Laws and Ordinances regulating the safety and livability of the community are adequately enforced.

• Dog Licenses issued	1200	1644	1700	2000
• Animals impounded	10	249	250	250
• Animal related reports taken	134	138	150	150

Employees engage in positive interactions with the community in order to promote public safety and involve citizens in the problem solving process.

• Number of students participating in summer DARE activities	120	120	0	0
• Number of students provided classroom instruction	1,100	1,100	1,100	1,100
• Citizen Police Academy Graduates	25	25	25	25
• Kiwanis Safety Town Graduates	100	100	100	100

<i>Program Outcomes and Indicators: Continued</i>	Actual FY05	Actual FY06	Estimated FY07	Adopted FY08
• Security inspections conducted	73	40	45	45
• Neighborhood Watch membership	1,500	1,500	1,500	1,500
• Educational presentations	175	250	250	250
• Crime prevention through environmental design (CPTED) consultations	25	20	20	20