

**A. Agency name, CEO and AM**

Ohio State Highway Patrol  
1970 West Broad Street  
Columbus, Ohio 43215

Colonel Richard E. Collins – Superintendent  
Kathy Mahl, Accreditation Manager

**B. Dates of the On-Site Assessment:**

July 19 – 24, 2008

**C. Assessment Team:**

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**D. CALEA Program Manager and Type of On-site:**

Stephen W. Mitchell

Sixth reaccreditation, D size (2,785 personnel authorized 1605 sworn and 1180 non-sworn), 5<sup>th</sup> edition Law Enforcement Accreditation.

The agency utilizes the CACE-L software program.

## **E. Community and Agency Profile:**

### **1. Community profile (includes government organization).**

Ohio was admitted into the union in 1803 as the seventeenth state. It is the 7<sup>th</sup> most populated state in the nation, with a population of 11.4 million people (2000 census). Its largest cities are Columbus, Cleveland and Cincinnati. Columbus became the state's permanent capital in 1816. The state encompasses 41,330 square miles and is comprised of 88 counties. Ohio state government contains 3 branches that are elected by Ohio voters. The executive branch administers the laws, the legislative branch makes the laws and the judicial branch enforces and interprets laws.

Ohio is home to 15 – four year Public Universities, 71 Private Colleges and Universities and numerous two year public branch Universities and Technical and Community Colleges. The nation's first interracial, coeducational college, Oberlin College, was founded in Oberlin in 1833. Ohio also hold the distinction of being "the Mother of presidents" with more presidents (8) being elected from Ohio than any other state. Ohio is also a major agricultural producer with over 76,000 farms. The state is also home to a number of the nation's larger companies including Kroger Foods, Proctor & Gamble, Nationwide Insurance, Goodyear Tire and Rubber and Federated Department Stores.

### **2. Agency profile.**

In 2008, the Ohio State Highway Patrol celebrates 75 years of service. The Patrol is a division of the Ohio Department of Public Safety. The agency's mission is to protect life and property, promote traffic safety and provide professional public safety services with respect, compassion, and unbiased professionalism. The Patrol provides: Statewide traffic services to keep Ohio roadways safe; statewide emergency response services and support services to the public and the criminal justice community; Investigation of criminal activities on state-owned and leased property throughout Ohio and; Security for the Governor and other dignitaries.

The Patrol maintains a uniformed complement of approximately 1,400 officers. In addition, the Patrol has about 1,000 support personnel, including driver examiners, load limit inspectors, motor vehicle inspectors, motor carrier enforcement inspectors, dispatchers, electronics technicians, and civilian specialists. An all-volunteer auxiliary force, formed during World War II to assist officers after many entered the armed services, continues to donate thousands of hours of service to the citizens of Ohio. Patrol General Headquarters is located in Columbus. The state is divided into 10 districts that contain 55 posts. Each district is commanded by a captain and each post by a lieutenant. Training is conducted at the Patrol Academy is located in Columbus.

From the ranks of its road troopers, the Patrol trains and maintains a number of officers in specialized law enforcement positions. Among these are: plainclothes investigators; traffic and drug interdiction teams and canine officers; commercial enforcement coordinators, inspectors, and crash reconstructionists. The Patrol also maintains a

special response team, comprised of road troopers who are specially trained in weapons and chemical agent use, extraction techniques, and rapid response methods.

### 3. Demographics

The demographic composition of the service area and agency are represented in the following table:

**Demographics Report**

	Service Population		Available Workforce		Current Sworn Officers		Current Female Sworn Officers		Prior Assessment Sworn Officers		Prior Assessment Female Sworn Officers	
	#	%	#	%	#	%	#	%	#	%	#	%
<b>Caucasian</b>	<b>9,645,844</b>	<b>84</b>	<b>5,249</b>	<b>86</b>	<b>1206</b>	<b>85</b>	<b>134</b>	<b>90</b>	<b>1193</b>	<b>85</b>	<b>126</b>	<b>89</b>
<b>African-American</b>	<b>1,357,343</b>	<b>12</b>	<b>637</b>	<b>10</b>	<b>142</b>	<b>10</b>	<b>11</b>	<b>7</b>	<b>142</b>	<b>10</b>	<b>11</b>	<b>8</b>
<b>Hispanic</b>	<b>283,755</b>	<b>2.5</b>	<b>135</b>	<b>2</b>	<b>48</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>46</b>	<b>3</b>	<b>3</b>	<b>2</b>
<b>Other</b>	<b>191,064</b>	<b>1.5</b>	<b>14</b>	<b>2</b>	<b>32</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>29</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Total</b>	<b>11,478,006</b>	<b>100</b>	<b>6,035</b>	<b>100</b>	<b>1428</b>	<b>100</b>	<b>149</b>	<b>100</b>	<b>1410</b>	<b>100</b>	<b>141</b>	<b>100</b>

\* Based on Census Data \*\*Available workforce information taken from the Bureau of Labor Statistics 2007 data set for Ohio information as recorded (numbers in thousands).

The Ohio State Highway Patrol has ethnic and gender composition almost mirroring the approximate proportions of the available work force for both minorities and females. These positive workforce statistics are a reflection of the Patrol's efforts and commitment to diversity, coupled with innovative approaches and methods.

### 4. Future issues

The Patrol's budget remains a concern. Increasing fuel costs and a hiring freeze will continue to force the agency to "do more with less." While continually striving to improve and maintain recruitment efforts, the challenge remains to find quality applicants meeting the Division's hiring standards. Lastly, the speed at which technology is changing causes an increasing demand on the agency and its personnel to maintain current technology proficiency and in obtaining funding to maintain technology upgrades.

### 5. CEO biography

Colonel Richard H. Collins was named Superintendent of the Ohio State Highway Patrol on April 10, 2007, by Henry Guzmán, director of the Ohio Department of Public Safety. Colonel Collins is a 28-year veteran of the Patrol, and on April 20, 2007, was sworn in as the 15th Patrol superintendent since the organization was founded in 1933.

Colonel Collins joined the Patrol in 1978 as a cadet dispatcher assigned to the Marion post. He entered training in May 1980 as a member of the 108th Academy Class and received his commission the following September. As a trooper he served at the

Mansfield and Marion posts, earning a Certificate of Recognition in 1984, and Post Trooper of the Year honors at Marion in 1986. He also earned the Patrol's Ace Award for excellence in auto larceny enforcement in 1986.

Promoted to sergeant in 1988, Colonel Collins served as an assistant commander at Piqua. He received his first command assignment in 1992, when he was promoted to lieutenant and assigned to Findlay as the post commander. He was elevated to the rank of staff lieutenant in 1995, serving two years at General Headquarters in Columbus before transferring to Bucyrus as assistant district commander in 1997. In November 2000, Colonel Collins was promoted to captain and assumed command of the Patrol's 12-county Findlay district.

A native of Marion, Colonel Collins graduated from Ridgedale High School in 1977, and holds a bachelor's degree in management from Bluffton College, and a master's degree in criminology from Tiffin University.

#### **F. Public Information Activities:**

Public notice and input are a corner stone of democracy and CALEA accreditation. This section reports on the community's opportunity to comment on their law enforcement agency and to bring matters to the attention of the Commission that otherwise may be overlooked.

##### a. Public Information Session

The OHSP is a state agency and therefore a public hearing was not scheduled.

##### b. Telephone Contacts

The Public Comment session was held on Monday July 21, 2008 between 1:00 PM and 5:00 PM, utilizing a toll-free telephone line. The team received 34 calls during the session and most were favorable toward the State Patrol and the services they provide. Of the 34 calls received, 24 were from over-the-road truck drivers who heard about the call-in session on an XM Satellite radio station. The truck drivers were overwhelmingly supportive of the patrol. While supportive a number of them expressed a desire to see greater enforcement of vehicles following to closely. Nine calls were received from law enforcement personnel who had worked closely with the patrol in enforcement and/or accreditation related matters. All were complimentary of the assistance and leadership role the OHSP has provided. One call was received from a non-trucker citizen who was very complimentary of recent enforcement efforts of the Patrol in Ross County.

##### c. Correspondence

The assessment team and CALEA received three letters supporting the State Patrol and its efforts toward reaccreditation. The letters were from other law enforcement agencies and all expressed their support for the agency and trumpeted the patrol's commitment to the accreditation process.

d. Media Interest

The assessment team was not contacted by any media representatives. Newspaper/Webpage articles appeared in the *Cleveland Plain Dealer* and the *Bellefontaine Examiner*. Columbus television stations, 4 (NBC), 6 (ABC) and 10 (CBS) also provided coverage.

e. Public Information Material

The agency distributed a public notice relating to the agency's scheduled on-site by providing it to all agency employees and posting it in prominent locations at headquarters, all district and post locations as well as posting the notice on its website. A press release was distributed on July 20th to all major newspapers and major television stations.

f. Community Outreach Contacts

During the on-site assessors interacted with and interviewed numerous agency members. OHSP personnel were professional, well versed in their areas of responsibility and appeared dedicated to the agency's mission.

Assessors also participated in ride-a-longs with agency personnel. The troopers all appeared to be well trained and presented a very professional image. They showed pride in the organization and voiced and demonstrated a commitment to the citizens they serve as evidenced by the numerous instances of assistance they provided to motorists as well as taking enforcement action to improve traffic safety.

Assessors met with and talked by telephone with various members of law enforcement, government (state and local) and leaders of community organizations. Some of the initiated Community Outreach contacts were provided by the agency, others were selected by the assessment team. All of those contacted provided positive comments about the agency.

Non- Agency members contacted included:

Andrea Rehkamp, MADD Executive Director (Southwest Ohio)

Brian Neubacher, AAA (Public Affairs Director)

Thomas Charles, Ohio Inspector General

Mike Cureton, Cincinnati Police Department (Assistant Police Chief)

Michael Rankin, Registrar - Bureau of Motor Vehicles (BMV)

Registrar Rankin spoke very highly of Colonel Collins and the Patrol and highlighted some recent successes between his office and the Patrol. He advised that the BMV and Patrol had pushed legislation, which recently was signed into law where citizens with an Ohio Driver's License can provide next of kin contact information to the BMV on-line and/or when obtaining/renewing their driver's license which will then be placed in a computer database utilized

by law enforcement agencies throughout the state. This will not only expedite next-of-kin notifications but on many occasions allow notification to be made by emergency room personnel who are better equipped to make notifications and answer the questions of loved ones. Another joint initiative which will be rolled-out at the upcoming State Fair, is the concept of having young Ohio citizens (infants and up) obtain state photo identification cards. The photos will provide a valuable database to be used when children are missing or abducted and enhance information to be disseminated for "Amber Alerts." Also within the last 12 months Ohio driver's license and identification card photos have been entered into a database accessible to all Ohio Law Enforcement agencies. Plans are being formulated to enter into agreements with other states to share this information.

The President (Larry Phillips) of the Ohio Troopers Association (OHTA) was contacted to gain an assessment of the management/labor relationship between the agency and its largest collective bargaining unit. He classified the relationship as good and said that management and the union generally worked to resolve grievances at the lowest level with some occasional differences of opinion.

## **G. Essential Services**

### **Law Enforcement Role, Responsibilities, and Relationships and Organization, Management, and Administration. (Chapters 1-17)**

The Ohio State Highway Patrol has statewide jurisdiction and the following powers and duties specified by the Ohio Legislature; Enforce criminal laws on all properties owned or leased by the state; Enforce laws relating to the operation and use of vehicles on all roads and highways; Investigate and report traffic crashes on all roads and highways outside municipal corporation limits and Render emergency assistance to another peace officer having arrest authority.

The Agency's policies and procedures can be accessed on the agency's intranet website which contains an automated "Read and Sign" feature to track that officers have reviewed new and revised directives. Revised directives contain a "Summary of Revisions" to facilitate the employee's review.

### **Bias Based Profiling**

The agency collects traffic stop and search data based on race and gender. The statistics do not reflect any significant statistical variance of motorist stopped based on race or gender. The Patrol has a multi-layered process for reviewing and detecting potential cases of bias-based policing. Post Commanders conduct a monthly review regarding warnings and citations. A semi-annual statistical review of traffic stop data is made by the "Professional Stops Committee." The agency also completes an "Annual

Bias-Based Policing Report” which compares statistics against prescribed benchmarks and also compares data over a multi-year period (2004- 2007).

Over a three year period, the Patrol issued written warnings or citations to approximately 350,000 minority motorists but received only 20 complaints of alleged profiling. This equates to one allegation per 17,500 contacts. The allegations were not substantiated after investigations which included a review of the incident from the in-car video recordings.

Traffic Warnings and Citations 2005

<b>Race/Sex</b>	Warnings	Citations	Total
Caucasian/Male	<b>292109</b>	<b>311426</b>	<b>603535</b>
Caucasian/Female	<b>138042</b>	<b>131977</b>	<b>270019</b>
African-American/Male	<b>25171</b>	<b>33690</b>	<b>58861</b>
African-American/Female	<b>9607</b>	<b>12547</b>	<b>22154</b>
Hispanic/Male	<b>7302</b>	<b>7178</b>	<b>14480</b>
Hispanic/Female	<b>1472</b>	<b>1204</b>	<b>2676</b>
Asian/Male	<b>3378</b>	<b>3873</b>	<b>7250</b>
Asian/Female	<b>1026</b>	<b>1192</b>	<b>2218</b>
OTHER	<b>1550</b>	<b>3697</b>	<b>5247</b>
<b>TOTAL</b>	<b>479657</b>	<b>506783</b>	<b>986440</b>

Traffic Warnings and Citations 2006

<b>Race/Sex</b>	Warnings	Citations	Total
Caucasian/Male	<b>269465</b>	<b>338674</b>	<b>608139</b>
Caucasian/Female	<b>130533</b>	<b>154085</b>	<b>284618</b>
African-American/Male	<b>25382</b>	<b>37275</b>	<b>62657</b>
African-American/Female	<b>10310</b>	<b>15742</b>	<b>26052</b>
Hispanic/Male	<b>7370</b>	<b>7897</b>	<b>15267</b>
Hispanic/Female	<b>1595</b>	<b>1432</b>	<b>3027</b>
Asian/Male	<b>3358</b>	<b>4282</b>	<b>7640</b>
Asian/Female	<b>1020</b>	<b>1430</b>	<b>2450</b>
OTHER	<b>1819</b>	<b>3398</b>	<b>5217</b>
<b>TOTAL</b>	<b>450852</b>	<b>564215</b>	<b>1015067</b>

Traffic Warnings and Citations 2007

<b>Race/Sex</b>	Warnings	Citations	Total
Caucasian/Male	<b>252626</b>	<b>334974</b>	<b>587600</b>
Caucasian/Female	<b>120598</b>	<b>153195</b>	<b>273793</b>
African-American/Male	<b>26139</b>	<b>39544</b>	<b>65683</b>
African-American/Female	<b>10962</b>	<b>17161</b>	<b>28123</b>
Hispanic/Male	<b>7615</b>	<b>8028</b>	<b>15643</b>
Hispanic/Female	<b>1646</b>	<b>1429</b>	<b>3075</b>
Asian/Male	<b>3316</b>	<b>4208</b>	<b>7524</b>
Asian/Female	<b>988</b>	<b>1464</b>	<b>2452</b>
OTHER	<b>1905</b>	<b>3453</b>	<b>5358</b>
<b>TOTAL</b>	<b>425795</b>	<b>563456</b>	<b>989251</b>

Biased Based Policing Complaints

Complaints from:	2005	2006	2007
Traffic contacts	6	10	4
Field contacts	N/A	N/A	N/A
Asset Forfeiture	N/A	N/A	N/A

If an officer is identified as being above a standard deviation a supervisory review process is performed at the Post level which includes;

1. Review random sample of at least five traffic stop in-car video recordings.
2. Supervisory ride-a-long of a minimum of four hours.
3. Supervisory review of HP-2K documentation (form used to capture Race/Gender data regarding searches) and HP-2J activity documentation (form used to capture Race/Gender data regarding traffic citations and warnings).
4. Quality Survey with five citizens from recent traffic stops.
5. Review of contraband found percentage vs. searches conducted for one year.
6. Review of reported citizen complaints for one year.

OHSP utilizes a "Search Report" to document searches. The form breaks down subject information by Race and Gender. Searches are further broken down by justification (probable cause, consent, protective search and frisk). The reason for the search must be articulated on the rear of the form which is reviewed by a supervisor. The agency's strip/body cavity search policy is consistent with Ohio statute and CALEA Standards.

The OHSP commissioned the University of Cincinnati to conduct a research project that was finalized in February of 2007. Following the research regarding OHSP search and seizure practices; a committee consisting of representatives from Field Operations, Training Academy, Strategic Services, Legal and Senior Staff was formed to address recommendations dedicated to the advancement of the best practices within the OHSP. Areas recommended for additional follow-up included training, data collection, increased supervision and policy changes. Policy changes were implemented April 01, 2008 covering data collection and analyses. Training input continues to be evaluated and new modules are being created by the training academy in this area.

There have not been any significant incidents/events or lawsuits filed for the three year assessment period alleging bias-based policing. The agency provides training regarding bias-based profiling during of its basic training program and annually thereafter.

### Use of Force

The agency utilizes an Action-Response Continuum for "Response to Resistance" training of its personnel. In addition to training weaponless techniques, agency personnel are issued and trained in the use of the flashlight, wooden baton, ASP, Oleoresin Capsicum Spray (O.C.), Conducted Energy Weapon (CEW) and firearms. The agency also issues ammunition for firearms. Warning shots are prohibited. Extensive training regarding the agency's "Response to Resistance" Policy takes place

at specified time frames. Monthly quizzes are conducted at the Post level coupled with quarterly reviews of the policy and proficiency in weaponless techniques and non-lethal weapons.

All incidents involving the use of force are investigated by a supervisor who is required to complete the investigation within ten working days. The incidents are reviewed through a multi-layered process (Post, District, General Headquarters, Administrative Investigations Unit (AIU), Response to Resistance Committee and Peer Committee). AIU investigates incidents when an investigation is deemed appropriate. The AIU conducts an annual review and completes an analysis of all use of force incidents. The analysis tracks both the effective and ineffective uses of O.C. Spray and CEW's. Most uses of force were found to be in compliance with agency policies and training. Corrective actions have been taken for a small number of incidents including discipline and officers being referred to the Academy for additional one-on-one training. Firearms have been discharged in a very limited number of incidents (four incidents involving seven officers) during the three year assessment period. The techniques and weapons used coupled with the number of incidents have been consistent throughout the three year period with no specific trends noted. Given the large number of contacts and arrests made by the agency, force is used in only a very small number of incidents and those, against who force has been used, have filed complaints for less than 1% of force incidents.

Use of Force			
	2005	2006	2007
Firearm	5	2	0
ECW	117	106	88
Baton	1	0	0
OC	13	9	11
Weaponless	318	434	416
Total Types of Force	9	9	8
Total Use of Force Arrests*	515	607	583
Complaints	2	3	4
Total Agency Custodial Arrests	82	97	99

\* Please note: The numbers above indicate how many times a certain type of force was used and are not indicative of the actual number of Response to Resistance incidents that occurred during the given year. For example, in 2005 there were two shooting incidents. In one incident, three troopers were involved and the other incident involved two troopers, giving a total of five troopers who used firearms during response to resistance incidents

The Planning and Research Unit function is performed by the Research and Development Unit and is placed in the Office of Strategic Services. The unit has conducted a large number of projects, studies and evaluations. The unit compiles weekly reports and an annual review of their activities. The agency's Strategic Plan is a multi-year plan incorporating goals, objectives and strategies coupled and linked with performance measures and outcomes. Each District/Section has input into the plan and is required to report annually on their progress toward achievement, meeting "Performance Measures." Goals are updated annually.

The OHSP's Criminal Intelligence Unit's (CIU) mission is to collect, evaluate and disseminate intelligence data regarding organized criminal and terrorists groups. Responsibility for Crime Analysis is also assigned to the unit. In 2006 the CIU initiated a program where they visit each District and conduct training with District staff/Post supervisors. The CIU training includes an in-depth review of the previous year's Crime Analysis Report and discussed the services available to the field. The unit also puts out frequent intelligence bulletins that reach 4,000 agencies worldwide.

The agency has a detailed directive that addresses the agency's organizational structure and related lines of authority, preferred span of control, accountability, precedence for command authority and responsibilities of positions and units. The organizational chart is available to all employees via the online policy and procedure site and also on the Division's website. Supervisors are held accountable for the actions of their subordinates, which was evident in the agency's documentation.

The agency has tight controls regarding the use of agency computers and oversight is provided by its Information Technology Office. Employees complete a detailed "Computer Compliance Agreement" that specifies the proper use of agency computers and accessing the internet.

The agency uses the Ohio Administrative Knowledge System (OAKS) for its employee/position management system, in conjunction with the Ohio Department of Administrative Services (DAS) Human Resources Division. OHSP completes a biennial workload assessment of organizational components. The agency utilizes a "Trooper Allocation Model" (TAM) to strategically distribute troopers to assignments based on activity level and patrol area coverage as determined by specified TAM criteria. Temporary and rotating positions' duration, criteria and selection are spelled out in an agency directive. Specialized position vacancies are announced statewide along with selection criteria. The agency's Auxiliary program officers perform a wide range of allowable and defined duties, providing assistance to sworn personnel and dispatchers. Auxiliaries contribute tens of thousands of hours annually. Auxiliaries receive probationary and annual evaluations as well as initial and ongoing annual training.

The Patrol budget process is overseen by the Fiscal Services Unit who conducts annual reviews to ensure compliance with all laws and directives. Strong fiscal controls are in place for the receipt and disbursement of funds including the purchase of equipment and supplies. Annual audits are conducted by the State Auditor. Each year organizational components are tasked with identifying and documenting their personnel, equipment and maintenance needs.

## **Personnel Structure and Personnel Process (Chapters 21-35)**

### **Grievances**

Formal Grievances			
Grievances	2005	2006	2007
Number	<b>118</b>	<b>152</b>	<b>124</b>

The OHSP averaged approximately 2700 employees for the assessment period. The agency has five separate labor agreements with four separate unions. During the assessment period there was an average of 72 non-disciplinary grievances per year. Denial of Leave and Assignment/Payment of Overtime accounted for approximately half of the grievances filed. The Division's Labor Relations Unit maintains an open dialogue with union representatives. Management is committed to work closely with the union to resolve grievances at the lowest level possible. The agency's Office of Human Resource Management has responsibility for coordination of grievance procedures, maintaining copies of all grievance files and preparing a detailed annual analysis.

The collective bargaining process is governed by agency policies and agreements with the bargaining entities. Upon finalization of new collective bargaining agreements, appropriate changes are made to agency policy and the changes are distributed to affected employees. Additionally, contract training sessions are conducted for affected employees.

The agency's job classification plan is very detailed. It provides information on job categorization, class specifications, compensation by class and provisions for reclassification. Information can be found on the Ohio web-site. Employee job descriptions are available to all employees and are reviewed annually with each employee as part of the employee evaluation process.

The agency's salary program is described in the Ohio Department of Administrative Services and Ohio Human Resources web-sites. Policy and collective bargaining agreements clearly outline all other salary related matters such as leave, compensatory time, overtime, related salary augmentation provisions and other personnel programs available to employees. One program that deserves specific mention is the employee education reimbursement program. Tuition reimbursement is available for any employee who has completed his or her initial probationary period. Employees can be reimbursed up to \$2500.00 for undergraduate and \$3500.00 for graduate course work.

The agency provides a "confidential defusing" to any employee involved in a critical incident. This is accomplished by the Member Assistance Team after the critical incident. The purpose is to provide employees a chance to verbalize immediate concerns and to inform them of common aftereffects of a critical incident. The Member Assistance Team and the Ohio Employees Assistance Program provide assistance to agency personnel and families following a line of duty death or serious injury. The Ohio Employees Assistance Program also is available to all employees when they have concerns related to health, marriage status, family, financial, substance abuse, stress or other personal matters. All employees receive training regarding the services and referral methods of the Ohio Employees Assistance Program.

The OHSP provides a Comprehensive Health and Physical Fitness Evaluation for its employees. It is very comprehensive and detailed and provides an Exercise Prescription at the end of the report that is designed for the individual employee.

**Disciplinary**

Personnel Actions

	2005	2006	2007
Suspension	101	50	7
Demotion	15	29	22
Resign In Lieu of Termination	n/a	n/a	n/a
Termination	5	5	7
Other	n/a	n/a	n/a
Total	121	84	36
Commendations	Not Tracked	Not Tracked	Not Tracked

The OHSP has a Code of Conduct and appearance guidelines. OHSP has an excellent process for identifying and recognizing both its sworn and non-sworn employees for exceptional performance. Numerous awards are available to recognize its employees at an annual award's ceremony. The agency's magazine, *Flying Wheel* also highlights and recognizes employees who receive awards for outstanding work.

Sexual and other forms of unlawful harassment are strictly prohibited. Off duty and extra duty employment is strictly controlled. The agency's disciplinary system is well defined and provides a progressive disciplinary process beginning with a verbal reprimand up to and including termination. OHSP supervisors are expected to and held responsible for initiating appropriate actions as part of the agency's disciplinary process. The Office of Human Resource Management (Labor Section) decides the penalty for most disciplinary offenses other than very minor violations. This methodology is utilized to ensure consistency and uniformity in administering discipline.

An appeal process for disciplinary actions is governed by agency policy and union contract. The process provides for the initiation procedures, time frames, methods for recording and scope of the appeal process. Records of disciplinary actions are maintained according to agency policy and the state's Administrative Records Retention Schedule. Employees dismissed by OHSP are provided the reason for dismissal and the effective date. Additionally, employees dismissed are provided information regarding the status of fringe benefits and retirement.

**Recruitment and Selection**

Based on the U.S. Department of Labor Statistics, the agency's workforce is within 1% of the State's available workforce composition. The agency participates in a very aggressive recruitment effort. The agency attends numerous career fairs each year, advertises in approximately 34 campus newspapers, places recruitment posters in high traffic areas at approximately 75 colleges and universities, advertises through email which involves over 200,000 emails directly to students. The OHSP has developed a "My Space" profile for recruitment. In addition, the agency hosts an annual Ohio Law Enforcement and Public Safety Career Exposition at the Ohio State Highway Patrol Training Academy. The agency specifically targets minority and female listening audiences.

Sworn Officer Selection Activity in the Past Three Years  
2005

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population **
Caucasian/Male	<b>635</b>	<b>96</b>	<b>15%</b>	<b>41</b>
Caucasian/Female	<b>54</b>	<b>6</b>	<b>11%</b>	<b>44</b>
African-American/Male	<b>105</b>	<b>2</b>	<b>2%</b>	<b>5</b>
African-American/Female	<b>13</b>	<b>0</b>	<b>0</b>	<b>6</b>
Hispanic/Male	<b>16</b>	<b>1</b>	<b>6%</b>	<b>1</b>
Hispanic/Female	<b>5</b>	<b>0</b>	<b>0</b>	<b>1</b>
Other	<b>13</b>	<b>2</b>	<b>15%</b>	<b>2</b>
<b>Total</b>	<b>841</b>	<b>107</b>	<b>13%</b>	<b>100</b>

2006

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population **
Caucasian/Male	<b>617</b>	<b>76</b>	<b>12%</b>	<b>41</b>
Caucasian/Female	<b>75</b>	<b>19</b>	<b>25%</b>	<b>44</b>
African-American/Male	<b>72</b>	<b>9</b>	<b>13%</b>	<b>5</b>
African-American/Female	<b>15</b>	<b>0</b>	<b>0</b>	<b>6</b>
Hispanic/Male	<b>26</b>	<b>7</b>	<b>27%</b>	<b>1.5</b>
Hispanic/Female	<b>6</b>	<b>1</b>	<b>17%</b>	<b>.5</b>
Other	<b>11</b>	<b>5</b>	<b>45%</b>	<b>2</b>
<b>Total</b>	<b>822</b>	<b>117</b>	<b>14%</b>	<b>100</b>

2007

Race/Sex	Applications Received	Applicants Hired	Percent Hired	Percent of workforce population **
Caucasian/Male	<b>570</b>	<b>53</b>	<b>9%</b>	<b>42</b>
Caucasian/Female	<b>34</b>	<b>2</b>	<b>6%</b>	<b>44</b>
African-American/Male	<b>56</b>	<b>1</b>	<b>2%</b>	<b>4</b>
African-American/Female	<b>20</b>	<b>0</b>	<b>0</b>	<b>6</b>
Hispanic/Male	<b>22</b>	<b>2</b>	<b>9%</b>	<b>1</b>
Hispanic/Female	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Other	<b>11</b>	<b>2</b>	<b>18%</b>	<b>2</b>
<b>Total</b>	<b>714</b>	<b>60</b>	<b>8%</b>	<b>100</b>

\*\*Available workforce information taken from the Bureau of Labor Statistics 2005, 2006 and 2007 data sets for Ohio information as recorded.

OHSP policy specifically outlines each element of the selection process. The agency maintains contact with applicants throughout the hiring process. All applications

(hired/non-favorable decisions) are maintained for a time period designated by policy in secured file cabinets by the Recruitment and Minority Relations unit.

A detailed and comprehensive background investigation is conducted on each potential employee by sworn officers trained in conducting background investigations. Polygraph examinations are utilized in the selection process; however agency policy precludes the polygraph examination being used as the single determinant of employment status. The agency conducts both medical and psychological examinations of potential employees by qualified medical professionals. The background investigations and medical and psychological examination results are maintained in separate files.

## **Training**

The OHSP maintains a training academy staffed by approximately 50 employees. The academy is committed to training cadets and local law enforcement officers to law enforcement's highest standards through the use of innovative instruction techniques and state of the art equipment. The academy provides values based leadership training. Lesson plans for all training courses are required. All staff instructors receive training at the Highway Patrol Training Academy. The training prepares instructors by developing their skills in lesson plan and performance objective development, instructional testing and evaluation techniques and in the use of other resources. In addition to entry level training, the academy offers advanced training. An annual training calendar is distributed to all law enforcement agencies in the state. Although the Academy was built in 1965 an assessor visit found it is well maintained and updated with the latest technology. The OHSP cadet training spans 29 weeks, 11 weeks more than the basic training provided to other agencies. Recruit training is based upon a job task analysis of the most frequent duties officers will perform and various evaluation techniques are utilized to measure the recruit's competency in those required skills.

The OHSP field training program requires new recruits to serve a field training program of eight weeks. OHSP uses a "Probationary Trooper O.P.E.R.A.T.I.O.N.S. (Observing Performance, Evaluating Results And Together Implementing Objectives Needed to Succeed) Guide" to evaluate the new recruit. It is complete and provides a detailed assessment of each recruit for each required skill. FTOs are selected through a process that takes into consideration the applicant's; desire, service time, job performance, core values, interpersonal skills, appearance, and leadership skills.

The agency requires all employees to abide by a Code of Ethics and the agency's Code of Ethics is prominently displayed throughout their buildings, posts and the training academy. Ethics training is conducted annually.

Agency personnel attend annual in-service training which includes firearms training, legal update and other topics. Extensive training regarding the agency's "Response to Resistance" Policy takes place at specified time frames. Monthly quizzes are conducted at the Post level coupled with quarterly reviews of the policy and proficiency in weaponless techniques and non-lethal weapons. Upon completion of training classes,

records or rosters of those attending are recorded into "PeopleSoft", an automated electronic database that maintains individual training records on all employees.

## Promotions

Sworn Officer Promotions			
PROMOTIONS – 2005-2007			
	2005	2006	2007
GENDER / RACE TESTED			
Caucasian/Male	n/a	n/a	n/a
Caucasian/Female	n/a	n/a	n/a
African-American/Male	n/a	n/a	n/a
African-American/Female	n/a	n/a	n/a
Hispanic/Male	n/a	n/a	n/a
Hispanic/Female	n/a	n/a	n/a
<p><b>These numbers are unattainable – our promotional eligibility testing process is ongoing. Upon taking the written exam there remains ongoing follow-up to “make the list.” Therefore a person taking the promotional exam in 2006 may not have made the actual promotion list until 2007 or 08. Additionally the promotional exam for troopers was done away with in 2006 and is in the process of being eliminated for Sergeants also. Lastly, the promotional process is voluntary and only offered to troopers and sergeants.</b></p>			
GENDER/ RACE ELIGIBLE AFTER TESTING			
Caucasian/Male	<b>122</b>	<b>126</b>	<b>161</b>
Caucasian/Female	<b>9</b>	<b>11</b>	<b>16</b>
African-American/Male	<b>15</b>	<b>14</b>	<b>13</b>
African-American/Female	<b>2</b>	<b>2</b>	<b>1</b>
Hispanic/Male	<b>4</b>	<b>3</b>	<b>3</b>
Hispanic/Female	<b>0</b>	<b>0</b>	<b>0</b>
<p><b>These numbers represent those persons eligible for promotion after making the list – to include passing the written exam and conducting necessary follow-up. This is not a representation of persons testing only during the year. Additionally these numbers represent both Sergeants and Troopers eligible for promotion upon meeting assessment center criteria.</b></p>			
GENDER / RACE PROMOTED			
Caucasian/Male	<b>30</b>	<b>62</b>	<b>34</b>
Caucasian/Female	<b>1</b>	<b>2</b>	<b>2</b>
African-American/Male	<b>9</b>	<b>3</b>	<b>4</b>
African-American/Female	<b>0</b>	<b>1</b>	<b>0</b>
Hispanic/Male	<b>3</b>	<b>1</b>	<b>1</b>
Hispanic/Female	<b>0</b>	<b>0</b>	<b>0</b>
<p><b>This table includes ALL sworn personnel promoted regardless of rank – i.e. Majors, Captains, Lieutenants, etc – all personnel of rank</b></p>			

The OHSP Office of Human Resource Management is responsible for administering the promotional process. The promotion process is a self-directed process which enables troopers to develop skills as supervisors by achieving certain career milestones. These milestones include two core requirements as well as three elective requirements. When these milestones are achieved, the trooper is eligible to attend the Division's Assessment Center. The first milestone is a designated course of study as directed through the Office of Training, Selection and Standards, such as the Northwestern University Independent study course titled, Supervision of Police Personnel. This course is completed in off-duty status, however the final exam is completed on-duty and administered by a supervisor. The second milestone is the Promotional Readiness Interview (PRI) that consists of scenario based questions used to assess the trooper's readiness for promotion. Prior to the PRI, the board reviews the trooper's personnel file and explains the process to the officer. The board evaluates the officer's interview to determine the candidate's readiness to continue along the promotional path. The interview is assessed as a meets or does not meet basis. Troopers who meet expectations during the promotional interview move to the electives components of the promotional process. The PRI board guides the trooper to the electives which are most beneficial. The trooper completes three separate elective requirements from a list of available electives. Upon completion of the core and elective requirements, the officer may attend the Division's Assessment Center. If the trooper obtains the necessary score for promotional consideration, he/she remains on the promotional list as long as an annual continuing eligibility credit is submitted. The Promotional Selection Board is comprised of senior staff officers. The board's purpose is to recommend to the superintendent the most qualified officer based on an evaluation of all officers eligible.

The agency has a career development program. Each employee has a career development file established and made part of their personnel file. Individuals serving as career counselors receive training in the following areas: techniques for assessing skills, knowledge and abilities, salary, benefits, training and educational incentive programs provided by the agency, cultural sensitivity and awareness training, administrative procedures and career development programs and resources.

The agency provides newly promoted employees with training specific to the position to which the employee has been promoted. Newly hired civilian employees receive information regarding the agency, employee rights and responsibilities during the agency orientation process.

The OSHP policies regarding performance evaluations are comprehensive and well written. Performance evaluations are conducted annually for all employees. Performance evaluations for probationary employees are completed at least quarterly.

The agency's personnel early warning system is based on data screening by the Administrative Investigations Unit (AIU). Employee statistical data is reviewed each month for mandatory program referral indicators such as three or more Citizen Complaints and/or Administrative Investigations within a 12 month period, five or more vehicle pursuits within 12 months or evidence of substance abuse. District

commanders are notified when a person under their command is identified and are required to submit documentation to the AIU Commander explaining whether the individual should be referred to the Early Intervention Review Committee. This method allows input from the individual's supervisor. If the individual is referred to the committee, the committee can make further referrals or refer the individual to Ohio Employee Assistance Program who may make referrals based upon the employee's situation.

## Law Enforcement Operations and Operations Support (Chapters 41-61)

### Crime Statistics and Calls for Service

The OHSP has responsibility by state statute to investigate criminal activities on state-owned and leased property throughout Ohio. The following table reflects the crime statistics for crimes within the specified jurisdiction. The agency has a number of investigative personnel assigned to districts who conduct investigations for matters related to the numerous state correctional facilities located throughout the state.

Year End Crime Stats

	2005	2006	2007
Murder	7	2	4
Forcible Rape	107	125	103
Robbery	15	15	13
Aggravated Assault	44	44	27
Burglary	24	16	19
Larceny-Theft	1,634	1,485	1,441
Motor Vehicle Theft	916	824	812
Arson	21	11	10

### Vehicle Pursuits

Vehicle Pursuits

PURSUIITS	2005	2006	2007
Total Pursuits	396	348	253
Terminated by agency	72	69	70
Policy Compliant	N/A	N/A	N/A
Policy Non-compliant	N/A	N/A	N/A
Accidents	5	10	6
Injuries: Officer	No data	2	2
: Suspects	No data	27	21
: Third Party	No data	2	2

Members of the OHSP are governed by State Law and OHSP policy when they become engaged in a vehicle pursuit. It is the responsibility of the initiating officer to carefully evaluate the situation and provide the communications center with relevant information related to the pursuit. Communication dispatchers are responsible for relaying information provided by the initiating officer, to other officers and to contact the on duty supervisor who monitors the pursuit. Each pursuit requires a detailed written report and is reviewed by the on-duty supervisor. OHSP members are permitted to use stop sticks,

road blocks, or other forced vehicle stopping techniques only after receiving the proper training and with the approval of a supervisor. An annual analysis of all pursuits, to include forced vehicles stops, is conducted in an effort to detect any safety related trends or patterns which may need to be addressed by training.

The OHSP uses a variety of special purpose vehicles to accomplish the agency's mission and goals. Vehicles used include marked patrol vehicles, motorcycles, crash reconstruction vehicles, canine units (explosive detection and narcotics), mobile crime labs, portable scales vans, motor vehicle and commercial motor vehicle inspection vans, fixed wing aircraft, helicopters and mobile drivers' license examination vehicles. Special purpose vehicles are maintained in a state of operational readiness and each is equipped with the necessary tools. Prior to operating the vehicle, the operator is provided with the proper training for operating the vehicle and related equipment.

The agency utilizes three mobile drivers' license examination vehicles that have been in service since 2005. These vehicles deliver the driver's license exam function in rural or remote areas where there is no testing sites. The vehicles are staffed with trained examiners who operate the vehicles and conduct examinations on a set schedule in specific areas of the state. Citizens who wish to use this service can go online to schedule an appointment. The examiners are able to administer the written and practical road test exams. This service is a great asset to the citizens of remote or rural communities and serves as a very positive public relations program for the Patrol.

OHSP has clear guidelines for receiving, processing, and maintaining complaints related to the investigation of vice, drugs, and organized crime. Confidential funds are available to support these investigative functions. Records involving vice and organized crime are maintained under the care, custody, and control of the Investigative Service Commander. The Superintendent receives quarterly reports that summarize all complaints, investigations, organized criminal activities, and arrests.

All requests to use surveillance and undercover equipment are made to the Commander of the Office of Investigative Services by the appropriate District Commander. Each use of devices is recorded in the logbook. When not in use, surveillance and undercover equipment is securely stored. The agency's Covert Operations and Policy Manuals establish standardized operation procedures for conducting the subject operations.

The agency is committed to educating young drivers in area schools about traffic safety. Safe driving programs are implemented with input from the juvenile justice system and programs are evaluated annually. Each post commander is tasked with the responsibility of initiating a local school liaison program. Assigned school resource liaisons promote traffic safety and deliver traffic safety related programs within their assigned school. School Resource Officers are a valuable resource to juveniles with respect to the prevention of delinquency and provide guidance on issues such as driving under the influence of alcohol and seatbelt use. The Division has an active driver's education program, which is presented to students throughout the state.

Once every three years, the OHSP conducts a documented survey of the attitudes and opinions of the citizens of the community. In June 2007, the Office of Strategic Services began administering a written survey through Driver Examination Stations across the state, to elicit citizens' attitude related to traffic safety and the OHSP. The results of the survey reflected that nearly 95% of the respondents reported being satisfied with the agency and have a positive impression of the OHSP. The survey revealed that citizens feel troopers are courteous, professional, and well-trained.

The OHSP establishes liaison with formal community organizations and other community groups in an effort to solve traffic safety problems, highway crime, and the overall quality of life in the community. The agency's post commanders use an online resource program, "Partners for Safety" to assist them with the development of proactive in problem solving operational strategies that address local issues. Post commanders are encouraged to consider citizens for inclusion in this partnership from across the entire community to improve operations and enhance the relationship the Division has with the community. OHSP assigns post personnel to public speaking engagements at schools and community group functions and partners with local businesses. As a result of being involved in public awareness/relations programs, OHSP personnel have the opportunity to hear the concerns of the community and in turn convey concerns to the Division in an effort to improve agency practices and its relationship with the community.

The OHSP has fostered a spirit of cooperation with the media. Agency policy provides guidance for interactions with the media and personnel are instructed to cooperate with and treat media personnel with respect while being mindful of potential safety issues at the scene of critical incidents. To further this cooperation with the media and gain a better understanding of media operations; the OHSP Public Affairs Unit conducted a three day media school which was attended by seven OHSP officers, personnel from the Akron Fire Department and the Cincinnati Police Department. The training involved both in-class and on-camera studio practical exercises, and also addressed topics related to public record issues. As a result of this training class, the OHSP has better equipped assigned officers to deal with media related situations.

OHSP has procedures to ensure victims and witnesses are treated fairly, with compassion and dignity while being mindful of their safety. OHSP policy requires that officers investigating a crime involving a victim/witness provide the victim/witness with contact information about services offered to them as well as the case number, and contact number for the investigating officer. The investigating officer is responsible for keeping the victim/witness informed about case proceedings.

The OHSP places heavy emphasis on their providing assistance to motorists in need of help. Officers in marked patrol units not involved in a more pressing matter are required to stop and render assistance. For the three year period (2005-2007) the patrol provided assistance to more than 1.3 million motorists traveling Ohio roadways. In 2005 the Patrol implemented a new initiative with the goal of reducing a fatality rate to one per 100 million vehicles miles traveled by the end of 2007. The program was

named LifeStat 1.0 and 2006 marked the safest roads in Ohio in 70 years. The program has been retooled and is now called LifeStat: The 24/7 Initiative. The OHSP has designated specific aggressive driving traffic offenses for increased enforcement, that are known to significantly impact the fatality rate, coupled with an emphasis regarding impaired driving enforcement and a zero tolerance enforcement of safety belt violations. Fatality crashes have declined each of the last two years and are currently 22% lower than the near record low levels of 2007. While fatality rates have dropped in non-metropolitan areas there was an increase in some metropolitan areas. Recognizing this, the Patrol has recently partnered with metropolitan police departments to produce a meaningful decline in fatal and injury crashes in the metropolitan areas.

In addition to its mission of traffic safety the Patrol has had great success in its drug interdiction efforts, making hundreds of seizures over the last three years (2005-2007) with a cumulative value of drugs seized having a value of approximately \$176 million. The OHSP has also recovered 2,185 stolen autos with a value of approximately \$14.5 million during the same time period. The agency also has impressive accomplishments in its Motor Carrier Enforcement program. The Patrol also has a Computer Crimes Unit that supports the Patrol and other law enforcement agencies. Officers involved in the seizure of computer equipment are directed by agency policy to contact the Computer Crimes Unit.

The OHSP has utilized outside resources to aid in their traffic enforcement mission. One example is use of the Ohio State University's Statistical Consulting Service that produced Crash Predictive Models that forecasted where, when, and why a crash might occur. The agency also uses the Google Earth application to map everything from impaired driving (OVI) checkpoints to fatal crashes on Ohio roads. Through innovative use of technology and analysis, troopers have an unprecedented level of information available to identify the most effective areas that they should patrol to enforce dangerous crash-causing violations. Each District and Post Commander is responsible for the planning and coordination of crash and crime prevention programs to combat high crash areas and crime problems in their respective areas. The agency conducts an annual evaluation to determine the effectiveness of crime prevention programs. A wealth of traffic safety educational material is available to the public at each patrol in vestibule areas and through the agency's website.

Line and staff inspections are conducted to ensure that personnel are properly equipped to perform their assigned duties and to verify that each agency component is operating within agency guidelines. Scheduled inspections are conducted annually along with spot and unannounced inspections. Line inspections are completed by first-line or mid-level supervisors and staff inspections are conducted by a team comprised of members from the Office of Field Operations and Specialized Divisions Headquarters components. Inspectors and teams document any deficiencies discovered, make recommendations for improvement, as well as identify positive aspects of the inspection.

**Critical Incidents, Special Operations and Homeland Security**

In order to respond effectively to critical incidents involving natural or man-made disasters or other hazardous situations (to include terrorist related situations), the OHSP has developed an "All Hazards" plan in the form of the "Emergency Response Manual," which is used to provide guidance to officers when they respond to such situations. A copy of the manual is maintained at each of the Division facilities and is accessible to all personnel on the DPS internal website. The procedures follow the Incident Command System (ICS). Annual training exercises conducted with agency personnel include multi-agency tabletop exercises with emphasis on incident management, consistent with the OHSP "All Hazards" plan.

The OHSP has a well staffed, trained, and equipped tactical unit that responds to high-risk situations. The unit supports agency operations and also assists law enforcement agencies throughout the state. The unit uses state of the art equipment which has been primarily purchased with funds from drug asset forfeitures. OHSP policy governs the use of tactical units, and provides guidelines to be followed when working in conjunction with other tactical units. During year 2007 the OHSP tactical team handled 239 missions, which was a 74% increase over 2006. In 2007, the tactical team played a vital role in the Federal Marshals' Operation Falcon Detail, an operation to roundup outstanding federal fugitives. The team responded to a wide range of calls during the three year assessment period including but not limited to; high risk warrants service, barricaded subjects, mutual aid assistance, homeland security and manhunts.

The Patrol participates in Federal Joint Terrorism Task Forces (JTTF) with several officers committed to the JTTF's located in Columbus, Cleveland, Cincinnati and Toledo. The agency also participates in the Law Enforcement Terrorism Prevention program, a statewide data sharing and communication system that provides registered law enforcement users secure access to hundreds of law enforcement databases. In November 2005 the patrol helped coordinate a two-day Counter-Terrorism and Suicide Bomber Symposium featuring counter-terrorism experts from the Israeli National Police and other security agencies.

### **Internal Affairs and Complaints against employees**

The OHSP Administrative Investigative Unit (AIU) coordinates the investigation of all complaints and notifies the Superintendent immediately of complaints that might result in heightened community interest. All complaints are investigated. Complaint forms are available at all OHSP posts and via the agency's website. The status of each Administrative Investigation is reported weekly. If an investigation is not completed within 14 days, an extension must be requested. Complainants are notified of receipt of their complaint and at the time a final decision has been rendered. Annual and year to date summaries of Internal Affairs/Complaint investigations are published on the agency's website. Employees who are interviewed or questioned regarding a complaint or allegation of misconduct are provided their administrative rights and notice of the nature of the allegation in writing. The OHSP classifies citizen complaints under approximately 25 separate categories. The most common complaint is "Unprofessional Demeanor" (Attitude), 113 such complaints over a three year (2005-2007) making up

approximately 40% of complaints all complaints. The number of overall citizen complaints (259) for the three year period is miniscule when put in context that the Patrol issues nearly one million traffic citations/warnings each year in addition to other enforcement and non-enforcement contacts with the public.

Complaints and Internal Affairs Investigations

<b>External</b>	2005	2006	2007
Citizen Complaint	<b>114</b>	<b>88</b>	<b>92</b>
Chargeable	<b>34*</b>	<b>29*</b>	<b>42*</b>
Non Chargeable	<b>80*</b>	<b>59*</b>	<b>50*</b>
<b>Internal</b>			
Directed complaint	<b>869</b>	<b>790</b>	<b>708</b>
Chargeable	*n/a	*n/a	*n/a
Non Chargeable	*n/a	*n/a	*n/a

**\*Please note: Complaints received in AIU are classified (final disposition) as “chargeable” or “non-chargeable.” External Caption references only citizens complaint data – Data displayed in Internal captions represents all Administrative Investigations conducted by Patrol Officials for Agency work rule violations. Due to the numerous variables involved in internal complaint data (i.e. number of personnel involved, level or form of correction action taken, offense number, allegation(s) etc.) the captions chargeable vs. non-chargeable are not a recognized field in our current data collection methods. Enhancements to future collection resources shall introduce this option for future calculations regardless of the number of personnel or rule violations impacted.**

### **Detainee and Court Related Activities; Auxiliary and Technical Services (Chapters 70-84)**

The Agency does not maintain detention facilities and all OHSP detainees are kept under constant observation by the detaining officer. The agency’s policy requires that all prisoners be searched upon arrest, prior to being transported. Agency vehicles are searched for weapons and/or evidence prior to and immediately after being used for transporting a prisoner. Policy requires officers to ensure that documentation regarding a prisoner’s potential for violence, suicide, medical or other relevant information is conveyed to the next facility whenever custody is transferred. The agency’s policy also appropriately addresses procedures to be followed in the event of an escape. Shift briefing training is provided regarding various provisions of agency policies on the handling, transportation, security/searching and monitoring detainees.

The OHSP does not serve Civil Process but does serve Criminal Process (Arrest and Search Warrants). The Patrol uses a “Warrant Service Risk Assessment and Follow-up” form to determine the level of response (i.e. post/section personnel or Special Response Team) based on risk assessment factors incorporated into the form.

Dispatchers receive roll-call training several times per month on a myriad of topics including victim/witness requests for information and emergency victim care. Quizzes are used to assess subject area knowledge. All audio transmissions and routine

telephone calls are digitally recorded. Major incidents or incident recordings of evidentiary value are stored in accordance with the agency's rules for evidence. The OHSP has transitioned to a new communications system since its last on-site. The Multi Agency Radio Communications System (MARCS) is Ohio's 800-Megahertz radio system and provides voice and data service across the state and allows officers from different agencies to communicate directly. The system has enabled the patrol to install Mobile Computer Terminals in patrol vehicles coupled with an Automated Vehicle Location system. The Patrol is in the process of consolidating its dispatch functions from individual posts to centralized dispatch facilities to reduce the expense and personnel stress associated with independent post dispatch operations. Backup power sources are inspected and tested weekly. Towers are protected by fencing and/or cameras.

Central records are secured in OHSP Headquarters. Access is limited to employees and authorized personnel and is card reader controlled. Electronic records are backed-up automatically, daily, weekly and monthly. The status of reports is maintained through the "Records Information Management System" (RIMS). The system maintains the current status of all reports. The agency conducts quarterly password audits. Records are available after hours through either personal intervention or via electronic access. Juvenile records are distinguished from adult records by a specific designation.

### **Property and Evidence**

The agency has comprehensive policies for the collection and preservation of the different types of evidence at crime and collision scenes. The policies explain the procedure for collection, preservation and delivery of the evidence to the crime lab for analysis. Crime scene personnel are assigned to the Patrol's Crime Laboratory. The Patrol Crime Lab was accredited in March - 2008 by the American Society of Crime Laboratory Directors (ASCLAD). OHSP possesses state of the art technology and equipment for crime scene/collision mapping and investigations. Employees are well trained and have attended training seminars regarding the utilization of this new technology.

The agency's procedures for receiving in-custody property and evidence by employees are detailed and address standards. The reports associated with obtaining of property and evidence are comprehensive and detailed regarding how property or evidence was recovered, handled and processed. Each division facility has the ability to securely store property and evidence (temporarily and long term). Storage areas viewed during tours were found to be appropriate. Only the primary and secondary evidence custodian has access to property and evidence storage areas. Property and evidence is entered into a secure storage area prior to the end of the officer's shift. The agency utilizes additional security measures to store items such as valuable jewelry, guns, drugs, and currency. Evidence custodians are responsible for making every effort to return property/evidence that can be returned.

Evidence/property inspections occur at the districts/posts monthly. Annual audits are conducted by Inspections Unit personnel. Unannounced inspections occur annually. An inventory of property occurs whenever a property or evidence custodian is assigned to

and /or transferred. The agency has developed a single form to be utilized by all components/ for inspections, inventories and audits of property and evidence areas.

**H. Applied Discretion Compliance Discussion:**

No standards were found in Applied Discretion.

**I. Standards Noncompliance Discussion:**

This section does not apply.

**J. 20 Percent Standards:**

CALEA agencies must be in compliance with at least 80% of applicable other than mandatory (O) standards. The agency is free to choose which standards it will meet based on their unique situation.

The OHSP was in compliance with 86% of applicable other-than mandatory (O) standards.

**K. Future Performance / Review Issues**

No Future Performance/Review Issues were identified.

**L. Table: Standards Summary:**

	<u>TOTAL</u>
Mandatory (M) Compliance	293
(M) Noncompliance	0
Waiver	0
Other-Than-Mandatory Compliance	60
(O) Noncompliance	0
(O) Elect 20%	7
Not Applicable	100
TOTAL (Equals number of published standards)	<u>460</u>

**M. Summary:**

OHSP's files were in excellent condition, well organized and contained the necessary supporting documentation. Five files were returned for additional proofs of compliance, an improvement from nine files returned on the last assessment. The agency had no files identified as Applied Discretion; an improvement from the last assessment when one standard was found in Applied Discretion. There were no issues that required attention on this assessment. Annual reports were submitted to CALEA on time and the assessment was not problematic. The assessors' review found all standards to be in compliance.

In June 2007, the agency began administering the written survey through Driver Examination Stations across the State, to elicit citizens' attitude related to traffic safety and the OHSP. The results of the survey reflected that nearly 95% of the respondents reported being satisfied with the agency and have a positive impression of the OHSP.

The comments concerning the agency during the call-in session and the community outreach were positive and highlighted the agency's professionalism, commitment, concern for the motoring public and a sense of duty and fairness. Citizens expressed that the patrol was fair in their enforcement and did a solid job in improving traffic safety. The law enforcement and community representatives contacted were all very supportive of the patrol and believe the patrol does an excellent job.

The Patrol has received many awards and was one of 25 semifinalists for the 2005 Webber Seavey Award for quality in law enforcement for their LifeStat 1.0 Program. The Ohio State Patrol is recognized within the state and nationally as a leader in traffic safety and traffic enforcement. The agency's SWAT is recognized for its excellence and has conducted a number of Basic Swat and sniper courses for local agencies.

Over a three year period, the Patrol issued written warnings or citations to 350,000 minority motorists but received only 20 complaints of alleged profiling, equating to one allegation per 17,500 contacts. The allegations were not substantiated after investigation. Use of force was used in only a very small number of incidents and those against who force was used have filed complaints in less than 1% of force incidents.

**N. Recommendation:**

There are no concerns and the agency is recommended for accreditation. The Ohio State Patrol is an excellent organization. It serves citizens by protecting them as they travel the state's roadways, through its enforcement programs and rendering assistance to motorists encountering problems. It provides support and assistance to local, state and federal agencies through a myriad of programs and services. The assessment team is unanimous in its recommendation that the OHSP be reaccredited. It is understood that the findings of the assessment team may be modified or rejected and that the Commissioners will make the final accreditation decision.

Robert T. Johnson  
Team Leader

August 12, 2008