

Mission Statement of the Annapolis Police Department

The Annapolis Police Department is dedicated to preventing and controlling crime and preserving the quality of life in Annapolis through firm, fair, and impartial law enforcement strategies.

How we accomplish our Mission

We are committed to preserving democracy and freedom by recognizing the constitutional rights of all;

We are committed to nurturing the public trust by maintaining professionalism in every facet of our operations and demanding the highest levels of personal and professional integrity;

We value partnerships with diverse communities to ensure safety, security, and mutual trust. We are committed to open communication and cooperation with our residential and business communities in an effort to reduce crime and improve the quality of life for all;

We take a proactive approach while encouraging and motivating the community to do the same. We value an environment which focuses on solving problems through teamwork, participation, cooperation, and enthusiasm, fostered by decisive, professional leaders who support creativity and innovation.

A Message from the Chief

The City of Annapolis Police Department is dedicated to providing excellent public safety through professional law enforcement and strong community involvement. All of our programs and efforts are aimed at one goal – making the City of Annapolis a safe place to live, work and visit.

In 2013, for the fifth year in a row Annapolis crime remains at historic lows. Overall crime increased less than one third of one percent in 2013 compared to 2012, yet violent crime marked a 34 year low.

Crime reported in 2013 increased by a total of four offenses from crime reported in 2012. Violent crime, which includes homicide, rape, robbery, and aggravated assault, was reduced with seven fewer crimes reported. Unfortunately, Annapolis experienced four homicides in 2013, compared to two in 2012. Rape reports also increased in 2013 and while robbery reports increased from 2012, they are sixty-eight percent lower from 2007. Big reductions were made in aggravated assaults, with 23 fewer than 2012, the lowest number since 1979. Property crime which includes burglary, larceny, and motor vehicle theft increased one percent. Significant reductions of nine percent and twenty percent were seen in burglary and motor vehicle thefts, but there was an overall increase in larcenies mostly driven by an increase in thefts from vehicles.

Like other agencies, APD began reporting crime statistics to the FBI 37 years ago. Although crime has fluctuated year to year, it wasn't until the last six years that we significantly reduced the City's crime rate. An example of the decreases seen include aggravated assaults. Assaults have decreased 64% since 2006 and are at their lowest numbers since 1979.

I am proud of the continued effort made by the members of the Annapolis Police Department. I credit the comparably low crime rate to our continued vigilance and attention to duty. Effective police strategy and motivations along with a high level of community involvement led to 2013 crime levels remaining at historic lows. Our officers work hard everyday in an effort to make Annapolis a safe place to live, work, and visit. This hard work, combined with effective strategies, has kept crime at historically low rates. We will continue to push and develop new strategies to tackle crime.

Michael Pristoop
Chief of Police

OATH OF OFFICE

“I, do swear that I will support the constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland and support the constitution and enforce the laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the position of Police Officer according to the constitution and laws of this state.”

THE CITY AT A GLANCE

Annapolis Police Department

Organized

1867

Chief of Police

Michael A. Pristoop

Full-Time Sworn Police Officers

119 Authorized Positions

Civilian Members

36 full time

16 part time

Volunteers: 11

Budget

\$ 14,469,989 (FY14)

Calls for Service

35,983

Starting Police Officer Salary

\$45,614

Police Officer Training

26 weeks upon entry

1-2 weeks post academy training

10 weeks of field training (approx. 360 hours)

18 hour (minimum) in-service training annually

City of Annapolis Government

Settled

1649

Chartered

1708

Mayor

Mike Pantelides

City Council

Ward One - Joe Budge

Ward Two - Frederick M. Paone

Ward Three - Rhonda Pindell Charles

Ward Four - Sheila M. Finlayson

Ward Five - Jared Littmann

Ward Six - Kenneth A. Kirby

Ward Seven - Ian Pfeiffer

Ward Eight - Ross H. Arnett, III

City Budget

\$ 95,641,708 (FY14)

Service Area

8 square miles

Population

38,576

COMMAND STAFF BIOGRAPHIES

Chief Pristoop

Chief Michael A. Pristoop began his police career in 1986 as an officer with the Baltimore Police Department and retired in 2007 as a Major in command of the Northern District. During his tenure with the Baltimore Police Department, he held the ranks of Police Officer, Sergeant, Lieutenant, Deputy Major and District Commander (Major). After 21 years of service with Baltimore, he left to become Chief of Police with the Maryland Capital Police, Department of General Services, where he commanded 180 sworn, security, and civilian personnel in both Annapolis and Baltimore, Maryland. In April 2008, Chief Pristoop was selected to serve as the interim Chief of the Annapolis Police Department and was sworn-in as the 25th Chief of Police on July 29, 2008.

Chief Pristoop holds a Bachelor of Science degree in Jurisprudence from the University of Baltimore and a Juris Doctor from the University of Baltimore, School of Law, graduating with distinction in both degrees. He is a member of the Maryland Bar, the Heusler Honor Society, Maryland Chiefs of Police Association, and the International Association of Chiefs of Police. Chief Pristoop is a graduate of the FBI National Academy, 215th Session. He is currently the Second Vice President of the Maryland Chiefs of Police Association. He is the father of two children.

Major Scott Baker retired from the Baltimore Police Department after more than 20 years of service. He was last assigned to the Homicide Section, as a Shift Commander, where he oversaw 20 detectives. Major Baker joined the Annapolis Police Department in May 2008. He holds a Bachelor of Science Degree in Criminal Justice from the University of Baltimore and a Juris Doctor from the University of Baltimore School of Law. He is also a graduate of the 245th Session of the FBI National Academy.

Captain Cynthia Howard joined the Annapolis Police Department on April 3, 1987. She has 25 years of experience in law enforcement, starting with foot patrol and earning successive promotions through the ranks to her present position as Commander of the Patrol Division. She was appointed to the rank of Captain in November 2008. She is a graduate of Southern Police Institute in Louisville, Kentucky, where she earned certifications in management and administration.

Captain Scott Williams is a veteran officer with 26 years of law enforcement experience serving with the Baltimore Police Department for 22 years. His assignments included supervisory roles on the SWAT Team and Homicide Unit, Commanding Officer of the Northern and Southeast Districts, and Commanding Officer of the Special Operations Section before retiring at the rank of Colonel, overseeing the Homeland Security Division. Capt. Williams has served with the Annapolis Police Department since September 2009 and is the Commander of the Special Operations Division.

Captain Christopher Amoia joined the Annapolis Police Department in June of 1991. In May of 2013, he was appointed to the position of Captain and is currently the Commander of the Administration Support Services Division. Through the course of his career, he has assumed various positions throughout the Annapolis Police Department and served in other capacities within the law enforcement community. Captain Amoia holds a Bachelors of Science in Criminal Justice from the University of Baltimore.

POLICE OFFICERS HIRED IN 2013

Jason Thomas	Police Officer	February 14, 2013
Sam Ferracane	Police Officer	March 28, 2013
Jimmy McGriff	Police Officer	March 28, 2013
Shawn Patterson	Police Officer	March 28, 2013
James Buckson	Police Officer	April 16, 2013
Merrick Gordon	Police Officer	April 16, 2013
Robert Reese	Police Officer	April 16, 2013
Daniel Sanchez	Police Officer	April 16, 2013
Andrew Stallings	Police Officer	April 16, 2013
Antwuan Fletcher	Police Officer	September 30, 2013
Don Gordon	Police Officer	November 14, 2013
Maurice Moore	Police Officer	December 12, 2013

CIVILIAN EMPLOYEES HIRED IN 2013

Jamekica Mackall	PCO I	January 10, 2013
Kimberly Hartlove	ALERT Program Coordinator	August 9, 2013
Adam Shellenhamer	Police ID Specialist	August 30, 2013
Jamekica Mackall	Records Specialist	September 12, 2013
Norman Woolfork	Crossing Guard	December 23, 2013

PROMOTIONS IN 2013

Andrew Ascione	Officer First Class	April 19, 2013
Jamal Davis	Officer First Class	April 19, 2013
Tyler Fedeli	Officer First Class	April 19, 2013
Jason Shreves	Officer First Class	April 19, 2013
Steven Sugg	Officer First Class	April 19, 2013
Christopher Amoia	Captain	May 17, 2013
Kevin Krauss	Lieutenant	May 23, 2013
Christopher Kintop	Sergeant	May 23, 2013
Justin Lynam	Sergeant	May 23, 2013
Castor Redondo	Sergeant	May 23, 2013
Kevin Freeman	Corporal	May 23, 2013
Ryan Holby	Corporal	May 23, 2013
Amy Miguez	Corporal	May 23, 2013
Christopher Rice	Corporal	May 23, 2013
Benjamin Allen	Officer First Class	May 23, 2013
Daniel Dekowsky	Officer First Class	May 23, 2013
Autumn Gilbert	Officer First Class	May 23, 2013
James Reid	Officer First Class	May 23, 2013
Paul Sullivan	Officer First Class	May 23, 2013
John Manning	Officer First Class	June 13, 2013
Brett Schrack	Officer First Class	November 1, 2013

REVIEW OF 2013

As the table below illustrates, total Part One offenses increased by **less than half a percent** in 2013 when compared to 2012. Total Part I offenses totaled 1,223 in 2013.

Total Part One Crimes	2013	2012	+/-	+/- %
Homicide	4	2	+2	+100%
Rape	7	4	+3	+75%
Robbery	62	54	+8	+15%
Aggravated Assault	94	117	-23	-20%
Burglary	169	185	-16	-9%
Larceny	821	775	+46	+6%
M/V Theft	66	82	-16	-20%
Total	1223	1219	+4	+0.3%

There were **four more** Part One offenses in 2013 when compared to 2012.

OFFICE OF THE CHIEF

Major Scott Baker

The Office of the Chief is commanded by Major Scott Baker. Major Baker joined the Annapolis Police Department in May 2008 after retiring from the Baltimore Police Department. Major Baker holds a Bachelor of Science Degree in Criminal Justice from the University of Baltimore and a Juris Doctor from the University of Baltimore School of Law.

Administrative Assistant

The Chief's Office is staffed by an administrative assistant. This administrative assistant serves as the executive secretary to Chief Pristoop and is responsible for maintaining employees' personnel files.

Special Projects

In 2013, Special Projects oversaw the Annapolis Police Department's expansion in regional initiatives. APD became a member of iCCTV, the state sponsored network to share live camera feeds. The department also partnered with Washington College's Geographic Information Systems (GIS) program to study the effects of environmental design principles and crime prevention. The Annapolis Police department is always looking for new ideas and resources to improve the safety of the citizens of Annapolis.

Information Technology Projects

Information Technology projects for 2013 concentrated mostly on enhancing the technologies that are currently in place. Numerous reports were created, data entry was improved, and new features were added to the Records Management System. An internal website was deployed that served as a one stop shop for officers to find pertinent information along with a forum so officers can share information. APD is in the preliminary stage of researching and testing new technologies.

Crime Analysis

The Crime Analyst carefully reviews and analyzes all information, including crime reports, calls for service, arrest reports and other pertinent information. The Crime Analyst provides executive leadership with strategic reports and trends and works with operational staff to identify tactical crime patterns. For example, strategically the Crime Analyst provides statistics and reports to identify crime patterns, hot spots, and trends in order to inform policy and decisions regarding long term planning. Tactically, the Crime Analyst seeks to identify patterns in crimes with similar M.O. and provide officers and detectives with information necessary to identify criminal offenders, and when and where they are most likely to next strike. Additionally, the Crime Analyst will assist in investigations by providing materials to officers and detectives to help organize

information and/or confirm or expose suspect alibis. The Crime Analysis Section was instrumental in 2013 in developing and presenting relevant crime data for the Chief and Command Staff for the Bi Weekly Crime Meeting. The analyst also created a time line analysis for a homicide investigation.

Criminal Justice Coordinator

The Criminal Justice Coordinator continues to provide real-time comprehensive information-sharing among our partners in the law enforcement and criminal justice community. The Coordinator attends the monthly Safe Streets policy meetings and is the facilitator at the bi-weekly Heightened Enforcement Accountability and Treatment (HEAT) Team strategy meetings.

The Coordinator communicates frequently with the Division of Parole and Probation and the Department of Juvenile Services to ensure that new arrests of the Violence Prevention Initiative offenders, a state wide program of intensive supervision, result in a violation of probation if appropriate. The agencies work together to remove violent offenders from the community and ensure that any outstanding warrants are served.

Additionally in 2013, the Division of Parole and Probation instituted office hours at APD once a month for mandatory check ins for VPI offenders with their agents. This effort is to demonstrate to the offenders the cooperation and coordination between the agencies.

In November 2013, APD participated in a Maryland Exile VPI Call In with numerous agencies, including the State's Attorney's Office, Anne Arundel County Police, the US Attorney's Office and the Division of Parole and Probation. The program is a unified and comprehensive strategy to combat gun crimes.

The Coordinator attended the Crime Prevention Through Environmental Design (CPTED) training. The training covered the principles that proper design and effective use of buildings can reduce crime and improve the overall quality of life. The CPTED concept and principles will be utilized by APD and Annapolis communities.

Grants

In 2013, the Annapolis Police Department competitively applied for ten grant awards. Nine were favorably reviewed, resulting in new awards totaling \$1.1 million from federal, state, and private agencies. In addition, APD continued to execute, or brought to successful completion, ten grants that were awarded in previous years but active in 2013. APD also executed an additional nine awards for which another Department was primary recipient but which included funding directed to APD for specific tasks and assets. (Examples include Urban Area Security Initiatives awarded to the Department of Emergency Preparedness and Risk Management.)

The twenty-eight awards were designed to augment existing resources (and by requirement, could not supplant existing resources). Grant funding was directed toward modernizing technology and equipment for improved policing tactics; expanded community policing; and specialized training.

Grantors included the Maryland Governor's Office of Crime Control and Prevention; Bureau of Justice Assistance (Dept. of Justice); Community Oriented Policing Services (Dept. of Justice); National Institute of Justice (Dept. of Justice); Maryland Emergency Management Agency; State Vehicle Theft Prevention Council; State Highway Administration; and the Local Government Insurance Trust.

Professional Standards

Professional Standards includes staff inspections, accreditation, and the Internal Affairs Section.

Accreditation

The Annapolis Police Department became fully accredited in March 2004 by the Commission on Accreditation for Law Enforcement Agencies. This requires the department meet over 300 standards of performance judged by a panel of law enforcement professionals from around the country. In March 2013 the department's accreditation was renewed by the Commission at a conference in Charleston, S.C. There are 773 agencies accredited in the United States. The Annapolis Police Department is one of 37 agencies in Maryland with Law Enforcement Accreditation.

Internal Affairs Section

It shall be the policy and goal of the Annapolis Police Department to ensure that the department's integrity is maintained by investigating all complaints against the agency or its employees thoroughly, fairly, and promptly.

During 2013, complaints filed with the Internal Affairs Section increased 57.5% from 40 complaints in 2012 to 63 complaints in 2013. Excluding departmental accidents, complaints increased from 27 complaints in 2012 to 56 complaints in 2013. The complaint type changes from 2012 to 2013 are as follows: a 60% increase in Misconduct, 8 in 2012 and 24 in 2013, a 50% increase in Policy complaints, 16 in 2012 and 24 in 2013, Administrative Complaints remained constant, 0 in 2012 and 0 in 2013, a 100% increase in Excessive Force Complaints, 3 in 2012 and 6 in 2013. Departmental Accidents that were sustained resulting in discipline for the officer involved decreased 30.75%, from 13 in 2012 to 9 in 2013.

The Intelligence Section

The Intelligence Section is responsible for all investigations regarding homeland security, domestic preparedness, gang activity, dignitary protection and federal, state, and local agency coordination relating to all the above.

The Intelligence Section is also responsible for all criminal investigative assistance including violent criminal tracking, drug investigation assistance, video surveillance support and retrieval. The section coordinates efforts with various Federal, State, and local agencies as well as local businesses. The section provides members of the Annapolis Police Department, other agencies, and persons and businesses within the community, the technical assistance needed to investigate and prevent crimes.

The Intelligence Section is assigned cases concerning violent offenders who are sought by the Annapolis Police Department. These cases require the section to work with many different police agencies to find these subjects. Sometimes arresting these offenders requires out of state travel to bring an offender back to Maryland. The section works closely with the Anne Arundel County State's Attorney's office on these cases. In 2013 the Intelligence Section served 76 warrants and assisted other agencies in the service of nine additional warrants.

The Intelligence Section received more than 355 requests for video footage from the citywide camera systems and private camera systems. The section also processed more than 3,400 criminal subpoenas for records pertaining to active investigations. Most notably in 2013 the section assisted in two Annapolis homicide cases, including recovering the body of one of the victims from a waste transfer facility. The Intelligence Section also assisted in the preparation of a Presidential visit to Annapolis.

Alcohol Compliance

This unit falls under the Intelligence Section and detectives enforce the Liquor Laws of the City of Annapolis and the State of Maryland. The unit conducted 115 compliance checks during the 2013 calendar year.

The unit conducts both covert and overt inspections to track multiple compliance factors, including door security, noise control, proper signage, and most importantly, identification checks to prevent underage drinking. The unit conducted two major, covert underage compliance checks in 2013 resulting in four violations. The unit continues to have a nearly 100 percent success rate when challenged by appeals to the Alcoholic Beverage Control Board.

External Affairs Officer

The External Affairs Officer (EAO) interacts with the media and the citizens of Annapolis. The EAO is responsible for the dissemination of the Daily Report, media releases, press conferences, email alerts, and contacting individuals when a significant crime or arrest occurs. The EAO is also a member of the Community Services Section.

PATROL DIVISION

The Patrol Division is commanded by Captain Cynthia Howard. Captain Howard joined the Annapolis Police Department on April 3, 1987 and was appointed to the rank of Captain in November 2008. She is a graduate of Southern Police Institute in Louisville, Kentucky and attended the Baltimore Police Academy.

The Patrol Division is the enforcement component of the Annapolis Police Department. It is comprised of the Patrol Section and the Traffic Unit.

Patrol Section

The Patrol Section is the most visible part of the Annapolis Police Department. The visibility is designed to deter crime and provide a sense of security. The Patrol Section contains the Department's largest allocation of manpower; it is both the front line and backbone of the police department.

Patrol is made up of uniformed officers divided into four squads. There are two squads per shift and each shift is 12 hours. Each shift is commanded by a Lieutenant who runs the day-to-day operations.

Patrol squads are responsible for responding to calls for assistance, the detection and prevention of crime, traffic accident investigation, traffic enforcement, and preventative neighborhood patrol. Patrol resources are often directed to specific areas of the City to prevent problems before they occur. This focusing of resources provides for the most efficient use of available manpower.

Officers assigned to the Patrol Section are trained in a variety of skills such as crime scene processing, S.W.A.T., negotiating, crash reconstruction, and other disciplines.

Traffic Unit

Along with responding to calls for service, the Traffic Unit conducts pro-active law enforcement through DUI patrols, seat belt, school bus, cross walk, and speed limit enforcement in problem areas. The unit's primary goal is to enforce traffic laws within the City. One of the most consistent concerns from residents and business owners is speeding vehicles. In 2013 the Traffic Unit supervised the following details: 39 aggressive driver/smooth operator, 30 pedestrian enforcement, 1 distracted driving, 8 night-time seatbelt enforcement, and 18 DWI-DUI enforcement. In 2013 APD officers made 812 traffic arrests and 138 DWI-DUI arrests. There was a 5.3 percent decrease in traffic crashes. There was a decrease in personal injury and hit-and-run injury crashes of 5 and 42.8 percent respectively. There was a 43.3 percent decrease in pedestrian related crashes. There was an decrease of 22.8 percent in alcohol related crashes and an decrease of 19.7 percent in DWI arrests. Crash re-constructionists responded for 11 crashes where the victim's injuries were deemed life threatening. There was one fatal traffic accident in 2013.

Crossing Guards

The Crossing Guards are a dedicated group who assist young students throughout the school year. They work in all types of weather, ensuring the safety of our children as they travel to and from school. The Crossing Guards are supervised by the Traffic Unit.

Honor Guard

The Honor Guard is composed of seven sworn officers who have a variety of duty assignments in the agency. The Honor Guard represents the City and the Department at parades and ceremonies in the community and at the funerals of officers. The Honor Guard Unit participated in 9 events, 3 of which were funerals, during the calendar year of 2013.

Auxiliary Officers

Members of the Auxiliary Police Unit are an essential asset to the Annapolis Police Department. Members of the unit assist the department without compensation and perform specific duties to include patrols throughout the City with limited responsibilities. They work closely with the police officers, support staff and the community.

The Annapolis Police Department's Auxiliary Police unit consists of six members. In 2013 Auxiliary Officers fingerprinted 168 civilians, totaling \$4,585.00 in funds raised. The unit's volunteer hours totaled 733.5 hours. 123 hours were spent patrolling citywide.

OPERATIONS DIVISION

The Operations Division is commanded by Captain Scott Williams. He is a veteran officer with 26 years of law enforcement experience, serving with the Baltimore Police Department for 22 years. His assignments included supervisory roles on the SWAT Team and Homicide Unit, Commanding Officer of the Northern and Southeast Districts, and Commanding Officer of the Special Operations Section before retiring at the rank of Colonel, overseeing the Homeland Security Division. Capt. Williams has served with the Annapolis Police Department since September 2009

The Operations Division is composed of enforcement and investigative components of the Annapolis Police Department. It is comprised of the Flex Unit, K9 Unit, Criminal Investigations, Downtown Bike and Foot Patrol, Annapolis' Special Emergency Team, and Special Events Coordinator.

Some of these are pro-active discretionary units deployed to specific areas based on crime trends, citizen complaints, interdiction efforts and special events. They act as support units for the Patrol Division, or as stand-alone units targeting specific persons, crimes and complaints.

Flex

Officers assigned to the Flex Unit are the discretionary arm of the department. Along with supporting the patrol and investigative sections, they focus on crime trends and neighborhood complaints as well as address quality-of-life issues and conduct warrant service.

Downtown Foot and Bike Patrol

Four officers are assigned to the unit. The officers in this unit work with business owners, residents, and others in the downtown area of Annapolis. Cpl. Medley is assigned to the unit and developed a bike registry, a program in which owners can register their bike with the police department. Cpl. Medley also participates in Revolution Kids, a program that teaches kids how to repair bikes.

Canine Unit

The Canine Unit, comprised of dog and handler teams, is specially trained to find illegal drugs, explosives, and criminal suspects. The Canine Unit supports all other units in the department by conducting building searches for suspects, tracking criminal suspects, and conducting scans of vehicles, buildings, and other areas for either illegal drugs or explosives. One dog can do the work of many officers in a search. In 2013, the unit conducted 65 patrol deployments searching for wanted criminals. Additionally, the unit was called out 37 times to assist outside agencies with canine calls for service. Annapolis Police Department canine teams conducted a total of 232 narcotics searches during the year that resulted in 38 vehicle seizures and assisted with currency seizures

that resulted in approximately \$59,000 of drug tainted currency being seized for forfeiture proceedings. The canine teams are an integral part of the department's public relations efforts and performed 11 public demonstrations. During the year, the canine teams participated in certification trials performed by the International Police Work Dog Association in which the dog teams successfully attained certifications in narcotics detection, explosive detection, and police patrol disciplines while being evaluated by outside agency trainers/evaluators. During 2013 Cpl. Klinedinst's canine, Nobel, was retired and Sgt. Tucker's canine, Rexo, died of cancer. Three new canines were trained in a joint Canine school with Anne Arundel County Police Department. New handlers and canines, Officer Ingretson and Atos and Corporal Freeman and Ciro, hit the streets in 2013.

Annapolis Special Emergency Team

The Annapolis Special Emergency Team (A.S.E.T) is a group of highly trained officers from various units. The A.S.E.T. conducts high-risk search and seizure warrant service, is deployed to all hostage/barricade incidents, and may be called upon to handle any critical incident. They receive enhanced training on a monthly basis to prepare them for complex and volatile situations. The response team is supported by specially trained paramedics from the Annapolis Fire Department.

In 2013, the Annapolis Special Emergency Team assisted in serving 27 search and seizure warrants.

A.S.E.T. members also participated in 26 days of S.W.A.T. training in 2013.

Criminal Investigation Section

The Criminal Investigation Section is comprised of the Investigation Unit, Victim Assistance Unit, Drug Enforcement Unit, Cold Case Investigator, and Forensic Service Unit.

Investigation Unit

The Investigation Unit is responsible for investigating serious assaults, burglaries, thefts, other assaults, and homicides. They also investigate other criminal and non-criminal matters.

Victim Assistance Unit

This unit provides victim support, information, and resource referrals to sources of help and support in the aftermath of crime.

Some of the information provided includes:

Information on resources available in and around our community

Victim Advocacy for victims and non-offending family members
Crime prevention tips
Security suggestions for homes and businesses

Drug Enforcement Unit

The Drug Enforcement Unit is responsible for the investigation of violations of State and Federal laws associated with the possession or distribution of controlled dangerous substances, weapons, prostitution and other related offenses. This unit targets street level through major distribution suppliers.

During 2013, members of the Drug Enforcement Unit yielded 165 arrests for drugs, weapons, and other related offenses. Investigations conducted by members of this unit caused the service of more than 47 State search and seizure warrants and the seizure of more than \$87,000 in drug proceeds. The Annapolis Drug Enforcement Unit works closely with other State and Federal agencies in combating criminal activities relating to controlled dangerous substances, weapons violations, prostitution and other related offences.

Cold Case Investigator

This unit is responsible for review of all Cold Case Violent Crimes and the evidence associated with them. This type of review has proved successful in recently and in the past closing cold cases.

Forensic Service Unit

The Forensic Service Unit is staffed by two full-time civilian employees, six sworn officers that assist as on-call technicians, and 5 squad evidence officers that have been trained to handle small, less detailed crime scenes on their assigned patrol squads. In 2013, the unit processed a total of 81 incidents, and conducted 74 latent fingerprint comparisons resulting in the identification of five suspects. The unit processed 239 evidence items using the latest available technology and tested 50 firearms through Etrace. Members of the Forensic Unit also followed up on and reviewed 1,718 cases.

Special Events Coordinator

The Special Events Coordinator reviewed 133 parade and rally permits. There were a total of 46 events that required police staffing. A total of 659 positions were staffed for these events. The total cost was \$231,758.68, after considering the money received by the City from the event organizers.

ADMINISTRATIVE SUPPORT DIVISION

Captain Christopher Amoia

Captain Christopher Amoia joined the Annapolis Police Department in June of 1991. In May of 2013, he was appointed to the position of Captain and is currently the Commander of the Administration Support Division. Through the course of his career, he has assumed various positions throughout the Annapolis Police Department and served in other capacities within the law enforcement community. Captain Amoia holds a Bachelors of Science in Criminal Justice from the University of Baltimore.

Training

The Training Unit oversees all training for members of the Annapolis Police Department. The unit plans and arranges the mandatory annual In-Service Training as well as identifies and arranges specialized training throughout the year.

Selection

The Selection Unit oversees the application process for all applicants, including sworn, non-sworn, and volunteers. The unit is responsible for all the testing, interviews, and background investigations necessary in the hiring process. Seven lateral police officers and five entry level police officers were hired in 2013.

Armory

All officers complete twice yearly Firearms Qualification Courses and yearly Use of Force and Firearms Safety training. Judgmental drills and skills training in firearms are also conducted annually, including scenario training in which officers' judgment is tested, observed, and assessed. Annapolis Police Department has six firearms instructors and ten line safety officers who conduct the classroom and hands-on training. No officers are currently assigned full-time to firearms training. The department's firing range was closed during 2013 due to its condition and is scheduled to be renovated in 2014.

Fleet Maintenance Section

The Fleet Maintenance Section is responsible for the maintenance of all of the vehicles used by the Annapolis Police Department. The unit is staffed with one civilian mechanic who maintains over 100 vehicles for the Department, including several that are running 24 hours a day. In addition to routine maintenance the mechanic installs the equipment and markings on new patrol vehicles entering the fleet. In 2013 the Fleet Maintenance Section completed 931 work orders for vehicle repairs and maintenance. The civilian employee, James Nevin, was the City of Annapolis Employee of the Year in 2011. The department added seven vehicles to the fleet in 2013, and retired twelve.

Property and Evidence Section

The Property and Evidence Section is for the storage of evidence, found and confiscated property. The unit also maintains the inventory and issuance of property and equipment purchased by the department. In 2013 4,203 evidence items were submitted to the property and evidence section while 2,028 items were disposed of either by being returned to the owner, auctioned through propertyroom.com, govdeals.com, or destroyed.

Planning and Research

The Planning and Research Unit consists of the Payroll Section, Uniform Crime Reporting, Budget, Purchasing, and Reception. These units support both sworn and civilian members of the department.

The Payroll section posts, tracks, and reports labor hours as well as a variety of leave time. The section also interfaces with City Finance personnel to assure that Department employees receive appropriate pay and benefits.

The Uniform Crime Reporting section reviews and classifies each incident report consistent with requirements of the FBI. A monthly tally is reported to the FBI which uses the data to track crime trends in the United States.

The Budget section develops the budget for the entire department, using previous expenditures as a baseline, then modifying to account for current needs. Budget considerations include officers' uniforms, supplies, and a host of other provisions.

The Purchasing Unit is responsible for the acquiring of all supplies and equipment for the Department and for monitoring various allowances and expenditures (like uniform cleaning or local travel reimbursements).

Asset Forfeiture Unit

The Asset Forfeiture Unit works closely with all units to assist with financial investigations. This unit is responsible for monitoring all asset forfeitures for the department. Four hundred thirteen vehicles were seized for CDS offenses in 2013, as well as \$170,471.42 in 287 cases.

Information Systems

Information Technology (IT) personnel are responsible for ensuring proper functioning of phone systems, computers, networks and mobile data terminals. The Annapolis Police Department's IT staff works closely with the City of Annapolis' Management Information and Technology (MIT) office.

The Police Communications Division

This unit supports the mission of the Department through the operation of telephone, radio, teletype, and computer systems ensuring prompt and efficient delivery of police services throughout the community. In 2013 the Communication Center processed a total of 89,716 emergency and non-emergency calls through the center. The Annapolis Police Department responded to 35,983 calls for service, averaging 98.5 calls for service per day. Emergency 9-1-1 calls totaled 10,713 in 2013. Average Department response time for emergency calls was 2 minutes and twenty-five seconds.

Records Unit

The Records Unit maintains and disseminates records, reports and citations generated by the Police Department and maintained the booking room. The unit responds to requests for copies of police reports and acts as the liaison between the Police Department and the courts. The Warrant Control Clerk is responsible for maintaining arrest warrants and criminal summons. The unit kept track of 4,444 arrests in 2013. They processed 7,097 traffic citations, 929 equipment repair orders, 2,715 traffic warnings, and 2,545 field interview reports. Volunteers contributed a total of 432 hours in 2013.

Civilian Volunteers

Volunteers are unpaid citizens or college interns who perform functions that may or may not require them to wear a uniform. The duties of volunteers include clerical functions, crime scene services, computer entries, and other duties. In 2013 there were five civilian volunteers; they volunteered a total of 648.5 hours.

Community Services Section

The Community Services Section (CSS) is supervised by Sergeant Jessica Kirchner. Sgt. Kirchner joined the Annapolis Police Department in 1997.

CSS Community outreach initiatives include:

- Neighborhood Watch
- Business and Residential Security Surveys
- VIN Etching Program
- Watch Your Car program / A.L.E.R.T. (Auto Larceny Education Reduces Thefts)
- Watch Your Scooter
- Watch Your Bike
- School Visits
- JOINS Program
- DJS/Parole and Probation Home Visits
- Parental Education Programs to include drug/gang awareness

Tutoring and Mentoring at Eastport Girls Club, Bates Middle School, and Mills-Parole

Citizens also participate in safety enhancement programs through their community or business associations.

Hispanic Liaison Office

The APD has a bilingual civilian employee, Joe Hudson, who serves the needs of the Latino Community and encourages the use of police services. Mr. Hudson handled requests for assistance on a variety of issues including law enforcement, the court system, and employment matters. Hundreds of Hispanic victims and their families were provided assistance in 2013. Referrals are made to area Hispanic resources. The liaison can also help mediate disputes of a social and serious nature. Many members of the Hispanic community know the Hispanic Liaison and call on him to help with problems or issues that arise in their community.

Neighborhood Watch

Many Annapolis residents take part in Neighborhood Watch, a national program encouraging citizens to assist local authorities by reporting suspicious activities. Residents also learn how to work with the police to deal with community issues. Guest speakers at the meetings offer presentations on topics related to crime prevention, victim awareness and available resources. During 2013, the Annapolis Police Department attended 100 plus community meetings.

Neighborhood Safety Council

In 2013, the Annapolis Police Department hosted six Neighborhood Safety Council meetings. Approximately 120 residents attended the meetings. Attendees received briefing about crime activity by location and type and were given the opportunity to express concerns and offer suggestions. Also, each Council meeting focused on a particular topic.

Law Enforcement Exploring

Law Enforcement Exploring is a worksite-based program for young men and women who are between the ages of 14 and 20 years old. Law Enforcement Explorer posts help youth to gain insight into a variety of programs that offer hands-on career activities, for young men and women interested in careers in law enforcement. The Explorer program offers experiential learning with lots of fun-filled hands-on activities that promote the growth and development of adolescent youth.

APD has 12 Explorers in the program in 2013. In 2013 one Explorer attended the Howard County Explorer Leadership Academy. The Explorers also participated in the National Night Out event and assisted the Annapolis Police SWAT Team, ASET, with

hostage negotiation practice. The Explorers had over 100 community service hours in 2013.

Neighborhood Enhancement Team (NET)

During 2013, Officers conducted the following activities:

The Annapolis Police Fishing Camp
Sports Camp
Sailing Camp
Shop with a Cop
Santa Toy Run
ABC 2 News Toy Drive
Internet Safety
Law Enforcement Exploring
Cub Scout Tours/Training

Youth Fishing Camp

CSS conducted two youth fishing camps in the summer of 2013 for children from predominantly low-income/at-risk households. The goals are to teach children about citizenship, stewardship, the environment, basic water safety, and general fishing techniques. Each camper received a fishing rod, t-shirt, and meals during the week-long day camp. Participants fished at Water Works Park in Annapolis, and on the Chesapeake Bay with members of the Maryland Saltwater Sportfishing Association (MSSA). Numerous large mouth bass, blue gills, spot, white perch, and striped bass were caught. The Annapolis Police Department would like to thank the MSSA members for volunteering their time and boats. The children, volunteers, and officers always have a great time and we are looking forward to 2014's camps!

National Night Out

The Annapolis Police Department continues to sponsor and support the National Night Out initiative each year. In 2013, the event was held at Wiley H. Bates Heritage Park with more than 300 community members in attendance.

The National Night Out event promotes safety and strengthens police and community relationships. The City of Annapolis joins forces with thousands of other communities across the country to promote cooperative, police-community crime prevention efforts.

For a third year in a row, the Annapolis Police Department and the Fraternal Order of Police Annapolis Lodge 1 sponsored a poster contest for City of Annapolis children. The theme of the contest was "Our Community, Our Future". The Criminal Justice Coordinator and a police officer from Community Services visited the recreation centers and Boys and Girls Clubs in Annapolis to talk with the children about poster ideas. Target supplied gift cards and other giveaways for community members who attended

National Night Out. Anne Arundel County Alarmers' Association members volunteered their time and supplied attendees with refreshments from their portable canteen.

Community Services Crime Prevention Outreach Training Program

CSS conducts free residential and commercial security surveys. The surveys offer practical insights on making homes and businesses more secure.

"Watch Your Car" / A.L.E.R.T. (Auto Larceny Education Reduces Thefts)

The "Watch Your Car" program allows police to stop vehicles displaying the "Watch Your Car" decals when they see those vehicles being operated between 1:00 a.m. and 5:00 a.m. Owners of vehicles displaying the decal give permission to officers to check the vehicle for ownership.

During 2013, the Annapolis Police Department's Auto Larceny Education Reduces Thefts (A.L.E.R.T.) program worked with various communities to help prevent auto theft, larceny from auto, and vandalism. ALERT operators learn how to prevent vehicle crime.

Scooter Watch Program

In April of 2009 the Scooter Watch program was started. The Scooter Watch Program is designed like the "Watch Your Car" program with the exception this program allows police to stop all scooters with program decals at any time of the day. Numerous inquiries have been received from agencies and states wanting to adopt this program for their community service programs. A total of 32 scooters are registered with the program.

JOINS Program

The JOINS (Juvenile Offenders In Need of Supervision) program is a diversion program for juvenile offenders who have not committed a felony and have no prior police record. Youth in the JOINS program are supervised by a police officer for a period of 90 days. The goal of the JOINS program is to work with the youth to instill positive values and behaviors so they are not motivated to re-offend. In 2013 a total of 23 juvenile offenders completed the program.

Annapolis Police Department Citizens Academy

The Annapolis Police Department did not host a Citizens Police Academy in 2013. The idea is to give participants a basic idea of the training an officer receives. Citizens graduated from the program with increased knowledge about Search and Seizure, Intelligence, Gangs and Graffiti, Capital City Safe Streets, Crime Lab, Use of Force, K-9 unit, Special Operations, Traffic Department, Criminal Investigations, Domestic Violence and Community Programs. Citizens were given the opportunity to accompany

an officer while on patrol to gain better knowledge on the duties of an officer while on the street.

Law Enforcement Code of Ethics

As a law enforcement officer, my fundamental duty is to serve mankind, to safeguard lives and property, and 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 people to liberty, equality and justice.

I will keep my private life unsullied as an example to all, maintain courageous calm in the face of danger, scorn or ridicule, develop self-restraint, and be constantly mindful for the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land 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, animosities or friendship to influence my decision. 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 as 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.