



# SIGNAL HILL

## POLICE DEPARTMENT

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Biennial Report  
2012 - 2013

# SIGNAL HILL LEADERSHIP



Michael Noll  
*Mayor*



Edward H.J. Wilson  
*Vice Mayor*



Larry Forrester  
*Council Member*



Tina Hansen  
*Council Member*



Lori Woods  
*Council Member*



David Aleshire  
*City Attorney*



Ken Farsing  
*City Manager*

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# A MESSAGE FROM THE CHIEF

As your Chief of Police it is my honor to lead the men and women of the Signal Hill Police Department in service to this great community: Signal Hill. I am very proud of the members of the Department and their professionalism working to make Signal Hill a safe place to live, work and visit.

In January of 2012, with input from various stakeholders throughout the City, a three year Strategic Plan was developed to help guide the Signal Hill Police Department. Specific strategies were identified to accomplish goals that supported overarching Strategic Priorities. “Enhance Community Relations” and “Maximize use of Technology to Enhance Effectiveness” are two of the five Strategic Priorities of the 2012 Strategic Plan. I am happy to report that as we enter the final year of the 2012 Strategic Plan, we are ahead of schedule in accomplishing the tasks identified therein.

In January of 2013, the City proudly opened the new police facility located at 2745 Walnut Avenue. This State of the Art police facility was designed to serve the needs of the community for many years to come. The grand opening of the new police facility was the culmination of a vision that began more than a decade before by former Chief of Police Don Pedersen. At the grand opening event, the public had a full access opportunity to tour the new facility just prior to it going operational. Starting in May of 2014, annual open house events will be held at the police facility to continue to give the public access to their police department; a strategy developed to support the Objective of “Increase Outreach with Community” and Strategic Priority to “Enhance Community Relations”.

This biennial report was also a goal identified within the strategic plan designed to enhance communications. You will find detailed information related to the operations of the police department including information related to our Professional Standards functions. You will also find information about Volunteers in Policing, Neighborhood Watch, and Citizen’s Emergency Response Teams (CERT) as well as other opportunities to become directly involved with your police department. In the end, I hope that your review of the 2012-2013 Biennial Report strengthens your view of and support for the Signal Hill Police Department.

It is ultimately the community perception that provides a comprehensive measure of success for the police department. To that end, a December 2013 Resident Satisfaction Survey commissioned by the Signal Hill City Council indicated that 84% of residents positively view the Signal Hill Police Department. Only about 5% of Signal Hill residents have any significant concerns about crime in Signal Hill. The survey also found that 72% of residents consider it highly important to them personally that the Signal Hill Police Department has the funding it needs and 77% of residents want to maintain all current city service levels including police services.

Despite the high marks, we are well aware that there are challenges ahead. In 2011, the Governor signed legislation that effected major changes to our criminal justice system designed to reduce the state prison population. The release of several thousand state prisoners into our communities and changes to our criminal justice system has impacted Signal Hill and the greater Long Beach Region. Property crimes are on the rise. That said, we will continue to engage in the professional and proactive policing practices that are the promise of our Mission Statement.

In closing, I invite you to share your experiences and perceptions of the Signal Hill Police Department. Your feedback is important to us.

Sincerely,  
Chief Michael S. Langston



## MISSION STATEMENT

### *"COMMITTED TO EXCELLENCE IN SERVICE"*

WE THE MEMBERS OF THE SIGNAL HILL POLICE DEPARTMENT ARE DEVOTED TO ENHANCING THE QUALITY OF LIFE IN THE CITY OF SIGNAL HILL BY:

PROVIDING A PROACTIVE AND PROFESSIONAL LEVEL OF POLICE SERVICE

TREATING ALL PERSONS WITH FAIRNESS, RESPECT AND DIGNITY

STRENGTHENING OUR PARTNERSHIP WITH THE COMMUNITY

## ORGANIZATIONAL VALUES

### *INTEGRITY*

WE HOLD OURSELVES TO A HIGHER STANDARD OF CONDUCT IN EVERYTHING WE DO, EVERYTHING WE SAY, AND EVERYTHING WE REPRESENT. WE RECOGNIZE THAT WE HOLD POSITIONS OF TRUST IN OUR COMMUNITY.

### *COMMUNICATION*

WE PLEDGE TO MAINTAIN OPEN TWO WAY COMMUNICATION BY SHARING INFORMATION WITH ALL MEMBERS OF THE COMMUNITY IN A SUPPORTIVE AND CONSTRUCTIVE MANNER.

### *RESPONSIBILITY*

WE ACCEPT THE FULL SCOPE OF OUR RESPONSIBILITIES. ALL ACTIONS WILL BE IN THE BEST INTEREST OF THE COMMUNITY AND DEPARTMENT.

### *LOYALTY*

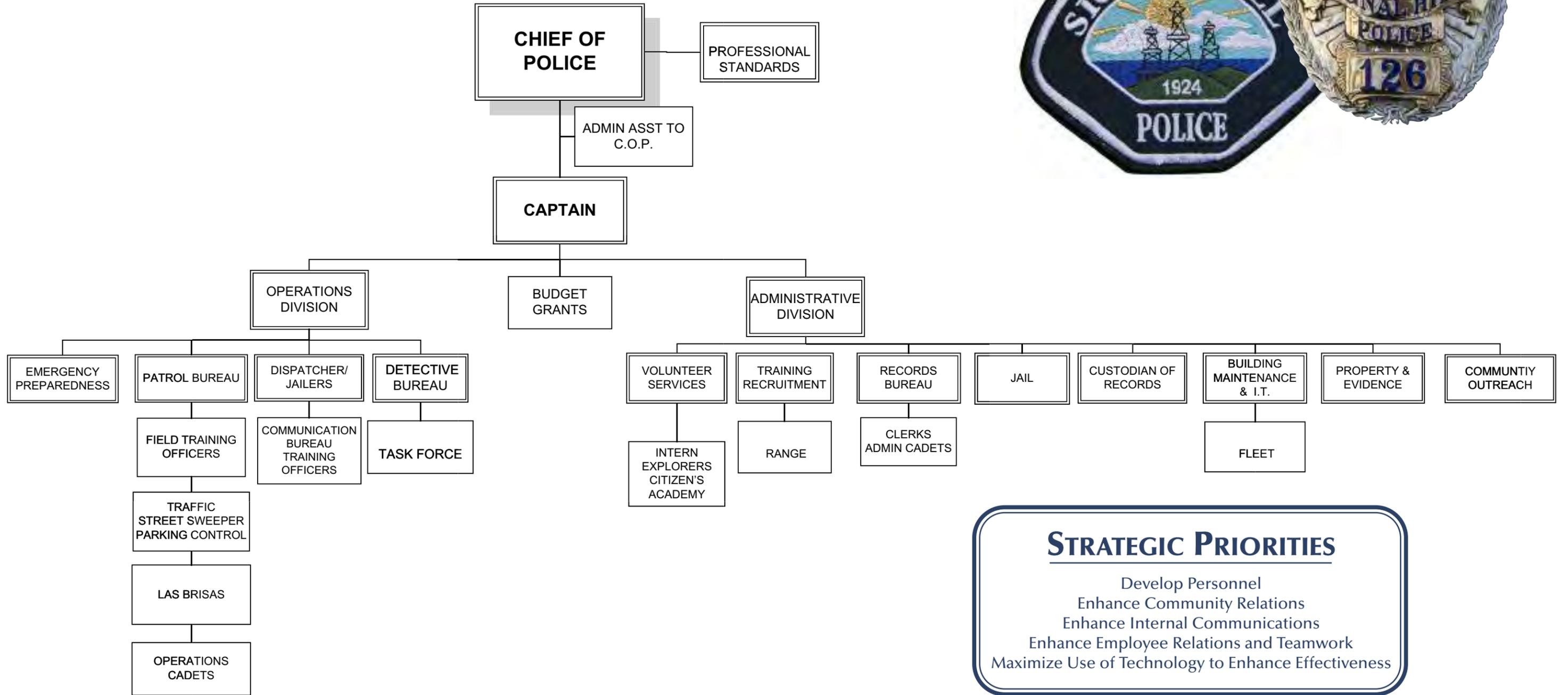
WE WILL PROVIDE FAITHFUL AND WILLING SERVICE AS A MEASURE OF OUR LOYALTY TO OUR COMMUNITY, TO OUR ORGANIZATION AND TO EACH OTHER.

### *FAMILY*

WE WILL PROMOTE FAMILY VALUES AS AN IMPORTANT ELEMENT FOR SUCCESS IN OUR COMMUNITY. OUR GOAL IS TO ACHIEVE A SAFE AND SECURE ENVIRONMENT FOR OUR DIVERSE POPULATION.



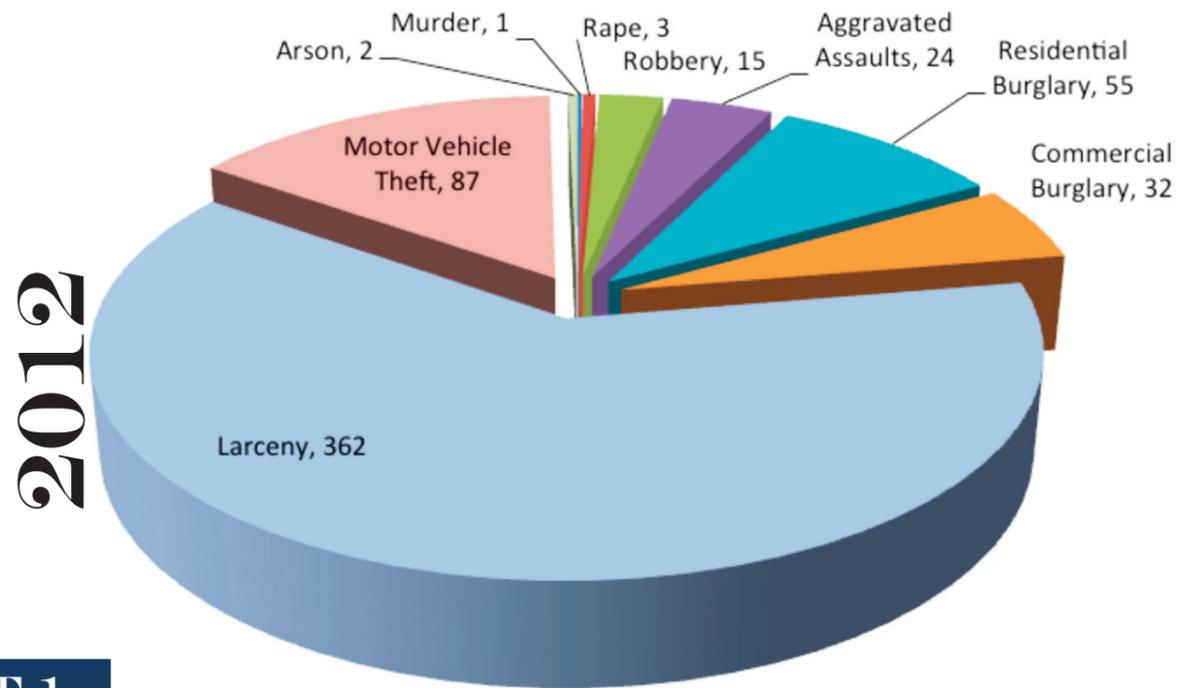
# SIGNAL HILL POLICE DEPARTMENT ORGANIZATIONAL CHART



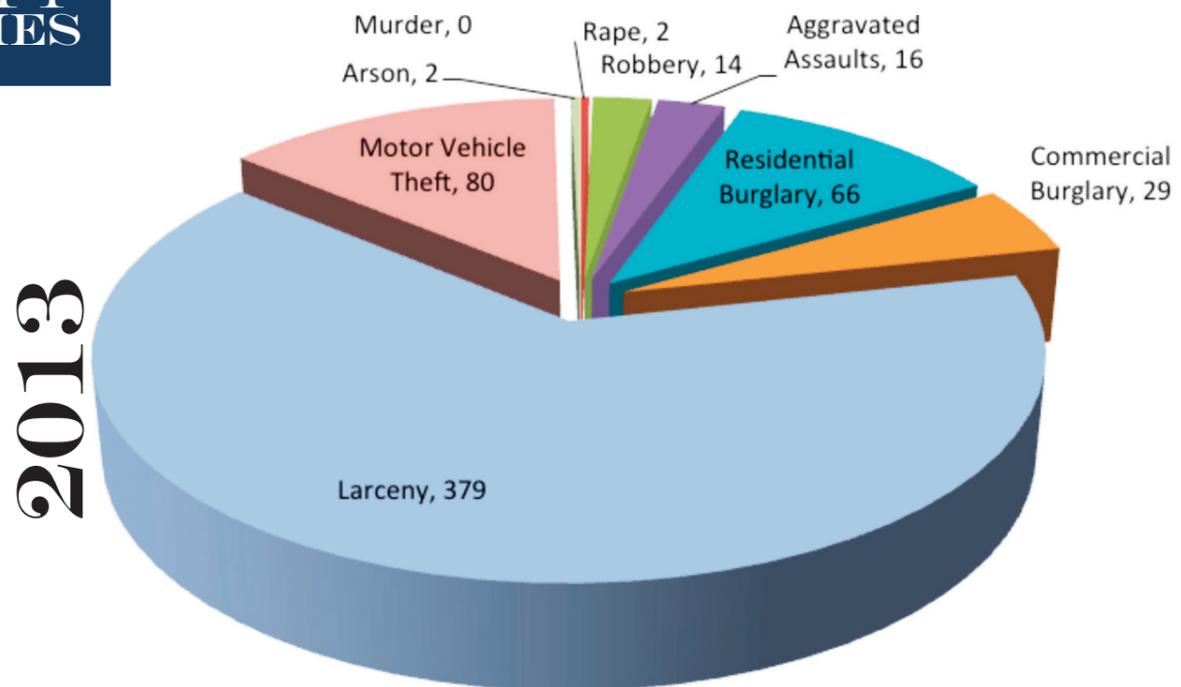
**STRATEGIC PRIORITIES**

- Develop Personnel
- Enhance Community Relations
- Enhance Internal Communications
- Enhance Employee Relations and Teamwork
- Maximize Use of Technology to Enhance Effectiveness

# SIGNAL HILL CRIME STATISTICS

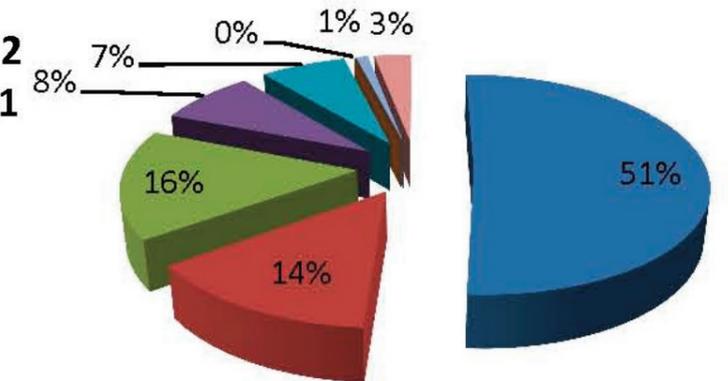


## PART 1 CRIMES



# SIGNAL HILL BUDGET STATISTICS

## Police Department Budget FY 2011-12 Authorized Adjusted Total \$8,116,661



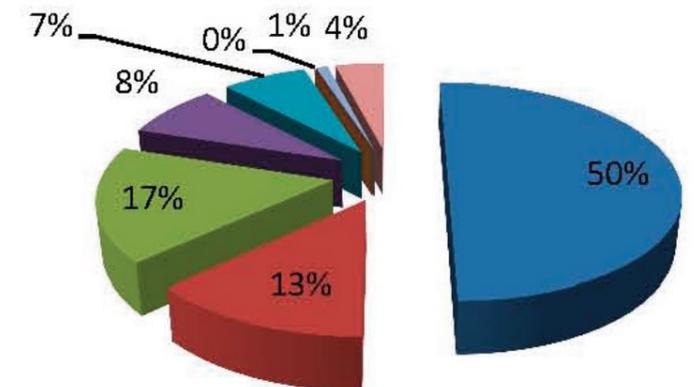
**2011-  
2012**

Authorized General Fund Adjusted Total: \$8,116,661 (Actual Expenditure: \$7,315,990)

Authorized Personnel Costs Adjusted Total: \$6,767,760 (Actual Expenditure: \$6,273,679)

Authorized Capital and Operating Expenses Adjusted Total: \$1,348,901 (Actual Expenditure: \$1,042,311)

## Police Department Budget FY 2012-13 Authorized Adjusted Total \$7,776,094



**2012-  
2013**

Authorized General Fund Adjusted Total: \$7,776,094 (Actual Expenditure: \$6,627,842)

Authorized Personnel Costs Adjusted Total: \$6,706,050 (Actual Expenditure: \$5,712,757)

Authorized Capital and Operating Expenses Adjusted Total: \$1,070,044 (Actual Expenditure: \$915,085)

# SIGNAL HILL POLICE DEPARTMENT PROFESSIONAL STANDARDS

## USE OF FORCE

TYPE OF FORCE USED	2012	2013
Personal defense weapons (pushes, strikes, kicks, etc.)	3	4
Tackle	4	5
Control Hold	3	4
O.C. Spray	0	0
Pain Compliance	4	1
Taser	2	1
Carotid Restraint	0	0
Deadly Force	0	0
<b>TOTAL:</b>	<b>*16</b>	<b>**15</b>

## 2012

## 2013

INJURIES	SUSPECTS	OFFICERS	SUSPECTS	OFFICERS
None	3	0	2	0
Complaint of pain	5	0	5	0
Cuts, Scrapes, Etc.	8	3	8	4
Internal Injuries	0	0	0	0
Broken Bones	0	0	0	0
Death	0	0	0	0

SUSPECT DEMOGRAPHICS	2012	2013
Male White	6	4
Male Hispanic	4	6
Male Black	4	3
Male Other	1	1
Female Black	2	1

\*16 uses of force are .24% of the 6455 calls for service received by the Signal Hill Police Department in 2012.  
\*\*15 uses of force are .22% of the 6595 calls for service received by the Signal Hill Police Department in 2013.

## 2012

## ADMINISTRATIVE INVESTIGATIONS OF CITIZEN'S COMPLAINTS

ALLEGED MISCONDUCT	# OF COMPLAINTS	DISPOSITION
Excessive Force	1	Unfounded
Discourteous/Unprofessional	5	3 Sustained 2 Unfounded
Theft	1	Unfounded
Policy Violation	3	2 Sustained 1 Unfounded
False Arrest	2	2 Unfounded
Racism	1	Unfounded
<b>TOTAL:</b>	<b>13</b>	

## 2013

## ADMINISTRATIVE INVESTIGATIONS OF CITIZEN'S COMPLAINTS

ALLEGED MISCONDUCT	# OF COMPLAINTS	DISPOSITION
Unwarranted Parking Citation	1	Unfounded
Discourteous/Unprofessional	1	Sustained
Harassment	1	Unfounded
Policy Violation	2	2 Sustained
Excessive Force	1	Unfounded
<b>TOTAL:</b>	<b>6</b>	

# POLICE OPERATIONS



Captain Chris Nunley is the Police Operations Captain, and is responsible for overseeing both the Operations and Administration Divisions of the Police Department. Captain Nunley is also responsible for the management of the Police Department budget.

The Police Department has a budget of just over 8 million dollars which is spread throughout several different programs. These programs; Community Outreach, Patrol Operations, Investigations, Administration, Records, Dispatch and Jail, and Emergency Operations, are what constitute the framework of your police department. The organization is further divided into two major divisions; The Operations Division and the Administration Division, each commanded by a lieutenant.

The Signal Hill Police Department is proactive in looking for additional funding resources in order to enhance our ability to provide quality law enforcement services. In 2012-2013, the Police Department was successful in obtaining over 580,000 dollars of federal and state grants. These grants were utilized to fund police officer positions, special enforcement operations, DUI checkpoints, and technology such as Automatic License Plate Reader Systems (ALPRS).

Pursuant to our Mission Statement and our 2012 Strategic Plan, the Police Department has consistently striven to become better at providing proactive and professional police service that seeks input from our community partners and at the same time provides transparency into operations. To that end, the Signal Hill Police Department Professional Standards Unit ensures that allegations of employee misconduct are fairly, swiftly and legally investigated. 2012-2013 saw 19 of these investigations, with 8 being sustained complaints, where some form of misconduct was deemed to have taken place and some sort of corrective action was necessary. The other 11 allegations were not substantiated.

2012-2013 saw much work being conducted on our Strategic Plan by both the Operations and Administration Divisions, such as the cross training of key personnel, the creation of a training matrix, increased community outreach in the form of our Coffee with Cops and Neighborhood Substation For a Day programs, increased media presence through routine press releases, and through social media such as Facebook and Nixle. We also saw the creation of public service announcements for crime prevention, the rebuilding of our Neighborhood Watch programs, and great successes in the recruitment and hiring of many different classifications of employees.



# OPERATIONS DIVISION

The Operations Division consists of the Patrol Bureau, Communications Bureau and Investigations Bureau. The Operations Division is led by Lieutenant Mel Krizo. The Police Command saw opportunity

in 2012 to develop a proactive relationship with the Long Beach Unified School District and specifically the staff of the about to be opened Jessie Nelson Academy (Middle School), the City's first middle school, through creation of a School Resource Officer (SRO) program. The SRO attended new student orientations and met with school staff led by Principal Denise "Sparkle" Peterson to develop a plan to ensure a safe opening and continued safe operation of the new school. Aside from ensuring campus safety and the enforcement of laws on and around campus, the main mission for

the SRO was to become part of the "School Family" and to be a positive resource for the students, parents, and staff. The Department's first SRO, Officer Brian Johnson, was instrumental in developing an SRO program that met the specific needs of Jessie Nelson Academy, students, staff and families. Since its opening, Jessie Nelson Academy has been a model school relative student safety. While developing the SRO program, Officer Johnson also incorporated working with the local elementary schools and has become a common sight interacting with local kids on campus.





The men and women of our Patrol Bureau are the most visible members of the Police Department. Our patrol officers work on one of four Patrol Teams and work a modified 3 x 12, 12 ½ hour patrol shift. Patrol Officers duties are varied from response to emergency in-progress crimes including incidents of domestic violence and other serious crimes to assisting with the location of a missing person and everything between. Patrol Officers conduct traffic enforcement and investigate traffic collisions. Most every aspect of the officers' day results in writing various reports documenting those incidents. In 2012, the Patrol Bureau responded to 6,455 calls for service. The average response time to Priority One calls for service was 3.5 minutes\*. In 2013, they responded to 6,596 such calls with an average response time of 4 minutes\* to Priority One calls for service.

In line with our organizational values, The Signal Hill Police Department places a high value on community based policing; getting to know residents, business members and actively taking proactive measures to reduce the opportunity for crimes to be committed. This is done in partnership with our community, who oftentimes are the extra eyes and ears for their police department.

\*Average response times are measured from the time the dispatcher started typing information to the time the officer arrived on scene.

The Signal Hill Police Department's Traffic Safety Bureau consists of one Sergeant, two Traffic Safety (Police) Officers assigned full-time to the Traffic Safety Bureau, a Part-Time Parking Control Officer and a Part-Time Parking Enforcement Officer. Traffic Safety Officers receive specialized collision investigation training from basic collision investigation to advanced collision reconstruction and commercial vehicle enforcement. In addition to investigating most traffic collisions, they are tasked with reviewing traffic collision reports written by patrol officers for validation of the determination of cause of the collision. Traffic Safety Officers also investigate hit and run traffic collisions where a party has fled the scene of a collision and/or failed to properly identify themselves as required.



The primary goal of the Traffic Safety Bureau is to reduce the incidence of injury and fatal traffic collisions; to make our streets and roadways safe for motorists and pedestrians. This goal is accomplished by the three "E's" of traffic safety; Education, Enforcement, and Engineering. The Traffic Safety Bureau participates in educational outreach efforts like the annual "Distracted Driver Awareness Campaign" and the "Click it or Ticket Campaign," which are national programs sponsored by the National Highway and Traffic Safety Association (NHTSA) aimed at combatting the dangers of distracted driving and underuse of seatbelts respectively. Enforcement efforts are focused on reducing the violations most often associated with the cause of traffic collisions such as unsafe speed, following too closely, failure to yield the right of way, unsafe turns, distracted driving and driving under the influence of drugs and/or alcohol. Finally, Traffic Safety Officers work with the City's Traffic Safety Committee to identify unsafe road conditions that might be mitigated through roadway design and engineering.

Since traffic collision data is so important to the goal of reducing the incidence of injury and fatal traffic collisions, officers are encouraged to take a traffic collision report on most every traffic collision investigated so that that data can be analyzed to identify those locations with a high incidence of traffic collisions. Signal Hill has not recorded a fatal traffic

collision since 2010 and the majority of injury traffic collisions recorded have involved a complaint of pain or minor visible injury only. The term "Injury Traffic Collision" refers to any traffic collision where a party or passenger has a complaint of pain or other visible injury.

During 2012 and 2013, the Signal Hill Police Department received over \$202,000.00 in grant funds through California's Office of Traffic Safety. These grant funds are used to supplement our regular traffic safety efforts and address traffic safety concerns such as driving under the influence, seatbelt use, distracted driving, and motorcycle safety. On average, the Department conducts six DUI Checkpoints per year. These grant funds are also utilized to provide officers with specialized traffic related training and to purchase specialized equipment specific to traffic enforcement. The Department is currently in the process of deploying handheld digital citation devices which will automate citations thereby reducing the amount of time necessary to issue a citation, improve readability and completely reduce the manual entry of citation data into the records management system.

In 2012 and 2013 the Signal Hill Police Department issued 7,379 hazardous moving violations, 2,890 non-hazardous citations, 8,407 parking citations, issued 136 traffic arrest warrants, and impounded or stored 1,430 vehicles.

2012 TOTAL STATISTICS 2013					
COLLISIONS	INJURY COLLISIONS	HIT & RUN COLLISIONS	DRUNK DRIVING ARRESTS	PERSONS INJURED	FATAL TRAFFIC COLLISIONS
207	83	49	158	130	0
245	90	56	144	133	0

# OPERATIONS DIVISION DETECTIVE BUREAU

Signal Hill Police Detectives are responsible for conducting comprehensive follow-up investigations for those cases where the matter was not closed by the initial investigating officer. Cases are typically divided into the categories of crimes against persons, fraud, property crimes and special crimes. Detectives also proactively investigate and enforce vice, narcotics and laws related to criminal enterprises. Detectives are on-call 24 hours a day to respond to crime scenes throughout the city. The Detective Bureau is supported by a Property and Evidence Clerk and a Police Cadet responsible for data entry and light investigative work. The processing of subpoenas is also coordinated through the Detective Bureau.

In 2012, Detectives began working directly with Los Angeles County Probation Officers to assist with the

supervision of State Prison Inmates released into our local communities through the Post Release Community Supervision Act of 2011, part of the Public Safety Realignment legislation signed by Governor Brown in 2011. This legislation changed law to realign certain responsibilities for lower level offenders, adult parolees and juvenile offenders from state to local jurisdictions. In addition to working with probation officials, the police department participates with and has a detective assigned to the Los Angeles Interagency Metropolitan Police Apprehension Crime Team (LA IMPACT).

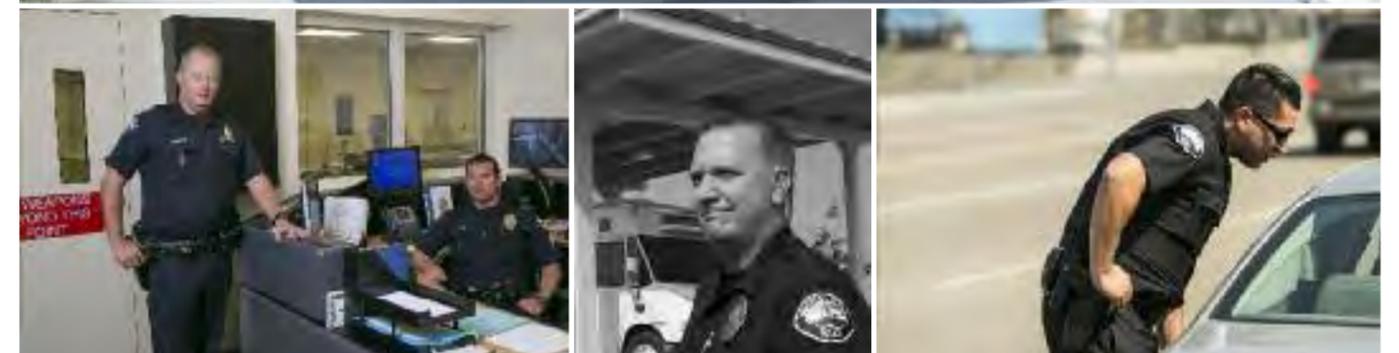
In 2012, the Detective Bureau received, investigated and presented more than 1,660 criminal cases to the District Attorney's Office, resulting in the filing



of 227 felony and 1,322 misdemeanor complaints. In 2013, there were 1650 cases presented with 351 felony and 1,214 misdemeanor complaints filed with the District Attorney's Office.

The Detective Bureau is supervised by Detective Sergeant Russ Hefte.

# SIGNAL HILL POLICE DEPARTMENT @WORK



## FILING STATISTICS

### Felonies

STATUS	QUANTITY	PERCENTAGE FILED
FELONY CASES FILED	147	8.84%
FELONY FILED AS MISD.	80	4.81%
RELEASED WITH NO CHARGES	15	0.90%
VIC NON - PROC.	1	0.06%
D.A. REJECT	46	2.77%

### Misdemeanors

STATUS	QUANTITY	PERCENTAGE FILED
CASES FILED AS MISD	1297	78.04%
D.A. REJECT	25	1.50%

### Juvenile D.A. Filings

CASE TYPE: MISDEMEANOR	QUANTITY	PERCENTAGE FILED
JUVENILE D.A. FILINGS	51	3.07%

Total Cases  
1662

# 2012

## FILING STATISTICS

### Felonies

STATUS	QUANTITY	PERCENTAGE FILED
FELONY CASES FILED	275	16.61%
FELONY FILED AS MISD.	76	4.59%
RELEASED WITH NO CHARGES	10	0.60%
VIC NON - PROC.	0	0.00%
D.A. REJECT	31	1.87%

### Misdemeanors

STATUS	QUANTITY	PERCENTAGE FILED
CASES FILED AS MISD	1187	71.68%
D.A. REJECT	27	1.63%

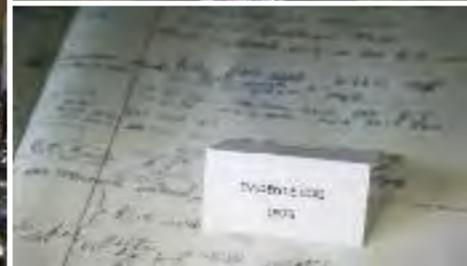
### Juvenile D.A. Filings

CASE TYPE: MISDEMEANOR	QUANTITY	PERCENTAGE FILED
JUVENILE D.A. FILINGS	50	3.02%

Total Cases  
1656

# 2013

# SIGNAL HILL POLICE DEPARTMENT @WORK

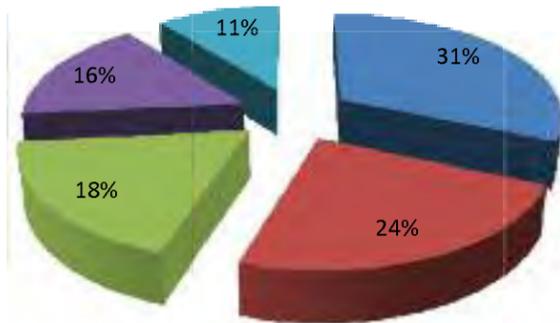


# COMMUNICATIONS BUREAU

## MOST COMMON CALLS FOR SERVICE

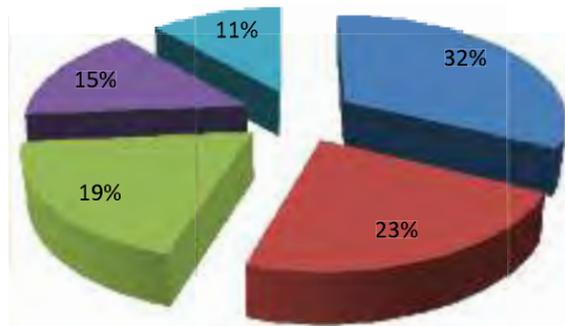
### 2012

- Burglary Alarms: 683
- Suspicious Persons: 510
- Noise Disturbance Calls: 399
- Parking Violations: 346
- Citizen Assists: 231



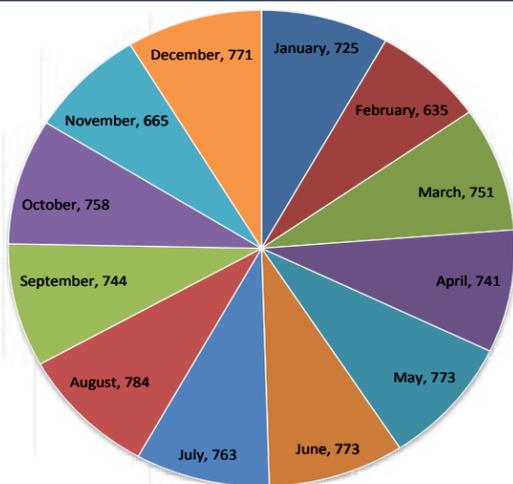
### 2013

- Burglary Alarms: 775
- Suspicious Persons: 536
- Noise Disturbance Calls: 453
- Parking Violations: 358
- Citizen Assists: 272

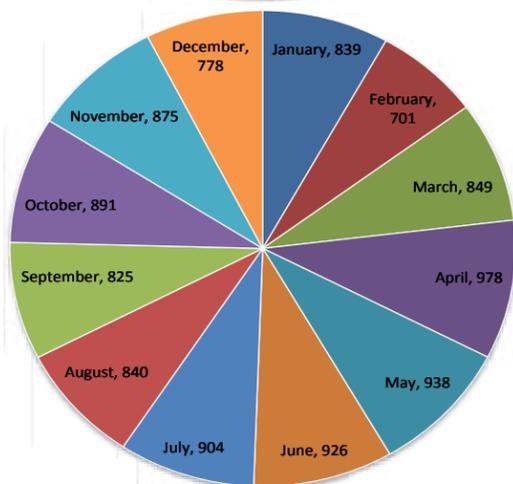


## NUMBER OF 911 CALLS ANSWERED WITHIN 10 SECONDS

### 2012



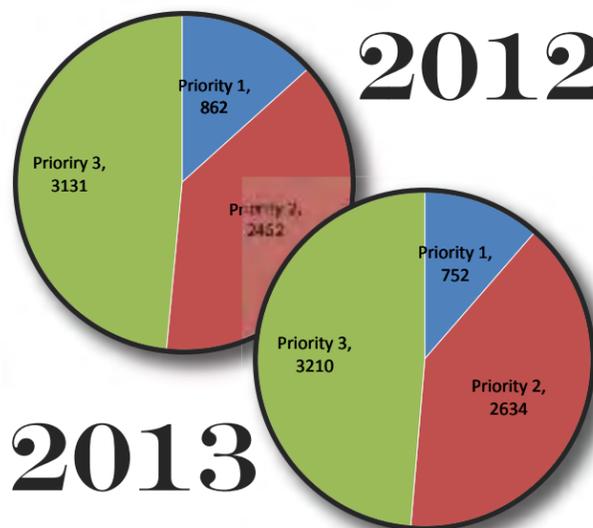
### 2013



## CALLS FOR SERVICE

Call Type	Quantity
Priority 1	862
Priority 2	2462
Priority 3	3131
<b>Total Calls</b>	<b>6455</b>

### 2012



### 2013

Call Type	Quantity
Priority 1	752
Priority 2	2634
Priority 3	3210
<b>Total Calls</b>	<b>6596</b>

# OPERATIONS DIVISION DISPATCHERS

The Signal Hill Police Department Communications Center is a Public Safety Answering Point (PSAP) responsible for answering all emergency 9-1-1 and non-emergency public safety calls within the City of Signal Hill. The Communications Center operates on a 24 hours a day, seven days a week basis.

Public Safety Dispatchers who man the PSAP are the critical link between the community and the police officers in the field; they relay important information, provide support, and are often a caller's best friend during an emotional event. They are an integral part of our law enforcement team.

In the 2012 and 2013, the Signal Hill Communications Center received over 68,000 phone calls for service, with 19,227 of them being 9-1-1 calls.

The Communications Bureau operates with state-of-the-art equipment, including a computer aided dispatch system, and an 800 MHz trunked radio system. Our Dispatchers receive state-certified class-



room training and ongoing in service training in order to maintain their high level of competence.

## DETENTION FACILITY

The City of Signal Hill operates a temporary detention facility which is classified as a Type 1 Jail by the California Board of State and Community Corrections (BSCC). The jail operates 365 days a year and is staffed 24 hours a day by Jailers. Signal Hill is unique in that our Public Safety Dispatchers are cross

trained as Jailers, and receive ongoing training sponsored by the BSCC.

The jail operations are overseen on a day-to-day basis by the on-duty Watch Commander and managed by the Administrative Division Lieutenant. The Signal Hill Jail can house a total of 14 inmates at any given time. Inmates may

be held up to 96 hours or less before they are released, transferred to court, or moved to another facility.

The Signal Hill Police Department Jail provides constitutional, safe, secure and humane facilities, which are an appropriate place for the temporary detention of persons charged with crimes that require pre-trial detention. All inmates are screened upon entry and are fingerprinted and photographed using LiveScan, which is the most up-to-date automated fingerprinting technology available. LiveScan provides law enforcement with the ability to quickly identify persons in custody to better facilitate processing.

Juveniles whom have been detained are transported to the station for processing then either released to their parent or guardian or detained at the Los Padriños Juvenile Hall or McLaren Hall for housing. Detention decisions are generally made by juvenile probation authorities.

In 2012 and 2013, Signal Hill Police booked and/or housed 1794 inmates in the jail.



# ADMINISTRATION DIVISION



and investigation of complaints against police personnel. Complaints against police personnel are assigned to an outside investigative firm for a complete and thorough investigation free of conflicts of interest either real or perceived associated with these investigations being conducted by police personnel. Information regarding the disposition of these matters is included herein.

The Police Command also takes serious the use of force by police personnel. A police supervisor responds to each use of force incident and conducts a preliminary administrative investigation including identification and statements from independent witnesses. These preliminary investigations are reviewed at every level of supervision and management up to the Chief of Police. Any preliminary investigation that indicates a deviation from Department policy or approved practices is assigned for a full Administrative Investigation. All use of force incidents are also reviewed by training and tactical staff for training purposes. The 31 incidents during 2012 and 2013 where a use of force was reported represents 1% of the total number of arrests and a .02% of the total calls for service handled during the same period.

Every marked patrol vehicle in the police department fleet is equipped with an in-car camera and audio system that automatically activates during enforcement activities. Officers are also equipped with digital audio recorders. These devices have proven to be an invaluable aid to our Professional Standards Unit relative the investigation of personnel complaints and use of force reviews. The evidence collected has also proven important as evidence in criminal prosecution matters. Of late, the Department has embarked on testing body worn digital cameras to further enhance these capabilities and project issuance during the 2014-2015 Fiscal Year.

All employees recognize and appreciate the responsibility of serving our community, knowing at all times that we are the caretakers of the most delicate, important facet of society - the public trust. We continually strive to maintain open and collaborative communication with the citizenry of Signal Hill. Arguably, our most successful outreach effort is the Annual National Night Out Event. "America's Night out Against Crime", National Night Out promotes involvement in crime prevention activities, police-community partnerships, neighborhood camaraderie and sends a message to criminals letting them know that neighborhoods are organized and fighting back. The Signal Hill Police Department's National Night Out event has been recognized with a national award during each of the past three years.

The Signal Hill Police Department is often about much more than crime fighting; employees regularly participate in community events including visits to Long Beach Miller's Children's Hospital, serving dinner to families of sick children at Ronald McDonald House, working as servers at Famous Dave's Restaurant (Tip-a-Cop) to raise money for Special Olympics, Coffee with Cops, and Mobile Police Substation for the Day.

Administrative functions including Recruitment, Training, Professional Standards, Volunteer Services, Community Outreach, Information Technology, and Building and Fleet Maintenance are managed by the Administrative Division Commander. The Records Bureau and Property and Evidence Unit are also part of the Administrative Division. The Administrative Division is led by Lieutenant Ronald Sagmit.

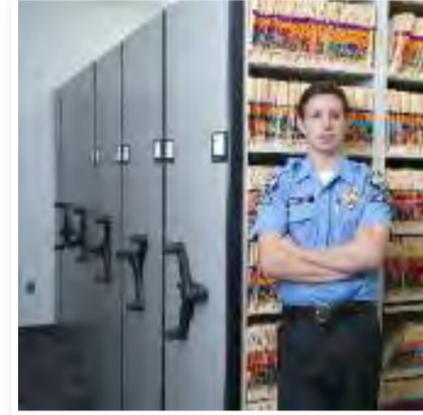
With regard to Recruitment and Training, the Signal Hill Police Department comports with and often exceeds the standards set by the State of California Peace Officer Standards and Training (POST). Police officer applicants endure a very comprehensive and competitive pre-employment process including POST Entry Level Law Enforcement Test Battery (written test), multiple interviews, physical agility test, and thorough background investigation including polygraph examination. Applicants who complete the preliminary process undergo final pre-employment psychological and medical screening.

Successful applicants are then assigned to a Recruit Police Academy such as that operated by the Criminal Justice Training Center at Golden West College in Orange County, or the Orange County Sheriff's Department. These are intensive programs covering six months of full-time training. Interested applicants should visit the academy websites for more information on academy requirements.

Upon graduation, probationary police officers are assigned to Field Training Officers and receive a minimum of six months of on-the-job field training before being able to work alone. The Signal Hill Police Department often provides continuing professional training in excess of the 24 hours every two years that POST mandates for peace officers.

The City Council and Police Command demands a very high level of professionalism of every employee let alone police officers who are entrusted with the public's safety. The Police Department maintains a state mandated process for the receipt

# ADMINISTRATION DIVISION RECORDS BUREAU



## ARREST STATISTICS

### 2012

ARREST TYPE	QUANTITY
FELONY	362
MISDEMEANOR	563
MISDEMEANOR CITATIONS	855
INFRACTION	4
OTHER	2

### 2013

ARREST TYPE	QUANTITY
FELONY	310
MISDEMEANOR	558
MISDEMEANOR CITATIONS	769

The Records Bureau is the repository for all records generated by police personnel including crime and arrest reports, incident reports, citations and traffic collision reports. A team of three Records Clerks and several part-time Police Cadets ensure that these records are properly filed, secured and retained according to specific state statutes and local resolutions. Records Bureau staff prepare court packages on criminal cases to be sent to the District Attorney's Office and serve the public with obtaining reports as necessary. The data from all reports are entered into a records management system for ease of retrieval. The Records Bureau is supervised by Ton Neinast.

To assist the public and make obtaining copies of traffic collision and police reports more user friendly, these reports are available online via a contract services agreement with Police Reports.US. A link to PoliceReports.US is available on the police department website accessed via the City of Signal Hill website at: <http://www.cityofsignalhill.org/>

The police department website also provides access to a crime mapping tool for residents and others to view information about reported crimes within their respective neighborhood or the entire city.

In 2012-13, the Records Bureau received, entered, and processed more than 6600 police crime and incident reports, hundreds of public records act requests, and processed and entered more than 10,000 traffic citations and 8000 parking citations.

## VOLUNTEER SERVICES VOLUNTEERS IN POLICING

The Volunteer in Policing (VIPs) is an integral part of the Signal Hill Police Department. In 2012-2013, the members of the Signal Hill Police Department VIPs donated more than 6,600 hours of volunteer services to the police department and our community. VIPs participate in our Bike Patrol, Vacation Watches, Subpoena Service, Animal Law Contacts, DUI Checkpoints, Major Incident Call-outs, and most important serve as additional eyes and ears while on patrol. VIPs are also important to the success and ability to staff community events such as National Night out, the 4th of July Hilltop Detail,



and the Annual Christmas Tree Lighting Ceremony. If one were to take the national volunteer hourly rate of \$21.79, and compute it with the number of hours donated by our Volunteers during 2012-2013, it would show that our Volunteers donated over \$144,000 dollars in service to the police department and community. We are very proud of our VIPs, and it is not lost on us that we would not be able to provide the same level of service to our citizens and visitors without them. For information on becoming a VIP, contact Officer Raul Ramirez at (562) 989-7222 ext. 5083.

## RESERVE OFFICERS

Reserve Police Officers provide a valuable service to the community in that they perform the same functions as regular full-time Police Officers, but are volunteers. Reserve Officers are exceptional in that they complete the same basic and professional training as their full-time counterparts, while typically maintaining successful careers away from the police department. Signal Hill

Police Reserve Officers have the same full-time peace officer status as their regular counterparts. The Signal Hill Police Department Reserve Unit consists of a Reserve Police Sergeant and three Reserve Police Officers. Reserve Officers may be assigned to any division or unit within the police department. Our current Reserve Officers have a cumulative total of over 130

years of law enforcement experience. The dedication, loyalty, and willingness to lend a hand that is displayed by our Reserve Officers are what continue to make the program a successful and valued part of our organization. For more information on the Signal Hill Police Department Reserve Unit contact Sergeant Bob Cravens at (562) 989-7222 ext. 5046.

## EXPLORER PROGRAM

The Explorer Program is for youths and young adults between the ages of 14 and 20 who are interested in a career in law enforcement. The program helps to open up important avenues of understanding between energetic youths and young adults and the Police Department. Law Enforcement Exploring provides

educational training programs for young adults on the purposes, mission, and objectives of law enforcement. The program provides career orientation experiences, leadership opportunities, and community service activities. The primary goals of the program are to help young adults choose a career path

within law enforcement and to challenge them to become responsible citizens of their communities and the nation. For additional information concerning the Signal Hill Police Department Explorer Program, contact the Explorer Advisor at (562) 989-7222 ext. 5111.

## CRIME PREVENTION

In 2012, the Signal Hill Police Department re-established our Neighborhood Watch Program as identified within the 2012 Strategic Plan. Neighborhood Watch has long been recognized as the nation's premier crime prevention and community mobilization program built upon the concept of a town watch from Colonial America. A neighborhood watch may be organized as its own group or may simply be a function of a neighborhood association or other community association. Like the town watchman of Colonial America, each citizen must take an active interest in protecting their neighbors and be willing to give their time and effort to this volunteer activity. Neighborhood Watches are not vigilante organizations. When suspecting criminal activities, members are encouraged to contact authorities and not to intervene.

Our new Neighborhood Watches were successful in 2012-2013 in reporting suspected criminal activities including a residential burglary that was thwarted with the arrest of two suspects and the recovery of the victims' personal property.

The police department has also engaged in a program to make access to the Department and officers easier and more user friendly. The Police Department's Mobile Command Post is periodically staged within local neighborhoods as part of our Neighborhood Substation for a Day and Coffee with Cops Program wherein residents can meet our officers in a friendlier and less-intimidating atmosphere than the police facility. Officers provide crime prevention literature and child fingerprinting as well as a hot cup of coffee. Police Command Staff also make themselves available to the public at informal gatherings at local restaurants through our Coffee with Cops Program.

The police department also offers our popular Vacation Watch Program where our VIPs and officers will keep an eye on your property during periods of vacation and provide information on how to mitigate potential problems while you are away.

The Signal Hill Police Department proudly offers the Citizens' Police Academy to Signal Hill residents. The academy is taught by police officers and staff members and gives you an inside look at law enforcement in your community. Those who attend will learn about crime prevention, criminal law, court system, emergency dispatch procedures, investigative techniques, narcotics enforcement, patrol operations, and various other areas of law enforcement.

For more information on crime prevention or to start a Neighborhood Watch in your neighborhood contact Lieutenant Ron Sagmit at (562) 989-7207.



# SIGNAL HILL POLICE DEPARTMENT

In January of 2013, the police department moved into the new police facility centrally located at 2745 Walnut Avenue. The new facility was designed to serve Signal Hill for decades to come. The Strategic Priority of "Maximize use of Technology to Enhance Effectiveness" identified within our 2012 Strategic Plan helped to guide the expanded use of technology within the new facility. Of note is use of a video visitation system within the facility's lobby utilized to facilitate visitation with persons detained with the detention facility without having to remove the person from the security of the detention facility or bring the visitor into the detention facility.

A robust and redundant computer network was developed with secure servers to store digital/electronic evidence, including video and audio from officers' in-car camera systems, digital data from Automated License Plate Readers and the Records Management Systems.

The new police facility is a LEED (Leadership in Energy and Environmental Design) "Silver Award" qualified building, and has integrated solar electricity panels which help lower its carbon footprint. The facility was built as an Essential Services Building; "designed and constructed to minimize fire hazards and to resist the forces of earthquakes, gravity and winds," so as to provide essential services to the public after a disaster. Contained within the new police facility is a State of the Art Emergency Operations Center or EOC. An EOC is a central command and control facility responsible for

carrying out the principles of emergency preparedness and emergency management, or disaster management functions at a strategic level in an emergency situation, and ensuring the continuity of operation of your local government.

City staff led by members of the police department are trained in the Incident Command System (ICS), National Incident Management System (NIMS) and the California Standardized Emergency Management System (SEMS) required by State and Federal regulations. In both 2012 and 2013, the City of Signal Hill participated in the California Annual Great Shakeout Exercise which includes an evacuation drill for all city facilities, a roll call, as well as an inspection of city facilities. Should a major disaster occur, staff will activate and operate the EOC.

The police department is proud to provide Community Emergency Response Team (CERT) training to the public. The program was developed to provide basic training in safety and life-saving skills for the general public. Following a major disaster, police, fire, and medical professionals may not be able to fully meet service demands. People may have to rely on each other to meet immediate life-saving and life-sustaining needs, particularly in isolated neighborhoods that may be cut off from the main roads for a period of time. CERT members are trained to help fulfill this community need.

For information on CERT or a schedule of upcoming classes, please contact Sergeant Robert Cravens at (562) 989-7222 ext. 46.



AWARDS

2012

*Medal of Valor*

Anthony Giniewicz

*Meritorious Conduct – Silver*

Russell Hefte

*Meritorious Conduct – Silver*

Raul Ramirez

*Award of Excellence*

Steven Noble

*Officer of the Year*

Robert Cravens

*Volunteer of the Year*

Judie Jacobus

*Professional Employee of the Year*

Dennis Joyce

2013

*Lifetime Achievement Award*

Arthur Smith

*Award of Excellence*

Brian A. Johnson

*Officer of the Year*

Ricardo Oliveros

*Volunteer of the Year*

Ron Griggs

*Professional Employee of the Year*

Carly Fisher

EMPLOYEE OF THE QUARTER

2012

- 1 - Robin Sapp
- 2 - Alex Gabaldon
- 3 - Karen Sharif
- 4 - Tom Neinast

2013

- 1 - Brian Leyn
- 2 - Don Moreau
- 3 - Jeff Poor
- 4 - Erik Grove

RETIREMENTS



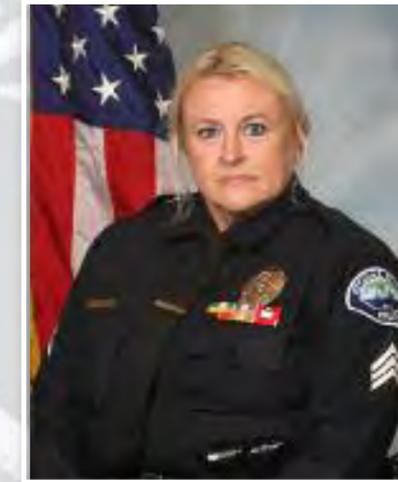
Lieutenant Kenneth Bragole  
10/6/1990 thru 6/15/2012



Officer Brian P. Johnson  
7/7/2009 thru 4/8/2013



Captain Ron Mark  
10/23/2006 thru 7/11/2013



Sergeant Colleen Vincent  
11/23/1983 thru 9/21/2013



Officer Alan Spiegel  
5/4/1987 thru 12/17/2013

# SIGNAL HILL POLICE DEPARTMENT

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**2745 Walnut Avenue • Signal Hill, CA 90755**

**[www.cityofsignalhill.org](http://www.cityofsignalhill.org)**



#### FRONT LOBBY HOURS:

MONDAY – THURSDAY 7:30 A.M. – 5:30 P.M. / FRIDAY 7:30 A.M. – 4:30 P.M.

NON-EMERGENCY ASSISTANCE  
(562) 989-7200

EMERGENCY  
9-1-1

INVESTIGATIONS  
(562) 989-7220

RESERVE POLICE OFFICERS  
(562) 989-7222 EXT. 5046

RECORDS  
(562) 989-7200

TRAFFIC  
(562) 989-7263

WATCH COMMANDER  
(562) 989-7203