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Message from the Chief



Mayor, City Council members, City Administrator and Citizens of Owatonna:

It is my privilege to provide the Owatonna Police Department's 2007 Annual Report. Your police department is an outstanding example of the best in law enforcement. Our accomplishments for 2007 demonstrate just how far we have come, and that is why I am pleased to provide the Owatonna Police Department Annual Report for your review. This publication features the Department's remarkable staff and the outstanding assistance they have provided our community during this sometimes challenging, but always exciting year. Throughout this report, you will find information about the services we provided, as well as a small sampling of the success realized by our Department.

The Owatonna Police Department proudly serves the City of Owatonna, a vibrant south central community of more than 24,000 persons spread out over an area of 14 square miles. The Department remains a progressive and innovative law enforcement agency, possessing strong values that emphasize ethical behavior, principled decision-making, commitment to serving the community and an appreciation for diversity. We are known as a community that is safe and secure, and have reduced the fear of crime for all of our citizens and visitors.

I appreciate this opportunity to personally thank the citizens for helping us make Owatonna a safe and thriving community. I regularly hear and receive praise from all corners of the city about the great work of our employees. The praise is often about the smaller things, the extra kindness, courtesy, and the compassion that have been bestowed. I believe that speaks volumes about the people who make up this organization and ultimately, the values that our Department represents. There is no doubt that another important key to the success of our Department in keeping the community safe is the continued support we receive from you, Mayor Tom Kuntz, City Council Members Bill Thompsons, Les Abraham, Jeff Falk, Rick Ellingson, John Moen, Brent Svenby, Rick Wittrock, and City Administrator Kris Busse. I would additionally like to acknowledge all members of the Owatonna Police Department for the hard work, dedication and commitment to combating crime and preserving the good quality of life that all can appreciate here in Owatonna. As we recognize the accomplishments of our department and the strength of community, we are reminded that Owatonna must be a place where people from all races, religions, and traditions can be assured that they are welcome and can experience all the richness of our dynamic community.

In 2008, we look to the future with resolve and optimism as we address the challenges facing our community and continuing with our strategic initiatives to reduce crime and disorder, respond promptly to calls for service, enhance traffic safety, develop safer neighborhoods through community partnerships, and maintain the high quality of our police service to the community.

Thank you for the opportunity to serve as your Chief of Police.

Respectfully Submitted,

Shaun E LaDue

Shaun E. LaDue
Chief of Police



Mission

We are a value driven organization that serves the community by protecting life and property, preventing crime, enforcing the laws, and maintaining order for all citizens. In serving our community, we emphasize education of citizens, voluntary compliance, partnership with the community, visual presence in the community, and detection and apprehension of offenders.

Values

We achieve our mission through planning and problem solving, personal responsibility, customer orientation, fairness and equity, teamwork, and INTEGRITY Above All.



2007 Organizational Chart



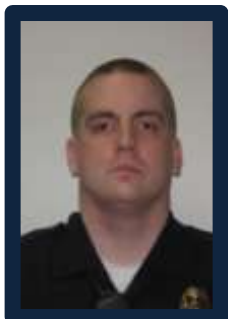
New Hires



Kyle Parr
Police Officer
Patrol



Kevin Fisher
Police Officer
Patrol



Sean Cooper
Police Officer
Patrol



Brady Vaith
Police Officer
Patrol



Andrew Seifert
Police Officer
Patrol



Charles Walerius
Captain
Patrol



Kimberly Dub
Administrative Assistant
Investigations



Pamela Roberts
Parking Control
Officer



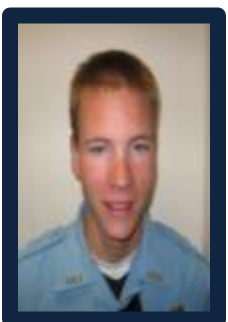
Chad Fierst
Community Service
Officer



Meredith Brose
Community Service
Officer



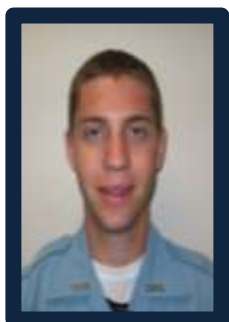
Craig Helgeson
Community Service
Officer



Matt Collins
Community Service
Officer



Sam Schuweiler
Community Service
Officer



Scott Kirchner
Community Service
Officer

Resignations



Ricardo Magana
Police Officer
Patrol



Josh Steinbach
Police Officer
Patrol



Sandy Olson
Parking Control
Officer

Retirement

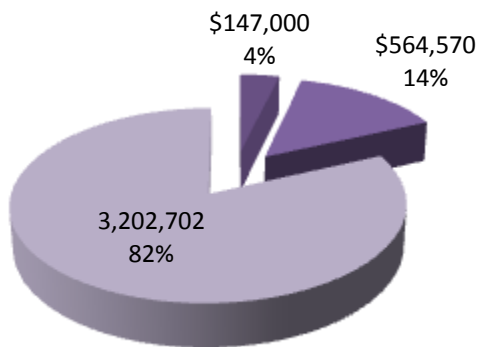
Corporal Investigator Paul Schneider retired on October 31, 2007. Corporal Schneider began his employment with the Owatonna Police Department on August 4, 1980, serving as a patrol officer. In 1996, he was appointed an Investigator and was promoted to Corporal on May 1, 2003.



Budget

The annual base budget and capital budget for the police department is established by the Police Chief and staff within the department. The adopted fiscal year budget for 2007 was approved at \$3,914,772.00 of which \$3,202,702.00 or 82% of total budget was allocated to personnel costs. In addition, \$564,570.00 or 14% was allocated to supplies and services and \$147,000.00 or 4% was allocated to capital items consisting of replacement squad cars, patrol, K-9 and investigative equipment and technology updates such as computer upgrades and replacements as well as public safety radio upgrades and replacements. In essence, the department has consistently exceeded all budgetary demands and has in all instances proven fiscally responsible.

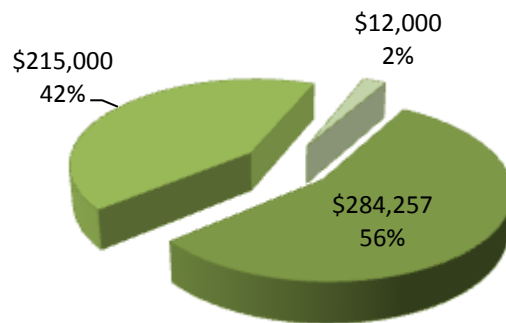
2007 Adopted Expenditure Budget



■ Capital Outlay ■ Materials, Supplies, ■ Personnel

Expenditures Total: \$3,914,772.00

2007 Revenue Budget



■ Intergovernmental ■ Fines & Forfeitures ■ Other

Revenue Total: \$511,457.00

THREE YEAR REVENUE AND EXPENDITURE SUMMARY

	BUDGET 2005	BUDGET 2006	BUDGET 2007
REVENUES			
INTERGOVERNMENTAL	266,452	291,620	284,457
FINES & FORFEITURES	198,500	215,000	215,000
OTHER	11,500	92,000	12,000
TOTAL REVENUES	476,452	598,620	511,457
EXPENDITURES			
PERSONNEL	2,429,527	2,873,633	3,202,702
SUPPLIES & OTHER SERVICES	363,625	500,498	564,570
CAPITAL OUTLAY	27,000	209,000	147,500
TOTAL EXPENDITURES	2,820,152	3,583,131	3,914,772

Dividing Up Your 2007 Tax Dollar

(Based on \$150,000.00 home)



38¢ Steele County

34¢ City of Owatonna

28¢ Owatonna School District

Patrol Division

Patrol

The Patrol Division of the Owatonna Police Department is comprised of 27 people, and is currently supervised by the Patrol Captain, which was added to the Police department in 2007. In years past, the Patrol Division has been under the direct supervision of the Police Chief. The purpose in establishing this position was to not only free up time for the Police Chief, but also to take a more active role in the day to day operation and supervision of the Patrol Division. The Patrol Commander oversees 6 Patrol Sergeants who then supervise 20 Patrol Officers. The patrol division is supported by anywhere from one to five Community Service Officers (CSO's) who augment the police officers by providing a variety of services that aid in community policing efforts. The division also has a K-9 program that aids in sniffing out illegal drugs and is heavily involved in tracking and searched for individuals.

The Patrol Division is spread out into three patrol districts, which assigns specific officers to each district. One officer is selected on a rotating basis to serve as "Team Leader" for each district. The Team Leader is responsible for coordinating all specific directed functions within that district. Each Team Leader also coordinates all action requests from citizens who have special requests such as extra patrol, and other enforcement efforts aimed at increasing individual involvement by the officers. The purpose with this concept is to increase the role of each officer in community policing and strategic enforcement efforts.

Patrol Sergeants

The Owatonna Police Department has six (6) patrol sergeants, who along with day to day supervisory duties of patrol officers also coordinate efforts of the Team Leaders in each district as well. Each sergeant is also assigned an area of specialization that they not only coordinate but also are responsible for duties as assigned. These assignments include, City of Owatonna Landlord Association (COLA), Canine Unit, firearms and defensive tactics training, field training program, state and federal grant programs, crime prevention, department wide traffic initiatives, scheduling, first aid/AED and medical supplies, equipment and supplies, and other initiatives as directed by the Chief or the Patrol Captain. The sergeant's main responsibility is to supervise officers assigned to their specific shift and to hold the officer accountable for their day to day functions, activities, and duties. The sergeants all report to the new Patrol Captain.



Patrol Officers

Patrol officers provide basic 24-hour police services to the community, and are assigned to one of the three patrol districts within the city. Each officer works to maintain public safety through directed enforcement, education, and prevention initiatives to each of their respective districts. Within their assigned district, each officer is tasked with becoming familiar with crime issues and trends, and to work side by side with area residents to improve the quality of life in each neighborhood. The officers, on a rotating basis, also each serve a term as the “Team Leader” for each district. It is the duty of each Team Leader to keep a pulse on the activities within their assigned district. They also perform various duties including: responding to emergency and non-emergency calls for service, conducting preliminary investigations of criminal activity, handling traffic crashes, preparing both initial and supplemental case reports, performing necessary follow-up investigations, making arrests and searches as required, identifying and attending to problem and directed patrol areas, enforcing criminal and traffic laws including city ordinances, providing courtroom testimony, and providing general security to business establishments, residential neighborhoods, school property, and the parks system.



Canine Officer

A police canine is a valuable and indispensable tool in modern day policing. Officer Fandel and Bullet are trained to track criminals and people who are lost or missing. They are able to check buildings or homes for burglary suspects and they are trained to apprehend criminals who try to run or escape from officers. Bullet is also trained to defend and protect Officer Fandel if he is attacked or threatened by a suspect.

Consistent training is an integral part of the Canine Unit. In June 2007, Officer Fandel and Bullet attended Regional Patrol Dog 1 Trials in Faribault, MN and qualified to attend National Trials in Lakeland, FL. Although they did not attend National Trials, in December, Officer Fandel and Bullet attended the Regional Certification Trial for Narcotics Detection in Duluth, MN and performed exceptionally well.

Notable collars for the year were the apprehension of a robbery suspect in late summer and the tracking of three individuals in December.



Patrol Districts

The Owatonna Police Department divides the city into three districts, each with their unique set of issues, concerns, and traffic patterns. Officers, under the direction of their Team Leaders are assigned to a specific district for not only patrol duties and calls for service, but to also establish partnerships with members of the community. All officers assigned to the individual districts are responsible for action requests from citizens who call in specific concerns, crime issues, or traffic problems in their neighborhoods. This affords the community the opportunity to acquaint themselves with the officers as well as a vehicle for information sharing between the community and law enforcement.

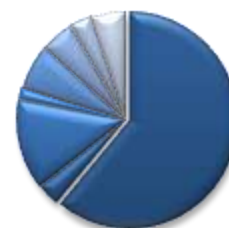
West Central District Action Requests



- Extra Patrol
- Walk Throughs
- Traffic Violations
- Damage To Property
- Noise Violations
- Other



North District Action Requests



- Extra Patrol
- Walk Throughs
- Traffic Violations
- Damage To Property
- Noise Violations
- Trespassing

South District Action Requests



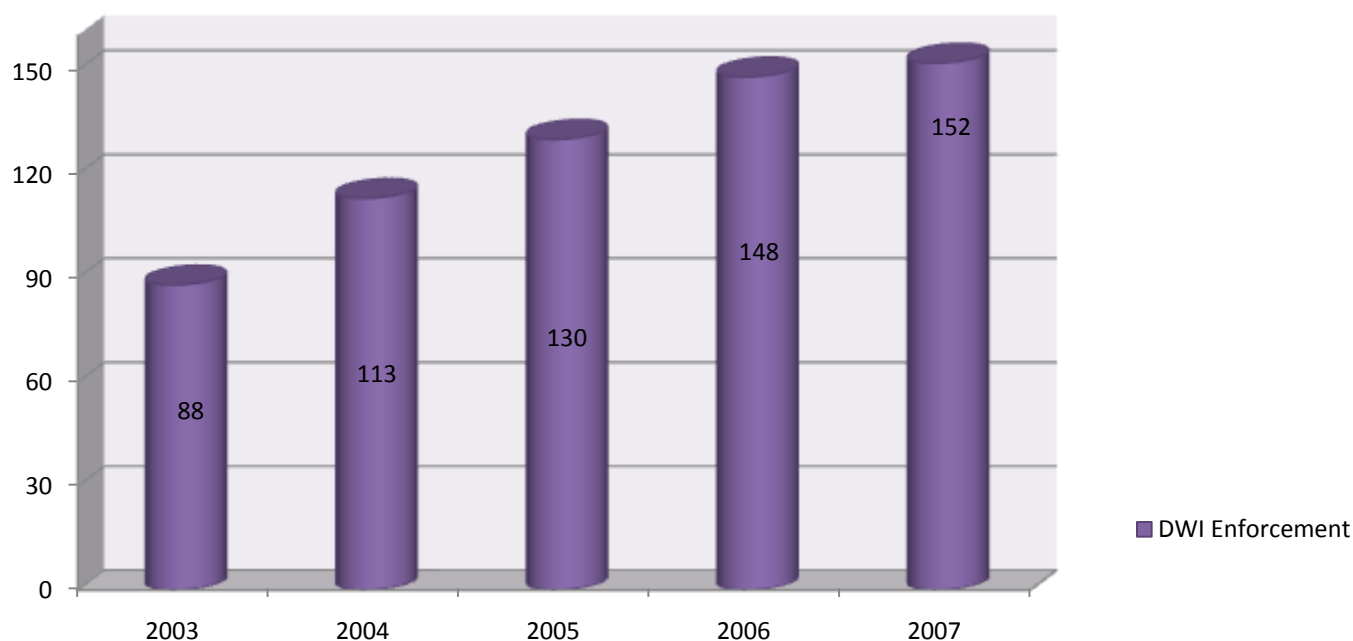
- Extra Patrol
- Traffic Violations
- Noise Violations
- Parking Violations

2007 Traffic Summary

In 2007 the Patrol Division again concentrated on traffic enforcement, which produced increasing results throughout the year. An overall sustained effort was established by setting goals through the use of action requests, use of the speed trailer, directed patrol efforts, federal funded traffic programs, and numerous other projects that led to increased productivity. Future plans for the division include sustained traffic enforcement efforts and to assign supervisory duties at the sergeant level aimed at establishing specific directed patrol initiatives within each individual district.

Traffic enforcement remains a priority of the Owatonna Police Department. Its main purpose is to establish a level of voluntary compliance among citizens, which then leads to safer streets and travel within the community. Strong traffic enforcement also leads to a reduced amount of criminal activity within the community as well. Criminals who are on their way to and from doing acts of crime usually do so by vehicle, and as such, do not want to be stopped by Police who then look for other signs of criminal activity over and above the traffic violation.

DWI (Driving While Impaired) arrests also increased for 2007 as the department stepped up its efforts to remove impaired drivers from Owatonna roadways. Even with increased education on the perils of drinking and driving, the department continues to see increased levels of DWI arrests. The Owatonna Police Department does place a high priority on removing impaired drivers from area roadways and streets.



Blood Alcohol Concentration Summary 2007

High	0.28
Average	0.15
Low	0.07

Training

Field Training Officers

The field training and evaluation process of any police department is a critical component of any successful police department. It ensures that the employer has sufficient opportunity to directly observe and certify that a newly hired officer has the essential job-related knowledge and skills to be an effective solo police officer.

2007 brought three additional members to the Field Training Officer Corps. Officers Stephanie Fogel, Jason Weber, and Terrance Flynn joined Officers Andy DeVinny, Jason Petterson, Charlie Eichten, and Joshua Sorensen as field trainers for the Owatonna Police Department. Officers Fogel and Weber attended a week-long course which certified them in the training and evaluation of newly hired officers. Officer Flynn brought his field training skills to our department as he was a certified field training officer with the Marshall Police Department before being hired by Owatonna. The need for additional field training officers was magnified in 2007 with the hiring and training of five new officers throughout the year. At one point during the year, four of the five newly hired officers were teamed with a field training officer during their respective shifts.

New officers were put through an extensive sixteen week, four-phase field training and evaluation period, in which they were evaluated on a daily basis in ten areas of core competency. Each newly hired officer spent time working at least one training phase during a day, evening, and night shift. Included during this period is the fourth and final phase in which the field training officer rides along in plain clothes and acts as an observer to the probationary officer. Upon successful completion of the four phase field training, new officers are certified for solo patrol duties and remain as probationary officers through their first year of employment.

Firearms Instructors

Sergeant Mundale and Officer Petterson continue to be the Owatonna Police Department Firearms Instructors. In May, Officer Drenth and Officer Sorensen were added to the training unit after successfully completing a state certified basic firearms instructor's course. The firearms instructors are required to conduct state mandated firearms instruction and proficiency qualifications annually to all licensed peace officers. Annual training includes annual weapons qualification, low light, cold weather and reality based training – stress inoculation training with the use of specialized weapons, cartridges and safety equipment.



Defensive Tactics Instructors

Officer Sorensen and Officer Drenth are Owatonna Police Department's Defense Tactics Instructors. These two officers have received specialized training in defensive tactics and follow the Pressure Point Control Technique (PPCT) training curriculum. The officers not only teach the tactics but help officers understand the physiological effects of the body and how that can affect an officer's reaction or physical response. Each year, Officer Drenth and Sorensen dedicate two full days of training to provide a minimum of 8 hours of continuing education to all sworn officers of the Owatonna Police Department and any new officers that join the force. During the 2007 In – Service training, Officers Drenth and Sorensen brought a new dimension to use of force training by utilizing padded Redman suits to have full contact-scenario based training. This form of stress inoculation training allows officers to practice delivery and placement of strikes, kicks, stuns and take down techniques. In addition, the participants can experience the human factors associated with use of force engagements; such as, increased heart rate, fatigue, exhaustion and how their body performs at different levels of deterioration. These training officers are also teamed up with Firearms Instructors Jeff Mundale and Jason Petterson to provide similar training known as reality based training. During this level of training, Officer Drenth and Sorensen teach and critique officers in their judgment and application of use of force option, which can range from officer presence, verbal skills, soft empty hand techniques, TASER, chemical, and the actual use of firearms using simunition training cartridges. Officer Drenth and Sorensen will be continuing to develop a solid program with additional training and assistance from a third tactics instructor that will be added in 2008. These officers are to be commended for their dedication and commitment to training and preparing officers for real world encounters.



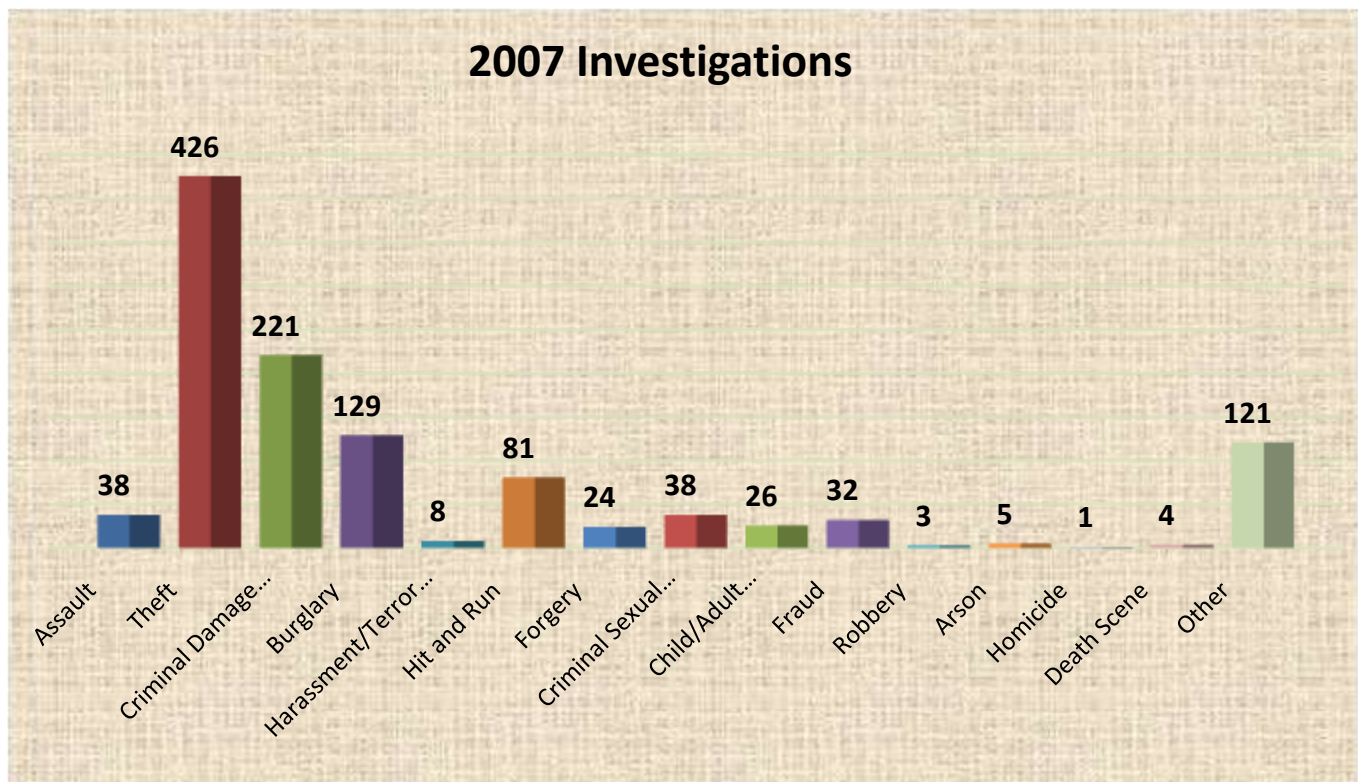
Investigations Division

Criminal Investigations

The Investigations Division is comprised of a Captain, Five (5) Investigators, an Investigator Trainee, and an Administrative Assistant, who are responsible for the investigation of crimes committed within the city. The division reviews and investigates reports of felony gross misdemeanor, and misdemeanor crimes, both adult and juvenile, and prepares cases to present to the appropriate prosecuting attorney's office.



The Captain oversees the operation of the division and is in charge of Criminal Investigations, Professional Standards, Internal Affairs, and Property and Evidence. Within the Investigations Division, investigators specialize in three different sections: Crimes Against Persons, Property Crimes, and the South Central Drug Investigation Unit. Investigators are on a weekly on-call rotation and available to respond immediately to the scene of a crime, when necessary.



Crimes Against Persons

The Investigators working under the Crimes Against Persons subdivision cover investigations involving Criminal Sexual Conduct, Predatory Offenders, Children in need of Protective Services (CHIPS), Adult Protection, Pawn Shop, Arson, Technical Support, Robberies, and Homicides. Within this subdivision, investigators work collaboratively with numerous resources throughout the state.



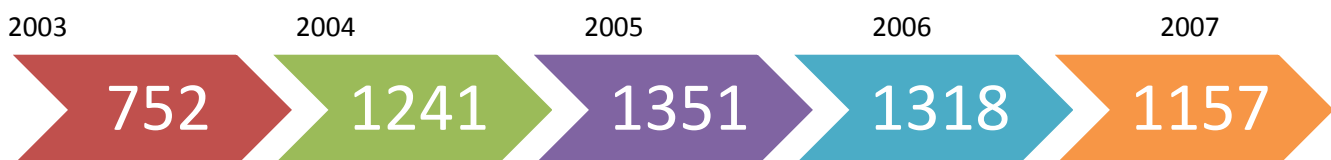
School Liaison Officers

Two School Liaison Officers are assigned to work within local schools in Owatonna. School Liaison Officers maintain a safe, secure, and uninterrupted learning environment for the students, staff, administration and parents of the Owatonna School District. In addition, they serve as a resource to improve school safety and prevent crime and violence. School Liaison Officers collaborate with school administration and staff to investigate crime on school property and improve reporting of criminal activity. Currently, one liaison officer is assigned to the Owatonna High School and one is assigned to the Owatonna Junior High School; however, together they also serve the elementary schools and the Rose Street Alternative Learning Center. Combined, these schools have an approximate enrollment of 4850 students.

Property Crimes

Investigators working under the Property Crimes subdivision investigate crimes such as burglaries, thefts, fraud, forgeries, computer crimes, the Worthless Check Diversion Program, the Retailer's Protection Agency (RPA) as well as alcohol and tobacco compliance checks, gangs, and other adult and juvenile investigations.

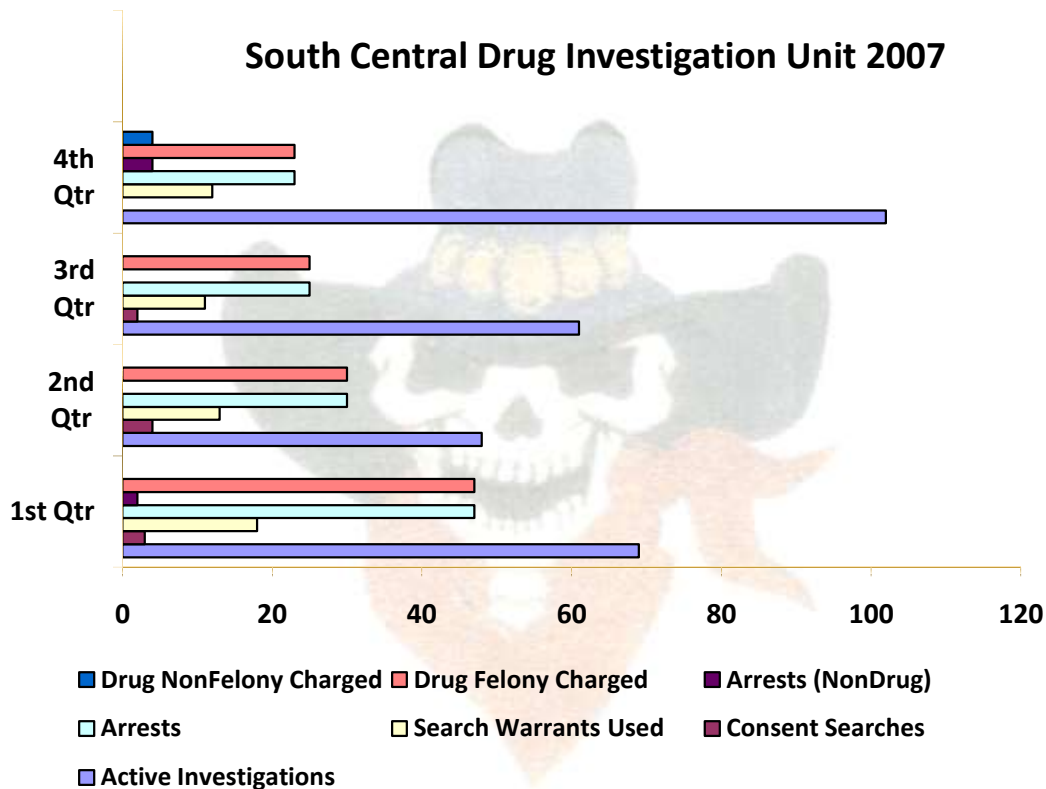
Five Year Trend Number of Investigations



South Central Drug Investigation Unit

The Owatonna Police Department continued its proactive efforts of narcotics law enforcement in 2007 by co-employing a field agent with the South Central Drug Investigation Unit (SCDIU). The SCDIU is a federally funded narcotics task force formed in cooperation with member agencies in a five county area. Staffed by specially trained investigators, the task force focuses on narcotics investigations and public education as it relates to drug use in our communities. Task force agents also assist member agencies with criminal investigations that are related to the illegal trafficking of narcotics. Cooperative investigative efforts with agencies outside of the task force jurisdiction along with the Minnesota BCA, DEA, ATF, and IRS have had a positive effect on reducing the flow of illegal drugs in the Owatonna area.

In 2007, SCDIU agents conducted 280 narcotics investigations which resulted in 39 search warrants, and 131 felony arrests. Additionally, 1235 grams of cocaine, 1256 grams of methamphetamine, 90 pounds of marijuana, \$5987.18 was seized or forfeited and 32 firearms were taken off the streets. We are seeing a downward trend in the number of methamphetamine labs encountered, but the overall supply of methamphetamine remained steady. This indicates that recent legislation regarding the regulation of ephedrine has had an impact on local production. Drug dealers have changed their tactics, relying on supply from unregulated states and foreign countries. The flow of cocaine, marijuana, and club drugs such as "Ecstasy", continue to be the main focus of task force investigations. SCDIU agents provided 39 community educational presentations covering a wide range of topics such as methamphetamine laboratories, club drugs, and teen drug use. Attended by over 1,800 people, these presentations continued to prove their value to our citizens and their children in educating them in the perils and dangers of illegal drugs.





SCDIU Tactical Team

The primary goal of the Tactical Team is safety and preservation of all human life. The Tactical Team is a law enforcement support unit, which is specifically trained and equipped to resolve critical high-risk situations. Containment of suspects and negotiation procedures are the team’s first responsibilities. The 23 team members are selected from law enforcement agencies within Steele and Rice counties. Each agency is responsible for equipping the assigned officer.

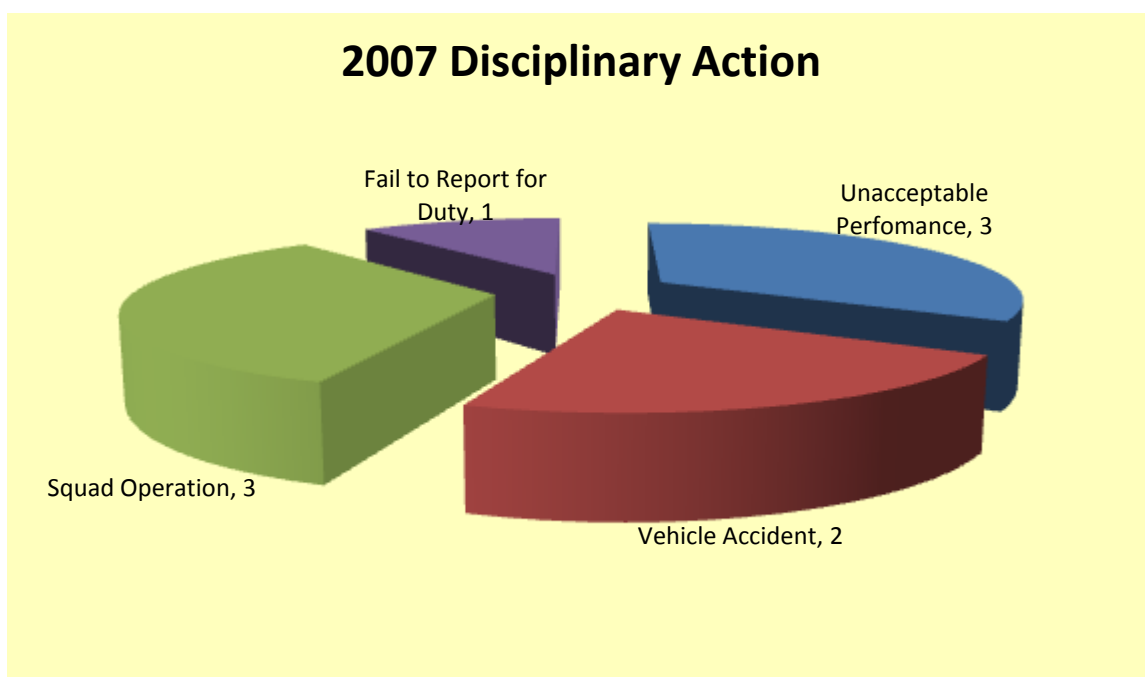
2007 SCDIU Tactical Team Call-Outs

January 17	Arrest Warrant	Rice County	Night Time Hours
January 19	Search Warrant	Faribault	Night Time Hours
February 1	Drug Search Warrant	Owatonna	Day Time Hours
February 3	Active Shooter	Waseca County	Day Time Hours
February 22	Suicidal Male	Faribault	Day Time Hours
April 4	Domestic Assault w/ knife	Steele County	Day Time Hours
April 6	Drug Search Warrant	Faribault	Night Time Hours
May 13	Barricaded Male w/ gun	Owatonna	Night Time Hours
May 26	Homicide Suspect	Owatonna	Day Time Hours
August 3	3 Drug Search Warrants	Freeborn County	Day Time Hours
August 25	Domestic Assault w/ gun	Owatonna	Day Time Hours
August 27	Suicidal Male w/ gun	Steele County	Day Time Hours
September 5	Domestic Assault w/ knife	Waseca County	Day Time Hours
September 30	Search Warrant	Faribault	Night Time Hours
October 2	Suicidal Male	Owatonna	Night Time Hours

Professional Standards

Maintaining the internal integrity of the police department is of utmost importance. The Captain of Investigations is responsible for the Professional Standards Section of the Owatonna Police Department. Police are afforded enormous power, including the use of physical and deadly force, to enforce the laws of society. Citizens must have a recourse which objectively, fairly and thoroughly investigates allegations of police misconduct. If such a structure is not in place, citizens will lose confidence in their police department. At the same time, by the very nature of their work, police officers are subjected to false claims of misconduct. The officers must also have faith that an objective, fair and competent structure exists to consider their position in matters in question. Professional Standards serves to ensure the department's internal integrity as well as seeing that an equitable balance is maintained between the citizens' right to be fairly policed and the officers' right to be protected from false accusations.

Professional Standards have been established to ensure police always act with professionalism and integrity in everything they do. In the circumstance a complaint against an officer is received, an internal affairs investigation is initiated to determine if disciplinary action is necessary. If criminal wrongdoing is alleged, the Owatonna Police Department often requests an outside agency complete the criminal investigation. In 2007, the Owatonna Police Department had thirty-four (34) investigatory actions taken which resulted in nine (9) disciplinary actions. Disciplinary actions can include verbal warnings, written warnings, suspension, and dismissal and can be taken for such things as missing court appearances, vehicle accidents, loss of or damage to department equipment, etc. The remaining 25 investigatory actions were ruled as performance matters and are not classified as misconduct as they relate to minor rule violations. Performance matters are likely to be resolved by training and counseling if there is no known pattern of similar conduct with the employee and there is no evidence of bad faith or intent to do wrong.



Compliance Initiatives

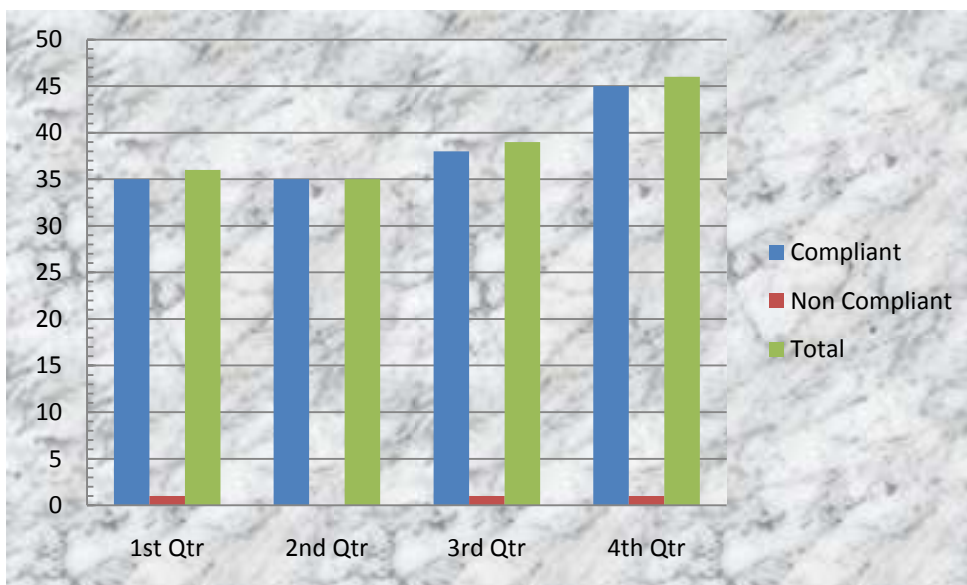
Predatory Offender Registration

The Minnesota Bureau of Criminal Apprehension (BCA) is charged with maintaining a registry of predatory offenders who reside within the State. Predatory offenders are those individuals who have been convicted of some level of sex offense or violent felony and required by state statute to register with law enforcement in the community they reside. Offenders are classified by risk level, based on their potential to re-offend. The offender’s risk level is assigned prior to establishing residency in a community. An offender’s risk assessment dictates the level of community notification that the Owatonna Police Department is required to provide by state statute.

Level I: These offenders either do not meet the established risk level criteria or are deemed a low risk to re-offend. Law enforcement notification typically includes any victims or witnesses to the offense committed by the offender and other law enforcement agencies.

Level II: These offenders are considered a moderate risk to re-offend. Law enforcement notification to the community typically includes schools, daycares, organizations or establishments that primarily serve individuals likely to be victimized by the offender, along with individuals and agencies mentioned under Level I.

Level III: These offenders are considered a high risk to re-offend. They are typically under intense, close supervision by their assigned parole and/or probation officer. Law enforcement notification includes the entire community. A media release and community notification meeting are usually held prior to the offender establishing residency.



In 2007, the Owatonna Police Department assisted the BCA in monitoring and tracking 46 predatory offenders residing in the city by conducting several unannounced visits to the homes of individuals listed on the registry. The Patrol and Investigation Divisions work together to ensure predatory offenders are in statutory compliance and reside at their registered address. Non-compliant offenders are investigated and prosecuted with assistance from the Steele County Attorney’s Office.

Alcohol and Tobacco Compliance Checks

The Owatonna Police Department, with the assistance of underage operatives, conducts alcohol and tobacco compliance checks with retailers. Compliance checks provide a proactive effort to keep alcohol and tobacco out of the hands of our youngest community members. These checks are done at least two times per year and operatives are trained, photographed, and equipped with electronic listening devices so officers can monitor the conversations. Checks for 2007 resulted in a 98% compliance rate by local businesses.

Gang Officer

An investigator is currently assigned as the gang officer for the Owatonna Police Department. The role of the gang officer is to collect, verify, and disseminate accurate information about gang activity within our jurisdiction. The gang officer attends training and collaborates with other agencies to disseminate information to the rest of the department as well as to community members. In addition, the gang officer works with community volunteers to identify and remove graffiti quickly. In response to increased vandalism and graffiti to public property within the city of Owatonna, the "Quick \$50" program was implemented in 2007. The program is designed to reduce vandalism and graffiti to public property in the City of Owatonna. Every year, vandalism and graffiti cost Owatonna residents several thousands of dollars. The Owatonna Police Department is attempting to reduce vandalism through citizen involvement. When vandalism occurs to public property, the Owatonna Police Department will advertise the details of the crime in the Owatonna People's Press. The Quick \$50 program rewards citizens (\$50) for providing legitimate and substantiated information about individual's responsible for vandalism and related crimes. The program may provide larger rewards (up to \$500) for information that leads to the arrest and conviction of those responsible for damage to public property. The City of Owatonna has established a fund for the Quick \$50 program through private donations. Administrative costs will be paid from the city's operating budget. Owatonna Police Officers are also available to speak at service clubs or neighborhood groups about the Quick \$50 program.



Investigations Support

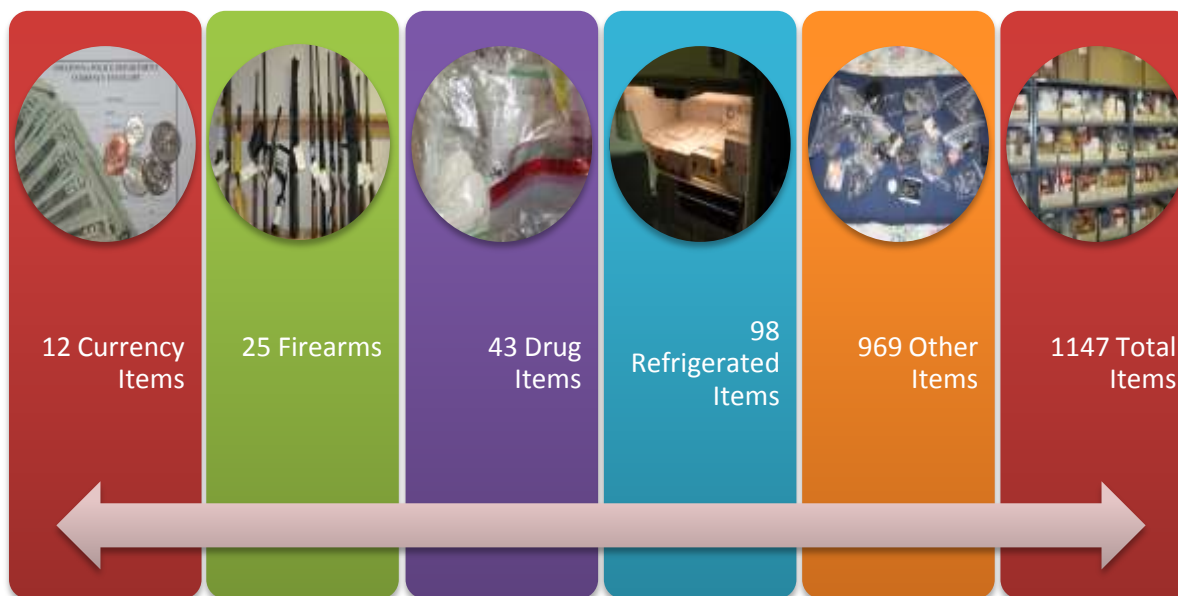


Evidence Technicians

The Evidence Technician program has been expanded to include six officers. Evidence Technicians are trained in crime scene photography, latent print development and recovery, footwear evidence, recovery of biological evidence, trace evidence recovery, and basic crime scene reconstruction. These officers are available to both the Patrol and Investigations Division when needed. Evidence Technicians attend regular training and keep up to date with new forensics technology.

Property and Evidence

The Property and Evidence Technician is tasked with maintaining the chain of custody for all evidentiary items submitted to the Property Room. The Technician is responsible for documenting the intake, storage, security, release and disposal of all submitted items. The Property and Evidence Technician receives annual training and is a member of the International Association for Property and Evidence, Inc. In 2007, the Property Room began bar coding evidence using a system called EvidenceTracker. This system allows the Technician to quickly locate and account for all evidence as well as provide a detailed chain of custody report for each piece of evidence submitted to the Property Room.



Support Services

Administration

All administrative duties within the police department are handled by an administrative assistant. This includes completing payroll, managing accounts payable and receivable as well as maintaining personnel records, completing background checks, and preparing liquor license applications. The administrative assistant also facilitates the hiring process for the police department and tracks all Peace Officer Standards and Training (POST) continuing education credits and licensure requirements.



Community Service Officers

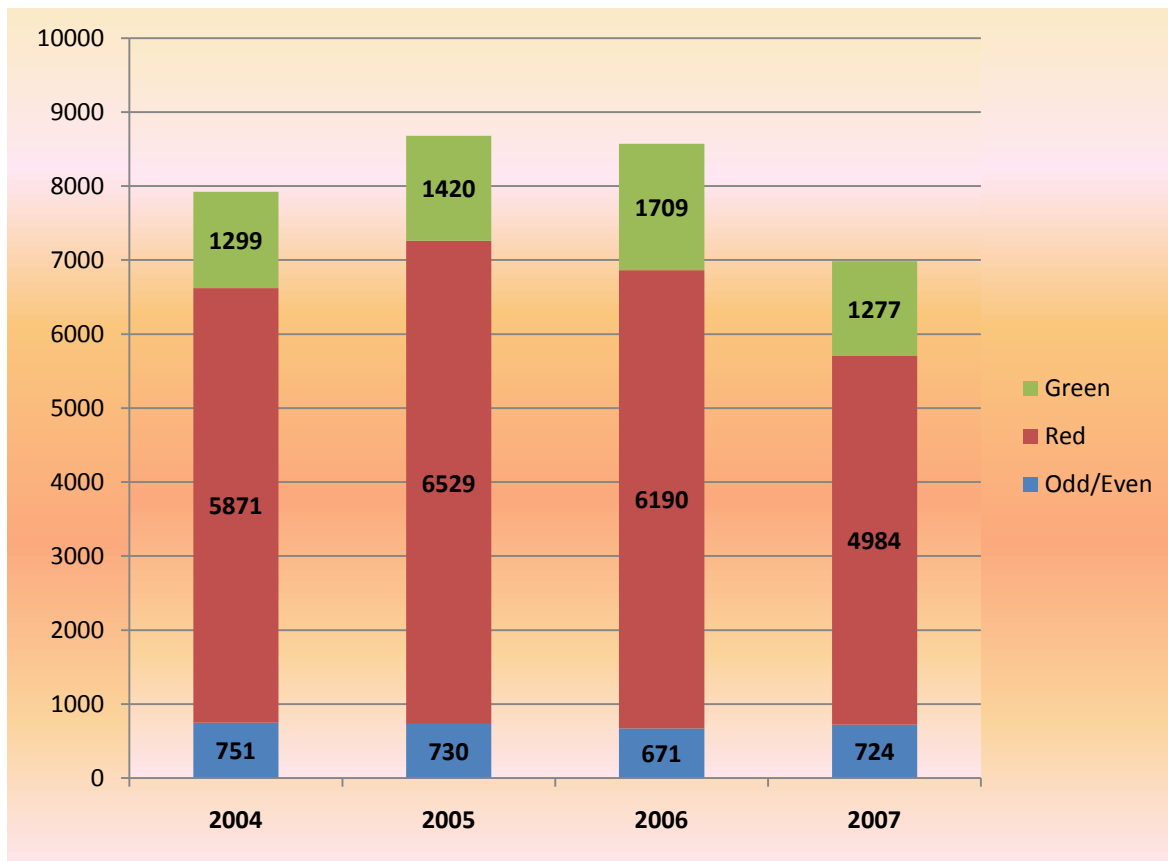
Community Service Officers (CSO) patrol the city parks and schools. Working closely with the Owatonna Park and Recreation Department, they look for signs of vandalism to city parks and trails as well as assist with locking park buildings at park close. Community Service Officers also respond to minor calls such as minor accidents, thefts, and vandalism. In addition, they assist the Parking Control Officer and Animal Control Officer when necessary. Ordinance violations, junk vehicle complaints, and house checks are also the responsibility of a Community Service Officer.

Community Service Officers are tasked with administrative duties such as crime mapping, maintaining the warrant list on the department's web page, and updating the organizational chart. Furthermore, Community Service Officers transport evidence to the BCA crime lab, deliver paperwork to other government entities, and complete other deliveries as needed.

Squad Maintenance is assigned to Community Service Officers. CSO's track monthly vehicle mileage for all police vehicles, track problems with squad cars and arrange for maintenance and repair with City Shop. They also assist with portable radio repair and maintain the LIDAR equipment.

Like all department personnel, community service officers display a positive image for the Owatonna Police Department. Officers respond to requests from the community such as providing funeral escorts, assisting with Safety Camp each summer, and offering an opportunity to view squad cars and other police equipment to various community organizations.

Parking Control



2007 Ticket Totals

Green Tickets – 1277

2 – 4 Hour **Red** Tickets – 4984

Odd/Even Tickets – 724

TOTAL: 6985

TOTAL DOLLARS: \$74,415.00

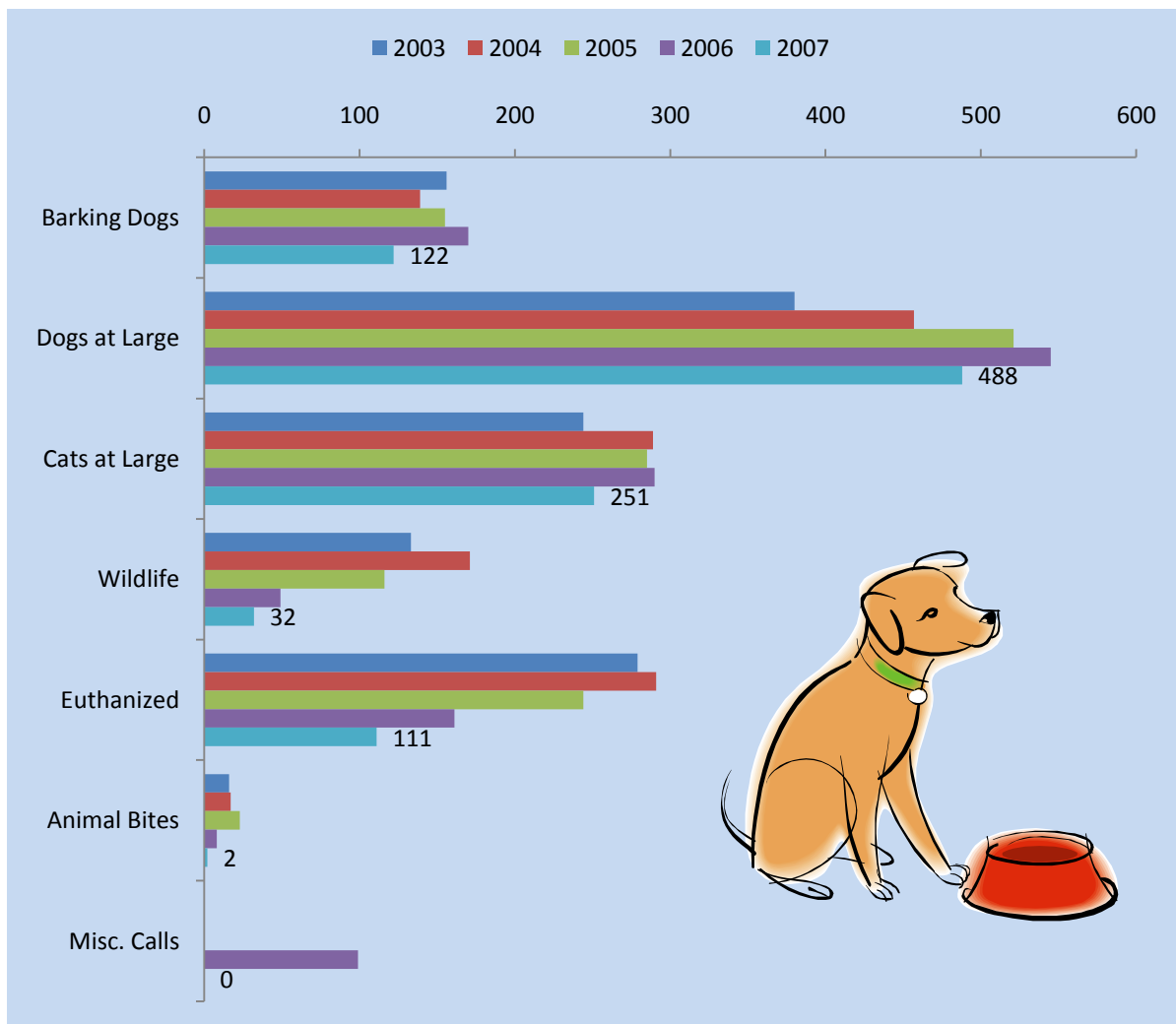
The Parking Control Officer is responsible for enforcing codes and ordinances governing parking, and assisting the public by providing information about parking locations and regulations. New to the parking control division was the purchase of an electronic ticketing device. Instead of writing tickets by hand, a handheld device is used to input violation vehicles into a database. The handheld device provides dropdown menus for quick and efficient entering of violations. The information from the handheld is then downloaded to a software program from which management of this data is used in an assortment of applications.

The electronic ticketing system has given the Owatonna Police Department the ability to maintain, monitor, and track information accurately and provide proficient timely information based on parking issues and trends. It provides the city the ability to generate data viable to city officials and the downtown parking committee so they are able to make informed decisions and judgments regarding current parking regulations and ordinances.

Animal Control

Animal Control is a contracted position within the City of Owatonna that is supervised by the police department. The duties of Animal Control include investigating and responding to various animal complaints within the city. The duties of the animal control officer are to respond to concerns about domestic animals, track the frequency of all animal control calls, and request citations when necessary. When the animal control officer is not available, the Patrol Division responds to calls for service. In 2007, Animal Control received 1006 calls for service. All statistics were furnished by Animal Control Officer Mike Bartsch.

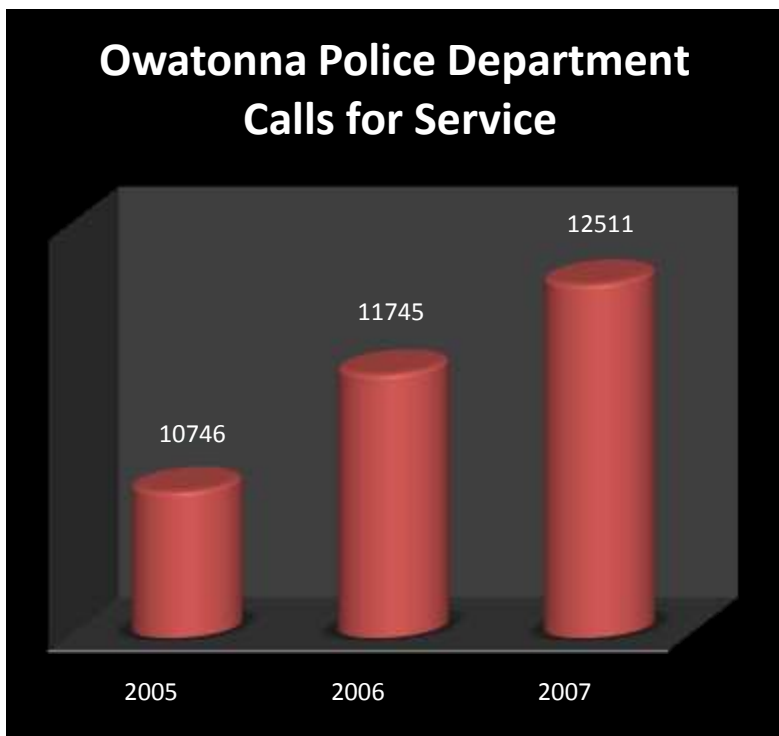
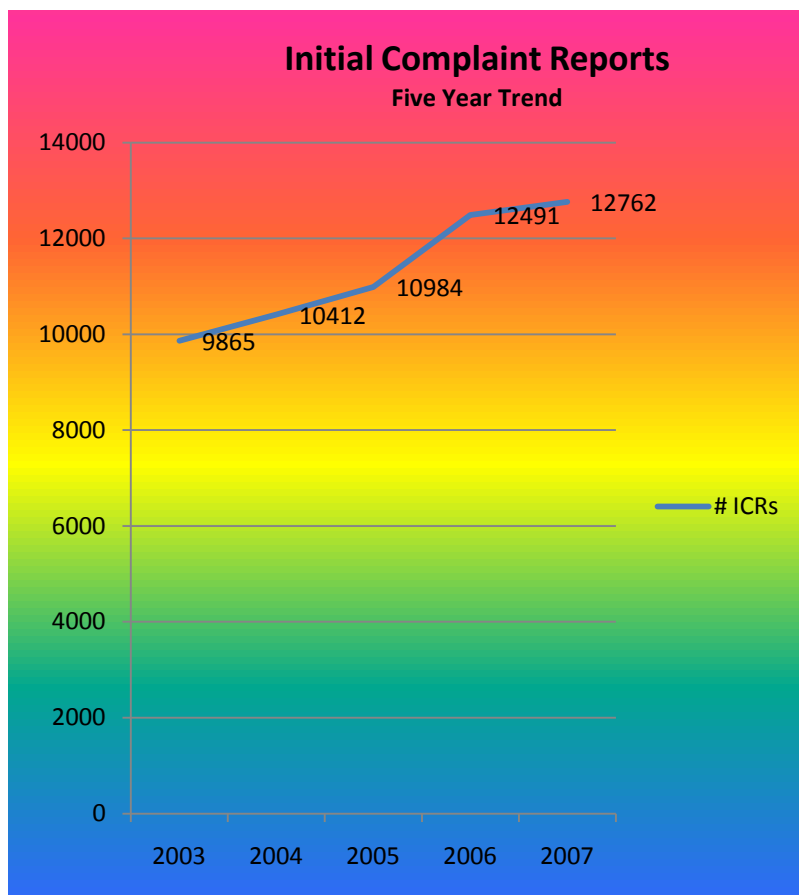
Animal Control Five Year Trend



Records

The Records Department is staffed with five full time and one part time Steele County employees. The Owatonna Police Department contributes 50% of their salary. The Records department updates all names, locations, arrests, and property-loss reports as well as handles non-emergency calls, background checks, transcription, and other general requests from the public. In 2007, the City of Owatonna generated 12,762 Initial Complaint Reports.*

*Statistics from 2007 Offense Summary Report, PC Enfors



Pearl Street 9-1-1 Center

The 911 Center answers all requests for law enforcement assistance via 9-1-1 and the local police number. The center serves 9 law enforcement agencies, 10 fire and rescue departments, and 5 ambulance services within Rice and Steele County.

Owatonna Police Department 2007 Top Five Calls for Service

1. Animal Complaint
2. Medical
3. Alarm (Burglar)
4. Property Damage Accident
5. Driving Complaint

Community Programs

CITY OF OWATONNA LANDLORD ASSOCIATION: C.O.L.A.



In the year 2007, the Owatonna Police Department continued its development of a strong partnership with property owners and managers. Strong support, cooperation and communication provided increased awareness of issues facing law enforcement and landlords in their effort to reduce crime in rental housing within the city. While networking large and small managers and landlords, COLA has made great strides in its second year. Membership has increased 13%. A brochure has been completed listing member landlords that are actively working with law enforcement. Fair Housing training has been provided to all members with real estate credits earned. These credits are a valuable tool in maintenance of license renewals for buying and selling property. Nine guest speakers have provided training in areas such as recycling, maintenance, computers, gangs and drugs, strategic policing. Information regarding loans to maintain and enhance property was provided. Evictions, leases and abandoned property were also addressed through the C.O.L.A. attorney. Discount cards are provided to all members in conjunction with local business and a fall picnic is held for members and police officers. C.O.L.A. has 100% police participation and support as Chief LaDue has presented at numerous events. The C.O.L.A. website maintained by the Owatonna Police Department is used by members for a variety of reasons including evictions, leases, rental agreements, disorderly use violations and numerous other areas where pertinent information can be received. The C.O.L.A. board meets once a month to set agendas, plan meetings and organize programs in conjunction with law enforcement. Meetings last between one to two hours. While the second year of C.O.L.A. has been a great success, there are still many areas in which to grow. Increased membership and well as involvement in the organization by ALL members is a 2008 goal. Expansion of our website and continuing education are imperative to our success. Each member must contribute their knowledge and expertise in an attempt to make this the model program in the state. Together C.O.L.A. and the Owatonna Police Department continue to make this a successful endeavor.





NATIONAL NIGHT OUT

On August 7, 2007, the City of Owatonna participated in the 24th Annual National Night Out event.

The National Night Out event is designed to heighten crime and drug awareness; to generate support for, and participation in local anticrime programs; to strengthen neighborhood spirit and police-community partnerships; and to send a message to criminals, letting them know that neighborhoods are organized and fighting back against crime. Together, citizens and the police can have a dramatic effect on the reduction of crime and drugs in neighborhoods.

Neighborhoods organized forty-seven block parties throughout Owatonna, which is a 38% increase in participation from the previous year. It is estimated that over 1500 people participated. Owatonna Police Department Officers visited each block party and distributed crime prevention packets to the adults and promotional items to the children. This gave residents an opportunity to meet the officers assigned to their neighborhood and initiated discussions of ways to make our neighborhoods a safer place to live. In addition, Target made three surprise visits to block parties, bringing coolers of pop, bags of chips, and children's toys.

The Owatonna Police Department strives to succeed in developing strong community-police partnerships and this can only be done through joint efforts such as the National Night Out event.

Law Enforcement Memorial



On October 1, 1962, U.S. President John F. Kennedy signed into public law a joint resolution of the 87th Congress designating May 15 as Peace Officers Memorial Day in honor of federal, state, and municipal peace officers who have been killed or disabled in the line of duty. Each year, the calendar week in which May 15 falls is called Police Week.

In 1994, U.S. president William J. Clinton signed into public law a joint resolution of the 103rd Congress directing that the flag of the United States be flown at half-mast on all government buildings on May 15. On National Peace Officers Memorial Day, flags are flown at half mast to honor police officers who died in service to the community and country.

Owatonna Police Officers take an oath to protect and serve and sometimes that may mean making the “ultimate sacrifice.” Each year, Officers volunteer their time to guard the Law Enforcement Memorial in St Paul to honor law enforcement personnel who have made that “ultimate sacrifice.”





Safety Camp



35W Bridge Collapse



2007 Health and Safety Fair



OHS Presentation



Field of Honor

State Funded Grants

HEAT (Highway Enforcement of Aggressive Traffic)

HEAT is a state-wide project to address speed violations and the public perception that one can drive an additional 10 mph over the speed limit without being stopped. Enforcement zones are assigned by the Department of Public Safety with Owatonna Police Department Officers, Steele County Deputies, and the Minnesota State Patrol covering the zone on assigned dates. The goal of the project is to lower speeds and decrease fatal and serious injury crashes; ultimately saving lives and reducing injuries. Funds for this project are provided by the Office of Traffic Safety within the Department of Public Safety. 2007 was the final year for HEAT funds from the State of Minnesota.



Safe and Sober Grant

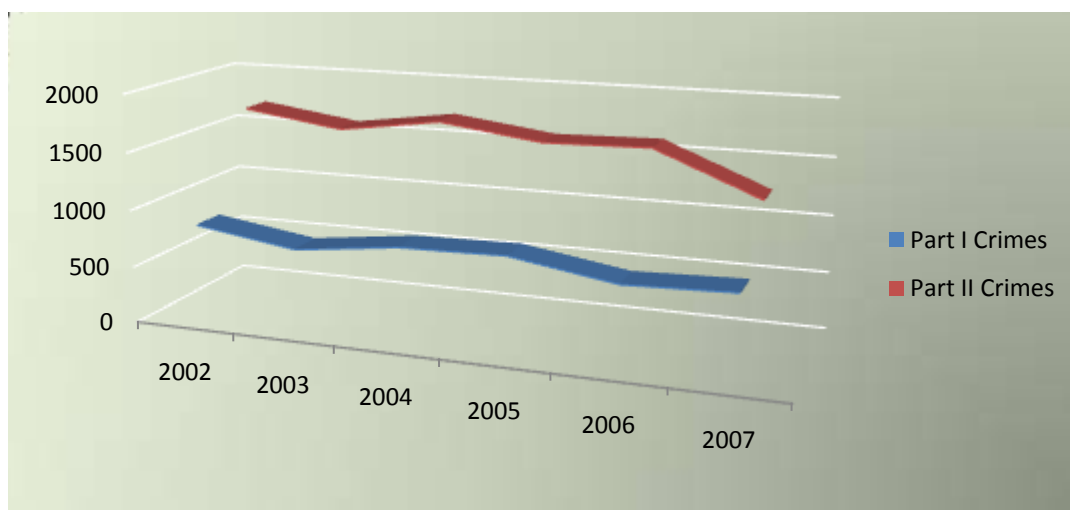
The Owatonna Police Department has been involved the Safe and Sober program since 1998. The purpose of the Safe and Sober Grant is to obtain voluntary compliance when it comes to drinking and driving, seatbelt use, child restraint, and observing speed limits. The Owatonna Police Department, in partnership with the Steele County Sheriff's Office and Blooming Prairie Police Department, applied for Safe and Sober overtime grant monies that allow officers to work specific overtime hours during specific traffic enforcement waves.

During a grant period, the focus of the traffic enforcement is designated by the Safe and Sober Guidelines. While there is a specific focus, officers working these overtime shifts still enforce all traffic infractions. The wave's focus is determined through statistical analysis done by the National Highway Traffic Safety Administration.

Data Trend

Owatonna Police Department Total Part I & II Crimes

CRIME	2002	2003	2004	2005	2006	2007
Homicide	0	0	0	0	0	0
Rape	12	5	8	8	3	7
Robbery	3	4	10	4	4	7
Aggravated Assault	27	32	35	30	19	17
Burglary	200	121	132	141	135	164
Theft	558	519	609	621	499	502
Auto Theft	36	24	26	33	30	29
Arson	5	6	0	2	7	2
Total Part I	841	711	820	839	697	728
Total Part II	1700	1573	1700	1582	1603	1237
Total	2541	2284	2520	2421	2300	1965



2007 UNIFORM CRIME REPORT SUMMARY

Part I Crimes	# of Offenses	Offenses Cleared	% Cleared	Crime Rate per 100,000
Murder	0	0	0	0
Rape	7	3	42	28
Robbery	7	5	71	28
Aggravated Assault	17	16	94	69
Burglary	164	24	14	675
Larceny	502	168	33	2066
Motor Vehicle Theft	29	2	6	119
Arson	2	2	100	8
Total Part I	728	220	30	2996
Part II Crimes	# of Offenses	Offenses Cleared	% Cleared	Crime Rate per 100,000
Other Assaults	142	105	73	584
Forgery/Counterfeiting	35	12	34	144
Fraud	46	21	45	189
Embezzlement	0	0	0	0
Stolen Property	4	3	75	16
Vandalism	242	30	12	996
Weapons	49	49	100	201
Prostitution	0	0	0	0
Other Sex Offenses	20	11	55	82
Narcotics	69	68	98	284
Gambling	0	0	0	0
Family/Children	15	3	20	61
DUI	143	136	95	588
Liquor Laws	49	48	97	201
Disorderly Conduct	64	58	90	263
Other Offenses	359	330	91	1477
Total Part II	1237	874	70	5091
GRAND TOTAL	1965	1094	55	8088

*Statistics furnished from the 2007 Version of the Minnesota BCA/CJIS Uniform Crime Report

Looking Ahead - 2008

Staff Development

Bi-Annual Department Training In-Service
Critical Incident / Active Shooter Exercise
Performance Objectives and Expectations/Mid-year Self Evaluations
Continued restructuring of department including duty assignments and placement
Implementation of Roll Call for enhanced communication throughout department

Equipment

In-Car Video Camera Systems
Patrol Rifle Implementation
Evidence Tech Unit

Ordinance Updates and/or Implementation

Administrative Fines/Fees
Social Hosting Ordinance
Evidence and Abandoned Property Disposal Ordinance
Parking Enforcement Ordinance Enhancement

Technology

LOGIS Implementation CAD / Records / MDC
Property & Evidence Bar Coding
Electronic Policy / Procedure Manual
Enhanced Data Management - LOGIS
Updated and Enhanced Web Site
Kiosk Reporting System
Speedshift Implementation (timecard reporting system)
Parking Control Management Software

Hallmark Initiatives

South Central Drug Task Force – Unit Commander, Fiscal Agent, Agent
Animal Control Services
City of Owatonna Landlord Association (COLA)
Crime Free Multi-Housing Certifications
Annual National Night Out
Police Explorers
Hotel / Motel Drug Interdiction
Safe and Sober Traffic Safety Enforcement Program
Predatory Offender Verification Program
Alcohol and Tobacco Verifications

Owatonna Police Department

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ACKNOWLEDGEMENTS

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The following individual deserves special recognition for her efforts:

Kimberly Dub, Administrative Assistant



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