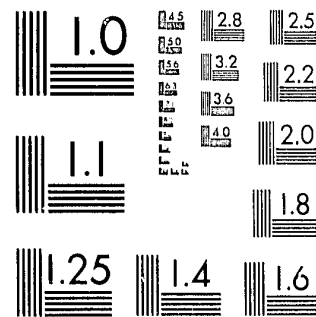


National Criminal Justice Reference Service

ncjrs

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MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

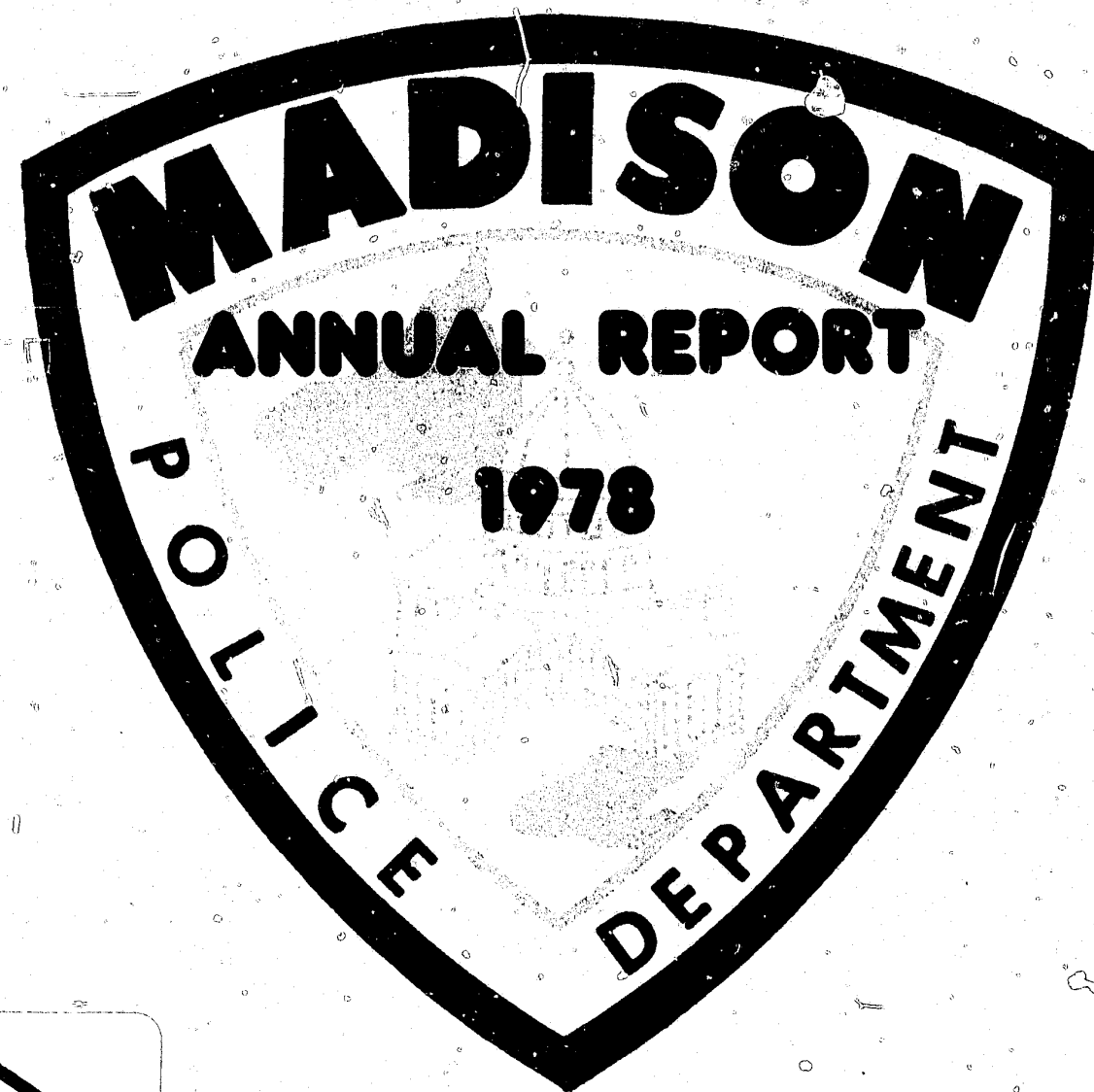
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Points of view or opinions stated in this document are those of the author(s) and do not represent the official position or policies of the U. S. Department of Justice.

National Institute of Law Enforcement and Criminal Justice
Law Enforcement Assistance Administration
United States Department of Justice
Washington, D. C. 20531

DATE FILMED

3-27-80



VOLUME 1

60461

NCJRS
AUG 9 1979
ACQUISITIONS

ANNUAL REPORT
MADISON POLICE DEPARTMENT

1978

VOLUME I

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Additional statistical data in Volume II available upon request only.

MADISON POLICE

P.O. BOX 1188 WISCONSIN, 53701 (608) 266-4275

The Honorable Paul R. Soglin, Mayor, and
Members of the Common Council
City-County Building
Madison, Wisconsin 53709

In the past few years, we, in the Madison Police Department, have focused a great deal of effort on improving the manner in which we deliver a variety of services to citizens in our community. As I review 1978, I am increasingly confident that we are serving our community well, and I am encouraged by many developments in the department which indicate that the past year has been one of continued performance improvement and accomplishment. Examples of this are evident in a variety of programs and special projects, in our response to specific incidents or events, and in the manner in which individual officers continue to perform the responsibilities of their positions on a daily basis.

I would like to offer several specific examples as a reminder of the variety of efforts we have made to improve the quality of our performance during the year.

Pedestrian/Bicycle Program - We received funding from the Governor's Office on Highway Safety for a Pedestrian/Bicycle Program. This program was implemented in June, 1978, when eight non-commissioned employees began patrolling on bicycles (June to September) with specific responsibilities for education and enforcement of pedestrian and bicycle related ordinances throughout the City.

Victimization Survey - After receiving approval from the Common Council, we accepted a grant from the Wisconsin Council on Criminal Justice to conduct a victimization survey in Madison in an attempt to obtain data to correlate reported and actual crime in the community, and to assess citizen satisfaction with police service. The City contracted with Market Opinion Research, of Detroit, Michigan, to conduct the survey, which was completed in late 1978. The results of the survey are expected to be released in early 1979.

Problem-Solving - We initiated efforts to develop a problem-solving culture within the organization to anticipate problems in the community and optimize the department's response to those. Four problems--juvenile alcohol abuse, relating better to the business community, traffic law adherence and sexual assaults--were initially selected and we expect several of the operational recommendations from problem-solving teams to be implemented during 1979.

Madison Area Police System (MAPS) - With the exception of computer-assisted dispatching (CAD), our MAPS Computer System is operational after over six years of development. The development of the majority of the components was completed during the year. Our managerial information and statistical programs will follow the implementation of the CAD components.

The Objectives of the Department are to: Protect constitutional guarantees for all persons • Create and maintain a feeling of security in the community

The Honorable Paul R. Soglin, Mayor, and
Members of the City Council
Page 2

A Hostage Incident - The training of the Hostage Negotiation and Special Weapons and Tactics Team paid dividends as that unit, with the assistance of many other officers, successfully responded to a potentially deadly hostage situation in June 1978. Our response not only demonstrated an effective use of Swat and Hostage techniques, but an overall disciplined and professional response to the situation.

White Collar Crime Unit - In conjunction with the District Attorney's office, we established a White Collar Crime Unit to devote investigative resources to address this type of criminal activity.

Alternative Patrol Strategies - We continued to experiment with alternate patrol strategies by increasing the involvement of officers assigned to the Patrol Division and the Special Operations Section in bicycle and foot patrol of assigned geographic areas. This included the establishment of two bicycle patrol shifts with uniformed officers (some in shorts!) patrolling central city areas and responding to normal police service requests.

Vice Problems - Interest in the control and enforcement of vice related activities intensified during the year. We responded to the "escort" services, "massage" parlors and activities of prostitutes on our streets by conducting numerous investigations and making arrests of both male and female participants.

Crowd Situations - We monitored many large gatherings of people in the campus area after football games and other activities, and experienced an increase in the number of participants. The activities culminated in a long, 3-day Halloween weekend and approximately 10-12,000 persons gathered on State Street on Halloween evening.

Physical Fitness - We developed and implemented a voluntary physical fitness program for employees. Aspects of the program include retention of the services of a fitness coordinator for individual fitness evaluation, program development and monitoring, and the initiation of the Police Biathlon (a running and shooting event) as an alternative to our normal monthly shooting requirement. I am encouraged by the success of this program to date. Many officers have begun to actively participate in personal fitness program.

New Police Officers - After conducting a six-month pre-service training program for twenty (20) new probationary officers during the year, we initiated another recruitment and selection process, and in December 1978, received approval from the Board of Police and Fire Commissioners to hire another sixteen (16) officers to fill existing vacancies. Nine (9) of the sixteen hired in December were females. We now include a total of twenty-seven (27) females and eighteen (18) minority commissioned officers among our total authorized (292) commissioned strength.

Others - Included among the many other programs and projects which should be mentioned are: the development of a victim assistance pamphlet to explain

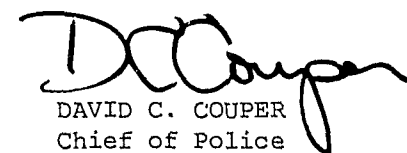
The Objectives of the Department are to: Protect constitutional guarantees for all persons • Create and maintain a feeling of security in the community

The Honorable Paul R. Soglin, Mayor, and
Members of the City Council
Page 3

investigative processes and procedures to victims of crimes and to identify available supportive social services; the continued civilianization of our Communication Section to return police officers to patrol responsibilities, experimentation with new investigative decision-making models which identify case assignment criteria for use in the assignment of investigative resources; participation of police safety officers, for the first time, in school driver's education programs; etc.

These are but a few examples of accomplishments during the year. There are, of course, others that could be mentioned as well. As always, the experiences of one year contribute to the development of the department in the future. I am particularly comfortable with that thought as I review 1978.

Policing in this community is always challenging. As I start my seventh year with the department, I continue to be encouraged by the willingness and ability of people in the organization to be flexible and creative in responding to these challenges, and with the increasing institutionalization of civility, competency and respect for the rule of law within the organization. I am confident that our performance in both respects is largely responsible for the nature of our relationship with the community.


DAVID C. COUPER
Chief of Police

DCC:lcp

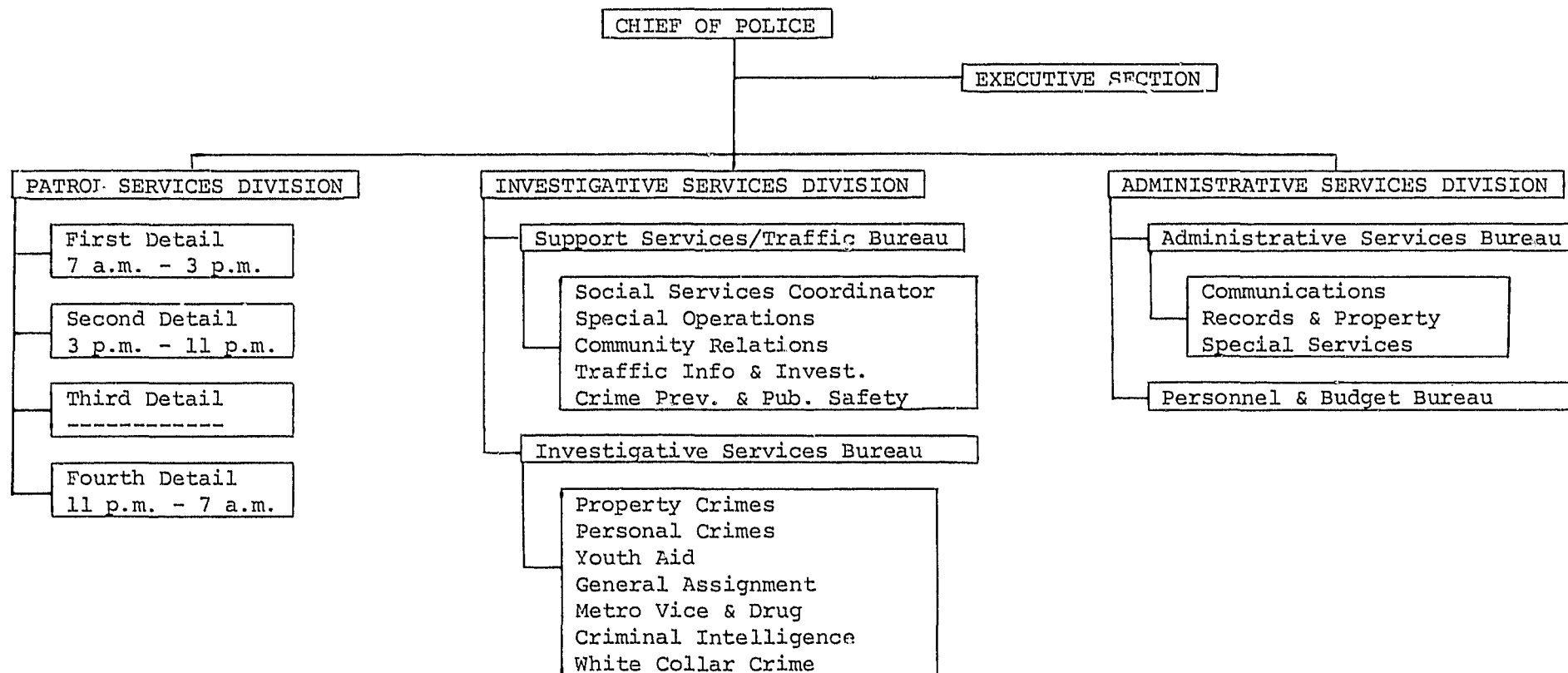


DAVID C. COUPER

Chief of Police

Madison, Wisconsin

1978



1979 Authorized Strength:

292	Commissioned Personnel
74	Full-Time Civilian Personnel
59	Part-Time School Crossing Personnel
425	Total

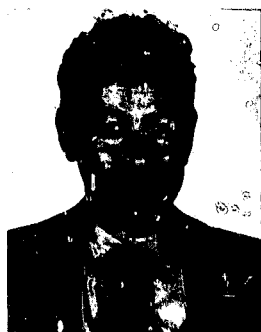
MADISON POLICE DEPARTMENT TOP STAFF



DAVID C. COUPER
Chief of Police



RICHARD A. WALLDEN
Executive Captain



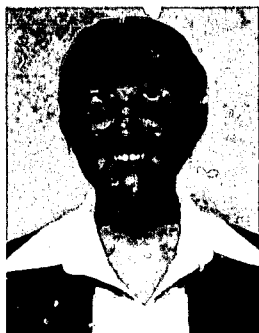
EDWARD E. DALEY
Inspector



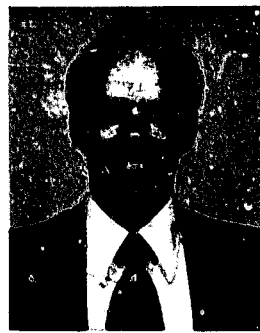
GEORGE SCHIRO
Inspector



EMIL S. THOMAS
Inspector



MORLYNN FRANKFY
Captain



JOHN HEIBEL
Captain



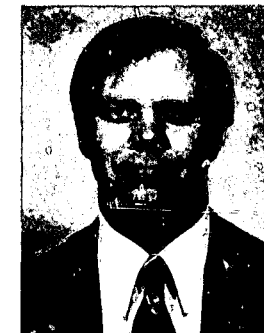
STANLEY DAVENPORT
Captain



FREDERICK HALL
Captain



JAMES MCNELLY
Captain

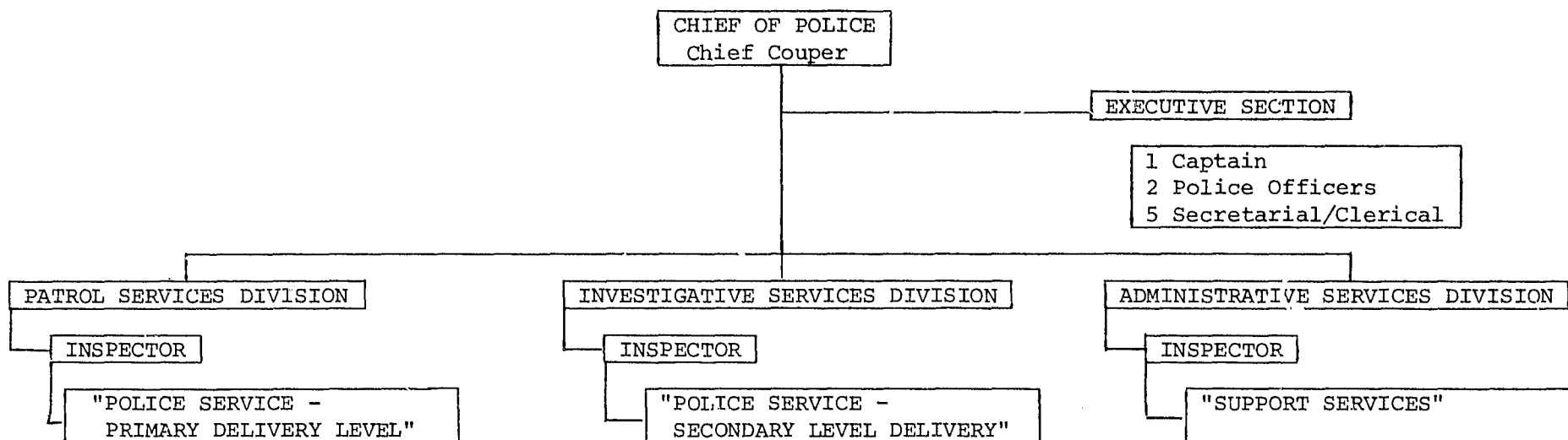


THOMAS HISCHKE
Captain

POLICE DEPARTMENT - TOTAL OPERATING EXPENSES

<u>Account Title</u>		<u>1978</u>
Permanent Salaries		\$6,634,582.08
Other Salaries		19,346.75
Overtime Pay		243,936.83
Employee Benefits		2,341,679.94
Workmen's Compensation		7,591.04
Material & Supplies		181,794.29
Mileage	666.08	
Reproduction	46,809.68	
Periodicals & Books	2,688.90	
Memberships	2,286.00	
Work Supplies	4,666.71	
Janitorial Supplies	1,600.36	
Office Supplies	12,865.97	
Uniforms & Clothing	50,637.70	
Fingerprint & Photographic Supplies	13,904.70	
Postage	15,183.78	
Buoys & Marking	35.94	
Leather Goods	2,298.89	
Clothing Allowance	8,181.50	
Ammunition	12,906.42	
Travel Expenses	2,010.02	
Construction - Building Supplies	154.28	
Special Supplies	4,897.36	
Purchased Services		401,149.91
Utilities	492.16	
Equipment Maintenance Contracts	2,619.90	
Telephone & Telegraph	54,958.87	
Advertising	1,321.80	
Repairs & Maintenance	2,295.51	
Equipment Rental	84,884.69	
Building Use Costs	184,054.00	
Miscellaneous Expense	1,904.34	
Investigation & Information	10,718.60	
Prisoner Expense	5,475.72	
Training Expense	44,187.12	
Special Services	8,237.20	
Inter-Agency Charges		906,776.45
Motor Equipment Charges	346,100.26	
Data Processing Charges	515,958.00	
Traffic Engineer	35,612.49	
Health Department	720.00	
Parking Utility	8,385.70	
Fixed Assets		175,536.67
Building and Building Improvements	127.00	
Machinery & Equipment	32,954.25	
Office Equipment	5,203.82	
Automotive Equipment	137,251.60	
Inter-Agency Billing		<u>75,337.78CR</u>
Total Agency Expenses		\$10,837,056.18

ADMINISTRATION



∞

"Administration" attempts to ensure that the objectives and responsibilities of the Madison Police Department are properly and effectively performed by operating personnel in the three major divisions of the Police Department. The objectives of the Department, as identified herein under "Primary Police Services," are designed to protect and promote the general safety and welfare of all Madison residents.

This service consists of three major functions:

1. Review and revise departmental objectives and policies in response to changing community needs.
2. Oversee, coordinate, and evaluate the daily operations of a primary, secondary, and support services of the Department in order to further departmental policies, procedures, programs and objectives.
3. Facilitate communications between the Police Department, city agencies, the news media, and the Madison community.

The primary recipients of this service are the Madison Police Department and other city agencies. Approximately seven officers and five civilian employees are provided to perform this service.

EXECUTIVE SECTION

The Executive Section provides a variety of support services to the Chief of Police and to the Department. Functionally, the responsibilities of the employees assigned to the section include: administrative assistance to the chief executive, public information, planning and research, payroll, purchasing and general clerical support to the top management of the Department.

In addition to general supervisory responsibilities for all employees assigned to the section, the Executive Captain has the basic responsibilities of an administrative assistant to the Chief of Police. In this regard, the Executive Captain drafts a variety of written materials (letters, reports, memorandums, etc.) for the signature of the Chief of Police; appears as the designee of the Chief at a variety of governmental meetings; acts as a devil's advocate to the Chief in the course of policy considerations, and during the development of departmental programs; coordinates management efforts with other members of the top staff in the Department; responds to a variety of specific problems and concerns as assigned by the Chief; and attempts to keep the Chief informed of significant developments within the Department and in the City when those are of interest to the Police Department.

The Executive Expediter functions as the Department's public information officer. In that capacity, the Expediter reviews requests for release of information to members of the media, as well as to citizens in the community by using the provisions of the Department's News Media Relations Policy as a decision making guide in this area. The Expediter also prepares the monthly statistical reports to the Mayor, Common Council and the Police and Fire Commission, and works on other projects as assigned.

The responsibilities of the officer assigned to the Planning and Research Unit include policy development, grant development, presentation and administration, monitoring issues of interest in the legislative process and works on a variety of programs and projects as assigned.

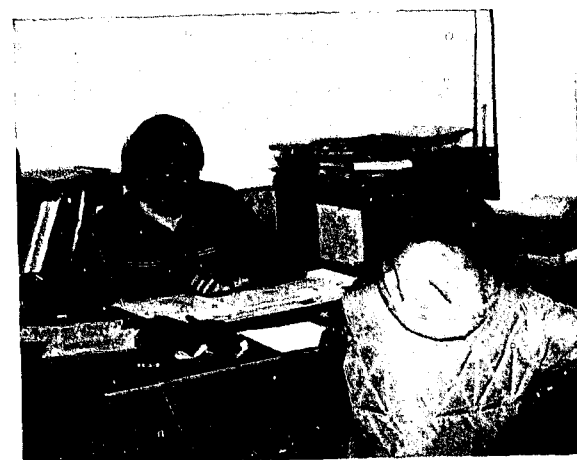
Although the Executive Captain has overall supervisory responsibility for the Section, the Secretary to the Chief of Police is responsible for the routine supervision of the non-commissioned employees in the Section. The Chief's Secretary, with the assistance of a Clerk Stenographer and part-time and work-study clerical support, provide secretarial support services to the Chief of Police, Inspectors of Police, to the other members of the Executive Section and to the staff of the Personnel and Budget Bureau.

Other responsibilities of the Section include purchasing and payroll. The processing of all Police Department purchases, e.g. uniforms and police equipment, office equipment, supplies, etc., is initiated in the Section.

In addition, the Department payroll is prepared and forwarded to the Comptroller's Office by payroll clerks assigned to the Section. These employees develop the payroll on the basis of the daily roll call sheets of the various bureaus and sections throughout the Department for all represented and unrepresented employees, in accordance with applicable contractual and city ordinance provisions.



Management Staff Meeting



Expediter giving information to news media



Chief meeting with Executive Section Clerical Staff

"PRIMARY POLICE SERVICES"

PATROL DIVISION

1 Inspector
2 Captains
4 Clerical

FIRST DETAIL

1 Lieutenant
4 Sergeants
3 Special Investigators
39 Police Officers

SECOND DETAIL

2 Lieutenants (1 Relief Lieutenant)
6 Sergeants
3 Special Investigators
52 Police Officers

FOURTH DETAIL

2 Lieutenants (1 Relief Lieutenant)
5 Sergeants
3 Special Investigators
40 Police Officers

"Primary Police Services" provides continuous police patrol in all parts of the city in order to respond to citizen requests for police services, provides a sense of security in the community, and inspects the patrol areas for hazards or criminal activity. The city is divided into patrol sectors and districts, thereby promoting flexibility of deployment and effective response to emergency calls. Improved communications facilities increase the availability of officers for emergencies and increase their ability to provide foot and mobile patrols. Officers in the patrol division receive special training for emergencies involving hostages, barricaded people, snipers, and other high-risk situations.

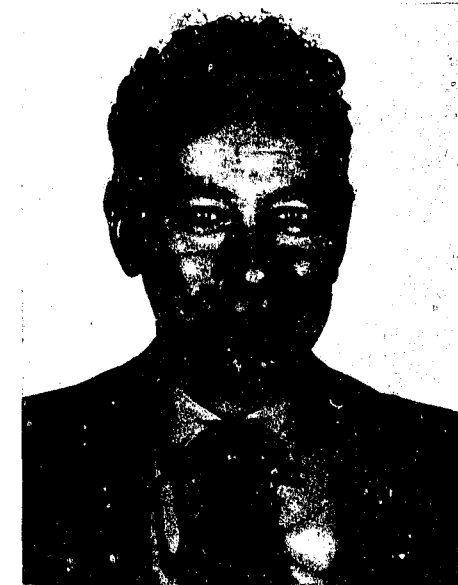
Because it is available 24 hours a day, this service responds to requests for informational or physical assistance not normally within the scope of defined police services.

This service consists of 8 major functions.

1. Protect and observe the Constitutional rights of all citizens, and resolve initial conflicts arising when the rights of one party interfere with those of another.

2. Respond to calls for direct police assistance in order to aid individuals in danger of physical harm, and assist the infirm or disabled who are unable to care for themselves.
3. Identify criminal offenders and activities, apprehend offenders, and participate in subsequent court proceedings.
4. Create and maintain a feeling of security in the community by constant district patrol and police presence.
5. Maintain public peace and order during demonstrations, strikes, and incidents of civil disorder through crowd control, dispersal, and arrest when necessary.
6. Maintain order and prevent crime resulting from conflicts between individuals, such as spouses, neighbors, landlords or customers, by mediation, referral, or arrest.
7. Identify and report public safety hazards, e.g., street, lighting or traffic conditions; construction or fire hazards; and water utility malfunctions.
8. Facilitate the safe movement of people and vehicles through education about and enforcement of traffic and parking regulations, investigation of accidents, controlling crowds, and maintaining public access to streets and sidewalks.

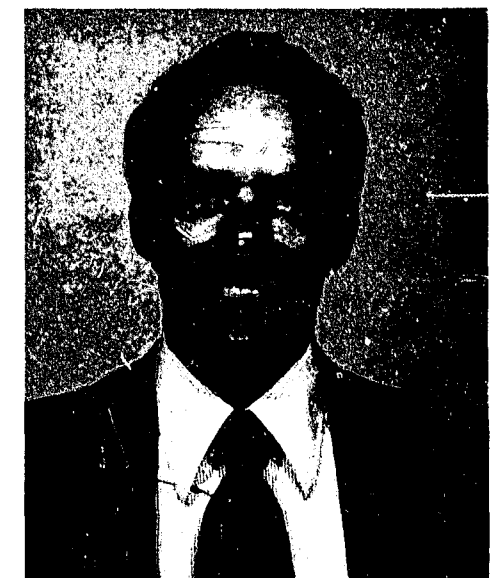
The primary recipients of this service are Madison residents or visitors to the city who require police assistance. The secondary recipients are agencies comprising the criminal justice system, and other city agencies receiving referrals and information provided by patrol officers. Approximately 165 officers and 5 civilians are required to provide this service.



EDWARD E. DALEY
Inspector of Police
Patrol Services Division



Morlynn M. Frankey
Captain of Police
Patrol Division



John L. Heibel
Captain of Police
Patrol Division

PATROL SERVICES DIVISION

The Patrol Services Division participates in general and specific policing activities. Some of these activities are: routine patrol and response to requests for police service; traffic enforcement, and traffic accident investigations; initial investigations of crimes committed; crisis intervention and conflict resolution and officer/community involvement.

This Division has maintained its commitment to a program of involvement in community/neighborhood meetings, events and problems. The approach is aimed at a positive and proactive style, and officers are encouraged to institute many positive informal contacts. Through this vehicle, the Department will take a more emphatic and responsive role in the needs of the community and, hopefully, better understanding will be fostered by both the officers and citizens.

In order to respond to identified community needs, a formalized system of handling traffic related complaints was continued, as well as the three-officer radar team. Patrol officers have maintained a very high level of enforcement of the laws pertaining to operation of motor vehicles while under the influence of an intoxicant.

District officers are responsible for most traffic enforcement, including the areas of vehicle safety, bicycle and pedestrian safety. All officers are trained in the use of radar speed detectors, and they were used by district officers as needed in addition to the radar team deployment. This year saw the addition of twelve new radar units, coupled with the retention of three of the old units, making fifteen now available for assignment. The Division has been able to employ these additional resources in its continuing commitment to traffic enforcement. Foot patrols were also utilized, and Patrol Services provided officers for traffic direction at football games, and other special events.

During the summer, off-duty officers were employed to patrol the City parks during hours of heavy park use, and those hours when vandalism is most likely to occur.

The Division instituted a bike patrol this year on the State Street Mall/Capitol Concourse project. Two shifts of two officers each were employed. The shifts were assigned from 10:00 a.m. to 6:00 p.m. and 6:00 p.m. to 2:00 a.m. It was found that they were able to provide the full range of police services, not only to the Mall project, but also had the capability of responding to calls for service in a several block radius in a timely manner.

PATROL SERVICES DIVISION ACTIVITY REPORT

	1977	1978
<u>HAZARDOUS VIOLATIONS:</u>		
Speeding	6,934	5,565
Red Light	1,088	810
Stop Sign	246	257
Improper Turns	671	594
Passing	29	19
Deviating	74	74
Right of Way	522	528
Inattentive Driving	168	186
Reckless Driving	154	170
O.M.V.W.I.	1,188	1,229
Vehicle Defects	155	91
Bicycle	151	48
Pedestrian	32	25
Other Violations	964	918
TOTAL HAZARDOUS ARRESTS:	12,376	10,513
<u>NON-HAZARDOUS VIOLATIONS:</u>		
No Drivers License	1,068	1,178
Improper Vehicle License	621	602
Vehicle Defects	63	53
Other	59	122
Bicycle	72	16
Overtime Parking	---	3,836
No Parking	14,967	19,179
TOTAL NON-HAZARDOUS VIOLATIONS:	16,850	24,986
TOTAL ALL ARRESTS:	29,226	35,499
Written Warnings	3,500	1,965
Verbal Warnings	9,573	13,632

NOTE: The statistics compiled on the basis of officer self-reporting.

PATROL SERVICES DIVISION ACTIVITY REPORT

<u>CRIMINAL ARRESTS:</u>	<u>1977</u>	<u>1978</u>
Holds	1,215	1,183
Disorderly Conduct	415	401
City Ordinance	1,390	1,303
Felonies	706	786
Miscellaneous	<u>2,373</u>	<u>2,461</u>
TOTAL CRIMINAL ARRESTS:	6,099	6,134
TOTAL ALL ARRESTS:	35,325	41,633
Investigations	142,311	135,926
Autos Recovered	394	430
Value of Property Recovered (increase due to marijuana confiscated)	\$701,417.18	\$14,581,756.16
Total Calls Answered	111,731	109,065
Warrants Served	2,789	2,665
Foot Patrol (hours)	2,264.75	4,786.5
NOTE: The statistics compiled on the basis of officer self-reporting.		
Commissioned Personnel	154	157
Non-Commissioned Personnel	<u>4</u>	<u>4</u>
TOTAL PERSONNEL STRENGTH	158	161



Briefing Session



Directing Traffic



Responding to call for service



Dictating Reports



Testifying in Court



Foot Patrol in Parks



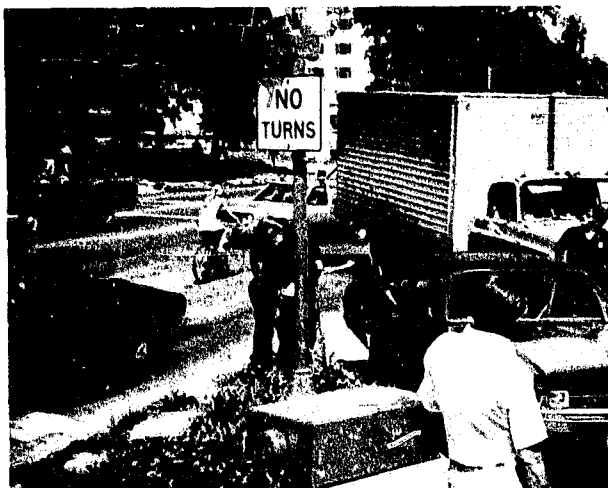
Bicycle Patrol Duty



Monitoring a strike situation



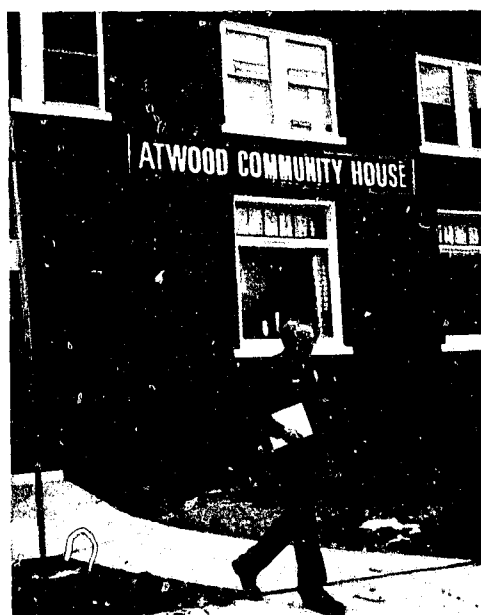
A highly recognizable form of
police transportation



Accident Investigation



Crime Scene Investigation



Maintaining Community-Police relations

"SECONDARY POLICE SERVICES"

INVESTIGATIVE SERVICES DIVISION 1 Inspector

SUPPORT SERVICES/TRAFFIC BUREAU 1 Captain

Social Services Coordinator (1 Police Officer)
Special Operations (1 Lieutenant, 2 Sergeants, 12 Police Officers)
Community Relations (1 Community Relations Specialist)
Traffic Information and Investigation Services (1 Lieutenant,
2 Sergeants,
3 Police Officers
69 Civilians)
Crime Prevention and Public Safety (1 Lieutenant, 3 Police Officers)

INVESTIGATIVE SERVICES BUREAU 1 Captain, 5 Lieutenants, 7 Secretarial

Property Crimes (9-10 Detectives)
Personal Crimes (3 Detectives)
Youth Aid (9 Detectives)
General Assignment (17 Detectives)
Metro Drug & Vice (7-8 Detectives)
Criminal Intelligence (1 Sergeant, 1 Police Officer)
White Collar Crime (2 Detectives)

"Secondary Police Services" provides support and "follow-up" services for the primary police services, and also performs specific investigative and enforcement assignments. This service is organized to provide increased specialization of assignments, flexibility, and case accountability, while fostering cooperation and the exchange of police information within the department. The Crime Prevention, Social Services, School Safety and Traffic Information sections also provide training in their respective fields to citizens and officers. The demand for these services is generally confined to the daytime or evening hours, but personnel are available 24 hours a day when necessary.

"Secondary Police Services" are provided by the Investigative Services Division. Eight sections are grouped to provide traffic and other miscellaneous secondary services:

1. Community Relations. This section designs and implements programs which foster better police-community understanding and cooperation, such as the citizen "ride along" program, and human relations police training program.

2. Special Operations. This section identifies and responds to major crisis situations or criminal activities as assigned. Primary functions include crime suppression, conflict identification, evaluation of new police techniques, and community relations.
3. Criminal Intelligence. This section collects, evaluates, and distributes criminal intelligence for all units of the Department in order to prevent crime and identify and apprehend criminals.
4. Crime Prevention. This section plans, distributes and coordinates educational programs designed to increase community cooperation in the prevention of crimes and the reporting of criminal or suspicious activity.
5. Social Services. This section provides coordination of and communication between the Police Department and public or private social service agencies; e.g., alcohol and drug abuse treatment centers, hospitals and crisis intervention services.
6. Traffic Information and Investigation. This section observes and analyzes traffic conditions in order to identify and correct unsafe conditions. Officers also conduct follow-up investigations on all unsolved hit and run, late-reported, or fatal accidents.
7. Parking Enforcement. This section ensures compliance with parking ordinances by issuing citations for parking violations.
8. School Safety. This section employs uniformed citizen guards to assist school children crossing city streets.

Five sections are grouped to provide specialized investigative services.

1. Personal Crimes. This section attempts to prevent or reduce serious violent crime by successfully disposing of cases of homicide, battery, kidnapping and robbery. Successful disposal includes investigation, apprehension, and supporting the prosecution of offenders.
2. Property Crimes. This section attempts to reduce or prevent crimes of commercial burglary, auto theft, fraud, forgery and shoplifting by case investigations, apprehension, and supporting the prosecution of offenders.

3. Youth Aid. This section processes juvenile offenders and maintains required juvenile records and statistics. Youth Aid Services also handles cases of family disputes or personal arguments, vandalism, phone harassment, missing persons, and stolen bicycles.
4. General Crime. This section investigates residential burglaries, identifies, apprehends, and supports prosecution of criminal offenders, recovers stolen property, and assists with the execution of warrants.
5. Vice and Drug Crime. This section disposes of cases concerning violations of federal and state legislation restricting the use of controlled substances, and violation of state statutes or city ordinances concerning gambling, liquor, and pornography.

The primary recipients of this service are the victims of crime, the criminal justice system, and other city police services. The general population is a secondary recipient since effective enforcement helps deter crime. Approximately 81 officers and 25 civilian employees are required to provide this service.



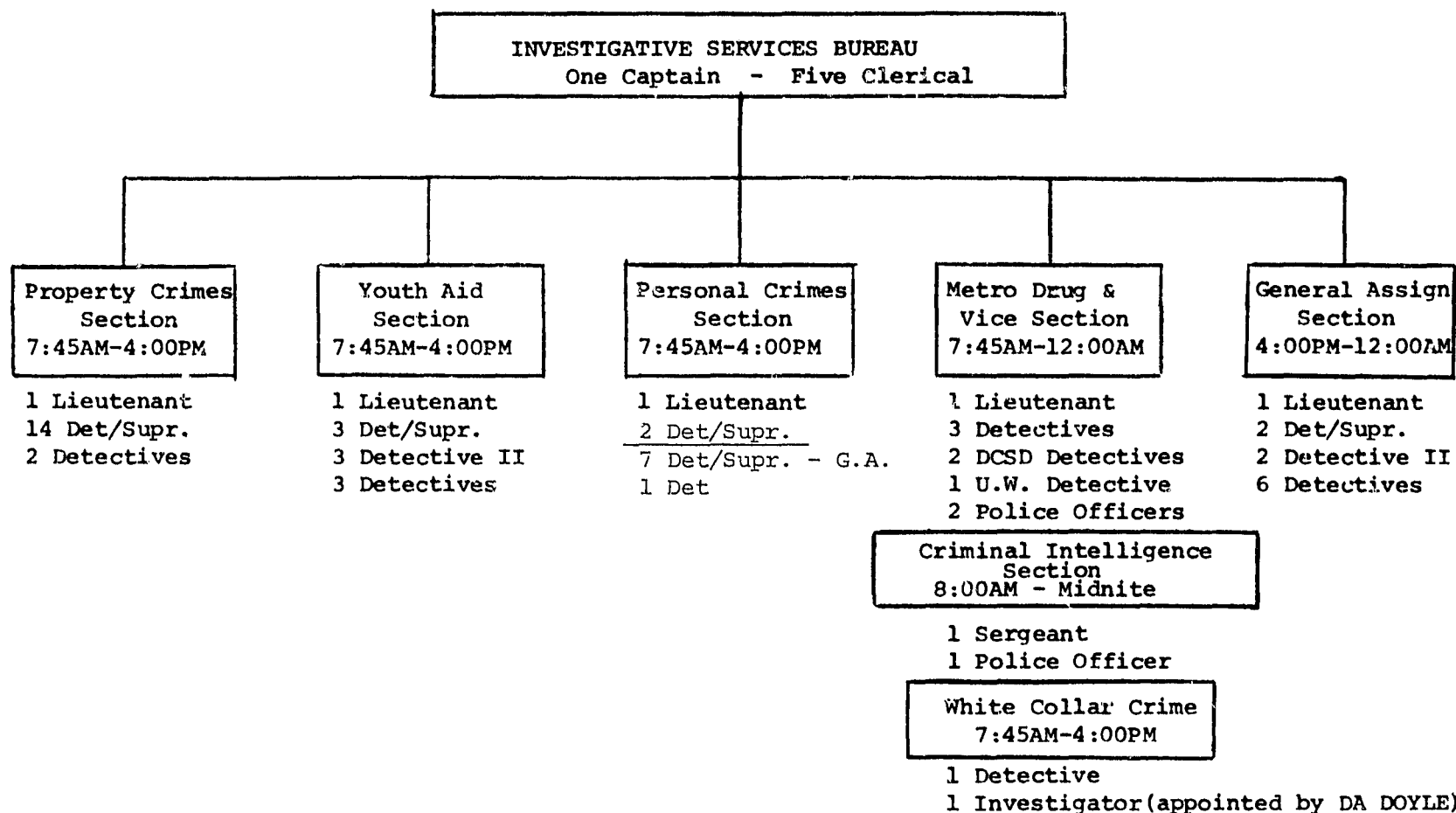
GEORGE SCHIRO
Inspector of Police
Investigative Services Division



Stanley G. Davenport
Captain of Police
Investigative Services Bureau



Frederick J. Hall
Captain of Police
Support Services/Traffic Bureau



The Investigative Services Bureau, consisting of 7 sections, provides investigative staff from 7:45AM until 12 Midnite, daily. Each section is under the command of a Lieutenant, providing bureau supervision six days per week. Liaison is maintained with the City Attorney and District Attorney through the Court Officer in the assistance of case preparation for their review and disposition. Assignment of personnel to a particular section is flexible and Detectives can be transferred from one section to another on a need basis as the case load demands.

INVESTIGATIVE SERVICES BUREAU

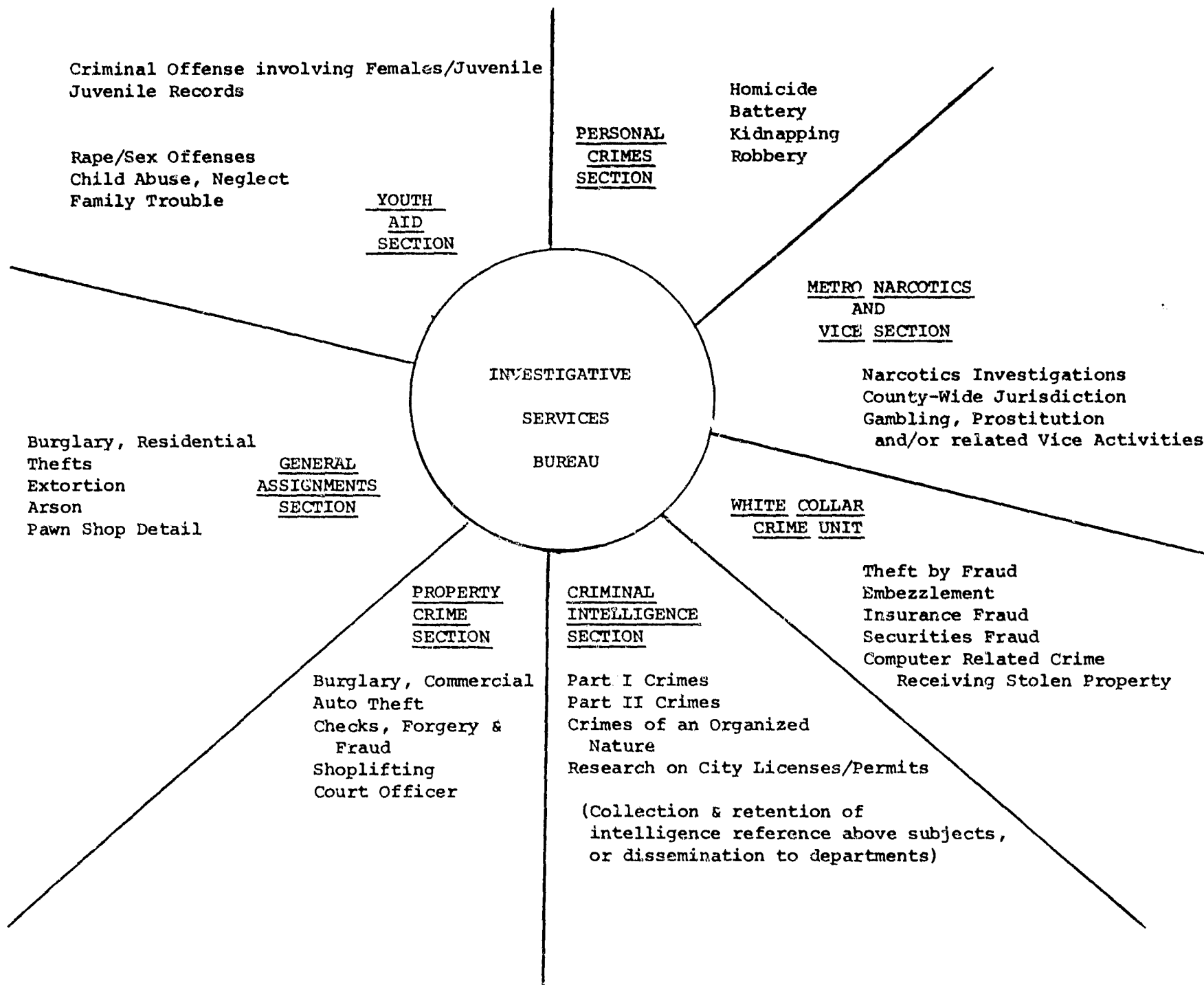
In 1978, the Investigative Services Bureau continued to operate within the six section concept, each supervised by a Lieutenant, providing us with necessary specialization and case assignment accountability. Each section includes teams of investigative specialists who concentrate on related cases under the direction and coordination of the Section Lieutenants. Newly added this year was the White Collar Crime Unit, organized by the District Attorney's Office, working out of the Metro Section. During 1978, the Investigative Services Bureau continued a concerted cross-training effort in order to more thoroughly familiarize the detectives and lieutenants with the specialized techniques of other sections. This program should allow us a more efficient and effective flexibility of assignment when the need arises.

The Investigative Services Bureau has continued to explore areas where cooperative efforts with other Dane County law enforcement agencies have proven beneficial to both agencies, example: Major Case Investigative Unit; Parole and Probation registration file; combined Lab and Crime Scene unit, etc.

Our Metro Drug and Vice Section have concentrated more effort toward commercial vice and prostitution, resulting in numerous arrests, many still pending court action.

Although the Investigative Services Bureau is predominantly a reactive unit, we continue to coordinate our resources with the City-County Crime Prevention Unit, and related agencies.

Some of our personnel are presently serving on a committee with members of the District Attorney's staff and Sheriff's Department, attempting to implement a comprehensive witness/victim assistance program to serve our community.



1978 INVESTIGATIVE SERVICES BUREAU SUMMARY

CHART #1

MONTH	CRIMINAL		NON-CRIMINAL		CLEARED		INV. FOR OUTSIDE
	REC'D	ASSIGN.	REC'D	ASSIGN.	CRIM.	NON-CR.	
JANUARY	779	398	1198	235	191	180	1
FEBRUARY	786	426	1117	296	265	191	0
MARCH	858	420	1345	276	220	187	7
APRIL	956	458	1492	293	210	186	3
MAY	1178	455	1747	276	266	195	3
JUNE	1214	420	1599	272	242	176	2
JULY	1117	444	1690	316	226	124	3
AUGUST	1210	424	1752	362	241	267	7
SEPTEMBER	1100	421	1770	298	205	213	2
OCTOBER	1192	255	1376	341	240	226	5
NOVEMBER	1146	411	1470	309	208	199	6
DECEMBER	908	353	1261	212	207	119	1
TOTAL	12,454	4,885	17,817	3,486	2,721	2,263	40
METRO	25	25					
TOTAL	12,479	4,910					

1977 (Part I) Criminal Cases Received - 12,290 (12% increase from 1976)
 1978 (Part I) Criminal Cases Received - 12,454 (1% increase from 1977)

1977 (Part I) Assigned Criminal Cases Cleared - 60%
 1977 (Part I) Received Criminal Cases Cleared - 51%
 1978 (Part I) Assigned Criminal Cases Cleared - 59%
 1978 (Part I) Received Criminal Cases Cleared - 55%

Youth Aid Section statistics included.

1978 INVESTIGATIVE SERVICES BUREAU SUMMARY

CHART #2

MONTH	ARRESTS		HOURS IN COURT	VALUE - PROPERTY	
	WT.	INV.		MOTOR VEHICLE	OTHER
JANUARY	14	83	60½	11,700.00	12,437.23
FEBRUARY	14	77	31½	8,000.00	14,457.57
MARCH	9	76	38	14,300.00	21,790.08
APRIL	14	80	28	5,570.00	13,948.74
MAY	15	91	46½	16,281.00	10,715.46
JUNE	20	88	57	16,250.00	10,187.74
JULY	13	74	42½	3,550.00	13,674.97
AUGUST	20	91	55	5,715.00	11,938.83
SEPTEMBER	28	103	43½	6,900.00	10,256.74
OCTOBER	21	90	36½	8,200.00	16,998.61
NOVEMBER	15	108	30	17,350.00	15,692.49
DECEMBER	12	56	36½	14,200.00	10,743.52
TOTAL	195	1,017	505	128,016.00	162,841.98
				\$290,857.98	
METRO	49	137			
TOTAL	244	1,154			

Youth Aid Section statistics included.

INVESTIGATIVE SERVICES BUREAU
 CASES RECEIVED AND CLEARED - 1974 THROUGH 1978

CHART #3

		1974	1975	1976	1977	1978
TOTAL ALL CASES	Received	12,604	14,699	14,798	30,886	30,271
	% Assigned/Cleared	55%	53%	50%	60%	59%
TOTAL CRIMINAL CASES	Received	8,737	10,165	9,781	12,290	12,454
	Assigned	5,079	5,342	5,272	5,465	4,885
	Cleared & Assigned % Cleared	2,622 52%	2,646 50%	2,429 46%	2,820 51%	2,721 55%
TOTAL NON-CRIMINAL CASES	Received	3,866	4,534	5,017	18,596	17,817
	Assigned	529	537	431	3,272	2,486
	Cleared & Assigned % Cleared	459 87%	481 89%	421 97%	2,295 70%	2,263 64%

WORTHLESS CHECKS

CHART #4

YEAR	ACTUAL CASES	CLEARED CASES	% CLEARED	ARRESTS
1974	555	501	90.8%	82
1975	689	542	80%	169
1976	592	420	70%	120
1977	392	285	73%	59
1978	223	118	53%	43

Youth Aid Section statistics included.

FORGERY

CHART #5

YEAR	ACTUAL CASES	CLEARED CASES	% CLEARED	ARRESTS
1974	285	180	63.2%	46
1975	384	208	55%	82
1976	125	106	85%	48
1977	206	130	63%	43
1978	156	84	54%	38

ARRESTS

CHART #6

YEAR	ADULTS		JUVENILES	
	FORGERY	WORTHLESS CHECKS	FORGERY	WORTHLESS CHECKS
1974	38	81	8	1
1975	73	167	9	2
1976	45	120	3	0
1977	38	59	5	0
1978	32	43	6	0

Youth Aid Section statistics included.

METRO SECTION
CRIMINAL INTELLIGENCE - NARCOTICS - VICE - WHITE COLLAR CRIME

On January 8, 1978, an organizational change occurred within the Investigative Services Bureau, i.e., the Narcotics and Vice Unit, the White Collar Crime Unit, and the Criminal Intelligence Unit, were merged into one unit and designated the Metro Section. As a result of this reorganization, the Metro Section presently provides expertise in three areas of law enforcement. Specifically, the Narcotics and Vice Unit is responsible for investigating vice, narcotics, gambling, and related criminal activity; the White Collar Crime Unit is responsible for investigation of criminal activity as it relates to consumer and institutional fraud; the Criminal Intelligence Unit is responsible for the collection, retention, and dissemination of criminal intelligence information within and between the Madison Police Department and other law enforcement agencies. Accordingly then, the Metro Section approaches the investigation of criminal activity from a team approach concept.

In addition to criminal type investigations conducted by the Metro Section, individual members have attended and presented informational resource type programs to the community within their area of expertise.

A synopsis of the Metro Section's activity during 1978 follows:

TOTAL PEOPLE ARRESTED	190
Drug Charges (includes 12 juveniles)	73*
County Ordinance Violations (includes 12 juveniles)	35*
Additional Charges (includes 1 juvenile)	18*
Prostitution Charges (includes 2 juveniles and 2 males)	43*
Soliciting Prostitution Charges	12
Commercial Gambling	9

*Indicates original charge. Additional charges, not limited to this category are made.

TOTAL NUMBER OF CHARGES	327
Drug Charges	123
County Ordinance Violations	35
Prostitution	51
Solicitation for Prostitution	12
Commercial Gambling	65
Additional Charges	41
Criminal Damage to Property	1*
Burglary	1*
Issuing Worthless Checks	1*

Receiving Stolen Property	1
Fraud	2*
Theft	1
Carrying Concealed Weapon	5
Reckless Use of Weapon	2
Discharging Firearm - City Limits	1*
Disorderly Conduct	3*
Battery to a Police Officer	1*
Battery	1*
Obstructing	1*
OAAS	2*
Improper Use of Registration	3*
Parking	2*
Operating After Revocation	1
Speeding	1*
No Driver's License	1
Red Signal Violation	1*
Ticket Scalping	2
Probation Violation	1
Non-Support	2*
Body Attachment - Contempt	1
Runaway	3

* Indicates one or more arrest made by Bench Warrant.

Eleven charges for Commercial Sexual Gratification were placed against seven Counselling Clinics. (This includes Photogenic Studios).

Thirty-six Search Warrants were executed.

\$83,868 worth of narcotics and dangerous drugs were confiscated in Search Warrants.

\$8,114.62 in cash was confiscated during Search Warrants.

\$5,903 worth of drug paraphernalia and other contraband was confiscated during Search Warrants.

\$495,604 worth of drugs were seized in investigations not involving Search Warrants.

Three vehicles were seized as a result of drug investigations.

Individual members of the Narcotics and Vice Unit presented thirty-seven presentations on drug abuse.

Personnel of the Criminal Intelligence Unit attended twenty-seven law enforcement intelligence meetings.

The White Collar Crime Unit conducted forty-seven investigations which resulted in thirteen arrests and \$9,885 in recovered stolen property.



Briefing Session



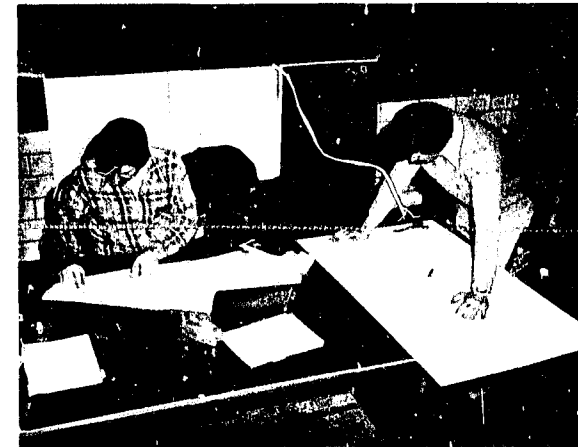
Questioning Witnesses



Drawing Composite Sketch of Suspect



Testing for Illegal Drugs



Preparing Crime Indicator Maps



Discussing White Collar Crime with D.A.

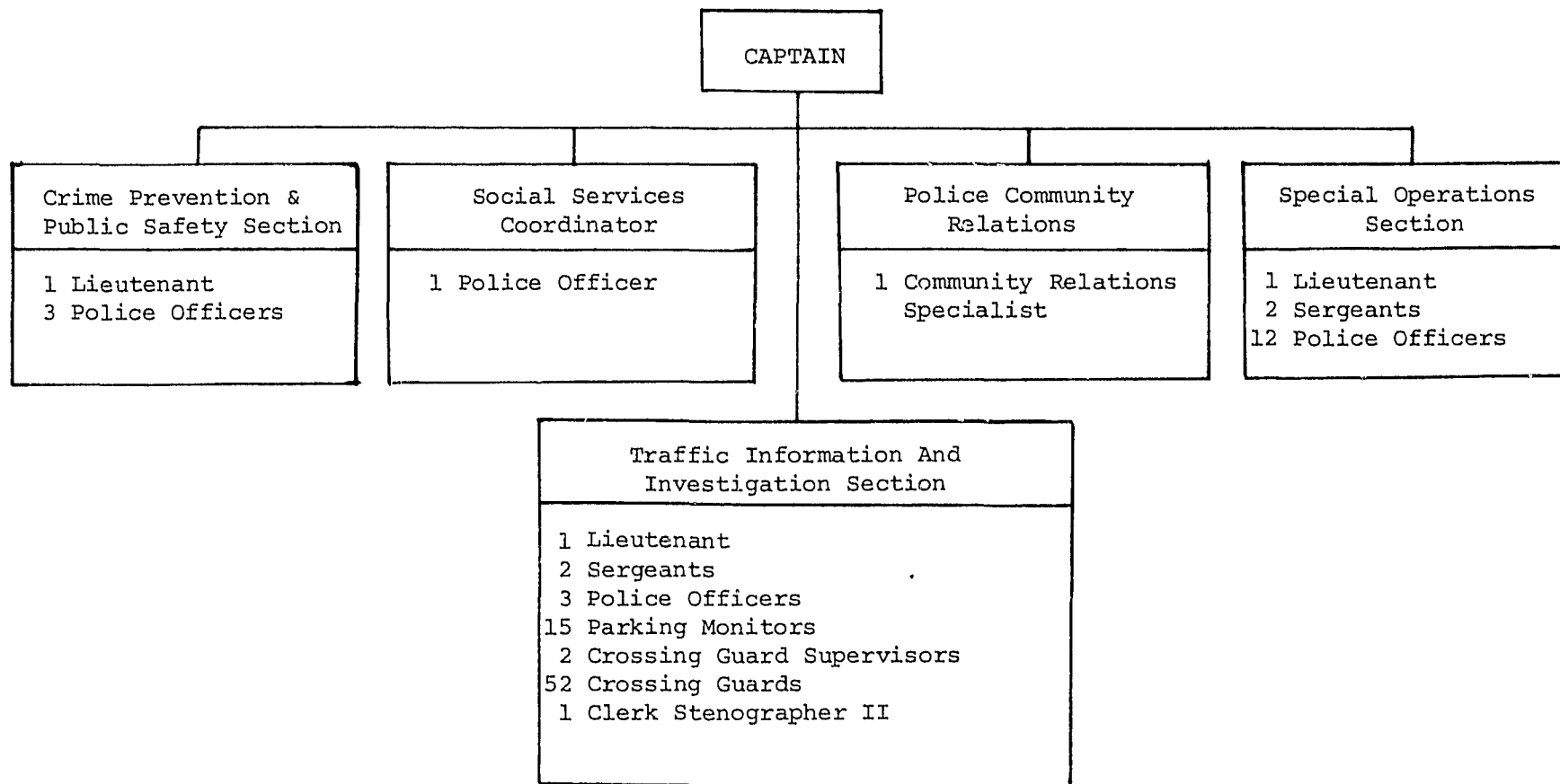


Collection of Abandoned/Stolen Bikes



Testifying in Court

SUPPORT SERVICES/TRAFFIC BUREAU



The above represents the personnel assigned to Support Services/Traffic Bureau as of December 31, 1978.

INTRA-COUNTY CRIME PREVENTION UNIT

The Intra-County Crime Prevention Unit is a joint project of the Dane County Sheriff's Department and the Madison Police Department.

GOALS: The goals of the Intra-County Crime Prevention Unit will be to plan, disseminate, and coordinate programs designed to educate the community and the Department in ways of reducing the opportunities for the commission of crimes.

OBJECTIVES:

1. To provide professional education and training for members of all Dane County law enforcement in crime prevention. To strengthen the police role in direct prevention in addition to the role of detection and apprehension.
2. To support all operational units of Dane County Police Departments and draw from their resources to educate the communities in crime prevention methods.
3. To develop a community-oriented crime prevention program.
 - a. Improve community awareness to reduce crime.
 - b. Educate and motivate citizens to take a more active part to reduce crime by reporting criminal and suspicious activity to the police.
 - c. Educate the community that it is the citizens' responsibility to take an active crime prevention role, to be more cautious, more defensive and more aware of the potential of each individual situation which aids in the commission of a crime.
4. To initiate positive action to remove or reduce crime-risk situations.



PUBLIC SAFETY EDUCATION

RESPONSIBILITIES OF THIS UNIT:

1. Organize, develop, coordinate, and conduct safety programs with schools, municipal employees, community groups and Department personnel.
2. Actively participate in public education and re-education regarding all types of vehicle and traffic safety.
3. Coordinate actions with other city officials and/or citizens to prevent or solve all types of vehicle and traffic problems and hazardous conditions.
4. Conduct Safety Court for juvenile pedestrians and bicycle law violators.

To achieve our commitment of objectives, our Public Safety Education program is comprehensive with two outstanding characteristics: Overall planning - so the program will deal with every aspect of general street safety within the framework of the community's total safety picture, and overall support - so the program will function as a cooperative effort between "officials" (local government, schools, etc.) and "non-officials" (parent groups, civic organizations, and other organized interested groups) with the general approval and support of the entire community.

OBJECTIVES OF THIS UNIT:

1. To ensure that the first contact school-age children have with the police is positive.
2. Provide sound and proven, basic safety training.
3. Improve vehicle-operator behavior through defensive driving.
4. Maintain rapport with people involved in safety programs, particularly school-age children.
5. Encourage citizen participation in community safety-related activities.



SOCIAL SERVICES COORDINATOR

The Madison Police Department can continue to look with pride at the strides it has made this past year in the continuing process of cooperation and coordination between the Department and this community's social service agencies. A vast amount of police time is spent in dealing with persons in crises and conflicts. Often the crisis or conflict is not criminal in nature, but it is a result of the individual's difficulty in dealing with everyday stresses and problems.

These individuals frequently experience a breakdown in their ability to cope with life because of personal problems such as emotional illness, alcohol or other drug abuse, developmental disabilities, or because life has simply become too big a burden as exemplified by indebtedness, a breakdown in the family unit or loneliness. When the police officer has to deal with someone embroiled in emotional conflict, the Criminal Justice System's normal responses often become inadequate or worse yet, a negative influence on the troubled individual. The officer then must be able to find the proper alternative resource in the community to assist him or her in dealing with the troubled individual. It is to this end that the Madison Police Department has strived to better facilitate the cooperation between the Department and community agencies so that the troubled individual is given every opportunity to gain access to the services that may help the individual deal with his or her problems.

Three agencies in this community that exemplify the realities of this concept are the Dane County Mental Health Center, the Rebois Reception Center and the Dane County Advocates for Battered Women. A major reason that these three programs work successfully with the Madison Police Department, besides the fact that all do professional work, is that each has a 24-hour a day response capability. Also, these three agencies deal specifically with problems the police officer encounters daily, namely, personal crisis, alcohol abuse and domestic violence. A third important element is that they have some empathy and understanding for the police officer and the difficult job he or she has to do. They look at the officer as an essential and respected person in the overall delivery system.

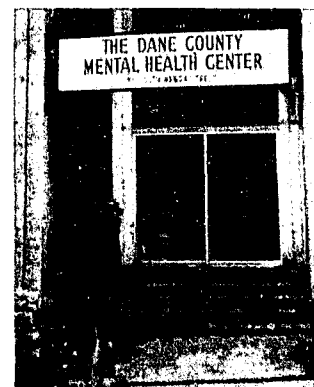
In terms of numbers, the Social Services Coordinator has facilitated approximately 650 referrals to the Crisis Intervention Unit of the Dane County Mental Health Center. Some of these referrals necessitated Crisis Intervention's immediate response to the scene to assist the officer in dealing with problems such as attempted suicides, mental commitments, psychotic behavior and severe depression.

The Madison Police Department made over 1,100 referrals to the Rebo's Reception Center this past year, which accounts for over 90 per cent of all law enforcement referrals to Rebo's and almost 50 per cent of Rebo's' total referrals. The Department has made a limited number of referrals to the Dane County Advocates for Battered Women since the shelter opened in April of this year. The Advocates will be doing training in both the pre-service and in-service academies and it can be safely assumed that referrals will increase as our officers become more knowledgeable in effective ways of intervening in this rather new area of concern, domestic violence.

The Department has shown concern not only for the people it serves but for the members of the Department as well. This can be demonstrated by the establishment in June of 1978 of the Madison Police Department's Employee Assistance Program. This program is designed to offer to an employee of the Department the opportunity to seek help for any personal problem he or she may experience without repercussions for seeking that help. The Madison Police Department is at this time the only Police agency in the state with a free standing employee assistance program and is something the Department and the community can look to with pride.

The year 1979 holds in store a continuing concern by the Madison Police Department in the area of juvenile alcohol abuse. No other social problem today requires a more concerted community approach than does the problem of juvenile alcohol abuse. Law enforcement is recognizing that this problem is beyond the simple control of more laws or increased enforcement, and change will only come about with a coordinated community response directed at changing basic society drinking attitudes.

This coming year will also see the Social Services Coordinator active in police recruit training, coordinating the recruit "mini-placements", and assisting in the formulation of an innovative police-social service training program. Refining the Department's Employee Assistance Program, expanding the Department's contacts with more social service agencies, and monitoring existing agency relationships will also be a continuing responsibility of the coordinator.



Alternative Community Resources

COMMUNITY RELATIONS SECTION

Nineteenth century British Police Pioneer Robert Peel was one of the first to recognize the importance of community cooperation and support in performing the proper role and function of police in a free society.

Employing this thought, it is quite clear that the Madison Police Department must continue to strive to foster the best possible community-police relationships. This positive working relationship between police and community is best achieved through development and implementation of programs which find it essential that there be police officer participation both directly and indirectly.

One of the main thrusts in 1978 has been to get district patrol officers more involved in community affairs in their respective districts. Community feedback indicates a very positive response to this movement, and hopefully it will not only continue in 1979 but will increase in scope.

Some of the existing programs continued their popularity and as a result, registered percentage increases over their 1977 totals.

The ride-along program, which originally accommodated parties showing interest in becoming Madison Police Officers and law students and now open to community persons age 15 and older, increased from 300 ride-alongs in 1977 to 315 in 1978. This is a 5 per cent increase. The participants in the age range 19 to 29 years represented 85 per cent of the total number of all participants. Tours of the Madison Police Department physical plant in 1978 numbered 40 as opposed to 35 in 1977, representing a 14 per cent increase.

Department personnel were credited in 1977 with having made 715 speeches and personal appearances to schools, hospitals, civic and religious organizations covering diverse subject matter. In 1978, the total number of personal appearances and speeches was 405, representing a 43.5 per cent decrease.

The 1978 Police-Community Relations Committee continued to function as an advisory group to the Chief of Police and serve as impartial observers during potential conflict situations and to mediate to prevent escalation of a crisis whenever possible. Committee members continued to concern themselves with new and existing Madison Police Department policies and seek out new and innovative ways of providing service to the Madison Police Department and community.

The Internship Program started in 1975 with Wisconsin State University at Platteville and has now had 20 interns from the Criminal Justice Department. The students have spent from six to eight weeks interning at the Madison Police Department. There have also been others interning from University of Wisconsin at Madison, Carthage College, Kenosha, and Wisconsin State University at Whitewater. This program continues to provide student interns, with an interest in law enforcement, the opportunity to further explore this field and assess their abilities when ultimately deciding on their vocation.

The Madison Police Department, by accepting the interns, has taken an active part in a new educational and vocational high school program called Relationships, Skills and Vocations of People, which has been implemented by the Madison Metropolitan School District for students who have gotten behind in credits at their home high school. Students seventeen and eighteen years of age are placed for a five-week period of time in a vocational site of their choice. During these five-week experiences, the student studies the occupation that he or she is involved in and evaluates his or her personal skills and attitudes relative to the particular occupation.

The Community Relations Section will continue to function in its supportive role, working in such areas as police-community racial matters, neighborhood dispute settlement, motorcycle group problems, demonstrations, and Madison Housing Authority problems as they pertain to and involve the Madison Police Department.



Promoting good Community-Police Relations



The Chief's Citizen Advisory Committee on Community-Police relations. Shown left to right: Barbara Lightner, Ed Forbes, Howard Meiller, Fred Hall and Mae Mitchell. Not shown: Sandee Stone, Michael Day, Frank Schroeder, Juan Subiron and Bob Nicholas.



The Internship Program

SPECIAL OPERATIONS SECTION

The Special Operations Section functions in a supportive role to other bureaus and sections of the Department. The section provides a trained manpower response to special situations and problems. It identifies and intervenes in conflicts and crisis situations. The section also identifies, researches, and responds to distinguishable criminal activity patterns.

The authorized strength for Special Operations Section is one Lieutenant, two Sergeants, and twelve Police Officers. There was a temporary manpower shortage in other sections so one Sergeant and five Police Officers were temporarily transferred for six months.

The Special Operations Section's primary functions were broken down into four major categories:

1. Support Services
2. Specific Crimes
3. Conflict Identification
4. Experimentation

Support Services: The section coordinated activities with Investigative Services Bureau which included drug investigation, vice, gambling and prostitution, armed robberies, burglaries, thefts, Simdac Alarm installation, and white collar crimes.

Activities coordinated with the Youth Aid Section included rape investigation in the Central City area, liquor law enforcement in licensed establishments and municipal parks, drug investigation and enforcement at Madison's four high schools, and career development lectures addressed to students at East, West, LaFollette, and Memorial High Schools.

Patrol Bureau activities included foot patrol on State Street and Williamson Street, football games, traffic enforcement, basketball tournament, problems in the parks, and experimental mobile/foot patrol.

Personnel and Budget Bureau assistance included one officer being temporarily assigned for four months and assistance in the recruiting process.

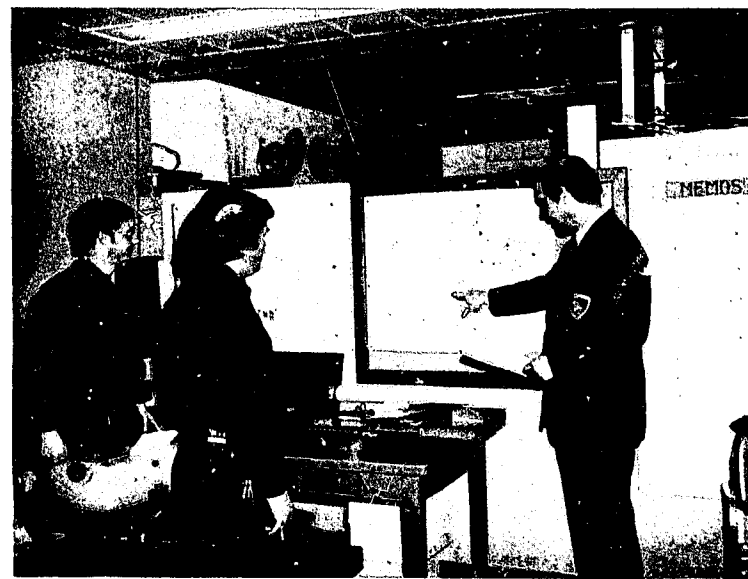
Assistance to Crime Prevention and Public Safety included one officer assigned for the entire year, rape prevention, burglary prevention, armed robbery prevention, and the Police Explorer Group.

Specific Crimes: In the area of specific crimes, the Special Operations Section operated in gathering statistics to establish crime patterns, surveillance and covert patrol tactics.

Conflict Identification: The area of conflict identification includes the monitoring of demonstrations and crowd control, the handling of labor disputes and the intervention in aggravated neighborhood problems. Two labor disputes include the Madison Newspaper Company and the Checker Cab Company.

Experimentation: The area of experimentation involves evaluations of various techniques and theories in the delivery of police service to the community. Some of the programs implemented were:

1. An experimental mobile/foot patrol program was implemented in residential areas for a 60-day time period.
2. The saturation of uniformed officers in parks and on State Street on football weekends.
3. Problem Identification, city wide. A business profile project that combines community relations with a more efficient response to emergencies at business locations.
4. A crime analysis study focusing on burglary and armed robbery. We used pin maps to determine crime patterns in areas of the city.



Briefing Session

SUPPORT SERVICES/TRAFFIC BUREAU
Traffic Information and Investigation Section

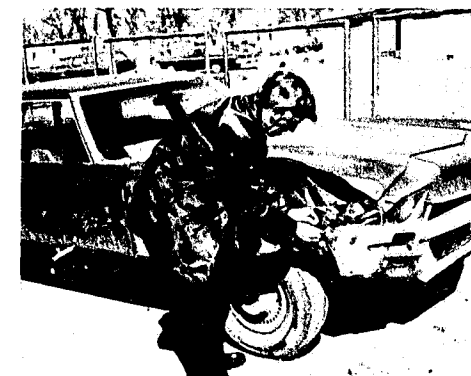
This section has the primary responsibility to observe and study, working closely with Traffic Engineering, traffic conditions in order to locate problems to be solved or conditions which may be improved. Supervisory personnel work in a liaison role with other government and private agencies in the resolution of traffic problems.

This section has the primary responsibility to review all accidents involving police department employees, operating police department vehicles, with the intention of improving driving habits and reducing accidents.

It is responsible for enforcement of parking regulations, the enforcement of all City Ordinances and State Statutes, follow-up investigations of all unsolved hit and run accidents, late reported accidents, and fatal accidents.

It is responsible for the supervision of adult school crossing guards and parking monitors.

The Clerk Steno also assists with phone answering and secretarial duties for the Social Services Coordinator, Special Operations Section, Police Community Relations Specialist, Crossing Guard Supervisors, and Public Safety Unit.



Hit & Run Investigation



Enforcement of Parking
Regulations

Traffic Bureau Activity Report

FATAL TRAFFIC ACCIDENTS

	1977	1978
Hazardous Violation Arrests	159	214
Non-Hazardous Arrests	21	36
TOTAL ALL MOVING VIOLATION ARRESTS	180	250
<u>PARKING VIOLATIONS</u>		
Overtime Parking Violations	101,336	111,148
Abandonment - Street	730	1,096
Abandonment - Private Property	245	422
7-9 & 4-6 Tow Zones	3,531	3,749
Private Property	6,567	7,109
All Other No Parking	14,247	18,183
TOTAL PARKING ARRESTS	126,656	141,707
TOTAL ALL TRAFFIC ARRESTS	126,836	141,957
<u>TOWED VEHICLES</u>		
Abandonment - Street	619	1,056
Abandonment - Private Property	230	406
7-9 & 4-6 Tow Zones	2,840	2,821
All Others	994	1,183
TOTAL VEHICLES TOWED	4,683	5,466
Written Warnings	284	650
Verbal Warnings	270	293
<u>CRIMINAL ARRESTS</u>		
	1	1
Investigations	12,819	13,351
Total Calls Answered	8,538	10,249
Commissioned Personnel	8	8
Non-Commissioned Personnel	14	17

Note: The statistics compiled on basis of officer self-reporting.

8 FATAL ACCIDENTS

6 PERSONS KILLED

1.

LOCATION
DATE
TIME
INVOLVING

Franklin Street & Hillcrest Drive
May 30, 1978
7:07 P.M.
2 cars and a fixed object
- The fatal vehicle was westbound on Hillcrest Drive and failed to stop for an arterial sign. The car was struck on the passenger side and the female passenger, age 28, in the right front seat received fatal injuries. No drinking involved. Out of town drivers unfamiliar with the area.
2.

LOCATION
DATE
TIME
INVOLVING

Commercial Avenue & E. Washington Avenue
June 23, 1978
3:10 P.M.
A van and a fixed object, overturned
- The van went out of control after striking the curb and hit a street light pole before overturning. A female passenger, age 15, was ejected and killed. No drinking involved. Out of town driver unfamiliar with the area.
3.

LOCATION
DATE
TIME
INVOLVING

2200 block Winnebago Street
July 7, 1978
12:55 A.M.
one car striking 4 parked vehicles
- The driver, under the influence, struck a parked car and was fleeing the scene when he struck another car and pushed it into 3 others. The drivers vehicle overturned causing fatal injuries to the male driver, age 24. Considerable speed and heavy drinking involved, test of .25% blood alcohol content.
4.

LOCATION
DATE
TIME
INVOLVING

3600 Milwaukee Street
July 30, 1978
9:28 P.M.
One car and a pedestrian
- A female pedestrian, age 53, crossing mid-block was struck and fatally injured. The pedestrian was under the influence with a test of .16% blood alcohol content.

5. LOCATION 1500 block Campus Drive
 DATE August 12, 1978
 TIME 1:22 A.M.
 INVOLVING A motor cycle and a fixed object

A motor cycle westbound on Campus Drive hit the curb causing fatal injuries to the female passenger, age 22, who was not wearing a helmet and was under the influence. The driver had been drinking.

6. LOCATION Stoughton Road and Terminal Road
 DATE October 17, 1978
 TIME 5:54 A.M.
 INVOLVING A motor cycle and a pickup

In foggy conditions a pickup pulled in front of a motorcycle from a stop sign. The accident caused fatal injuries to the motor cycle driver, age 23. Neither driver had been drinking. The cycle driver was wearing a helmet.

7. LOCATION John Nolen Drive and North Shore Drive
 DATE November 6, 1978
 TIME 1:15 P.M.
 INVOLVING A car and a train

A male driver, age 59, drove past a red stop light and red railroad signal, was hit by a train and killed. No drinking involved.

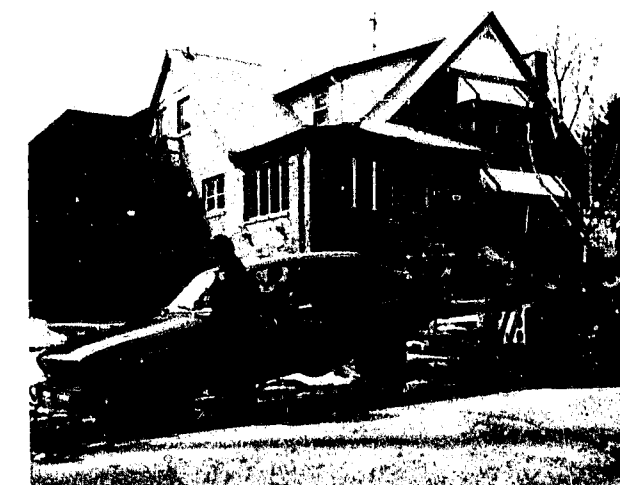
8. LOCATION 2200 block W. Broadway (Hwy. 12 & 18)
 DATE December 8, 1978
 TIME 3:20 A.M.
 INVOLVING A pedestrian and a car, hit and run

A female pedestrian, under the influence, walking across the road was struck and killed. The driver later turned himself in. The pedestrian was crossing mid-block.

SUPPORT SERVICES/TRAFFIC BUREAU ACTIVITIES



Traffic Safety in School Zones



Enforcement of Parking Regulations



The Breathalyzer Test: Investigation of O.M.V.W.I.
(Driving while intoxicated)



"SUPPORT SERVICES"

ADMINISTRATIVE SERVICES DIVISION 1 Inspector

ADMINISTRATIVE SERVICES BUREAU 1 Captain

COMMUNICATIONS (1 Lieutenant, 5 Sergeants, 21 Civilians)
RECORDS & PROPERTY (1 Lieutenant, 2 Sergeants, 16 Civilians)
SPECIAL SERVICES (1 Lieutenant, 2 Sergeants, 13 Police Officers
9 Civilians)

PERSONNEL AND BUDGET BUREAU 1 Captain, 1 Lieutenant, 1 Sergeant, 2 Police Officers

"Support Services" controls a variety of internal Police Department services, and provides certain direct services to the public. This service coordinates a complex network of police communications and information to ensure the efficient provision of direct police services. It also processes and maintains police records and equipment, oversees the lake and animal patrols, performs services connected with the criminal justice system, and manages departmental fiscal matters and all personnel-related services.

"Support Services" are provided by the Administrative Services Division.

Three sections are grouped to provide services related to communications, records, and other supportive functions:

1. Communications Services. This section receives and processes calls for police assistance on a 24-hour basis, and provides information to officers concerning criminal activity, records of licensing and permits, vehicle registrations, wanted persons, and criminal, traffic or parking warrants.
2. Records and Statistics. This section receives, processes, and maintains traffic reports, tickets and records, and manages the storage or distribution of police property. It also performs a criminal identification function by processing police evidence photographs, maintaining fingerprint records, and identifying and controlling items found, recovered or collected as evidence.
3. The Special Services Section controls 3 units. The major function of the Court Services Unit is the resolution of police cases in the courts, and processing and serving of moving traffic and parking warrants.

The Lakes Patrol unit patrols the major waterways within the City to ensure safe use of city water recreation opportunities, including winter activities such as ice skating, boating or fishing. Officers of this section enforce boating regulations, rescue endangered persons, conduct inspections regarding ice and weather conditions, and conduct underwater searches for drowning victims. The Animal Control Unit investigates complaints relating to animals. Their duties include picking up dogs and cats at large, checking dogs and cats for licenses, and investigating animal bite cases.

Two sections are groups to provide personnel and budget services.

1. Personnel Services. This section is responsible for the recruitment, training, and equipping of city police officers. Training includes on-going in-service firearms proficiency and physical fitness programs.
2. Budget Services. This section controls departmental fiscal matters related to budgeting and purchasing. Purchase requests must be within budget limitations and in the best interest of the city and the Department.

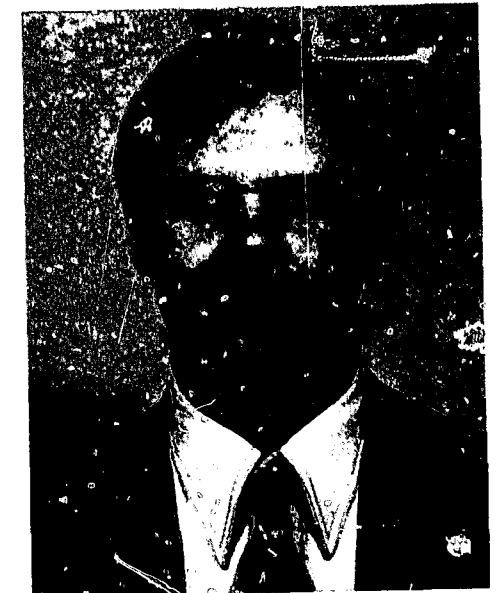
The primary recipients of this service are the Madison Police Department and the criminal justice system. Approximately 42 officers and 51 civilian employees are required to perform this service.



EMIL S. THOMAS
Inspector of Police
Administrative Services Division

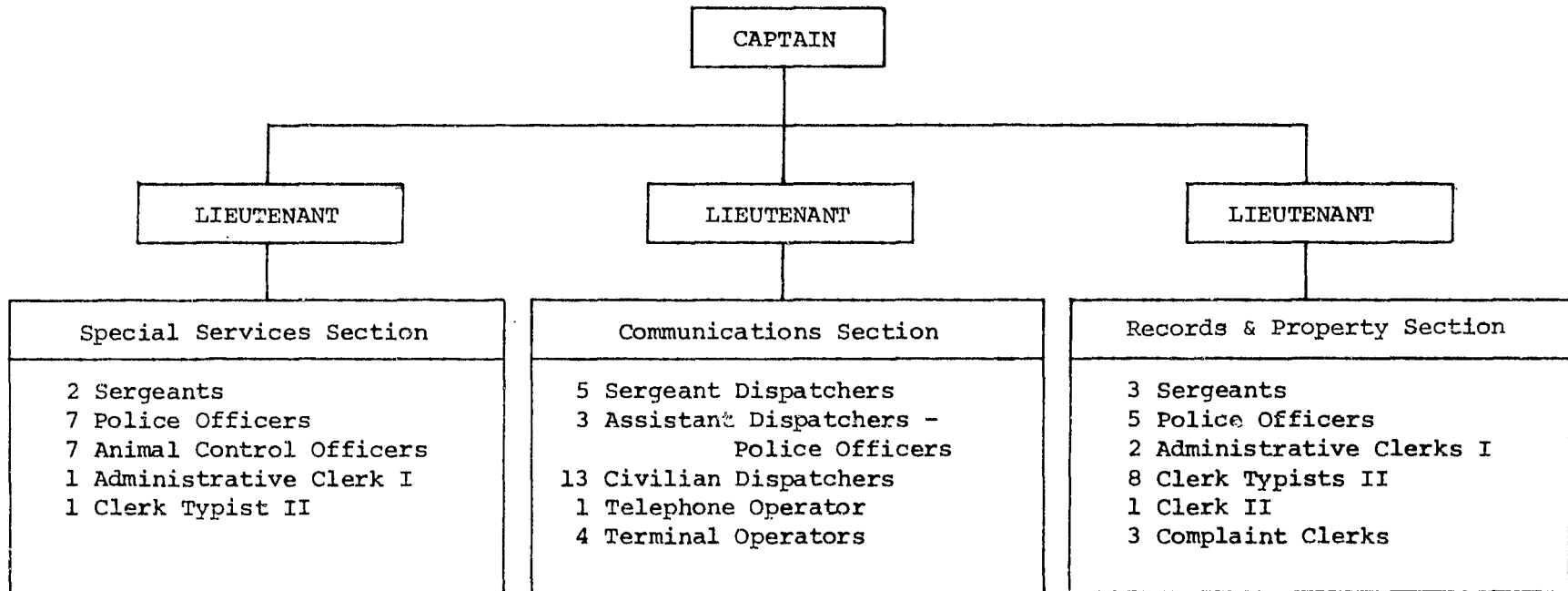


James M. McNelly
Captain of Police
Administrative Services Bureau



Thomas F. Hischke
Captain of Police
Personnel & Budget Bureau

ADMINISTRATIVE SERVICES BUREAU



The Administrative Services Bureau has primary responsibility for receiving, processing, summarizing and maintaining all criminal and traffic records and reports; performing criminal identification services and maintaining the records and photos in connection therewith; operating and manning the central complaint desk; supervising the communications system, including calls for service information, and radio communications; maintaining custody of all property recovered, found or brought in as evidence; and for developing all police photographs taken in connection with investigations and maintaining appropriate photographic files. Some positions in the Bureau are manned 24 hours a day, each day of the year. It has the primary responsibility for the maintenance of vehicular equipment; maintenance of supplies and other equipment; providing the supervising personnel and operations of the court liaison officer, warrant officers, Animal Control Officers, Lakes Patrol operations and the chemical testing program.

SPECIAL SERVICES SECTION
ANIMAL CONTROL UNIT

Animals Apprehended		1,856
Animals Taken to Pound	1,761	
Animals Returned to Owner	35	
Animals (dead) Disposed Of	60	
Other Complaints		2,581
Total Complaints Responded To		4,437
Warrants Issued for Animal Violations		45
Animal Violation Cases Disposed of in Court		
Excluding Warrants Issued Above		511
Animal Bites Reported		335
Dog	257	
Cat	53	
Other	25	

Seven Animal Control Officers are assigned to the Special Services Section, Animal Control Unit. Two officers are assigned to the 6:00 a.m. to 2:00 p.m. detail, two officers are assigned to the 7:00 a.m. to 3:00 p.m. detail, and three officers are assigned to the 2:00 p.m. to 10:00 p.m. detail. Their duties are to pick up all stray dogs and cats found running at large; to check dogs and cats for licenses and tags; to investigate all animal bite cases and have the animal impounded for the 10-day observation period for rabies. They are responsible for answering all calls for assistance and investigating all other complaints relating to animals. Since the addition of three Animal Control Officers in 1974, it has been possible to have Animal Control Officers on duty between the hours of 6:00 a.m. to 10:00 p.m. daily.

SPECIAL SERVICES SECTION
WARRANT UNIT & MOTOR MAINTENANCE

Tickets Paid to Warrant Officers by Stipulation Payment 4,922
Warrants Disposed of by Warrant Officers by Bail or
Court 7,553
Total Tickets & Warrants Disposed of by Warrant
Officers 12,475

Amount Collected by Warrant Officers on Tickets
and Warrants \$111,915.27
Amount Collected by Mail (Letters, Telephone,
etc) 51,993.56
Amount Collected by Patrol Officers (MAPS Hits) 18,473.00
Total Amount Collected on Tickets & Warrants: \$182,381.83

Uniform Citations Paid by Stipulation & Court 1,747

On January 3, 1978, the Moving Traffic System was implemented in its entirety. This system also processes all of the Municipal Citations for Building Inspection, Fire, and the Police Department. The Moving Traffic System produces all summons, warrants and court listing calendar. It is cross referenced to the MAPS Wanted Person Files and the Parking Ticket Files.

This section has added the responsibility of processing Juvenile offenses for which citations are issued. These ordinance violations are handled through the Moving Traffic System in accordance with the changes in the Juvenile Code of 1978.

The Parking System that was implemented in 1976 was used extensively in 1978 to collect \$182,381.00 on problem tickets, an increase of \$69,047.00 over the previous year. We have utilized disabled officers to help deal with the increasing volume.

This section has addressed the increase in abandoned autos with the severe winter of 1977 and 1978, and have complied with State Law changes pertaining to identification and notification of owners of abandoned vehicles before they are disposed of by sale.

Motor Maintenance duties were performed throughout the year to assure that all 113 vehicles in the fleet were serviced and records of performance kept. Specifications for fleet replacement were developed and a systematic exchange of vehicles was accomplished, coordinating service requirements with equipment installation.

SPECIAL SERVICES SECTION
LAKES PATROL ACTIVITIES

Deaths 4
Rescues (hours) 38.0
Arrests for Boat Violations 169
Verbal Warnings - Adults 1,030
Verbal Warnings - Juveniles 232
Special Events 2
Man Hours of Patrol (City & County)
(May 27 - September 4, 1978) 1,479.0
Man Hours of Patrol (City Only)
(May 27 - September 4, 1978) 1,032.5

The Lakes Patrol, reactivated in 1978, was a cooperative effort between the City of Madison Police Department and the Dane County Sheriff's Department, with the City furnishing two men and the County furnishing four men. The patrol was conducted under the direction of Captain Josephson of the Dane County Sheriff's Department and under the supervision of Sergeant Charles Campbell of the City of Madison Police Department. The Patrol was conducted on all lakes in Dane County. There were patrols on the waters 12 hours a day on weekends and holidays and 8 hours a day during the week. The above statistics are a result of the City and County's cooperative effort. A new boat was purchased jointly by the City and County, described as a 25 foot outboard, powered by two 150 horsepower engines and was used for patrolling and rescue work on Lake Mendota.

There were four (4) accidental drownings in the Madison lakes during 1978, as follows:

May 28, 1978 - Male, Age 20, Lake Mendota, Coroner's ruling
June 19, 1978 - Male, Age 21, Brittingham Bay, Coroner's
ruling
July 22, 1978 - Male, Age 14, Warner Park, Coroner's ruling
August 23, 1978 - Male Age 29, Brittingham Bay, Coroner's
ruling

RECORDS & PROPERTY AND COMMUNICATIONS SECTIONS

The Records & Property Section receives all original case reports from the various department components. This section compiles statistical reports as required by law to be forwarded to other agencies, indexes the reports for future retrieval, and maintains the records.

The laboratory unit provides the department with evidence collection, examination, and identification capability through the use of specialized equipment in the field and at headquarters. This includes a Crime Scene Search vehicle equipped to enable investigating officers to take photographs at crime or accident scenes and to collect and preserve physical evidence for use in further investigation and/or presentation in court. All lost, found, recovered, confiscated, or evidential property coming into the department is recorded and stored by this unit. Property for which owners cannot be identified is sold at an annual auction conducted by this section.

A service counter is maintained at the main entrance to the Police Department where citizens are able to conduct police business or can be directed to the office they seek. Here people come to be photographed and fingerprinted for various permits, to seek copies of accident reports, to reclaim vehicles or other property, etc.

The Records & Property Section serves as a resource to other department components and to the public.

In April, 1978, following completion of a new Police Communications Center in the Fire Department Administration building, the police dispatchers moved from headquarters into the new facility. The new equipment includes data terminals in anticipation of completion of a computer assisted dispatch system. Their major move was accomplished with no disruption of service.

The Communications Center handles all incoming requests for police service and dispatches the appropriate units to respond to each request. In addition, this office receives all calls to the general information police phone number, answering inquiries and routing calls to other sections.

Included in the Communications Section are data terminal operators. They remain at police headquarters where they have access to department records. They are available to field officers by radio to provide response to inquiries regarding vehicle license information, wanted persons, stolen vehicles, etc.

The Communications Section is a message relay service that assures that proper response is given to requests for police service, and assures that officers have access to as much information as possible to effectively carry out their duties.

Service calls generating a case number for 1978 and previous years are listed below.

<u>1978</u>	<u>1977</u>	<u>1976</u>	<u>1975</u>	<u>1974</u>	<u>1973</u>	<u>1972</u>
91,566	91,542	93,100	92,403	84,321	75,780	60,900

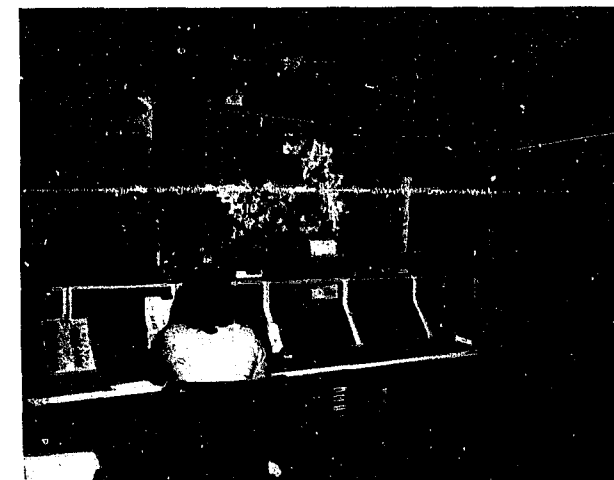
ADMINISTRATIVE SERVICES BUREAU ACTIVITIES



Court Services



Animal Control



Dispatching Units to Answer
Calls for Service



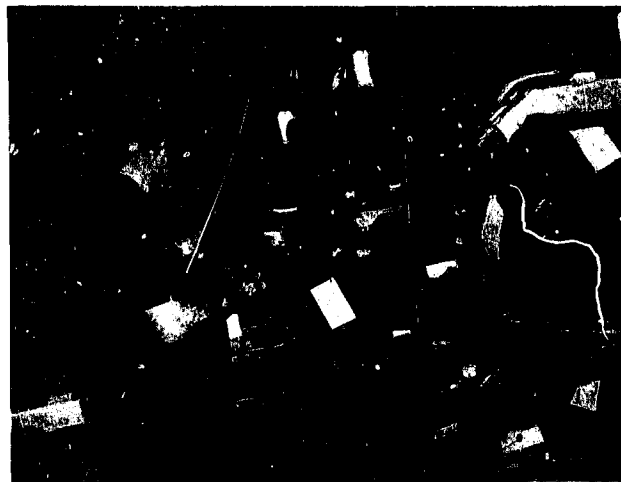
Data Terminal Operator



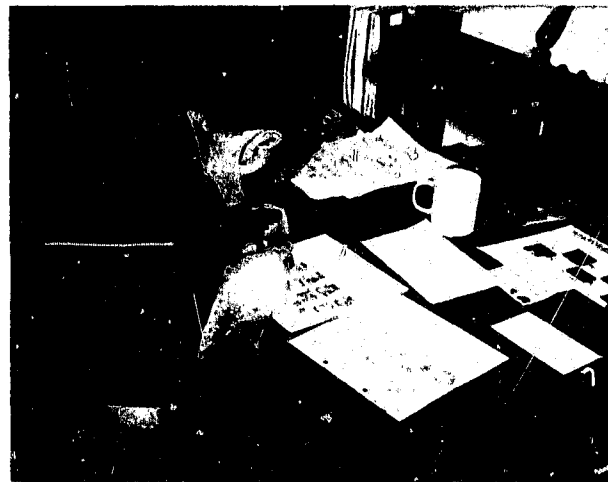
Service Counter



Fingerprinting--Upon Request



Property Control



Classifying Fingerprints



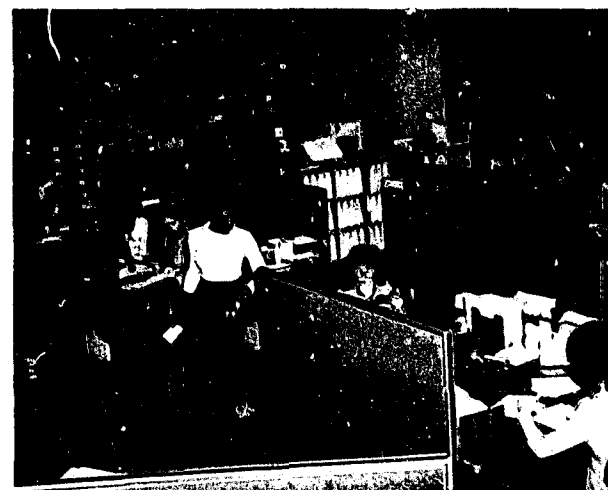
Photographing Latent Evidence



Comparing Fingerprint Evidence



Testing Evidence for Fingerprints



Records & Property Section

PERSONNEL AND BUDGET BUREAU

The Personnel and Budget Bureau has primary responsibility for content and administration of In-Service Training and of the Pre-Service Training Academy. Specialized training is also coordinated through this bureau. The Madison Police Academy is certified by the State of Wisconsin to conduct training programs. Range supervision, departmental shoots and firearms training are a function of this bureau. The bureau also conducts the "Police Biathlon" as an alternate departmental shoot.

The Personnel and Budget Bureau maintains the visual aids equipment for the Department. This inventory of equipment includes video tape production cameras, monitors and a special effects generator. This gives the Personnel and Budget Bureau production capability in the use of video tape for training as well as other purposes.

The Madison Police Library is a much used section of the Personnel and Budget Bureau. It presently houses over 800 volumes, representing 375 titles and subjects in the criminal justice and law enforcement field. There are also 36 periodicals and 20 legal, training and information bulletins received and made available to department personnel on a regular basis.

PERSONNEL RECRUITMENT: The Personnel and Budget Bureau provides staff support for the Police and Fire Commission in matters related to recruitment, screening and selection of personnel. In 1978, the bureau coordinated a recruitment and selection process to fill 16 vacancies. Through this process, the department established a panel of 26 eligible candidates from which the 16 new police officers were selected to begin their training in early 1979. These officers include 9 women, 2 black males, 1 hispanic male and 4 white males.

PRE-SERVICE TRAINING: In December, 1977, 20 probationary police officers began their pre-service training with a three week orientation that was followed by the 320 hour basic certification course conducted by Madison Area Technical College. This was followed by 16 weeks of additional training conducted at the Madison Police Academy. The class graduated June 30, 1978.

The staff of this bureau developed a revised curriculum for the 1979 pre-service academy which includes a 120 hour course "Legal Training for Police Officers". The Academy will run for 26 weeks and will include classroom, experiential and practical training. This training program has been certified by Training and Standards Bureau of the Wisconsin Department of Justice and considered to be one of the most comprehensive in the state if not the nation.

IN-SERVICE TRAINING: The 1978 In-Service training curriculum consisted of a 2-day stress awareness seminar and an additional 2 days of classes on contemporary issues. A three hour refresher in CPR was also offered.

SPECIALIZED TRAINING: Specialized training on subjects relating to Women in Policing, Homicide, Arson and Criminal Investigation were held in various areas of the state and nation and were attended by department members. All officers of the rank of Lieutenant or above attended at least one school or seminar in Management training.

DEPARTMENTAL FISCAL OPERATIONS: A major concern of the Personnel and Budget Bureau is in the control of fiscal operations. Included is the orderly preparation of the Department's budget. Our approach to budgeting is on an objective level, which requires unit commanders to justify specific requests for equipment and/or personnel by giving indications as to the results or accomplishments expected.

After the budget is adopted, the orderly process of purchasing those authorized items and services continues to be a concern to the bureau. Purchase requests are scrutinized with the emphasis on securing the best materials and services at the most economical cost. Efforts to place purchasing functions into one section of the Department have resulted in far less duplication and tighter controls on the process itself. During the year, inspectional checks on the Department's fiscal operation, accompanied by review of current expenditures in the various accounts is an ongoing process. Fiscal responsibility, particularly in an organization funded by tax monies, should be the concern of every member of the Department and the Budget Section of the Personnel and Budget Bureau is working towards that goal.



Madison Police Library

PERSONNEL & BUDGET BUREAU ACTIVITIES



Pre-Service Academy



Keeping Fit



END

The Police Biathlon:
An alternative to the monthly shooting
qualification requirement.

The Department emphasizes maintaining physical fitness along with other
important skills.