

68337

VOLUME 1

68337

NCJRS

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ACQUISITIONS

ANNUAL REPORT

MADISON POLICE DEPARTMENT

1979

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 Joel Skornicka, Mayor and
Members of the Common Council
City-County Building
Madison, Wisconsin 53709

During the past year, the Department undertook a number of important and major projects; notably, an intensive problem-oriented approach to sexual assault, juvenile drinking, park disturbances and central city problems; developed further our ability to manage crowds; demonstrated affirmative action hiring; utilized bike and foot patrol in delivering police services; and instituted standards of physical fitness in conjunction with a health and exercise program.

These projects were in addition to day-to-day emergency and routine services the Department provides to the community. Our Police Department is not merely a guard service, but, rather, a unique community agency providing a variety of special and complex services ranging from the prevention, control and detection of crime to the regulation of traffic, the handling of disturbed persons and persons who cannot care for themselves, mediating and resolving community conflicts, and dealing with people within the dictates of the Bill of Rights and within the bounds of civility.

The Department, through the skills of its police officers and employees, has worked together to meet the needs of Madison as exemplified in these programs and projects.

During the past years, I have attempted to move the Department forward in a number of progressive increments. Since 1973, I believe we have successfully addressed the following critical needs of our city:

- * handling of crowds and demonstrations;
- * hiring in accordance with the City Affirmative Action goals;
- * treating citizens with civility and courtesy;
- * utilizing professional preparation and training for police candidates;
- * utilizing citizen input in the policy-making process and police selection;

The Honorable Joel Skornicka, Mayor, and
Members of the Common Council
Page 2.

- * handling hostage and other critical emergency incidents;
- * responding quickly to community crime problems through better intelligence and operational strategies;
- * cooperating with other area police and social service agencies;
- * working with community groups in planning a better response to the continuing problems of sexual assault, battered spouses, juvenile delinquency, vandalism and family crisis matters;
- * eliminating political intelligence efforts and publishing the "affinity" files;
- * establishing a neighborhood-oriented approach to policing;
- * operating a bicycle patrol beat and civilian bicycle/pedestrian monitor program;
- * encouraging motor patrol officers to define and establish foot beats in their districts;
- * effectively handling the chronically mentally ill and inebriate through agencies other than the criminal justice system;
- * responding to neighborhood traffic problems, drunk driving, and school zone enforcement;
- * establishing respect and public confidence in the police.

During the coming year, with limited, and in some cases diminished resources, we must continue to make efforts to improve productivity, efficiency and effectiveness within the Department.

The coming years will be challenging as we move from a reactive to a preventive function within a tight economy. We can only do this through the continued active support of our citizens.

In exchange for the demonstrated trust and confidence of our community, I pledge that we will continue to deliver police service to our citizens with civility, courtesy, competence and respect for the rule of law.


DAVID C. COUPER
Chief of Police

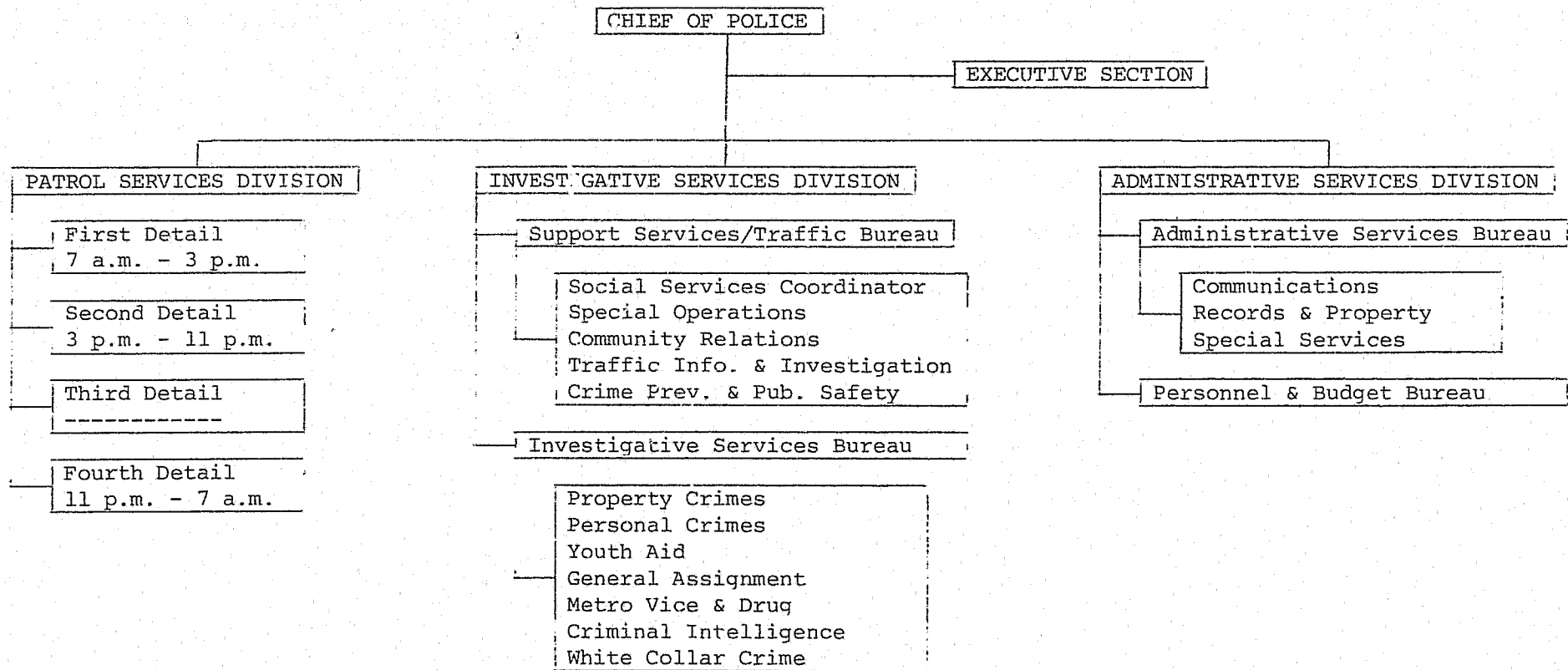


DAVID C. COUPER

Chief of Police

Madison, Wisconsin

1979



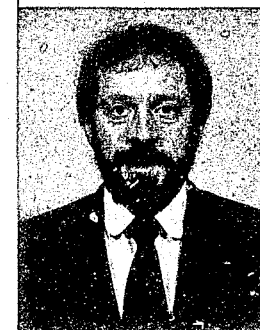
1980 Authorized Strength:

291	Commissioned Personnel
79	Full-Time Civilian Personnel
58	Part-Time School Crossing Personnel
428	Total

MADISON POLICE DEPARTMENT TOP STAFF



DAVID C. COUPER
Chief of Police



SALVATORE BALISTRERI
Executive Captain



EDWARD E. DALEY
Inspector



GEORGE SCHIRO
Inspector



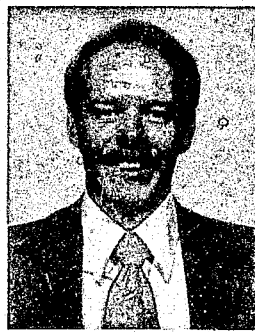
EMIL S. THOMAS
Inspector



MORLYNN FRANKEY
Captain



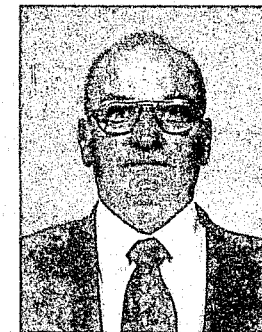
RICHARD WALLDEN
Captain



JOHN HEIBEL
Captain



FREDERICK HALL
Captain



JAMES McNELLY
Captain



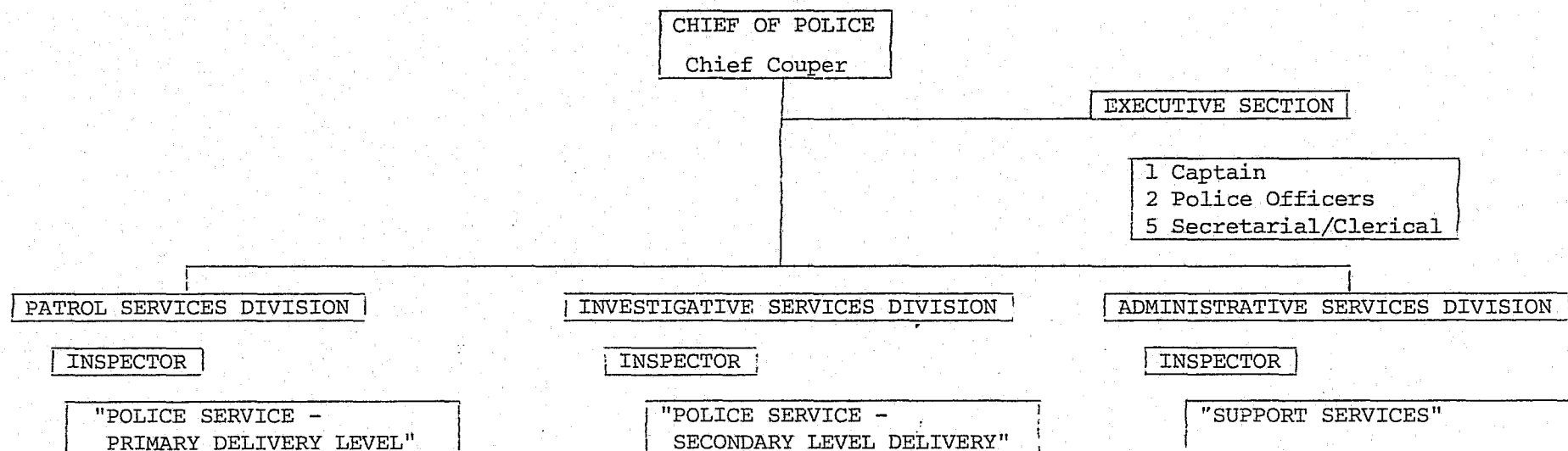
THOMAS HISCHKE
Captain

POLICE DEPARTMENT - TOTAL OPERATING EXPENSES

Account Title

Permanent Salaries		6,960,229.15
Other Salaries		23,464.21
Overtime Salaries		261,154.80
Employee Benefits		2,329,045.94
Worker's Compensation		7,546.76
Material & Supplies		199,373.54
Reproduction	52,453.55	
Periodicals & Books	1,769.46	
Memberships	2,259.00	
Work Supplies	6,509.70	
Janitorial Supplies	2,309.17	
Office Supplies	20,567.79	
Uniforms & Clothing	46,214.67	
Fingerprint & Photo Supplies	13,934.18	
Postage	16,346.11	
Leather Goods	4,457.74	
Clothing Allowance	8,231.47	
Ammunition	15,718.84	
Travel Expense	1,506.19	
Construction - Bldg Supplies	42.31	
Special Supplies	7,053.36	
Purchased Services		188,921.19
Equipment & Maintenance Contracts	3,499.71	
Advertising	1,692.16	
Repairs & Maintenance	3,616.27	
Equipment Rental	127,066.44	
Miscellaneous Expense	324.94	
Investigation & Information	10,980.43	
Prisoner Expense	8,237.90	
Training Expense	30,508.94	
Special Services	2,994.40	
Inter Agency Charges		860,836.86
Motor Equipment Charges	351,940.93	
Data Processing Charges	461,934.00	
Traffic Engineering	37,543.73	
Health Department	4,450.00	
Parking Utility	4,968.20	
Fixed Assets		180,598.35
Building & Building Improvements	2,852.44	
Machinery & Equipment	2,565.71	
Office Equipment	2,901.02	
Automotive Equipment	172,279.18	
Utilities		2,648.40
Telephone		54,234.69
Building Use Costs		198,770.00
Inter-Agency Billing		54,238.62 CR
Total Agency Expenses		<u>11,212,585.27</u>

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 the 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. Responsibilities include administrative assistance to the Chief, public information, planning and research, payroll, purchasing and general clerical support to the top administration of the Police Department.

The Executive Captain has the responsibility of an Administrative Assistant to the Chief of Police. 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 various 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; responds to various specific problems and concerns as assigned by the Chief; keeps the Chief informed of significant developments in the department and in the city when they are of interest to the Police Department.

Functioning as the Department's public information officer, the Executive Expediter reviews requests for release of information to members of the media, as well as citizens in the community, by using the Department's News Media Relations Policy as a guide. The Expediter also prepares monthly statistical reports to the Mayor, Common Council and the Police and Fire Commission. This officer also performs other tasks or projects as assigned by the Chief or Executive Captain.

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

Although the Executive Captain has primary supervisory responsibility, the Secretary to the Chief of Police is charged with the routine supervision of non-commissioned employees in the section. Secretarial 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 are provided by the Chief's Secretary, with the assistance of a Clerk Stenographer and part-time and work-study clerical employees.

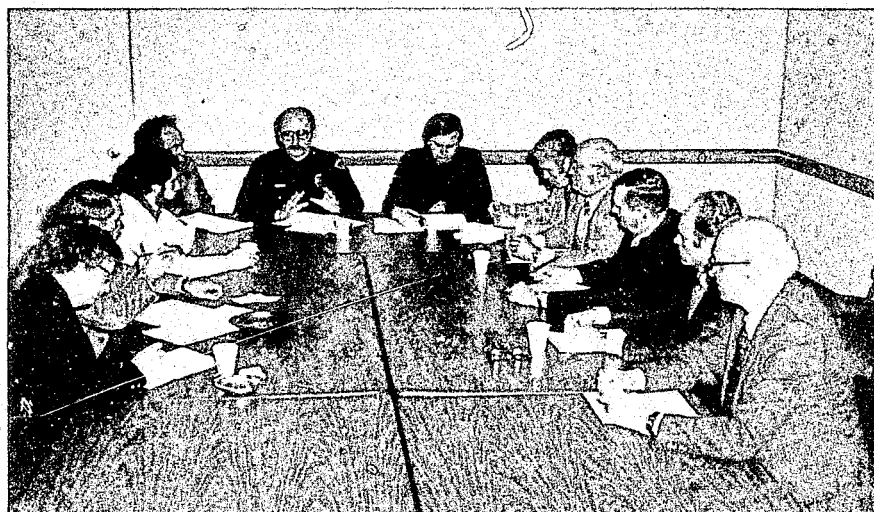
Other responsibilities of the section include purchasing and payroll. All Police Department purchases, e.g., uniforms and police equipment, office equipment, supplies, etc., are initially processed in the section.

The Department payroll is prepared and forwarded to the Comptroller's Office by payroll clerks assigned to the section. The payroll is developed on the basis of the daily roll call sheets of the various bureaus and sections throughout the Department in accordance with applicable contractual and city ordinance provisions.

EXECUTIVE SECTION ACTIVITIES



Release of information to news media



Management
Staff Meeting

Chief meeting with Executive
Section clerical staff



PRIMARY POLICE SERVICES

PATROL DIVISION	
1	Inspector
2	Captains
4	Clerk Stenos
	FIRST DETAIL
	1 Lieutenant
	4 Sergeants
	38 Police Officers
	SECOND DETAIL
	2 Lieutenants (1 Relief Lieutenant)
	6 Sergeants
	54 Police Officers
	FOURTH DETAIL
	2 Lieutenants (1 Relief Lieutenant)
	5 Sergeants
	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 communication facilities increase the availability of officers for emergencies, and increase their ability to provide foot and mobile patrols.

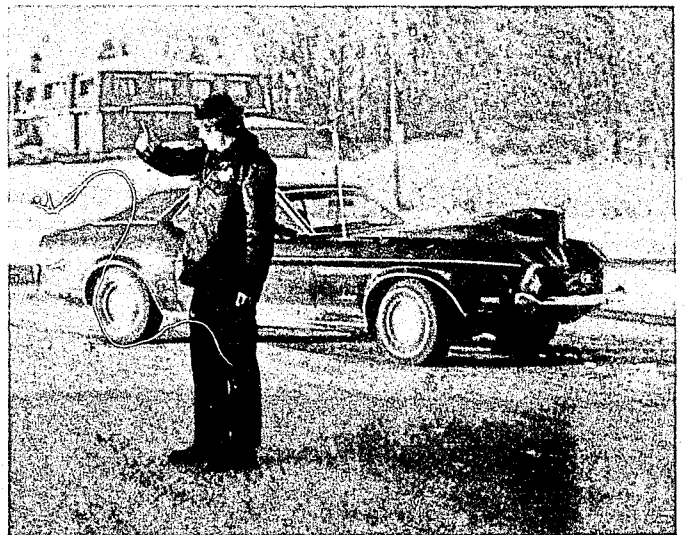
Because it is available twenty-four hours a day, this service responds to requests for informational or physical assistance not normally within the scope of defined police services.

This service consists of eight (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, investigations 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 police officers.





EDWARD E. DALEY
Inspector of Police
Patrol Services Division



Morlynn M. Frankey
Captain of Police
Patrol Division



Richard A. Wallden
Captain of Police
Patrol Division

PATROL SERVICES DIVISION

The Patrol Services Division participated in general and specific policing activities including responding to requests for police service, crisis intervention and conflict resolution, officer/community involvement, traffic enforcement and traffic accident investigation, and initial investigations of criminal matters.

During 1979 the Division continued a Bike Patrol Program on the State Street Mall/Capitol Concourse with two shifts of officers working between the hours of 10:00 AM and 2:00 AM. The officers assigned to Bicycle Patrol were able to provide the full range of police services to the Mall, and to an area in a several-block radius around the Mall/Concourse. In addition to the uniformed Bike Patrol, the Division supervised a civilian Bicycle/Pedestrian Monitor program which supplemented the efforts of Patrol officers. Twelve civilians were employed between May and October, and they emphasized educational and informational concepts in dealing with the bikers and pedestrians in the city.

The Patrol Division continued its commitment to involvement of officers and community/neighborhood meetings and events. Officers were encouraged to institute daily informal contacts with the residents of the area they served. Through this method the Department sought to be responsive in meeting the needs of the community in hopes that a better understanding would be fostered between officers and citizens.

In order to respond to identified traffic enforcement needs of the community a formalized system of handling traffic related complaints was continued as well as a team approach to problem-solving with members of the Traffic Engineering Department and the Traffic Bureau. Patrol officers also maintained a very high level of enforcement of the laws pertaining to the operation of motor vehicles while under the influence of intoxicants, and the radar team concept was utilized throughout the year in response to complaints regarding excessive speeding in certain areas of the city. Patrol officers also utilized foot patrol within their assigned areas, and they provided traffic direction and crowd monitoring at football games and other special events.

During the summer months off-duty officers were employed to patrol the city parks during hours of heavy park use, and during those hours when vandalism was most likely to occur, a program which resulted in a marked decrease in reported property damage in the parks.

Patrol officers were active in the Field Training Officer Program for newly trained probationary officers during the early months of 1979, and they have continued to provide on-the-job training for those probationary officers since their assignment to the Patrol Services Division.

PATROL SERVICES DIVISION ACTIVITY REPORT

<u>HAZARDOUS VIOLATIONS:</u>	<u>1978</u>	<u>1979</u>
Speeding	5,565	4,862
Red Light	810	871
Stop Sign	257	191
Improper Turns	594	500
Passing	19	23
Deviating	74	72
Right of Way	528	597
Inattentive Driving	186	189
Reckless Driving	170	147
O.M.V.W.I.	1,229	1,088
Vehicle Defects	91	67
Bicycle	48	38
Pedestrian	25	33
Other Violations	<u>918</u>	<u>977</u>
TOTAL HAZARDOUS ARRESTS:	10,514	9,655
 <u>NON-HAZARDOUS VIOLATIONS:</u>		
No Drivers License	1,178	1,042
Improper Vehicle License	602	724
Vehicle Defects	53	60
Other	122	82
Bicycle	16	48
Overtime Parking	3,836	334
No Parking	<u>19,179</u>	<u>26,773</u>
TOTAL NON-HAZARDOUS VIOLATIONS:	24,986	29,063
 TOTAL ALL ARRESTS:	 35,499	 38,718
 <u>WARNINGS:</u>		
Written	1,965	3,284
Verbal	13,632	12,911

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

PATROL SERVICES DIVISION ACTIVITY REPORT

<u>CRIMINAL ARRESTS:</u>	<u>1978</u>	<u>1979</u>
Holds	1,183	1,125
Disorderly Conduct	401	380
City Ordinance	1,303	1,135
Felonies	786	758
Miscellaneous	<u>2,461</u>	<u>2,285</u>
TOTAL CRIMINAL ARRESTS:	6,134	5,683
TOTAL ALL ARRESTS:	41,633	44,401

Investigations	135,926	146,214
Autos Recovered	430	423
Value of Property Recovered	\$14,581,756.16	\$950,394.53
Total Calls Answered	109,065	115,654
Warrants Served	2,665	2,970
Hours Foot Patrol	4,786.5	5,543

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

PERSONNEL:

Commissioned	157	154
Non Commissioned	4	4

PATROL SERVICES ACTIVITIES



Bicycle Patrol Duty



Directing Traffic at Accident Scene



Briefing Session



Responding to an Alarm Call



Dictating Reports



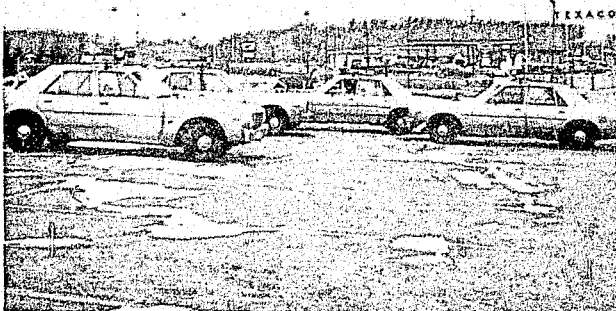
Testifying in Court



Foot Patrol Duty



Administering Breathalyzer Examination



A Highly Recognized Form of Police Transportation



Accident Investigation



Conducting Primary 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 Investigative 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 Clerical)

Property Crimes (9 Detectives)
Personal Crimes (3 Detectives)
Youth Aid (9 Detectives)
General Assignment (17 Detectives)
Metro Drug & Vice (3 Detectives, 2 Police Officers)
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. Seven 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. 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.
4. 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.
5. 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.
6. Parking Enforcement. This section ensures compliance with parking ordinances by issuing citations for parking violations.
7. School Safety. This section employs uniformed citizen guards to assist school children crossing city streets.

Five sections are grouped to provide specialized investigative services.

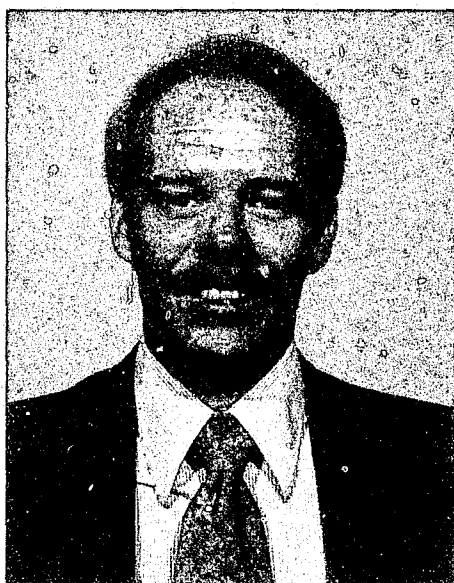
1. Personal Crimes. This section attempts to prevent or reduce serious violent crime by successfully disposing of cases of homicide, battery, kidnapping and robbery. Successful disposal includes investigation, apprehension, and supporting the prosecution of offenders.
2. Property Crimes. This section 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. Metro Section. 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, pornography, and white collar crimes. This section also collects, evaluates, and distributes criminal intelligence for all units of the Department in order to prevent crime and identify and apprehend criminals.

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.



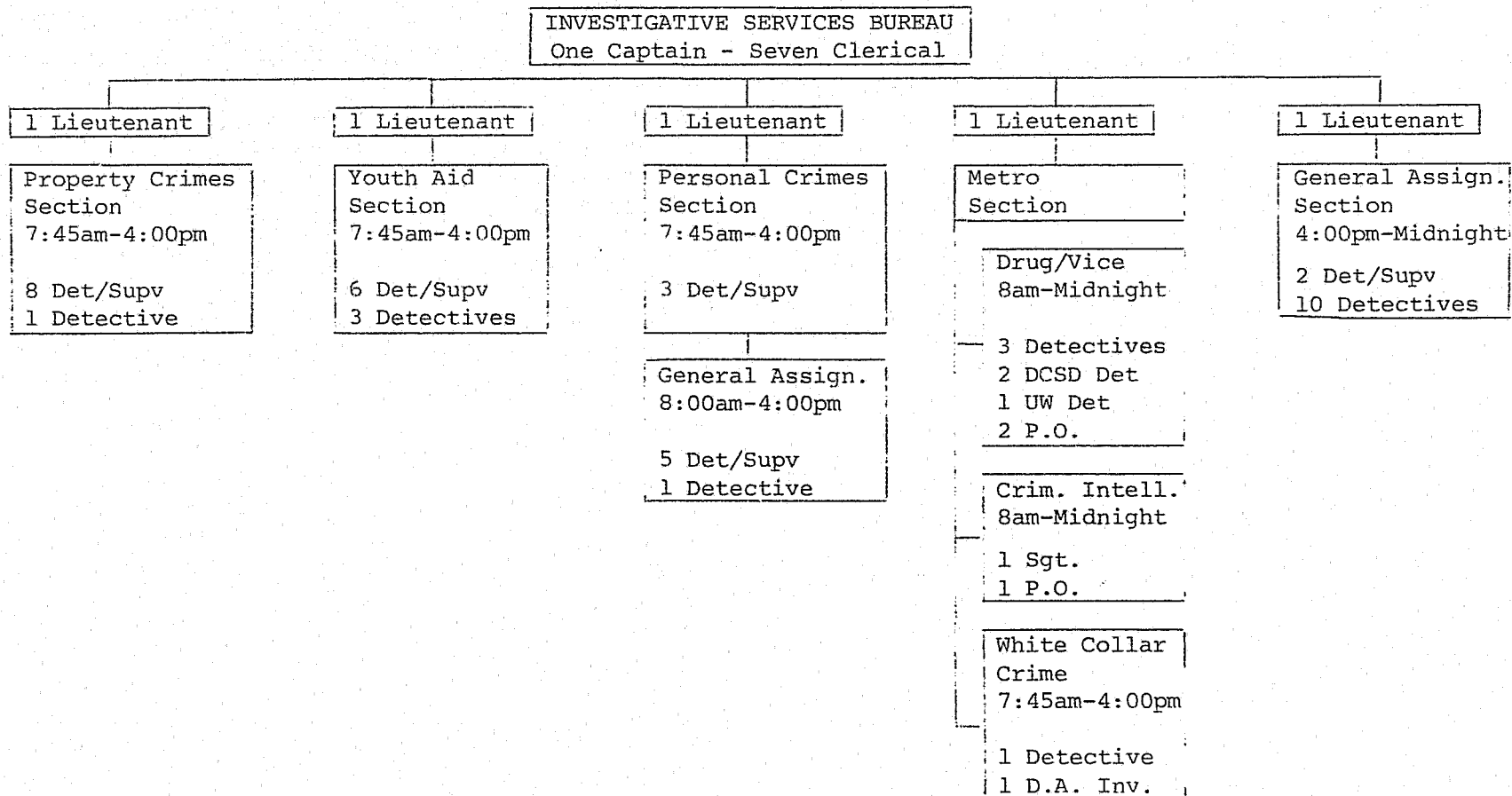
EMIL S. THOMAS
Inspector of Police
Investigative Services Division



John L. Heibel
Captain of Police
Investigative Services Bureau



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



The Investigative Services Bureau, consisting of 5 sections, provides investigative staff from 7:45 a.m. until Midnight, 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

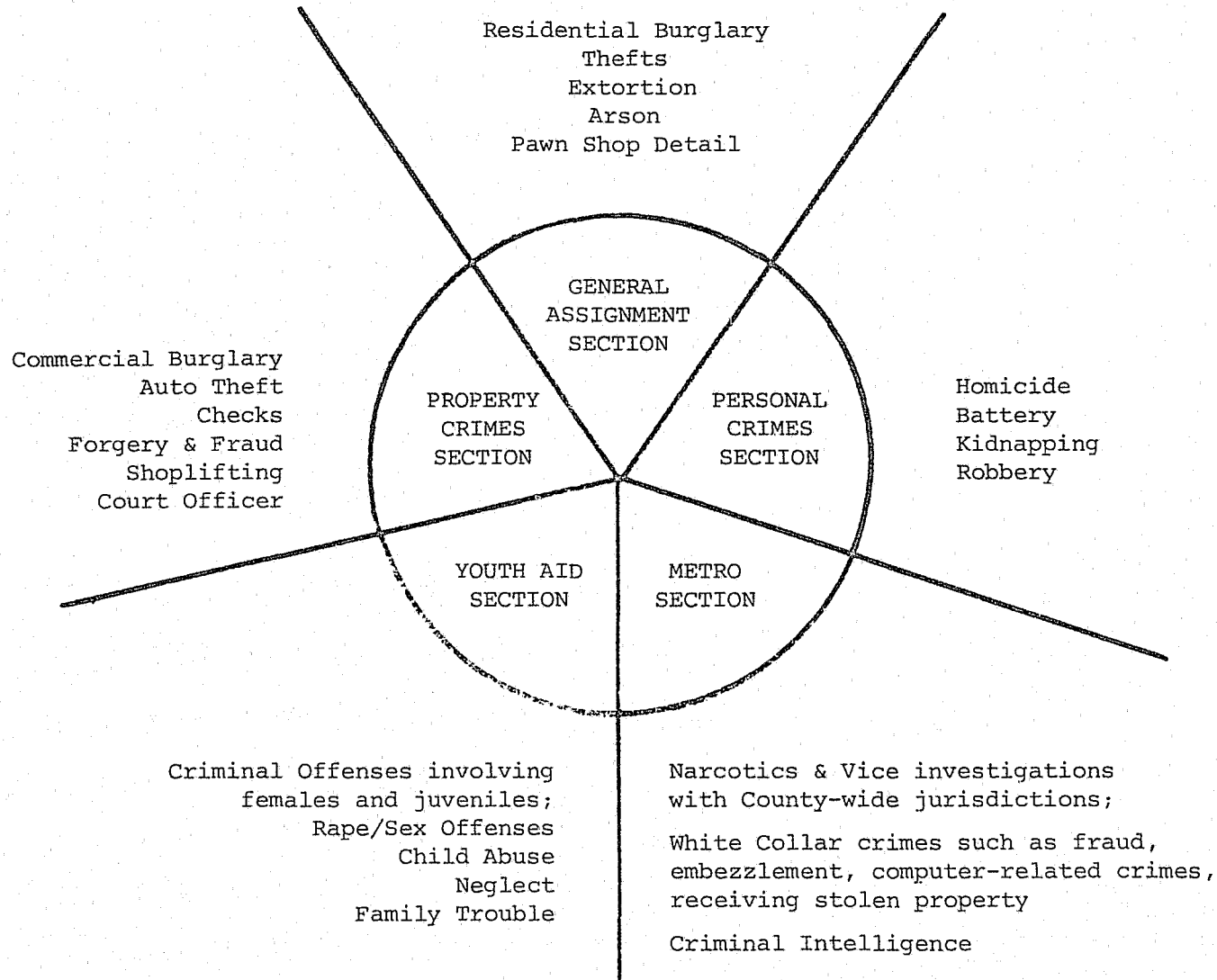
In 1979, the Investigative Services Bureau operated with five sections, each supervised by a lieutenant; thus providing us with the necessary specialization and case assignment accountability. Each section includes specialists who concentrate on related cases under the direction and coordination of the section lieutenants. During 1979, the Investigative Services Bureau continued a 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 more 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.

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.

We have implemented a comprehensive witness/victim assistance program with the Dane County District Attorney's office and Sheriff's Department.

INVESTIGATIVE SERVICES BUREAU



1979 INVESTIGATIVE SERVICES BUREAU SUMMARY

CHART #1

MONTH	CRIMINAL		NON-CRIMINAL		CLEARED		INV. FOR OUTSIDE
	REC'D	ASSIGN.	REC'D	ASSIGN.	CRIM.	NON-CR.	
JANUARY	860	302	1,190	247	199	153	4
FEBRUARY	912	333	1,253	285	183	165	2
MARCH	1,010	425	1,406	328	220	190	3
APRIL	1,128	444	1,585	267	242	254	4
MAY	1,294	358	1,719	363	227	227	2
JUNE	1,302	335	1,677	322	205	199	5
JULY	1,401	401	1,983	396	204	236	3
AUGUST	1,363	374	1,821	347	203	224	2
SEPTEMBER	1,385	360	1,828	309	171	172	3
OCTOBER	1,572	491	1,731	333	256	243	9
NOVEMBER	1,098	299	1,681	304	206	213	8
DECEMBER	1,285	354	1,487	217	215	160	6
TOTAL	14,610	4,476	19,361	3,718	2,531	2,436	51

1978 (Part I) Criminal Cases Received - 12,454

1979 (Part I) Criminal Cases Received - 14,610

1978 (Part I) Assigned Criminal Cases Cleared - 59%

1978 (Part I) Received Criminal Cases Cleared - 55%

1979 (Part I) Assigned Criminal Cases Cleared - 54%

1979 (Part I) Received Criminal Cases Cleared - 11%

Youth Aid Section & Metro Unit statistics included in above.

1979 INVESTIGATIVE SERVICES BUREAU SUMMARY

CHART #2

MONTH	ARRESTS		HOURS IN COURT	VALUE - PROPERTY	
	WT.	INV.		MOTOR VEHICLE	OTHER
JANUARY	17	66	58	23,800.00	38,502.11
FEBRUARY	15	84	120	26,388.00	46,130.49
MARCH	17	101	54	18,100.00	85,141.61
APRIL	21	86	46	12,500.00	27,917.93
MAY	22	93	20	13,589.00	28,674.57
JUNE	20	64	49	10,250.00	19,462.86
JULY	25	80	52	24,350.00	47,871.74
AUGUST	20	82	115	118,900.00	135.850.78
SEPTEMBER	22	75	51	22,470.00	46,562.15
OCTOBER	25	93	57	13 700.00	29,015.30
NOVEMBER	17	80	118	28,523.00	11,020.90
DECEMBER	16	46	132	18,600.00	31,277.49
TOTAL	237	950	872	331,170.00	547,427.93

Youth Aid Section & Metro Unit statistics included in above.

INVESTIGATIVE SERVICES BUREAU

CASES RECEIVED AND CLEARED - 1975 THROUGH 1979

CHART #3

		1975	1976	1977	1978	1979
TOTAL ALL CASES	Received	14,699	14,798	30,886	30,271	33,971
	%Assigned/ Cleared	53%	50%	60%	59%	60%
TOTAL CRIMINAL CASES	Received	10,165	9,781	12,290	12,454	14,610
	Assigned	5,342	5,272	5,465	4,885	4,476
	Cleared & Assigned	2,646	2,429	2,820	2,721	2,531
	% Cleared	50%	46%	51%	55%	56%
TOTAL NON-CRIMINAL CASES	Received	4,534	5,017	18,596	17,817	19,361
	Assigned	537	431	3,272	2,486	3,718
	Cleared & Assigned	481	421	2,295	2,263	2,436
	% Cleared	89%	97%	70%	64%	65%

WORTHLESS CHECKS

CHART #4

YEAR	ACTUAL CASES	CLEARED CASES	% CLEARED	ARRESTS
1975	689	542	80%	169
1976	592	420	70%	120
1977	392	285	73%	59
1978	223	118	53%	43
1979	326	135	41%	37

Youth Aid Section statistics included.

FORGERY

CHART #5

YEAR	ACTUAL CASES	CLEARED CASES	% CLEARED	ARRESTS
1975	384	208	55%	82
1976	125	106	85%	44
1977	206	130	63%	43
1978	156	84	54%	38
1979	284	153	54%	49

ARRESTS

CHART #6

YEAR	ADULTS		JUVENILES	
	FORGERY	WORTHLESS CHECKS	FORGERY	WORTHLESS CHECKS
1975	73	167	9	2
1976	45	120	3	0
1977	38	59	5	0
1978	32	43	6	0
1979	45	37	4	0

Youth Aid Section statistics included.

METRO SECTION

Criminal Intelligence - Narcotics - Vice - White Collar Crime

The "Metro" team concept continues to function with members of the Madison Police Department, Dane County Sheriff's Department, Dane County District Attorney's staff, and University of Wisconsin - Madison Police Department working within a coordinated unit on their specialized area of concern. Expertise is provided in three areas of law enforcement. 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; and the Criminal Intelligence Unit is responsible for the collection, retention, and dissemination of criminal intelligence information within the Madison Police Department and between other law enforcement agencies.

In addition to criminal investigations conducted by the Metro Section, individual members attend and present informational programs to the community within areas of their expertise.

Below is a synopsis of the Metro Section's activity during 1979:

TOTAL PEOPLE ARRESTED	182
TOTAL NUMBER OF CHARGES PLACED AGAINST PERSONS	291

<u>Drug Charges</u>	<u>Charges</u>
(The drug charges include delivery, possession and possession with intent to deliver: heroin, cocaine, LSD, Marijuana and numerous other drugs. It also includes obtaining or attempting to obtain controlled substances by fraud).	188

<u>Vice Charges</u>	
Prostitution (females - includes 6 juveniles)	42
Prostitution (males)	13
Keeping a Place of Prostitution	2
Pandering for Prostitution	2
Soliciting Prostitution	3
Interstate Transportation for Prostitution	1
Total:	63

<u>Additional Charges</u>	
Carrying a concealed weapon	4
Parole/Probation Violation	4
Obstructing an Officer	2
Receiving Stolen Property	2
Theft	1
Armed Robbery	1

Burglary	4
Forgery	1
Interstate Transportation to Commit Racketeering	2
Runaway	4
Offering to Sell Fireworks	1
AWOL from Navy	1
Miscellaneous Traffic Charges	9
Other Miscellaneous	4

(Some of the above charges were placed by warrant)

Four charges for Commercial Sexual Gratification were placed against the six counselling clinics in Madison.

Twenty-seven search warrants were executed.

A total of \$275,052 worth of drugs were confiscated during the execution of search warrants and other drug investigations.

A total of \$4,452 worth of drug paraphernalia and other contraband was confiscated.

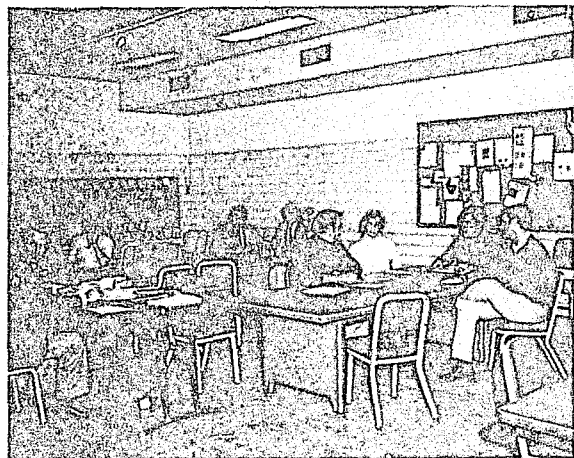
Five vehicles were seized as a result of drug investigations this year.

Twenty-three drug talks were conducted by members of the Metro Unit.

Personnel of the Criminal Intelligence Unit attended 20 law enforcement intelligence-gathering meetings.

The White Collar Crime Unit conducted 76 investigations which resulted in 25 arrests and \$6,050 in recovered stolen property.

INVESTIGATIVE SERVICES BUREAU ACTIVITIES



Briefing Session



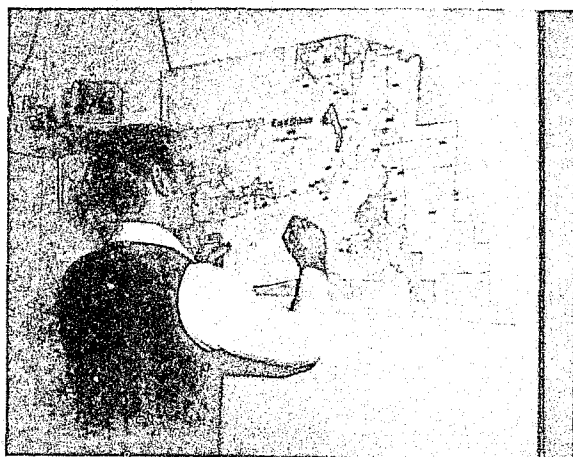
Questioning Witnesses



Drawing Composite Sketch of Suspect



Testing for Illegal Drugs



Preparing Crime Indicator Maps



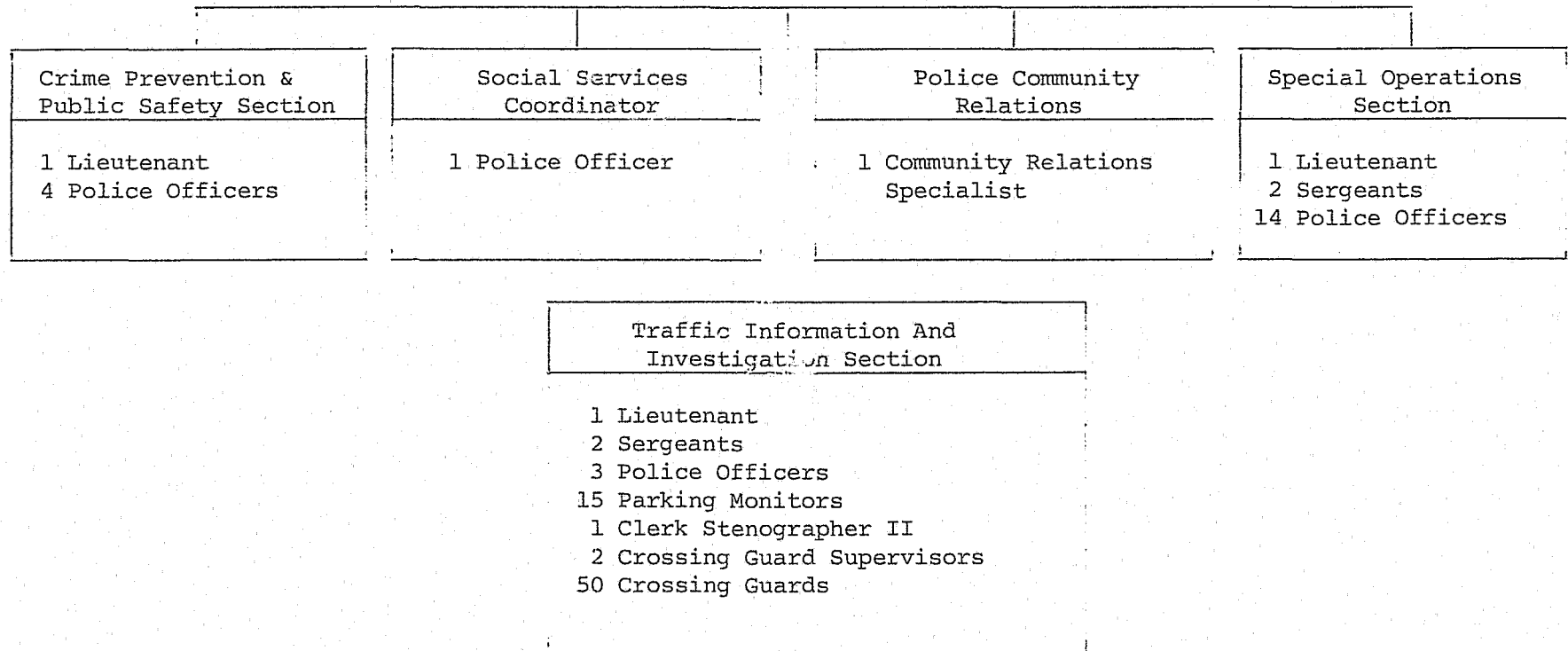
Police-Fire Arson Investigation



Discussing White Collar Crime
with Deputy District Attorney

SUPPORT SERVICES/TRAFFIC BUREAU

CAPTAIN



The above represents the personnel assigned to Support Services/Traffic Bureau as of December 31, 1979.

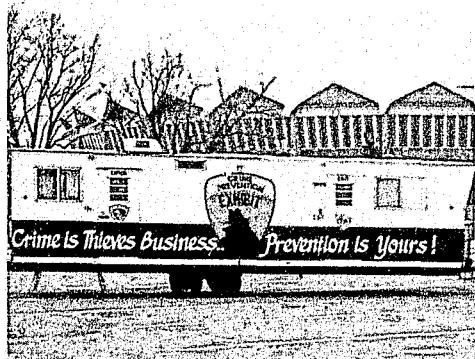
INTRA-COUNTY CRIME PREVENTION UNIT

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

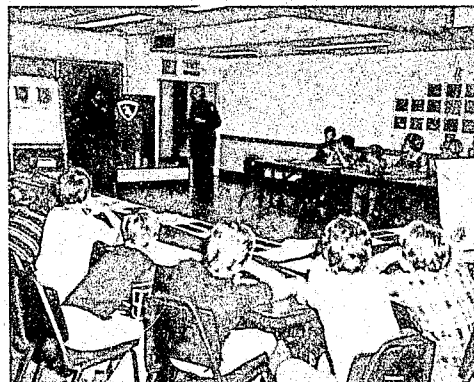
RESPONSIBILITIES OF THIS UNIT:

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, for adult and juvenile boating 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 insure 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 year 1979 proved to be a year of ups and downs in the Madison Police Department's continuing struggle to provide a higher quality of human services to the citizens of this community. We say the development, implementation and acceptance of a new concept in training of front line police and social service personnel only to have the year end with seeing CADAR, the County's Alcohol Detoxification Center to which we referred an average of 150 people a month, cease existence because of contract problems with the Dane County 51.42 Board.

The year 1980 is beginning to look like the year that will show whether all we have worked for and achieved in the past, in terms of positive attitudes and acceptance of the police officer as not only a law enforcement person, but also a deliverer of human services is actually built on a firm commitment to achieve our goals. It appears the commitment is there, and if the "system" can regroup, we will see the Madison Police Department continue to deliver the level of service for which we are respected.

The past couple of years, the Madison Police Department has been uniquely evolving into an integral part of this county's human service delivery system. Historically, we have always dealt with people in emotional conflict and crisis, apart from criminal behavior. However, our responses were often fragmented and without regard for or support from the community programs funded specifically to deal with persons in emotional stress. The year 1979 saw the Madison Police Department move further into a cooperative effort and response with human services. It appears that 1980 will see us continue this trend and even become a major facilitator in moving human services into an even greater integrated service delivery system.

We have recently submitted a grant to the Wisconsin Council on Criminal Justice to help us achieve this objective. If funded, our project would develop a model human services management plan for police and mental health workers to deal with chronic mentally ill clients. Specifically, this plan would identify:

- a. those services which individual agencies currently provide to these clients, and,
- b. the appropriate responsibility service agencies should take toward these clients.

The service providers included in the project along with the Madison Police Department are: Crisis Intervention Service, Support Network, Adult Clinical Services and Program for Assertive Community Treatment (PACT) of the Dane County Mental Health Center, City Human Services, Allen Hall, Methodist Hospital, Alliance for the Mentally Ill and the Mental Health Consortium. This project will hopefully result in a better integration of services and consequently a better delivery of services to those individuals suffering from chronic mental illness.

This should result in a decrease of the amount of direct time a police officer spends with this type of individual when he or she is in crisis.

In terms of specifics for 1979, we continued to use the community's human services to a high degree. This past year the Madison Police Department made over 1,700 referrals of inebriated persons to CADAR. Further, this office monitored 694 referrals to Crisis Intervention. These figures indicate the high degree to which our officers recognize the need to work with human services in accomplishing our tasks. The Dane County Advocates for Battered Women also continue as a valuable resource, although specific data is not available at this time in terms of number of referrals.

The Employee Assistance Program continues to function on a low key but highly successful level. By providing employees the opportunity to seek assistance for personal problems without the fear of retribution for seeking those services, the Department increased the likelihood that an individual will seek help when necessary. Historically, law enforcement often protected any police person suffering from a personal problem such as alcoholism, marital stress or financial difficulty. Frequently, however, the problem escalated to the point where the officer's job performance was so adversely affected that the officer was then terminated. This was certainly a short-sighted response, and frequently resulted in the loss of a valuable employee who, given proper assistance, in all likelihood would have overcome his or her difficulty and again become a productive employee. Also overlooked in the past was the fact that the characteristics of the police job itself, high stress, mixed with boredom, shiftwork and dealing with crisis, etc., often contributed to personal problems and the reduction in job performance. The Employee Assistance Program is, in reality, a Department statement that we are concerned with our employees. The Department recognizes the fact that anyone may, at one time or another, face problems that can't be resolved without assistance, and that asking for help and getting it in no way diminishes the ability for that person to meet the high standard associated with being a Madison Police Officer.

Exciting things are on the horizon for 1980. The services management study proposal is one. The creation of a new and hopefully better integrated alcohol detoxification center is another. With the support of front line police officers, police management and the community, the Madison Police Department will be able to continue to pursue its efforts in increasing cooperation with the human services, and can do so without diminishing its effectiveness as a law enforcement agency. The effective integration of human services objectives is not mutually exclusive of the objectives of law enforcement and the Madison Police Department exemplifies a police agency in which this task is being accomplished.

COMMUNITY RELATIONS SECTION

The Madison Police Department's realization that Community Relations must be an integral part of every officer's training and practiced daily, is clearly reflected in the progress that has been made in presenting new and innovative ways, and means of dealing with individuals and groups in the most positive manner.

In 1979, individuals possessing alternative life styles agreed to take part in our pre-service training academy. The program was new in nature, but well received and highly informative, and may well have been the first of its kind to have been presented in any pre-service training academy.

Many new programs came into being, and perhaps one that will prove to be of increasing value is the one developed by the Public Mediation Center to help settle community disputes. The Madison Police Department has already made use of the Center's services in regard to the handling of some neighborhood disputes. The service the Mediation Center provided was excellent.

The Community Police Relations Committee, an advisory group to the Chief of Police, continued to function in its official capacity, and provide assistance to the Chief and various other bureaus and sections of the Madison Police Department. The Committee has accepted the task of aiding in the development and implementation of a public survey.

The Survey Questionnaire was prepared jointly by the Community Relations Section and the University of Wisconsin Data Research Center. The Survey Questionnaire will hopefully provide the Madison Police Department with valuable information and insights to enable a continued smooth flow of services to the community.

Programs of long standing, which continue to provide valuable contact with the community, have in many cases grown considerably, while some have shown a slight decline over the past year.

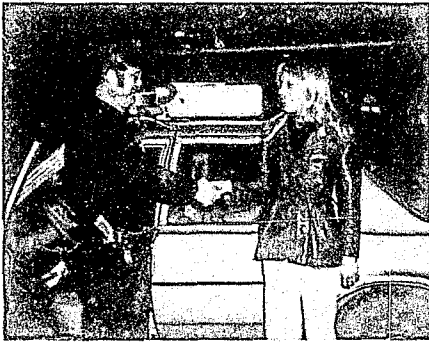
Speeches and personal appearances made by Department personnel in 1979 on a wide variety of subject matter to numerous schools, groups, civic, religious and fraternal organizations reached an all-time high totaling presentations made in 1978. Tours of the Madison Police Department in 1979 totaled 33, representing a 17.5% decrease from the 40 given in 1978. One reason for the decline is that there are more officers giving personal presentations in the schools, churches, hospitals, neighborhood associations, etc.

The ride-along program, which, in all probability is one of the best possible community relations programs, enabling members of the community to accompany police officers while on their tour of duty, had 285 participants in 1979, a 9.5% decrease from the 315 recorded in 1978.

The Madison Police Department continued to provide opportunities for college students majoring in the Criminal Justice field to intern in the Madison Police Department for an eight-week period of time. The majority of the students participating in the program came from the University of Wisconsin - Platteville and were under the direct supervision of the Community Relations Section.

The Community Relations Section will, as in the past, continue in its supportive role, working in such areas as program development, assisting in the training academies, neighborhood dispute settlement, handling of police community racial matters, and working to assure that demonstrations are of a peaceful nature.

The basic goal will continue to be the promotion of the philosophy that open lines of communication promote better understanding, which in turn results in the ability to provide the best possible service to the Madison Community.



The Ride-Along Program



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: Willie Walton, Juan Subiron, Bob Nicholas, Fran Schroeder, Sandee Stone and Michael Day.



Promoting Good Community-Police Relations

SPECIAL OPERATIONS SECTION

The Special Operations Section functions as a section where new and innovative and experimental projects can be developed in order to bring forth new ideas to the policing of the city. It also provides a manpower response to special situations that may arise such as a labor strike, neighborhood problems, etc. The members of this section work flexible hours of duty and are involved in a variety of activities.

The authorized strength for the Special Operations Section is one Lieutenant, two Sergeants and fourteen Police Officers.

Primarily, the section's four major categories of concern were identified as support services, specific crimes, conflict identification and experimentation.

The Special Operations Section supported the drug investigations, vice investigations, gambling, robbery and alarm installations with the Investigative Services Bureau.

It also worked closely with the Youth Aid Section in the rape investigations, sexual assault problem in the central city, liquor law violations by juveniles in the municipal parks and enforcement of drug violations in the four high schools of the city, namely, East, West, LaFollette and Memorial.

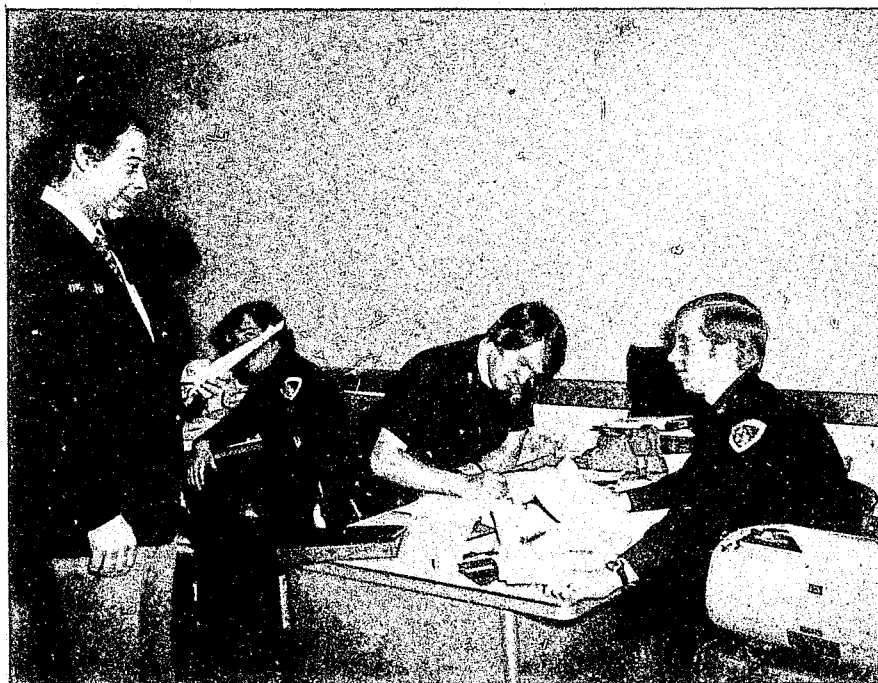
Special Operations Section also assisted and coordinated their efforts for the betterment of mutual goals in the area of football crowd control, foot patrol in the shopping malls and a project which included mobile directed foot patrol. This project incorporated the use of a van which conveyed a team of officers to cover several areas during their tour of duty. This project also was responsible for the apprehension of two armed robbers. SOS also worked closely with the Patrol Bureau during the State Basketball Tournament and problems in the city parks.

Projects involving armed robbery prevention, burglary prevention, both to residential and non-residential establishments as well as a sexual assault awareness informational program were undertaken in conjunction with the Crime Prevention and Public Safety Section.

Special Operations Section also was involved in two major labor disputes at the Oscar Mayer and Company and Ohio Medical Company. These disputes tested our capabilities in the area of conflict identification. Members of this section, along with Patrol Bureau members, monitored these locations during the time non-striking employees were coming and going to insure the companies remained open. We were also involved in the labor problem at Wisconsin Education Association (W.E.A.) until those problems were settled without a major incident.

This section is also charged with a program of experimentation. During 1979, we experimented with several new ideas, all of which proved to be of value to the Department. Some of the projects which have been alluded to prior to this were the mobile directed foot patrol program, a saturation of officers on State Street and in the city parks to control vast amounts of people and criminal activity and a planning program that incorporated other interested city departments for a response to special events such as Halloween, Fourth of July at Warner Park, Mifflin on the Mall and other events that involved large crowds of citizens in attendance.

Special Operations also included in its list of duties, traditional methods of police work such as working radar in school zones and other traffic assignments, arresting violators of state statutes and city ordinances that come to their attention or in the course of a special assignment.



Briefing Session

SUPPORT SERVICES/TRAFFIC BUREAU

Traffic Information and Investigation Section

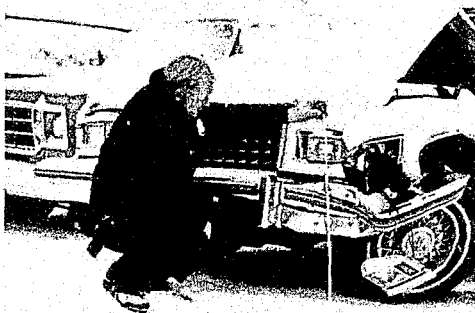
The Traffic Information and Investigation Section has the primary responsibility to work closely with the Madison Department of Transportation to solve traffic problems and improve traffic conditions in the city which are observed by the Madison Police Officers or brought to the attention of the section from other sources. The supervisory personnel provide a liaison role to private and governmental agencies to resolve traffic problems. The supervisors also respond to public inquiries and complaints regarding traffic problems and conditions.

The Lieutenant reviews all accident reports involving police department vehicles. The program objective is to improve employee driving habits, reduce the number of accidents and lower the cost of vehicle operation.

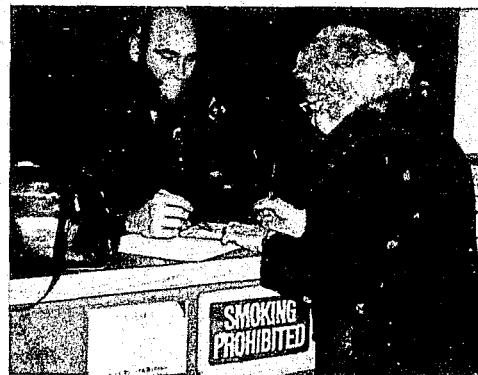
The Traffic Information and Investigation Section is required to review all accident reports submitted by the police officers before they are released to the public. Three police officers of the section are responsible for follow-up investigation of unsolved hit and run accidents and all fatal or serious injury accidents.

The section is responsible for enforcement of on-street parking violations, parking meters, time zone restrictions and no parking. The responsibility includes enforcement of violations in city owned parking lots and on private property.

The direct supervision of Adult School Crossing Guards is included in the duties of the Lieutenant. He is assisted in the day to day operations by two civilian Crossing Guard Supervisors.



Investigation of Hit & Run



Reporting an Accident

TRAFFIC BUREAU ACTIVITY REPORT

	<u>1978</u>	<u>1979</u>
Hazardous Violation Arrests	214	256
Non-Hazardous Arrests	<u>36</u>	<u>26</u>
TOTAL ALL MOVING VIOLATION ARRESTS	250	282

PARKING VIOLATIONS

Overtime Parking Violations	111,148	117,556
Abandonment - Street	1,096	922
Abandonment - Private Property	422	414
4 - 6 Tow Zones	3,749	4,368
Private Property	7,109	5,966
All Other No Parking	<u>18,183</u>	<u>19,172</u>
TOTAL PARKING ARRESTS	141,707	148,398
TOTAL ALL TRAFFIC ARRESTS	141,957	148,680

TOWED VEHICLES

Abandonment - Street	1,056	845
Abandonment - Private Property	406	396
4 - 6 Tow Zones	2,821	3,454
All Others	<u>1,183</u>	<u>2,214</u>
TOTAL VEHICLES TOWED	5,466	6,909

Written Warnings	650	520
Verbal Warnings	293	513

CRIMINAL ARRESTS

	1	0
Investigations	13,351	14,624
Total Calls	10,249	9,822
Commissioned Personnel	8	8
Non-Commissioned	17	17

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

FATAL TRAFFIC ACCIDENTS

10 FATAL ACCIDENTS

1. LOCATION: Broadway and Stoughton Road
DATE: February 4, 1979
TIME: 11:18 p.m.
INVOLVING: Two cars

A vehicle turned left into the path of the oncoming vehicle. This car was struck on the passenger side and the male passenger, age 68, received injuries that proved fatal. This driver had been drinking, but ability to drive was not impaired; passenger tested under the influence.

2. LOCATION: S. Whitney Way and W. Beltline Hwy.
DATE: February 24, 1979
TIME: 1:13 a.m.
INVOLVING: One car and a pedestrian

A female pedestrian, age 20, was walking southbound on Whitney Way, in the roadway, when struck from the rear by a male hit and run driver, age 39. A sidewalk was available to the pedestrian. Followup investigation revealed the driver had been drinking and was therefore charged.

3. LOCATION: 100 block W. John Nolen Drive
DATE: March 5, 1979
TIME: 12:47 a.m.
INVOLVING: One car and a truck

A car travelling northeast on John Nolen Drive turned left in front of a truck. The passenger in the car was killed in the accident and the driver died several days later. The driver of the car tested .23% B.A.C.* The other driver had not been drinking.

4. LOCATION: 1700 Northport Drive
DATE: April 26, 1979
TIME: 7:14 p.m.
INVOLVING: A pickup truck and a child

A three year old boy with poor eyesight left the house without the knowledge of the babysitter and ran across Northport Drive where he was struck by a pickup. The boy died of injuries received. The driver had been drinking, but his ability to drive was not impaired. Witnesses indicated the driver had no chance to avoid the accident.

5. LOCATION: 3300 Atwood Avenue
DATE: April 27, 1979
TIME: 11:02 p.m.
INVOLVING: A motorcycle and a car

A motorcycle travelling east on Atwood Avenue collided head on with the car which had crossed the center line. The driver of the motorcycle, a male, age 24, who had had his driving privileges revoked, was under the influence, and tested at .273% B.A.C.* The operator of the motorcycle was killed.

6. LOCATION: Kelab and Segoe
DATE: June 29, 1979
TIME: 2:08 p.m.
INVOLVING: A pickup and a pedestrian

A pickup was making a left turn after stopping in the boulevard, and struck the 76 year old female pedestrian. The pedestrian died later in the hospital. No negligence was involved, therefore no charges filed.

7. LOCATION: County Trunk M and Hwy 113
DATE: July 20, 1979
TIME: 1:12 a.m.
INVOLVING: One car, off the road, and a fixed object.

A vehicle driven by a man, age 20, ran a stop sign, crossed Highway 113 at a high rate of speed, rolling the car over and the driver was killed. The driver of the vehicle tested .208% B.A.C.*. The passenger was seriously injured.

8. LOCATION: 4600 Buckeye Road
DATE: October 22, 1979
TIME: 12:21 a.m.
INVOLVING: A motorcycle, off the road, and a fixed object.

The motorcycle, driven by a man, 26 years old, travelling too fast around a curve, lost control, left the road striking a porch. The driver was killed; B.A.C.* was .126%. The passenger died days later of injuries received in this accident.

9. LOCATION: 3100 Commercial Avenue
DATE: December 3, 1979
TIME: 10:17 p.m.
INVOLVING: A car and a pedestrian

Several teenagers were playing near the highway, one of them, age 16, ran in front of an auto. The injuries the pedestrian received proved fatal and he tested .176% B.A.C.* The driver was not negligent and therefore no charges were filed.

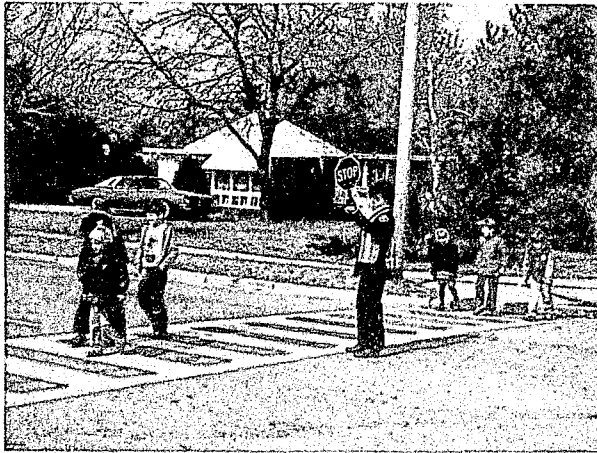
10. LOCATION: Dayton and Park
DATE: December 21, 1979
TIME: 12:50 a.m.
INVOLVING: Car, a fixed object, and a car.

A small car, southbound on Park Street, in the right-turn-only lane, ran off the road and hit a bridge rail, and was then struck by another car. The passenger in the small car was killed. He was a 22 year old male, and tested .168% B.A.C.* The driver of the small car, a female, age 21, was under the influence with .188% B.A.C.* and was therefore charged.

In the above accidents, in which 12 persons were killed, eight of the fatalities were tested and seven of those tested were under the influence of alcohol. The other four fatalities were not tested.

* B.A.C. means Blood Alcohol Content. Wisconsin Statute 885.235 states "The fact that the analysis shows that there was 0.1% or more by weight of alcohol in the person's blood is prima facie evidence that he/she was under the influence of an intoxicant.

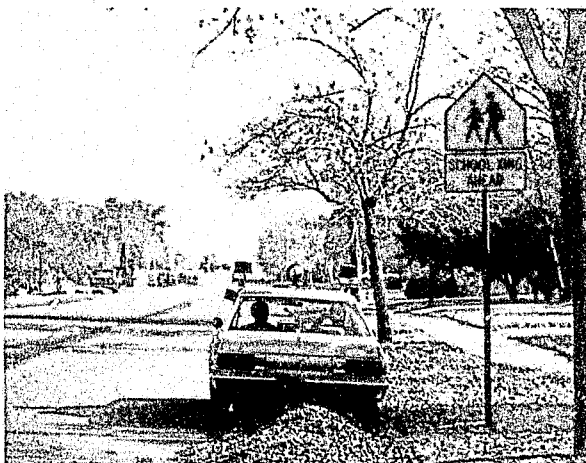
SUPPORT SERVICES/TRAFFIC BUREAU
ACTIVITIES



Traffic Safety in School Zone



Enforcement of Parking Regulations

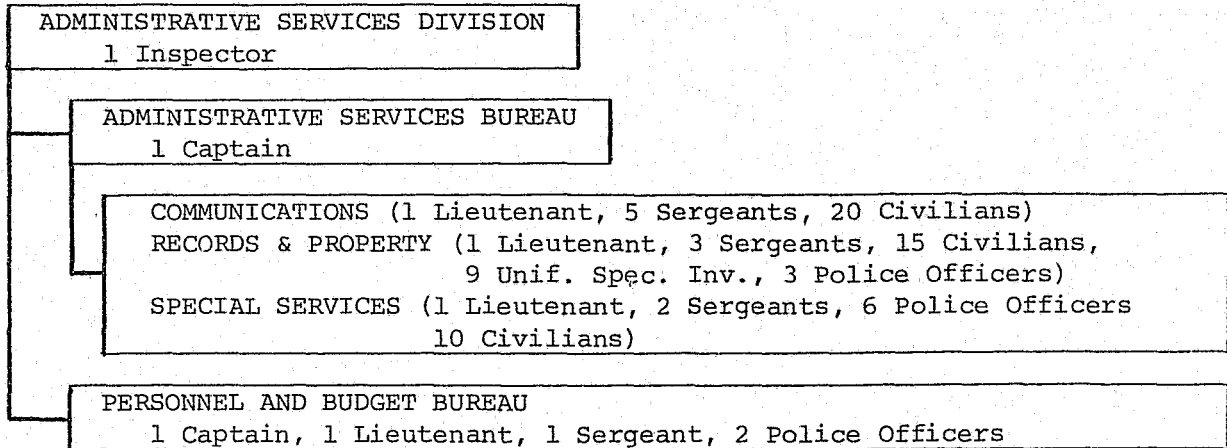


Traffic Law Enforcement by Radar



Police and Traffic Engineering
Traffic Problem-Solving Team

"SUPPORT SERVICES"



"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 Property. 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 working warrants.

During 1979, the Lakes Patrol was a cooperative effort between the City of Madison Police Department and the Dane County Sheriff's Department. In patrolling the waterways within the city, the unit ensures 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.

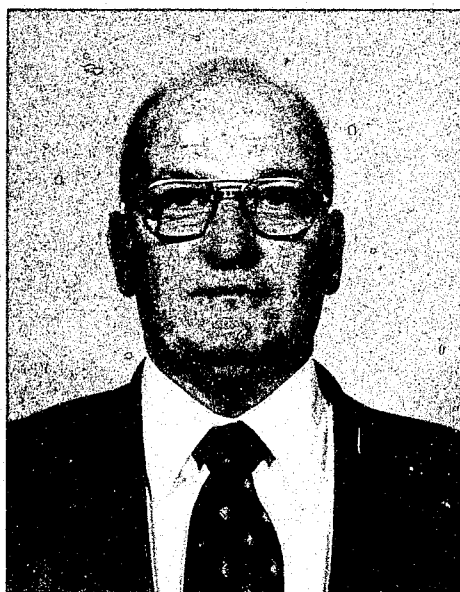
Two sections are grouped to provide personnel and budget services.

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.



GEORGE SCHIRO
Inspector of Police
Administrative Services Division

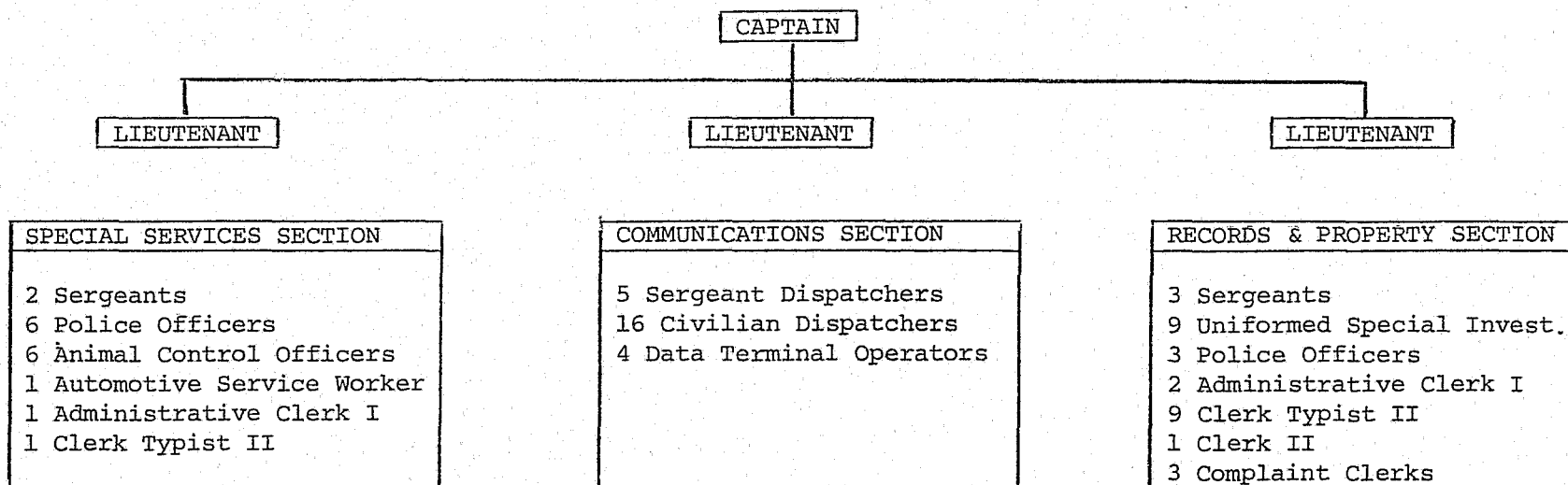


James M. McNelly
Captain of Police
Administrative Services Bureau



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		1,889
Animals Taken to Pound	1,780	
Animals Returned to Owner	56	
Animals (Dead) Disposed of:	53	
Other Complaints		2,306
Total Complaints Responded to		4,195
Warrants Issued for Animal Violations		67
Animal Violation Cases Disposed of in Court		
Excluding Warrants Issued Above		476
Animal Bites Reported		333
Dog	260	
Cat	50	
Other	23	

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. Animal Control Officers are supervised by a Police Sergeant, who overlaps all shifts and performs other Special Services duties.

The Animal Control Officers' duties are to pick up all stray dogs and cats found running at large, to check for licenses and tags and investigate other animal complaints as reported or observed. They investigate all animal bite cases and when appropriate, have animals examined or impounded for the 10-day observation period required by Madison City Ordinance 23.33(4).

Since 1974, the hours of operation have been expanded to relieve Patrol officers from handling animal complaints during the hours when they are most prevalent.

SPECIAL SERVICES SECTION

Warrant Unit & Motor Maintenance

Tickets Paid to Warrant Officers by Stipulation Payment	9,359
Warrants Disposed of by Warrant Officers by Bail or Court	10,389
Total Tickets & Warrants Disposed of by Warrant Officers	32,452
Amount Collected by Warrant Officers on Tickets & Warrants	\$167,367.00
Amount Collected by Mail (Letter, Telephone, etc.)	73,078.76
Amount Collected by Patrol Officers (MAPS Hits)	15,906.50
Total Amount Collected on Tickets & Warrants	256,352.26
Uniform Citations Paid by Stipulation & Court	1,709

The Moving Traffic System was used extensively through 1979 to process all of the Municipal Citations for Building Inspection, Fire and Police Departments. The Moving Traffic System produces all summons, warrants and a court calendar for cases going to Arraignment Court. It is cross referenced to the Madison Area Police System (MAPS) Wanted Person Files and the Parking Ticket Files. This brings to our attention a person that may be wanted by I.S.B. or for parking offenses when he/she appears for Moving Traffic Offenses. In addition to the above items, the system is used to process juvenile offenses for which citations are used.

In the Special Services Section, the Parking System was used extensively to collect \$256,352.26 on problem tickets, an increase of \$73,970.43 over the previous year. Much of this increase was accomplished by using 20 disabled officers to help with the increased volume during 1979.

The Special Services Section dealt with abandoned autos towed by the Police Department and refined the process of disposing of them. We revised the towing contracts with wrecker companies and are disposing of abandoned autos promptly in compliance with State Law pertaining to identification and notification of owners before they are disposed of by sealed bid or salvaged as junk.

The Motor Maintenance duties were performed throughout the year to assure that all 113 vehicles in the fleet were serviced and records of performance kept. This position was civilianized during the year and provided one Police Officer for street duty. 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	6
RESCUES - Totaled with Dane County	0
ARRESTS & WARNINGS - All processed through Dane County	0
MANHOURS OF PATROL (City Officers) (May 20 - September 9)	669
REIMBURSEMENT CLAIMED FROM DNR S.S. 30.79(5)	\$5,187.99

The Lakes Patrol was again a joint effort between the City of Madison Police Department and the Dane County Sheriff's Department. The City of Madison furnished two (2) officers and Dane County furnished four (4). The patrol was conducted under the direction of Captain Richard Josephson of Dane County; the immediate supervision was provided by Sergeant Charles Campbell of the Madison Police Department. The patrol was responsible for all lakes in Dane County. There were patrols on the waters eight hours on weekends and holidays and generally eight hours a day during the week.

Many meetings took place during 1979 which were attended in an effort to accomplish a total transfer of responsibility for the lakes to Dane County.

There were six (6) accidental drownings in the Madison lakes during 1979, as follows:

February 26	- Male, age 54, Yahara River,	Coroner's Ruling Accidental
April 14	- Male, age 92, Lake Monona,	Coroner's Ruling Accidental
July 1	- Male, age 51, Lake Monona,	Coroner's Ruling Accidental
July 21	- Male, age 21, Lake Monona,	Coroner's Ruling Accidental
August 26	- Male, age 39, Lake Mendota,	Coroner's Ruling Accidental
October 28	- Male, age 20, Lake Mendota,	Coroner's Ruling Accidental

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.

Nine Uniformed Special Investigators were transferred from the Patrol Division and are training in the laboratory processes and have taken over the property officer duties. They continue to respond to assist officers in collecting evidence at scenes of field investigations.

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.

Early in 1979, the process of "civilianizing" the Communications Section was completed. Dispatchers are now all civilians under the supervision of police sergeants.

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. While the Communications Center is located at the Fire Department Administration Building, data terminal operators 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 property 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.

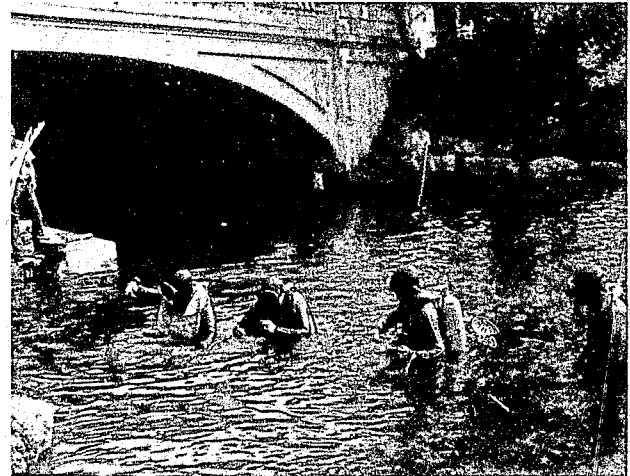
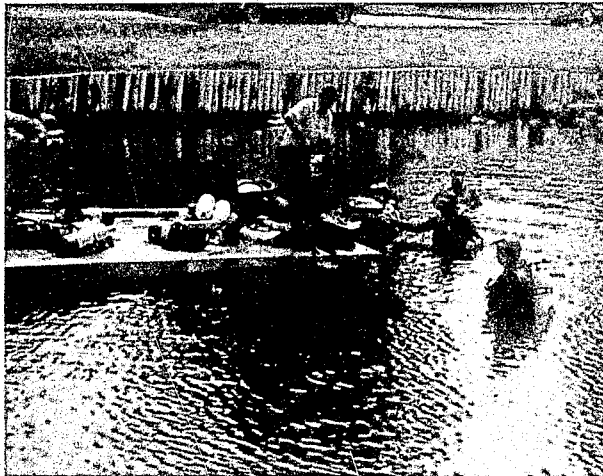
ADMINISTRATIVE SERVICES BUREAU
ACTIVITIES



Warrant Officers Briefing



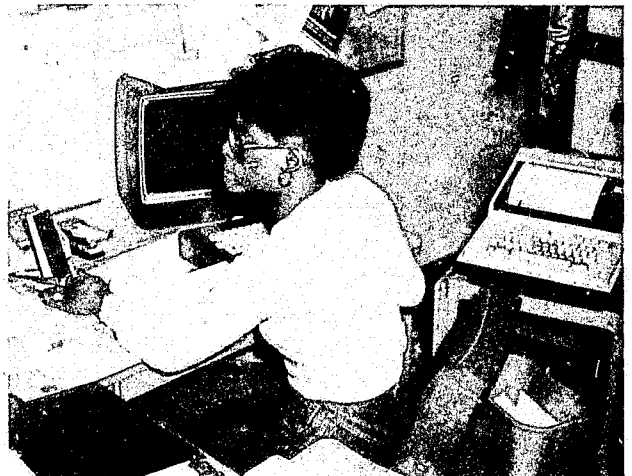
Motor Maintenance



City-County Lakes Patrol



Animal Control



Data Terminal Operator



Property Control



Photographing Evidence



Fingerprinting--Upon Request



Service Counter



Communications Center

PERSONNEL AND BUDGET BUREAU

The Personnel and Budget Bureau has responsibilities in four specific areas. These areas are Department Fiscal Operations, Training and Development of Department Personnel, Hiring of Civilian Personnel, and the Recruitment, Selection and Training of New Police Officers.

DEPARTMENT FISCAL OPERATIONS

A major responsibility of the Personnel and Budget Bureau is the development of the Department budget and control of fiscal operations. The budget is prepared, presented and administered by the command staff of the bureau.

Purchasing requests are scrutinized with the emphasis on securing the best materials and/or services at the most economical cost. With the purchasing function in one section of the department, there is less duplication and stricter controls on the process itself. This purchasing function is integrated with a process of periodic inspections of the department's fiscal operation and a review of current expenditure in the various accounts.

This orderly control of budget preparation and review, inspection of fiscal operations and a systematic purchasing procedure helps to insure wise use of tax dollars by our department.

TRAINING AND DEVELOPMENT OF DEPARTMENT PERSONNEL

The staff of the Personnel and Budget Bureau maintain an on-going program of administering specialized, technical, managerial and in-service training. Department members are sent to a wide variety of outside schools and seminars in an effort to develop the individual's career but also to train those officers to perform as instructors and resource people for pre-service and in-service training classes. An on-going management development effort is accomplished by requiring each officer at the rank of Lieutenant and above to attend at least one management training course relevant to his/her function as a manager.

CIVILIAN PERSONNEL HIRING PROCESS

This is a joint effort by Personnel and Budget Bureau staff and the City of Madison Department of Personnel. Advertising, recruitment, and examination for the basic skills, knowledges and abilities for various non-sworn positions on the Police Department are executed by the Personnel and Budget Bureau staff, and the Bureau Commander in which the vacancy occurs. This joint effort between departments has functioned well to date.

PRE-SERVICE TRAINING

The Personnel and Budget Bureau staff recruited nationally for entry level police officers to fill twelve (12) vacancies on the department

early in 1980. The application process closed on December 31, 1979, with 325 women and men applying for those twelve (12) positions.

The Madison Police Department pre-service academy is certified by the Wisconsin Department of Justice Training and Standards Bureau. The Personnel and Budget Bureau staff administers a 1,000 hour training program which includes classroom, technical and experiential training. The Madison Police Department Academy presented a 120-hour "Legal Training for Police Officers" Course, developed and taught by the University of Wisconsin Extension - Law School. The curriculum of the legal training is one of the most comprehensive in the state, if not in the nation. The Academy graduated its 25th class in June of 1979.

Various other functions of the Bureau include use of the Department's video equipment through which the staff has production and editing capabilities. The unit maintains a department library with more than 800 volumes and over 25 periodicals, magazines and professional journals.

In 1979, the Personnel and Budget Bureau staff presented an "Officer Awareness" program as an in-service training project. Every member of the Department was required to attend. The program was developed by the staff using those situations in which police officers nationally are in physical danger. The program was a resounding success and very well received by members of the department. This training project introduced several new procedures that may well be developed as professional standards for the police officers of the Department.

The Personnel and Budget Bureau staff developed and administered the promotional examinations for the Sergeant and Uniformed Special Investigator/Detective positions on the Department. Promotional panels are developed through written, oral and experiential examination.

The unit maintains the inventory of leather goods, ammunition, new handguns, and certain uniform equipment. The range officer from the Madison Police Department assigned to the Dane County Range also works out of the Personnel and Budget Bureau.



Madison Police Library

PERSONNEL AND BUDGET BUREAU ACTIVITIES



Recruit Training



Keeping Fit



Qualifying in the Monthly Shoot



Firearm Repair Service

25th Recruit Class



END