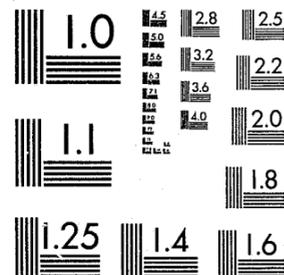


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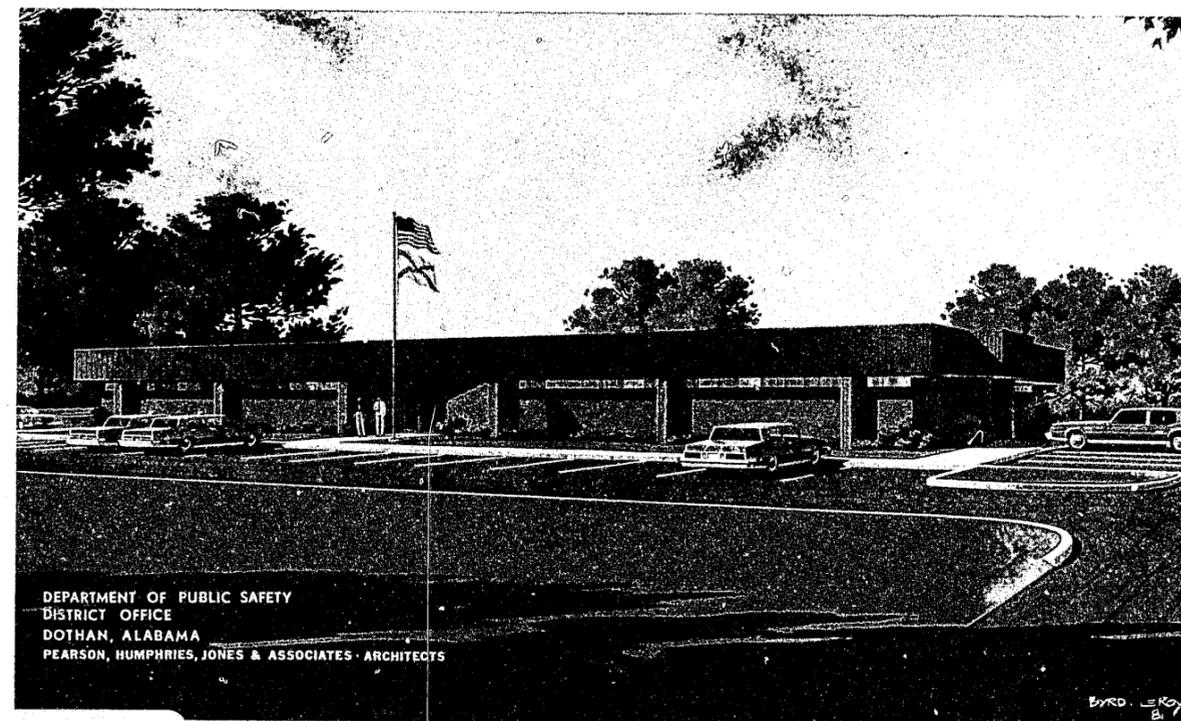
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Alabama Department of Public Safety

Honorable Fob James - Governor

Colonel Jerry Shoemaker - Director



88392

47th Annual Report

October 1, 1981 —
September 30, 1982

On The Cover:

The cover picture is an artist's drawing of the new building which houses Department of Public Safety operations in Dothan. The new facility was opened during the 1981-82 fiscal year. A second new facility opened was the new radio shop in Montgomery.

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ACQUISITIONS

HIGHWAY PATROL DIVISION

The Highway Patrol Division has statewide responsibility for the enforcement of Alabama's motor vehicle and truck weight laws, for investigation of rural traffic accidents, for fatal accident reporting, for assisting motorists, for ensuring the orderly flow of highway traffic, for supervising and operating a statewide law enforcement and emergency communications system, and to provide for an immediate law enforcement response to natural disasters or other emergencies. The primary mission of the Division is to reduce the rate and severity of rural highway traffic accidents. Members of the Division deter crime through the use of highly visible patrol techniques and apprehend criminals during the actual commission of their crimes or during their immediate flight from the crime scene. Division personnel also provide security for state officials, provide traffic and crowd control during significant special events, and supervise the State Trooper Reserves.

The Highway Patrol Division ended fiscal year 1981-82 with 481 State Trooper personnel and 142 personnel in other classifications—a total of 623 persons. Under normal conditions, 462 of the Division's State Trooper personnel are assigned to full-time traffic enforcement duty. Support personnel for the Division include four Executive Security Officers, 101 communications officers, one fatal accident analyst, 26 clerical personnel, six custodial employees and four State Trooper Cadets.

The Highway Patrol Division Chief is a State Trooper Major who directly supervises the Headquarters Unit and nine Troop commanders. The Headquarters Unit consists of the Division

Chief, the Division Chief's secretary; a State Trooper Lieutenant who is the commander's administrative assistant; the Headquarters Communication Section commanded by a State Trooper Lieutenant, who is responsible for developing communications policies and operations procedures, and staffed with seven communications officers; a State Trooper Sergeant who is director of the Division's truck weight enforcement program, radar maintenance specialist, and supervisor of the Records and Reports section; a Clerk Typist III in Records and Reports Section; a statistician who supervises the analysis of fatal accidents and reporting of statistical material through the Fatal Accident Reporting

System (FARS) for the National Highway and Traffic Safety Administration; and, 21 Executive Security personnel who are assigned to protect the person and families of the Governor, a former Governor, the Lieutenant Governor, the Speaker of the Alabama House of Representatives and the Attorney General.

Each of the nine Highway Patrol Troops is commanded by a State Trooper Captain who is responsible for one or more Highway Patrol Posts which are commanded by State Trooper Sergeants. The Troop commanders are collectively responsible for a total of 579 employees assigned to the 18 Highway Patrol Posts.

Brief Facts

Total Miles Traveled	13,064,123 miles
(A) Routine Patrol	10,949,296 miles
(B) Other	2,114,827 miles
Total Manhours Expended ...	888,536 hours
(A) Routine Patrol	690,454 hours
(B) Other	198,082 hours
Total Motorist Contacts	394,432
(A) Traffic Arrests	200,525
(B) Non-traffic Arrests	814
(C) Warnings Written	156,256
(D) Motorists Assisted	16,435
(E) Accidents Investigated	21,130
Vehicle Inspections	
(A) Checkpoints	576
(B) Vehicles Inspected	81,637
(C) Drivers Arrested	3,819
(D) Drivers Warned	6,729
Truck Weight Detail	6,245 total arrests
(A) Overweight Trucks	4,383
(B) Other Related Arrests	1,862
D.U.I. Arrests	8,617 total arrests
Stolen Vehicles Recovered	232 vehicles
Approximate Value	1.1 million dollars
Fatal Accidents	
(A) Fatal ACCIDENTS investigated by Troopers	505
(B) Number of FATALITIES in accidents investigated by Troopers	586
(C) Number of fatalities STATEWIDE	605
Total Number of Relays	1,562
(A) Emergency	921
(B) Non-emergency	641
(C) Miles traveled	137,772 miles
(D) Time expended	2,659.8 hours
Total Troopers Assaulted	50
Motorcycles Issued	
2 new Kawasaki KZ 1000 Motorcycles were issued for duty. These replaced one 1971 model Harley-Davidson and one 1977 model Kawasaki.	
Security Details	
(A) Hours worked	52,447 hours
(B) Miles traveled	421,302 miles
Special Details	
(A) Hours worked	73,849 hours
(B) Miles traveled	1,693,525 miles
Accidents Statistics	
(A) Accidents analyzed and reported	21,130
(B) Fatal-type accidents analyzed and reported	505
(C) Total FATALITIES analyzed and reported	586
(D) Total RURAL FATALITIES	605

Department of Public Safety Honor Guard

The Alabama Department of Public Safety Honor Guard was established in April, 1981, and placed under the supervision of the Highway Patrol Division Chief. The Honor Guard has 20 members who are selected on a department-wide basis. The unit participates in State ceremonies, in State Funerals for dignitaries and in funerals for law enforcement officers.

During fiscal 1981-82, the Honor Guard participated in:

The Department of Public Safety's 46th anniversary on December 4.

The State of Alabama's 162nd anniversary ceremony on the south lawn of the State Capitol on December 14.

The dedication ceremony for the new Department of Public Safety Office in Dothan on June 18.

Funeral honors were performed for Winston County Deputy Sheriff James W. Taylor, Sr.; Troy Police Officer Steve Watkins; Heflin Police Officer Ralph Bentley; Bessemer City Detective Tommy Lee Theford; State Trooper Max Bryant; and State Trooper Marvette Holmes.

State Trooper Reserve

The Alabama State Trooper Reserve is a force of volunteer citizens who work and train with the Highway Patrol Division. Reservists serve without compensation and have the power of peace officers only when summoned to duty by the Department. Reservists accompany troopers on routine patrol duty; direct traffic and assist in crowd control at the Winston 500 and Talladega 500 races, George Lindsey and Barbara Mandrell benefit gold tournaments, major football games and other special events; participate in manhunts; and assist troopers during natural disasters including hurricanes, tornadoes, floods and winter storms.

This year the State Trooper Reserve officers contributed 10,095 hours of voluntary duty which is equivalent to 1,262 workdays or \$95,205 in trooper salaries.

Arrests

Arrests made for the following offenses comprise 77% of the total traffic arrests made:

SPEEDING	127,450
DUI	8,617
NO DRIVER LICENSE	15,983
RECKLESS DRIVING	2,331
FAIL TO STOP	5,237
TOTAL	154,618
TOTAL TRAFFIC VIOLATIONS	200,525

Honors

Trooper Larry D. Cawyer was awarded the Thunderbolt Award for achievement in locating stolen vehicles and apprehending persons in possession of stolen vehicles. This award is made each year to the Highway Patrol Division member with the highest number of points based on number of vehicles recovered and number of persons apprehended.

Trooper Lowell E. Durham was named Trooper of the Year in the program that is sponsored by the Alabama Petroleum Council. Each year nominations for Trooper of the Year are made by post and district commanders and the person to receive this award is selected from the group nominated.

Selective Enforcement

Troopers of the Highway Patrol Division worked a total of 18,046 overtime hours under a 55 MPH Selective Enforcement federal grant obtained from the Office of Highway and Traffic Safety. State Troopers made 11,874 arrests, issued 8,847 written warnings, assisted 572 motorists, and investigated 88 accidents for a total of 21,381 motorist contacts.

A total of 21,907 rural traffic accidents were reported during the 1981-82 fiscal year. This is 2,877 fewer rural accidents than were reported during the previous fiscal year. This is an 11.6% reduction in the number of rural traffic accidents from fiscal 1980-81.

Data Processing Unit

Staffed with 37 civilian personnel the Data Processing Unit is responsible for the operation of a computerized data storage, retrieval and information system. Processed during the fiscal year were 104,571 accident reports from law enforcement officers throughout the state; 521,209 traffic arrest forms from all law enforcement agencies; 4,518 non-photo driver licenses; and 1,273 non-photo duplicate driver licenses.

This Unit is also responsible for the operation of the computerized data storage system for property inventory, payroll, accounting and personnel records, and for storage of driver records and information for the Auto Theft Unit of the Alabama Bureau of Investigation.

Information from the material processed from accident reports is used in compiling statistical reports on accidents for each of Alabama's 67 counties, for each municipality with a population of more than 10,000 and for the state as a

DRIVER LICENSE DIVISION

Testing and keeping records on Alabama's 2.5 million licensed drivers is the function of the Driver License Division. The Division has six units: Administrative, which includes the Division Commander who is a State Trooper Major and which is responsible for activities of the Division as a whole; Data Processing, which is responsible for computer data storage for the driver licensing system, accident data storage and computer records keeping for other divisions of the Department; Driver Improvement, which administers the driver record point system; Driver Records; Examining; and, Safety Responsibility, which administers the Safety Responsibility Act.

whole. Through the data processing system, vehicles involved in accidents can be checked against National Crime Information Center and the Alabama Criminal Justice Information System files to determine whether the vehicles have been stolen. This system also provides materials which can be used to plan improved crime and accident prevention programs.

Administrative Unit

In addition to instituting and implementing policies and procedures for the operation of the Driver License Division, Administrative Unit personnel microfilm accident reports and driver records; audit new and renewal applications; receive and process money received from the sale of records and duplicate driver license applications.

More than 646,000 driving records and 14,585 accident reports were pro-

cessed through the Unit. Fees received were \$7,618,765.50 for 564,353 driver license renewals; \$149,005 for 105,445 duplicate driver licenses; \$43,755 for 14,585 accident reports and \$1,292,212 for 646,106 driving records.

Monies collected are forwarded to the State Comptroller's Office. There are eight clerical employees in the Unit which is under the direct supervision of the Division Major.

Examining Unit

Staffed with 66 arresting officers and 61 civilian personnel, the Examining Unit is responsible for the administering of written and performance tests for driver license applicants, driver permit examinations and for conducting hearings and investigations at the request of Driver Improvement and Safety Responsibility

units.

Among the programs of this Unit is the obtaining of driver tests in foreign languages.

There were 275,790 driver license examinations given during the fiscal year. A total of \$791,592.25 was received through testing fees for 160,280 complete

examinations given.

There were 67,864 failures and 13,175 incomplete examinations. Applicants passing license examinations numbered 109,605 with an additional 77,269 persons passing driver permit tests.

Non-driver identification cards issued totalled 4,907.

Driver Record Unit

Records of some 3.5 million persons who have been licensed to drive in Alabama are kept by the Driver Record Unit. About 2.5 million of these persons have active driver licenses. Some 2.4 million papers were processed by unit personnel. These papers include new license applications, changes of names, reported accidents, convictions of traffic

violations, and requests for information from other units of the Department and other law enforcement agencies, courts and individuals.

The Driver Record Unit is staffed with one arresting officer and 45 support personnel. Records are maintained using a computer system as well as a manual filing system. The computer records

system and the microfilming of records have increased efficiency while creating a more complete record for the use of courts, police agencies and insurers.

License status information is provided using the Alabama Criminal Justice Information System. Files are also maintained on appeals to Circuit Court resulting from Department actions.

Safety Responsibility Unit

The Safety Responsibility Unit is responsible for enforcing Chapter 7 of Title 32 of the 1975 Code of Alabama. This portion of the Code is commonly known as the Motor Vehicle Safety Responsibility Act. Unit personnel receive and process all accident reports required from drivers involved in accidents in Alabama. During the fiscal year

there were 158,282 accident reports received from drivers involved in 101,590 accidents.

The Unit is responsible for receiving as custodian in the name of the Director of the Department of Public Safety all monies deposited in the State Treasurer's Office as security from uninsured drivers. It issues certificates of self-insurance,

answers appeals made by individuals on suspensions due to the actions of the Safety Responsibility Unit and issues certifications to insurance companies requesting information regarding the suspension of driver licenses under the Act.

Driver Improvement Unit

The primary function of the Driver Improvement Unit is to review driver records to ensure that penalties affecting the driver license because of violation of traffic laws are applied fairly and equitably. This is done through the use of a point system. The point system assigns a numeric value to driving offenses. As

offense convictions are entered on the individual's driving record, point value accumulates. Revocation or suspension action is taken when aggregate points require.

Eligibility for licensing is determined and reinstatement fees are received by the Unit. During the fiscal year,

\$648,475.51 was received in reinstatement fees. Insurance filings and suspended or revoked vehicle tags are received by the Unit. Unit personnel also cite persons for reexamination and/or vision examinations.

ALABAMA BUREAU OF INVESTIGATION

Alabama Bureau of Investigation is the division of the Department of Public Safety having the responsibility for investigating criminal activity. Five units within this Division have specialized functions geared toward the apprehension of violators of State law. These Units include: Criminal Investigation, Narcotics, Auto Theft, Intelligence and Identification. The Division is under the command of a State Trooper Major. Personnel working in the Alabama Bureau of Investigation made 1,327 arrests; recovered 782 vehicles valued at more than \$4.5 million; and brought in undercover operations or confiscated drugs valued at more than \$49 million.

Auto Theft Unit

Auto Theft Unit has as its primary area of concentration the investigation and prevention of professional motor vehicle theft activity. Unit personnel under the command of a State Trooper Captain include 12 investigating officers, two clerical employees, a communications officer and a criminal intelligence technician.

The identification of vehicles through restoration of vehicle identification numbers using heat and chemicals and the use of computer records to trace vehicles are two areas of expertise in this Unit. Training sessions are conducted for other police agencies concerned with the various aspects of motor vehicle theft, identification and prevention.

Assistance is provided to other law enforcement agencies in the investigations of murders, robberies and hit-and-run cases through the records program. Information is provided to other states

concerning the sale of license tags in Alabama which has resulted in the recovery of stolen vehicles and in the collections of taxes on other vehicles.

Enforcement of the anti-theft sections of the Title Law by certification of VINs on recovered stolen vehicles, examination of rebuilt vehicles, inspection of dealer

and salvage records, and inspection of vehicles in salvage yards are among the activities of Unit personnel.

Unit personnel recovered 747 stolen vehicles valued at \$4,312,126 during the fiscal year. Stolen vehicle investigations and 41 investigations involving thefts of other property resulted in 267 arrests.

Narcotics Unit

Narcotics Unit investigators arrested 430 persons on 570 charges during the 1981-82 fiscal year. In connection with these arrests and investigations, contraband and vehicles valued at \$49,159,402.74 were seized.

There were 37 arrests involving cocaine with more than \$75,000 in cocaine

seized. Arrests involving marijuana, including trafficking in marijuana, conspiracy to import marijuana, and possession of marijuana with intent to distribute, totalled 359 with more than \$46 million in marijuana seized.

There were five aircraft and 41 other vehicles seized.

Criminal Investigation Unit

Personnel of the Criminal Investigation Unit initiate investigations into suspected criminal activity and assist other law enforcement agencies in investigations which they initiate. During the past fiscal year, 649 new investigations were opened. There were 346 cases cleared

by arrests, 144 otherwise cleared and 215 investigations closed. There were 316 persons arrested on 490 charges.

Crimes against persons for which arrests were made totalled 178; sex crimes, 11; crimes against property, 279; and crimes against public order, 16.

Stolen property recoveries totalled \$215,224.66 and stolen vehicle recoveries totalled \$233,788.10. Total reported stolen property was valued at \$718,800.68 and reported stolen vehicles were valued at \$83,345.00.

Intelligence Unit

The Intelligence Unit is currently staffed with nine investigators and six support personnel. The objective of the Unit is to collect and collate data, to evaluate and analyze this data, and to disseminate the analyzed data.

Duties and responsibilities of the Unit include:

Investigations of organized crime including gambling, corporate fraud and other major organized crime activity excluding narcotics and auto theft activity;

Investigation of corruption in government or attempts to corrupt;

Investigation of persons, groups, or organizations who corrupt orderly governmental functions or commit acts against the peace and dignity of the State of Alabama;

Provision of assistance to other law enforcement agencies throughout Alabama and out-of-state agencies;

Investigation of threats made against the Governor and other public officials;

Investigation of internal security matters for the Department of Public Safety.

Investigations conducted by this Unit during fiscal 1981-82 consisted of those initiated by Unit investigators and those for which assistance was requested by other units of the Department, other State agencies, out-of-state agencies, and municipal, county and federal agencies. Major cases included the investigation of a tape-pirating group in North Alabama which resulted in 22 Grand Jury indictments and subsequent convictions —

pirated tapes valued at hundreds of thousands of dollars were received—and the investigation for the Retirement System of Alabama which resulted in the conviction of one person and recovery of \$39,000 in illegal benefits received.

Since 1975, the Intelligence Unit has had an average of a 20% increase in case load during each year. With the merger of this Unit into the Alabama Bureau of Investigation in 1980, all intelligence data for the Department became the responsibility of the Unit including information from 70 additional investigators. The Unit is responsible for analysis of all case reports submitted by ABI personnel and for the dissemination of information contained in these reports. This data is now being coded into a format which will allow computerization in the future.

Identification Unit

The Identification Unit maintains fingerprint records for all law enforcement agencies in Alabama. The Latent Print Section of this Unit examines crime scenes and processes evidence for the Department of Public Safety and for other law enforcement agencies at their request.

The Unit is under the supervision of a civilian Identification Officer. Personnel of the Unit processed 146,913 fingerprint cards during the fiscal year, a 7% increase from the previous fiscal year. These cards form the foundation of a criminal records system. There were 16,670 transcripts received and 1,650 latent cases received.

Identifications were made on 1,247 of the latent cases. Latent Print examiners made 50 field trips and testified in court 41 times. The number of name checks made increased by 39% from the previous fiscal year and numbered 113,956. There were 532 persons fingerprinted for other agencies.

SERVICE DIVISION

The Service Division provides the supplies, training and special services necessary to the functioning of the Department of Public Safety. Its support function includes determining and filling needs for radio, automotive and other equipment and repair for this equipment; expendable supplies; photographic and printed materials, and training. Many of the services performed for the Department are also made available to other law enforcement agencies.

Administrative Unit

The Administrative Unit consists of the Division Commander who is a State Trooper Major, one clerical employee and a Building Construction Engineer.

Construction projects during fiscal 1981-82 include the completion of an office facility in Dothan. Site preparation and construction costs for this facility totalled \$472,000 and allowed the consolidation of Driver License, Alabama Bureau of Investigation, Highway Patrol and Service Division offices to one building with sufficient room for current and

future operations.

Also completed was a radio repair facility in Montgomery at a cost of \$178,000. Title was acquired to a \$500,000 property consisting of land and Building 181 at Craig Field for office space for Highway Patrol Troop F in Selma.

A \$26,000 renovation of the property which was acquired at no cost was begun. When completed, this facility will bring Department operations in that area closer together and will give adequate office space for current and future operations.

Training Unit

The Training Unit is comprised of the Alabama Criminal Justice Training Center and the Alabama Criminal Justice Library. The Center occupies 18 acres of campus and has a ten-acre firing range.

The Unit is responsible for planning, developing, organizing, implementing and evaluating training and educational services for the Department, other State agencies, and city and county law enforcement agencies. The Unit also provides food services, dormitory facilities, recreation services and support services for all students and agencies using the facility. The Training Unit furnishes

services to 719 member agencies and 2,710 individual members. The Library furnishes film, reference, audio-visual and research services to members with the only charge being return postage on films loaned.

The Training Unit is commanded by a State Trooper Captain who is assisted by a State Trooper Sergeant. At the close of the fiscal year, the staff consisted of six arresting officers, two vocational instructors, one librarian, three clerical employees and six support personnel. These personnel conducted 135 schools in 18 categories with 3,722 students.

LIBRARY

The library has maintained its high quality of service to the law enforcement profession while refining internal procedures.

Changes and progress have been made in the indexing of professional journals as they arrive and in maintaining the currency of the vertical file. The Library now holds 3,764 books; 109 current subscriptions; 1,440 documents; 177 microfiche; 463 vertical file subjects; 566 16mm films; 41 slide sets; 45 video tapes; and 170 pieces of audio-visual equipment.

Communication Engineering Unit

The Communication Engineering Unit moved into a new 5,500 square foot building located at the Department's Montgomery complex on the corner of Coliseum Boulevard and Federal Drive in April. The building is designed to give adequate storage and work area for the

installation and maintenance of all radios and associated electronic equipment used by the Department and that of 22 other agencies and departments of the State.

Unit personnel are responsible for the procuring and maintaining of base stations and control centers for all District Offices

Public Information Unit

The primary function of the Public Information Unit is to provide an immediately available source of information for news media and for the general public. More than 1,200 telephone contacts to disseminate information of statewide interest were made and 32 written releases of local or statewide interest were distributed to some 500 media outlets throughout the state.

The Unit is also responsible for the Headquarters security system as well as other special projects or programs of the

Department. During the 1981-82 fiscal year a yearbook with a history of the Department was produced and distributed, and a film about the Department was completed and distributed.

The Public Information Unit is staffed with one arresting officer and four civilian employees. Duties of the Unit include instruction at the Alabama Criminal Justice Training Center, providing certificates awarded to individuals by the Department, providing material for speeches or completed speeches, coordinating the

Supply Unit

Supplies and equipment other than that provided through the Automotive Maintenance Unit and the Communications Engineering Unit, are distributed through the Supply Unit.

Supplies and equipment include uniforms and weapons for 691 arresting officers, 102 communications personnel, 56 Driver License Technicians and 13

State Trooper Cadets. A total of \$614,012 in equipment, supplies and uniforms were ordered and distributed during the fiscal year. This includes completely outfitting the 38 State Troopers and 21 State Trooper Cadets promoted to Troopers during the year at a cost of \$46,492.

The Supply Unit is also responsible for maintaining and distributing printed

Safety Education Unit

With 12 arresting officers and one clerical employee, the Safety Education Unit supplied information on traffic safety, Department operation and crime prevention through the use of public appearances, individual contact and mass media; produced and distributed about one-half million pieces of safety literature (200,000 pieces of which were obtained at no cost to the Department); conducted a Department driver safety program; designed and produced recruiting literature and conducted a State Trooper and State Trooper Cadet recruiting campaign; had displays at more than 30 state and county fairs and other public events; and assisted other divisions at various events.

Personnel of this unit are required to

be conversant with all phases of Department operation and have received comprehensive training including two specially designed seminars during the 1981-82 fiscal year and other in-service training offered through the Department and by other agencies including a Uniformed Safety Education Officer's Workshop which was held in Arkansas.

Because of the training the Safety Education Officers have received, they have played a more active role in Department training as First Aid instructors and as guest instructors at the Alabama Criminal Justice Training Center, and county and municipal training programs. Unit personnel have also taught Emergency Medical Technician courses. One

and Posts; and, is responsible for the procuring, installation, repairing and servicing of radio, siren and radar units for all cars of the Department of Public Safety.

appearance of Department personnel on television programs or radio public service programs, production of written material for Department use, and providing visual aids or other services to other Department units, state agencies and law enforcement agencies. The Department museum, Help Eliminate Lawbreaking Pushers (HELP) program and the production of a monthly in-house news letter and a daily in-house bulletin are continuing projects of this Unit.

material used in Department of Public Safety operations. Some 20,602 million billed impressions at a cost of \$136,955.29 were printed. Included in these figures were the new drivers' manual with 2.9 million impressions per 100,000 booklets. There were 200,000 manuals printed during the fiscal year.

Unit member serves also as Department Armorer, maintaining weapons used by the Department, coordinating the pistol Team and serving as Firearms Training Officer for the Montgomery area.

Unit members assisted in the researching of deeds and leases for all property owned or controlled by the Department.

A grant for the Office of Highway and Traffic Safety was used to buy several up-to-date films and several slide presentations have been made and put into use. Innovations such as a talking car, a puppet and magic tricks have been used with substantial results in the total Safety Education program.

Implied Consent Unit

At the close of the fiscal year, the Implied Consent Unit had 200 Photo-Electric Intoximeters, 24 Gas Chromatograph Intoximeters, and 15 Breathalyzer Instruments which were inspected monthly and serviced as needed. The 426 portable breath testers owned by the Department were also calibrated and serviced.

Personnel of the Unit were called upon frequently to testify in court on the accuracy of the instruments which are inspected and provided assistance, when

requested, in preparing driving while intoxicated cases. The Unit also assists the staff at the Alabama Criminal Justice Training Center in conducting Chemical Breath Testing Operator's Schools and provides assistance to the Safety Education Unit and to driver education teachers in demonstrations of the effects of alcohol.

During the fiscal year, there were nine PEI training schools held with 166 new operators being certified; six GCI schools with 61 new operators certified; and four

Breathalyzer schools with 59 new operators certified.

During the month of October, 1981, retraining sessions were held at 11 locations throughout the state. In February and March on-site inspections were made.

Unit personnel processed 29,359 blood alcohol content forms and 4,011 refusals to take the blood alcohol test. Unit personnel include a State Trooper Lieutenant, two clerical employees and 11 field inspectors.

Photographic Services Unit

Staffed with three photography specialists, the Photographic Services Unit provides support for other units of the Department through the processing of film and printing of photographs. These photographs include crime and accident scenes and criminal suspects. On-scene photography is done at the request of an investigating officer and instruction of officers on the use of

camera equipment is done upon request.

Processing and printing services are also provided to other state criminal justice agencies. Maintaining confidentiality, preserving the chain of evidence and providing processing and printing for photographs of scenes of brutality necessary to law enforcement officers, but refused by commercial photography laboratories, are included in the duties of

Photographic Services personnel.

During the fiscal year, two new color processors were purchased and plans are being made for the addition of a color printer. The number of color prints made increased to 35,945 for the 1981-82 fiscal year from 25,662 during the previous fiscal year. Black-and-white prints totalled 24,832 as compared with 25,739 during the previous fiscal year.

Aviation Unit

The Aviation unit has a staff of five arresting officers. Each of these officers has a commercial pilot's license and is rated in both fixed wing and rotary wing aircraft.

The Unit provides service to all law enforcement agencies and is equipped

with five single-engine Cessna 182's, one twin-engine Beech Baron, and one Jet Ranger helicopter. War surplus helicopters were sold during the fiscal year and the funds from this sale were placed in an account to be used toward the purchase of a replacement helicopter.

At the close of the fiscal year, aircraft were based in Decatur, Mobile, and Montgomery with the helicopter based in Montgomery.

The Aviation unit flew 2,141.4 hours in 1981-82 with 669.4 hours in helicopters and 1,472 in fixed wing aircraft.

Automotive Maintenance Unit

Repairs and maintenance to the Department fleet of 808 vehicles are done by personnel of the Automotive Maintenance Unit at the central shop in Montgomery and at satellite shops in Birmingham, Dothan, Decatur, Mobile and Jacksonville. The Unit is commanded by a State Trooper Captain who is assisted by a State

Trooper Lieutenant. Personnel of the Unit include a clerical employee, an Equipment Repair Supervisor, an Auto Mechanic, five Patrol Vehicle Mechanics, one Equipment Operator I, two Equipment Operators II, one Warehouse Superintendent, one Mechanic Stock Clerk, and two laborers. Seven trustees

also work in the shop.

During the fiscal year, 235 new cars were purchased and prepared for use as patrol vehicles at the Montgomery shop. Also put into service were two motorcycles, two vans and five pick-up trucks.

ADMINISTRATIVE DIVISION

The Administrative Division serves all other divisions of the Department of Public Safety in making available expendable and nonexpendable supplies and equipment; monies for salaries; housing; records and reports. The Division is commanded by a State Trooper Major and has six units: Financial Services, Purchasing, Personnel and Payroll, Archives, Planning and Research and Legal. The Division is staffed by 28 persons.

Planning, Research, Inspection and Development Unit

Staffed with two arresting officers and one clerical employee, the Planning, Research, Inspection and Development Unit assisted in the evaluation and acquisition of radar units, clothing and other equipment. It aided in the securing of federal funds through the Governor's Office of Highway and Traffic Safety for the Comprehensive Selective Enforcement Program and other programs.

The Unit coordinated proposed legislation and provided legislative liaison and security. Survivors of deceased members of the Department, other State agencies and other law enforcement agencies were assisted in securing all available benefits to which they were entitled. The Unit represents the Department at all Board of Adjustment hearings and manages the employees suggestion program.

Staff studies have been completed on trooper salaries, clothing allowances, DUI enforcement, updating statutes, and on recompiling and updating the Department manual.

Purchasing Unit

With three civilian employees, the Purchasing Unit initiates procurement of all supplies and equipment for the Department. Purchase requisitions are prepared and forwarded to the Division of Purchases and Stores of the State Finance Department. All invoices are audited for accuracy before being forwarded to the

Financial Services Unit for payment.

During the fiscal year, the Unit prepared, audited, approved and processed about 1,353 purchase requisitions including emergency and confirming requisitions. A total of 554 local delivery orders were processed.

Legal Unit

The Legal Unit is primarily responsible for handling all litigation brought by or against the Department of Public Safety. This includes such things as civil lawsuits, Board of adjustment claims, administrative type hearings, disciplinary matters, condemnation cases and driver license appeals. Legal Unit personnel consist of two civilian employees and one arresting officer.

During the year there were 17 lawsuits filed by or against the Department. The Legal Unit disposed of 18 lawsuits during the year and 20 lawsuits were pending at the end of the year. Twelve Board of Adjustment claims were filed against the Department. The Legal Unit disposed of three claims with 13 claims pending at the end of the year.

A total of nine miscellaneous cases were filed this year. Twelve cases were disposed of with nine pending at the end of the year. These cases include administrative and disciplinary matters, garnishments, condemnations and EEOC matters.

Personnel Unit

The Personnel Unit is staffed with seven persons, two of whom are in the Payroll Section. During fiscal 1981-82 the following transactions were made.

Appointments	85
Promotions	34
Resignations	46
Leave Without Pay	85
Transfers	119
Suspensions	19
Dismissals	12
Retirements	14
Deaths	4
Maternity Leave	4
Military Leave	173
Injury Claims	144
Administrative Hearings	6
Number of Employees Beginning October 1, 1981	1,173
Number of Employees Beginning October 1, 1982	1,174

The Payroll Section issued 40,498 paychecks during the 1981-82 fiscal year.

Archives Unit

The Archives Unit, staffed with one employee, is responsible for a systematic filing system and storage or destruction of important documents pertaining to the Department of Public Safety. During the fiscal year, 6,915 papers and 529 manuals (yearbooks, procedure manuals, annual reports, etc.) were filed for posterity. In addition, this Unit surveyed and brought up-to-date the deeds and leases to all real property owned or controlled by the Department and reconciled Department records to those of the Lands Division of the Department of Conservation. Fines and witness fees in the amount of \$13,251.64 were collected and certified with the State Treasury. This Unit implemented the guidelines of the Alabama Administrative Procedure Act in accordance with rules and regulations set out by the Legislative Reference Service.

Financial Services Unit

The Financial Services Unit is responsible for budget preparation, reporting on fiscal matters, expenditure controls and general accounting for the Department of Public Safety. All accounting procedures conform to those established for all State agencies and, in the case of funds obtained through federal grants, certain restrictions and rules regarding the use and accounting for such funds.

RECEIPT OF FUNDS FISCAL YEAR 1981-82

FUND:	
391000 Driver License Sales	\$ 8,607,956.33
470000 Accident Records	45,514.25
472000 Driver License Reinstatement Fees	650,125.01
476000 Certified Driver Records	1,309,249.00
478000 Driver License Exam Fees	802,672.25
537000 Other Fees (Misc.)	60,050.72
550000 Fines & Arrest Fees	13,351.64
684000 Prior Year Refunds	188,429.15
Total	\$11,677,348.35
FUND: 701703 FINANCIAL RESPONSIBILITY	
Receipts and Disbursements	
(This Fund In Trust)	
Disbursements:	\$ 321,650.23
Balance in Trust:	\$ 441,344.81
FUND 301702 LIVESTOCK IMPOUNDING	
Disbursements:	-0-
Balance in Trust:	\$ 84.85

**101701
ACTUAL EXPENDITURES BY PROGRAM
FOR PERIOD 10-1-81 THRU 9-30-82**

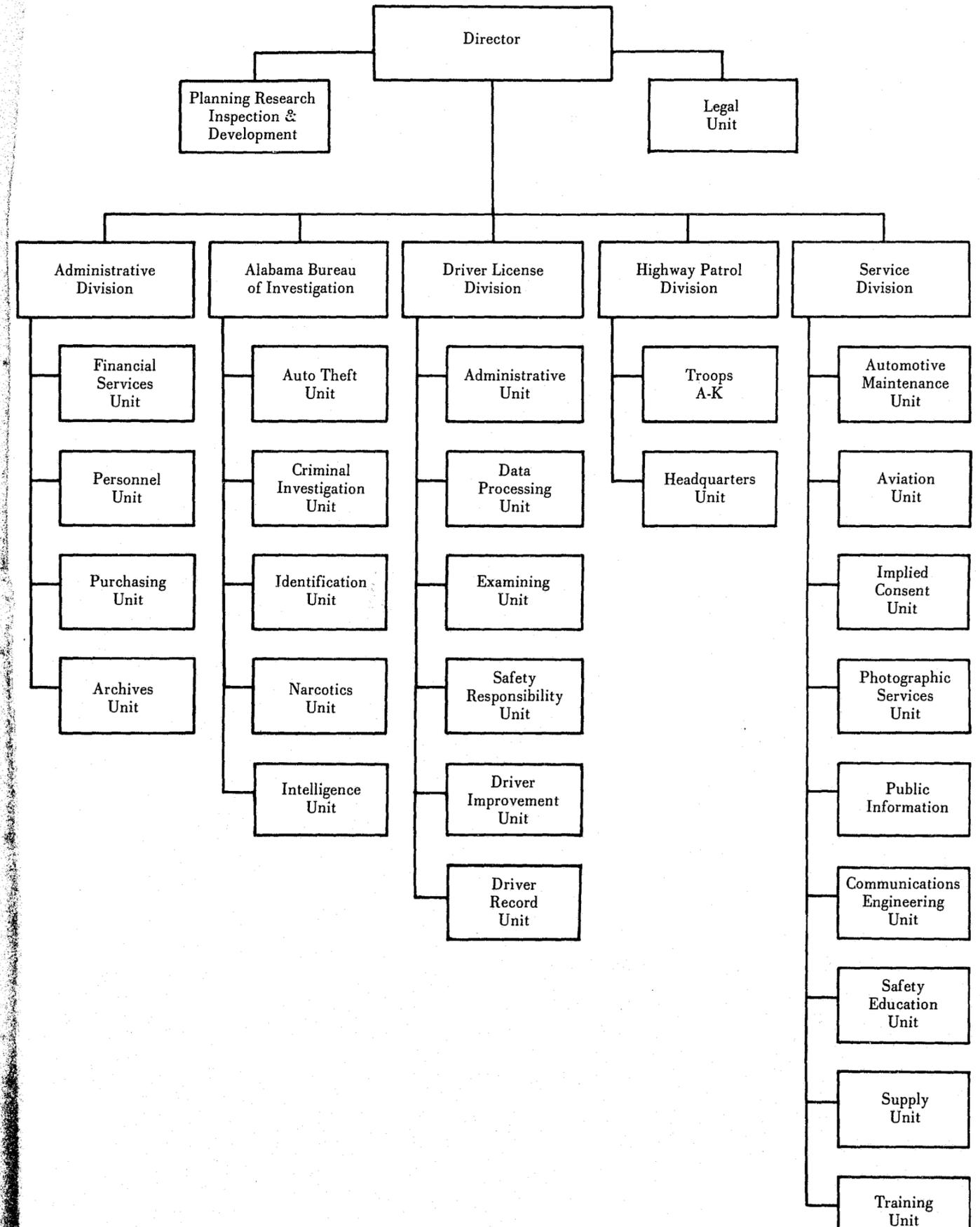
EXPENDITURE OBJECT CODES	61100-680000 T. C. & A. P.	61200-681000 CRIM. INV.	61300-682000 D. L. & IMP.	61400-683000 P. S. S. S.	61600-684000 ADMIN. SERV.	61700-685000 A. C. J. T. C.	TOTAL
01 Personnel Cost	11,761,341.96	2,795,008.74	4,126,448.72	1,458,772.12	562,738.06	959,808.73	21,664,118.33
02 Employee Benefits	2,817,452.58	662,979.46	974,334.79	349,932.48	341,706.24	231,242.28	5,377,647.83
03 Travel - In-State	113,761.80	65,981.00	44,971.71	24,586.63	3,443.28	6,348.50	259,092.92
04 Travel - Out-of-State	5,490.75	5,874.08	3,422.33	1,637.43	1,256.10	742.50	18,423.19
05 Repairs & Maintenance	11,884.70	1,820.29	7,831.40	46,882.80	32,086.83	9,951.86	110,457.88
06 Rentals & Leases	16,117.93	672.00	1,188.28	26,392.14	317,879.43	1,389.66	363,639.44
07 Utilities & Communication	246,122.17	23,275.03	329,581.02	40,069.97	181,600.38	69,316.66	889,965.23
08 Professional Services	54,532.12	5,660.59	447,064.74	8,587.88	54,005.65	103,216.86	673,067.84
09 Supplies, Materials, & Operating Expenses	16,586.92	12,246.52	324,106.09	259,601.08	6,042.12	35,132.54	653,715.27
10 Transportation Equipment Operations	17.04	45.00		2,211,117.30		19.00	2,211,198.34
11 Grants & Benefits					2,795.17		2,795.17
12 Capital Outlay	5,150.00			25,705.00			30,855.00
13 Transportation Equipment Purchases				1,350,599.46			1,350,599.46
14 Other Equipment Purchases	22,235.31	1,730.23	276.39	280,717.27	487.68	10,442.45	315,889.33
16 Non-Expenditure Disbursements				60,000.00			60,000.00
GRAND TOTAL 81-82 EXPENDITURES	15,070,693.28	3,575,292.94	6,259,225.47	6,144,601.56	1,504,040.94	1,427,611.04	33,981,465.23

**ENCUMBERED ACCOUNTS
FY 1981 - 1982**

1982-E - Encumbrances	646,612.38	12,039.67	110,694.12	825,213.85	57,234.46	31,397.16	1,683,191.64
1982 - Purchase Orders	308.46	1,085.39	64,700.61	1,004,055.45	1,839.71	10,499.66	1,082,489.28
TOTAL ENCUMBRANCES	646,920.84	13,125.06	175,394.73	1,829,269.30	59,074.17	41,896.82	2,765,680.92
GRAND TOTAL ACTUAL EXPENDITURES & ENCUMBRANCES	15,717,614.12	3,588,418.00	6,434,620.20	7,973,870.86	1,563,115.11	1,469,507.86	36,747,146.15

**101701
FY 1980-81 ENCUMBERED ACCOUNTS
ACTUAL EXPENDITURES 10-1-81 THRU 9-30-82**

EXPENDITURE OBJECT CODES	61100-680000 T. C. & A. P.	61200-681000 CRIM. INV.	61300-682000 D. L. & IMP.	61400-683000 P. S. S. S.	61600-684000 ADMIN. SERV.	61700-685000 A. C. J. T. C.	TOTAL
02 Employee Benefits					18,166.07		18,166.07
03 Travel - In-State	9,644.80	7,455.00	4,284.40	2,376.80	302.50	350.00	24,413.50
04 Travel - Out-of-State	1,597.72	891.82	402.50		405.65		3,297.69
05 Repairs & Maintenance	788.55	585.27	5,212.44	38,575.51	2,090.47	766.41	48,018.65
06 Rentals & Leases	875.04			4,757.01			5,632.05
07 Utilities & Communication	18,370.65	1,443.83	48,996.94	1,833.92	16,971.51	11,594.42	99,211.27
08 Professional Services	30,047.86	1,457.97	491,947.70	133,306.20	22,292.60	26,801.43	705,853.76
09 Supplies, Materials, & Operating Expenses	5,489.21	163.11	96,261.83	164,401.03	66.66	30,802.72	297,184.56
10 Transportation Equipment Operations		204.00		352,777.54			352,981.54
12 Capital Outlay			799.00	556,484.75			557,283.75
13 Transportation Equipment Purchases		18,601.54	13,832.64	130,088.34		3,488.42	130,088.34
14 Other Equipment Purchases				179,238.52			215,161.12
TOTAL ENCUMBRANCE:	66,813.83	30,802.54	661,737.45	1,563,839.62	60,295.46	73,803.40	2,457,292.30



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