Ohio Attorney General's Office
Bureau of Criminal Investigation
Investigative Report

2025-0559
Officer Involved Critical Incident - [redacted] Miami Township, Ohio (Montgomery Co.) (L)

Investigative Activity:	Records Received
Involves:	[redacted] (W), Officer Crystal Rankins (W), [redacted]
Date of Activity:	03/04/2025
Activity Location:	Miami Twp. (Miamisburg) Police Department - Business - 2660 Lyons Road, Miamisburg, OH 45342
Author:	SA Steven Seitzman

Narrative:

On Tuesday, March 4, 2025, Ohio Bureau of Criminal Investigation Special Agent Steven Seitzman received the personnel files of [redacted] Officer Crystal Rankins, and [redacted] from Assistant Chief James McCarty. SA Seitzman briefly reviewed the files. No relevant disciplinary action against any of the aforementioned officers was identified in the files. A summary of the files is not included in this investigative report, as these officers did not use deadly force, and as such, their actions are not under consideration in this criminal investigation.

The personnel files are attached below.

References:

No references.

Attachments:

Attachment # 01: Personnel File and Training File for [redacted]
Attachment # 02: Personnel File and Training File for [redacted]
Attachment # 03: Personnel File and Training File for Crystal Rankins

This document is the property of the Ohio Bureau of Criminal Investigation and is confidential in nature. Neither the document nor its contents are to be disseminated outside your agency except as provided by law - a statute, an administrative rule, or any rule of procedure.

 Approved By SAS William L. Jones on 03/14/2025

Exhibit 1

PERSONNEL RECORD

NAME: [redacted]

DUTY ASSIGNMENTS:

Date:	Position:
[redacted]	FT Patrol Officer
04/28/2017	Evidence Technician
09/27/2021	Patrol Sergeant
10/07/2024	[redacted]

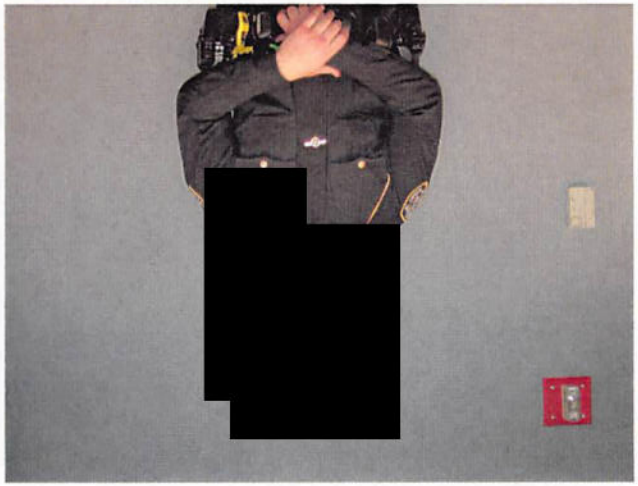
DISCIPLINES & LETTERS OF APPRECIATION/COMMENDATION

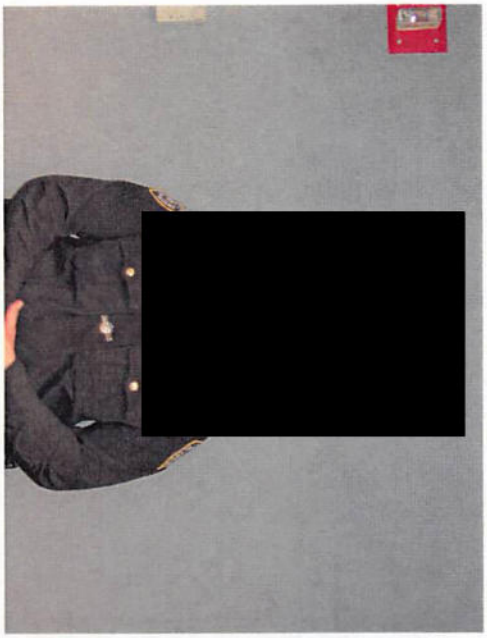
Date:	Type:
03/06/2012	Appreciation from U.S. Secret Service
04/20/2013	Citizen Appreciation
12/02/2013	Letter of Commendation – Chaplain Crain
12/10/2013	Citizen Thank You Card
01/06/2014	Written Commendation
01/10/2014	Written Commendation for Service
03/14/2016	Citizen Appreciation
10/19/2019	Safe Driver Award
12/10/2019	Letter from Dayton Chief/Chief Stiegelmeyer
06/29/2020	Letter from Dayton PD re: Protest

DAMAGED EQUIPMENT:

Date:	Type:

MTPD Form #119





RICHARD CORDRAY
OHIO ATTORNEY GENERAL

NOTICE OF PEACE OFFICER APPOINTMENT

Complete all blanks. Type or Print Legibly. Enter N/A if not applicable. Complete pages one and two for a new appointment.
Complete only page one for a status change. Email, Fax or Mail this document within ten days of the appointment or status change.
For Correction to Record information, enter correct information on this form and send a letter explaining the changes.

OFFICER INFORMATION

[redacted]

3. Alias (Last): N/A

AGENCY INFORMATION

9. Agency Name: Miami Township Police Department

10. Agency Email Address: www.miamitownship.com

11. Agency Phone Number: (937) 433-2301

12. Agency Mailing Address (#/Street/PO Box): 2660 Lyons Road

(City): Miamisburg

(Zip Code): 45342

(County Name): Montgomery

APPOINTMENT INFORMATION (check the appropriate boxes)

13. ☑ New Appointment ☐ Status Change

14. Appointment or Status Change Date: [redacted]

15. Select New Status
☑ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

☐ City/Municipality Full-Time/Part-Time (737.02) ☐ City/Municipality Auxiliary/Reserve/Special (737.051)

☐ Sheriff (311) ☐ Deputy Sheriff (311.04) ☑ Township Police Officer (505.49) ☐ Township Constable (509.01)

☐ Village Chief (737.15) ☐ Village Full-Time/Part-Time/Special (737.16) ☐ Village Auxiliary/Reserve (737.161)

☐ Other Police Chief (Indicate the correct ORC) _____ ☐ Other (Indicate the correct ORC/Charter Number) _____

ATTESTATION OF LAW ENFORCEMENT AGENCY ADMINISTRATOR

I attest that the information provided on this form is true and correct and is based on my personal knowledge or inquiry.

16. Signature of Law Enforcement Agency Administrator: John C. Krug

17. Name and Title: John C. Krug, Chief of Police

18. Date: 02/22/2011

NOTARY

Sworn to and subscribed before me this 22nd day of February, 2011 in the county of Montgomery, Ohio.

Connie Depew
Signature of Notary

My commission expires 04/20/2015

Affix Seal Here

NOTARIAL SEAL
STATE OF OHIO

Connie Depew, Notary Public
In and for the State of Ohio
My Commission Expires April 20, 2015

SF400adm Revised 05/12/2010

P.O. Box 309 London, Ohio 43140
Phone: (740) 845-2700/ (800) 346-7682
Fax: (740) 845-2675
sf400@ohioattorneygeneral.gov

Officer Name (Last)	(First)	(Middle)	Social Security Number
[redacted]			

19. OATH OF OFFICE

I do solemnly swear or affirm that I will support the Constitution and Laws of the United States of America, the Constitution and Laws of the State of Ohio, and Laws and Ordinances of the political subdivision to which I am appointed and to the best of my ability will discharge the duties of this office.

[redacted] _____

Signature of Appointee — Date

Signature of Appointing Authority

JOHN C. KRUG, CHIEF OF POLICE — February 22, 2011

Name of Appointing Authority and Title (Typed OR Printed Legibly) — Date

OHIO PEACE OFFICER APPOINTMENT HISTORY

All appointments must be listed. Use additional pages if needed to complete the entire work history.

20. Appointed By (Agency Name and County):	21. From(mm/dd/yyyy):	To(mm/dd/yyyy):
22. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		

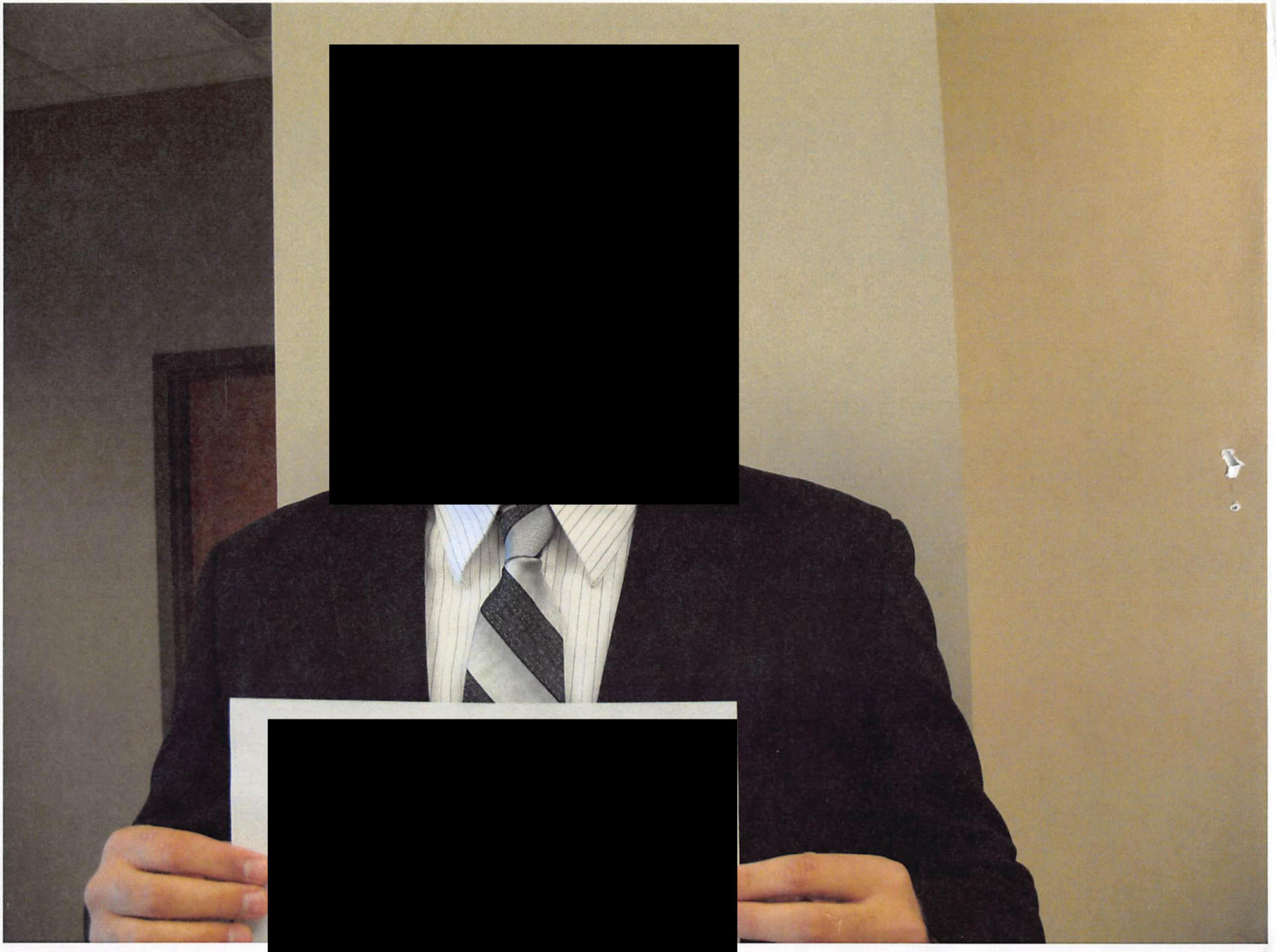
23. Appointed By (Agency Name and County):	24. From(mm/dd/yyyy):	To(mm/dd/yyyy):
25. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		

26. Appointed By (Agency Name and County):	27. From(mm/dd/yyyy):	To(mm/dd/yyyy):
28. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		

29. Appointed By (Agency Name and County):	30. From(mm/dd/yyyy):	To(mm/dd/yyyy):
31. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		

32. Appointed By (Agency Name and County):	33. From(mm/dd/yyyy):	To(mm/dd/yyyy):
34. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		

P.O. Box 309 London, Ohio 43140
Phone: (740) 845-2700/ (800) 346-7682
Fax: (740) 845-2675
sf400@ohioattorneygeneral.gov



IN ATTENDANCE:

[redacted]

February 15, 2011

TO: Gregory A. Hanahan
Township Administrator

FROM: John C. Krug
Chief of Police

SUBJECT: Hiring of a Police Officer

On [redacted] will be sworn in as a Miami Township Police Officer. [redacted] successfully completed all phases of the police officer selection process and was selected to fill one of the open positions created by the departure of Officer Hovey and Officer Knierim on disability pensions.

[redacted] is a graduate of Lehman Catholic High School. He obtained his Bachelor's Degree from Ashland University in [redacted] with a major in Criminal Justice and a minor in Sociology. He received his Ohio Peace Officer Certification from the Polaris Natural Resources Ranger Academy.

While attending Ashland University, [redacted] served as both President and Vice- President, of the Ashland University Criminal Justice Club. [redacted] was chosen as Runner-up by the Ohio Council of Criminal Justice Education for the 2010 Outstanding Criminal Justice Undergraduate Student of the Year. He was a member of Alpha Phi Sigma, the National Criminal Justice Honors Society. [redacted] has also volunteered his personal time to work with the Midwest Criminal Justice Association, the Ashland County Animal Shelter, and at events held to benefit the Boys and Girls Club of America, Toys for Tots, and Adopt a Highway Clean Up.

[redacted] has not worked as a police officer yet, but he brings many qualities we look for in a police officer to the table. He is community service oriented and well versed through his education and training in the field of Criminal Justice. [redacted] is single and recently moved to [redacted] Township from [redacted] Ohio.

[redacted] will begin his employment with Miami Township on [redacted] and spend two weeks in orientation. He will then be assigned to a three month Field Training Officer Program. [redacted] starting rate will be $22.28 per hour.

PC 225 0702

PNC 964

Gmail by Google [redacted]

Police Officer

1 message

hr@miamitownship.com <hr@miamitownship.com> [redacted]
To [redacted]

[redacted]

Re: Second of Two-Part Conditional Offer of Employment for the Position of Police Officer

[redacted]

This is the second of a two-part conditional offer process.

A conditional offer, whether medical or non-medical in nature, is not a contract or guarantee for hire or employment. ***In fact, there will be no position available until the position is approved and funded by the Board of Trustees and the Chief of Police.***

This conditional offer is medical in nature and your continuing in the selection process is subject to the following medical and non-medical assessments, terms and conditions:

1. (Medical) Successful completion of a post conditional offer back assessment;

2. (Medical) Successful completion of a post conditional offer pre-employment physical

3. Evidence and confirmation of educational and training credentials; and

4. Satisfactory or better professional reference checks; and

5. Evidence of eligibility to work in the U.S., and

6. Retention of OPOTA certification throughout your employment as a Police Officer with the Police Department of Miami Township

7. Ability, with or without reasonable accommodations, to perform the essential functions, both current and future, of the position of Police Officer with the Police Department of Miami Township; and

8. An open position of police officer; and

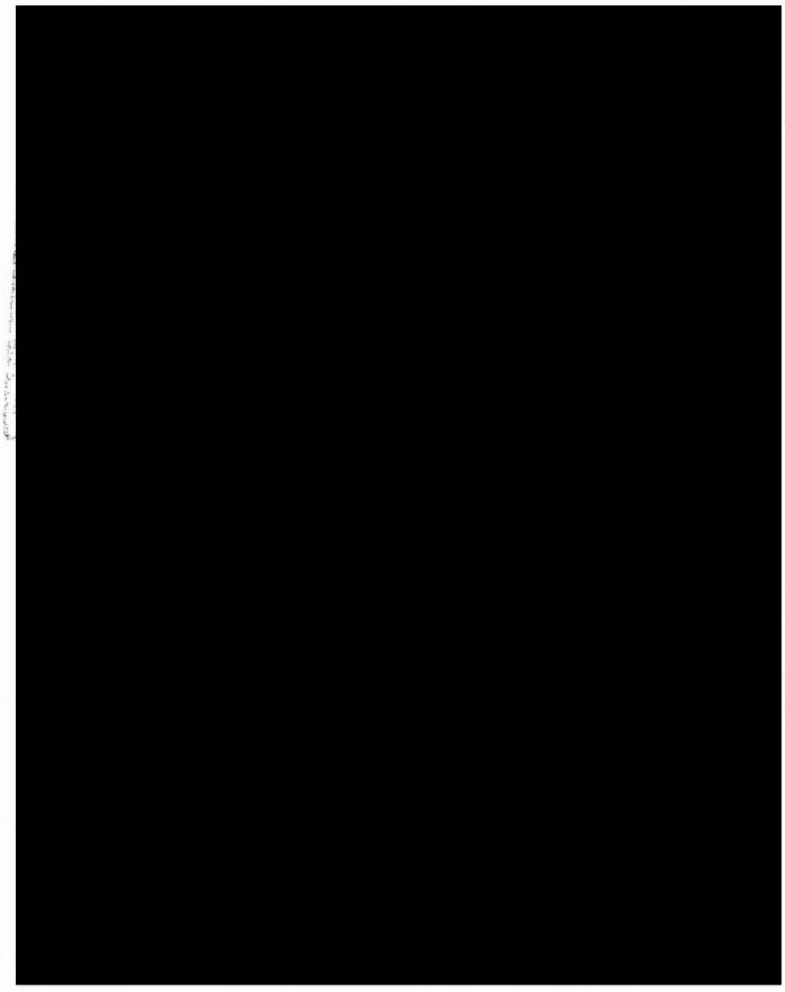
9. The Board of Trustees passing a resolution formalizing your hire as a Police Officer; and

10. Post-hire Random Substance Abuse Testing with negative results throughout employment; and

11. The successful completion of a minimum of a one-year probationary period; and

13. Compliance with the Collective Bargaining Agreement, compliance with the Miami Township's Employee Policy Manual, and compliance with Departmental Orders; and

14. The ability and willingness to work overtime per the Collective Bargaining Agreement.



Gmail by Google [redacted]

Police Officer

1 message

hr@miamitownship.com <hr@miamitownship.com> [redacted] t 3:56 PM

[redacted]

[redacted]

Re: Second of Two-Part Conditional Offer of Employment for the Position of Police Officer

Dear [redacted]

This is the second of a two-part conditional offer process.

A conditional offer, whether medical or non-medical in nature, is not a contract or guarantee for hire or employment. ***In fact, there will be no position available until the position is approved and funded by the Board of Trustees and the Chief of Police.***

This conditional offer is medical in nature and your continuing in the selection process is subject to the following medical and non-medical assessments, terms and conditions:

1. (Medical) Successful completion of a post conditional offer back assessment;

2. (Medical) Successful completion of a post conditional offer pre-employment physical

3. Evidence and confirmation of educational and training credentials; and

4. Satisfactory or better professional reference checks; and

5. Evidence of eligibility to work in the U.S., and

6. Retention of OPOTA certification throughout your employment as a Police Officer with the Police Department of Miami Township

7. Ability, with or without reasonable accommodations, to perform the essential functions, both current and future, of the position of Police Officer with the Police Department of Miami Township; and

8. An open position of police officer; and

9. The Board of Trustees passing a resolution formalizing your hire as a Police Officer; and

10. Post-hire Random Substance Abuse Testing with negative results throughout employment; and

11. The successful completion of a minimum of a one-year probationary period; and

13. Compliance with the Collective Bargaining Agreement, compliance with the Miami Township's Employee Policy Manual, and compliance with Departmental Orders; and

14. The ability and willingness to work overtime per the Collective Bargaining Agreement.

Please be aware that this letter does not constitute a guarantee or contract of employment. Accordingly, you or we may terminate the selection process at any time for any reason, upon written notice.

To accept this offer, please print this communication, sign and date it. Your original signature accepting part two of the conditional offer of employment must be received before you take your first physical assessment.

Sincerely,

[redacted]

Lisa R. deGuzman
Human Resources Director

If you applied online, please verify you have received this message by visiting: https://www.governmentjobs.com/js_login.cfm?ResponseCode=79627,38597600

[redacted]

Re: Second of Two-Part Conditional Offer of Employment for the Position of Police Officer

Dea[redacted]

This is the second of a two-part conditional offer process.

A conditional offer, whether medical or non-medical in nature, is not a contract or guarantee for hire or employment. ***In fact, there will be no position available until the position is approved and funded by the Board of Trustees and the Chief of Police.***

This conditional offer is medical in nature and your continuing in the selection process is subject to the following medical and non-medical assessments, terms and conditions:

1. (Medical) Successful completion of a post conditional offer back assessment;

2. (Medical) Successful completion of a post conditional offer pre-employment physical

3. Evidence and confirmation of educational and training credentials; and

4. Satisfactory or better professional reference checks; and

5. Evidence of eligibility to work in the U.S., and

6. Retention of OPOTA certification throughout your employment as a Police Officer with the Police Department of Miami Township

7. Ability, with or without reasonable accommodations, to perform the essential functions, both current and future, of the position of Police Officer with the Police Department of Miami Township; and

8. An open position of police officer; and

9. The Board of Trustees passing a resolution formalizing your hire as a Police Officer; and

10. Post-hire Random Substance Abuse Testing with negative results throughout employment; and

11. The successful completion of a minimum of a one-year probationary period; and

13. Compliance with the Collective Bargaining Agreement, compliance with the Miami Township's Employee Policy Manual, and compliance with Departmental Orders; and

14. The ability and willingness to work overtime per the Collective Bargaining Agreement.

Please be aware that this letter does not constitute a guarantee or contract of employment. Accordingly, you or we may terminate the selection process at any time for any reason, upon written notice.

To accept this offer, please print this communication, sign and date it. Your original signature accepting part two of the conditional offer of employment must be received before you take your first physical assessment.

Sincerely,

Lisa R. deGuzman
Human Resources Director

If you applied online, please verify you have received this message by visiting:
https://www.governmentjobs.com/js_login.cfm?ResponseCode=79627,38597600

[redacted]

Congratulations on passing your polygraph. The next step in the process is the psychological assessment with Dr. Nick Marzella PHD. Please call his office on Monday, [redacted] and ask for Cheryl (614-621-3673) to schedule your appointment. Bring your driver's license to the appointment for ID purposes.

Nick Marzella PHD
Association for Psychotherapy, Inc.
785 East Broad Street
Columbus, OH 43205
Phone - 614-621-3673
Fax - 614-621-9508

Again congrats, and if you have any questions call me 937-531-4000.

Best regards,

Lisa deGuzman
Miami Township Human Resources Department

If you applied online, please verify you have received this message by visiting:
https://www.governmentjobs.com/js_login.cfm?ResponseCode=82266,38597600

Gmail by Google [redacted]

Police Officer

1 message

[redacted]

hr@miamitownship.com <hr@miamitownship.com>

[redacted]

Re: Non-Medical Conditional Offer of Employment for the Position of Police Officer

Dea[redacted]

This letter constitutes a non-medical conditional offer of employment.

A conditional offer, whether medical or non-medical in nature, is not a contract or guarantee for hire or employment. ***In fact, there will be no position available until the position is approved and funded by the Board of Trustees and the Chief of Police.***

This conditional offer is non-medical in nature and your continuing in the selection process is subject to the following non-medical assessments, terms and conditions:

1. Successful completion of a post offer polygraph assessment; and
2. Successful completion of a post offer psychological assessment; and
3. Evidence and confirmation of certifications and compliance with law enforcement training; and
4. Confirmation of employment history; and
5. Satisfactory or better professional reference checks; and
6. Evidence of eligibility to work in the U.S.; and
7. Retention of OPOTA certification throughout your employment as a Police Officer with Miami Township; and
8. Ability, with or without reasonable accommodations, to perform the essential functions, both current and future, of the position of Police Officer with the Miami Township Police Department; and
9. The Board of Trustees passing a resolution formalizing your appointment; and
10. Post-hire Random Substance Abuse Testing throughout employment (Zero Tolerance policy); and
11. The successful completion of a one (1) year probationary period; and
12. Compliance with the Miami Township's Employee Policy Manual; and
13. Compliance with the Miami Township's respective collective bargaining agreement; and
14. Successful completion of Bureau of Criminal Investigations background check; and
15. Successful completion of Ohio Bureau of Motor Vehicles record check; and

Please note the following regarding Miami Township selection process.

All non-medical assessments, terms, and conditions will be used to determine your continued status and ranking of those candidates selected to proceed in the non-medical conditional offer selection process.

Miami Township practices the "rule of 10;" any candidate ranking within the top ten may be chosen for hire regardless of his/her ranking. All selection practices and protocols comply with applicable state and federal regulations; Miami Township is an equal opportunity employer.

Assuming you accept this non-medical conditional offer and assuming favorable results are received, a separate, secondary, and documented (medical) conditional offer of employment will be made. This medical

conditional offer is subject to your successfully passing the medical examination and mental examination requirements. The medical conditional offer process is separate and distinct from this communication and processes.

Please be aware that this letter of conditional offer does not constitute a guarantee or contract of employment. Accordingly, you or we may terminate the selection process at any time for any reason.

Please contact me if you have any questions, 937-531-4000.

To accept this offer, please print this communication, sign and date it. Your original signature accepting this non-medical conditional offer of employment MUST BE received no later than forty-eight (48) hours from the date and time of this letter. Acceptance must be received by Human Resources located at 2700 Lyons Road, Miamisburg, OH 45342. This offer will be revoked upon your failure to meet any of the requirements or conditions contained herein.

Once your original signature is received, you will receive via email, or phone call, instructions and directions to schedule the polygraph assessment and psychological assessment.

My signature attests to the facts that I understand and agree to the content of this communication.

[redacted]

Sincerely,

Lisa R. deGuzman
Human Resources Director

If you applied online, please verify you have received this message by visiting: https://www.governmentjobs.com/js_login.cfm?ResponseCode=53070,38092802

[redacted]

Bondy, Stacy

From: deGuzman, Lisa
Sent: Tuesday, [redacted] 58 PM
To: Bondy, Stacy
Subject: FW: Thank You/Writing Examples
Attachments: 2.3 Laws of Arrest.docx; [redacted] Final Paper Juvenile Delinquency- Ashalnd University.docx

All of email and attachments for file, please

lisa

Lisa R. deGuzman
Human Resources and IT/Web Director
Miami Township, Montgomery County
2700 Lyons Road
Miami Township, OH 45342
V: 937-433-9969, Ext. 299
F: 937-433-8709
C: 937-789-8456

From: [redacted]
Sent: [redacted] 4:37 PM
To: deGuzman, Lisa
Subject: Thank You/Writing Examples

Dear Mrs. DeGuzman,

Thank you so much for taking the time to interview me and to discuss the police officer position for Miami Township. I hope that I answered all of your questions sufficiently and gave you a better understanding of who I am as a person. I really appreciate the time that you, Police Chief Krug, and Major DiPietro took to sit down and discuss the requirements for the job. I feel as though I learned a great deal about what the township is looking for and although I may not have the experience of the other candidates; I believe that I am qualified and prepared to assume the responsibilities of a Miami Township police officer.

As you have requested, I have attached a couple writing samples for you to read. One of the documents is a brief paper about juvenile corrections which I wrote for a Juvenile Delinquency class at Ashland University. The second document is a selection from personal notes that I kept while attending the Polaris Natural Resources Ranger Academy in Middleburg Heights, OH. If you would like to see anymore examples of my writing, please do not hesitate to ask.

I look forward to hearing back from you soon you concerning the remainder of the hiring process. Again, thank you for your time and consideration for the position.

Sincerely,

[redacted]

Detective SGT. Anthony Traska
Cleveland State University Police Department
10/10/09

2.3 Laws of Arrest

SPO's

1. 4th amendment of the U.S. Constitution requires the presence of Probable Cause for the arrest of the person.

2. Elements necessary to constitute an arrest:

- An intent to arrest
- Under real or assumed legal authority
- Accompanied by an actual or constitute seizure or detention of the person or the person
- Which is understood by the person arrested

3. Requirements for a valid arrest warrant:

- Warrant must be supported by probable cause
- Affidavit must be supported by oath or affirmation
- Person seized must be particularly described
- Warrant must state the nature of the offense
- Warrant must designate the officer or class of officer who are directed to comply with the order of the court
- Warrants must be issued in the name of the state or United States
- Warrant must be issued and signed by a neutral detached judicial officer

4. Probable Cause: Exists when the facts and circumstances within the officer's knowledge and of which he/she has reasonably trustworthy information sufficient to warrant a person to believe that an offense has been, or is being committed by the person to be arrested.

5. Totality of Circumstances: The issuing authority must look at the "totality of circumstances" in determining if probable cause exists to issue the arrest warrant.

6. Stale Information:

- Information that gave rise to probable cause may become "stale" when, after a warrant is issued but before it is executed.
- Officers obtain information which contradicts the earlier information that gave rise to the probable cause.

7. The usual method identifying the person to be arrested is to insert his/her name in the warrant.

8. Requirements for the execution of a valid arrest warrant:

- The executing officer must be specifically named or fall within the class designated on the warrant.
- Warrant must be executed within the jurisdictional limits.
- Arresting officer should make known his/her purpose.
- Officer usually must show the arrest warrant or advise the arrestee that a warrant has been issued.

9. Circumstances under which an arrest warrant may be executed in the home of a third party:

- The search warrant exists, the subject of which is the person indicated in the arrest warrant.
- There are exigent circumstances.
- The officer has consent to answer.
- Entry into the home of a third party (not the person named in the arrest warrant), absent consent or exigent circumstances, violates the 4th amendment.
- Law enforcement officers cannot legally search for the subject of the arrest warrant in the house of a third party without first obtaining a search warrant.

10. Officers may rely on information from a wide variety of sources to establish probable cause:

- Personal observations
- Informant's tips
- Reports from other officers or law enforcement agencies
- Leads furnished by the victim or witnesses to the crime
- Physical evidence found a t scene
- Past criminal records of suspect
- Non-custodial statements made by a suspect

11. Before an officer would be justified in conducting a warrantless non-consensual entry into a private dwelling in order to arrest a resident: Exigent circumstances must exist which demand immediate response.

12. The standard which governs whether a summons may be issued in lieu of an arrest is: Whether a summons is reasonably likely to ensure the accused's presence at trial.

13. Hot/ Fresh Pursuit can be defined as: Pursuit of a person who is endeavoring to avoid arrest without unreasonable interruption.

14. An officer may pursue, arrest, and detain outside the officer's jurisdiction if:

- Pursuit takes place without unreasonable delay after the offence is committed, and;

- Pursuit is initiated within the jurisdiction where the officer is appointed, employed, or elected, and;
- The offense is a felony, a misdemeanor of the first or second degree or substantially equivalent municipal ordinance, or an offense for which point may be addressed.

15. Using the Terry rationale, an officer may detain an individual based on the officer's Reasonable Articulable Suspicion that criminal activity was being planned or was in the process of being executed.

[redacted]

Final Paper: Juvenile Correction

Juvenile Delinquency

3/29/10

Abstract

The subject of this final paper will address the topic of juvenile corrections trends in the Unites States. The paper will discuss different features of American juvenile corrections systems including institutionalization, probation, and other programs implemented through deposition after the juvenile offender has been adjudicated. I will also discuss some of the history and major changes in the juvenile corrections system in the United States.

Final Paper:

Juvenile Corrections

One of the more controversial discussion topics in the field of criminal justice has to deal with issue of juvenile corrections. Over the last one hundred years, the treatment of juveniles in The United States post-adjudication has been through several changes and continues to be the subject of much debate and scrutiny. The purpose of this paper is to explore the different ways in which corrections have been implemented through the juvenile justice system in the past and also how they are currently used today.

In order to understand juvenile corrections, one would need to go back in time and understand where the juvenile justice system first came from. The juvenile justice system was created in the late 1800's to formally deal youth offenders. Before this time, juvenile offenders were commonly imprisoned in normal penitentiaries alongside adults. As one would imagine, these were not the most ideal conditions for a young person. In the late 1890's, political and social leaders began to influence societal views on dealing with "juvenile delinquents" towards rehabilitation instead of strict punishment. (McGarrell)

The idea was that the community had a responsibility to change the mindset of juvenile offenders or else they would continue to pursue a lifestyle of criminal activity, which would damage society in the long run. (McGarrell) Youth were no longer brought to justice in the same fashion as the adult offenders. They began to create courts specifically designed for juveniles

where their cases were heard by the judge. Punishments for being found guilty began to change dramatically.

Instead of prisons, institutions which emphasized the teaching of trade skills, started to become popular among the public. The theory was that if the juvenile offenders were taught certain skills, they were more likely to become a productive member of society once they were let out. (Criminal Law Center) Other forms of juvenile correction methods in the late 1800's through the early 1900's included new houses of refuge and reformatories. Houses of refuge were similar to the institutions except they focused on the reeducation of juveniles instead of teaching trade skills. Houses of refuge also used indeterminate sentencing. The new reformatories of the time were often located on work-farms where intense physical labor was stressed. They were often times overcrowded and the juveniles were overworked. (Criminal Law Center)

Over the years, our judicial system has changed immensely. We no longer have the physically demanding work camps or improvised juvenile courts of the early 1900's. We now have new programs with better success rates and efficiency to handle the changing number of juvenile offenders. Today, our juvenile justice system has several new resources and options to choose from when determining what to do with juvenile offenders. At the disposition hearing, where the juvenile judge decides what to do with the juvenile, many factors have to be taken into account before sentencing. Things such as family history, past offenses, academic performance,

and victim statements may be used to help with his or her decision. The judge must also keep in mind what is best for both the protection of the community and the juvenile offender.

In some cases, the best option for the reform of the juvenile is to make the minor offender a ward of the Court. This means that the court has the authority to act in "loco parentis", which means in place of the parents. This is when the adult present is found to be lacking proper ability to take care of the juvenile. When the court acts in "loco parentis", they have a moral and legal responsibility to act in the child's best interest. The juvenile court then makes decisions about the care and treatment for the minor. The judge can either take total control of the juvenile or place limits on how much control the actual parent can have. If the minor is a ward of the Court, the judge can order the minor home on supervised probation, send the minor to live with a relative other than the parents, place the minor in a foster care or group home, or even send the child to a local detention facility if it is necessary. (Vandergoot)

When an adjudicated juvenile offender is placed on probation, the judge can set several conditions for which to follow. The restrictions issued by the court may even require a suspension of some of the juvenile's rights. Examples of these include early curfews, community service, drug testing, suspension of driving privileges, fines/restitution to victims, and mandatory counseling. (Schwartz) These restrictions that are placed by the court are intended to be in the best interest of the juvenile.

Another type of sentencing that has recently become popular with juvenile offenders is the theory of restorative justice. Restorative justice is form of restitution that emphasizes repairing the injury to the victim caused or by the offender's criminal behavior. (Schwartz) Restorative justice opens the offender's eyes to the pain or loss experienced by the victim as a result of their destructive actions. The goal is to show the juvenile that they had a negative impact on the victim and that they should take responsibility for what they did. Restorative justice may come in many forms, such as victim/offender mediation, restitution in the form of repayment or work, community service, and conferencing. (Nakaya) In recent years, all of these examples have been shown to work well in helping with reforming juvenile offenders

In cases where the juvenile is perceived as a threat to the community, the court may impose a more serious sentence on the juvenile. The judge can decide to have the minor taken to a secured facility. These facilities are often run by the state however; there are several privately owned facilities also. (Vandergoot) The age limit on these secured institutions may vary between 18 and 21 years of age. Most juveniles are transferred to adult institutions to finish the remainder of their sentence when they reach these age limits.

Overall, the juvenile justice system in the United States has been through many different changes throughout its history. Most of these changes have been for the better of both juvenile

offenders and society. It is important that the system keeps changing to adapt to changing times or else our criminal justice system will fall behind.

Works Cited

"Development of the Juvenile Justice System - Criminal Law." *Criminal Law Center - Criminal Law*. Web. 29 Mar. 2010. <http://criminal.findlaw.com/crimes/juvenile-justice/developmentofthejuvenilejusticesystem.html>.

McGarrell, Edmund F. Juvenile Correctional Reform: Two Decades of Policy and Procedural Change. Albany, N.Y.: State University of New York, 1988. Print.

Nakaya, Andrea C. Juvenile Crime: Opposing Viewpoints. Farmington Hills, MI: Greenhaven, 2005. Print.

Schwartz, Ira M. Juvenile Justice and Public Policy: toward a National Agenda. New York: Lexington, 1992. Print.

Vandergoot, Mary Ellen. Justice for Young Offenders: Their Needs, Our Responses. Saskatoon, SK: Purich Pub., 2006. Print.

Miami Township
Community of Partnerships

[redacted]

To Applicants and Candidates:

Please review the attached Police Officer Job Description. The description has been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities included have been determined to be the minimal standards Requirements to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

The job description is subject to change.

Following review, please read and sign below if appropriate.

Failure to sign this document will preclude you from further consideration in this selection process.

My signature attests that I have reviewed the attached and that I am capable of performing the essential functions of the position of Police Officer, with or without reasonable, accommodation.

[redacted]

Sign

Prin

Administration Use:

Received by: _____ Date:

Miami Township
Montgomery County, Ohio

Police Officer

Class Code:
33-3051.01

MIAMI TOWNSHIP
Established Date: Mar 18, 2008
Revision Date: Mar 18, 2008

SALARY RANGE

$22.28 - $25.73 Hourly
$1,782.40 - $2,058.40 Biweekly

GENERAL:

GENERAL STATEMENT OF DUTIES

Responsible for enforcing laws, protecting life and property of citizens, maintaining peace and order, and conducting criminal investigations. Identifies and apprehends suspected criminals. Secures crime scenes, gathers evidence, interviews witnesses, and may act as a witness in court proceedings. Maintains vehicle safety by monitoring traffic, making traffic stops, and responding to traffic accidents. May assist firefighters in performing rescues and extrications and in providing emergency first aid. Ensures positive relations are maintained with the public. Effectively operates and maintains police vehicles and equipment.

DISTINGUISHING FEATURES OF CLASS

This class requires Ohio Police Officer Training Academy (OPOTA) /State of Ohio Police Officer Certification. It receives intensive training in the various phases of police work, and assignments are carried out under close supervision during entire training period. After completion of training, the Officer is assigned to regular patrols and is charged with considerable responsibility for the protection of lives and property. In discharging responsibilities, the Police Officer must exercise sound judgment in emergencies and must apply his/her knowledge of policing techniques and practices and federal, state and local laws.

ESSENTIAL FUNCTIONS & BASIC DUTIES:

ESSENTIAL FUNCTIONS

- Provide for public safety by maintaining order, responding to emergencies, protecting people and property, enforcing motor vehicle and criminal laws, and promoting good community relations.
- Identify, pursue, and arrest suspects and perpetrators of criminal acts.
- Record facts to prepare reports that document incidents and activities.
- Review facts of incidents to determine if criminal act or statute violations were involved.
- Render aid to accident victims and other persons requiring first aid for physical injuries.
- Testify in court to present evidence or act as witness in traffic and criminal cases.
- Evaluate complaint and emergency-request information to determine response.
- Patrol specific area on foot, bicycle, or motorized conveyance, responding promptly to calls for assistance.
- Monitor, note, report, and investigate suspicious persons and situations, safety hazards, and unusual or illegal activity in patrol area.
- Investigate traffic accidents and other accidents to determine causes and to determine if a crime has been committed.

- Photograph or draw diagrams of crime or accident scenes and interview principals and eyewitnesses.
- Monitor traffic to ensure motorists observe traffic regulations and exhibit safe driving procedures.
- Relay complaint and emergency-request information to appropriate agency dispatchers.
- Issue citations or warnings to violators of motor vehicle laws.
- Direct traffic flow and reroute traffic in case of emergencies.
- Inform citizens of community services and recommend options to facilitate longer-term problem resolution.
- Provide road information to assist motorists.
- Patrols assigned area and enforces traffic laws. Follows established procedures when making traffic stops. Gives warnings or citations as appropriate.
- Observes and investigates suspicious activity. Calls for backup as warranted.
- Responds to crime calls, analyzes the situation, and determines the most effective way to identify and apprehend suspects. Strictly follows legal protocol when making arrests.
- Responds to traffic accidents. Provides emergency first aid when necessary. Investigates and uncovers the facts and determines the cause of the accident. Writes appropriate citations. Keeps accurate record of accident details. Ensures thorough cleanup of vehicles and debris
- Provides traffic control at accident scenes or for special circumstances such as parades, funeral processions, or sporting events. Enforces traffic control procedures and ensures the safety of motorists and pedestrians.
- Assists stranded motorists or citizens in need of assistance as appropriate.
- Completes required paperwork containing details of incidents.
- Assumes responsibility for investigating crimes, gathering evidence, serving legal papers, and testifying in court. Preserves and protects crime scene by strictly following established policies and procedures. Seals crime scene and restricts access as appropriate.
- Follows procedures in gathering and obtaining evidence. Dusts for fingerprints, conducts interviews, and secures other types of physical evidence. Performs legal searches of property and confiscates property related to crime.
- Prepares appropriate reports relating to crime scene, searches, and evidence obtained.
- Serves court papers such as subpoenas and warrants. Keeps accurate records of papers served.
- Acts as a witness in court proceedings when requested
- Assumes responsibility for maintaining and establishing good relations with the public and other public safety providers. Projects a professional, helpful image to the public.
- Works effectively with firefighters, paramedics, and other personnel.
- Answers questions and resolves problems promptly.
- Provides safety education to schools and other groups as requested.
- Ensures appropriate levels of security and confidentiality are maintained.
- Assumes responsibility for establishing and maintaining effective communication and coordination with internal personnel and management. Assists and supports related departments as required.
- Keeps management informed of area activities and of any significant concerns.
- Attends and participates in meetings as required.
- Completes reports, records, and other documentation as required.
- Assumes responsibility for related duties as required or assigned.
- Remains up-to-date on traffic laws, legal rights, and new regulations.
- Remains up-to-date on court decisions that impact performance of job duties.

- Completes special projects and other works as assigned.

BASIC DUTIES

1. **Assumes responsibility for enforcing laws, protecting the life and property of citizens, and maintaining peace and order.**

    a. Patrols assigned area and enforces traffic laws. Follows established procedures when making traffic stops. Gives warnings or citations as appropriate.
    b. Observes and investigates suspicious activity. Calls for backup as warranted.
    c. Responds to crime calls, analyzes the situation, and determines the most effective way to identify and apprehend suspects. Strictly follows legal protocol when making arrests.
    d. Responds to traffic accidents. Provides emergency first aid when necessary. Investigates and uncovers the facts and determines the cause of the accident. Writes appropriate citations. Keeps accurate record of accident details. Ensures thorough cleanup of vehicles and debris.
    e. Provides traffic control at accident scenes or for special circumstances such as parades, funeral processions, or sporting events. Enforces traffic control procedures and ensures the safety of motorists and pedestrians.
    f. Assists stranded motorists or citizens in need of assistance as appropriate. Completes required paperwork containing details of incidents.

2. **Assumes responsibility for investigating crimes, gathering evidence, serving legal papers, and testifying in court.**

    a. Preserves and protects crime scene by strictly following established policies and procedures. Seals crime scene and restricts access as appropriate.
    b. Follows procedures in gathering and obtaining evidence. Dusts for fingerprints, conducts interviews, and secures other types of physical evidence. Performs legal searches of property and confiscates property related to crime.
    c. Prepares appropriate reports relating to crime scene, searches, and evidence obtained.
    d. Serves court papers such as subpoenas and warrants. Keeps accurate records of papers served.
    e. Acts as a witness in court proceedings when requested.

3. **Assumes responsibility for maintaining and establishing good relations with the public and other public safety providers.**

    a. Projects a professional, helpful image to the public.
    b. Works effectively with firefighters, paramedics, and other personnel.
    c. Answers questions and resolves problems promptly.
    d. Provides safety education to schools and other groups as requested.
    e. Ensures appropriate levels of security and confidentiality are maintained.

4. **Assumes responsibility for establishing and maintaining effective communication and coordination with internal personnel and management.**

    a. Assists and supports related departments as required.
    b. Keeps management informed of area activities and of any significant concerns.
    c. Attends and participates in meetings as required.
    d. Completes reports, records, and other documentation as required.

5. **Assumes responsibility for related duties as required or assigned.**

    a. Remains up-to-date on traffic laws, legal rights, and new regulations.
    b. Completes special projects as assigned.

REQUIREMENTS:

1. **Education, Experience and General**

   - Be a minimum of 21 years of age at time of appointment by Miami Township
   - High school diploma or equivalent.
   - Valid OPOTA certification or the equivalent State of Ohio certification.
   - Valid Ohio driver's license with no convictions for the previous seven years.
   - NIMS Training
   - Emergency medical care and first aid certifications.
   - When experience is required: One (1) year of full-time peace officer experience or the work hour equivalent of two (2) years of part-time peace officer experience.

2. **Skills**

   - Judgment and Decision Making -- Considering the relative costs and benefits of potential actions to choose the most appropriate one.
   - Active Listening -- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
   - Critical Thinking -- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
   - Writing -- Communicating effectively in writing as appropriate for the needs of the audience.
   - Speaking -- Talking to others to convey information effectively.
   - Reading Comprehension -- Understanding written sentences and paragraphs in work related documents.
   - Social Perceptiveness -- Being aware of others' reactions and understanding why they react as they do.
   - Negotiation -- Bringing others together and trying to reconcile differences.
   - Persuasion -- Persuading others to change their minds or behavior.
   - Active Learning -- Understanding the implications of new information for both current and future problem-solving and decision-making
   - Coordination -- Adjusting actions in relation to others' actions.
   - Complex Problem Solving -- Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
   - Service Orientation -- Actively looking for ways to help people.
   - Learning Strategies -- Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.
   - Time Management -- Managing one's own time and the time of others.
   - Instructing -- Teaching others how to do something.
   - Monitoring -- Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

3. **Knowledge**

   - Law and Government -- Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process.
   - Public Safety and Security -- Knowledge of relevant equipment, policies, procedures, geography, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.
   - English Language -- Knowledge of the structure and content of the English language

including the meaning and spelling of words, rules of composition, and grammar.
- Customer and Personal Service -- Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Education and Training -- Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.
- Psychology -- Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.
- Administration and Management -- Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
- Telecommunications -- Knowledge of transmission, broadcasting, switching, control, and operation of telecommunications systems.
- Clerical -- Knowledge of administrative and clerical procedures and systems such as word processing, managing files and records, stenography and transcription, designing forms, and other office procedures and terminology.
- Transportation -- Knowledge of principles and methods for moving people or goods by air, rail, sea, or road, including the relative costs and benefits.

4. **Abilities**

- Inductive Reasoning -- The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
- Oral Comprehension -- The ability to listen to and understand information and ideas presented through spoken words and sentences.
- Near Vision -- The ability to see details at close range (within a few feet of the observer).
- Oral Expression -- The ability to communicate information and ideas in speaking so others will understand.
- Deductive Reasoning -- The ability to apply general rules to specific problems to produce answers that make sense.
- Far Vision -- The ability to see details at a distance.
- Problem Sensitivity -- The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- Speech Clarity -- The ability to speak clearly so others can understand you.
- Speech Recognition -- The ability to identify and understand the speech of another person.
- Flexibility of Closure -- The ability to identify or detect a known pattern (a figure, object, word, or sound) that is hidden in other distracting material.
- Reaction Time -- The ability to quickly respond (with the hand, finger, or foot) to a signal (sound, light, picture) when it appears.
- Response Orientation -- The ability to choose quickly between two or more movements in response to two or more different signals (lights, sounds, pictures). It includes the speed with which the correct response is started with the hand, foot, or other body part.
- Speed of Closure -- The ability to quickly make sense of, combine, and organize information into meaningful patterns.
- Time Sharing -- The ability to shift back and forth between two or more activities or sources of information (such as speech, sounds, touch, or other sources).
- Control Precision -- The ability to quickly and repeatedly adjust the controls of a machine or a vehicle to exact positions.
- Information Ordering -- The ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).
- Multilimb Coordination -- The ability to coordinate two or more limbs (for example, two arms, two legs, or one leg and one arm) while sitting, standing, or lying down. It does

not involve performing the activities while the whole body is in motion.
- Rate Control -- The ability to time your movements or the movement of a piece of equipment in anticipation of changes in the speed and/or direction of a moving object or scene.
- Selective Attention -- The ability to concentrate on a task over a period of time without being distracted.
- Written Comprehension -- The ability to read and understand information and ideas presented in writing.
- Written Expression -- The ability to communicate information and ideas in writing so others will understand.
- Perceptual Speed -- The ability to quickly and accurately compare similarities and differences among sets of letters, numbers, objects, pictures, or patterns. The things to be compared may be presented at the same time or one after the other. This ability also includes comparing a presented object with a remembered object.
- Spatial Orientation -- The ability to know your location in relation to the environment or to know where other objects are in relation to you.
- Category Flexibility -- The ability to generate or use different sets of rules for combining or grouping things in different ways.
- Depth Perception -- The ability to judge which of several objects is closer or farther away from you, or to judge the distance between you and an object.
- Speed of Limb Movement -- The ability to quickly move the arms and legs.
- Night Vision -- The ability to see under low light conditions.
- Peripheral Vision -- The ability to see objects or movement of objects to one's side when the eyes are looking ahead.
- Stamina -- The ability to exert yourself physically over long periods of time without getting winded or out of breath.
- Static Strength -- The ability to exert maximum muscle force to lift, push, pull, or carry objects.
- Arm-Hand Steadiness -- The ability to keep your hand and arm steady while moving your arm or while holding your arm and hand in one position.
- Gross Body Coordination -- The ability to coordinate the movement of your arms, legs, and torso together when the whole body is in motion.
- Gross Body Equilibrium -- The ability to keep or regain your body balance or stay upright when in an unstable position.

5. **Physical Activities**

- Average Hearing: Able to hear average or normal conversations and receive ordinary information.
- Fine and Acute Visual Abilities: Fine visual acuity with the ability to inspect closely or to assemble small parts; color vision; or depth perception and/or field of vision.
- Talking: Especially where one must frequently convey detailed or important instructions or ideas accurately, loudly, or quickly.
- Finger Dexterity: Using primarily just the fingers to make small movements such as typing, picking up small objects, or pinching fingers together.
- Climbing: Including ladders, scaffolding, ramps, poles, etc.
- Balancing: May involve walking, standing, and/or crouching on narrow, slippery or moving surfaces.
- Stooping Bending downward and forward at the waist. Requires full use of lower extremities and back muscles.
- Kneeling: Resting on knee or knees.
- Crouching: Bending downward and forward at the leg and spine.
- Crawling: Moving on hands and knees or hands and feet.
- Reaching: Extending hand(s) and arm(s) in any direction.
- Standing: For extended time periods.
- Walking: Especially for long distances.
- Pushing: Using upper body to press against something with steady force.
- Pulling: Using upper body to draw, drag, haul, or tug objects.

- Lifting: Use of upper body and back muscles to lift objects.
- Grasping: Using fingers and palm on an object.
- Feeling: Perceiving sensual characteristics of objects including size, shape, texture, temperature, etc. through touch.
- Physical Strength: Exerting up to 50 lbs. occasionally, and/or up to 20 lbs. frequently, and/or 10 lbs. constantly.

INTENT AND FUNCTION OF JOB DESCRIPTIONS/CLASS SPECIFICATIONS:

Job Descriptions or Class Specifications (Job Descriptions) assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities included have been determined to be the minimal standards Requirements to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with the Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

February 15, 2011

E COPY

TO: Gregory A. Hanahan
Township Administrator

FROM: John C. Krug
Chief of Police

SUBJECT: Hiring of a Police Officer

On [redacted] will be sworn in as a Miami Township Police Officer. [redacted] successfully completed all phases of the police officer selection process and was selected to fill one of the open positions created by the departure of Officer Hovey and Officer Knierim on disability pensions.

[redacted] graduate of Lehman Catholic High School. He obtained his Bachelor's Degree from Ashland University in [redacted] with a major in Criminal Justice and a minor in Sociology. He received his Ohio Peace Officer Certification from the Polaris Natural Resources Ranger Academy.

While attending Ashland University, [redacted] served as both President and Vice- President, of the Ashland University Criminal Justice Club. [redacted] was chosen as Runner-up by the Ohio Council of Criminal Justice Education for the 2010 Outstanding Criminal Justice Undergraduate Student of the Year. He was a member of Alpha Phi Sigma, the National Criminal Justice Honors Society. [redacted] has also volunteered his personal time to work with the Midwest Criminal Justice Association, the Ashland County Animal Shelter, and at events held to benefit the Boys and Girls Club of America, Toys for Tots, and Adopt a Highway Clean Up.

[redacted] has not worked as a police officer yet, but he brings many qualities we look for in a police officer to the table. He is community service oriented and well versed through his education and training in the field of Criminal Justice. [redacted] is single and recently moved to Miami Township from Sidney Ohio.

[redacted] will begin his employment with Miami Township on [redacted] and spend two weeks in orientation. He will then be assigned to a three month Field Training Officer Program. [redacted] starting rate will be $22.28 per hour.

I have all the swearing-in paperwork for the Trustee's meeting for Mrs. Lewis to administer the oath of office. I have forwarded a copy of the hiring resolution and this report to Mona for inclusion in the Board packet.

If you have questions, please give me a call at your convenience.

John C. Krug
Chief of Police

RESOLUTION #[redacted]

RESOLUTION TO APPOINT A POLICE OFFICER

Whereas, there is a need to appoint a Police Officer; and

Whereas, the approved recruitment and selection process was followed; and

Whereas, the Chief of Police has made his recommendation; and

Therefore Be It Resolved, that the Miami Township Board of Trustees appoints [redacted] to the position of Police Officer, at a starting rate of $22.28 per hour, effective [redacted]

RESOLUTION [redacted]

RESOLUTION TO APPOINT A POLICE OFFICER

Whereas, there is a need to appoint a Police Officer; and

Whereas, the approved recruitment and selection process was followed; and

Whereas, the Chief of Police has made his recommendation; and

Therefore Be It Resolved, the Miami Township Board of Trustees appoints [redacted] to the position of Police Officer, at a starting rate of $22.28 per hour, effective [redacted]

Charles C. Lewis, Trustee President

absent

Mike R. Nolan, Trustee Vice President

Deborah M. Preston, Trustee

Attested:

Judy A. Lewis, Fiscal Officer
Passed: February 22, 2011
GSR:mrm

Mike DeWine
Ohio Attorney General

REQUEST FOR ACCESS TO OHLEG

First: [redacted]

SSN: [redacted]

*Email: [redacted]

*Confirmation and instructions will be sent via email. If email is unavailable, please list fax number: _____

Agency Name: Miami Township Police

Agency Address: 2660 Lyons Road

Miamisburg, OH 45342

Agency Phone No.: (937) 433-2301

Agency ORI: OH0570700

Terms and Conditions

The undersigned is hereby requesting user access to the investigative tools within the Ohio Law Enforcement Gateway (OHLEG) established by the Attorney General of the State of Ohio. **Participation in OHLEG is voluntary.** The undersigned agrees that all information from this site is for law enforcement purposes **ONLY.** Any dissemination to the public is strictly prohibited. The **Social Security Number (SSN) is required** and used solely for the purpose of maintaining user authentication. SSNs will not be disclosed to individuals or agencies except in accordance with state and federal law, and policy of the Attorney General of the State of Ohio. Requests that are made without SSN or an authorizing signature will not be processed.

[redacted]

Date

John M. DiPietro, Deputy Chief of Police
Chief, Sheriff, or Supervisor Printed Name

Chief, Sheriff, or Supervisor

02/28/2011
Date

For Office Use Only:

Entered by: _____

Date: _____

OHLEG
OHIO LAW ENFORCEMENT GATEWAY
www.ohleg.org

Ohio Law Enforcement Gateway

BCI & I
P.O. Box 365
London, OH 43140
Telephone: (866) 406-4534
Facsimile: (866) 750-0233
www.ohioattorneygeneral.gov

YEARLY PA DAYS FOR UNION POLICE OFFICERS EFFECTIVE 03/01/11				
Receiving 25.5 PA Hours:			**Receiving 24.0 PA Hours:**	
Unit No.	**Name**		**Unit No.**	**Name**
57	Albert, Ben		29	Comer, Todd
37	Beatty, Tim		45	Etter, Jason
47	Duffey, Shane		33	McCoy, Pat
62	Fiebig, Julie		26	Moore, Scott
60	Hesler, Doug		51	Nicley, Matt
65	Jones, Wiley		40	Sakal, R.
52	Kramer, Jason			
59	Landis, Kevin			
27	Mays, Mike			
58	Miller, Scott			
42	Neer, Jim			
35	Ooten, Dave			
34	Ratay, Dave			
[redacted]				
61	Siney, Michael			
50	Sloop, W. Howard			
[redacted]				
41	Stites, Greg			
54	Strope, Nancy			
66	Swallen, Raymond			
68	Swearingen, James			
63	Todd, Shawn			
[redacted]				

JK
OK
3-14-2011

Nancy H. Rogers
Attorney General
State of Ohio

REQUEST FOR ACCESS TO OHLEG

Requestor Name

First [redacted]

SSN [redacted]

*Em [redacted]

*Confirmation and instructions will be sent via email. If email is unavailable, please list fax number: _____

Agency Name: Miami Township Police Department

Agency Address: 2660 Lyons Road

Miamisburg, OH 45342

Agency Phone No.: (937) 433-2301

Agency ORI: OH0570700

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[redacted]

07/12/2011
Date

John M. DiPietro, Deputy Chief of Police
Chief, Sheriff, or Supervisor Printed Name

Chief, Sheriff, or Supervisor Signature

07/12/2011
Date

For Office Use Only:

Entered By: [redacted]

Date: [redacted]

OHLEG
OHIO LAW ENFORCEMENT GATEWAY
www.ohleg.org

Ohio Law Enforcement Gateway
BCI & I
1560 St. Rte. 56, SW
London, OH 43140
Telephone: (866) 406-4534
Facsimile: (740) 845-2021
www.ag.state.oh.us

Miami Township Police Department

End of Field Training and Evaluation Program

Evaluation Summary

Trainee: [redacted]

Training Officers: *Phase One* – [redacted] *Date:* 03/13/11 – 04/08/11
Phase Two – Neer *Date:* 04/12/11 – 05/08/11
Phase Three – Hesler *Date:* 05/12/11 – 06/07/11
Phase Four – [redacted] *Date:* 06/11/11 – 06/22/11

Significant Strengths: [redacted] has several strengths: great report narratives, strong willingness to learn, admirable work ethic, intelligence.

Significant Weaknesses: While not necessarily significant, some weaknesses were identified during the training period: knowledge of ORC, officer presence (at times weak, at times okay), needs to be more assertive (especially when driving and conducting investigations), officer safety (don't look down, be ready for any situation), speaks too softly on the radio.

Remedial Efforts: None

Recommendations: [redacted] is ready to operate as a solo officer. He would like to be assigned to the midnight shift.

Trainee is recommended for:

☒ **Release from FTO Program** ☐ **Remedial Extension**

Signature of Training Coordinator: Leah O'Malley **Unit #:** 502

Chief of Police Comments:

Miami Township Police Department

Probation Performance Evaluation

Each employee hired serves a one year probation period. During that period, the employee is evaluated by their supervisor bimonthly in order to evaluate progress toward meeting goals established during the Field Training and Evaluation Program (FTO), and to ensure the employee is aware of departmental satisfaction with their work.

Employee: [redacted]

Date Hired *(Beg* [redacted]

End of Probati [redacted]

End of F.T.O. Program Date: 06/22/11

Concerns **noted during the Field Training and Evaluation Program*:***

1. [redacted] eeds to increase knowledge of the ORC.
2. [redacted] eeds to improve his command presence.
3. [redacted] needs to be more assertive driving & interviewing.
4. [redacted] eeds to always be aware of officer safety.
5. [redacted] needs more experience with investigations, traffic stops, investigations, and interviews.

Strengths **noted during the Field Training and Evaluation Program*:***

1. [redacted] writes great report narratives.
2. [redacted] has a desire to learn.
3. [redacted] has a strong work ethic.
4. [redacted] is intelligent.
5. _____

Miami Township Police Department
Probation Performance Evaluation

Goals **established for 1st year of your career with Miami Township Police Department.**

1. Increase response time to calls by driving at an appropriately safe speed to get to the call and remain appropriately cautious.
2. When conducting interviews/investigations be more aggressive to dig deeper into the case. Ask questions to find a complete picture.
3. Gain more familiarity with Miami Township geography. Drive around to learn all the streets and neighborhoods.
4. Speak loudly and clearly during radio traffic.
5. Stop putting head down and looking down when dealing with a group of people. Increase eye contact and command bearing.
6. Increase awareness of officer safety issues. Be ready for every incident.
7. Gain more experience conducting traffic stops.

Miami Township Police Department ● Full Time

Equipment Issue Report

Officer: [redacted]

Issued to Officer	Date	QTY Issued	Equipment	QTY Returned	Date Returned	Officer
[redacted]	03/04/2011	5	Trousers			
	03/04/2011	5	Summer Shirts			
	03/04/2011	5	Winter Shirts			
	03/04/2011	1	Hat Complete			
	03/04/2011	2 1	Breast Badge & Hat Badge			
Only Issued 1 Tie	03/04/2011	~~2~~ (1)	Tie			
	02/06/2012	1	Lightweight Jacket			
	02/06/2012	1	Ballistic Vest			
		1	I.D. Card			
	03/04/2011	1	Winter Coat			
	03/10/2011	46	Ammunition			
	03/04/2011	1	A-6 Key			
	02/06/2012	1	Name Plate			
	03/04/2011	1 ea.	Radio Holder & Belt Attach			
	03/08/2011	1	Raincoat			
	03/04/2011	1	Rain cover			
	03/04/2011	1 ea. 1 case	Handcuffs & Case Peerless Model 801 S/N [redacted]			
[redacted]	03/04/2011	1	Holster			
	03/04/2011	4	Belt Keepers			
	3/04/2011	1	Winter Trooper Hat			
	03/04/2011	1	Tie Tac			
	03/04/2011	10	Brass Buttons			
	03/10/2011	1	Pager [redacted]			
	03/04/2011	1 ea.	ASP & Holder			
	03/04/2011	1 ea.	Pepper Spray and Holder			
	03/04/2011	1	Flashlight Holder			

[redacted]	03/04/2011	1	Duty Belt			
	03/04/2011	1	Inner Belt			
	03/04/2011	1	Locker Key # [redacted]			
	03/04/2011	1	Glock & Magazines (3) s/n [redacted] Streamlight TLR-1 S/N [redacted]			
	03/04/2011	1	Magazine holder			
	NONE		Collar brass			
	03/05/2011	1 each	Whistle & Chain			
	03/04/2011	1 each	Glove Pouch			
	03/08/2011	1	Flashlight Steamlight Stinger S/N C4-157571			
	03/08/2011	1	Taser X26 S/N [redacted] & holster			
	03/04/2011	1	Traffic Vest			
[redacted]	03/04/2011	1	Motorola MTS 2000 800 mhz radio. S/N [redacted]			
	03/04/2011	1	Motorola Radio Charger Model: S/N N/A MTPD: N/A			

REVISED 02/06/2012 10:12 am

MTPD # 71a (Revised 02/03)

BACK PAY FOR POLICE OFFICERS

03/01/11 to 02/29/12

Employee	New Salary	Old Salary	Salary Difference	Hours at Regular Pay	Back Pay for Regular Hours	Hours at OT Pay	Salary Difference x 1.5	Back Pay for Overtime Hours	TOTAL BACK PAY
Albert, B.	26.24	25.73	0.51	1933.50	986.09	42.50	0.77	32.73	**1018.82**
Beatty, T.*	26.50	25.99	0.51	1927.25	982.90	54.00	0.77	41.58	**1024.48**
Comer, T.*	26.50	25.99	0.51	1840.00	938.40	85.25	0.77	65.64	**1004.04**
Duffey, S.	26.24	25.73	0.51	1925.00	981.75	76.95	0.77	59.25	**1041.00**
Etter, J.	26.24	25.73	0.51	1832.00	934.32	139.75	0.77	107.61	**1041.93**
Fiebig, J.*	26.01	25.50	0.51	821.25	418.84	36.75	0.77	28.30	447.14
Fiebig, J.*	26.76	26.24	0.52	1095.25	569.53	59.25	0.78	46.22	615.75 **1062.89**
Hesler, D.	26.24	25.73	0.51	1907.00	972.57	49.00	0.77	37.73	**1010.30**
Jones, W.	23.56	23.10	0.46	997.50	458.85	5.25	0.69	3.62	462.47
Jones, W.	24.55	24.07	0.48	876.50	420.72	24.75	0.72	17.82	438.54 **901.01**
Kramer, J.*	26.50	25.99	0.51	1748.00	891.48	215.00	0.77	165.55	**1057.03**
Landis, K.*	26.50	25.99	0.51	1777.00	906.27	104.00	0.77	80.08	986.35
Landis, K.*	26.76	26.24	0.52	80.00	41.60	4.25	0.78	3.32	44.92 **1031.27**
Mays, M.	26.24	25.73	0.51	1912.25	975.25	54.50	0.77	41.97	**1017.22**
McCoy, P.	26.24	25.73	0.51	1887.25	962.50	89.98	0.77	69.28	**1031.78**
Miller, S.*	26.50	25.99	0.51	849.25	433.12	31.75	0.77	24.45	**457.57**
Moore, M.	26.24	25.73	0.51	1832.00	934.32	152.50	0.77	117.43	**1051.75**
Neer, J.	26.24	25.73	0.51	1954.75	996.92	81.50	0.77	62.76	**1059.68**
Nicley, M.*	26.50	25.99	0.51	1832.00	934.32	104.25	0.77	80.27	**1014.59**
Ooten, D.	26.24	25.73	0.51	1925.00	981.75	53.50	0.77	41.20	**1022.95**
Ratay, D.*	26.76	26.24	0.52	1908.00	992.16	113.75	0.78	88.73	**1080.89**
Sakal, P.	26.24	25.73	0.51	1856.00	946.56	72.25	0.77	55.63	**1002.19**
[redacted]	26.50	25.99	0.51	1946.25	992.59	70.85	0.77	54.55	**1047.14**
Siney, M.	26.24	25.73	0.51	1925.00	981.75	53.00	0.77	40.81	**1022.56**
Sloop, W.	26.24	25.73	0.51	1878.25	957.91	46.00	0.77	35.42	**993.33**
[redacted]	26.50	25.99	0.51	1941.75	990.29	138.00	0.77	106.26	**1096.55**
Stites, G.	26.24	25.73	0.51	1950.50	994.76	35.00	0.77	26.95	**1021.71**
Strope, N.*	26.76	26.24	0.52	1899.50	987.74	69.45	0.78	54.17	**1041.91**
Swallen, R.	24.55	24.07	0.48	1217.00	584.16	154.50	0.72	111.24	695.40
Swallen, R.	25.50	25.00	0.50	695.25	347.63	36.25	0.75	27.19	374.82 **1070.22**
Swearingen, J.	22.73	22.28	0.45	1929.75	868.39	89.74	0.68	61.02	**929.41**
Todd, S.	24.55	24.07	0.48	54.50	26.16	4.00	0.72	2.88	29.04
Todd, S.*	25.04	24.55	0.49	1891.75	926.96	157.50	0.74	116.55	1043.51 **1072.55**
[redacted]	22.73	22.28	0.45	1959.50	881.78	98.49	0.68	66.97	**948.75**
[redacted]	26.24	25.73	0.51	1828.00	932.28	49.00	0.77	37.73	**970.01**

*Receiving Educational Incentive

U.S. Department of Homeland Security
UNITED STATES SECRET SERVICE

Dayton Resident Office
Federal Building & U.S. Courthouse
200 West Second Street, Room 811
Dayton, Ohio 45402

Date: March 6, 2012

Chris Krug
Chief of Police
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342

Dear Chief Krug,

I would like to express my personal gratitude for the outstanding assistance and support provided by your Officers to the U.S. Secret Service during the recent visit of Presidential Candidate Rick Santorum to the Dayton area on March 5, 2012. Specifically I would like to commend Deputy Chief John DiPietro, Sergeants Rex Thompson, Robert Burling, Jay Phares and Officers James Neer, Howard Sloop [redacted]

Deputy Chief DiPietro and Sergeants Thompson, Burling, Phares and Officers Neer, Sloop, [redacted] were instrumental in providing a safe environment for Candidate Santorum during this visit. The dedication and professionalism displayed by the Miami Township Police Department in the planning for and execution of the protective visit was excellent.

Please pass along my appreciation to these Officers for a job well done. We look forward to a continued positive work relationship with the Miami Township Police Department in the future.

[redacted]

Sincerely,

Todd R. Bagby
Resident Agent In Charge

Great job! Thanks for all that you do.
Chief Krug

[redacted]

MAT

Pay Period #6 – [redacted] Anniversary Date Salary Increase - Effective 02/28/12

Pay Period #6 - Annual Contract Increase - Effective 03/01/12

OFFICER	**OLD RATE**	Reg. Hours at Old Rate	OT at Old Rate	**NEW RATE 02/28/12**	Reg. Hours at New Rate	OT at New Rate	**NEW RATE 03/01/12**	Reg. Hours at New Rate	Vacation Hours at New Rate	OT at New Rate	**TOTAL HOURS**
Swearingen, James	22.73	17.00	5.00	23.56	0.00	0.00	24.03	54.50	8.50	0.00	85.00
[redacted]	22.73	17.00	1.00	23.56	17.00	0.00	24.03	46.00	0.00	4.00	85.00

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
	041 STITES GREGORY B				
	REGULAR		17.00	0.00	26.2400
	REGULAR		54.50	0.00	26.7700
	COMP 1.0 EARNED	03/01/2012	17.00	0.00	26.7700
	VACATION	03/03/2012	8.50	0.00	26.7700
			97.00		
	054 STROPE NANCY J				
	REGULAR		17.00	0.00	26.7600
	REGULAR		48.50	0.00	27.3100
	VACATION	03/10/2012	8.50	0.00	27.3100
	COMP HOURS	03/04/2012	4.00	0.00	27.3100
	COMP HOURS	03/03/2012	2.00	0.00	27.3100
	OVERTIME		0.50	0.00	40.9650
	OTHER - Specialty Pay		0.00	232.14	232.1400
			80.50		
	066 SWALLEN RAYMOND P				
	REGULAR		17.00	0.00	25.5000
	REGULAR		54.50	0.00	26.0100
	COMP HOURS	03/03/2012	8.50	0.00	26.0100
	OVERTIME		4.00	0.00	39.0150
	COURT		3.00	0.00	39.0150
			87.00		
	068 SWEARINGEN JAMES D				
	REGULAR		17.00	0.00	22.7300
	REGULAR		54.50	0.00	24.0300
	VACATION	03/10/2012	8.50	0.00	24.0300
O	OVERTIME		5.00	0.00	34.0950
			85.00		
	010 THOMPSON REX A				
	REGULAR		79.50	0.00	32.5100
	COMP HOURS	03/02/2012	0.50	0.00	32.5100
	OVERTIME		9.50	0.00	48.7650
			89.50		
	063 TODD SHAWN E				
	REGULAR		17.00	0.00	26.0100
	REGULAR		63.00	0.00	26.5300
	COURT		3.00	0.00	39.0150
	OVERTIME		0.50	0.00	39.0150
	OVERTIME		7.00	0.00	39.7950
	COMP 1.5 EARNED	03/10/2012	2.50	0.00	39.7950
	COMP 1.5 EARNED	03/07/2012	0.75	0.00	39.7950
	OTHER - Specialty Pay		0.00	225.51	225.5100
			93.75		
	[redacted]				
	REGULAR		17.00	0.00	22.7300
R	REGULAR		17.00	0.00	23.5600
O	OVERTIME		46.00	0.00	24.0300
O	OVERTIME		1.00	0.00	34.0950
			4.00	0.00	36.0450
			85.00		
	[redacted]				
S	SICK	02/27/2012	17.00	0.00	26.2400
S	SICK	02/28/2012	8.50	0.00	26.2400
R	REGULAR		8.50	0.00	26.2400
k	COMP 1.5 EARNED	03/04/2012	46.00	0.00	26.7700
M	OTHER- Specialty Pay		1.00	0.00	40.1550
			0.00	227.55	227.5500
			81.00		

FOP Contract Salary Increase - Effective March 1, 2012 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	PA Hours at Old Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	Court Hours at Old Rate	New Salary	Reg. Hours at New Rate	Comp Hours at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	Dog Care at New Rate	OT Hours at New Rate	Court Hours at Old Rate	TOTAL HOURS	Specialty Compensation	Yearly PA
Siney, M.	26.24	17.00								26.77	54.50	8.50					0.50		80.50	[17.0 Comp Hours]	25.5
Sloop, H.	26.24	34.00								26.77	37.50	8.50							80.00	[17.0 Comp Hours]	25.5
[redacted]	26.50	34.00						0.50		27.04	32.50		13.50				5.75	3.00	89.25	$229.84	25.5
Stites, G.	26.24	17.00								26.77	54.50				8.50				80.00	[17.0 Comp Hours]	25.5
Strope, N.	26.76	17.00								27.31	48.50	6.00			8.50		0.50		80.50	$232.14	25.5
Swallen, R.	25.50	17.00								26.01	54.50	8.50					4.00	3.00	87.00	N/A	25.5
Swearingen, J.	23.56	0.00								24.03	54.50				8.50				63.00	N/A	25.5
Todd, S.	26.01	17.00						0.50	3.00	26.53	63.00						7.00		90.50	$225.51	25.5
[redacted]	23.56	17.00								24.03	46.00						4.00		67.00	N/A	25.5
[redacted]	26.24	17.00			17.00					26.77	46.00								80.00	$227.55	25.5

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
	041 STITES GREGORY B				
	REGULAR		17.00	0.00	26.2400
	REGULAR		54.50	0.00	26.7700
	COMP 1.0 EARNED	03/01/2012	17.00	0.00	26.7700
	VACATION	03/03/2012	8.50	0.00	26.7700
			97.00		
	054 STROPE NANCY J				
	REGULAR		17.00	0.00	26.7600
	REGULAR		48.50	0.00	27.3100
	VACATION	03/10/2012	8.50	0.00	27.3100
	COMP HOURS	03/04/2012	4.00	0.00	27.3100
	COMP HOURS	03/03/2012	2.00	0.00	27.3100
	OVERTIME		0.50	0.00	40.9650
	OTHER - Specialty Pay		0.00	232.14	232.1400
			80.50		
	066 SWALLEN RAYMOND P				
	REGULAR		17.00	0.00	25.5000
	REGULAR		54.50	0.00	26.0100
	COMP HOURS	03/03/2012	8.50	0.00	26.0100
	OVERTIME		4.00	0.00	39.0150
	COURT		3.00	0.00	39.0150
			87.00		
	068 SWEARINGEN JAMES D				
	REGULAR		17.00	0.00	22.7300
R	REGULAR		54.50	0.00	24.0300
V	VACATION	03/10/2012	8.50	0.00	24.0300
O	OVERTIME		5.00	0.00	34.0950
			85.00		
	010 THOMPSON REX A				
	REGULAR		79.50	0.00	32.5100
	COMP HOURS	03/02/2012	0.50	0.00	32.5100
	OVERTIME		9.50	0.00	48.7650
			89.50		
	063 TODD SHAWN E				
	REGULAR		17.00	0.00	26.0100
	REGULAR		63.00	0.00	26.5300
	COURT		3.00	0.00	39.0150
	OVERTIME		0.50	0.00	39.0150
	OVERTIME		7.00	0.00	39.7950
	COMP 1.5 EARNED	03/10/2012	2.50	0.00	39.7950
	COMP 1.5 EARNED	03/07/2012	0.75	0.00	39.7950
	OTHER - Specialty Pay		0.00	225.51	225.5100
			93.75		
	[redacted]				
	REGULAR		17.00	0.00	22.7300
	REGULAR		17.00	0.00	23.5600
	REGULAR		46.00	0.00	24.0300
	OVERTIME		1.00	0.00	34.0950
	OVERTIME		4.00	0.00	36.0450
			85.00		
	[redacted]				
	REGULAR		17.00	0.00	26.2400
	SICK	02/27/2012	8.50	0.00	26.2400
S	SICK	02/28/2012	8.50	0.00	26.2400
R	REGULAR		46.00	0.00	26.7700
k	COMP 1.5 EARNED	03/04/2012	1.00	0.00	40.1550
M	OTHER- Specialty Pay		0.00	227.55	227.5500
			81.00		

Miami TOWNSHIP
Community of Partnerships

Human Resources Department

ACCESS TO MIAMI TOWNSHIP INFORMATION TECHNOLOGY AND INFORMATION TECHNOLGOY SYSTEMS (MTIT) FORM

Name: [redacted] **Department:** Police Department

Date: 4-5, 2012

Township purposes

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To always use Miami Township's technology resources in ways that are consistent with furthering the Township's mission of public service.
- To never use my computer account (or accounts) or computer related access for private financial gain or to advertise the products or services of a private company.
- Use the account only for business of the organization the account is created for. No personal business may be conducted through this account.
- IT resources, data, and product are the property of Miami Township and are subject to search and access at any time.
- To not stream audio, video, or any other format for any purpose that is not clearly related to the duties associated with the position held and/or the employment at Miami Township.

Secure usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To never share my account password (or passwords) with anyone including co-workers, other staff, friends or family.
- To honor and maintain all of Miami Township's system security procedures and confidential information.
- To make appropriate use of the tools provided to maintain the security of Township's computing system and the confidentiality of the information stored on it.
- To ALWAYS log out of accounts and shared computers.
- To take steps to understand computer viruses and other destructive software and take steps to protect my Township accounts from such threats.

Legal usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To abide by public records law as governed by Ohio Revised Code.
- To share licensed software, files, or information only if I have appropriate permission to distribute the files.
- To use accounts for legal purposes only.
- To uphold all software copyrights and license agreements.
- To never use technology to harass others.
- To never damage equipment, software, or data belonging to Miami Township or others.
- To never monitor or disrupt the communications of others.

- To never use information technology to view or distribute child pornography.
- To use information technology in compliance with job duties and the Employee Policy Manual.

Ethical usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To use my accounts in ways that fosters the high ethical standards of the Township.
- To never violate computer system security or make unauthorized use of accounts, MTIT Network identification, or access codes.
- To never use information technology resources, including MTIT Networks, accounts, hardware, and/ or software, for academic dishonesty (i.e. plagiarism or cheating).
- To never misuse information technology in a manner that conflicts with performance and duties.

Facilitative usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To use shared technology resources efficiently.
- To use Township technology resources in such ways as to facilitate everyone's use of the technology.
- To regularly delete unneeded files from my accounts on central machines.
- To avoid overuse of dial-in connect time, information storage space, printing facilities, paper, and processing capacity.
- To never send or respond to chain e-mail.

Sanctions

I understand that failure to use MTIT computing resources as described above will be dealt with seriously. I understand that violators will be subject to disciplinary procedures of the Township. I understand that illegal acts involving MTIT computing resources are also subject to prosecution by state and federal authorities. Failure to abide by these policies will result in revocation of my privileges to use MTIT computing resources. Files, data and disks are considered Miami Township property and are therefore subject to access by the Township. Resources, data, and IT products are the property of Miami Township and subject to Miami Township access as necessary. All public documents are subject to Ohio Public Records statutes or federal law.

Statement of Agreement

I have read each statement and fully agree to the content. My signature indicates my understanding of and agreement with each statement. My signature also certifies that I understand that I am responsible for my account and passwords.

[redacted] _____ Date signed: 4-5-2012

PDF'd. to Lieut Penny 5/7/12.

Miami Township Police Department
Employee Personal Information
Revision Request

Name: [redacted] Date Submitted: 5-6-2012

I hereby request the following changes to be made to my personal information:

☑ **Address Change** **Effective Date:** 5-8-2012
(Please remember to complete City & School Tax Withholding changes if applicable)
Addr [redacted]

City:

☐ **Phone Number Change** **Effective Date:**

New Number:

☐ **Emergency Contact Information** **Effective Date:**

Name:

Address:

City: **State:** **Zip:**

Home phone: **Cell phone:**

☐ **City Tax Withholdings** **Effective Date:**

City withholdings to be stopped:

New City taxes to be withheld:

☐ **School Tax Withholdings** **Effective Date:**

Public School District of Residence:

School District Number (available from Finance Dept.):

Employee: [redacted] **Date:** 5-6-2012
Supervisor/Sergeant: **Date:** 5-6-12
Deputy Chief of Police: **Date:** 5-7-2012
Chief of Police: **Date:** 5-7-2012
Admin. Assist (Police): Lonnie Hopper **Date:** 5-10-12
Finance Department: **Date:**
Human Resources: **Date:**

MTPD # 165

Dipietro, John

From: Dipietro, John
Sent: Tuesday, May 29, 2012 11:10 AM
To: 'DAVIDSUNIF@aol.com'
Cc: [redacted] Nicley, Matt; Nienhaus, Paul
Subject: Uniform Approval

[redacted] s approved for a new duty hat

MAJOR JOHN DIPIETRO, CLEE
DEPUTY CHIEF OF POLICE
MIAMI TOWNSHIP POLICE DEPARTMENT
2660 LYONS ROAD
MIAMISBURG, OHIO 45342-4406
OFFICE 937.433.2418
FAX 937.438.2337
EMAIL JDIPIETRO@MIAMITOWNSHIP.COM

Miami Township Police Department

Inter-Office Memo

Date: 5-20-12

To: Sgt. Nienhaus

The plastic support inside the front of my duty hat broke off when I picked it up earlier today to direct traffic.

FW'D TO MAJ. DIPIETRO W/ HAT. PGN 5-21-12

Signed [redacted]
MTPD # [redacted]

Unit Number: [redacted]

RESOLUTION # [redacted]

RESOLUTION TO APPOINT A POLICE OFFICER

Whereas, there is a need to appoint a Police Officer; and

Whereas, the approved recruitment and selection process was followed; and

Whereas, the Chief of Police has made his recommendation; and

Therefore Be It Resolved, the Miami Township Board of Trustees appoints [redacted] the position of Police Officer, at a starting rate of $22.28 per hour, effective [redacted]

Charles C. Lewis, Trustee President

absent

Mike R. Nolan, Trustee Vice President

Deborah M. Preston, Trustee

Attested:

Judy A. Lewis, Fiscal Officer
Passed: February 22, 2011
GSR:mrm

Vol

Miami Township Police Department
Probationary Employee Performance Evaluation

Employee: [redacted]

Evaluation Date: 2/22/12

☐ **2nd month** ☐ **4th month** ☐ **6th month** ☐ **8th month**

■ **10th month** ☐ **12th month**

Circle the rating for each category.

1. **Attendance / Punctuality** 1☐ 2☐ 3☐ 4☐ 5☐ 6■ 7☐
   Reports for duty on time.

2. **Appearance – Clothing and Personal** 1☐ 2☐ 3☐ 4☐ 5☐ 6☐ 7■
   Complies with uniform requirements. Personal hygiene, proper grooming.

3. **Job Knowledge**
   a. **Technical Skills** 1☐ 2☐ 3☐ 4☐ 5■ 6☐ 7☐
      Proper investigative techniques and procedures. Proper equipment usage.

   b. **Operating Procedures and Regulations** 1☐ 2☐ 3☐ 4■ 5☐ 6☐ 7☐
      Knowledge and compliance of general orders and section manuals.

   c. **Laws and Ordinances** 1☐ 2☐ 3☐ 4■ 5☐ 6☐ 7☐
      Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

   d. **Applicability** 1☐ 2☐ 3☐ 4☐ 5■ 6☐ 7☐
      Ability to apply job knowledge to job.

4. **Job Performance**
   a. **Quality of Work** 1☐ 2☐ 3☐ 4☐ 5■ 6☐ 7☐
      Thorough, organized and complete performance of work in a timely manner.

   b. **Quantity of Work** 1☐ 2☐ 3☐ 4☐ 5■ 6☐ 7☐
      Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

   c. **Initiative and Innovation** 1☐ 2☐ 3☐ 4■ 5☐ 6☐ 7☐
      Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

d. **Teamwork** 1☐ 2☐ 3☐ 4☐ 5☐ 6■ 7☐
Works effectively with co-workers to reach a common goal.

e. **Planning and Organization** 1☐ 2☐ 3☐ 4☐ 5■ 6☐ 7☐
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

5. **Interpersonal Skills**

a. **Communication** 1☐ 2☐ 3☐ 4☐ 5☐ 6■ 7☐
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Department.

b. **Public Relations** 1☐ 2☐ 3☐ 4☐ 5☐ 6■ 7☐
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

6. **Judgment**

a. **Decision Making** 1☐ 2☐ 3☐ 4☐ 5■ 6☐ 7☐
Ability to make sound work decisions independently.

b. **Problem Solving** 1☐ 2☐ 3☐ 4☐ 5■ 6☐ 7☐
Awareness of and ability to resolve problems through resources available.

7. **Progress toward meeting established goals:**

Goal #1: [redacted] responded to his calls in an acceptable amount of time. He investigations seemed complete and generally thorough.

Goal #2: [redacted] seemed familiar with the Miami Township area and the general areas around it. He was very clear with his radio traffic.

Goal #3: [redacted] officer sense of officer safety evidently improved with experience. He seemed aware of his surroundings and of potential dangers.

Comments: [redacted] improved as expected with experience. His knowledge of laws and procedures increased, as did his ability to comfortably apply them. His communication skills are second to none, and he did not hesitate to approach any problem whether he was familiar with it or not.

[redacted] issued 84 traffic citations in his time here, ranking 4th on the shift. He issued 4 minor misdemeanor criminal citations, tying for 6th highest on the shift. He completed 159 incident reports/supplements (6.0% of total shift).

Recommendations: [redacted] should finish probation and become a fine officer as long as he continues on the path he's been on. I would only recommend we assist him in doing that if/when needed.

Signature of Evaluator: _____ Date: _____

Signature of Employee: [redacted] Date: 1-22-13

OK. MAF 2-29-2012

John C. Kraus 3-27-2012

Total Citations (Traffic & Criminal)
3rd Watch, 2011
(Jan. 15, 2011 to Jan. 15, 2012)

	Traffic	Criminal (Minor Misd.)
Kramer	143	11
[redacted]	71	6
Sloop	34	5
Hesler	58	5
Swallen	159	30
Landis	151	9
Strope	73	1
Albert	79	3
Swearingen	42	2
[redacted]	84	4
Miller	45	4
Total	**939**	**80**
Average	85.4	7.27

Total Reports & Supplements for 3rd Watch Officers
(Jan. 15, 2011 to Jan. 15, 2012)

Officer	# of reports/supplements	Percentage of shift total
Kramer	286	10.7%
[redacted]	223	8.4
Sloop	186	7.0
Hesler	234	8.8
Swallen	406	15.2
Landis	296	11.1
Strope	301	11.3
Albert	286	10.7
Swearingen	178	6.7
[redacted]	162	6.0
Miller	104	4.0
3rd Watch total	2659	99.9%
MTPD total	6379	

("Error" nature of calls have been omitted. Percentages were rounded to the nearest tenth, and reflect a degree of error of .1%)

Pay Period #6 – Anniversary Date and 2% Education Salary Increase - Effective 02/28/13							
OFFICER [redacted]	**OLD RATE**	Reg. Hours at Old Rate	Vacation Hours at Old Rate	**NEW RATE 02/28/12**	Reg. Hours at New Rate	OT at New Rate	**TOTAL HOURS**
	24.03	8.50	8.50	25.54	63.00	2.25	82.25

Approved: [signature] 3-12-13

Pay Period: 6

Police Department Time Card Report for Period Ending: 3/9/2013

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
			89.25		
	010 THOMPSON REX A				
	REGULAR		80.00	0.00	32.5100
	SPECIAL DETAIL		21.00	0.00	48.7650
	OVERTIME		16.00	0.00	48.7650
			117.00		
	063 TODD SHAWN E				
	REGULAR		80.00	0.00	27.3100
	COURT		6.00	0.00	40.9650
	OTHER – Specialty Pay		0.00	232.14	232.1400
			86.00		
	[redacted]				
	VACATION	02/24/2013	8.50	0.00	24.0300
	REGULAR		8.50	0.00	24.0300
	REGULAR		63.00	0.00	25.5400
	OVERTIME		2.25	0.00	38.3100
			82.25		
	[redacted]				
	REGULAR		71.50	0.00	26.7700
R	COMP HOURS	03/09/2013	8.50	0.00	26.7700
O	OVERTIME		0.50	0.00	40.1550
M	OTHER – Specialty Pay		0.00	227.55	227.5500
			80.50		
	Totals Hours: Police		**3,795.50**		

Total Hours: 3,795.50

Chief John C. Krug

Miami Township Police Department

Inter-Office Memo

Date: 3-8-13

To: Sgt. Kramer

Having passed my [redacted] year mark with the Miami. TWP Police Dept. I have included a copy of my Bachelors Degree as proof for my educational pay to be added to payroll. Thank You.

Rec 3/08/2013 Sgt [redacted]
Fwd to Chief Kluey

Comm
Please handle.
Approved 3-11-13

Signed: [redacted]
MTPD # 4

Unit Number: [redacted]

Ashland University

Ashland, Ohio

To all persons to whom this writing shall come

Be it known that the Board of Trustees in accordance with the recommendation of the Faculty and the President, in recognition of the successful completion of the requisite course of study have conferred upon

[redacted]

the degree of

Bachelor of Science

with all the rights, honors and privileges pertaining to the degree.

In Witness Whereof the Seal of the University and the Signatures of its duly authorized Officers are hereunto affixed at Ashland, Ohio, this eighth day of May, [redacted]

ASHLAND UNIVERSITY 1878 ASHLAND, OHIO

Frederick J. Finks
President

Lisa Oholah Miller
Chair, Board of Trustees

Frank E. Pettigrew
Provost

Gary L. Countryman
Secretary, Board of Trustees

Winter Hats Issued

Officer	Unit	Date
Ben Albert	57	01/30/2013
Tim Beatty	37	01/31/2013
Todd Comer	29	01/31/2013
Shane Duffey	47	02/01/13
Jason Etter	45	01/31/2013
Julie Fiebig	62	02/01/13
Scott FitzGerald	13	01/31/2013
Doug Hesler	60	01/31/2013
Bill Jones	65	2/25/2013
Jason Kramer	52	01/30/2013
Chris Krug	1	02/01/2013
Kevin Landis	59	2/25/13
Mike Mays	27	2-2-13
Pat McCoy	33	01/30/2013
Scott Miller	58	02/01/2013
Jim Neer	42	01/31/2013
Matt Nicley	51	01/30/2013
Paul Nienhaus	14	01/31/2013
Dave Ooten	35	01/31/2013
Jay Phares	15	02/01/2013
Dave Ratay	34	2-2
Bob Sakal	40	01/31/13
Tyler Simpson	70	01/30/2013
Mike Siney	61	01/31/2013
Howard Sloop	50	01/30/2013
[redacted]	[redacted]	01/31/2013
Greg Stites	41	01/31/2013
Nancy Strope	54	02/10/2013
James Swearingen	68	01/30/2013
Rex Thompson	10	01/31/2013
[redacted]		01/31/2013
Raymond Swallen	66	01/30/2013
Shawn Todd	63	01/30/2013
[redacted]		1/30/2013
[redacted]		1/30/2013

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: Jason Kramer **Title:** Patrol Supervisor

Evaluation Period: From: 01/01/2012 **Date of Evaluation:** 02/20/2013

To: 12/31/2012

Absence (Number of days/hours) 0 **during this rating period**

Absence (Number of occasions) 0 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A.	**Attendance/Punctuality**	☐1	☐2	☐3	☐4	☐5	☐6	☑7
	Reports for duty, meetings, training, etc. Appropriate use of leave time.							
B.	**Clothing Appearance**	☐1	☐2	☐3	☐4	☐5	☑6	☐7
	Complies with uniform requirements - neat, clean and serviceable.							
C.	**Personal Appearance**	☐1	☐2	☐3	☐4	☐5	☑6	☐7
	Personal hygiene, proper grooming.							

Comments:

[redacted] is always on time and ready for duty. [redacted] is always clean shaven and always has an appropriate haircut. No sick leave was used by [redacted] in 2012.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] **a competent officer who has a good knowledge of policies, procedures, and the applicable laws.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] **completes an organized, accurate report. He completes his work in a timely manner, and he is willing to help when called upon. I would like to see** [redacted] **pproach each tour with a mindset to be more proactive as he grows into law enforcement.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted] is able to communicate his thoughts and actions verbally and in writing without any problems. [redacted] a compassionate officer who represents our department with pride.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]s still encountering many new situations in law enforcement. He is generally able to solve most issues he encounters, and he knows where to turn when he has questions or needs clarification on an issue.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

Not Applicable.

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:
Not Applicable.

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:
Not Applicable.

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] had a wonderful year on evening shift. He fell within the mid range of activity among his peers. [redacted] exceeded the performance standards for 2012 for traffic enforcement. I would like to see [redacted] increase his proactivity and find an area where he would like to excel.

Employee Comments:

[redacted]

3-7-13
Date

Sgt. C/#62
Rater's Signature/Rank

02/21/2013
Date

Deputy Chief's of Police Signature

Date

Chief of Police's Signature

March 5, 2013
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Employee Performance Evaluation

Employee's Name [redacted]

Employee's strengths

[redacted]**s a competent officer who is willing to help when called upon. He is knowledgeable in the policies, procedures, and applicable laws.**

Employee's weaknesses

[redacted]**should seek to increase his proactivity.**

Employee's career goals for the next year:

Employee's career goals for five years:

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Miami Township Police Department

Employee Performance Evaluation

Employee's Name [redacted]

Employee's strengths

[redacted] **a competent officer who is willing to help when called upon. He is knowledgeable in the policies, procedures, and applicable laws.**

Employee's weaknesses

[redacted] **should seek to increase his proactivity.**

Employee's career goals for the next year:

My career goals for the next year will include increased proactivity in traffic stops and patrols.

Employee's career goals for five years:

My long term career goals for the next five years would be to become more involved in different aspects of the department by applying for different specialties such as Evidence Tech or Bike Patrol.

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Special training/schools would help me meet my goals and become a more valuable member of the police department.

Krug, Chris

From: Kramer, Jason
Sent: Saturday, April 20, 2013 6:01 PM
To: Hesler, Doug; Miller, Scott; [redacted]
Cc: Krug, Chris
Subject: FW: APPRECIATION

Everyone did an awesome job Tuesday night after the warrant suspect ran from the bounty hunters in Miamisburg.

Great job Ofc Miller, [redacted] and Ofc Hesler with Coron!!

Thank you,

Sergeant Jason Kramer
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342-4406
Office: (937) 433-2906
Records: (937) 433-2301
Email: jkramer@miamitownship.com

From: Bill Kelly [mailto:Bill.kelly@cityofmiamisburg.com]
Sent: Saturday, April 20, 2013 12:35 PM
To: Kramer, Jason
Subject: FW: APPRECIATION

I thought I would forward this to since most (if not all) of your shift was there helping out. Thanks.

From: April Cook
Sent: Thursday, April 18, 2013 1:21 PM
To: Police Department All
Subject: APPRECIATION

Mike Hilton of Be Free Bail Bonds called to again express his appreciation to the officers that assisted him in arresting King Stokes on Tuesday evening. He truly appreciated the professionalism our department displayed in assisting him, and stated most law enforcement departments don't give bondsmen that kind of professionalism.

He said should he looks forward to working with you again, should he have any need to contact us in the future.

April L. Cook
Administrative Assistant
Miamisburg Police Department
10 North First Street
Miamisburg, OH 45342
(937) 847-6600 - office
(937) 847-6571 - fax

GALLS WORKING TOGETHER TO SERVE YOU BETTER
QUARTERMASTER

INVOICE

BILLING INQUIRIES	(866) 286-1358

PO Box 54430
Lexington, KY 40555-4430

Billing Questions: collections@galls.com

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	[redacted]
INVOICE DATE	06/06/2013
DUE DATE	07/06/2013
SHIP VIA	UPS Ground
PO #	JAY PHARES
STORE/LOC #	Santa Ana Retail Sho
SALES ORDER	961856

F.O.B. Shipping Point

312 1 MB 0.405 E0303X I0430 D709819965 P1482273 0001:0001

MIAMI TOWNSHIP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO:
MIAMI TOWNSHIP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
SP584 BLK 14 M	5.11 ATAC QUARTER BOOT	DS	1	81.00	81.00

Sgt. Jay Phares
JUN 17 2013
Miami Township Police

OK TO PAY -
[redacted]
BOOTS

Authorization For Payment
Vendor Code 2550
PO#
Acct Code 09-910-50107
Payment Amt. $91.00
Final Pymt.
Sign Date 6/17/13
Approval JCKlcd

Trade Regulations. If at a later
United States please reference
Administration Regulations (15
ulations (22 CFR 120-130) as
ment agency export transactions.
As an exporter, you, your business or agency, will be responsible for compliance with all U.S. laws relating to the export of these items.

SUBTOTAL:	81.00
SHIPPING:	10.00
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$91.00**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS WORKING TOGETHER TO SERVE YOU BETTER
QUARTERMASTER

INVOICE DATE	06/06/2013	DUE DATE	07/06/2013
ACCOUNT NUMBER	[redacted]	AMOUNT DUE	$91.00
		INVOICE NUMBER	[redacted]

Bill To:

MIAMI TOWNSHIP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS/QUARTERMASTER
24296 NETWORK PLACE
CHICAGO, IL 60673-1242

1 000004872716 0000000690048 0 0000009100 0000009100 6

0001:0001

Phares, Jay

From: White, Dale [White-Dale@GALLS.com]
Sent: Tuesday, June 04, 2013 3:42 PM
To: Phares, Jay
Subject: RE: Boot Order f[redacted]

Sgt. Phares,

Your order is entered for delivered total of $91.00. These boots will drop ship to you directly from our vendor. Thank you for your order.

Dale

Dale White | Senior Account Rep | Galls LLC
1340 Russell Cave Road | Lexington, KY 40505 | 800-876-4242 ext. 2320 | Fax: 877-914-2557 | white-dale@galls.com

From: Phares, Jay [mailto:jphares@miamitownship.com]
Sent: Tuesday, June 04, 2013 3:15 PM
To: White, Dale
Subject: Boot Order for[redacted]

I would like to order one pair of 5.11 Tactical Mens ATAC 6 inch Quarter Boots Galls Item Number SP584 BLK 14M

Size 14

Sergeant Jay Phares
Miami Township Police
2660 Lyons Road
Miami Township, Ohio 45342-4406
(937) 433-2419

Sgt. Jay Phares JUN 13 [redacted] Miami Township Police

RECEIVED & ISSUED

[redacted]

6/13/2013

Phares, Jay

From: orderconfirm@galls.com on behalf of Do Not Reply [orderconfirm@galls.com]
Sent: Tuesday, June 04, 2013 3:40 PM
To: Phares, Jay
Subject: Galls - QuarterMaster Order Confirmation

GALLS WORKING TOGETHER TO SERVE YOU BETTER
QUARTERMASTER

Order Number: 961856
Cust PO: JAY PHARES

Account Information
(4872716) MIAMI TOWNSHIP POLICE DEPT
Attention: JAY PHARES
Email: JPHARES@MIAMITOWNSHIP.COM
Tel: (937) 433-2419
Profession: Law Enforcement

Billing Address Information	Shipping Address Information
MIAMI TOWNSHIP POLICE DEPT	MIAMI TOWNSHIP POLICE DEPT
JAY PHARES	JAY PHARES
2660 LYONS RD	2660 LYONS RD
MIAMISBURG, OH 45342-4406 US	MIAMISBURG, OH 45342-4406 US
	JPHARES@MIAMITOWNSHIP.COM
	(937) 433-2419

Item No.	Description	Quantity	Item Price	Total Price
SP584 BLK 14 M	5.11 ATAC QUARTER BOOT	1	81.00	81.00

Sub Total: 81.00
Shipping: 10.00
Sales Tax:
Order Total: 91.00

Payments:

On Account **91.00**

Pricing is valid for 30 days.

Miami Township Police Department

Inter-Office Memo

Date: 5-24-13

To: Sgt. Phar.is

This is a request for ordering a new pair of duty boots. Attached is the boots I found on Galls website.
Item # SP584 Size 14 (5.11 Brand Tactical Mens ATAC 6" Boot)
Price is $89.99.

-Thank You.

Sgt. Jay Phares
JUN 4 2013
Miami Township Police

019600

Signe [redacted] Unit Number: [redacted]

MTPD #

The Authority in Public Safety Equipment and Apparel

Email Sign Up | Catalog Request | Customer Service | Track Order | Create Account | Sign In

0 items in cart | Total: $0.00 | View Cart | Checkout

GALLS 800.477.7766 Follow Us:

Shop by Category | Shop by Brand | Deals | Law Enforcement | Fire | EMS | Federal / Military | Galls Blog

SHOP AND SAVE! 15% OFF Sitewide* plus FREE SHIPPING On Orders Over $50 Promo Code 20330030

5.11 Tactical Mens ATAC 6 inch Quarter Boot

Item# SP584 BLK 14 M

Other products by 5.11 Tactical

$89.99

Product is shipped directly from the manufacturer, please allow 7-10 days for delivery. Item cannot ship to a PO Box/APO/FPO and express delivery is not available.

BLACK

14

Medium

1 QTY ADD TO CART + Wishlist

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Product Info

The 5.11 ATAC 6" Quarter Boot is perfect for the officer who prefers an ankle-height boot. The polished leather toe maintains a neat, clean and professional look and meets most organizational requirements for black leather boots. The nylon upper is comfortable and durable. Includes 5.11's trademark Shock Mitigation System to offer you the ultimate in support for high impact activity. The 5.11 Shock Mitigation System is lightweight with superior compression and rebound resulting in comfort, stability and optimal speed. The 5.11 ATAC 6" Quarter Boot is an exceptional value for patrol. With features found in boots often twice the price these boots will be you duty footwear of choice as soon as you wear them.

The 5.11 ATAC 6" Quarter Boot is designed for routine patrol shifts. This boot is lightweight with superior compression and rebound resulting in comfort, stability, and optimal speed. You can wear this boot right out of the box with no break in period. You'll feel like you are wearing running shoes because 5.11 designed these boots to be fast. The lacing system makes it easy to get into and out of the 5.11 ATAC 6" Quarter Boot. The oil and slip resistant quiet outsole allows you to move quietly in any tactical situation, even on wet surfaces. 5.11's antibacterial and moisture-wicking lining will keep your feet comfortable and dry throughout the day so you'll be ready to keep going even after a long duty shift.

The leather on the 5.11 ATAC 6" Quarter Boot holds a great shine and the quality full grain leathers that we use will last and last. The hardware on the 5.11 ATAC 6" Quarter Boot is built to last. The shoelaces are anti-static, anti-snag, have plasteel lace tips and are extra tough. The eyelets of the boots hold tight and perform no matter what the work conditions. The oil and slip resistant, quiet outsole is durable and functional, allowing you to move with stealth and confidence in any situation. Ready to wear right out of the box, you'll think your 5.11 ATAC 6" Quarter Boot is a running shoe rather than a work boot. Engineered with feedback from the special operations community, these boots exceed boundaries in all types of footwear on the market, including high-end running shoes.

Features:

- 6" Quarter Boot
- Leather/10220 denier Cordura nylon side panels
- Water-resistant
- Fiberglass shank
- Shock Mitigation System for extended comfort
- Four-system compression recovery insole
- Antibacterial DriLex lining
- Oil and slip-resistant outsole with Prone Position Grips

You May Also Like...

5.11 Tactical Men's Zipper 6 inch Tactical ATAC Quarter Boots $89.99

5.11 Tactical 6 inch Shield Boot $129.99

5.11 Tactical Mens Haste Quarter Boot $121.99

Bates Mens 5 inch Ultra Lites Quarter Boot $79.99

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Siren Sounds
GSA Schedule
TXMAS Schedule

FBOP

*Some exclusions and limitations apply, learn more.

December 2, 2013

Chief Hess:

I would like to commend [redacted] of the Miami Township Police Department. I had the privilege of riding with [redacted] for his shift on the night of November 18th. He was professional, courteous and very informative. I appreciate his willingness to change his daily routine and have someone else in his car.

I attempt to ride with area police agencies to get a better sense of what the life of an individual in a cruiser is like, and to get to know what their concerns are as people. I try to learn what makes them the same with other departments, and what makes them different. This will allow me to have a better understanding of what their lives consist of and what they go through so I can be of more assistance when I send my holiday emails, go to hospitals for visits, and talk with families during the times of loss. The actions of [redacted] have directly affected my communication with over 400 police departments across Ohio, Kentucky, and Indiana.

I enjoyed my time with [redacted] and the Miami Township Police Department. His knowledge, dedication and assistance reflect credit upon himself and the Miami Township Police Department. I offer my gratitude to [redacted] and the Miami Township Police Department for this opportunity.

Sincerely,

Dr. Mike A. Crain I, D.Min.
Chaplain, Huber Heights Police Division
Chaplain, Butler Township Police Department
Cell – (937) 829-1638
doctormikecrain@gmail.com

Distribution: Chief Ronald Hess
CC: Sgt. Jason Kraemer
CC: [redacted]

SERGEANT JAY PHARES,

Thank you so much for taking the time out of your very busy schedule to give me a ride along with Miami Township on Wednesday NOVEMBER 20, 2013 3 PM – 11 PM. I have done several ride alongs in Warren County so it was GREAT to see your county (Montgomery Co). I'm so GRATEFUL you allowing me to do that. I rode with [redacted] who was AWESOME.

I have the HIGHEST RESPECT for law enforcement so seeing it from that side is amazing. Again THANK YOU so much for making that happen.

With heartfelt appreciation
for the thoughtfulness
you've shown.

Thank You
Bobbie Elaine Vries

(LEBANON, OHIO
cell# [redacted])

COPY

MEMORANDUM

TO: [redacted]

FROM: Chief Ronald L. Hess

DATE: January 6, 2014

RE: Written Commendation

On December 25, 2013, you responded to a report of a subject who was unconscious at 6839 Lorien Woods Dr. Upon arrival, you located the victim outside in a wheelchair, and you found the victim to be pulse less and not breathing. CPR was started immediately after the victim was moved to the ground, and the AED was applied to the victim. No shocks were able to be delivered and you maintained continuous CPR until medical personnel arrived with more advanced equipment. Through your efforts you were able to prolong the victim so advanced life support could be applied, and he was transferred to Sycamore Hospital Emergency Room.

This commendation is to remind you that your efforts and dedication to service are greatly appreciated. Keep up the great work.

COPY

MEMORANDUM

TO: [redacted]

FROM: Chief Ronald L. Hess

DATE: January 10, 2014

RE: Written Commendation for Service

On January 8, 2014, you were dispatched to the area of Washington Park Dr and Kingsridge Dr on a suspicious male walking in the area. You located the male described by residents, and you initiated a field interrogation stop. While speaking with the male, you noticed he was carrying an unusually large amount of non-similar tools that he could not identify by name. The male claimed to own the tools, but your suspicion of criminal activity was heightened by the male's responses to your questions and your observations of the situation. While you were not able to seize the property at the time, you did a consensual search, checked the serial numbers against the stolen database, and thoroughly documented all of the tools in the male's possession with photographs and written description.

On the morning of January 9, 2014, our officers received a complaint of a breaking and entering on Washington Park Dr. They were able to use the information you documented to link the male you stopped to that crime and a burglary in the area. Your documentation of the items, now found to have been stolen, was instrumental in obtaining a search warrant for the residence of the suspect. During subsequent interviews, the man you initially interviewed confessed to several crimes.

This commendation is to thank you for your attention to detail, dedication to your work, and drive to follow through when your suspicion of criminal activity is heightened.

Pay Period #6 – Anniversary Date Salary Increase - Effective 02/28/14									
OFFICER	**OLD RATE**	Reg. Hours at Old Rate	Sick at Old Rate	OT at Old Rate	**NEW RATE 02/28/14**	Reg. Hours at New Rate	Comp at New Rate	OT at New Rate	**TOTAL HOURS**
Swearingen, James	25.04	20.50		7.50	26.01	42.50	17.00		87.50
[redacted]	25.54	29.00	8.50		26.53	42.50		2.75	82.75

Pay Period: 06

Police Department Time Card Report for Period Ending: 3/8/2014

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
[redacted]	[redacted]		**40.00**		
	REGULAR		29.00	0.00	25.5400
	SICK	02/23/2014	8.50	0.00	25.5400
	REGULAR		42.50	0.00	26.5300
	OVERTIME		2.75	0.00	39.7950
			82.75		
	[redacted]				
	REGULAR		71.50	0.00	26.7700
K	COMP HOURS	02/24/2014	8.50	0.00	26.7700
k	COMP 1.5 EARNED	02/23/2014	4.75	0.00	40.1550
k	COMP 1.5 EARNED	02/24/2014	3.00	0.00	40.1550
O	OVERTIME		0.75	0.00	40.1550
M	OTHER- Specialty Pay		0.00	227.55	227.5500
			88.50		
	Totals Hours: Police		**3,784.00**		

Total Hours: **3,784.00**

3-11-14

Chief Ron Hess

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: Jason Kramer **Title:** Patrol Supervisor

Evaluation Period: From: 01/01/2013 **Date of Evaluation:** 02/20/2014

To: 12/31/2013

Absence (Number of days/hours) 0 **during this rating period**

Absence (Number of occasions) 0 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A.	**Attendance/Punctuality** Reports for duty, meetings, training, etc. Appropriate use of leave time.	☐1	☐2	☐3	☐4	☐5	☐6	☑7
B.	**Clothing Appearance** Complies with uniform requirements - neat, clean and serviceable.	☐1	☐2	☐3	☐4	☐5	☑6	☐7
C.	**Personal Appearance** Personal hygiene, proper grooming.	☐1	☐2	☐3	☐4	☐5	☑6	☐7

Comments:

[redacted] is always on time and ready for duty. [redacted] is always clean shaven and always has an appropriate haircut. No sick leave was used by [redacted] in 2013.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted]**s a competent officer who has a good knowledge of policies, procedures, and the applicable laws.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☑7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☑5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted]**completes a well-organized, accurate report. He completes his work in a timely manner, and he is willing to help when called upon.** [redacted]**s a great asset to the third relief team.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted]s able to communicate his thoughts and actions verbally and in writing without any problems. [redacted]s a compassionate officer who represents our department with pride.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]s finding his niche in law enforcement, and he is developing as a very knowledgeable officer with great judgment and problem solving skills.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:
Not Applicable.

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:
Not Applicable.

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:
Not Applicable.

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] had a very successful year on evening shift. He fell within the mid range of activity among his peers. [redacted] exceeded the performance standards for 2013 for traffic enforcement. [redacted] is developing as a great police officer, and he should begin thinking about a specialty area of focus for his career. [redacted] would make a fine traffic crash investigator or evidence technician.

Employee Comments:

[redacted] _____ 3-13-14
Date

Sgt. Kramer #62 _____ 2/23/2014
Rater's Signature/Rank Date

_____ _____
Deputy Chief's of Police Signature Date

_____ 3-24-14
Chief of Police's Signature Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

NAME [redacted] DEPARTMENT PD

LAST FIRST MIDDLE

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2013

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																

AL = ADMINISTRATIVE LEAVE
AS = ADMINISTRATIVE SUSPENSION
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Civilian Identification
Office 877-224-0043
Fax 740-845-2633

P.O. Box 365
London, OH 43140
www.OhioAttorneyGeneral.gov

April 18, 2014

CHIEF RONALD HESS
MIAMI TOWNSHIP POLICE DEPARTMENT
2660 LYONS RD
MIAMISBURG OH 45342

CRIMINAL HISTORY RECORD CHECK
NO BCI CONVICTIONS ON FILE
AUTHENTICATION NO. [redacted]

The Ohio Bureau of Criminal Investigation (BCI) has completed a criminal history record check on the applicant listed below.

When authorized by law, an individual may have thier criminal history sealed. In the event that an applicant has a sealed record, certain parties are permitted to receive such information to determine whether an applicant is legally disqualified from performing specific work.

Sealed records are disclosed based upon the **Reason Fingerprinted**, as submitted on the background check transaction and listed below. Sealed criminal histories will be provided in a manner consistent with the reason that the records are requested, regardless of the destination of the result.

There are no convictions on file with this office for this applicant.

Name: [redacted]
Date of Birth:
SSN:
BCI Completion Date:
Reason Fingerprinted:

This letter is valid for one year from the record check completion date. This letter may be photocopied by the prospective employer and retained by the applicant.

Thomas J. Stickrath, Superintendent
Bureau of Criminal
Identification & Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI can only provide information relating to the criminal convictions and guily pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication was for Aggravated Murder, Murder, or for a sex offense for which the offender still has a duty to register.

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Civilian Identification
Office 877-224-0043
Fax 740-845-2633

P.O. Box 365
London, OH 43140
www.OhioAttorneyGeneral.gov

April 18, 2014

CHIEF RONALD HESS
MIAMI TOWNSHIP POLICE DEPARTMENT
2660 LYONS RD
MIAMISBURG OH 45342

CRIMINAL HISTORY RECORD CHECK
NO FBI CONVICTIONS ON FILE
AUTHENTICATION NO: [redacted]
ICN: [redacted]

The Federal Bureau of Investigation (FBI) has completed a criminal history record check on the applicant listed below.

There are no convictions on file with the FBI for this applicant.

Applicant Name: [redacted]
Date of Birth:
Social Security Number:
FBI Completion Date:
Reason Fingerprinted:

This letter is valid for one year from the record check completion date. This letter may be photocopied by the prospective employer and retained by the applicant.

Thomas J. Stickrath, Superintendent
Ohio Bureau of Criminal
Identification & Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI can only provide information relating to the criminal convictions and guily pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication was for Aggravated Murder, Murder, or for a sex offense for which the offender still has a duty to register.

Miami Township
Community of Partnerships

EMPLOYEE RECEIPT

This Employee Policy Manual is a guideline to help you understand the Township's personnel policies and procedures. The Township reserves the right to change any terms and conditions of this Manual at any time.

This Manual may be changed only in writing. No one has the authority to change any provision of this Manual orally or to make oral promises about your employment. Any statements to the contrary are unauthorized, and you should not rely upon them.

Parts of this Manual are already effective. The Manual in totality is effective August 1, 2014. It supersedes all prior policies and procedures.

Acknowledgement

I acknowledge I have received a copy of the Employee Policy Manual. I understand it is my responsibility to read the Manual and ask questions about anything I do not understand.

I understand that this Manual is Township property and must be returned to the Township upon my employment termination. It is my responsibility to update this Manual as policy changes are distributed.

I understand that failure to return this Receipt does not preclude the Township from applying this Manual's policies or future distributed changes of and to the Manual, to me.

I agree to abide by the Township's policies and procedures.

Date: 9-2-14

[redacted]

Pay Period #6 – Anniversary Date Salary Increase - Effective 02/28/15					
OFFICER	**OLD RATE**	Reg. Hours at Old Rate	OT at Old Rate	**TOTAL HOURS**	**NEW RATE 02/28/15**
Swearingen, James	29.35	31.50	8.50	40.00	30.21
[redacted]	29.35	31.50	1.00	32.50	30.21

FOP Contract Salary Increases - Effective March 1, 2015 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	PA Hours at New Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	SP OT Hours at Old Rate	OOCIC OT at Old Rate	Court Hours at Old Rate	New Salary with 3% Increase	Reg. Hours at New Rate	Comp Hours at New Rate	Military Leave at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	Dog Care at New Rate	OT Hours at New Rate	SP OT Hours at New Rate	OOCIC OT at New Rate	Court Hours at Old Rate	TOTAL HOURS	Specialty Compensation	Yearly PA
Albert, B.	30.57	31.50	8.50									31.10	40.00							2.50				82.50	[8.5 Comp Hours]	25.5
Beatty, T.	31.08	40.00						2.00				31.62	40.00											82.00	N/A	25.5
Caldwell, K.	27.12	40.00										27.59	31.50		8.50					0.75				80.75	N/A	25.5
Comer, T.	31.08	24.00				16.00						31.62	39.00					1.00						80.00	[8.0 Comp Hours]	24.0
Duffey, S.	30.77	40.00										31.30	40.00											80.00	N/A	25.5
Etter, J.	30.74	40.00									3.00	31.30	38.00					2.00						83.00	$250.40	24.0
Fiebig, J.	31.09	40.00						1.50				31.63	6.00	8.50										56.00	$268.86	25.5
Hart, C.	28.26	40.00										28.75	40.00							1.00				81.00	N/A	25.5
Hesler, D.	30.49	32.00	8.00				1.00					31.02	24.00			16.00			1.50					82.50	N/A	25.5
Hupp, S.	29.35	40.00						2.50				29.87		8.50										51.00	[8.5 Comp Hours]	25.5
Jones, W.	30.41	40.00										30.94						40.00						80.00	N/A	24.0
McCoy, P.	30.78	31.50				8.50		2.00	6.00		3.00	31.31	31.50					8.50						91.00	[8.5 Comp Hours]	25.5
Miller, S.	31.17	39.00	1.00					5.75				31.71	31.50				8.50			2.25				88.00	[8.5 Comp Hours]	25.5
Neer, J.	30.78	31.50				8.50		1.50				31.31	31.50					8.50		0.50				82.00	N/A	25.5
Ooten, D.	30.78	40.00										31.31	40.00											80.00	N/A	25.5
Ratay, D.	31.38	31.50				8.50		2.00				31.92	35.50					4.50		1.25				83.25	$67.03	25.5
Sakal, P.	30.78	36.50	3.50					1.50				31.31	40.00											81.50	N/A	25.5
Samples, J.	29.35	40.00						9.00	12.50		3.00	29.87	8.50											73.00	[8.5 Comp Hours]	25.5
[redacted]	31.07	38.50				1.50		5.00				31.61	38.00					2.00		0.50				85.50	$252.88	24.0
Simpson, T.	28.26	40.00						2.50	3.50			28.75	40.00							4.25	4.00		3.00	97.25	N/A	25.5
[redacted]	30.91	40.00						1.75				31.45	40.00										4.50	86.25	$267.33	25.5
Stites, G.	30.78	40.00						1.50				31.31	21.00	2.00			17.00			0.75				82.25	[8.5 Comp Hours]	25.5
Swallen, R.	30.81	40.00								12.50		31.35	32.00			8.00						11.75		104.25	N/A	24.0
Swearingen, J.	30.21	8.50										30.74	40.00							3.75				52.25	[8.5 Comp Hours]	25.5
Todd, S.	31.05	31.50	8.50					4.25				31.59	40.00							0.25				84.50	$268.52	25.5
Wessling, D.	29.35	40.00						1.25				29.87	8.50											49.75	[8.5 Comp Hours]	25.5
[redacted]	30.21	8.50										30.74	40.00							3.00			3.00	54.50	N/A	25.5
[redacted]	30.77	40.00						1.50				31.30	40.00											81.50	N/A	25.5

Pay Period: 06 **Police Department Time Card Report for Period Ending: 3/7/2015**

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
	075 WESSLING	**DANIEL J**			
	REGULAR		40.00	0.00	29.3500
	COMP 1.0 EARNED	03/01/2015	8.50	0.00	29.8700
	REGULAR		8.50	0.00	29.8700
	REGULAR		31.50	0.00	30.7400
	OVERTIME		1.25	0.00	44.0250
	OVERTIME		0.50	0.00	46.1100
			90.25		
	[redacted]				
	[redacted]		31.50	0.00	29.3500
	REGULAR		8.50	0.00	30.2100
	REGULAR		40.00	0.00	30.7400
	OVERTIME		1.00	0.00	44.0250
	OVERTIME		3.00	0.00	46.1100
	COURT		3.00	0.00	46.1100
			87.00		
	[redacted]				
	[redacted]		40.00	0.00	30.7700
R	REGULAR		40.00	0.00	31.3000
O	OVERTIME		1.50	0.00	46.1550
			81.50		
	Totals Hours: Police		**3,883.75**		

Total Hours: 3,883.75

Acting Chief John Magill

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: Jason Kramer **Title:** Patrol Supervisor

Evaluation Period: From: 01/01/2014 **Date of Evaluation:** 02/17/2015

To: 12/31/2014

Absence (Number of days/hours) 1 **during this rating period**

Absence (Number of occasions) 1 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☑7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] is always on time and ready for duty. [redacted] is always clean shaven and always has an appropriate haircut.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] **an intelligent patrol officer with a good knowledge of policies, procedures, and the applicable laws.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☑7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] **completes a well-organized, accurate report. Furthermore, he always completes his work in a timely manner, and he is willing to help others when called upon.** [redacted] **ook on the task of researching a replacement patrol vehicle for our department as we move away from the Ford Crown Victoria model.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted]able to communicate his thoughts and actions verbally and in writing without any problems [redacted]s a compassionate officer who represents our department with pride.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]s an intelligent officer who is capable of problem solving and decision making in the course of his duties. [redacted]is aware of his resources when question arise beyond his skill level, and he uses those resources appropriately.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:
Not Applicable.

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:
Not Applicable.

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:
Not Applicable.

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **ad a very successful year on evening shift. He fell just below the average activity level when compared with his peers. I would like to see [redacted] develop further in the aspect of traffic enforcement and self-initiated activity. [redacted] as grown to be an asset to our police department, and his skills are being recognized with assignment related to motor vehicle training and research. I would encourage [redacted] s he continues to grow in law enforcement to consider applying to be a technical accident investigator or evidence technician.**

Employee Comments:

[redacted]

3-5-15
Date

Sgt. C [illegible] #62
Rater's Signature/Rank

3/5/15
Date

Capt. J [illegible]
Deputy Chief's of Police Signature

2/23/15
Date

Chief R [illegible]
Chief of Police's Signature

3-19-2015
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

NAME [redacted] DEPARTMENT PD

LAST FIRST MIDDLE

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2014

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																

AL = ADMINISTRATIVE LEAVE
AS = ADMINISTRATIVE SUSPENSION
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

INVOICE

GALLS

PO Box 54430
Lexington, KY 40555-4430

Billing Questions: AR@Galls.com

BILLING INQUIRIES	(866) 286-1358

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	[redacted]
INVOICE DATE	11/15/2015
DUE DATE	12/15/2015
SHIP VIA	UPS Ground
PO #	[redacted]
SALES ORDER	4920001
F.O.B. Shipping Point	

963 1 MB 0.439 E0338 I0531 D1536594579 P2947329 0003:0003

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

Replacing boots damaged while on duty.

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
SP529 BLK 15 M	ROCKY ALPHA FORCE ZIP	DS	1	94.93	94.93

Authorization For Payment
Vendor Code 2550
PO#
Acct Code 09-910-50707
Payment Amt. $ 105.88
Final Pymt.
Sign Date 11/23/15
Approval cd
Uniform Boots

SUBTOTAL:	94.93
SHIPPING:	10.95
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$105.88**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS

INVOICE DATE	11/15/2015
ACCOUNT NUMBER	[redacted]
DUE DATE	12/15/2015
AMOUNT DUE	**$105.88**
INVOICE NUMBER	[redacted]

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 0000004399595 0 0000010588 0000010588 3

0003:0003

From: [redacted]
Sent: Tuesday, October 27, 2015 11:15 PM
To: Phares, Jay
Subject: Damaged Boots

Sgt. Phares,

On October 26th, 2015, at 2148 hours, I responded to Pep Boys for an alarm/open door. While clearing the service bays with Ofc. Simpson and Ofc. Caldwell, my left boot tore open near the toe as I was climbing down a ladder. This is a request for a replacement pair of boots. I found a pair of size 15 Rocky Alpha Force Zipper Boots. A link to Galls website is added below.

Thank you,

[redacted]

Rocky 8" Alpha Force Zipper Boot

http://www.galls.com/rocky-alpha-force-8-zipper-boot?PMSRCH=ALL%20TACTICAL%20LEO%20BOOTS#.VjA6WberSUk

Rocky 8" Alpha Force Zipper Boot

Rocky AlphaForce Waterproof 8" Zipper Boots are rugged performers with added cushion and support that you need for long days on duty. The side zipper makes i...

Read more...

Remove preview

Miami Township Police Department
Employee Performance Evaluation

Employee Name [redacted] **Title:** Police Officer

Evaluator: Sgt. Kevin Landis #59 **Title:** Sergeant

Evaluation Period: **From:** 1/1/2015 **Date of Evaluation:** 2/1/2016
To: 12/31/2015

Absence (Number of days/hours) 0 **during this rating period**

Absence (Number of occasions) 0 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

---

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments [redacted] **dependable and professional.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments: [redacted]arely needs advice or direction. He is current with laws and procedures. He applies the proper procedures and policies in difficult situations.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ✖7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, and works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted]s a very consistent officer. His reports are error free, with it being highly unusual for me to find errors in them. He covers the necessary things in the reports and investigations. He pays attention to detail, and get his paperwork submitted in a timely manner. He writes an average number of citations. [redacted]works well with all other members of the department. He will be going to training to be an EV tech this year, and I'm sure he will excel in that capacity.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ✖6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted]ommunicates effectively, and rarely has a use of force due to his ability to talk to people. He is conscious of the public relations aspect of police work, and is a good representative of the department.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ✖5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments: [redacted]akes good decisions, only needing advice or needing to ask questions in unusual or highly technical situations.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **s a balanced officer. He has few weaknesses, and is able to perform any job asked of him.** [redacted] **is very easy to supervise, as he is self-motivated and needs very little direction.**

C [redacted] **is one of the department driving instructors, and he will be instructing classes in that topic in 2016. This will allow him to step up in a leadership role, one thing he has not had to do yet in his tenure at MTPD.**

It should also be known [redacted] **has taken on the responsibility of new cruisers, from placing the orders to ensuring each new cruiser is properly set up and outfitted. He has done a very good job in bringing quality and standardization to the MTPD cruiser fleet.**

Employee Comments:

[redacted]

2-20-16
Date

Sgt #59
Rater's Signature/Rank

2-20-16
Date

Deputy Chief's of Police Signature

2/10/16
Date

Chief of Police's Signature

Feb 10. 2016
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

1. I believe my professional strengths relate to my ability to communicate and relate well with other employees and people I come into contact with through the course of my duties.
2. One of my professional weaknesses is that I can sometimes become distracted when trying to focus on solving problems.
3. My short term career goals would include becoming a more well-rounded police officer by taking opportunity of classes/training in areas that I have not had as much experience in such as training to evidence technician.
4. My Long term career goals would be to achieve a leadership position within the department. This being either as a supervisor or detective. I would also like to have the opportunity to train other officers in fields that I have been trained in teaching (ie: Driving/Below100).
5. Requirements needed in achieving my long and short term goals would be to enroll in OPOTA instructor classes and other classes that build on areas of which I have already taken the basic courses.

Miami Township Police Department

Professionalism Integrity Excellence Honor
Dedication Service Courage

To be completed by the employee and immediate supervisor

Employee's Name:_____ Supervisor:_____

Employee's assessment of professional strengths:

Employee's assessment of professional weaknesses:

Employee's short term career goals:

Employee's long term career goals:

Requirements to assist in meeting goals: (specialized training, schools, etc.)

FOP Contract Salary Increases - Effective March 1, 2016 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	Military Leave at Old Rate	PA Hours at Old Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	OOCIC OT at Old Rate	Court Hours at Old Rate	New Salary with 1.5%	Reg. Hours at New Rate	Comp Hours at New Rate	Military Leave at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	OT Hours at New Rate	SP Detail OT Hours at New Rate	OOCIC OT at New Rate	TOTAL PAID HOURS	Comp Earned (k) Hours	Specialty Compensation	Yearly PA
Albert, B.	31.14	34.00					17.00					31.60	29.00						0.50			80.50		8.5 Comp	25.5
Beatty, T.	31.62	51.00			8.50				1.75			32.08	20.50									81.75		N/A	25.5
Caldwell, K.	28.75	51.00							2.50			29.18	20.50		8.50							82.50		N/A	25.5
Comer, T.	31.62	16.00					32.00					32.08	30.00				2.00		3.00			83.00		$256.64	24.0
Duffey, S.	31.31	59.50										31.77	20.50									80.00	10.50	N/A	25.5
Fiebig, J.	31.67	42.50										32.14	29.00	8.50								80.00	2.50	8.5 Comp	25.5
Hart, C.	29.87	51.00										30.31	29.00									80.00	1.00	N/A	25.5
Hesler, D.	31.06	34.50	8.00					2.00				31.52	37.50									82.00	1.00	N/A	25.5
Hinojosa, M.	26.62	42.50										27.02	37.50									80.00	1.00	N/A	25.5
Hupp, S.	30.74	51.00	8.50									31.20	20.50									80.00		8.5 Comp	25.5
Jones, W.	30.98	16.00				32.00						31.44	32.00									80.00		N/A	24.0
McCoy, P.	31.31	42.50										31.77	35.00					2.50	1.25			81.25		8.5 Comp	25.5
Miller, S.	31.75	34.00				8.50	8.50		5.00			32.22	29.00						0.50			85.50	0.75	273.87	25.5
Neer, J.	31.31	42.50									3.00	31.77	37.50						0.50			83.50		N/A	25.5
Ooten, D.	31.31	42.50							1.00			31.77	29.00			8.50						81.00		N/A	25.5
Powell, S.	26.62			42.50								27.02	19.50		18.00							80.00		N/A	25.5
Ratay, D.	31.92	59.50							0.75			32.39	20.50							2.50		83.25		N/A	25.5
Sakal, P.	31.31	42.50	8.50						0.75			31.77	23.50	5.50								80.75		N/A	25.5
Samples, J.	30.74	48.00							6.00			31.20	32.00						3.00			89.00		$249.60	24.0
Sanders, C.	26.62	42.50			17.00							27.02	20.50									80.00	3.00	N/A	25.5
[redacted]	31.62	40.00					8.00					32.08	32.00						10.50			90.50		$256.64	24.0
Simpson, T.	29.87	59.50							0.75			30.31	20.50						6.00			86.75	1.50	N/A	25.5
[redacted]	31.49	34.00					8.50		3.00			31.95	37.50						2.50			85.50		$271.58	25.5
Stites, G.	31.31	34.00				17.00			1.50			31.77	29.00									81.50		8.5 Comp	25.5
Swallen, R.	31.35	48.00								21.00		31.82	32.00								4.00	105.00		N/A	24.0
Swearingen, J.	30.74	51.00				8.50						31.20	20.50									80.00	5.00	8.5 Comp	25.5
Todd, S.	31.63	42.50			8.50							32.10	29.00									80.00	5.75	$272.85	25.5
Wessling, D.	30.74	34.00					8.50					31.20	37.50									80.00		8.5 Comp	25.5
[redacted]	30.74	59.50										31.20	20.50									80.00	4.50	N/A	25.5
	31.31	34.00					17.00					31.77	29.00									80.00		N/A	25.5

Pay Period: 06 **Police Department Time Card Report for Period Ending:** 3/5/2016

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
			93.50		
	010 THOMPSON REX A				
	REGULAR		80.00	0.00	37.8900
			80.00		
	063 TODD SHAWN E				
	COMP 1.5 EARNED		5.75	0.00	0.0000
	REGULAR		42.50	0.00	31.6300
	PERSONAL		8.50	0.00	31.6300
	REGULAR		29.00	0.00	32.1000
	OTHER – Specialty		0.00	272.85	272.8500
			85.75		
	075 WESSLING DANIEL J				
	COMP 1.0 EARNED	03/01/2016	8.50	0.00	0.0000
	REGULAR		34.00	0.00	30.7400
	VACATION		8.50	0.00	30.7400
	REGULAR		37.50	0.00	31.2000
			88.50		
	[redacted]				
	COMP 1.5 EARNED		4.50	0.00	0.0000
	REGULAR		59.50	0.00	30.7400
	REGULAR		20.50	0.00	31.2000
			84.50		
	[redacted]				
			34.00	0.00	31.3100
V	VACATION		17.00	0.00	31.3100
R	REGULAR		29.00	0.00	31.7700
			80.00		
	Totals Hours: Police		**3,949.00**		

Total Hours: **3,949.00**

Chief Ron Hess 3.8.2016

Memorandum

To: [redacted]

From: Captain John Magill

Subject: Job Well Done

Date: March 14, 2016

[redacted]

We received a letter of appreciation from a Thomas Whitt. He wished to thank you for the work you did for him on a traffic crash on 01/17/2016. Mr. Whitt stated that because of your knowledge, training and ability in determining his physical status and summoning a squad, may have saved his life. Mr. Whitt wanted to thank you. We know you as a caring, efficient and dedicated Officer and this is a reflection of the standards of your work and an excellent representation of this department. Good Work[redacted]

Sincerely,

Captain John Magill
Miami Township Police Department

XC: Personnel File

FILE

POLICE DEPARTMENT
CHIEF OF POLICE RONALD L. HESS 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Thomas R. Whitt
1318 Finger Lakes
Centerville, OH. 45459

March 10, 2016

Miami Township Police Dept
Ronald Hess, Chief of Police
2660 Lyons Rd.
Miami Township, Ohio 45342

Re: Report #[redacted]
Letter of Appreciation

Dear Sir;

On Sunday, January 17, 2016, I was involved in a traffic accident at the intersection of W. Alex-Bell Rd. and Springboro Pike.

[redacted] responded to the accident and his first words to me were, "Are you alright? Do you need a squad?"

I responded that I was fine. [redacted] then checked on the occupants of the other car. When he returned to me, he again asked if I was O.K. I replied that I was fine!

He then went to his cruiser and when he returned to me, he stated that he had called the rescue squad and that they were in route.

I'm not sure, but I believe at that point, I became verbally abusive to [redacted] If I did, I sincerely apologize.

The next memory I have was not until Wednesday, January 20th. My wife has told me that six medical professionals have told her that I am lucky to be alive.

I believe that I am alive today because of [redacted] knowledge, training and his ability to quickly determine my mental and physical status.

Please convey my thanks and gratitude to [redacted] and to the Miami Township Police Department for having such and outstanding officer on their staff.

Sincerely,

Thomas R. Whitt

Memorandum

TO: Chief Ronald L. Hess

FROM: Captain Russell N. Johnson 11/14/16

DATE: November 14, 2016

Re: FTO Program

[redacted] have contacted Sergeant Fiebig and requested to participate as an additional Field Training Officer.

I have discussed with both Second Watch Supervisors, Sergeants Siney and Sergeant Fiebig the following:

Officer Hupp is very active and among the shift leaders in patrol activities and abilities. His overall job knowledge is very good and his teaching ability is excellent. A review of his 2016 performance review revealed he meets or exceeds each rating category. A review of his disciplinary record reveals no discipline.

We are in consensus [redacted] are able to demonstrate the proper techniques for accomplishment of both routine duties and unusual assignments. [redacted] have a thorough understanding of the Rules, and Regulations, Policies and Procedures of the department.

[redacted] have demonstrated department objectives are uppermost in their minds. Above all, both display good attitudes toward their duties, fellow officers and supervisors, both consistently striving towards self-improvement.

[redacted] previously completed a two day and approved San Jose Model FTO program offered through the University Of Dayton Department Of Public Safety, October 20-21, 2016.

Certificate of Completion

Field Training Officer
"Training You to Train Others"

[redacted]

Presented By the
University of Dayton Department of Public Safety

UNIVERSITY of DAYTON
Department of Public Safety

Rodney Chatman, Executive Director/Chief of Police

Scott Hughes/Matt Wilcher, Instructors

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** PATROL

Evaluator: SGT. MIKE SINEY **Title:** THIRD RELIEF SERGEANT

Evaluation Period: From: 01/01/2016 **Date of Evaluation:** 01/31/2017

To: 12/31/2016

Absence (Number of days/hours) 0 **during this rating period**

Absence (Number of occasions) 0 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] **had no sick time usage during the above evaluation period.** [redacted] **s always sharply dressed and on time and ready for his duty day.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments [redacted] technical skills a very good, his understanding of operating procedures and regulations are without question among the best on the shift [redacted] understanding of laws and ordinances is very good and often without correction. [redacted] does a great job in his application and requires little to no supervision or oversight.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] quality of work is awesome! He does very good work, his reports are without needed correction, and they are clear, complete and concise. I do not remember a single time during the evaluation period that I sent a report back to [redacted] or correction. [redacted]'s quantity of work is within the expectable range, he is very consistent. [redacted] does a wonderful job in the area of teamwork which I have observed on many occasions. He is always offering help to his fellow officers.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted]s very good at communication and is effective in his delivery. [redacted] public relations is also very good, he is a great listener and very good at soliciting the facts from incidents that he is involved with.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments: [redacted] does very well in his decision making and problem solving, however he scores high here because of his willingness to ask if he needs assistance from his supervisor, which shows good maturity and understanding that constructive advice is beneficial.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7

Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

As stated above [redacted] a well-rounded officer and very consistent in his delivery of professionalism [redacted] oes a great job in his initial investigations and his reports are very well done. [redacted] s a pleasure to supervise during the evaluation period and I look forward to watching him grow as an officer and hope that he decides to enter into the supervisory ranks in his future here at MTPD.

[redacted]

3-7-17
Date

Rater's Signature/Rank

2-7-2017
Date

Deputy Chief's of Police Signature

2/9/17
Date

Chief of Police's Signature

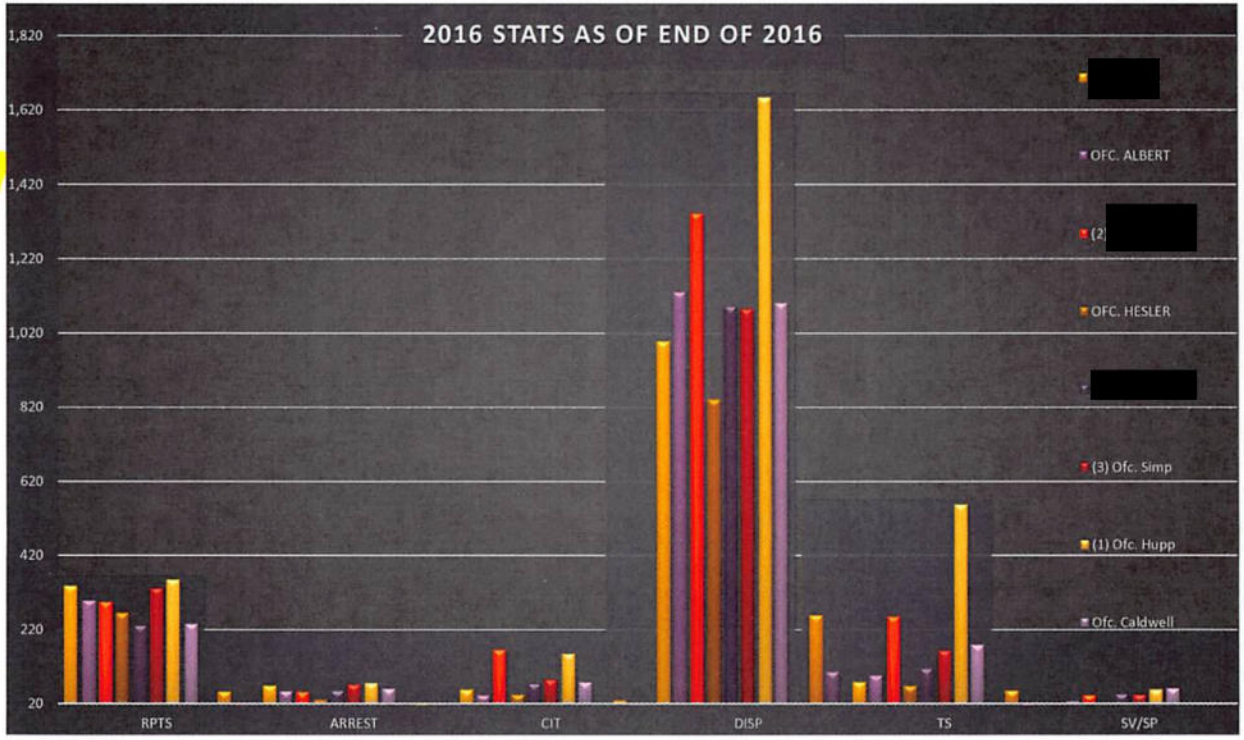
3-10-2017
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

[redacted]

MTPD THIRD RELIEF STATS 2016

OFFICERS	RPTS	ARREST	CIT	DISP	TS	SV/SP
[redacted]	338.00	68.00	58.00	999.00	79.00	19.00
OFC. ALBERT	299.00	54.00	43.00	1,132.00	97.00	28.00
[redacted]	295.00	52.00	166.00	1,344.00	256.00	43.00
OFC. HESLER	266.00	30.00	44.00	842.00	69.00	18.00
[redacted]	232.00	56.00	75.00	1,094.00	116.00	47.00
(3) Ofc. Simp	332.00	72.00	85.00	1,086.00	165.00	44.00
(1) Ofc. Hupp	354.00	76.00	155.00	1,655.00	558.00	58.00
Ofc. Caldwell	*236.00*	*61.00*	*78.00*	*1,102.00*	*180.00*	*61.00*
SGT. SINEY	52	7	29	259	55	22
SGT. ETTER	7	2	2	107	4	4



Top Three Officers:

(1) Hupp
(2) [redacted]
(3) Simp

SHIFT AVERAGES	RPTS	ARREST	CIT	DISP	TS	SV/SP
	294	58.6	88	1156	190	40

GREAT JOB EVERYONE!!!!!!!

Pay Period: 07 Police Department Time Card Report for Period Ending: 3/18/2017

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
O	OVERTIME		12.75	0.00	47.7300
M	OTHER – Specialty		0.00	254.56	254.5600
			92.75		
[redacted]	085 WHITE ERIC R				
	BACK PAY		0.00	10.37	10.3700
	REGULAR		80.00	0.00	30.9200
	COMP 1.5 EARNED		0.50	0.00	46.3800
			80.50		
	[redacted]				
	BACK PAY		0.00	21.08	21.0800
	REGULAR		71.50	0.00	31.8200
	VACATION		8.50	0.00	31.8200
	OVERTIME		0.50	0.00	47.7300
			80.50		
	[redacted]				
	BACK PAY		0.00	10.54	10.5400
R	REGULAR		80.00	0.00	32.3900
			80.00		
	Totals Hours: Police		3,826.50		

Total Hours: 3,826.50

Chief Ron Hess 3-20-2017

FOP BACK PAY 03/01/17

Employee	New Salary with 2% Increase	1% Educational Incentive Pay	2% Educational Incentive Pay	Longevity Pay	TOTAL NEW SALARY	Old Salary	Salary Difference	Hours at Regular Pay	Back Pay for Regular Hours	Salary Difference x 1.5	Hours at OT Pay	Back Pay for Overtime Hours	TOTAL BACK PAY
Albert, Ben	31.82	N/A	N/A	0.44	32.26	31.64	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Beatty, Tim	31.82	0.32	N/A	0.57	32.71	32.08	0.63	34.00	**21.42**	0.95	1.75	**1.66**	**23.08**
Caldwell, Kory	30.92	N/A	N/A	N/A	30.92	30.31	0.61	17.00	**10.37**	0.92	0.00	**0.00**	**10.37**
Comer, Todd	31.82	0.32	N/A	0.57	32.71	32.08	0.63	24.00	**15.12**	0.95	0.00	**0.00**	**15.12**
Duffey, Shane	31.82	N/A	N/A	0.57	32.39	31.77	0.62	34.00	**21.08**	0.93	1.00	**0.93**	**22.01**
Hart, Crystal	31.82	N/A	N/A	N/A	31.82	31.20	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Hesler, Doug	31.82	N/A	N/A	0.36	32.18	31.56	0.62	18.00	**11.16**	0.93	0.00	**0.00**	**11.16**
Hupp, Steven	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
McCoy, Pat	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Miller, Scott	31.82	N/A	0.64	0.44	32.90	32.26	0.64	17.00	**10.88**	0.96	2.00	**1.92**	**12.80**
Neer, Jim	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Ooten, Dave	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Powell, Sean	28.57	N/A	N/A	N/A	28.57	28.01	0.56	17.00	**9.52**	0.84	0.00	**0.00**	**9.52**
Sakal, Bob	31.82	N/A	N/A	0.57	32.39	31.77	0.62	24.00	**14.88**	0.93	0.00	**0.00**	**14.88**
Samples, Joshua	31.82	N/A	N/A	N/A	31.82	31.20	0.62	24.00	**14.88**	0.93	4.00	**3.72**	**18.60**
Sanders, Craig	28.57	N/A	N/A	N/A	28.57	28.01	0.56	17.00	**9.52**	0.84	0.00	**0.00**	**9.52**
[redacted]	31.82	0.32	N/A	0.57	32.71	32.08	0.63	24.00	**15.12**	0.95	0.00	**0.00**	**15.12**
Simpson, Tyler	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
[redacted]	31.82	0.32	N/A	0.48	32.62	31.99	0.63	17.00	**10.71**	0.95	0.00	**0.00**	**10.71**
Stites, Greg	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Swallen, Ray	31.82	N/A	0.64	N/A	32.46	31.82	0.64	24.00	**15.36**	0.96	16.50	**15.84**	**31.20**
Swearingen, James	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
Todd, Shawn	31.82	N/A	0.64	0.32	32.78	32.14	0.64	24.00	**15.36**	0.96	0.00	**0.00**	**15.36**
Wessling, Daniel	31.82	N/A	N/A	N/A	31.82	31.20	0.62	24.00	**14.88**	0.93	0.00	**0.00**	**14.88**
White, Eric	30.92	N/A	N/A	N/A	30.92	30.31	0.61	17.00	**10.37**	0.92	0.00	**0.00**	**10.37**
[redacted]	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
[redacted]	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**

DePew, Connie

From: Bogner, Penny
Sent: Tuesday, November 28, 2017 9:48 AM
To: DePew, Connie
Subject: FW: Sick Time Conversion

Per our conversation, I would take away 15 days (8.5*15=127.50) sick time and add 5 days (8.5*5=42.50) vacation time.

Penny

From: Hess, Ron
Sent: Tuesday, November 28, 2017 9:01 AM
To: Bogner, Penny <pbogner@miamitownship.com>
Subject: FW: Sick Time Conversion

Penny,

FYI and this is approved per the MOU

Ronald L. Hess
Chief of Police

MIAMI TOWNSHIP
Montgomery County, Ohio
2660 Lyons Road, Miami Township, Ohio 45342
937.433.2191

From: [redacted]
Sent: Monday, November 27, 2017 10:48 PM
To: Hess, Ron <rhess@miamitownship.com>
Subject: Sick Time Conversion

Chief Hess,

This e-mail is an official request to have 15 days of sick time converted to 5 days of vacation time.

Thank you,

[redacted]

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered between the Miami Township Board of Trustees (the "Board") and the Fraternal Order of Police of Ohio, Inc. (Ohio Labor Council, Inc.) (the "Union"), collectively referred to as the "Parties."

WHEREAS, the Board and the Union are parties to a collective bargaining agreement ("CBA") effective March 1, 2017 to February 29, 2020;

WHEREAS, Article 19, Section 8, Conversion, of the CBA regulates conversion of sick time to vacation time

WHEREAS, the Parties desire to do a one-time allotment fo[redacted] to convert sick time to vacation

NOW, THEREFORE, the Parties agree to the following:

1. Management and the Union agree this is a one-time occurrence and not a standing practice

2. To allow[redacted] convert sick time prior to January 1, 2018

IT IS AGREED.

Miami Township Police Captain

Title: CAPTAIN

Date: 11/27/17

Local FOP Vice-President

Title: Patrolman Vice-President

Date: 11/22/17

Miami Township Police Chief/Administrator

Title: Chief

Date: 11-27-2017

[redacted]

Title: Patrol Officer

Date: 11-22-17

DePew, Connie

From: Harris, Lisa
Sent: Friday, January 19, 2018 12:30 PM
To: Magill, John
Cc: DePew, Connie; Bogner, Penny
Subject: RE: [redacted]ick leave

The UPDATED sick balance for [redacted]s: 624.78

Please let me know if you need anything else...thank you!!!

Lisa D. Harris
Financial Analyst | Finance Department

MIAMI TOWNSHIP
Montgomery County, Ohio
2700 Lyons Road, Miami Township, Ohio 45342
www.miamitownship.com; lharris@miamitownship.com
P: 937.433.9969 Ext: 1272 | F: 937.433.8709 | @miamitownship | facebook.com/miamitownship

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From: Magill, John
Sent: Friday, January 19, 2018 8:51 AM
To: Harris, Lisa <lharris@miamitownship.com>
Cc: DePew, Connie <cdepew@miamitownship.com>; Bogner, Penny <pbogner@miamitownship.com>
Subject: [redacted]ick leave

[redacted]was off sick December 27 and 28 for a total of 17 hours. This was submitted late. I have made a correction. His leave balance will need corrected in SSI.

FYI,

We are in our annual evaluation process and Sergeants are checking sick leave. This is the 4th officer that has needed a correction. We are working to prevent this in the future.

Thank You,

Captain John Magill
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342
Office 937.433.2944
Fax 937.438.2337

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol/F.T.O./E.V.

Evaluator: Julie Fiebig **Title:** Sergeant

Evaluation Period: From: 01/01/17 **Date of Evaluation:** 01/18/18

To: 12/31/17

Absence (Number of days/hours) 7/64 **during this rating period**

Absence (Number of occasions) 2 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] is always on time for roll call and ready for duty. [redacted] ad one sick time usage for 17 hours for personal illness and the remaining hours were for the birth of his child.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5. ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments: [redacted] became an F.T.O and also an Evidence Technician during this year. He trained one new hire during 2017. [redacted] evidence work is organized and thorough. [redacted] has no problem demonstrating his knowledge of the laws and ordinances, and he applies his knowledge to the job appropriately.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] is always a team player, he rarely complains about tasks that are given to him by both supervisors and officers. He normally volunteers to help out while on calls to assist in getting the issues resolved in a timely manner. [redacted] has no issues with time management and normally turns his reports in by the end of his shift. His reports are complete and detailed. [redacted] volunteered to go to both E.V. school and F.T.O. school in 2017.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted]s professional while on calls, even if they are stressful, and has a calm demeanor. He received recognition from a resident for his professionalism and for providing detailed information for the resident's questions. [redacted]also instills professionalism and a positive attitude with the newly hired officers while he is training.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments: [redacted]s resourceful and will attempt to solve any problems he has before asking for assistance. He works well independently.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A.	**Setting Goals and Objectives**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
	Ability to establish and attain realistic goals and objectives.							
B.	**Problem Solving**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
	Ability to recognize and rationally address problems that arise.							
C.	**Fiscal Management**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
	Cost-effective management of available resources.							
D.	**Policies and Procedures**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
	Creation and implementation of Division guidelines and standards.							

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations: Evaluator's and Reviewer's Overall Comments/Special Considerations [redacted] volunteered for two technical schools in 2017, E.V. Tech. and also F.T.O [redacted] s doing exceptionally well in both these areas. He also assists with the outfitting of the new patrol vehicles. [redacted] is a team player and is not afraid to get involved with additional tasks, He is a hard worker. His time management is very good, he is rarely listed on the outstanding reports list. He does thorough and detailed work. [redacted] is a dependable worker, professional and has an overall positive attitude toward law enforcement.

Employee Comments:

[redacted]

1-29-18
Date

Sgt. Tuberg
Rater's Signature/Rank

1/29/18
Date

Operations Captain Signature

2/9/18
Date

Capt RN John
Chief of Police's Signature

2/9/18
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Incident Report

1/13/2018

Miami Township Police Department

Sick Leave

For: [redacted] **Occurred:** 12/27/2017

By: Sergeant Etter, Jason (045) **Entered:** 12/27/2017

[redacted] called off for his shift this afternoon

By: Sergeant Siney, Mike (061) **Entered:** 12/28/2017

On 12/28/2017 at 0912 hrs, [redacted] all in sick for his scheduled shift at [redacted]

Incident Report

1/13/2018

Miami Township Police Department

Teamwork

For: [redacted] **Occurred:** 9/8/2017

By: Sergeant Etter, Jason (045) **Entered:** 9/9/2017

Ofc. Simpson was patrolling Hawthorn Suites and ran the tag on a suspicious Saturn that caught his attention. It was an entered stolen out of riverside. He set up on the car and three subjects approached. He was able to detain two and Ofc. Hesler caught the third. Two juv. were booked into JDC (one that ran a Robbery warrant) and Driver was taken to CJ.We cleared the Hotel room and Ofc. Samples responded and conducted interviews. We were able to handle this and shag the calls that still were coming in very effectively thanks to everyone's hard work!!!!

By: Captain Johnson, Russ (002) **Entered:** 9/9/2017

Good job [redacted]

Incident Report

Miami Township Police Department

Awards - Compliment/Recognition

For: [redacted] **Occurred:** 5/19/2017

By: Captain Johnson, Russ (002) **Entered:** 5/19/2017

Adam Wooten telephoned to pass on his appreciation for the professionalism displayed and information provided to him by the above officers reference Call# [redacted] at his apartment yesterday.

Incident Report

1/13/2018

Miami Township Police Department

Awards - Compliment/Recognition

For: [redacted] **Occurred:** 4/11/2017

By: Captain Johnson, Russ (002) **Entered:** 4/12/2017

The recent success of the CALEA On-Site Assessment was due to a variety of reasons and included others not specifically mentioned here. Time restrictions does not permit the CALEA Team Members to speak to everyone at the department. But, I wanted to take just a minute to recognize all of you had some form of conversations with the CALEA On-Site Assessment Team over the last three days. One of our department's strength observed by the Assessment Team is our "commitment to professionalism in an ethical environment". I have no doubt that all of you greatly contributed to this observation through your conversations with the On-Site Team Members.

Thank you!

Capt. Johnson

Miami Township Police Department

Professionalism ♦ Integrity ♦ Excellence ♦ Honor
Dedication ♦ Service ♦ Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Fubig

Employee's assessment of professional strengths:

I believe my strengths are in my ability to communicate well with people in different situations and report writing. Community oriented.

Employee's assessment of professional weaknesses:

- Become more involved as an FTO (Attend better training schools)

Employee's short term career goals:

- Increase amounts of traffic stops
- Increase amounts of arrests
- More driving schools

Employee's long term career goals:

- Become more proficient as an evidence technician.
- Apply for possible supervisor roles in the department

Requirements to assist in meeting goals: (specialized training, schools, etc.)

- More training as an FTO and advanced EV training.

MIAMI TOWNSHIP GOVERNMENT CENTER

MIAMI TOWNSHIP
MONTGOMERY COUNTY, OHIO

Staff Building Access Form

General Card Information:

Number Associated: [redacted]

Received Date: 8/1/18

Staff Member Information:

Name: [redacted]

Title: POLICE OFFICER

Terms of use of Access FOB / Card Device

- Device should not be loaned to other employees or third parties to access any Township Buildings;
- Device is to be used during general working hours (or those hours approved by a Department Head or Administrator) to grant access to Township Buildings;
- Device is the sole responsibility of the employee. All lost or broken devices should be reported and returned to inventory for a replacement device to be provided.
- Device shall be returned to inventory at Administration Building when employment is ended with Miami Township.

I have read and accept the terms of use set forth in the Staff Building Access Form.

Signature of Staff Membe[redacted] Date: 8/1/18

FOR OFFICE USE ONLY:

Date Given: _____ Staff Initial Given: _____

Date Returned: _____ Staff Initial on Return: _____

Notes:

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol

Evaluator: Julie Fiebig **Title:** Sergeant

Evaluation Period: From: 01/01/18 **Date of Evaluation:** 01/28/19

To: 01/01/19

Absence (Number of days/hours) 0/0 during this rating period

Absence (Number of occasions) 0 during this rating period

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments [redacted] id not have any sick time usage for the year. He is always on time for his shift and also court appearances. His uniform is maintained in a neat, clean and professional manner. [redacted] is always groomed properly.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments: [redacted] is an evidence Technician and applies proper investigative techniques when completing evidence work. He always does a thorough job when processing scenes.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments [redacted] as coached on 02/24/18 for an improper search of a female arrestee. He has not had any issues since the coaching and the problem has been corrected. [redacted] works well with his co-workers and his reports are turned in a timely manner with few errors.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] does an excellent job communicating with his co-workers and supervisors. His reports are clear and concise. [redacted] promotes the department in a positive manner when speaking to the public.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments: [redacted]s resourceful and works independently. He often uses his resources to find a solution to any problem he may face.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **handles his calls for service and turns his reports are submitted in a timely manner. He is punctual and has not used any sick leave for the year.** [redacted] **is a dependable officer who is always ready to assist other officers when needed.** [redacted] **is an asset to the department.**

Employee Comments:

[redacted] 2-21-19
Date

Sgt Tubia 2/21/19
Raters Signature/Rank Date

[signature] 2/22/19
Operations Captain Signature Date

[signature] 2/25/2019
Chief of Police's Signature Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has

Incident Report

1/26/2019

Miami Township Police Department

Teamwork

For: [redacted] **Occurred:** 11/8/2018

By: Officer McCoy, Pat (033) **Entered:** 11/10/2018

I was called out to investigate a serious crash on Lyons Road and Byers Road. Upon my arrival I found the scene completely protected and I was assisted by SGT Siney, OFC Hesler, [redacted] and OFC Swearingen. Without their efforts I could not have gathered the information I needed nor completed my on scene investigation. These officers had already gathered statements from drivers and witnesses, marked the location of the vehicles involved before they were moved so the victims could be extricated, conducted traffic control measures, and obtained a blood sample from one of the drivers. My tasks were much easier for me to accomplish and the investigation was seamless. This level of teamwork should be the goal of every watch. The 3rd Watch has set the bar at a very high level. Thank you.

Incident Report

1/26/2019

Miami Township Police Department

Compliment/Recognition

For: [redacted] **Occurred:** 12/17/2018

By: Sergeant Fiebig, Julie (062) **Entered:** 12/20/2018

On 12/17/18 at 1933 hours, Officers West and Simpson were called to the parking lot of Bravo Italian Restaurant for suspicious package found on an elderly couples car. Through their investigation they determined the situation to be hazardous to the patrons of the mall, which lead to additional officers responding to assist.

Every officer that responded played a crucial role in securing and maintaining the integrity of the scene. The teamwork that was displayed was second to none. Throughout the incident each officer worked seamlessly to maintain order and safety while the Dayton Bomb squad worked to remove the package from the vehicle and render it safe.

The professionalism that was displayed throughout the incident was a prime example of the core values of this police department.

I want to commend each of you on a fine job and outstanding team work, I am proud to be part of our team!

By: Captain Stiegelmeyer, Charlie (002) **Entered:** 12/20/2018

Thank you [redacted] for a job well done!

By: Captain Magill, John (003) **Entered:** 12/26/2018

Jason Hall from Dayton's bomb squad relayed that your perimiter and scene controll was excellent.

Good work.

Incident Report

1/26/2019

Miami Township Police Department

Coaching

For: [redacted] **Occurred:** 2/24/2018

By: Sergeant Fiebig, Julie (062) **Entered:** 2/24/2018

I reviewed an arrest that occurred on 01/18/18 at Kohls involving [redacted] was coached on the importance of following policy #70.1.1 (Transporting prisoners) section A and A1. He stated he understood.

Incident Report

1/26/2019

Miami Township Police Department

Use of Force

For: [redacted] **Occurred:** 2/16/2018

By: Sergeant Fiebig, Julie (062) **Entered:** 2/17/2018

Review Dispositions:

Within Policy

Use of force on 02/16/18 at 21. North Springboro Pike,

Incident Report

Miami Township Police Department

Use of Force

For: [redacted]
By: Sergeant Fiebig, Julie (062)

Occurred: 2/16/2018
Entered: 3/31/2018

Review Dispositions:
Within Policy

Use of force 18-491 at 21 N. Springboro Pike.

been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism • Integrity • Excellence • Honor
Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Fulbright

Employee's assessment of professional strengths:
- Good ability to communicate with different people
- Report writing

Employee's assessment of professional weaknesses:
- Organization / Time management

Employee's short term career goals:
- Become a better FTO through experience
- Increase proactivity

Employee's long term career goals:
- Take on more leadership roles in the Dept. ie Detective, Sgt.

Requirements to assist in meeting goals: (specialized training, schools, etc.)
- Attend advanced EVO schools
- Attend actual FTO Training classes

NAME	HRS AFTER PAY #6	CONVERSION	NEW BALANCE	ACCRUAL FOR PAY #7	UPDATED BALANCE
Albert, Ben	76.01	1.0625	71.53882	4.61536	76.1541835
Beatty, Tim	236.28	1.0625	222.3812	7.69232	230.073496
Caldwell, Kory	105.10	1.0625	98.91765	3.07696	101.994607
Hesler, Doug	21.62	1.0625	20.34824	6.15384	26.5020753
Hupp, Steven	123.21	1.0625	115.9624	4.61536	120.577713
Knight, Justin	84.99	1.0625	79.99059	3.07696	83.0675482
McCarty, James	33.98	1.0625	31.98118	3.07696	35.0581365
McCoy, Pat	70.16	1.0625	66.03294	7.69232	73.7252612
Miller, Scott	51.07	1.0625	48.06588	4.61536	52.6812424
Neer, James	168.93	1.0625	158.9929	7.69232	166.685261
Ooten, David	169.90	1.0625	159.9059	7.69232	167.598202
Powell, Sean	78.19	1.0625	73.59059	3.07696	76.6675482
Sakal, Bob	142.97	1.0625	134.56	7.69232	142.25232
Sanders, Craig	95.78	1.0625	90.14588	3.07696	93.2228424
Simpson, Tyler	64.09	1.0625	60.32	3.07696	63.39696
[redacted]	55.92	1.0625	52.63059	6.15384	58.7844282
Swearingen, James	21.46	1.0625	20.19765	4.61536	24.8130071
Todd, Shawn	148.08	1.0625	139.3694	4.61536	143.984772
West, Jordan	76.49	1.0625	71.99059	3.07696	75.0675482
[redacted]	47.72	1.0625	44.91294	4.61536	49.5283012
[redacted]	127.21	1.0625	119.7271	6.53848	126.265539
Bens, Ethan			3.2692		3.07696
Olinger, Drew			3.2692		3.07696
Stacy, Ashley			3.2692		3.07696

...RED
APR 03 2019

	LAST NAME	FIRST NAME	SIGNATURE	DATE
33	Siney	Mike		6/21/19
[redacted]		[redacted] POST		
35	Stacy	Ashley	Ashley Stacy	6/21/19
36	Stiegelmeyer	Charlie		
37	Swallen	Ray		
38	Swearingen	James		6-21-19
39	Todd	Shawn	S. Todd	1 1
40	Wessling	Danielle		6/21/19
41	West	Jordan		6/21/19
[redacted]		[redacted]		6-21-19
				06/21/19

11

Miami Township Police Department
Employee Personal Information
Revision Request

Name: [redacted] Date Submitted: 10-2-19

I hereby request the following changes to be made to my personal information:

☑ **Address Change** **Effective Date:** 9-22-19
(Please r[redacted]
Addres[redacted]

City:[redacted]

☐ **Phone Number Change** **Effective Date:**_____

New Number:_____

☐ **Emergency Contact Information** **Effective Date:**_____

Name:_____

Address:_____

City:_____ **State:**_____ **Zip:**_____

Home phone:_____ **Cell phone:**_____

☐ **City Tax Withholdings** **Effective Date:**_____

City withholdings to be stopped:_____

New City taxes to be withheld:_____

☑ **School Tax Withholdings** **Effective Date:** 9-22-19

Public School District of Residence:[redacted]

School District Number (available from Finance Dept.):[redacted]

Employee:[redacted] **Date:** 10-2-19

Supervisor/Sergeant: [signature] **Date:** 10-03-19

Deputy Chief of Police: [signature] **Date:** 10/3/19

Chief of Police:_____ **Date:**_____

Admin. Assist (Police):_____ **Date:**_____

Finance Department:_____ **Date:**_____

Human Resources:_____ **Date:**_____

MTPD # 165

Miami Township Police Department

Safe Driving Award 2019

Is presented to

[redacted]

This Award is presented to [redacted]

for operating a Miami Township Police Department vehicle

for (5) years without a chargeable accident.

Chief Charlie Stiegelmeyer

[redacted]

Gentlemen,

On August 4, 2019 you responded to an armed suspect who opened fire on a crowd of people in the Oregon District of Downtown Dayton. His intent was clearly to kill as many people as possible. Several Dayton Police Officers were in that crowd, performing their duties and requested assistance. A county wide signal 99 was initiated and without hesitation Miami Township Police Officers responded.

One of my goals is to continue to build upon the police department's core values and ensure these values resonate through the staff and out into the community. When I was sworn in as the police chief for the Miami Township Police Department, I knew I had the opportunity to lead one of the finest police agencies in the State of Ohio. As a Servant leader, I strongly believe the police are true public servants and our primary duty is to protect and serve the community. On this day, you did just that in responding to the request for assistance by your fellow law enforcement officers. Demonstrating your commitment to one of the many Law Enforcement Code of Ethics,

> *As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality, and justice.*

Your response assisted in triaging victims of the violence, brought some peace to those involved knowing more officers were there and demonstrated many of our core values. I am very grateful for the opportunity to lead the great men and women of the Miami Township Police Department. We are committed to earning the respect of our community by providing the highest standard of professionalism, integrity, and courage. I pledge to you; our department will continue to work hard with the community and other agencies to help make the Miami Township Police Department one of the finest police department's in Ohio. Your actions have supported me in keeping my pledge. I wanted to take this time to say thank you and let you know you're appreciated. Be safe.

Sincerely,

Charlie Stiegelmeyer
Chief of Police

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

DAYTON

Department of Police

Safety Building
335 W. Third Street
Dayton, OH 45402-1424
(937) 333-1000
www.daytonohio.gov

December 10, 2019

Chief Charles Stiegelmeyer
Chief of Police
Miami Township Police Department
2660 Lyons Road, Miamisburg, Ohio, 45342

Chief Stiegelmeyer,

On August 4, 2019, at about 0105 hours, an armed suspect opened fire on a crowd of people in the Oregon District of Downtown Dayton. The shooter entered Fifth Street from the alley near Blind Bob's and fired into the crowd with a semi-automatic weapon. He wore body armor and carried more than a hundred rounds of ammunition. His intent was clearly to kill as many people as possible. Several Dayton Police Officers were in that crowd, performing their duties. They responded quickly to stop the suspect's extreme aggression and requested assistance. A county wide signal 99 was initiated and members of your agency responded to that call. Your officers assisted us with managing a tragedy the magnitude of which this region has never experienced before. Your response represents the standard of law enforcement partnerships in the Miami Valley. We do not hesitate to support each other and work as a team to ensure the safety of the greater community. The Oregon District is not merely a place in Dayton. It and all of Downtown Dayton serve the region and many of the victims were residents of the Greater Dayton Area. Our partnerships are critical to maintain the safety of all of our communities.

Chief Steigelmeyer, the actions of your department on the night of August 4 have been recognized by the entire nation as an outstanding display of training, commitment to duty and selfless preservation of life. Law enforcement professionals, celebrities, national media outlets and elected officials, including the President of the United States have echoed this sentiment. Yet the greatest measure of gratitude flowed from the community itself. In a moment which may have left an entire community feeling unsafe in its own downtown, your agency heeded the call to keep that community safe.

You also have my humble gratitude for your commitment to respond to the aid of the officers of the Dayton Police Department. Every police officer in this community has a reason to be proud of our partnerships and of our profession.

Richard S. Biehl
Director and Chief of Police

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol/ FTO/EV

Evaluator: Julie Fiebig **Title:** Sergeant

Evaluation Period: From: 01/01/19 **Date of Evaluation:** 02/17/20

To: 12/31/19

Absence (Number of days/hours) 2/ 20 **during this rating period**

Absence (Number of occasions) 1 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

---

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] is consistently early for his shift and ready when arriving for roll call. His uniform and appearance are always in compliance with the uniform requirements.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
Knowledge and compliance of general orders and section manuals.
☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments: On 01/20/19 [redacted]s involved in a single vehicle crash, causing significant damage to his patrol vehicle. There were no other like or similar issues throughout the year. [redacted]emonstrates and uses current law without issue and does an excellent job applying his knowledge and experience to his calls for service.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted]as no issues with time management, he completes his work on time and needs very little revisions to his reports. [redacted] was utilized as a field training officer for a majority of the year. [redacted]excelled in the area of teamwork during this time and his patience, planning, problem solving skills and work quality were all positively highlighted throughout the year.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] received compliments from citizens throughout the year complimenting him on his professionalism, compassion and positive attitude. [redacted] interacts well with the community.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments: [redacted] works well independently, when he does have questions, he normally has a plan and has utilized his resources to come up with a logical solution.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted]**worked in the capacity of a field training officer for a majority of the year. He was expected to get the new officers to the point where they could operate as independent officers. This was no small task and required [redacted] to have patience and compassion. [redacted]exceeded my expectations and took a vested interest in the new officers. He was able to get them to a point where they could be released from FTO and on their own. [redacted]did an excellent job this year. He also assisted in teaching the EVOC class to the entire department. [redacted]lso worked as an evidence technician for 2019.**

Employee Comments:

[redacted]

3-6-20
Date

Rater's Signature/Rank

3/6/20
Date

Operations Captain Signature

2/18/20
Date

Chief of Police's Signature

2/20/2020
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Incident List Report

2/17/2020

Miami Township Police Department

Employees:	[redacted]
Date Range:	1/1/2019 - 12/31/2019

Category	Employee	Occurred	Entered By	Entered
Compliment/Recognition	[redacted]	11/16/2019	Stiegelmeyer, Charlie (001)	11/26/2019
Use of Force		11/12/2019	Fiebig, Julie (062)	11/13/2019
Officer Commendation		10/19/2019	Stiegelmeyer, Charlie (001)	10/21/2019
Compliment/Recognition		9/30/2019	Samples, Joshua (074)	10/1/2019
Cruiser Video Review		9/5/2019	Samples, Joshua (074)	9/15/2019
Compliment/Recognition		9/1/2019	Fiebig, Julie (062)	9/1/2019
Letter of Appreciation		5/22/2019	Phares, Jay (015)	5/24/2019
Compliment/Recognition		4/28/2019	Magill, John (002)	4/29/2019
Compliment/Recognition		3/23/2019	Phares, Jay (015)	3/23/2019
Training History		3/11/2019	Moseley, Karen (Susie) (511)	3/20/2019
Coaching		1/20/2019	Fiebig, Julie (062)	2/22/2019
Training History		1/14/2019	Moseley, Karen (Susie) (511)	1/24/2019

Miami Township Police Department

Professionalism • Integrity • Excellence • Honor
Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Sgt Fleby

Employee's assessment of professional strengths:

- Detail oriented
- Respectful to public + coworkers
- Problem solving

Employee's assessment of professional weaknesses:

- I would like to improve my ability to communicate with younger/ less experienced officers on FTO and become more patient with them.
- Legible handwriting

Employee's short term career goals:

- Increase EV skills
- Attend classes to reach long term goals.

Employee's long term career goals:

- Detective
- Sgt.
- Master EV Tech
- Firearms Instructor

Requirements to assist in meeting goals: (specialized training, schools, etc.)

- Certified FTO School
- Continued education in the field of EV work.

DAYTON

Department of Police

Safety Building
335 West Third Street
Dayton OH 45402-1424
(937) 333-1082
www.daytonohio.gov

June 29, 2020

Chief Charlie Stiegelmeyer
Miami Township Police Department
2660 Lyons Road
Miamisburg, OH 45342

Dear Chief Stiegelmeyer,

On May 30th, 2020, Dayton Police Officers were assigned to the Central Patrol Operations Division to monitor several rallies and protests, resulting from the in custody death of George Floyd.

Around 1200 hours, a crowd of approximately 200 people gathered near the court building at 301 West Third Street. Within one hour, the crowd had more than doubled in size to an estimated 500 people. There were drones whose ownership was unknown flying over the crowd and multiple protestors open carrying an assortment of rifles and handguns. The situation was quickly evolving, and intelligence indicated some in the crowd had the desire to damage property and shut down the highways. The crowd moved towards the Oregon District and surrounding neighborhoods attempting to reach Route 35. Members of the crowd began throwing items at officers and damaging property. By 1410 hours, a countywide 99, officers need assistance call, was placed.

With selfless dedication, members from your organization responded to multiple, quickly evolving, and dangerous scenes. The combined efforts and professionalism of the local law enforcement response helped control multiple intensifying protests. The officers who responded displayed amazing patience and courage as they withstood physical and verbal assaults over the course of 12 long hours.

Our Incident Commander, Major Joseph Wiesman, joins me in our sincere appreciation extending to your entire organization. As our departments continue to work together, please know we are proud to collaborate with such an outstanding group of officers. It is my hope that Miami Township Police Department continues to support the Dayton Police Department's efforts in these unprecedented times.

Sincerely,

Richard S. Biehl
Director and Chief of Police

RSB:jch

[redacted]

Boot Order
10/20/20

FW: Galls Order Confirmation

Phares, Jay <jphares@miamitownship.com>
Tue 10/20/2020 10:47 AM

To: Moseley, Karen <kmoseley@miamitownship.com>
Cc: [redacted] miamitownship.com>

These have been ordered for [redacted]

He will owe the department $6.25.

Jay Phares, CLEE
Detective Sergeant | Miami Township Police

MIAMI TOWNSHIP
Montgomery County, Ohio
2660 Lyons Road, Miami Township, Ohio 45342
www.miamitownship.com jphares@miamitownship.com
P: 937.433.2419

CERTIFIED LAW ENFORCEMENT EXECUTIVE

Paid 10/21/20 [redacted]

From: donotreply@galls.com <donotreply@galls.com>
Sent: Tuesday, October 20, 2020 8:47 AM
To: Phares, Jay <jphares@miamitownship.com>
Subject: Galls Order Confirmation

GALLS

www.galls.com

Hi JAY PHARES,

ORDER INFORMATION

Thank you for shopping at Galls. This is a summary of your order.

We are currently experiencing COVID-related shipping delays up to 7 days out of our Lexington Distribution Center. We're making investments in additional staff and working with FedEx to get back to normal lead times.

Order Number: 16815886
Order Date: 10/20/2020

Payments:
On Account: 206.25

Ship To:
JAY PHARES
2660 LYONS RD
MIAMISBURG, OH 45342 US
JPHARES@MIAMITOWNSHIP.COM
(937) 433-2419

Cust PO: [redacted]

Order Summary

Item No.	Description	Quantity	Item Price	Total Price
FT2191 BLK 15 EE	**MENS STRIKERBOLT 8IN GTX BOOT** **Fulfillment Location:** **LEX - Galls Lexington - Corporate**	**1**	**201.25**	**201.25**

Merchandise Total:	**201.25**
Standard Shipping:	**5.00**
Sales Tax:	
Order Total:	**206.25**

Pricing is valid for 30 days.

Your order may ship in various intervals. If an item is on backorder your credit card is not charged until the item ships. Your credit card statement will show this purchase from GALLS. If items have shipped from our suppliers, we may not be able to process cancelation requests.

Order Status

You can check your order status anytime by signing in to your Galls account or by clicking here. If you have any questions or concerns, email us or call us toll-free at 866.673.7643.

You might be interested in these items...

Galls, LLC. - 1340 Russell Cave Road Lexington, KY 40505 | 866.673.7643
Galls respects your privacy, please review our privacy policy
© 2020 Galls, LLC.

Moseley, Karen

From: Phares, Jay
Sent: Tuesday, October 20, 2020 10:47 AM
To: Moseley, Karen
Cc: [redacted]
Subject: FW: Galls Order Confirmation

These have been ordered fo[redacted]

He will owe the department $6.25.

[redacted] paid on 10/29/20

Jay Phares, CLEE
Detective Sergeant | Miami Township Police

MIAMI TOWNSHIP
Montgomery County, Ohio
2660 Lyons Road, Miami Township, Ohio 45342
www.miamitownship.com jphares@miamitownship.com
P: 937.433.2419

CERTIFIED LAW ENFORCEMENT EXECUTIVE

From: donotreply@galls.com <donotreply@galls.com>
Sent: Tuesday, October 20, 2020 8:47 AM
To: Phares, Jay <jphares@miamitownship.com>
Subject: Galls Order Confirmation

GALLS

www.galls.com

Hi JAY PHARES,

ORDER INFORMATION

Thank you for shopping at Galls. This is a summary of your order.

We are currently experiencing COVID-related shipping delays up to 7 days out of our Lexington Distribution Center. We're making investments in additional staff and working with FedEx to get back to normal lead times.

Order Number: 16815886
Order Date: 10/20/2020

Payments:
On Account: 206.25

Ship To:
JAY PHARES
2660 LYONS RD
MIAMISBURG, OH 45342 US

JPHARES@MIAMITOWNSHIP.COM
(937) 433-2419

Cust PO: [redacted]

Order Summary

Item No.	Description	Quantity	Item Price	Total Price
FT2191 BLK 15 EE	MENS STRIKERBOLT 8IN GTX BOOT **Fulfillment Location:** **LEX - Galls Lexington - Corporate**	1	201.25	201.25

Merchandise Total:	**201.25**
Standard Shipping:	**5.00**
Sales Tax:	
Order Total:	**206.25**

Pricing is valid for 30 days.

Your order may ship in various intervals. If an item is on backorder your credit card is not charged until the item ships. Your credit card statement will show this purchase from GALLS. If items have shipped from our suppliers, we may not be able to process cancelation requests.

Order Status

You can check your order status anytime by signing in to your Galls account or by clicking here. If you have any questions or concerns, email us or call us toll-free at 866.673.7643.

You might be interested in these items...

Galls, LLC. - 1340 Russell Cave Road Lexington, KY 40505 | 866.673.7643
Galls respects your privacy, please review our privacy policy
© 2020 Galls, LLC.

GALLS

PO Box 54308
Lexington, KY 40555-4430

INVOICE

Boot order for [redacted]

Billing Questions: AR@Galls.com

BILLING INQUIRIES	(866) 286-1358

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	[redacted]
INVOICE DATE	10/23/2020
DUE DATE	11/22/2020
SHIP VIA	FEDEX Ground
PO #	[redacted]
SALES ORDER	16815886
F.O.B. Shipping Point	*Page 1 of 1*

188 1 MB 0.439 E0183 I0408 D6755407797 S2 P7780703 0003:0003

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
FT2191 BLK 15 EE	MENS STRIKERBOLT 8IN GTX BOOT	LEX	1	201.25	201.25

Authorization For Payment
Vendor Code 2550
PO#2020-331-001
Acct Code209-9112-5421
Payment Amt. $206.25
Final Pymt. NO
Sign Date 11/05/20
Approval SM
uniforms

934182314386

SUBTOTAL:	201.25
SHIPPING:	5.00
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$206.25**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS

INVOICE DATE	10/23/2020
ACCOUNT NUMBER	[redacted]
DUE DATE	11/22/2020
AMOUNT DUE	**$206.25**
INVOICE NUMBER	[redacted]

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 0000016778029 0 0000020625 0000020625 6

0003:0003

NEW HIRE / PERSONNEL FORM

Check ONE box: ☐ New ☑ Update/Correction
Effective Date: 02/28/21

PERSONAL INFORMATION

Last Name: [redacted] M.I.: _____

Address: _____ City, State, Zip: _____

Date of Birth: _____ Social Security Number: __XXX__-__XX[redacted]

Phone Number: (Home)_____ Cell: _____

Department: _____ Check one: ☒ Full Time ☐ Part Time

TAX INFORMATION

City: _____ Signature:_____

School District: _____ Signature: _____

STATUS CHANGES

MERIT INCREASE: From (Salary) _____ year To (Salary) _____ year

STEP INCREASE: From (Step/Wage) _____ / _____ hour To (Step/Wage) _____ / _____ hour

PROMOTION: From (Job Title) _____ To (Job Title) _____

From (Step/Wage/Salary)_____ To (Step/Wage/Salary)_____

MISCELLANEOUS: From (Step/Wage) _____ / 35.33 hour To (Step/Wage) _____ / 35.37 hour

REASON: ☒ Longevity ☐ Department Transfer

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

Employee Signature (Date)

Department Head Signature 3/11/21 (Date)

Finance Signature (Date)

Administrator Signature (Date)

PARF FORM/2021-02
Employee Manual Sections 4:07, 5:03, 7:06

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Officer

Evaluator: J. Samples **Title:** Sergeant

Evaluation Period: From: 01/01/2020 To: 12/31/2020 **Date of Evaluation:**

Absence (Number of days/hours) 13 / 130 hrs. **during this rating period**

Absence (Number of occasions) 3 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] routinely early for his shift and takes great care in making sure he has his required equipment. [redacted] had 3 sick leave occurrences in 2020. One occurrence resulted in exposure and a positive Covid-19 illness.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Ability to apply job knowledge to job.

Comments: [redacted] continuously demonstrates a great understanding of all marked fields. This is clearly evident and demonstrated on a daily basis. **I would lik[redacted] to take advantage of any upcoming positions in the Detective Section which will provide a broader perspective on law enforcement.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: Once given a task, [redacted]work product is always excellent. [redacted]ites a very thorough and easy to read police report that also demonstrates his high level of work product.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] has several (three for 2020) compliments in Guardian Tracking that showcase his Interpersonal Skills inside and outside of the Police Department. [redacted] also maintains an excellent ability to communicate all matters pertaining to the job with peers and supervisors.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Awareness of and ability to resolve problems through resources available.

Comments: [redacted] decision making and problem-solving abilities are part of what makes him a great Officer. [redacted] job knowledge transcends into this field as well as he is confident and capable of handling complex calls to service.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations: [redacted] continues to be an excellent MTPD Officer [redacted] is always ready for a challenge, has an excellent work history, and is a pleasure to work with and supervise. I believe that [redacted] high level of competency is an asset to the MTPD. [redacted] currently has three collateral duties which include Field Training Officer, EV Tech, and a Driving Instructor. [redacted] also assists in maintaining the MTPD EV Room with Sgt. McCarty. I would like to see [redacted] take on other responsibilities and other roles within the MTPD to maximize his clearly demonstrated capabilities.

Employee Comments:

[redacted]

3-27-21
Date

Sgt #74
Rater's Signature/Rank

03 27.21
Date

Operations Captain Signature

3/1/21
Date

Chief of Police's Signature

03/01/2021
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism ♦ Integrity ♦ Excellence ♦ Honor
Dedication ♦ Service ♦ Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Sgt Samples

Employee's assessment of professional strengths:
- I feel like one of my strengths is being able to keep a level-head and not let my emotions influence how I do my job.
- Report writing

Employee's assessment of professional weaknesses:
- I sometimes have problems asking others for help with things. I think I work well with others but sometimes prefer to do things alone to avoid mistakes in work.

Employee's short-term career goals:
- Be more pro-active
- Become a better FTO

Employee's long-term career goals:
- Detective
- Sergeant
- Firearms Instructor

Requirements to assist in meeting goals: (specialized training, schools, etc.)
- I would like to attend an actual FTO school.
- I would also like to go to more advanced EV and driving schools.

Pay Period: 7 Police Department Time Card Report for Period Ending: 3/27/2021

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
[redacted]	091 STACY ASHLEY M				
	REGULAR		40.00	0.00	33.0100
			40.00		
	090 STIEGELMEYEI CHARLES R				
	SAL COMP EARN		6.00	0.00	0.0000
	VACATION		3.50	0.00	0.0000
	REGULAR		76.50	0.00	4049.1600
			86.00		
	066 SWALLEN RAYMOND P				
	COMP 1.5 EARNED		2.75	0.00	0.0000
	REGULAR		72.00	0.00	39.1700
	VACATION		8.00	0.00	39.1700
	OVERTIME		11.50	0.00	58.7550
			94.25		
	068 SWEARINGEN JAMES D				
	COMP 1.0 EARNED Speciality		8.00	0.00	0.0000
	COMP 1.5 EARNED		4.00	0.00	0.0000
	REGULAR		80.00	0.00	36.0600
			92.00		
	063 TODD SHAWN E				
	REGULAR		80.00	0.00	36.5000
	OVERTIME		8.00	0.00	54.7500
	OTHER Speciality		0.00	292.00	292.0000
			88.00		
	075 WESSLING DANIEL J				
	VACATION		44.00	0.00	35.5900
R	REGULAR		31.50	0.00	35.5900
K	USED COMP		4.50	0.00	35.5900
M	OTHER Speciality		0.00	284.72	284.7200
			80.00		
[redacted]	088 WEST JORDAN J				
	COMP 1.0 EARNED Speciality		10.00	0.00	0.0000
	COMP 1.5 EARNED		0.25	0.00	0.0000
	REGULAR		80.00	0.00	34.3000
	OVERTIME		4.50	0.00	51.4500
	COURT		3.00	0.00	51.4500
			97.75		
	96 WILSON TYLER J				
	COMP 1.5 EARNED		11.00	0.00	0.0000
	REGULAR		70.00	0.00	31.6900
	VACATION		10.00	0.00	31.6900
			91.00		
	[redacted]	C			
	COMP 1.5 EARNED		2.00	0.00	0.0000
	REGULAR		80.00	0.00	36.4200
	OVERTIME		3.00	0.00	54.6300
	OTHER Speciality		0.00	364.20	364.2000
			85.00		
	[redacted]				
	REGULAR		80.00	0.00	35.8800
O	OVERTIME		1.00	0.00	53.8200
			81.00		
	Totals Hours: Police		**3,953.25**		

NEW HIRE / PERSONNEL FORM

Check ONE box: ☐ New ☒ Update/Correction

Effective Date: 09-27-2021

PERSONAL INFORMATION

Last Name [redacted] M.I.: [redacted]

Address: _____ City, State, Zip: _____

Date of Birth: _____ Social Security Number: __XXX__-__XX__-_____

Phone Number: (Home)_____ Cell: _____

Department: _____ Check one: ☐ Full Time ☐ Part Time

TAX INFORMATION

City: _____ Signature:_____

School District: _____ Signature: _____

STATUS CHANGES

MERIT INCREASE: From (Salary) _____ year To (Salary) _____ year

STEP INCREASE: From (Step/Wage) _____ / _____ hour To (Step/Wage) _____ / _____ hour

PROMOTION: From (Job Title) Police Officer To (Job Title) Police [redacted]

From (Step/Wage/Salary) 36.42 To (Step/Wage/Salary) 39.17

MISCELLANEOUS: From (Step/Wage) _____ / _____ hour To (Step/Wage) _____ / _____ hour

REASON: ☐ Longevity ☐ Department Transfer

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

[redacted] 9-27-21
(Date)

Department Head Signature 09-27-2021
(Date)

Finance Signature (Date)

Administrator Signature (Date)

Oath of Office

State of Ohio)
SS
County of Montgomery)

I, [redacted] do hereby swear that I will support the Constitution of the United States, the Constitution and Laws of the State of Ohio and the resolutions of Miami Township, Montgomery County, Ohio and that I will faithfully, honestly and impartially discharge the duties of my position as Police [redacted] or Miami Township so help me God.

[redacted]

Sworn to and subscribed before me this 27th day of September 2021.

Charlie Stiegelmeyer, Chief of Police

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Oath of Office

State of Ohio)

SS

County of Montgomery)

[redacted] do hereby swear that I will support the Constitution of the United States, the Constitution of the State of Ohio and the Resolutions of Miami Township, Montgomery County, Ohio; and that I will faithfully, honestly and impartially discharge the duties of my position as [redacted] for the Miami Township Police Department, so help me God.

[redacted]

Sworn to and subscribed before me this 5th day of October, 2021

John Morris
President, Board of Trustees
Miami Township

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** [redacted]

Evaluator: Mike Siney **Title:** Lieutenant

Evaluation Period: From: 01/01/2021 **Date of Evaluation:** 02/08/22

To: 12/31/2021

Absence (Number of days/hours) 0 **during this rating period.**

Absence (Number of occasions) 0 **during this rating period.**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted]s very punctual when reporting for duty. His clothing is neat, pressed, and presentable. [redacted]ersonal appearance is very good, and he leads by example in the above areas.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] as a very good knowledge and compliance towards general orders. [redacted] has a very good understanding of laws.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] does a great job in the area of initiative and innovation. [redacted] jumped right into his role as a first line supervisor requiring minimal supervision. [redacted] does a great job in the area of teamwork, he works very well with his co-workers.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted] communicates clearly and concisely with his subordinates and command staff. S[redacted] as a good ability to interact with others in a proper manner, while having a positive relationship with the community.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] does very well in the areas of problem solving and decision making [redacted] uses his resources very well when problem solving and does not hesitate to call upon his fellow supervisors and/or me for guidance.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7

Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

[redacted] as of the date of this evaluation does very well in the areas of leadership, evaluation skills, employee relations, flexibility, and document review. However, since [redacted] has just been promoted, more time will be needed to properly evaluate in the above areas.

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluators and Reviewer's Overall Comments/Special Considerations:

[redacted] was promoted to in September of 2021, [redacted] settled in his new position seamlessly, establishing himself quickly thus surpassing my expectations. [redacted] is a very good communicator, his written and oral communication is very good, he keeps me fully advised of issues within his shift. [redacted] makes solid and rational decisions and even when he reaches out for advice, he is already on the right path. [redacted] s a very good problem solver when dealing with problematic issues that he identifies.

[redacted] was awarded the Distinguished Medal Award for his apprehension of subjects involved in a bank robbery in another jurisdiction but while casing US Bank located in Miami Township.

Keep up the great work!

Employee Comments:

[redacted]

Employee's Signature — Date: 3/10/22

Lt. M. [illegible]
Rater's Signature/Rank — Date: 2-15-2022

Assistant Chief Signature — Date: 2-18-22

Chief of Police's Signature — Date: 2/18/2022

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism ♦ Integrity ♦ Excellence ♦ Honor
Dedication ♦ Service ♦ Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Lt. Siney

Employee's assessment of professional strengths:
I believe my professional strengths are my patience and persistence.

Employee's assessment of professional weaknesses:
I would say my weakness is that I sometimes find it hard to ask for help when needed. I may try to take on more than I can handle at times.

Employee's short term career goals:
My short-term goals include becoming more organized and continue to adapt to my new role as sergeant.

Employee's long term career goals:
My number one long-term goal would be to further the professional development of younger officers.

Another one of my long-term career goals would be to manage and grow the drone program into a position as to where it becomes a normalized part of our day-to-day operations such as EV technicians. I would like to be a part of making our department's drone program an example for other departments to follow aspire to be like.

Requirements to assist in meeting goals: (specialized training, schools, etc.)
In order to reach these goals, I would like to establish a training schedule for our current drone operators and find quality training for new ones as well.

NEW HIRE / PERSONNEL FORM

Check ONE box: ☐ New ☒ Update/Correction
Effective Date: 09/27/22

PERSONAL INFORMATION

Last Name: [redacted] M.I.: _____

Address: _____ City, State, Zip: _____

Date of Birth: _____ Social Security Number: __XXX__-__XX__-_____

Phone Number: (Home)_____ Cell: _____

Department: _____ Check one: ☒ Full Time ☐ Part Time

TAX INFORMATION

City: _____ Signature:_____

School District: _____ Signature: _____

STATUS CHANGES

MERIT INCREASE: From (Salary) _____ year To (Salary) _____ year

STEP INCREASE: From (Step/Wage) A / $40.24 hour To (Step/Wage) B / $44.71 hour

PROMOTION: From (Job Title) _____ To (Job Title) _____

From (Step/Wage/Salary)_____ To (Step/Wage/Salary)_____

MISCELLANEOUS: From (Step/Wage) _____ / _____ hour To (Step/Wage) _____ / _____ hour

REASON: ☐ Longevity ☐ Department Transfer

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

_____ _____ 07/20/2022

Employee Signature (Date) Department Head Signature (Date)

_____ _____

Finance Signature (Date) Administrator Signature (Date)

PARF FORM/2021-02
Employee Manual Sections 4:07, 5:03, 7:06

DAVE YOST
OHIO ATTORNEY GENERAL

Civilian Identification
Office 877-224-0043
Fax 866-750-0214

February 16, 2023

Miami Township Police Department
2660 Lyons Rd
Miamisburg, Ohio 45342

CRIMINAL HISTORY RECORD CHECK
NO BCI CONVICTIONS ON FILE
AUTHENTICATION NO [redacted]

The Ohio Bureau of Criminal Investigation (BCI) has completed a criminal history record check on the applicant listed below.

When authorized by law, an individual may have their criminal history sealed. In the event that an applicant has a sealed record, certain parties are permitted to receive such information to determine whether an applicant is legally disqualified from performing specific work.

Sealed records are disclosed based upon the **Reason Fingerprinted**, as submitted on the background check transaction and listed below. Sealed criminal histories will be provided in a manner consistent with the reason that the records are requested, regardless of the destination of the result.

There are no convictions on file with this office for this applicant.

Name: [redacted]
Date of Birth:
SSN:
BCI Completion Date:
Reason Fingerprinted:

This letter is valid for one year from the record check completion date. This letter may be photocopied by the prospective employer and retained by the applicant.

Joseph A. Morbitzer
Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI is authorized to provide only information relating to criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication meets specific criteria listed in Ohio Revised Code section 109.57(E)(2) & (3).

DAVE YOST
OHIO ATTORNEY GENERAL

Civilian Identification
Office 877-224-0043
Fax 866-750-0214

February 16, 2023

Miami Township Police Department
2660 Lyons Rd
Miamisburg, Ohio 45342

CRIMINAL HISTORY RECORD CHECK
AUTHENTICATION NO: [redacted]
ICN: [redacted]

A criminal history record check was conducted on the applicant listed below.

There are no convictions on file for this applicant.

Applicant Name: [redacted]
Date of Birth:
Social Security Number:
Completion Date:
Reason Fingerprinted: [redacted]W)

Joseph A. Morbitzer
Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI is authorized to provide only information relating to criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication meets specific criteria listed in Ohio Revised Code section 109.57(E)(2) & (3).

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Lt. M. Siney

Employee's assessment of professional strengths:

One of my professional strengths is communication. Open communication helps to better exchange ideas and information with those I work with day to day.

Employee's assessment of professional weaknesses:

My professional weakness would most likely be a lack of patience when it comes to certain situations.

Employee's short term career goals:

My short-term goal is to create a positive work environment for those on my shift and workplace where people want to perform at a high level and look forward to coming into work.

Employee's long term career goals:

My long-term goal is to strengthen the department as a whole by improving areas such as employee morale and professionalism. I would like to make this department more attractive to prospective employees while at the same time improve the way in which we are perceived by both the public and fellow law enforcement agencies.

Requirements to assist in meeting goals: (specialized training, schools, etc.)

In person training for officers.

GALLS

INVOICE

BILLING INQUIRIES	(866) 286-1358

PO Box 54308
Lexington, KY 40555-4430

COPY

Billing Questions: AR@Galls.com

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	[redacted]
INVOICE DATE	04/11/2023
DUE DATE	05/11/2023
SHIP VIA	FEDEX Ground
PO #	PHARES ORDER
SALES ORDER	23321402
F.O.B. Shipping Point	Page 1 of 1

40 1 SP 0.600 E0040 I0087 D10685003669 S2 P9631453 0003:0003

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
FT2149 BLK 15 EE	MENS STRIKER BOLT SIDE-ZIP 8IN BOOT	DS	1	247.00	247.00
	[redacted]				

RECEIVED
4/17/23

209-9112-5421
2023-438-001

SUBTOTAL:	247.00
SHIPPING:	10.00
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$257.00**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS

INVOICE DATE	04/11/2023
ACCOUNT NUMBER	[redacted]
DUE DATE	05/11/2023
AMOUNT DUE	$257.00
INVOICE NUMBER	[redacted]

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
PO BOX 505614
ST. LOUIS, MO 63150-5614

1 00000487271b 0000024139481 0 0000025700 0000025700 4

0003:0003

Size XL

SN# [redacted]

I have received an Epic Protector Full-Cut ballistic helmet and shield.

[redacted]

8-20-24
Date

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

EMPLOYEE STATUS CHANGE FORM

Check box: ☐ Update ☐ Employee Information
☒ Status Change ☐ Separation
Effective Date 10/06/24

PERSONAL INFORMATION (Employee Section)

Last Name: [redacted] M.I.: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Department: _____

Married Status _____ Dependent Update _____

_____ _____
Employee Signature (Date)

TAX CHANGES (Employee Section)

City: _____ School District: _____

_____ _____
Employee Signature (Date)

STATUS CHANGES (Admin Section)

MERIT/LONGEVITY INCREASE From (Salary/Hr. Rate) _____year To (Salary/Hr. Rate) _____year

STEP INCREASE From (Step/Wage) _____/ _____hour To (Step/Wage) _____/ _____hour

TITLE CHANGE From (Job Title) [redacted] To (Job Title) [redacted]

From (Step/Wage/Salary) $48.15 To (Step/Wage/Salary) $54.52

DEPARTMENT TRANSFER From (Dept) _____ To (Dept) _____

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

DATE OF SEPARATION: _____

[signature] 10/07/2024 _____
Department Head Signature (Date) Administrator Signature

_____
Finance Department (Date)

Oath of Office

State of Ohio)

SS

County of Montgomery)

[redacted] do hereby swear that I will support the Constitution of the United States, the Constitution of the State of Ohio and the Resolutions of Miami Township, Montgomery County, Ohio; and that I will faithfully, honestly, and impartially discharge the duties of my position as [redacted] for the Miami Township Police Department, so help me God.

[redacted]

Sworn to and subscribed before me this 7th day of October, 2024

Charlie Stiegelmeyer, Chief of Police

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

MIAMI TOWNSHIP POLICE DEPARTMENT

Memo

To: A.C. McCarty

Fro[redacted]

Date: 01/24/25

RE: Sick Time Donation

Sir,

I request approval to donate three shifts (24 hours) of my sick time to Ofc. Nichols per my contract.

Respectfully Submitted,

[redacted]

POLICE DEPARTMENT
OFFICE OF CHIEF OF POLICE 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
09/12/23	Distracted Driving
09/12/23	NIBIN II
09/12/23	Testifying in Court
09/12/23	Preserving Cellphone Evidence
09/12/23	Concealed Firearm Carry Changes
09/13/23	Ethics and Professionalism
09/15/23	Interviewing the Crime Victim
09/15/23	Vehicle Inventory
09/16/23	Critical Thinking in Use of Force Situations
10/06/23	Report Writing 2023
02/06/24	GLOCK Armorer's Course
03/07/24	Part 107 Small Uas Recurrent
06/07/24	2024 CPT – NIBIN Overview Course
07/18/24	Qualifications
07/31/24	Fraud Reporting and Training
08/16/24	Legal Updates 2024
08/16/24	2024 CPT – Victims' Rights – Marsy's Law
08/17/24	CPT 2024 – Responding to Mental Health Issues
08/18/24	2024 CPT – Crisis Mitigation
09/29/24	Qualifications
12/26/24	Qualifications
01/10/25	Stop Stick Officer & Instructor Training Course

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
04/28/22	Use of Restraints
04/28/22	Crisis Intervention
04/29/22	Responding to Sexual Assault
04/29/22	BCI Lethal Use of Force and OIS Investigations
04/30/22	Officer Wellness Seminar
05/01/22	Ohio Public Records Law
05/23/22	Qualifications
07/27/22	Concealed Firearm Carry Changes
09/04/22	Trauma and the Brain
09/04/22	Child Abuse and Neglect
09/04/22	Companion Animal Encounters
09/04/22	Search Warrant Preparation
09/04/22	Sexual Assault Investigations
09/04/22	Use of Deadly Force and Legal Guidelines
09/04/22	Vicarious Trauma
12/03/22	Diversity and Cultural Competency for Law Enforcement
03/03/23	LEADS Inquiry Test
03/05/23	Ohio School Threat Assessment
04/07/23	Arrest, Search, and Seizure 2023
04/07/23	NIBIN
05/03/23	First Amendment Auditing
05/31/23	Legal Updates 2023 – Part 1
06/08/23	Legal Updates – Part 2
06/08/23	Qualifications
06/14/23	Legal Updates 2023 – Part 3
08/24/23	Mental Health First Aid for Public Safety
09/12/23	Safe at Home

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
07/15/17	RADAR/LIDAR Certification
10/24/17	Qualifications
11/01/17	Basic Life Support (CPR and AED) Program
04/30/18	Qualifications
01/14/19 01/18/19	40 Hour Mental Health Crisis Intervention Team
03/11/19	LEADS Inquiry Test
04/23/19	Qualifications
05/06/20	Qualifications
07/09/20	GLOCK Armorer's Course Certificate
07/24/20	Policing in Black & White: Implicit Bias and Racial Profiling
07/25/20	Crisis Response: De-Escalation Techniques
08/03/20	LGBTQ+ Awareness for Law Enforcement
05/13/21	Qualifications
04/11/22	Temporary Airman Certificate
04/22/22	Community Diversity and Procedural Justice
04/22/22	Ethics and Professionalism
04/23/22	Domestic Violence Legal Updates
04/24/22	Hate Crimes
04/24/22	Custodial Interrogation
04/24/22	Hazing
04/24/22	Medical Marijuana
04/24/22	New and Updated Criminal Charges
04/24/22	Mental Health Response
04/24/22	Biological Evidence Collection for Sexual Assaults
04/27/22	Ohio Forfeiture Laws

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
02/28/11	IS-00700.a, National Incident Management System (NIMS) An Introduction
03/01/11	IS-00100.b, Introduction to Incident Command System ICS-100
03/01/11	IS-00200.b, ICS for Single Resources and Initial Action Incident, ICS-200
03/08/11	Taser X26 Electronic Control Device
03/10/11	Qualifications
03/11/11	Electronically Recorded Interrogations & Live and Photo Line-ups
07/11/11	Lifeloc FC10 Basic Operation and Training Course
07/23/11	Qualifications
07/25/11	Phase II
09/07/11	Phase III
11/30/11	Canine Inservice Classroom
12/05/11	Phase I
12/2011	Heartsaver First Aid CPR AED Program
02/23/12	Phase I
02/26/12	Biological Evidence Collection and Retention
03/20/12	Motorcycle Safety
04/29/12	Automobile Searches
06/07/12	Qualifications
06/17/12	Crime Victim's Rights Introduction
06/17/12	Bridging the Gap
06/25-29/12	Basic Traffic Crash Investigation #191
07/09/12	Phase II
08/25/12	Awareness of Human Trafficking
08/25/12	Responding to Human Trafficking
08/28/12	Lost Person Search Training Record / Awareness Level
10/01/12	Ethics and Professionalism

Lehman High School

Archdiocese of Cincinnati

This Certifies That

[redacted]

Has completed the Program of Studies prescribed for Graduation
and is therefore awarded this

Diploma

Given at Sidney, Ohio, this twenty-eighth day of May, in the year
of our Lord [redacted]

H. Michael

Principal

Bro. Joseph Kamis, SM

Superintendent

+ Daniel E. Pilarczyk

Archbishop of Cincinnati

Certificate of Achievement

POLARIS
CAREER CENTER

[redacted]

This certifies that

[redacted]

has satisfactorily completed 600 hours of instruction in

Natural Resources/Ranger/Basic Peace Officer Academy

Provided by **Polaris Career Center** in cooperation with the
Ohio Department of Education, Division of Career-Technical and Adult Education

Career-Technical Program Instructor

Adult Education Coordinator

Superintendent

Ashland University

Ashland, Ohio

To all persons to whom this writing shall come

Be it known that the Board of Trustees in accordance with the recommendation of the Faculty and the President, in recognition of the successful completion of the requisite course of study have conferred upon

[redacted]

the degree of

Bachelor of Science

with all the rights, honors and privileges pertaining to the degree.

In Witness Whereof the Seal of the University and the Signatures of its duly authorized Officers are hereunto affixed at Ashland, Ohio, this eighth day of [redacted]

ASHLAND UNIVERSITY 18 78 ASHLAND, OHIO

Frederick J. Finks
President

Lisa Ohrable Miller
Chair, Board of Trustees

Frank E. Pettigrew
Provost

Gary L. Courtright
Secretary, Board of Trustees

Alpha Phi Sigma

National Criminal Justice Honor Society

These presents certify that

[redacted]

is a member of

Alpha Upsilon ~ Ashland University

By election of membership and is hereby granted all the honors and privileges pertaining thereto

Enrique Chavez
National President
Florida International University

Pam Wilson
National Vice-President
Fairmont State University

March 2010

Leana Carrington
National Secretary
Florida International University

Colleen Carpenter
National Treasurer
Florida International University

RICHARD CORDRAY
OHIO ATTORNEY GENERAL

[redacted]

[redacted]

Re: Polaris Natural Resources Ranger Academy [redacted]
Date of Completion [redacted]

Dear [redacted]

This letter is to verify that you have successfully completed peace officer basic training requirements and the peace officer certification examination. The date of completion of your basic academy is the date you passed the peace officer basic training examination.

If within one year of the date of completion you are appointed as a peace officer, a certificate of completion will be awarded provided no additional training requirements have been mandated by the legislature. If you receive an appointment more than one year but less than two years after the date of completion, you will be required to complete an OPOTC-approved refresher course and exam and any training requirements mandated by the legislature. If you receive an appointment more than two years after the date of completion, you must repeat the entire peace officer basic training course. **In all cases, you may not perform the functions of a peace officer until you have been awarded a certificate of completion.**

To obtain your peace officer basic training certificate, a notice of appointment must be submitted to this office by your first appointing agency. If the agency does not have this form, it is available from our office and website. Incomplete or improper appointment documents will not be processed and will be returned for correction.

If you or your prospective employer have further questions, please contact us at the number listed below for the London campus.

Sincerely,

Jill Gregory

Jill Gregory
Certification Officer

cc: Jeffrey Traine, School Commander
School File

JG/sls

Ohio Peace Officer Training Academy
P.O. Box 309 • London, Ohio 43140 • PHONE 740.845.2700 • 800.346.7682 •FAX 740.845.2675 • www.ag.state.oh.us
4055 Highlander Pkwy Suite B • Richfield, Ohio 44286 • 330.659.2311 • 888.436.7282 • FAX 330. 659.2401

POLARIS CAREER CENTER
7285 Old Oak Boulevard
Middleburg Heights, OH 44130-3375
Ph: 440.891.7600
www.polaris.edu

[redacted]

To Whom It May Concern,

[redacted] graduate of the Polaris Natural Resources Ranger Academy. This is a Basic Peace Officer Training Academy under the auspices of the Ohio Peace Officer Training Commission/Attorney General's Office. This certification is required to become a police officer, deputy sheriff, park ranger etc. Polaris' academy consists of approximately 600 hours of training, surpassing the Ohio Peace Officers minimum requirement of 582 hours.

[redacted] has fulfilled all of the requirements necessary to become certified by the Ohio Peace Officer Training Commission as a peace officer including the state examination on [redacted] He has received a passing grade in all of the following;

- Self defense
- First aid
- Firearms
- Notebook
- Defensive driving
- Attendance
- Physical assessment
- State examination

Upon graduation recruits receive a certification letter from OPOTA verifying they have completed all the requirements to become a peace officer in the State of Ohio. The State of Ohio does not issue OPOTA certificates until a recruit becomes employed by a police agency, however O.P.O.T.A. will issues a letter certifying that graduates passes the necessary requirements. **Soon [redacted] will receive a letter from O.P.O.T.A. verifying that he is eligible to be appointed as a peace officer. Please accept this letter as verification until the letter from O.P.O.T.A. arrives.**

If you have any further questions, feel free to contact me at 440-891-7670 or on my cell at 440-213-6712.

Sincerely,

Jeffrey Traine
Academy Commander

CERTIFICATE OF TRAINING

Awarded to

[redacted]

For successfully completing a course in

Oleoresin Capsicum (O.C.) Spray
4 Hours

Through the Polaris Natural Resources Ranger Academy
Polaris Career Center
Criminal Justice Class
Awarded this 8th day of April, 2010

POLARIS
CAREER CENTER

Matthew Vanyo 4/8/2010
Matthew Vanyo **Date**
O.C. Certified Instructor
Polaris Natural Resources Ranger Academy

CERTIFICATE OF COMPLETION

ASP Expandable Baton

8 Hours

Awarded to

[redacted]

Natural Resources/Ranger/Basic Peace Officer Academy

Presented by

Polaris Career Center
Adult Education Department

POLARIS
CAREER CENTER

10/3/2009

Jeffrey Traine, Commander **Date**

Maria Phillips, Adult Education Coordinator

TRAINING ACADEMY

TASER

TASER X26

[redacted] Certified User

This Certifies that

[redacted]

is trained in the proper and safe use of the TASER® X26 Electronic Control Device and has passed the requirements of the ***Polaris Ranger Academy*** *and the TASER X26 training program under the supervision of a Certified Instructor.*

In Witness Whereof, Certified Instructor

Ptl. Brian Vlna 7172

has certified the successful completion of the training requirements this day:

April 10, 2010

Certified Instructor:

Certified Instructor ID:

0106160513714128713460

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American Heart Association

Learn and Live

Heartsaver® First Aid

[redacted]

This card certifies that the above individual has successfully completed the objectives and skills evaluations in accordance with the curriculum of the AHA for Heartsaver First Aid Program.

Modules Completed: (A) (B) (C) (D) (E)

1/30/10
Issue Date

1/2012
Recommended Renewal Date

Training Center: **OHIO REGION**

TC Address Contact Info: **CLEVELAND CLINIC FOUNDATION**

Course Location: Polaris

Instructor: [signature]

Holder's Signature: Eric L. Woodall

© 2005 American Heart Association *Tampering with this card will alter its appearance.* 80-1202

Fill in the circles of the modules *NOT* completed. This card contains unique security features to protect against forgery.

80-1202 R3/08

American Heart Association

Learn and Live

Healthcare Provider

[redacted]dual has successfully completed the national cognitive and skills evaluations in accordance with the curriculum of the American Heart Association for the BLS for Healthcare Providers (CPR & AED) Program.

3/24/10
Issue Date

3/2012
Recommended Renewal Date

Training Center: **OHIO REGION**

TC Address Contact Info: **CLEVELAND CLINIC FOUNDATION**

Course Location: Polaris

Instructor: [signature]

Holder's Signature: Eric Woodall

© 2000 American Heart Association *Tampering with this card will alter its appearance.* 70-2915

70-2915 R1/08

[redacted]

CAREER OBJECTIVE: To obtain a professional position in the field of Criminal Justice as a law enforcement officer.

EDUCATION:

Bachelor of Science- Graduated: May [redacted]
Majors: Criminal Justice & Sociology
Ashland University, Ashland, Ohio
GPA: 3.214

RELEVANT COURSES: Introduction to Criminal Justice, Role of Police in Modern Society, Criminal Investigation, Courts and Justice, Criminology, Social Theory, Research Methods, Criminal Law, Institutional Corrections, Gangs and Cults, Victimology

WORK EXPERIENCE:

Milligan Construction Company (June 2010- Present)

- Phone (937) 492-8710

City of Sidney, Ohio (Summer 2007, 08, 09)

- Underground Utilities Department
- Phone: (937) 498- 8117

ACTIVITIES:

Ashland University Second Amendment Club (Fall 2006- Spring 2010)

- President (Fall 2007- Fall 2009)

Ashland University Criminal Justice Club (Fall 2006- Spring 2010)

- President (Fall 2007-Fall 2009)
- Vice President Fall (2007- Spring 2008)

Phi Kappa Psi Fraternity (Fall 2007- Spring 2010)

- Sergeant at Arms

Internal Revenue Service Adrian Project Participant (Fall 2009)

- Criminal Investigation Team Leader

Polaris Natural Resources Ranger Academy: Middleburg Heights, OH

- Graduated [redacted] (Certified as Ohio Peace Officer)

VOLUNTEER WORK:

Midwest Criminal Justice Association

- Managed registration table for annual conference (2007- 2009)
- Attended annual conference (2007- 2009)

Ashland County Animal Shelter

- Volunteer Dog Walker

Phi Kappa Psi Philanthropy Events

- Benefits for Boys & Girls Club of America, Toys for Tots, Adopt a Highway Clean Up

HONORS:

Ohio Council of Criminal Justice Education Honorable Mention

- Runner-up: 2010 Outstanding Criminal Justice Undergraduate Student of the Year.

Alpha Phi Sigma- The National Criminal Justice Honors Society

Ashland University Deans List

ENTERED INTO
MAY
A.M.
BASE

FLEET PROGRAM SAFE BACKING

CERTIFICATE OF COMPLETION
This is to acknowledge that

[redacted]

Has successfully completed the Internet web-based training and successfully passed the examination for the Safe Backing training course.

Ted Cudal

Ted Cudal, *CSP, CHMM, CHCM, EMS-LA*

May 11, 2009
Date of Training

NFPA Safety Training Partner

TargetSafety.com
Occupational and Environmental Courseware - San Diego, CA

TargetSafety.com

CERTIFICATE OF TRAINING

Awarded to

[redacted]

For successfully completing a course in

Oleoresin Capsicum (O.C.) Spray
4 Hours

Through the Polaris Natural Resources Ranger Academy
Polaris Career Center
Criminal Justice Class
Awarded this 8th day of April, 2010

POLARIS
CAREER CENTER

Matthew Vanyo 4/8/2010
Matthew Vanyo **Date**
O.C. Certified Instructor
Polaris Natural Resources Ranger Academy

CERTIFICATE OF COMPLETION

ASP Expandable Baton

8 Hours

Awarded to

[redacted]

Natural Resources/Ranger/Basic Peace Officer Academy

Presented by

Polaris Career Center
Adult Education Department

POLARIS
CAREER CENTER

10/3/2009
Jeffrey Traine, Commander **Date**

Maria Phillips, Adult Education Coordinator

TRAINING ACADEMY

TASER

TASER X26

[redacted]

Certified User

This Certifies that

[redacted]

is trained in the proper and safe use of the TASER® X26 Electronic Control Device and has passed the requirements of the ***Polaris Ranger Academy*** *and the TASER X26 training program under the supervision of a Certified Instructor.*

In Witness Whereof, Certified Instructor

Ptl. Brian Vlna 7172

has certified the successful completion of the training requirements this day:

April 10, 2010

Certified Instructor:

7172

Certified Instructor ID:

0106160513714128713460

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Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

[redacted]

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00700.a
National Incident Management System (NIMS)
An Introduction

Issued this 28th Day of February, 2011

Vilma Schifano Milmoe
Superintendent (Acting)
Emergency Management Institute

0.3 IACET CEU

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

[redacted]

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00100.b
Introduction to Incident Command System
ICS-100

Issued this 1st Day of March, 2011

Vilma Schifano Milmoe
Superintendent (Acting)
Emergency Management Institute

0.3 IACET CEU

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

[redacted]

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00200.b
ICS for Single Resources and
Initial Action Incident, ICS-200

Issued this 1st Day of March, 2011

Vilma Schifano Milmoe
Superintendent (Acting)
Emergency Management Institute

0.3 IACET CEU

Miami Township Police Department

This Certifies that

[redacted]

*is trained in the proper and safe use of the TASER® X26 Electronic Control Device and has passed the requirements of the **Miami Township Police Department** TASER X26 training program under the supervision of a Certified Instructor.*

In Witness Whereof, Certified Instructor
Sgt. Jay Phares
have certified the successful completion of the training requirements this day:
March 8, 2011

Certified Instructor:

Sergeant Jay Phares

Certified Instructor ID:

10062149889141287134 6C

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LITHO. IN U.S.A.

TRAINING ACADEMY

TASER

TASER® Device User Certification Application

PRINT LEGIBLY AND CLEARLY PLEASE!

Which device were you certified in (check one or both): XREP (X26) X3

Rank: Police Officer Name: [redacted]

Agency: Miami Town [redacted]@miamitownship.com

Phone: [redacted] Fax: N/A

Address/State/Zip: [redacted]

Number of answers correct: _____ out of **28** for X26 only test (80% minimum = **22**), or out of **33** for M26 only test (80% minimum = **26**), or out of **15** for XREP user test (80% minimum = **12**), or out of **20** for X3 user test (80% minimum = **16**)

Instructor to initial that student has successfully completed the following practical application tests:

JP Demonstration of proper finger positions for aiming and firing.

JP Officer can control unit adequately when commanded "Arm - Spark - Safe" at random.

JP Officer can remove and reinstall battery correctly.

JP X26: Reload TASER device 5 times in 15 seconds (watch finger position, disqualify for fingers in front of blast doors).

JP X26: Draw TASER device (select the unit most likely to be used in the field) hit target at 8 feet, reload, hit 2nd target at 12 feet with laser sight (time limit 10 seconds).

____ X3: Conduct arc display

____ X3: Advance through cartridges using the ARC Switch

____ X3: Draw TASER device, hit target at 8 feet, advance to next cartridge, hit 2nd target at 12 feet with laser sight (time limit 10 seconds).

____ Recommend firing five XREP training rounds at varying target ranges from 15 feet to 100 feet.

I hereby certify that the above named applicant has successfully completed a minimum of six hours of training, has passed the written test with a score of 80% or better, has passed the above functional tests, has demonstrated proficiency in the function and use of the TASER Electronic Control Device checked above and is hereby certified as a trained user of this system.

Attested by Certifying Instructor: Sgt. J. S. Phares (Print Name) SGT. JAY PHARES (Signature)

Date: 03/08/11

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TRAINING ACADEMY

TASER

Recommended TASER® X26 / M26 / X3 User Certification Checklist

These requirements are considered to be the basis for a sound understanding of how and when to use the TASER device and should be completed prior to deployment. A copy of each user's Certification Test should be kept in department records to validate certification.

M **Complete minimum 6 hours of instruction:**
The user should have completed a minimum of 6 hours of instruction under the guidance of a certified instructor. Coursework shall include all topics in User Lesson Plan, including all drills and functional demonstrations.

M **Pass Written Examination**
User should pass written examination with a score of 80% or greater.

M **Pass Functional Test**
User should pass all functional tests listed on the User Certification Application

M **Discharge two TASER Cartridges or two Smart Cartridges (at least one simulation cartridge for scenario training recommended)**
The user should discharge two (2) cartridges to both familiarize the user with the functions of the system as well as to test aptitude. A minimum of two (2) cartridges must be discharged for certification. The user must be able to hit the target from 8 feet without the laser sight, and must be able to hit the target from 12 feet using a laser sight and discharging two cartridges within 10-second time limit. Students who do not hit the target should be run through aiming drills, and directed to discharge again. Users should not be qualified until they have passed both firing tests.

User Certification is valid for a period of one year. Users must re-certify annually.

Re-certification Checklist

___ **Pass Functional Test**
User must pass all functional tests listed on the User Certification Application.

___ **Fire a minimum of two (2) cartridges**
The user must fire a minimum of two (2) cartridges to both re-familiarize the user with the functions of the system as well as to test aptitude. These can be standard duty cartridges fired at a target, or blue (LS) simulation cartridges used in conjunction with the simulation suit.

The time minimum for re-certification is left to each agency. It is suggested Instructors go over tactics, overview of how the devices work, and policy issues.

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-0

TASER

Protect Life

17800 N 85th St., * Scottsdale, AZ 85255 * USA * 800-978-2737 * Fax 480-905-2034
www.TASER.com

VERSION 16

TASER® X26 User Certification Test

PRINT LEGIBLY AND CLEARLY PLEASE!

Name: [redacted] Dept. / Company: Miami Township Police Dept.

Training Date: 3/8/2011 Location: Miami Township Training Room

1. What do the green blast doors indicate on a TASER cartridge?
   a) 21 ft of line, extended probe needle, regular probe weight
   b) 25 ft of line, regular probe needle, heavier probe weight
   c) 25 ft of line, extended probe needle, heavier probe weight
   d) 21 ft of line, regular probe needle, regular probe weight

2. Electricity follows;
   a) The path of most resistance
   b) From top to bottom following gravity
   c) The path of least resistance between the probes
   d) Or flows to any metal in contact

3. If you see a "P" on the CID of a TASER X26;
   a) Immediately pull the DPM out
   b) Turn on the device and spark test it
   c) Pull DPM out during boot up sequence
   d) Leave it alone until after it has finished the boot up sequence

4. According to TASER V16, the proper term to describe the TASER Devices is:
   a) Propelled Energy Device
   b) Conducted Energy Weapon
   c) Electronic Control Device
   d) Extended Stun Device

5. The 15, 21, and 25 foot cartridges propel the probes at a _____ downward angle:
   a) 7 degree
   b) 8 degree
   c) 4 degree
   d) 21 degree

6. When left in the armed position, the TASER CAM will record audio/video for _____ until powering down to sleep mode:
   a) 90 minutes
   b) 30 minutes
   c) 45 minutes
   d) 20 minutes

7. The human nervous system has three main components that work together as a system. Which of the three components functions to send signals to the brain about such things as relative body positioning and pain?
   a) Central nervous system
   b) Motor nervous system
   c) Sensory nervous system
   d) Century nervous system

8. The two phases of Shaped pulse technology are:

   Arc

   Stim

9. What nerves are responsible for voluntary skeletal muscle movement:

   Motor

10. According to the TASER V16 training DVD the term used for describing the incapacitating affects of the TASER ECD is;
    a) Electro-muscular disruption (EMD)
    b) Electro-muscular incapacitation (EMI)
    c) Neuro-muscular disruption (NMD)
    d) Neuro-muscular incapacitation (NMI)

11. Which part of the human nervous system functions as the Command Center?
    a) Nerve Expressway
    b) Motor nervous system
    c) Sensory nervous system
    d) Brain and Spinal cord

12. The probes are propelled from the TASER cartridge by:
    a) Primer propellant
    b) Compressed Argon gas
    c) Compressed Nitrogen
    d) Compressed blended gas (proprietary secret blend)

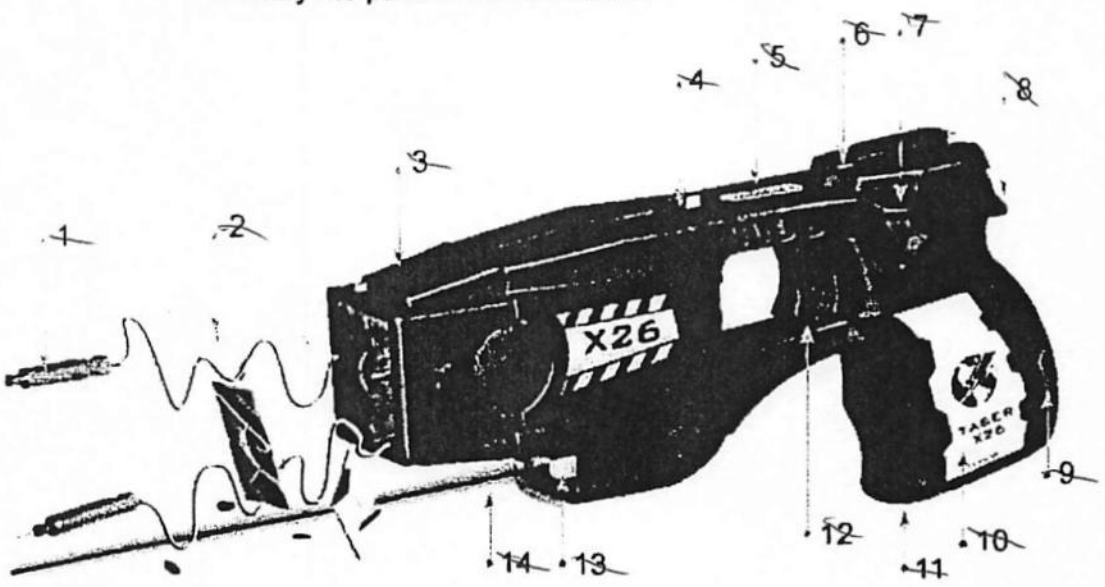
13. The TASER X26 NMI Weapons affect the:
    a) Motor nervous system only
    b) Sensory nervous system only
    c) Sensory and motor nervous systems
    d) Cardiac system

14. The "TASER-Wave" electronic signals of the TASER X26 are effective:
    a) Through up to two inches of clothing.
    b) Through some types soft body armor.
    c) Through lightweight clothing.
    d) All of the above.

15. The TASER X26 will store what information for each trigger pull?
    a) Time, Date, Cartridge Number
    b) Time, Date, Duration, Body Temperature
    c) Date, Duration, Body Temperature, Temperature
    d) Time, Date, Duration, Battery Life, Temperature

16. The 21 foot standard cartridge has:
    a) Yellow blast doors
    b) Silver blast doors
    c) Green blast doors
    d) Orange blast doors
    e) Blue blast doors

TASER® X26 NOMENCLATURE
Identify the parts of the TASER X26



A. Trigger	12
B. Digital Power Magazine (DPM)	11
C. TASER Cartridge	3
D. Mechanical Sight	4
E. Safety Switch	7
F. DPM Release Button	9
G. Stainless Steel Shock Plate	10
H. Built-in Laser (pointing to beam)	14
I. Central Information Display (CID)	8
J. Probes	1
K. Low Intensity Lights	13
L. Serial Number Plate	5
M. Illumination Selector Switch	6
N. AFID Tags	2

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • John C. Krug, Chief

An Equal Opportunity Employer

RANK/TITLE: Police Officer DATE: 3-10-11

LAST NAME: [redacted]

AGENCY: Miami Township LOCATION: MCSO

COURSE TITLE: STATE QUAL HOURS ATTENDED: 4

SAFETY CHECK: OK

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	22-22	40cal	[redacted]
Remington	870	12g	
Glock	G23	40cal	

SCORE: (PASS) FAIL

COMMENTS: STATE APPROVED HANDGUN & SHOT GUN REQUAL

INSTRUCTOR: [signature] #45

Miami Township Police Department
Training Sheet

Topic: Electronically Recorded Interrogations & Live and Photo Line-ups

Officer	Date & Initial
Jerry Adams	JA 2/1/11
Ben Albert	BA 2/4/11
Tim Beatty	T. Beatty 1/10/11
Bob Burling	Bob Burling 1-10-11
Todd Comer	TComer 01/11/11
John DiPietro	
Shane Duffey	1-10-11
Jason Etter	1/10/11
Julie Fiebig	J Fiebig
Scott Fitzgerald	SCF 1-10-11
Doug Hesler	DWS 01/10/11
Bill Jones	BJ 1-10-11
Jason Kramer	2/1/11
Chris Krug	3-30-2011
Kevin Landis	KDL 59 1-10-11
Mike Mays	MEM 2.1.11
Pat McCoy	
[redacted]	01-10-11
Scott Miller	2-1-11
Scott Moore	02-22-11
Jim Neer	1-10-11
Matt Nicley	1/10/11
Paul Nienhaus	PEN 2-1-11
Dave Ooten	DHO. 1-10-11
Jay Phares	JP 01-10-11
Dave Ratay	2-1-11
Bob Sakal	BS 2.1.11
Mike Siney	1-10-11
Howard Sloop	02/01/11
[redacted]	02-2-11
Greg Stites	1-10-11
Nancy Strope	N.A. 2-1-11
Rex Thompson	RT 1-10-11
Raymond Swallen	1-10-11
Shawn Todd	SLT 02/01/11
[redacted]	02/01/11
[redacted]	3/4/11
JAMES SWEARINGEN	3/11/11

Officer	Date & Initial

April 21, 2011

To: John C. Krug
Chief of Police

From: Leah O'Malley
Administrative Assistant

Subject: [redacted] progress through the FTO program

On April 20, 2011 at 1400 hours, I met with Officer Doug Hesler, Officer Jim Neer, and [redacted] in the classroom to discuss [redacted] progress through the Field Training and Evaluation Program. The notes in this memorandum were taken as the training officers discussed the progress of [redacted] *Items in this memorandum are not meant to be reviewed with the trainee by anyone other than those trained in the use of our San Jose Model Field Training and Evaluation Program.*

1. Working for the Miami Township Police Department is the first law enforcement position [redacted] has held. It will take time for him to become comfortable with the responsibilities of the position. He seems to the training officers to be very naïve. He is very respectful and very willing to listen to the training officers. He doesn't argue. He is very intelligent and "book smart". He is a very nice person.

2. MDT – The training officers said that there was noticeable improvement in the way [redacted] has learned the MDT functions in the first month of training. The FTO made some cheat sheets for the commands and that seems to have helped. [redacted] is able to drive and use the MDT.

3. LEADS – [redacted] has learned proper procedures when dealing with information from LEADS. He remembers to clear the MDT screen so that unauthorized persons can not read the screen. He organizes the tabs on the MDT to make it easier to run information while taking an accident report.

4. Driving – [redacted] does not have a lot of experience driving a cruiser. He is used to driving trucks and SUVs. During normal patrol, he has a tendency to drive too fast. He is "heavy on the gas and heavy on the brakes". He has some experience driving in amateur racing events. His code 3 runs can be "a little scary". He tends to pass other cars while going too fast. He needs to learn the balance between driving code 3 on a straight road and driving code 3 through intersections. Training officers will focus on helping [redacted] get used to driving the cruiser during the rest of the training program.

5. Investigations and Interviews – This is an area in which [redacted] lack of police experience is evident. He is doing a good job watching more experienced officers and learning their tactics. He needs to learn how to ask difficult questions. He is used to

being more laid back and respectful. He needs to jump in during the investigation. The training officers noticed improvement during the first month.

6. Report Writing – The training officers were very complimentary concerning [redacted] eport writing skills. He writes a very well put together narrative. His narratives are: informative, contain proper grammar and spelling, intelligent, and contain properly notated quotations.

7. Work Ethic – [redacted] is a very hard worker. He strives to do his best. He looks for traffic violations and does business checks. [redacted] s so dedicated to doing a good job for Miami Township that he drives around on his own time trying to learn geography.

8. Geography – [redacted] s still learning Miami Township geography. His training officer has not focused too much on geography because there are so many other areas in which [redacted] needs experience.

9. Radio – [redacted] s a little soft spoken on the radio. He really needs to learn the phonetic alphabet because his radio transmissions are awkward. He struggles with the proper verbiage during transmissions. This is another area in which [redacted] just needs more experience. He is good at listening to the radio for his call sign and for check-ups.

10. Interactions with citizens and other employees – [redacted] is a little shy. He seems to fit in well with other employees. He is very respectful. At this point he is hesitant when dealing with the public. He needs to be able to walk up and take control of the scene. His training officer noticed that when he speaks to someone he frequently breaks eye contact and looks at the ground. It will take more experience and greater confidence to become proficient in this area.

11. Use of Force – [redacted] lack of experience was also evident in a recent use of force situation on Lamme Road. [redacted] nd his training officer were the first to arrive on the scene of a domestic involving a large number of irate teenagers and their mother. Upon arrival, a lot of people began to exit the house trying for their point to be heard. Initially [redacted] sort of held back. He seemed a little reluctant to approach. Once the FTO told him what to do he got more involved in handcuffing one of the participants. He needs more experience in dealing with force situations.

12. Officer Safety – [redacted] seems to have an understanding of officer safety when he is dealing with only one person. He stands appropriately and keeps a proper distance between himself and the other person. He needs more experience with officer safety in groups. He was recently on a call in one of the trailer parks dealing with a large number of intoxicated people. At one point during the investigation he was standing with his back to the trailers and did not notice when a man approached him from behind. He needs more experience.

13. Crash reports – [redacted] does not have much experience completing the OH-1. They have handled just two crash reports during the training time. He has not handled an injury accident yet.

14. Traffic stops – [redacted] needs more experience will all facets of making a traffic stop. He needs to work on parking the car at a better angle and making sure that there is more distance between the cruiser and the vehicle. His approach is good, but he needs to work on how he handles the interactions with the driver and passengers. He is respectful, but needs to become comfortable asking questions. At this point he is a little overwhelmed by all the parts of conducting a safe traffic stop.

15. Officer initiated activity – [redacted] likes to go out and find work to do. He likes to patrol the hotels, bars and businesses. He needs to take those opportunities to work on talking to the public. During one recent encounter, the FTO was talking to someone and the person reported a handicap parking violation. [redacted] needs to learn how to just start talking to people.

16. Multi-tasking – [redacted] is very new to handling all of the equipment in the cruiser: radio, lights, siren, MDT, etc. At times he is overwhelmed, especially when there is a lot going on at the same time. He just needs more experience.

[redacted]'s strengths:

- ✓ Report writing
- ✓ Work ethic
- ✓ Willing to listen
- ✓ Officer initiated activity

[redacted] weaknesses:

- ◆ Command presence on scenes
- ◆ Investigations/Interviews
- ◆ Driving
- ◆ OH-1
- ◆ Progress with traffic stops

The training officers would also like for [redacted] to ask more questions during the training period.

Leah O'Malley

Leah O'Malley
Administrative Assistant

Reviewed by:

[redacted]

4/22/2011
Date

April 22, 2011

To: John C. Krug
Chief of Police

From: Leah K. O'Malley
Administrative Assistant

Subject: Officer James Swearingen's progress through the FTO program

On April 20, 2011 at 1400 hours, I met with Officer Doug Hesler, Officer Jim Neer, and [redacted] in the classroom to discuss Officer James Swearingen's progress through the Field Training and Evaluation Program. The notes in this memorandum were taken as the training officers discussed the progress of Officer Swearingen. *Items in this memorandum are not meant to be reviewed with the trainee by anyone other than those trained in the use of our San Jose Model Field Training and Evaluation Program.*

1. Working for the Miami Township Police Department is the first law enforcement position Officer Swearingen has held. This creates a situation where he has a lot of work to do to gain experience. He is very "green" in his abilities. He needs to do a lot of work on writing narratives, conducting traffic stops and completing reports. He is very good with computers and has good understanding of the ARS. He is willing to listen to his training officers. He seems to have a desire to do the job. He does not argue with his training officers. He needs extensive study on the ORC.

2. MDT – Officer Swearingen has progressed very well in learning the MDT. He knows the software and is able to type quickly.

3. LEADS – Officer Swearingen understands LEADS requirements and has learned how to find information in LEADS. He handles printouts well.

4. Driving/Code 3 – Officer Swearingen needs to pay more attention while going code 3. He recently pulled out in front of a car and was almost hit in the side. He is showing improvement as the training period progresses. He needs more experience driving code 3. His driving skills are okay during normal conditions.

5. Investigations and interviews – This is an area in which Officer Swearingen's lack of police experience is evident. He needs to be more assertive when investigating and interviewing. He needs to learn the correct questions to ask. The training officer said he was able to see improvement in this area.

6. Report writing – This is an area in which Officer Swearingen is weak. He needs improvement in several areas: adding more details, improved grammar, proper word choice. He needs more experience writing narratives. He has learned the screens in the ARS. He needs to complete reports in a faster manner.

7. Work ethic – Officer Swearingen likes coming to work. He displays an obvious desire to learn the job and do it well.

8. Geography – Officer Swearingen is doing a good job learning Miami Township geography. He studies maps and is able to identify streets by the neighborhood.

9. Radio – Officer Swearingen seems nervous on the radio. He is getting better learning the phonetic alphabet we use. He is used to the alphabet used in the military. He has shown improvement in his radio traffic as the training period progresses.

10. Interactions with citizens and other employees - Officer Swearingen gets along well with other employees. He has a good sense of humor. He has no problems dealing with citizens. He is very respectful.

11. Use of force – Officer Swearingen has not had any incidents that require the use of force during the training period.

12. Officer safety – At this point in the training there has only been one issue concerning officer safety. During a traffic stop Officer Swearingen wanted to approach the car on the passenger side due to traffic. He walked between the cruiser and the vehicle. He needs to work on finding a safe place to make a traffic stop. He needs to keep a safe distance between himself and the person with whom he is speaking.

13. Accident reports – Officer Swearingen has no completed any OH-1 reports. He will need more experience with this.

14. Traffic stops - Officer Swearingen likes to conduct traffic stops. He needs to find more appropriate places to make the stop. His approaches are okay. He is good at finding violations.

15. Officer initiated activity – The training officer said that they have been so busy on 3-11 shift that there has not really been time for officer initiated activity. However, Officer Swearingen likes to do traffic stops.

16. Multi-tasking – At times Officer Swearingen has been overwhelmed by driving, using the MDT, talking on the radio and responding to calls. He needs time to gain more experience. The training officer said that Officer Swearingen thinks too much. He is afraid to make a mistake.

Officer Swearingen's Strengths:

- ✓ Really wants to learn to do the job and do it well.
- ✓ Geography

Officer Swearingen's Weaknesses:

- ✦ Report writing
- ✦ O.R.C.

- Narratives – more details, proper grammar, strong sentence structure.

The training officers would also like for Officer Swearingen to ask more questions during the training period.

Leah O'Malley

Leah K. O'Malley
Administrative Assistant

Reviewed by:

QFC #68 4/22/11

Officer James Swearingen Date

APR 29 2011

LIFELOC TECHNOLOGIES, INC.

A COLORADO CORPORATION
DOES HEREBY CERTIFY

[redacted]

Miami Township Police Department

Has successfully completed the FC10 Basic Operation and Training Course.

This certificate of completion was issued July 11, 2011

Lifeloc TECHNOLOGIES

Not valid if printed after Dec 31st, 2011

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • John C. Krug, Chief

An Equal Opportunity Employer

RANK/TITLE: POLICE OFFICER DATE: 7-23-2011

LAST NAME: [redacted]

AGENCY: Miami Township Police Dept. LOCATION: PD/Range

COURSE TITLE: Patrol Rifle Qualification HOURS ATTENDED: 9.5

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Colt	M-16	.556	[redacted]
Glock	22	.40	

SCORE: (PASS) FAIL

COMMENTS: MTPD RIFLE, SLING, E.O. TECH

INSTRUCTOR: Det. Gibson #45

June 17, 2011

To: John C. Krug
Chief of Police

From: Leah K. O'Malley
Administrative Assistant

Subject: [redacted]ogress through the FTO program

On June 15, 2011, at 1400 hours, I met with Officer Doug Hesler, Officer Jim Neer, and [redacted] in the classroom to discuss [redacted] progress through the Field Training and Evaluation Program. Officer Pat McCoy was unable to attend the meeting due to court. The notes in this memorandum were taken as the training officers discussed the progress o[redacted] *Items in this memorandum are not meant to be reviewed with the trainee by anyone other than those trained in the use of our San Jose Model Field Training and Evaluation Program.*

1. [redacted]has shown great improvement during his time in the training program. He is eager to learn and accepts instruction well. He drives slowly and carefully. This causes him to not always arrive at his destination as soon as possible. The training officers reported huge improvement in almost every aspect of the job. [redacted] has embraced the training program and has taken advantage of it.

2. MDT – [redacted]ikes the new Mobile Com software and uses the functions to the best advantage. He especially likes using the mapping functions.

3. Driving – [redacted]is a very slow, cautious driver. At times he needs to pick up speed to get to calls in a timely manner. His code 3 runs are appropriate, but at times slows to almost a complete stop at intersections.

4. LEADS – [redacted]s aware of LEADS regulations and follows them. He is able to find information in the system and knows how to read printouts. He properly marks paperwork. He remembers to lower the MDT screen to block others from reading LEADS information.

5. Interviews and Investigations – [redacted]has shown great improvement in conducting investigations. He still needs to gain confidence and ask more questions. He needs to dig deeper during an investigation so he has a complete picture of what happened.

6. Report Writing – Clearly, one of [redacted]reatest strengths is his ability to write report narratives. He requires very few corrections and includes good details. He uses proper grammar and punctuation.

7. Work Ethic – [redacted] has a very strong work ethic. He really wants to learn to do his job well. He does a lot of work on his own time to improve his law enforcement skills. He asks questions and listens to the answers. He has an excellent work ethic.

8. Geography – [redacted] has a very good foundation of learning the Miami Township streets. He uses the mapping function on the MDT very well. He seems to have a natural sense of direction that serves him well. He comes out on his own time and drives around Miami Township to learn the area.

9. Radio – [redacted] needs to speak louder on the radio. He usually knows what he is planning on saying so that makes his transmissions much smoother. He has learned the phonetic alphabet used by local departments.\

10. Relationships – [redacted] is shy. He doesn't jump in and talk to people. This tendency toward being shy is negatively impacting his interview skills. He tends to put his head down and look down rather than making eye contact with people when in a group. He does not do this when he is on a one-to-one basis. The training officers feel that this habit could be a problem when [redacted] needs to be looking around an investigation scene. He needs to interact with people and ask questions. He needs to be more relaxed in a social setting.

11. Use of Force – [redacted] has not been in any situations requiring the use of force. However, he was recently on a traffic stop when the driver was trying to get out of the car. He handled the situation with the appropriate amount of authority to control the driver.

12. Officer Safety – As previously mentioned, the training officers identified a potential officer safety issue with [redacted] endency to look down when in a crowd. Additionally, the training officers would like to be sure that [redacted] is aware that any situation can turn dangerous rapidly. Recently, [redacted] as with other officers on an open door call. The officers were going to complete a building search. [redacted] and his training officer went downstairs to search. [redacted] had his flashlight out, but did not have his gun out. He needs to be aware all the time and not take anything for granted. Another time [redacted] and his training officer were at a hotel looking for a suspect on a felony warrant. [redacted] did not have his gun out. The FTO talked to [redacted] about this incident to remind him about the potentially dangerous situation. In incident on June 11, 2011, [redacted] squatted next to a suspect while conducting a pat down at the person's leg area. The FTO explained proper procedure. It is important to note that [redacted] has some good officer safety techniques as well. He blades himself well. Most of the time he is aware of his surroundings. He does a good job while writing in his notebook that he holds it up high so he can see what is happening around him. The training officers feel he just needs to process every situation a little more.

13. Traffic Crashes – This is an area in which [redacted] is doing fine. He is slow and methodical with his paperwork so that tends to make him take a long time to complete the OH-1. He will get faster with more experience.

14. Traffic stops – [redacted] has a starting foundation on traffic stop procedures, but he needs more practice making stops. With additional experience he will become more comfortable.

15. Officer Initiated Activity – [redacted] wants to stay busy. He likes to work. He looks for activity such as VHCs or traffic stops.

16. Multi-tasking – [redacted] ability to complete many things at the same time will improve as his experience level grows. Right now he is rather awkward trying to prioritize how to complete many things. He needs to be prepared when arriving on a scene by using the MDT and removing his seatbelt so he is ready.

[redacted] Strengths

- ✓ Report Writing
- ✓ Willingness to learn
- ✓ Work Ethic
- ✓ Intelligence

[redacted] Weaknesses

- ✦ Knowledge of the ORC
- ✦ Officer presence (It is okay at times, and weak at other times.)
- ✦ Needs to be more assertive especially when driving and doing interviews.
- ✦ Officer safety (In certain situations; needs to evaluate each incident for safety precautions).
- ✦ Speaks too softly on the radio

The training officers recommend that [redacted] be assigned to the evening shift so that he can obtain more experience. It would be beneficial if he could be assigned to the "B" rotation so that he could continue to confer with Officer Hesler when necessary.

Leah O'Malley

Leah K. O'Malley
Administrative Assistant

Reviewed by:

[redacted]

6-10-204
Date

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Officer DATE: 7-25-2011

LAST NAME: [redacted]

AGENCY: MTPD PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range _____ Other: _____

Course Title Phase 2

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: OC + Baton Re-Cert, Gas mask test fit, Lasershot Scenarios, Codis

Instructor / Trainer Name & PSN: SG. [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol DATE: 9-7-2011

LAST NAME [redacted]

AGENCY: Miami Township PSN/ID #:

LOCATION: ✓ Training Center ✓ Range Other:

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Remington	870	12 ga	
	3. Glock	23	40	
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	
2. PASS	
3. PASS	
4.	

COMMENTS: Pistol/Shotgun Qualification / Low Light Qualification / Use of force policy Review / TASER Record.

Instructor / Trainer Name & PSN: #337

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MIAMI TOWNSHIP POLICE DEPARTMENT
CANINE INSERVICE CLASSROOM

	NAME	DATE	SIGNATURE
1	Chief J.C. Krug	12-5-2011	
2	Major J. DiPietro	11-29-2011	
10	Sgt. R. Thopmson	11-29-11	Sgt R. N. Thompson 10
11	Sgt. R. Burling	12-8-11	Sgt R. Burling
13	Sgt. S. Fitzgerald	11-29-11	
14	Sgt. P. Nienhaus	11-29-11	
15	Sgt. J. Phares	11-29-2011	Sgt J. S. Phares
52	Sgt. J. Kramer	11/29/2011	
26	Det. M. Moore	12-08-2011	Det. M. Moore
27	Ofc. M. Mays	11-29-11	Ofc. MAYS
29	Det. T. Comer	12-8-11	Comer
33	Ofc. P. McCoy	29NOV11	Ofc 33
34	Ofc. D. ~~Reyter~~ Raby	11-29-11	Ofc
35	Ofc. D. Ooten	11-29-11	Lt. Ooten
37	Ofc. T. Beatty	11-29-11	Ofc T.K. Beatty #37
40	Ofc. B. Sakal	11-29-11	
41	Ofc. G. Stites	1-15-2012	D. Stites
52	Ofc. J. Neer	11/30/11	
[redacted]		11/30/11	[redacted]
		11/29/11	
45	Det. J. Etter	12/8/11	
47	Ofc. S. Duffey	11-29-11	
50	Ofc. H. Sloop	11-29-11	50 Ofc H Sloop #50
51	Det. M. Nicley	12/8/11 [redacted]	Det. M Nicley
[redacted]		11-29-11 [redacted]	
54	Ofc. N. Strope	11-29-11 NA.	Ofc. Strope #54
57	Ofc. B. Albert	11-29-11 BA	
58	Ofc. S. Miller		
59	Ofc. K. Landis	11-30-11	Ofc K Landis 59
60	Ofc. D. Hesler		
61	Ofc. M. Siney	11-30-2011	
62	Ofc. J. Fiebig	11-29-11	
63	Ofc. S. Todd	11-29-11	Shawn Todd
65	Ofc. W. Jones	11-29-11	B. Jones
66	Ofc. R. Swallen	11-30-11	#66
[redacted]		11-30-11	[redacted]
68	Ofc. J. Swearingen	11-29-11	

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 12-5-2011

LAST NAME: [redacted]

AGENCY: Miami Township Police Dept. PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title: Phase 1 1st Make up

Hours Attended: 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	✓
3.	
4.	

COMMENTS: Child, Infant, Adult CPR/AED
OPOTA 25 Round Course

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

HEARTSAVER FIRST AID CPR AED

Heartsaver®
First Aid CPR AED

American Heart Association®

PEEL HERE

[redacted]

This card certifies that the above individual has successfully completed the objectives and skills evaluations in accordance with the curriculum of the AHA Heartsaver First Aid CPR AED Program. Optional completed modules are those **NOT** marked out:

Child CPR AED | Infant CPR | ~~Written test~~ XXXXXXXX

12/2011
Issue Date

12/2013
Recommended Renewal Date

HEARTSAVER FIRST AID CPR AED

Training Center Name: Sinclair Community College TC ID # OH03335

TC Info: Dayton, Ohio ZIP 45402 TC Phone 937-512-2973

Course Location: Sinclair Community College

Instructor Name: Mark Worley Inst. ID # 2112295445

Holder's Signature

© 2011 American Heart Association *Tampering with this card will alter its appearance.* 90-1815

Strike through the modules ***NOT*** completed.

This card contains unique security features to protect against forgery.

90-1815 3/11

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Officer DATE: 2-23-2012

LAST NAME: [redacted]

AGENCY: Miami TWP PSN/ID #: [redacted]

LOCATION: ✓ Training Center ____ Range ____ Other: ____

Course Title Phase I

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make Model Caliber Serial Number:

*				
	1.			
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: Subject Control Techniques, 7's, Handcuffing, Scenario Based Training, Stops + approaches, mind set lecture.

Instructor / Trainer Name & PSN: Watson #337

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Biological Evidence Collection and Retention

Completed on: 02/26/2012 *Completed in: 0:50:30*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Motorcycle Safety

Completed on: 03/20/2012

Completed in: 0:29:28

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Automobile Searches

Completed on: 04/29/2012

Completed in: 0:9:43

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 6-7-2012

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title Patrol Rifle Requal

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Colt	M16 A-1	556	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2. PASS	OK
3.	
4.	

COMMENTS: EOTECH sight

Instructor / Trainer Name & PSN: [signature] #337

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Crime Victim's Rights Introduction

Completed on: 06/17/2012

Completed in: 0:12:9

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Bridging the Gap

Completed on: 06/17/2012

Completed in: 0:26:53

The Ohio State Highway Patrol

Certifies

[redacted]

has completed a course of instruction in

Basic Traffic Crash Investigation #191

June 25, 2012 – June 29, 2012

DEPARTMENT OF PUBLIC SAFETY
STATE HIGHWAY PATROL
OHIO
STATE OF OHIO

Capt. Brigitte E. Charles
Training Officer

Col.
Superintendent

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police officer DATE: 7-9-12

LAST NAME: [redacted]

AGENCY: Miami TWP Police Dept. PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	.22	.40	[redacted]
	2. Remington	870	12g	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	ok
2. PASS	ok
3.	
4.	

COMMENTS: Shotgun slug re-qual, Below recoil, Resp first f.f, Laser shot scenario, Fed slug 870 Shotgun

Instructor / Trainer Name & PSN: Sgt. Wright

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Awareness of Human Trafficking

Completed on: 08/25/2012 *Completed in: 0:54:49*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Responding to Human Trafficking

Completed on: 08/25/2012 *Completed in: 0:9:27*

Miami Township Fire Department

Lost Person Search Training Record / Awareness Level

Student (Print) [redacted] Date 8·28·12

The following competencies are identified in NFPA 1670 Standard for Technical Rescue Operations for the **Awareness** level. Under the date column either the instructor or the student will denote the date the competency was demonstrated. The student and the instructor must initial under the appropriate column for each competency. If the instructor believes that although the student had performed the skill, he/she is still inadequate because of lack of skill or knowledge, the instructor should indicate that additional practice/ training is needed under "Remarks". Both the student and the instructor must sign and date the bottom of the form to make this record valid.

	SKILLS/KNOWLEDGE (Reference NFPA 1670 Standard)	**Date**	**Student**	**Instructor**
1.	Conducting a size-up of existing and potential conditions 8-2.3 (a)	8/28		BBE
2.	Procedures for implementing the emergency response for lost person SAR 8-2.3 (b)			
3.	Implementing site control and scene management 8-2.3 (c)			
4.	Recognize the general hazards associated with search and rescue incidents 8-3.2 (d)			
5.	Recognize the type of terrain involved in SAR incidents 8-2.3 (e)			
6.	Recognize the limitations of conventional emergency response skills and equipment in various environments 8-2.3 (f)			
7.	Initiate the collection and recording of info. Necessary to assist operational personnel in a SAR 8-2.3 (g)			
8.	Identify and isolate the reporting party(s) and witnesses 8-2.3 (h)			

Remarks:

The student and the instructor agree that the below-signed student has adequately demonstrated skills and/or knowledge (with exceptions noted under "Remarks"); or has observed all the above skills, and is prepared to perform them as per NFPA 1670. Said student also understands that his/her competency will be in direct relation to the amount to the amount of time he/she devotes to skills practice and further training with these competencies.

Instructor (Print/Sign) [redacted] Date 8·28·12

Student Signature [redacted] Date 9·25-12

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Ethics and Professionalism

Completed on: 10/01/2012

Completed in: 0:11:7

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Consent to Search Part 1

Completed on: 10/15/2012

Completed in: 0:8:18

OHIO PEACE OFFICER TRAINING ACADEMY eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Consent to Search Part 2

Completed on: 10/15/2012 *Completed in: 0:7:7*

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 11-6-12

LAST NAME: [redacted]

AGENCY: Miami TWP PD PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ✓ Other:

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Glock	23	40	
	3. Remington	870	12	
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: Agency Requal, Taser Recert, Use of Force lecture, Human Trafficking, Lowlevel light qual,

Instructor / Trainer Name & PSN: [redacted] #284

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Miami Township Police Department
Training Sheet

Topic: New OH-1 Training effective Jan 1, 2013

Officer	initial-date
Ben Albert	BAA57 12-16-12
Tim Beatty	TWB 12-11-12
Mick Blankenship	
Todd Comer	TAC 1-30-13
Shane Duffey	SD 12-30-12
Jason Etter	JLE 1/25/13
Julie Fiebig	12-19-12
Scott Fitzgerald	1-22-13
Doug Hesler	12/11/12
Bill Jones	BJ 12-29-12
Jason Kramer	12/11/2012
Chris Krug	
Kevin Landis	
Jason Lay	12/9/12
Mike Mays	12-13-12
Pat McCoy	09Dec13
Scott Miller	12-11-12
Jim Neer	12/9/12
Matt Nicley	MRN 12/7/12
Paul Nienhaus	PGN 12-19-12
Dave Ooten	DKO 12-31-12
Jay Phares	JP 01/22/13
Dave Ratay	12-13-12
Bob Sakal	BS 1-23-13
Tyler Simpson	12-17-12
Mike Siney	4/25/13
Howard Sloop	HS 12.11.12
[redacted]	12/11/12
Greg Stites	12-9-12
Nancy Strope	NA 12-15-12
James Swearingen	JS 12-15-12
Rex Thompson	12-4-12
[redacted]	12-19-12
Raymond Swallen	12-11-12
Shawn Todd	12-9-12
[redacted]	12-11-12
[redacted]	12/14/12

Officer	

Miami Township Police Department
Training Sheet

Topic: Sexual Harassment Video – Roll Call Training - 2013

Officer	
Ben Albert	BA HS 1-13-13
Tim Beatty	TWB 01-09-13
Todd Comer	TAC 1-15-13
Shane Duffey	SD 1-15-13
Jason Etter	1/11/13
Julie Fiebig	1-11-13
Scott Fitzgerald	1/14/13
Doug Hesler	1/17/13
Bill Jones	BJ 1-10-13
Jason Kramer	#62 1/13/13
Chris Krug	1-8-2013
Kevin Landis	KJL 59 1-15-13
Mike Mays	1-11-13
Pat McCoy	10JAN13
Scott Miller	1-8-13
Jim Neer	1/09/13
Matt Nicley	1/27/13
Paul Nienhaus	PeN 1-15-13
Dave Ooten	DKO 1-27-13
Jay Phares	JP 01/09/13
Dave Ratay	1-11-13
Bob Sakal	1-15-13
Tyler Simpson	TS 01/10/13
Mike Siney	1-11-13
Howard Sloop	01.08.13
[redacted]	01-08-13
Greg Stites	1-11-13
Nancy Strope	1-13-13
James Swearingen	1-16-13
Rex Thompson	1-27-13
[redacted]	01-10-13
Raymond Swallen	RPS 1-8-13
Shawn Todd	1-9-13
[redacted]	1-8-13
	01/09/13

Employee	
Angie Adams	1/4/12
Connie Depew	1/03/12
Penny Hoisington	1/4/13
Susie Moseley	SM 1-4-13
Leah O'Malley	LKO 1-4-13
Paul Rieder	PR 1-4-13
Lynn Schultz	LMS 01/04/13

HEARTSAVER FIRST AID CPR AED

Heartsaver®
First Aid CPR AED

American Heart Association.

PEEL HERE →

[redacted]

This card certifies that the above individual has successfully completed the objectives and skills evaluations in accordance with the curriculum of the AHA Heartsaver First Aid CPR AED Program. Optional completed modules are those **NOT** marked out:

Child CPR AED | Infant CPR | Written test

02/2013
Issue Date

02/2015
Recommended Renewal Date

HEARTSAVER FIRST AID CPR AED

Training Center Name	Sinclair Community College	TC ID #	OH03335
TC Info	Dayton, Ohio 45402		937-512-2973
Course Location	Sinclair Community College		
Instructor Name	Joshua Tays	Inst. ID #	01130141158
Holder's Signature			

© 2011 American Heart Association *Tampering with this card will alter its appearance.* 90-1815

Strike through the modules ***NOT*** completed.

This card contains unique security features to protect against forgery.

90-1815 3/11

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

March 11, 2013

by completing the following exam:

Inquiry Test

This certificate is good through

March 11, 2015

OWED TIME

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 5-3-13

LAST NAME: [redacted]

AGENCY: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title MCSO Patrol Rifle Course

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	.40	[redacted]
	2. Colt	M 16 A1	556	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2. Pass	OK
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: SGT Lynch

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 6-4-13

LAST NAME [redacted]

AGENCY: Miami TWP PD PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	40	[redacted]
2. Glock	23	40	
3. Remington	870	12g	
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: Shotgun slug requal, ASP/Baton, OC recert, Use of Force lecture.

Instructor / Trainer Name & PSN: [signature] 280

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Officer DATE: 10/8/13

LAST NAME: [redacted]

AGENCY: Main Twp P.D. PSN/ID #: [redacted]

LOCATION: ✓ Training Center ___ Range ___ Other: ___

Course Title Phase III

Hours Attended 6 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Glock	23	40	
	3. Remington	870	12g	
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2. PASS	OK
3. PASS	OK
4.	

COMMENTS: Pass Gas Mask F1 Test, State Pistol qual, backup qual, shotgun qual, Taser report, Laser shot scenarios

Instructor / Trainer Name & PSN: Sgt Mingle

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

The Ohio State Highway Patrol

Certifies

[redacted]

has completed the course of instruction in

Firearms, Arrest, and Self-Defense Tactics (F.A.S.T.) #103

October 21, 2013 – October 25, 2013

DEPARTMENT OF PUBLIC SAFETY
STATE HIGHWAY PATROL
OHIO
STATE OF OHIO

Captain [redacted]
Training Officer

Colonel Paul A. Pride
Superintendent

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Death Notification

Completed on: 01/19/2014 *Completed in: 0:22:25*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Law Enforcement Officer Response to People With Autism

Completed on: 01/19/2014 *Completed in: 0:24:15*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Victims with Special Needs

Completed on: 01/19/2014 *Completed in: 0:56:58*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Fraud Against Seniors

Completed on: 01/25/2014 *Completed in: 1:1:57*

RECORD OF TRAINING

RANK/TITLE: OFFICER DATE: 1/28/14

LAST NAME: [redacted] MIDDLE:

AGENCY: Miami Twp LOCATION: MCSO

COURSE TITLE: PHASE 1 HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER

SCORE: PASS FAIL

COMMENTS: During this phase, officers will participate in subject control exercises that will include weapon retention drills. Additional topics covered include straight baton re-certification, OC spray re-certification and handcuffing. Officers will be required to participate in low level light exercises that involve both manikins and live actors stressing shoot/no shoot decision making situations. This will be a physically demanding phase. [We will complete a wellness check before & after for injuries and adjust training accordingly]. Officers are required to bring their vest, duty belt and all duty belt equipment along with at least one flashlight. Officers should wear active wear and bring athletic type shoes. No sweatpants or shorts are permitted.

Instructor/Trainer Name & PSN: SGT Lyons

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 4-28-14

LAST NAME: [redacted]

AGENCY: [redacted]

LOCATION: ✓ Training Center ✓ Range _____ Other: _____

Course Title Patrol Rifle

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Colt		5.56	[redacted]
2.			
3.			
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PR88	OK
2.	
3.	
4.	

COMMENTS: EO Tech L3

Instructor / Trainer Name & PSN: [redacted] 254

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

May 7th, 2014 1300-1500 Legal Update with Andy French

WILEY JONES

[redacted]

TOM HUPP

DOUG HESLER

[redacted]

HOWARD SLOOP

MATT NICLEY

TIM BEATTY

MIKE SOCI

BEN ALBRITTA

[redacted]

TODD COMER

JAMES SWEARINGEN

REP A. J. THOMPSON

SCOTT A. MILLER

RAYMOND STEWART

JAY PHARES

JOSEPH AVOZIK GTPD

JOHN BRUN

RONALD HESS

JASON KRAMER

"Below 100"

Certificate of Attendance

[redacted]

May 19, 2014

Together,
We Can Get
Below 100

WEAR YOUR SEATBELT.
WEAR YOUR VEST.
WATCH YOUR SPEED.
WIN – WHAT'S IMPORTANT NOW?
REMBER: COMPLACENCY KILLS!

Travis Yates

Below 100 Instructor

BUTLER TECH

LAW ENFORCEMENT INSTITUTE

THIS IS TO CERTIFY THAT

[redacted]

Has successfully completed 40 hours of Advanced Law Enforcement training in

DRIVING INSTRUCTOR DEVELOPMENT COURSE

Held at the Public Safety Education Center on
06/9/2014 – 06/13/2014

Butler Technology
and Career Development Schools

Michael Brockman

Instructor – Michael Brockman – BAS 21310

RECORD OF TRAINING

RANK/TITLE: Patrol officer DATE: 7-14-14

LAST NAME: [redacted]

AGENCY: Miami TWP LOCATION: Range

COURSE TITLE: Phase II HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	22	.40	[redacted]

SCORE: (PASS) FAIL

COMMENTS: During this phase, officers will participate in live fire exercises. There will also be force on force scenarios using different techniques such as diamond formations. A lecture will be given on solo officer engagement tactics for active killer events such as mall, school and work-place shootings. Officers are required to bring their vest, duty belt and drinks for hydration. Tasers and flashlights will not be needed. You will be notified via email when your date is confirmed.

Instructor/Trainer Name & PSN: SGT. [illegible]/116

RECORD OF TRAINING

RANK/TITLE: Patrol Officer DATE: 7-14-14

LAST NAME: [redacted]

AGENCY: Miami TWP LOCATION: Range

COURSE TITLE: Phase IV HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	22	.40	[redacted]

SCORE: PASS FAIL

COMMENTS: During this phase, officers will participate in live fire exercises. There will also be force on force scenarios using different techniques such as diamond formations. A lecture will be given on solo officer engagement tactics for active killer events such as mall, school and work-place shootings. Officers are required to bring their vest, duty belt and drinks for hydration. Tasers and flashlights will not be needed. You will be notified via email when your date is confirmed.

Instructor/Trainer Name & PSN: SGT. M[illegible]/116

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 9-10-14

LAST NAME: [redacted]

AGENCY: Miami TWP P.D. PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range _____ Other: _____

Course Title Phase III

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Glock	42	.380	
	3. Remington	870	12g	
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2. Pass	OK
3. Pass	OK
4.	

COMMENTS: Fraud against Seniors, Taser Lecture Record, Crowd Control Techniques w/ use of force review, Gas mask test fit, Firearms Regual

Instructor / Trainer Name & PSN: [redacted] 284

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Certificate of Training

[redacted]

Miami Twp. Police Department

has successfully completed the 16-hour

Advanced Roadside Impaired Driving Enforcement

(A.R.I.D.E.)

training provided by the IACP

October 15-16, 2014

Dayton Police Academy

Lead Instructor

Ohio DEC Program State Coordinator

Ohio State Highway Patrol

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Domestic Violence with Lethality Factors

Completed on: 2/18/2015 6:34:12 PM

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

March 12, 2015

by completing the following exam:

Inquiry Test

This certificate is good through

March 12, 2017

OHIO

PEACE OFFICER TRAINING ACADEMY

eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Awareness of Cultural Diversity

Completed on: 5/13/2015 9:36:33 PM

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol Officer DATE: 5-23-15

LAST NAME: [redacted]

AGENCY: Miami TWP PD LOCATION: MTPD + Franklin Range

COURSE TITLE: State Qual HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	22	40	[redacted]
Remington	870	12g	
Colt	M16 A1	223/556	
Glock	42	380	
—	—	—	—

SCORE: (PASS) FAIL

COMMENTS: Policy Review, Building Searches, State Pistol, Shotgun, Rifle + Eotech Qual

INSTRUCTOR: SGT. [signature] #45

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Crimes Against Children

Completed on: 7/4/2015 7:42:22 PM

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Interviewing the Crime Victim

Completed on: 7/29/2015 11:14:55 PM

MEMORANDUM

TO: [redacted]

FROM: Sgt. Kevin Landis #59

DATE: January 9, 2016

RE: Corrective Counseling for violation of rules conduct

On 1/7/16 at the start of the shift you were pulling car 606 out of the sally-port via the east door. You pushed the button to close the west door, and apparently either in absent mind or accidentally pressed the button on the garage door remote for the east door. You stopped under the closing east door to let other cruisers by, and the door closed on car 606. This caused the garage door to break off an antenna on the top of the cruiser, destroying it. You are required to operate with care and proper judgement when operating a township owned vehicle.

Therefore, you are being issued a Corrective Counseling reduced to writing for a violation of the Rules of Conduct, Rule 3.11, under Uniform, Equipment, and Appearance.

Further, you are being cautioned that future violations of this nature may result in more stringent action being taken.

Sgt Landis #59

Sgt. Kevin Landis #59

I have read and understand the above letter of corrective counseling. My signature is acknowledgement of receipt only and does not imply my concurrence with the contents.

[redacted]

1-9-16

Date

Miami TOWNSHIP Community of Partnerships

OHIO

PEACE OFFICER TRAINING ACADEMY

eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Companion Animal Encounters

Completed on: 2/7/2016 8:25:52 PM

OHIO

PEACE OFFICER TRAINING ACADEMY

eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Disability Training for Emergency Planners

Completed on: 2/7/2016 11:00:51 PM

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol officer DATE: 3-14-16

LAST NAME: [redacted]

AGENCY: Miami Township P.D. LOCATION: Franklin Range

COURSE TITLE: State Qual HOURS ATTENDED: 2

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]
Remington	870	12g	
Colt	M16	5.56	
Glock	42	.380	

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL, SHOTGUN, RIFLE QUAL. EO TECH OPTIC

INSTRUCTOR: SGT. [signature] #45

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the Webcast course

Policing in the 21st Century: Community Relations

issued on

May 2, 2016

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the Webcast course

Policing in the 21st Century: Use of Force and De-Escalation

issued on

May 2, 2016

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Human Trafficking 2016 Update

Completed on: 5/2/2016 3:00:12 PM

[redacted] (OFFICER NAME)

5-12-16 (DATE)

M. [illegible] (INSTRUCTOR)

TRAINING ACADEMY

TASER

Recommended TASER® X26 / M26 / X3 User Certification Checklist

These requirements are considered to be the basis for a sound understanding of how and when to use the TASER device and should be completed prior to deployment. A copy of each user's Certification Test should be kept in department records to validate certification.

___ **Complete minimum 6 hours of instruction:**
The user should have completed a minimum of 6 hours of instruction under the guidance of a certified instructor. Coursework shall include all topics in User Lesson Plan, including all drills and functional demonstrations.

___ **Pass Written Examination**
User should pass written examination with a score of 80% or greater.

___ **Pass Functional Test**
User should pass all functional tests listed on the User Certification Application

___ **Discharge two TASER Cartridges or two Smart Cartridges (at least one simulation cartridge for scenario training recommended)**
The user should discharge two (2) cartridges to both familiarize the user with the functions of the system as well as to test aptitude. A minimum of two (2) cartridges must be discharged for certification. The user must be able to hit the target from 8 feet without the laser sight, and must be able to hit the target from 12 feet using a laser sight and discharging two cartridges within 10-second time limit. Students who do not hit the target should be run through aiming drills, and directed to discharge again. Users should not be qualified until they have passed both firing tests.

User Certification is valid for a period of one year. Users must re-certify annually.

Re-certification Checklist

✓ **Pass Functional Test**
User must pass all functional tests listed on the User Certification Application.

✓ **Fire a minimum of two (2) cartridges**
The user must fire a minimum of two (2) cartridges to both re-familiarize the user with the functions of the system as well as to test aptitude. These can be standard duty cartridges fired at a target, or blue (LS) simulation cartridges used in conjunction with the simulation suit.

The time minimum for re-certification is left to each agency. It is suggested Instructors go over tactics, overview of how the devices work, and policy issues.

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The Ohio Ethics Commission

This is to certify that [redacted]

has successfully completed The Ohio Ethics Law: Cultivating Good Governance course, and is therefore awarded this certificate of completion.

Susan Willeke

Authorized Signature

Date: June 14, 2016

Practical Event Score Sheet

Employee Name: [redacted] Date(s): 7-27-16

Location: Butler Tech

EVENT	SPO Test Attempt #1 (Initial)		SPO Test Attempt #2 (Initial)	
	Pass	*Fail*	*Pass*	*Fail*
1. Apex (60 Sec.)	✓			
2. Controlled Braking				
3. Controlled Weave (90 Sec.)	✓			
4. Dynamics Park (120 Sec.)	✓			
5. Evasive Maneuver				
6. Fast Back (15 Sec.)	✓			
7. Interchange of Traffic Lanes (30 Sec.)	✓			
8. Pursuit Turns (45 Sec.)	✓			
9. Reverse Curves (60 Sec.)	✓			
10. Shuffle Steering (40 Sec.)	✓			
11. Straight Line Braking Left				
12. Straight Line Braking Right				

Testing Instructor Signature: B. Jones

Employee Signature: [redacted]

Additional documentation may be attached to this form concerning student failure and remedial training if necessary.

Miami Township Police Department Training Sheet

Topic: EVOC Pratcial Driving Course

Date	Officer	Signature
9-20-16	Ben Albert	
8-8-16	Tim Beatty	
	John Brun	
7-27-16	Kory Caldwell	
9-22-16	Todd Comer	
8-8-16	Shane Duffey	
7/22/16	Jason Etter	
7/27/16	Julie Fiebig	
9-20-16	Crystal Hart	
7/27/16	Doug Hesler	
	Ron Hess	
8/8/16	Tom Hupp	
	Russ Johnson	
7-27-16	Bill Jones	
8-10-16	Kevin Landis	
	John Magill	
27-JUL-16	Pat McCoy	
9-22-16	Scott Miller	
7-22-16	Jim Neer	
7-22-16	Paul Nienhaus	
7-27-16	Dave Ooten	
9-22-16	Jay Phares	
07/27/16	Sean Powell	
8-8-16	Dave Ratay	
8-20-16	Bob Sakal	
9-20-16	Josh Samples	
8-8-16	Craig Sanders	
9-22-16	[redacted]	
8/8/16	Tyler Simpson	
9-22-16	Mike Siney	
07-27-16	[redacted]	
9-20-16	Greg Stites	
9-22-16	Raymond Swallen	
8-8-16	James Swearingen	
9/20/16	Shawn Todd	
9-22-16	Dan Wessling	
7-27-16	[redacted]	
9-20-16		

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Officer DATE: 10-11-16

LAST NAME: [redacted]

AGENCY: Miami Township Police Dept. LOCATION: FRANKLIN PD RANGE

COURSE TITLE: PISTOL QUAL HOURS ATTENDED: 1/2

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Taurus	Judge	45	[redacted]

SCORE: (PASS) FAIL

COMMENTS:

INSTRUCTOR : S. MILLER #58

Certificate of Completion

Field Training Officer
"Training You to Train Others"

[redacted]

Presented By the
University of Dayton Department of Public Safety

UNIVERSITY of DAYTON
Department of Public Safety

Rodney Chatman, Executive Director/Chief of Police

Scott Hughes/Matt Wilcher, Instructors

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Law Enforcement Sexual Harassment Awareness Training

Completed on: 1/4/2017 9:45:49 PM

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

SB 77's Effect on Investigative Procedures

Completed on: 1/4/2017 10:16:11 PM

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the Webcast course

Trauma Informed Policing

issued on

January 18, 2017

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the Webcast course

Procedural Justice & Police Legitimacy

issued on

February 13, 2017

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

March 12, 2017

by completing the following exam:

Inquiry Test

This certificate is good through

March 12, 2019

TASER

TRAINING ACADEMY

TASER Conducted Electrical Weapon

TASER Certified End User Certificate

[redacted]

*This certifies that the above named individual ("the Student") has completed the training required and has passed a written examination in the use of the TASER_**X26P*** Conducted Electrical Weapon. *By accepting this User Certificate, the Student accepts the terms of the TASER Training Materials License Agreement, incorporated herein by reference, and agrees to be bound by its terms as a Licensee of TASER International, Inc. This certification must be renewed annually.*

Instructor: Sgt. Mike Siney Date: 04/20/2017

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the advanced training course

06-214-17-01: Photography for Investigators

at the Ohio Peace Officer Training Academy given

April 11, 2017

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Training Commission

DATE CERTIFICATE PRINTED: May 3, 2017

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the advanced training course

06-228-17-01: Evidence Technician

at the Ohio Peace Officer Training Academy given

April 17 - 28, 2017

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Training Commission

DATE CERTIFICATE PRINTED: May 3, 2017

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

2017 Legal Update: Civil Liability for Officers

Completed on: 5/3/2017 10:42:40 PM

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

2017 Legal Update: Search and Seizure Law

Completed on: 5/3/2017 10:54:24 PM

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Officer DATE: 5-5-17

LAST NAME: [redacted]

AGENCY: Miami TWP P.D. LOCATION: Franklin Range

COURSE TITLE: State Qual HOURS ATTENDED: 5

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]
Glock	42	380	
Colt C-1	M4	223/556	
REMINGTON	870	12GA	
—	—	—	

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL, SHOTGUN, RIFLE QUALIFICATION, DISTANCE SHOOTING, MOVE & SHOOT, SHOTGUN TOURNIQUET DRILL, DOT TORTURE

INSTRUCTOR: S. MEYER #58

Miami Township Police Department
RADAR/LIDAR Certification

[redacted]

Has successfully completed a course of instruction 7/15/2017, and practical application 8/8/2017 in RADAR/LIDAR speed measurement.

#70

Officer Tyler Simpson,
RADAR/LIDAR Certified Instructor

POLICE DEPARTMENT TWP. OF MIAMI

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol Officer DATE: 10/24/17

LAST NAME: [redacted]

AGENCY: Miami TWP P.D. LOCATION: Franklin Range

COURSE TITLE: State Qual HOURS ATTENDED: 2

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	22	40	[redacted]
* Glock	17	9	
Colt	M4	.223	
—	—	—	
—	—	—	

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL QUAL, PISTOL DRILLS, STATE CARBINE QUAL ON NEW SIG ROMEO 4T OPTIC

INSTRUCTOR: SGT. [signature] #45

BASIC LIFE SUPPORT **BASIC LIFE SUPPORT**

BLS Provider

American Heart Association.

PEEL HERE

[redacted]

The above individual has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association Basic Life Support (CPR and AED) Program.

11-1-17 — Issue Date

11-1-19 — Recommended Renewal Date

Training Center Name: Washington Twp F.D. — TC ID #

TC Info: City Centerville, OH ZIP 45459 — TC Phone

Course Location: 2660 Lyons Rd, Miamisburg

Instructor Name: Russ Sweet — Inst. ID #: #10102094116

Holder's Signature

© 2015 American Heart Association *Tampering with this card will alter its appearance.* 15-1805

This card contains unique security features to protect against forgery.

15-1805 11/15

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol Officer DATE: 4-30-2018

LAST NAME: [redacted]

AGENCY: Miami Township Police LOCATION: Franklin Range

COURSE TITLE: State Qualification HOURS ATTENDED: 3

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]
Colt	M4	.556	
Remington	870	12g	
Glock	42	.380	
Glock	22	.40	
Star	B	9mm	

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL, SHOT GUN RIFLE (w/ SIG OPICS QUAL.

INSTRUCTOR: SGT. [signature] #45

Certificate of Achievement

CIT

Awarded to

[redacted]

MIAMI TOWNSHIP

Who has successfully completed the Instruction for the

Montgomery County
40 Hour – Mental Health
Crisis Intervention Team Certification

January 14-18, 2019

CIT Coordinator
Montgomery County ADAMHS Board

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

March 11, 2019

by completing the following exam:

Inquiry Test

This certificate is good through

March 11, 2021

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: Miami TWP PD

Training Location: Franklin Range

Course Title: State Qual Date 4-23-19

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
Glock	17	9mm	[redacted]	P
Remington	870	12g		P
Colt	M4	5.56		P
Glock	22	40		P
Glock	42	.380		P
—	—	—	—	—

Comments:

DEPT RIFLE, STATE PISTOL, SHOTGUN, RIFLE QUAL.

Instructor: SGT. [signature] #45

POLICE DEPARTMENT

CHIEF OF POLICE RONALD L HESS 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342

police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: Miami TWP P.D.

Training Location: Franklin Range

Course Title: State Qual Date 5-6-2020

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
Glock	17	9mm	[redacted]	P
Colt	M4	5.56		P
Remington	870	12g		P
Scattergun Tech	870	12g		P
Glock	22	.40		P
Glock	42	.380		P

Comments:
ROMEO OPTIC ON AR (PD FIREARM)

Instructor: SGT. [signature] #45

MIAMI TOWNSHIP POLICE
POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

GLOCK CERTIFICATE

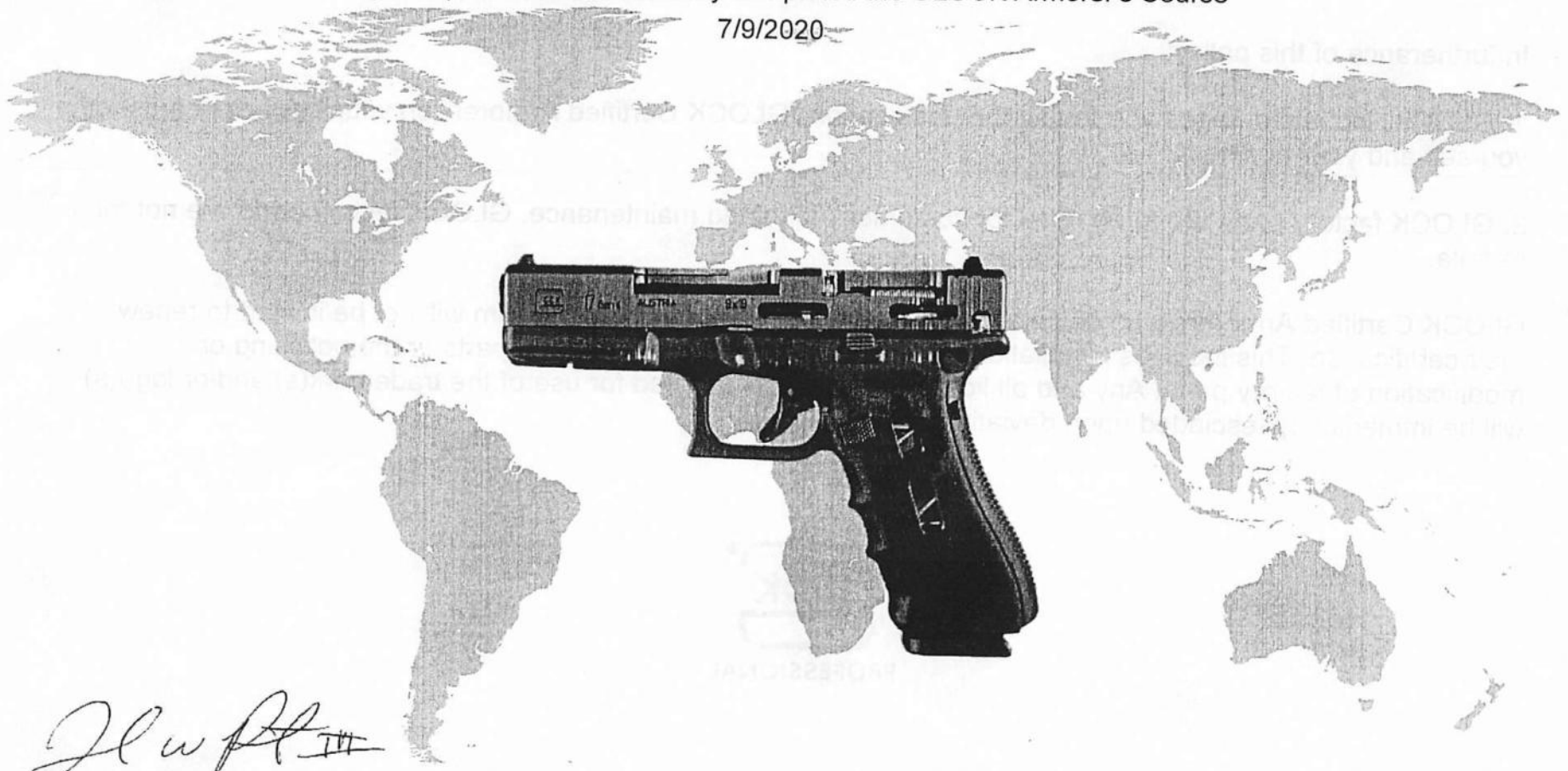
Armorer's Course - 8 Hrs

PERFECTION

[redacted]

has participated and successfully completed the GLOCK Armorer's Course

7/9/2020



Joseph Parent III
Director of Training

Valid until 7/9/2023

[redacted]
GLOCK Certified Armorer

GLOCK Certified Armorer Policy on Professionalism

GLOCK Certified Armorers have long been known for their professionalism and expertise. The purpose of certification of GLOCK Armorers is to facilitate the professional handling of required maintenance of GLOCK pistols. More specifically, it is our intention that only GLOCK Certified Armorers work on GLOCK pistols. It is the belief of GLOCK, Inc. that this policy best ensures the safety of GLOCK customers and the integrity of GLOCK pistols.

In furtherance of this policy:

1. GLOCK, Inc. encourages you to use the designation "GLOCK Certified Armorer" on your business cards for yourself and your business.

2. GLOCK factory parts are to be used for customer requested maintenance. GLOCK factory parts are not for re-sale.

GLOCK Certified Armorers who deviate from these standards of professionalism will not be invited to renew their certification. This includes installation or recommendation of aftermarket parts or the polishing or modification of factory parts. Any and all licenses previously granted for use of the trademark(s) and/or logo(s) will be immediately rescinded upon deviation from this policy.

SILVER STATE PUBLIC SAFETY ACADEMY

Silver State Consulting Group LLC

CERTIFICATE OF COMPLETION

Awarded To

[redacted]

For Completing

Policing in Black & White: Implicit Bias and Racial Profiling

Date: 2020-07-24

Course Credit: 2 HOURS

cert_9mv51f31

SILVER STATE
CONSULTING GROUP LLC

Silver State Consulting Group LLC

CERTIFICATE OF COMPLETION

Awarded To

[redacted]

For Completing

Crisis Response: De-Escalation Techniques

Date: 2020-07-25

Course Credit: 2 HOURS

cert_v2gj0y6s

Certificate

This is to certify that

LGBTQ+ Awareness for Law Enforcement

has been awarded to

[redacted]

Credit Hours: 8

Issued on: 8/3/2020

Grades fo[redacted]

Arrange By

Due Date ⌄ Apply

NAME	DUE	STATUS	SCORE	OUT OF	
Certificate Date Test			-	0	ⓘ
Course Quiz Test			19	20	
TEST			**95%**	19.00 / 20.00	
TOTAL			**95%**	**19.00 / 20.00**	

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: Miami TWP Police Dept.

Training Location: County Range

Course Title: State Qual Date 5-13-21

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
Glock	17	9mm	[redacted]	✓
Colt	M4	556		✓
Remington 870	870	12g		✓
Glock	42	380		✓
Glock	22	40		✓
SHOTGUN TECH	870	12GA		✓

Comments:
STATE PISTOL, SHOTGUN, RIFLE QUAL. LESS LETHAL SHOTGUN QUAL.

Instructor: LT. [signature] #45

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

i. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. **TEMPORARY AIRMAN CERTIFICATE**

iii. CERTIFICATE NO.
PENDING

THIS CERTIFIES THAT iv. [redacted]
v.

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY	vi.
[redacted]							

ance on the

RATINGS AND LIMITATIONS
xii. SMALL UNMANNED AIRCRAFT SYSTEM

xiii.

vii. AIRMAN'S SIGNATURE

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE

BY DIRECTION OF THE ADMINISTRATOR

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.

x. DATE OF ISSUANCE [redacted] 11:45:23 AM

xi. SIGNATURE OF EXAMINER OR INSPECTOR
MANAGER, AIRMEN CERTIFICATION BR
IACRA E-SIGNED APPLICATION

DATE DESIGNATION EXPIRES

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION Application Number: 3235394 IACRA Equivalent

XIV. CONDITIONS OF ISSUANCE

This is an interim certificate issued subject to the approval of the Federal Aviation Administration pending the issuance of a certificate of greater duration. It becomes void –

1. Upon the receipt of a certificate of greater duration to replace it;
2. Upon a finding by the FAA that an error has been made in its issuance;
3. Upon a finding by the FAA that is was issued illegally or as the result of fraud or mis-representation;
4. Upon the refusal or failure by the holder to accomplish a flight check by a Flight Standards Inspector if so requested; and
5. In any case, at the expiration of 120 days from date of issuance.

U.S. DEPARTMENT OF TRANSPORTATION
Federal Aviation Administration
Airman Knowledge Test Report

NAME: [redacted]

FAA TRACKING NUMBER (FTN): [redacted] **EXAM ID:** [redacted]

EXAM: Unmanned Aircraft General - Small (UAG)

EXAM DATE: [redacted] **EXAM SITE:** [redacted]

SCORE: 78% **GRADE:** Pass **TAKE:** 1

The Airman Certification Standards (ACS) codes listed below represent incorrectly answered questions. These ACS codes and their associated Areas of Operation/Tasks/Elements may be found in the appropriate ACS document at http://www.faa.gov/training_testing/testing/acs.

A single code may represent more than one incorrect response.

UA.I.B.K1 UA.I.B.K21b UA.I.B.K24 UA.I.E.K1 UA.I.E.K3d UA.II.A.K1c UA.II.A.K2 UA.III.A.K2 UA.III.A.K3 UA.III.B.K1a UA.III.B.K1g UA.IV.A.K1b UA.V.C.K1

EXPIRATION DATE: 04/30/2024

DO NOT LOSE THIS REPORT

AUTHORIZED INSTRUCTOR'S STATEMENT: (if applicable)
On _____ (date) I gave the above named applicant _____ hours of additional instruction, covering each subject area shown to be deficient, and consider the applicant competent to pass the knowledge test.

Name_____

Cert. No._____ *(print clearly)*

Type of instructor certificate_____

Signature _____

FRAUDULENT ALTERATION OF THIS FORM BY ANY PERSON IS A BASIS FOR SUSPENSION OR REVOCATION OF ANY CERTIFICATES OR RATINGS HELD BY THAT PERSON.
ISSUED BY: PSI Services LLC
FEDERAL AVIATION ADMINISTRATION

THIS INFORMATION IS PROTECTED BY THE PRIVACY ACT. FOR OFFICIAL USE ONLY.

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Community Diversity and Procedural Justice

Date: April 22, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ethics and Professionalism

Date: April 22, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Domestic Violence Legal Updates

Date: April 23, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Hate Crimes

Date: April 24, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Custodial Interrogation

Date: April 24, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Hazing

Date: April 24, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Medical Marijuana

Date: April 24, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

New and Updated Criminal Charges

Date: April 24, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO ATTORNEY GENERAL
PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Mental Health Response

Date: April 24, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Biological Evidence Collection for Sexual Assaults

Date: April 21, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ohio Forfeiture Laws

Date: April 27, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Use of Restraints

Date: April 28, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Crisis Intervention

Date: April 28, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Responding to Sexual Assault

Date: April 29, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

BCI Lethal Use of Force and OIS Investigations

Date: April 29, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Officer Wellness Seminar

Date: April 30, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ohio Public Records Law

Date: May 01, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

Name [redacted]

Agency: Miami Township Police Department

Training Location: MCSO Range

Course Title: State Qual Date 5-23-22

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
Glock	17	9mm	[redacted]	PASS
Glock	22	.40		PASS
Glock	42	.380		PASS
Remington	870	12g		PASS
Colt	M4	556		PASS
Scattergun Tech	870 Less Lethal	12ga		PASS

Comments: STATE QUAL

Instructor: Det. Miller SMILLER #58 REQ08684

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Concealed Firearm Carry
Changes

Date: July 27, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Trauma and the Brain

Date: September 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Child Abuse and Neglect

Date: September 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Companion Animal Encounters

Date: September 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Search Warrant Preparation

Date: September 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Sexual Assault Investigations

Date: September 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Use of Deadly Force and
Legal Guidelines

Date: September 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Vicarious Trauma

Date: September 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO ATTORNEY GENERAL
PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Diversity and Cultural Competency for Law Enforcement

Date: December 03, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

March 3, 2023

by completing the following exam:

Inquiry Test

This certificate is good through

March 3, 2025

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ohio School Threat Assessment

Date: March 05, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Arrest, Search, and Seizure 2023

Date: April 07, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

NIBIN

Date: April 07, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO ATTORNEY GENERAL

PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

First Amendment
Auditing

Date: May 03, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates 2023 -
Part 1

Date: May 31, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates - Part 2

Date: June 08, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates 2023 -
Part 3

Date: June 14, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

NAME: [redacted]

AGENCY: MTPD TRAINING LOCATION: MCSO RANGE

COURSE TITLE: STATE QUALIFICATION COURSE DATE: 06/08/23

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
GLOCK	17	9MM	[redacted]	PASS
REMINGTON	870	12GA	RANGE GUN	PASS
SCATTERGUN TECH/REMINGTON	870 LESS LETHAL	12 GA BEAN BAG ROUND	RANGE GUN	PASS
GLOCK	42	.380	[redacted]	PASS
GLOCK	22	.40		PASS
COLT	M4	5.56MM		PASS

COMMENTS: STATE PISTOL, SHOTGUN, RIFLE, LESS LETHAL SHOTGUN QUALIFICATIONS. SIG OPTIC ON RIFLE.

INSTRUCTOR: SMELLER 58 RLQ 08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

[redacted]

has completed the course and is now certified in

Mental Health First Aid for Public Safety

and has been trained to provide initial help to someone experiencing a mental health or substance use challenge.

Charles Ingoglia

Chuck Ingoglia
President & CEO
National Council for Mental Wellbeing

This course is eligible for 6.5 hours of continuing education credits.

6.5 CPT Hours. approval under OAC 109:2-18-03 (A)(4)(C).

Mental Health FIRST AID

from NATIONAL COUNCIL FOR MENTAL WELLBEING

National Council for Mental Wellbeing operates Mental Health First Aid in the USA. The National Council for Mental Wellbeing and the Missouri Department of Mental Health founded Mental Health First Aid USA.

This certificate became **effective** on:

August 24, 2023

Date

This certificate **expires** three years from the date it became effective.

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Safe at Home

Date: September 12, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Distracted Driving

Date: September 12, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

NIBIN II

Date: September 12, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Testifying in Court

Date: September 12, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Preserving Cellphone Evidence

Date: September 12, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Concealed Firearm Carry
Changes

Date: September 12, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ethics and Professionalism

Date: September 13, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Interviewing the Crime Victim

Date: September 15, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Vehicle Inventory

Date: September 15, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Critical Thinking in Use of Force Situations

Date: September 16, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Report Writing 2023

Date: October 06, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

FAA
Aviation Safety

Certificate of Achievement

This is to certify that

[redacted]

has successfully completed the
FAA Safety Team Aviation Learning Center Online Course

Part 107 Small Uas Recurrent

Course Number ALC-677
Presented by FAASTeam
March 7, 2024

Certificate Number [redacted]

Patricia Mathes, Manager, National FAA Safety Team

Cut out the small certificate above and keep with your airman certificate. You should keep the remainder of this sheet in a safe place in case you lose your certificate above.

Your Name	[redacted]
Your faasafety.gov Registered Username	
Course Completed	Part 107 Small Uas Recurrent
Course Completion Date	March 7, 2024
Course Completion Certificate Number	[redacted]

GLOCK CERTIFICATE

Armorer's Course - 8 Hrs

PERFECTION

[redacted]

has participated and successfully completed the GLOCK Armorer's Course

2/6/2024

Joseph Parent III
Director of Training

Valid until 2/6/2027

[redacted]
GLOCK Certified Armorer

GLOCK Certified Armorer Policy on Professionalism

GLOCK Certified Armorers have long been known for their professionalism and expertise. The purpose of certification of GLOCK Armorers is to facilitate the professional handling of required maintenance of GLOCK pistols. More specifically, it is our intention that only GLOCK Certified Armorers work on GLOCK pistols. It is the belief of GLOCK, Inc. that this policy best ensures the safety of GLOCK customers and the integrity of GLOCK pistols.

In furtherance of this policy:

1. GLOCK, Inc. encourages you to use the designation "GLOCK Certified Armorer" on your business cards for yourself and your business.

2. GLOCK factory parts are to be used for customer requested maintenance. GLOCK factory parts are not for re-sale.

GLOCK Certified Armorers who deviate from these standards of professionalism will not be invited to renew their certification. This includes installation or recommendation of aftermarket parts or the polishing or modification of factory parts. Any and all licenses previously granted for use of the trademark(s) and/or logo(s) will be immediately rescinded upon deviation from this policy.

PROFESSIONAL

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

2024 CPT - NIBIN Overview Course

June 07, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

NAME: [redacted]

AGENCY: MTPD TRAINING LOCATION: FRANKLIN RANGE

COURSE TITLE: STATE QUALIFICATION COURSE DATE: 07/18/24

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
GLOCK	45	9MM	[redacted]	PASS

COMMENTS: STATE PISTOL QUALIFICATION. HOLOSUN SCS ON PISTOL

INSTRUCTOR: #58

REQ # 08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

THE STATE OF OHIO

KEITH FABER
OHIO AUDITOR OF STATE

The Ohio Auditor of State's Office

certifies that

[redacted]

has successfully completed

Fraud Reporting and Training

July 31, 2024

Keith Faber
Ohio Auditor of State

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates 2024

August 16, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

2024 CPT - Victims' Rights - Marsy's Law

August 16, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

CPT 2024 - Responding to Mental Health Issues

August 17, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

2024 CPT - Crisis Mitigation

August 18, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: Miami Township Police Dept.

Training Location: Franklin Police Range

Course Title: _____ Date 9-29-24

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
Glock	22	40	[redacted]	PASS
Glock	42	380		PASS
Colt	M4	223		PASS

Comments:

Instructor: [signature] #58 REQ 08684

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

FIREARMS QUALIFICATION FORM

NAME: [redacted]

AGENCY: MTPD TRAINING LOCATION: 8820 KINGSRIDGE DR.

COURSE TITLE: LESS LETHAL SHOTGUN QUALIFICATION DATE: 12/26/24

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
REMINGTON	870	12 GUAGE	RANGE GUN	PASS

COMMENTS: LESS LETHAL SHOTGUN QUALIFICATION.

INSTRUCTOR:_____
SGT. SCOTT MILLER REQ# 08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

STOP STICK®

CERTIFICATE
OF COMPLETION

Date: 01/10/2025

Course Length: 2.5 Hours

THIS CERTIFICATE IS AWARDED TO

[redacted]

Miami Township Police Department

For Attendance and Successful Completion of the Officer & Instructor Training Course for the Recommended Deployment Best Practices, Safe Use, and Reporting of the STOP STICK® Tire-Deflation Devices.

Conducted at: Brookville Police Department, 301 Sycamore Street, Brookville, OH, 45309

Adam Freeman

As Attested to by the Above Course Instructor

Exhibit 2

PERSONNEL RECORD

NAME: [redacted]

DUTY ASSIGNMENTS: Date:	Position:	DISCIPLINES & LETTERS OF APPRECIATION/COMMENDATION Date:	Type:
[redacted]	F.T. Patrol	08/16/2000	Provident Bank – Bank Robbery
		10/02/2001	OIC Appreciation on Signal 99 Assistance
		08/21/2002	NNO 2002 Participation Thank You
		04/25/2007	Moraine Police Thank You
		10/29/2013	Letter of Commendation
		01/06/2014	Written Commendation
		09/30/2016	Citizen Appreciation
		09/22/2017	Letter of Commendation - MMC
		01/12/2018	Citizen Appreciation
		03/14/2019	Letter of Appreciation
		10/19/2019	Life Saving Award
		10/19/2019	Proclamation from The State of Ohio, Ohio Senate
		10/19/2019	Safe Driving Award
		01/01/2020	Citizen Appreciation
		09/09/24	Commendation
		10/02/24	Commendation

DAMAGED EQUIPMENT:

Date:	Type:

MIAMI TOWNSHIP

2660 Lyons Road Miami Township, Ohio 45342

Police Department • John C. Krug, Chief

Phone (937) 433-4400
www.miamitownship.com

February 24, [redacted]

[redacted]

Dear [redacted]

Congratulations! You passed the written examination for the Miami Township Police Department with a score of 81 which placed you in the top fifteen candidates who will move to Step 2, the Oral Interview.

Oral Interviews will be held on Monday, March 6 and Tuesday, March 7, [redacted] Your interview has been scheduled for March 6, [redacted] at 3:00 P.M. The interview should last one hour and will be held in the Chief's Complex, Miami Township Police Department. Please arrive ten minutes prior to your scheduled interview time. If you decide not to participate in the Oral Interview process, please call and advise me of your decision.

Enclosed are several documents that need your attention. They include the following:

Applicant Supplemental Questionnaire – must be fully completed, the last page must be signed in the presence of a notary and notarized, and returned to me by March 3, [redacted] at 5:00 P.M.

Police Officer Questionnaire – Complete this document in its entirety **only if you have been employed as a law enforcement officer** and return with your Applicant Supplemental Questionnaire by March 3, [redacted] at 5:00 P.M.

Trans Union Consumer Report Disclosure – Read the document, initial and date, and return with your Applicant Supplemental Questionnaire by March 3, [redacted] at 5:00 P.M.

Trans Union Consumer Report Authorization – Read the document, sign and date it, and return with your Applicant Supplemental Questionnaire by March 3 [redacted] at 5:00 P.M.

Authorization For Release of Information – Read the document, fill-in all information at the bottom of the second page, sign it in the presence of a notary and have it notarized, and return with the Applicant Supplemental Questionnaire by March 3, [redacted] at 5:00 P.M.

ALL DOCUMENTS MUST BE PROPERLY COMPLETED AND RETURNED BY MARCH 3, [redacted] AT 5:00 P.M. FOR YOU TO PARTICIPATE IN YOUR SCHEDULED ORAL INTERVIEW.

Again, congratulations to you on doing well on the Written Examination and good luck to you in the Oral Interview. As I previously indicated, the Oral Interview process will be used as a means to narrow the group of top fifteen applicants to a group of ten candidates.

If you have questions, please feel free to give me a call.

Sincerely,

John C. Krug, CLEE
Chief of Police

Enclosures: 5

JCK/ds

Personnel Order

Miami Township Police Department

P.O. Number 00-007

To: All Personnel

From: John C. Krug
Chief of Police

Re: New Employees

Date: May 3, [redacted]

On Thursday, May 4, [redacted] three new officers will begin their careers with the Miami Township Police Department.

1. [redacted] will be assigned to [redacted] rotation, and will be assigned to work with Field Training Officer Rich Blackburn.

2. [redacted] will be assigned to [redacted] rotation, and will be assigned to work with Field Training Officer Dan Hovey.

3. Ofcr. Jason Etter will be assigned to [redacted] rotation, and will be assigned to work with Field Training Officer Terry Garrison.

Authority: _____ May 3, [redacted]
John C. Krug, Chief of Police

MTPD # 79

AUTHORIZATION FOR DUES DEDUCTION

FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL, INC.

222 E. Town St., Columbus, Ohio 43215

1-800-FOP-OLCI

I, the undersigned, hereby authorize my Employer to check off and deduct from my payroll an amount equal to dues, remitting directly to the F.O.P. Ohio Labor Council, Inc.

(PLEASE PRINT)

Place of Employment Miami Township

Name of *Employe*[redacted]

Home Address[redacted]

City[redacted]

Pho[redacted]

Classification Police Officer

Department Miami [redacted] Police Department

Signature[redacted] Date 5-4-[redacted]

Mail white copy to FOP-OLC at above address

Present card to your Auditor

Read

Provident Bank
One East Fourth Street
Cincinnati, Ohio 45202
Phone: (513) 579-2000

Mr. David Coffey, Ms. Shirley Oenintanski Mr. Doug Zink,
Miami Township Board of Trustees
2660 Lyons Road
Miamisburg, Ohio 45342

August 16, 2000

The Provident Bank wishes to express it's deepest thanks and gratitude to the Miami Township Police, for their quick and alert actions.

On August 9, 2000 the Provident Bank, Dayton Mall branch was robbed. This was the second robbery of the branch this year. The bank tellers called the police.

The professional demeanor of the Miami Township Police located the robbery suspect. Because of the actions of:

Dispatchers Desda Doersam & Dawn Johnson,
Officers Scott Fitzgerald, Richard, Blackburn & [redacted]
Detectives Scoot Moore, Walter Nock, & Kenny Wills
Deputy Chief John DiPietro and
Chief Chris Krug

Mr. Richard Shields was arrested and identified within ten minutes of the robbery.

Words cannot express the great feeling a police Chief experiences when all of his employees work together to successfully put a bank robber behind bars. The apprehension was a true team effort by a group of professional employees. Thanks for a great job.
Chief Krug

Tim Shannon

Tim Shannon
Security Director
The Provident Bank

Member FDIC Equal Housing Lender

PROCLAMATION

From The Miami Township

Board of Trustees

WHEREAS, the Miami Township Police Department made a dramatic apprehension of a fleeing felon following a bank robbery at Provident Bank, and

WHEREAS, the Miami Township Police Department was provided outstanding assistance by the Dayton Mall Security forces and the technology available with their camera monitoring systems, and

WHEREAS, the Miami Township community and Provident Bank were provided outstanding service by the Miami Township Police Dispatchers Dawn Johnson and Desda Doersam, Dayton Mall Security Officers Jessica Roark, Larry Jenkins, and David McGreevy as well as Officer Scott Fitzgerald, [redacted] Officer Rich Blackburn, Detective Kenny Wills, Detective Walter Nock, Detective Scott Moore, Sergeant John DiPietro and Chief Chris Krug,

THEREFORE BE IT PROCLAIMED, by the Miami Township Board of Trustees, that this proclamation for meritorious performance be provided to the individual involved in successful tracking and apprehension the Provident Bank robber along with heartfelt congratulations and appreciation of the Miami Township business community and Board of Trustees.

NOTARIAL SEAL OHIO MONTGOMERY COUNTY

Dave Coffey

Dave Coffey

Shirley Omietanski

Shirley Omietanski

Douglas J. Zink

Douglas J. Zink

Deborah M. Preston

Deborah M. Preston

Passed: August 30, 2000

OATH OF OFFICE

Rev. Code, Secs. 3.20 to .23

The State of Oh [redacted]

I, [redacted] do solemnly swear, that I will support the Constitution of the United States, and the Constitution of the State of Ohio, and will faithfully discharge the duties of police officers & constable for Miami Township in Montgomery County, State of Ohio, during my continuance in office.

[redacted]

Sworn to before me, and signed in my presence, this 3rd day of May [redacted]

Deborah M. Preston
Clerk-Treasurer

BOND

OF _____

AS Police Officer & Constable of Miami Township, Montgomery County, State of Ohio.

$ _____

Filed _____, 19__

_____ Township Clerk

RESOLUTION #[redacted]

A RESOLUTION AUTHORIZING THE HIRING OF THREE POLICE OFFICERS

Whereas, there are three vacancies to be filled in the Police Department,

Whereas, the candidates have met all of the hiring requirements,

Whereas, the Police Chief is making his recommendations,

Therefore Be It Resolved, that the Miami Township Board of Trustees authorize the hiring of the following officers at $15.55 per hour effectiv[redacted]

- [redacted]
- [redacted]
- **Jason Lee Etter**

David E. Coffey, Trustee President

Shirley E. Ometanski, Trustee Vice-President

Douglas J. Zink, Trustee

Attested:

Deborah M. Preston, Clerk-Treasurer
Passed: May 3, [redacted]

OATH OF OFFICE

Rev. Code, Secs. 3.20 to .23

The State of Ohio, Montgomery County, ss.

I, [redacted] do solemnly swear, that I will support the Constitution of the United States, and the Constitution of the State of Ohio, and will faithfully discharge the duties of police officers & constable for Miami Township in Montgomery County, State of Ohio, during my continuance in office.

[redacted]

Sworn to before me, and signed in my presence, this 3rd day of May [redacted]

Deborah M. Preston
Clerk-Treasurer

BOND

OF _____

AS Police Officer & Constable of Miami Township, Montgomery County, State of Ohio.

$ _____

Filed _____, 19__

_____ Township Clerk

Miami Township Police Department
Inter-Office Memo

Date: 10-1-00

To: Sgt. Fitzgerald

As of 10-1-00 my phone number has temp. changed to [redacted] when I find out my perm. number I will submit another memo

Received 10-1-00
FORWARDED to Major DiPietro
SGT 14

Reg's 10-1-00 To Detail, please make the change JV 10-2-00

Signed: [redacted]
MTPD # 4

Unit Number: [redacted]

Miami Township Police Department
Inter-Office Memo

Date: 10/23/00

To: Sgt. Stanyon

New Address
[redacted]

FORWARDED TO MAJ. DiPIETRO FOR FILE UPDATE.
Sgt. JL Stanyon

Signed: [redacted]
MTPD # 4

Unit Number: [redacted]

To Deana, CC to F.O.P. Det. Lowry/Moore

Memo to: Sgt. Stanyon

Memo from: [redacted]

Subject: Change of Address and Phone Number

Date: October 6, 2000

Effective 10/18/00 my new address will be: [redacted]

My new phone number will be: [redacted]

Respectfully Submitted;

[redacted]

FWD TO MAJ. DIPIETRO

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Evaluator:** Todd Stanyon

Title: Police Officer **Title:** Sergeant

Evaluation Period: From: 05/03/00 **Date of Evaluation:** 01/11/01

To: 11/03/00

Absence (Number of days/hours) See Attached **during this rating period**

Absence (Number of occasions) 0 **during this rating period**

Circle the rating for each category.

Not Applicable= NA **Does Not Meet Standards= DNMS** **Meets Standards= MS**

Exceeds Standards= ES

* A "Does Not Meet Standards" rating must have an explanation and suggestions for improvement.
* An "Exceeds Standards" rating must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. **PROFESSIONALISM**

   A. **Attendance/Punctuality** NA DNMS MS (ES)
   Reports for duty, meetings, training, etc. Appropriate use of leave time.

   B. **Clothing Appearance** NA DNMS (MS) ES
   Complies with uniform requirements - neat, clean and serviceable.

   C. **Personal Appearance** NA DNMS (MS) ES
   Personal hygiene, proper grooming.

Comments: PERFECT ATTENDANCE FOR PERIOD. ALWAYS ON TIME AND READY FOR ROLL CALL

2. JOB KNOWLEDGE

A. Technical Skills NA DNMS (MS) ES
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations NA DNMS (MS) ES
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances NA DNMS (MS) ES
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability NA DNMS (MS) ES
Ability to apply job knowledge to job.

Comments: [redacted] TECHNICAL SKILLS AND ABILITY TO APPLY HIS KNOWLEDGE ARE MEETING EXPECTATIONS FOR THIS STAGE IN HIS CAREER.

---

3. JOB PERFORMANCE

A. Quality of Work NA DNMS MS (ES)
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work NA DNMS (MS) ES
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation NA DNMS (MS) ES
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork NA DNMS MS (ES)
Works effectively with co-workers to reach a common goal.

E. Planning and Organization NA DNMS (MS) ES
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] DOES VERY NEAT REPORTS WHICH ARE ALSO GRAMMATICALLY CORRECT.
[redacted] HAS AN EXCELLENT TEAM ATTITUDE. HE IS ALWAYS WILLING TO ASSIST.

4: INTERPERSONAL SKILLS

A. Communication NA DNMS (MS) ES
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations NA DNMS (MS) ES
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] DEALS WELL WITH THE PUBLIC. A LITTLE TENTATIVE AT TIMES, BUT IMPROVING WITH EXPERIENCE.

5. JUDGEMENT

A. Decision Making NA DNMS (MS) ES
Ability to make sound work decisions independently.

B. Problem Solving NA DNMS (MS) ES
Awareness of and ability to resolve problems through resources available.

Comments: [redacted] DECISION MAKING ABILITIES ARE ADEQUATE FOR HIS EXPERIENCE LEVEL. A LITTLE QUICK TO ASK FOR HELP BEFORE ATTEMPTING SOLUTION HIMSELF. AGAIN, THIS IS IMPROVING WITH EXPERIENCE.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills NA DNMS MS ES
Efficient typing and word processing skills.

B. Record Management NA DNMS MS ES
Processing, filing and purging of all Divisional records.

C. Form/Supply Management NA DNMS MS ES
Maintaining and stocking of all forms and supplies.

D. Data Entry NA DNMS MS ES
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership NA DNMS MS ES
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills NA DNMS MS ES
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations NA DNMS MS ES
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility NA DNMS MS ES
Receptive to suggestions for improvement. Allows subordinates to exercies discretion. Ability to balance between organization and employee interests.

E. Document Review NA DNMS MS ES
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives NA DNMS MS ES
Ability to establish and attain realistic goals and objectives.

B. Problem Solving NA DNMS MS ES
Ability to recognize and rationally address problems that arise.

C. Fiscal Management NA DNMS MS ES
Cost-effective management of available resources.

D. Policies and Procedures NA DNMS MS ES
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] IS DOING A VERY GOOD JOB. HE IS LEARNING RAPIDLY AND DEVELOPING NEW SKILLS ON A DAILY BASIS. THE ONLY SHORTCOMINGS [redacted] HAS CAN BE ATTRIBUTED TO HIS EXPERIENCE LEVEL. HIS CONFIDENCE LEVEL IS A BIT LOW BUT IMPROVING. ON [redacted] SHIFT [redacted] HAS HAD MANY SITUATIONS THROWN AT HIM AND HAS HANDLED THEM QUITE WELL. HE RETAINS WHAT HE IS SHOWN, AND ABLE TO REPRODUCE IT ON HIS OWN THE NEXT TIME.

Employee Comments:

[redacted]

Date

MAT. [signature]
Division Commander Signature/Rank

DEC. 29, 2000
Date

Sgt. [signature]
Rater's Signature/Rank

01/11/01
Date

[signature]
Chief of Police Signature

12-29-00
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

MTPD # 81

Miami Township Police Department

ISSUED EQUIPMENT

DATE: 6-4-01

OFFICER: [redacted]

OFFICER'S SIGNATURE: [redacted]

ISSUING SUPERVISOR'S SIGNATURE: Sgt. [illegible]

1 RAINCOAT

1 RAIN COVER FOR HAT

October 2nd, 2001

TO: Major John DiPietro
Deputy Chief Of Police

FROM: Ofc. Dan Hovey
3rd Watch Officer In Charge

Subject: Signal 99 Assistance

Sir:

On this date, at 1520 hrs., the alert tone sounded and dispatcher Desda Doersam advised that the Lebanon post of the Ohio State Patrol advised that a Trooper on N/B I-75 near the overpass of Miamisburg-Springboro Road had dropped a 99.

[redacted] were dispatched to N/B I-75 to assist the Trooper. Ofc. T. Beatty advised that he was in the Dayton Mall lot and he too was enroute to the interstate. Maj. DiPietro also requested the location, and told the dispatcher that he was responding to the interstate.

Officer Beatty arrived at the location first. Beatty advised that the suspect was in the woods to the east of the stop location. Responding officers were requested to move into the area east of I-75 to set up a perimeter.

Officer Duffey and I responded to the area of S.R.741 and Miamisburg-Springboro Pike. Det.s W. Nock, K. Wills and M. Lovely also responded to the area of S.R.741 and Miamisburg-Springboro Road to South Tech Blvd.

Other agencies also responded to the call for help. I saw Springboro P.D., Clearcreek Twp., Miamisburg P.D. and Franklin P.D. Franklin P.D. provided a K-9 to the search, and the Ohio State Patrol advised that their plane was brought into the area.

Officer Duffey advised that an employee of Kendall Construction on Miamisburg-Springboro Road saw a possible suspect running in the area of the small pond, east of the Kendall Construction building. I saw that the area was clearly surrounded by the assisting agencies. This operation was on the Warren County Tac 4 police frequency, then placed on LEERN so that all agencies involved could hear what was going on. In a short time, around 1600 hrs., the suspect was located in the woods 30 yards south east of the pond where he was last seen. The Franklin K-9 unit was able to make the apprehension. The suspect was taken into custody without any injury to the assisting officers.

As the acting road supervisor, I want to thank all the officers, detectives and dispatchers involved in this incident. If the coordination had not been so well done, this suspect might have gotten away. Also, only two officers were originally dispatched, and the other on duty personnel took it upon themselves to get directly involved. This clearly shows that this department has an outstanding sense of teamwork, and with the newest equipment available, this department was able to keep in touch with all the other agencies who assisted in this case.

It should be noted that O.S.P. recovered a large amount of narcotics from the vehicle, with the primary suspect in custody. Also, one of the passengers in this vehicle had an active warrant through Miami Twp. P.D.

CLEARLY, A JOB WELL DONE BY ALL

Dispatchers D. Doersam B. Kuntzman D. Johnson

Officers T. Beatty [redacted] S. Duffey D. Hovey

Detectives W. Nock K. Wills M. Lovely

Administration Dep. Chief J. DiPietro

Respectfully Submitted;

OFC. Dan Hovey OIC

To: All Officers/Dispatchers & Detectives.

Everyone Did An Outstanding Job with this. Good Teamwork, Radio Traffic And Great Effort. Thank You We Are "Ohio's Finest"

Maj. J. L. D.[illegible]

CC. Chief Krug
Sgt.'s Fitz & Burling, DE Doersam

Miami Township Police Department

Inter-Office Memo

Date: 11/20/01

To: Sgt. Adams / Maj Dipietro

Long sleeve shirt seam ripped on left shoulder. Need New Shirt

Maj D.

Observed tear, authorized new shirt from Davids. Told [redacted] to remove patches from shirt before throwing away.

Shirt tore on vehicle door edge when exiting vehicle.

Sgt

O.K. - USE DAVIDS, MAJ.

Signed: [redacted]

Unit Number: [redacted]

MTPD # 40 (revised 2/91)

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Evaluator:** S. FitzGerald

Title: Officer, 3rd Relief **Title:** Sergeant, 3rd Relief

Evaluation Period: From: 01-01-01 To: 12-31-01 Date of Evaluation: 03-01-02

Absence (Number of days/hours) 25.5 **during this rating period**

Absence (Number of occasions) 3 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality 1 2 3 (4) 5 6 7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance 1 2 3 (4) 5 6 7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance 1 2 3 (4) 5 6 7
Personal hygiene, proper grooming.

Comments: Two of [redacted] sick occurences took place during the birth of his child. His uniform is generally neat and professional in appearance.

2. JOB KNOWLEDGE

A. Technical Skills 1 2 3 (4) 5 6 7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
1 2 3 (4) 5 6 7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances 1 2 (3) 4 5 6 7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability 1 2 (3) 4 5 6 7
Ability to apply job knowledge to job.

Comments: [redacted] tech skills need to be improved and will do so with training. He is still weak regarding the DUS laws, including the accompanying paperwork. He needs more experience before he will receive better marks.

3. JOB PERFORMANCE

A. Quality of Work 1 2 (3) 4 5 6 7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work 1 2 3 (4) 5 6 7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation 1 2 (3) 4 5 6 7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork 1 2 3 (4) 5 6 7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization 1 2 3 (4) 5 6 7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] did fail to turn in one burglary in a timely manner. His reports contain some spelling errors, which I have asked him to correct. His citations were slightly under the average and his report total was near the shift average. [redacted] still needs to proofread his work before submitting it. Due to his inexperience, he still requires additional supervison. He is always willing to assist other officers.

4. INTERPERSONAL SKILLS

A. Communication 1 2 3 (4) 5 6 7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations 1 2 (3) 4 5 6 7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] does have the ability to communicate clearly in both written and verbal form. Correcting the spelling errors is a priority for 2002. While [redacted] does promote a positive image, I have rarely seen him initiate interaction with the public on a personal level.

5. JUDGEMENT

A. Decision Making 1 2 (3) 4 5 6 7
Ability to make sound work decisions independently.

B. Problem Solving 1 2 (3) 4 5 6 7
Awareness of and ability to resolve problems through resources available.

Comments: I feel as if [redacted] is hesitent to make a decision on more complicated matters. He needs to be more self confident.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills 1 2 3 4 5 6 7
Efficient typing and word processing skills.

B. Record Management 1 2 3 4 5 6 7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management 1 2 3 4 5 6 7
Maintaining and stocking of all forms and supplies.

D. Data Entry 1 2 3 4 5 6 7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership 1 2 3 4 5 6 7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills 1 2 3 4 5 6 7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations 1 2 3 4 5 6 7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility 1 2 3 4 5 6 7
Receptive to suggestions for improvement. Allows subordinates to exercies discretion. Ability to balance between organization and employee interests.

E. Document Review 1 2 3 4 5 6 7
Reviews all duty-related documents for accuracy and completeness.

Comments:

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8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives 1 2 3 4 5 6 7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving 1 2 3 4 5 6 7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management 1 2 3 4 5 6 7
Cost-effective management of available resources.

D. Policies and Procedures 1 2 3 4 5 6 7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] is still suffering from his overall lack of experience. Most of his mistakes could be corrected by re-checking his work. I expect the quality of his work to improve over the course of 2002. He is an intelligent person (college degree), but makes correctible errors. He has made some progress, but there still is room for more.

He has been around long enough to know the system. I believe he needs to be more aggressive in his patrols. This would apply to traffic violations and misdemeanor offenses. [redacted] is a quality person and an asset to our shift.

Employee Comments:

[redacted]

3/01/02
Date

Sgt. Fitzgerald
Rater's Signature/Rank

03-01-02
Date

Maj. [illegible]
Deputy Chief of Police

2-22-2002
Date

[illegible]
Chief of Police Signature

2-22-02
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

MTPD # 81 (Revised 07/01)

Miami Township Police Department
Employee Performance Evaluation

Employee's Name [redacted]

Employee's strengths

willingness to learn new thing
willingness to help other officers
Attendence

Employee's weaknesses

Rush through reports at times, mostly grammer errors
Need to learn more about traffic laws - violations

Employee's career goals for the next year:

Take more times to read through report
Increase amount of citations

Employee's career goals for five years:

obtain a specialization

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Poss. Report Writing Class
Scheduled for ADAP + Intoxilyzer school

NAME [redacted] DEPARTMENT P D

LAST FIRST MIDDLE

DATE OF BIRTH DATE OF HIRE [redacted]FT CLOCK NUMBER

SOCIAL SECURITY NUMBER SICK DAYS DUE VACATION TIME DUE

01

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	ABSENCE SUMMARY A	AO	D	DF	H	J	LA	SF	SS	V	X	E
JAN	[redacted]																																									
FEB																																										
MAR																																									
APR																																									
MAY																																									
JUN																																									
JUL																																									
AUG																																									
SEP																																									
OCT																																									
NOV																																									
DEC																																									

A = ACCIDENT ON DUTY
AO = ACCIDENT OFF DUTY
D = DISCIPLINE
DF = DEATH IN FAMILY
H = HOLIDAY
J = JURY DUTY
LA = LEAVE OF ABSENCE
SF = SICKNESS IN FAMILY
SS = SICKNESS-SELF
V = VACATION
X = UNEXCUSED ABSENCE
EO = EXCUSED (OTHER)

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YEARLY TOTALS
USE REVERSE SIDE
FOR ADDITIONAL NOTES

Form 112 Printed in U.S.A.

Miami Township Police Department
For The Period 01-01-01 - 12-31-01

Statistics For Unit: [redacted] Report Date: 01/11/02

Incident Reports

Total Incidents For Period: 4192
Total Incidents For Officer: 242
Percent Of All: 5.8

Day Of Week	Number	% Of Off.	% Of All
Sunday	41	16.9	1.0
Monday	35	14.5	.8
Tuesday	30	12.4	.7
Wednesday	27	11.2	.6
Thursday	32	13.2	.8
Friday	30	12.4	.7
Saturday	47	19.4	1.1

Time Of Day	Number	% Of Off.	% Of All
First Shift(23:00 - 06:59)	11	4.5	.3
Second Shift(07:00 - 14:59)	40	16.5	1.0
Third Shift(15:00 - 22:59)	191	78.9	4.6

Type	Number	Percent Of Off.	Percent Of All
Criminal Homicide:		.0	.0
Rape:		.0	.0
Robbery:		.0	.0
Aggravated Assault:		.0	.0
Burglary/ B&E:	6	2.5	.1
Larceny:	93	38.4	2.2
Auto Theft:	5	2.1	.1
Other Assaults:	9	3.7	.2
Arson:		.0	.0
Riot:		.0	.0
Bad Checks/Forg/Counterfeiting:	7	2.9	.2
Fraud:	4	1.7	.1
Embezzlement:		.0	.0
Stolen Property:		.0	.0
Criminal Danaging/Vandalism:	7	2.9	.2
Weapons Offenses:		.0	.0
Prostitution & Vice:		.0	.0
Sex Offenses:		.0	.0
Narcotics And Drug Laws:	1	.4	.0
Gambling:		.0	.0
Offense Against Fam & Children:	23	9.5	.5
Driving While Intoxicated:		.0	.0
Liquor Laws:		.0	.0
Drunkenness:	3	1.2	.1
Disorderly Conduct:	2	.8	.0

Type	Number	Percent Of Off.	Percent Of All
Vagrancy:		.0	.0
All Others Not Covered:	75	31.0	1.8
Suspicion:		.0	.0
Suicide:		.0	.0
Attempted Suicide:	3	1.2	.1
Plane Crash:		.0	.0
Unable To Answer/Warrant:		.0	.0
Drowning:		.0	.0
Alarm Drop:		.0	.0
Fire:		.0	.0
Juvenile Complaint:		.0	.0
Ambulance/Medic Needed:		.0	.0
Trouble With Equipment:		.0	.0
Bomb Threat:		.0	.0
Traffic Violation:		.0	.0
Auto Tft Recover/Foreign Rpt:	4	1.7	.1
Officer In Trouble:		.0	.0
Property Damage Accident:		.0	.0
Personal Injury Accident:		.0	.0
Pedestrian Accident:		.0	.0
Car-Train Accident:		.0	.0
Livestock On Roadway:		.0	.0
Mental Subject:		.0	.0
Neighbor Trouble:		.0	.0

Citation Reports

Total Citations For Period: 2319
Total Citations For Officer: 107
Percent Of All: 4.6

Day Of Week	Number	% Of Off.	% Of All
Sunday	18	16.8	.8
Monday	15	14.0	.6
Tuesday	16	15.0	.7
Wednesday	13	12.1	.6
Thursday	10	9.3	.4
Friday	19	17.8	.8
Saturday	16	15.0	.7

Time Of Day	Number	% Of Dist	% Of All
First Shift(23:00 - 06:59)	1	.9	.0
Second Shift(07:00 - 14:59)	6	5.6	.3
Third Shift(15:00 - 22:59)	100	93.5	4.3

Miami Township Police Department
Citations Issued Report

Report Date: 01/11/02 Dates: 01-01-01 - 12-31-01 Page: 1

Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
01/05/01	Mall Park Dr At SR 741	4511.12	[redacted]	Ahed A. Ali
01/06/01	SR 741 At SR 725	4549.08		Stephen D. Hume
01/08/01	Crains Run Rd At Wood Rd	4503.11		Roger King
01/11/01	Dayton Mall At Private Prop	4507.02		Stacy L. Crames
		4507.02		
01/12/01	SR 741 At SR 725	4503.11		Douglas L. Armstrong
01/15/01	9080 Newmark At Newmark	4511.44		Anthony M. Hoder
01/19/01	Frmrsvlle/Wc At Infirmary Rd	4511.19(A)		Dennis R. Hinzman
01/20/01	Lamme Rd At Owendale	4511.21		Susan L. Carpenter
01/20/01	Lamme Rd At Owendale	4511.21		Janice G. Pryor
01/20/01	Alex Bell At 2020 Alex Bell	4511.202		Ellen R. Herbert
01/21/01	Prvt Prop At Meijer	4511.68(N)		Capria T. Coatie
01/26/01	Kingsridge Btw SR 725 And Lyon	4511.44		Stephanie D. Eiting
01/29/01	Kingsridge At SR 725/Lyonsridg	4511.44		Sharon T. Peters
01/30/01	Byers At Lyons	4503.11		Philip D. Thorn
02/08/01	Crains Run Rd At 4788	4511.202		Angela M. Doggett
02/15/01	SR 725 At Sr 741	4511.21		Suzanne K. Kramer
02/15/01	SR 741 At Prestige Pl	4511.81		Frankie L. Dorns
02/17/01	Benner Rd At Msbg-Springboro	4503.11		Kevin B. Smith
02/23/01	Lyons At SR 741	4503.11		Lori K. Rearick
02/26/01	SR 741 At Prestige Pl	4511.12		Robert S. Williams
02/27/01	Msbg-Sprngbro Btw Medlar/Sheph	4511.20		David C. Lingenfelter
03/12/01	Lamme Rd At Stroop Rd	4511.21		Marcia L. Daniel
03/14/01	SR 725 At SR 741	4503.21		Jennifer D. Dunaway
03/19/01	Lyons Rd At Benner/SR 741	4511.33		Fred E. Wilson
03/25/01	SR 741 At SR 725	4507.02		Senecka M. Render
03/25/01	SR 741 At SR 725	4507.02		Karen E. Cargle-Walker
03/27/01	Private Property At Kroger Lot	4511.69(F)		Willard Suttles
04/02/01	Springfalls Dr At 2920 Springf	4507.02		Darnae K. Arnold
04/03/01	Prestige Pl At SR 741	4511.12		Joshua M. Long
04/11/01	SR 741 At Kingsridge	4511.28		Dale Zinck
04/15/01	Lyons Rd At Wal-Mart Exit	4511.44		Eman M. Farraj
04/17/01	Alex Bell At SR 741	4511.29		Virginia L. Davis
04/17/01	Prvt Prop At Meijer	4507.02		Julio F. Nauta Nauta
04/20/01	Prestige Pl At SR 741	4511.12		Deborah J. Milligan
04/26/01	Alex Bell At SR 741	4503.11		Christopher N. Durbin
04/27/01	SR 725 At 2555	4511.21		John M. Milano
04/27/01	Prestige Pl At SR 741	4511.12		Jessica M. Conn
04/28/01	Prestige Pl At SR 741	4511.12		James C. Bartley
05/01/01	Alex Bell At Lamme Rd	4511.42		Bernice E. Sullivan
05/02/01	Alex Bell At Munger Rd	4511.42		Sherry E. Stuart
05/05/01	Alex Bell At SR 741	4507.02		John Jr T. Raby
05/10/01	Byers At Lyons	4511.13		Henry Jr J. Blood
05/13/01	SR 725 At Mad River Rd	4503.11		Dave P. Reed
05/20/01	Alex Bell At 2891 Alex Bell	4511.21		Mary A. White
05/25/01	Prvt Prop At 2700 Msbg-Cvlle R	4507.02		Ashley M. Cox
		4507.02		
05/25/01	Homedale Dr At 5936	4511.19(A)		Matthew B. French
		4507.02		
		4549.021		
06/11/01	SR 741 At Prestige Pl	4511.38		Matthew C. Bush
		4513.05		
06/17/01	SR 741 At Prestige Pl	4511.12		Darryl L. Newman
06/18/01	Alex Bell At Cobblegate	4511.13		Bhanumathy Thirmurthy

Miami Township Police Department
Citations Issued Report

Report Date: 01/11/02 Dates: 01-01-01 - 12-31-01

Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
06/19/01	Clematis At Dahlia Dr	4511.21	[redacted]	Stephanie B. Egan
06/24/01	Crains Run Rd At 4786	4511.202		Frank D. McDaniel
06/26/01	SR 741 At Alex Bell Rd	4511.19(A)		James A. Hutsell
		4511.38		
07/11/01	Alex Bell At SR 741	4511.42		R Matthew Stonecash
07/15/01	SR 741 At Prestige Pl	4511.12		Debora L. Issacs
07/16/01	Byers At Lyons Rd	4511.42		Christina M. Staats
07/18/01	S.R. 741 At Prestige Plaza	4511.12		Robert A. Leary
07/19/01	S.R. 741 At Prestige Plaza	4507.02		Jennifer D. Harville
		4511.12		
07/25/01	Miami Vlg Btw Arboridge/Villag	4511.21		Shirley A. Acampara
07/25/01	Miami Village At Arboridge/Win	4511.21		Lisa A. Sharritts
07/27/01	Byers At Lyons	4511.42		Ross B. Gudorf
07/30/01	Spring Valley Bt Arboridge/Sp	4511.21		Douglas W. Hensley
07/30/01	Alex-Bell At 2900 Block	4507.02		Curtis Johnson Jr.
08/10/01	Spring Valley Pk At Arboridge/	4511.21		Dale E. Langley
08/16/01	Byers At Belvo	4511.42		Robin M. Hollingsworth
08/18/01	SR 741 At SR 725	4503.11		Acie O. Lake
08/18/01	Lyons Rd At Towson Blvd	4511.19(A)		Richard J. Golden
		4507.02		
		4511.42		
08/18/01	Lyons Rd At Towson Blvd	4507.33	[redacted]	Jeffrey W. Lowry
08/29/01	SR 725 At 3029 SR 725	4511.21		Daniel K. Calhoun
08/29/01	Cinn-Dayt Pk At Crains Run Par	4513.05		Pamela S. Johnson
08/31/01	Loris At Brahms	4511.12		Thomas Auditore
08/31/01	SR 741 At SR 725	4507.02		Teresa J. Rivera
09/02/01	Lyons Btw Newmark And Washngtn	4513.263		Steven A. Crawford
09/02/01	SR 741 At Prestige Plaza	4511.12		Stephanie L. Loree
09/14/01	SR 741 At 5454 SR 741	4511.44		Phillip T. Netherton
09/14/01	Farmington At 6711 Farmington	4511.42		Richard A. Mcgaha
09/14/01	SR 741 At SR 725	4507.02		Jill M. Curtis
		4503.11		
09/16/01	SR 725 At 2300 Msbg-Cville Rd	4511.44		Amy L. Cockerill
		4503.11		
09/17/01	SR 741 At Prestige Pl	4511.21		Ricky L. Gentry
09/25/01	Lyons Rd. At Entrance Walmart	4511.44		Yolanda D. James
10/01/01	SR 741 At 7940 SR 741	4507.02		Kenneth H. Blair
		4503.21		
10/09/01	Clematis At Dahlia	4511.21		Todd R. Herzog
10/16/01	SR 725 At Lois Cir	4511.42		Elizabeth A. Huffman
10/23/01	Lamme Rd At Polo Park	4511.75		Edward J. McBride
10/27/01	SR 725 At Mall Park	4513.263		Matthew R. Minnich
		4513.02		
		4503.21		
10/29/01	Alex Bell At 2657 Alex Bell	4511.21		Melissa D. Greene
11/06/01	Jamaica Rd At 10000 Block	4511.21		Randy L. Dunn
11/07/01	Alex Bell At 3000	4511.42		Matthew R. Cline
11/15/01	SR 741 At Prestige Pl	4511.12		Edward J. Feltz
11/20/01	S.R. 741 At Prestige Plaza	4507.02		Orlando N. Vargas
		4511.12		
11/20/01	S.R. 741 At Prestige Plaza	4511.12	[redacted]	Richard J. Boyer
11/21/01	SR 741 At 5858 SR 741	4511.42		Kari L. Taulbee
11/23/01	SR 741 At Prestige Pl	4511.12		Phylip B. Chen
11/24/01	SR 741 At Lyons Rd	4511.33		Toni L. Miller

Miami Township Police Department
Citations Issued Report

Report Date: 01/11/02 Dates: 01-01-01 - 12-31-01

Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
11/24/01	SR 741 At 8586	4511.42	[redacted]	Tasha M. Skott
11/24/01	SR 741 At 8586	4511.33		Craig M. Schultz
12/01/01	SR 725 At SR 741	4503.11		Rusty A. Williams
12/05/01	Pinecastle At Limerock/Valcour	4511.19(A)		Elzie Salyers
12/06/01	Lamme At Lehigh	4511.21		Jane E. Holding
12/08/01	SR 725 At 2250	4511.33		Hallie E. Neustein
12/09/01	SR 741 At Prestige Pl	4511.12		Clarissa D. Rogers
12/09/01	Private Prop At Target Lot	4507.02		Anthony L. Mitchell
		4513.361		
12/12/01	SR 741 At Contemporary	4503.11		Donald Jr G. Gulasa
12/23/01	SR 741 At Presige Pl	4513.263		Jonathan D. Pendley
		4511.12		
12/23/01	SR 741 At Prestige Pl	4511.12		Gary D. Bates
12/23/01	SR 741 At 5900 SR 741	4511.21		Dana J. Madden
12/23/01	2700 Msbg-Cvlle At Prvt Prop	4513.263		Laquata D. Cochran
12/28/01	SR 741 At Lyons	4511.28		Daniel E. Samiec

Total ORC Violations Issued For Period,And Officer: 124

Deana

ADDED PA HOURS

Miami Township Police Department
Comp Time & PA Days Report

Police Officer File AS OF 03/02/02
Page: 1

Unit #	Officer	Comp Hours	PA Hours
1	John C. Krug	.00	16.00
2	John DiPietro	.00	128.00
10	Rex Thompson	29.50	34.00
11	Robert Burling	40.75	104.00
12	Todd Stanyon	.00	17.00
13	Jerry Adams	11.50	17.00
14	Scott Fitzgerald	82.25	230.50
16	Edward Ashcraft	100.00	177.25
20	Walter Nock	4.00	66.00
21	Douglas Unger	.25	21.25
22	Rick Gray	.00	25.50
23	Kendall Wills	2.25	68.00
24	Michele Lovely	3.50	93.50
25	Edward Wilson	.00	17.00
26	Matthew Moore	.50	119.50
27	Michael Mays	21.00	31.75
28	Richard Blackburn	1.25	17.00
29	Todd Comer	.00	17.50
30	Michael Huwer	.50	17.00
31	Terry Garrison	2.25	17.00
32	Daniel Hovey	12.25	75.50
33	Patrick McCoy	35.00	37.50
34	David Ratay	.75	17.00
35	David Ooten	20.50	23.25
36	Jay Phares	56.00	99.50
37	Timothy Beatty	66.00	78.75
38	Tom Seifert	.00	29.75
39	Joseph Williford	.00	.00
40	Robert Sakal	21.25	25.50
41	Gregory Stites	35.00	89.25
42	James Neer	100.00	142.50
[redacted]		4.25	46.00
		.00	42.50
45	Jason Etter	1.50	51.00
46	Paul G Nienhaus	4.25	17.00
47	Shane W Duffey	26.00	25.50
48	Michael Knierim	20.75	17.00
90	Edward Carr	.00	.00
91	Norman Malone	.00	.00

MARCH 1, 2002 PA TIME ADDED

DETECTIVES - 16 HOURS
AND PHARES

PATROL OFFICERS - 17 HOURS

Prior To 3/1/02

Miami Township Police Department
Comp Time & PA Days Report

Police Officer File
AS OF 03/02/02

Unit #	Officer	Comp Hours	PA Hours
1	John C. Krug	.00	16.00
2	John DiPietro	.00	128.00
10	Rex Thompson	29.50	34.00
11	Robert Burling	40.75	104.00
12	Todd Stanyon	.00	17.00
13	Jerry Adams	11.50	17.00
14	Scott Fitzgerald	82.25	230.50
16	Edward Ashcraft	100.00	160.25
20	Walter Nock	4.00	50.00
21	Douglas Unger	.25	4.25
22	Rick Gray	.00	8.50
23	Kendall Wills	2.25	52.00
24	Michele Lovely	3.50	77.50
25	Edward Wilson	.00	.00
26	Matthew Moore	.50	103.50
27	Michael Mays	21.00	14.75
28	Richard Blackburn	1.25	.00
29	Todd Comer	.00	1.50
30	Michael Huwer	.50	.00
31	Terry Garrison	2.25	.00
32	Daniel Hovey	12.25	58.50
33	Patrick McCoy	35.00	20.50
34	David Ratay	.75	.00
35	David Ooten	20.50	6.25
36	Jay Phares	56.00	83.50
37	Timothy Beatty	66.00	61.75
38	Tom Seifert	.00	12.75
39	Joseph Williford	.00	.00
40	Robert Sakal	21.25	8.50
41	Gregory Stites	35.00	72.25
42	James Neer	100.00	125.50
[redacted]		4.25	29.00
		.00	25.50
45	Jason Etter	1.50	34.00
46	Paul G Nienhaus	4.25	.00
47	Shane W Duffey	26.00	8.50
48	Michael Knierim	20.75	.00
90	Edward Carr	.00	.00
91	Norman Malone	.00	.00

Miami Township Police Department
Equipment Issue Sheet

Issued Equipment: Flashlight Holder for Mini-Flashlight – February 2002

Officer	Date & Initial
Jerry Adams	JA 3-25-02
Ed Ashcraft	EA 03-25-02
Tim Beatty	TMB 03-25-02
Richard Blackburn	RB 3-25-02
Bob Burling	Rob 3-25-02
Todd Comer	TmComer 3/25
John DiPietro	JD 2-21-02
Shane Duffey	SD 3-25-02
Jason Etter	JCE 3/28/02
Scott Fitzgerald	SF 3-27
Terry Garrison	TG 3/27
Rick Gray	RG 3-26-02
Dan Hovey	DRH 3-25-02
Mike Huwer	MH 3-27-02
[redacted]	03-25-02
Mike Knierim	MK 03/25/02
Chris Krug	CK 2-21-02
Michele Lovely	MAL 3/25/02
Mike Mays	MM 3-27-02
Pat McCoy	PMC 28MAR02
Scott Moore	SM 03-25-02
Jim Neer	JN 03/25/02
Paul Nienhaus	PN 3-25-02
Walter Nock	WN 3/25/02

Officer	Date & Initial
Dave Ooten	DO 4-1-02
Jay Phares	JP 03/25/02
Dave Ratay	DR 3/25/02
Bob Sakal	BS 3-27
Tom Seifert	TS 03/25/2002
Todd Stanyon	TS 3/27/02
Greg Stites	GS 3/3-25-02
Rex Thompson	RT 3/26/02
Doug Unger	DU 4/1/02
Kendall Wills	KW
Ed Wilson	EW
[redacted]	

Miami Township Police Department

Issued Equipment

2nd Police Officer Badge

Date: 6/12/07

Officer: [redacted]

Officer's Signature: [redacted]

Issuing Supervisor's Signature: [redacted]

COPY

August 21, 2002

To: Major John M. DiPietro
Acting Chief of Police

From: Officer Jay Phares
Community Resource Officer

Subject: National Night Out 2002

On August 6, 2002 we participated in the 19th Annual National Night Out *America's Night Out Against Crime.* This was the 9th year our department has visited block parties showing off our equipment and meeting township residents; while promoting police-community partnerships and Neighborhood Watch. This was the largest planned National Night Out in Miami Township to date, which included eleven organized block parties and one flashlight hike.

Several Miami Township employees played a role in the success of this event. I ask that they be recognized for their efforts.

Chief Chris Krug went to several block parties as the Interim Township Administrator with the trustees.

Major John DiPietro assisted me with planning and purchasing handout items. He coordinated the media coverage and the use of Chopper 7 at the event. He visited several block parties and read the trustees proclamation at each one. He also assisted me with thank-you letters to the block party host.

Sergeant Scott Fitzgerald visited several block parties as the street supervisor that evening.

Detectives Michele Lovely and Todd Comer visited several block parties in their detective cars answering questions about the detective section.

Officers Terry Garrison, David Ratay and Dispatcher Kelly Whiteman visited several block parties handling the Kid Care ID duties and passing out Miami Township Police balloons to children.

Officer Dan Hovey visited several block parties in bike patrol uniform.

Officer Pat McCoy and Dispatcher Jean Chapman visited several block parties and escorted the Marine Reserves.

Officers Tim Beatty, Buddy Stites, [redacted] and Paul Nienhaus visited block parties while working as road patrol units.

Officer Jason Etter visited several block parties while taking photos and escorting Officer Mike Sakal of the Miami Valley Crime Prevention Association.

Dispatcher Nancy Coppock worked with the Fire Department and portrayed "Safety Pup" as she visited several block parties.

Deana Stebbins visited several block parties in her Miami Township Student Police Academy uniform.

It should be noted that **Sergeant Todd Stanyon** took photos of the event "off duty" at the police Department, Zengel Park, and on Seven Pines.

Deputy Chief John Nolan, Lieutenant Russ Sweet, and 12 firefighter/Paramedics represented the Miami Township Fire Department.

I have received lots of feedback from block party host. They all said they had a great time and enjoyed meeting the employees of Miami Township. I estimate that over 600 people attended one of the eleven block parties or the flashlight hike in Miami Township that evening.

Officer Jay S. Phares

Officer Jay S. Phares
Community Resource Officer

[redacted]

OFFICER [redacted]
THANK YOU
THIS WAS THE BEST N.N.O EVER!

Stebbins, Deana

#25

From: Buening, Penny
Sent: Tuesday, December 10, 2002 8:18 AM
To: Stebbins, Deana
Subject: DONATED TIME

Deana
I'll be taking the following times for hours for Dawn.

Leah O'Malley	8
Dan Hovey	8
Ed Ashcraft	8
Paul Nienhaus	8
[redacted]	8
Dave Ratty	8

Penny

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department ● John C. Krug, Chief

An Equal Opportunity Employer

February 10, 2003

Ohio Department of Motor Vehicles
ATTN: Records Clearance
P.O. Box 16520
Columbus, OH 43266-0020

RE: Section 3937.41(D) of the Ohio Revised Code

In compliance with Section 3927.41(D) of the Ohio Revised Code, effective date, March 23, 1981, we are submitting the following information for your approval:

1. Driver's Name:
2. Operator License No.:
3. Social Security No.:
4. Date of Birth:
5. Date of Accident:
6. Accident Report No.:
7. Vehicle License No.:

[redacted]

(X) The township driver involved in the subject accident was assigned on official duty.
( ) The township driver involved in the subject accident was not on official duty.

A copy of the accident report is attached for review.

Respectfully,

John C. Krug, CLEE
Chief of Police

JOHN COPY

Miami Township Police Department
Unusual Occurrence Equipment Sign Off Sheet

Your signature indicates you have received all pieces of the Unusual Occurrence Equipment.

FYI

Officer	Signature/Date
Jerry Adams	3/20/03
Scott Aronoff	3-20-03
Ed Ashcraft	03-20-03
Tim Beatty	5-22-03
Richard Blackburn	6-1-03
Bob Burling	3-21-03
Todd Comer	3-21-03
John DiPietro	3-25-03
Shane Duffey	6-3-03
Jason Etter	3/25/03
Scott Fitzgerald	3-25-03
Terry Garrison	3/29/03
Rick Gray	05-30-03
Dan Hovey	3/17/03
Mike Huwer	5/29/03
[redacted]	03-21-03
Mike Knierim	03/20/03
Chris Krug	3-25-03
Michele Lovely	3/21/03
Mike Mays	3-21-03
Pat McCoy	04/00/03
Scott Moore	03-21-03
Jim Neer	3/20/03
Paul Nienhaus	3-17-03
Walt Nock	03-21-03
Dave Ooten	5-30-03
Jay Phares	03/10/03
Dave Ratay	3/21/03
Bob Sakal	3-17-03
Tom Seifert	3/20/03
Todd Stanyon	3/21/03
Greg Stites	6-1-03
Rex Thompson	5/23/03
Doug Unger	RETIRED
[redacted]	3/17/03

COMPLETED
JP 06/04/03

Miami Township Police Department

Inter-Office Memo

Date: 9/09/03

To: Sgt. Adams / Maj DiPietro

Effective 09/12/03 I will be moving The new address is [redacted]

Data Base will need to be updated.

SEP 17 2003
MAJOR JOHN DiPIETRO
DEPUTY CHIEF OF POLICE

Advised Lisa + Penny B on 9-17-03, e-mail. JD

Signed: [redacted]
MTPD # 40

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol

Evaluator: Scott Fitzgerald **Title:** 3rd Shift Patrol Supervisor

Evaluation Period: From: 01-01-02 **Date of Evaluation:** 5-9-03

To: 12-31-02

Absence (Number of days/hours) 0 - 0 **during this rating period**

Absence (Number of occasions) 0 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☒5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☒5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] did not use any sick time during the 2002 year. I also do not recall him being late for training or any meetings during the year. His personal appearance and clothing appearance were within departmental standards.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted]**technical skills are middle of the road for an officer of his tenure. He is aware of the General Orders and the SOP of the department. He has increased his knowledge of the ORC. He still occasionally has problems with applying this knowledge to incidents for which he is responsible.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☒5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:
When asked, [redacted]increased his citation total by more than the ten percent asked for by the Chief. He was disciplined during the past year for not properly documenting incidents and failing to properly search prisoners. I believe the paper generated as a result of this discipline will correct the problem. [redacted]still requires additional supervision because of these shortcomings. He was challenged to improve the quality of his reports and he responded accordingly. [redacted]was also disciplined for failing to complete assignments in a timely manner. Again, I believe the problem will not resurface.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

While the quality of his reports has improved, I still believe that [redacted] can do better. His reports still do not flow well, but usually contain all pertinent information. As I watch [redacted] I rarely see him initiate any contact with the citizens of Miami Twp. I do not believe that he realizes the importance of public relations and how it affects his job. I plan on helping him overcome this during the coming year.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

At times [redacted] has a tendency to rely too heavily on his supervisor for making decisions. He is no longer a "rookie" and needs to make decisions with confidence. His problem solving is somewhere between a 3 and a 4. As with the decision-making ability, [redacted] often asks for assistance instead working the problem out on his own. This, I believe, is more of a confidence problem than a job knowledge issue.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **did make some strides during the past year to improve the quality and quantity of work. His incident reports improved and his citation level increased. It is my opinion he can accomplish even more by applying himself. He has the capability to produce excellent work.**

At times, I get the feeling that [redacted] sees his law enforcement position as a job and not a career. He still relies too heavily on his supervisors with questions for which he should be able to answer himself. I am still waiting for him to approach me with a training request for a specialty field, such as evidence work or accident investigation. As of now, he has not shown the desire to learn and advance within our organization. This truly disappoints me. For an officer of his age and experience, I would expect him to follow the lead of the go-getters of our department. Instead, he is apparently content to just answer calls and write tickets. If that is the case, then he should prepare himself for a long twenty-five year career in the patrol section. He needs to make a decision soon about what kind of police officer he wants to be.

Employee Comments:

[redacted] 5-09-03
Date

Sgt. S. Fitzgerald 5-9-03
Rater's Signature/Rank Date

Maj. [illegible] 3-3-2003
Deputy Chief's of Police Signature Date

[signature] 3-3-03
Chief of Police's Signature Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department
Employee Performance Evaluation

Employee's Name [redacted]

Employee's strengths

Knowledge
Ability to learn and retain

Employee's weaknesses

Pubic Relations (Meeting new people)
Ask questions I know answer to - Afraid to fail

Employee's career goals for the next year:

Improve Confidence & Public Relations
Become better at DWS paperwork

Employee's career goals for five years:

Have Specialization - Unsure what Right now

Requirements to assist in meeting goals: (specialized training, schools, etc.)

STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
JIM PETRO, ATTORNEY GENERAL

COPY

October 10, 2003

Chief John Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg, OH 45342-4406

Re: *Certification Status of* [redacted]

Dear Chief Krug:

This is in response to your inquiry concerning the updating of peace officer training to maintain Ohio peace officer certification.

According to Rule 109:2-1-12(D) of the Ohio Administrative Code, persons who have previously been certified by the Ohio Peace Officer Training Commission and have had a break in peace officer service for less than one year may be re-appointed as a peace officer, but must complete any specialized training that has been mandated for re-appointed officers. In the case of the above-referenced individual, no such training mandates apply. Accordingly, no additional training is required at this time.

Note that this determination is made based upon information and documents submitted by you and the individual in question. Should the information provided prove inaccurate, this determination becomes void.

See the enclosure for information concerning requirements for annual firearms re-qualification.

Sincerely,

Kerry E. Curtis

Kerry Curtis
Certification Officer
Certification & Standards Division

KEC/vlf

Ohio Peace Officer Training Academy

P.O. Box 309
London, OH 43140
Telephone: (614) 466-7771
(740) 852-4848
(800) 346-7682
Facsimile: (614) 728-5150

An Internationally Certified Law Enforcement Training Academy

www.ag.state.oh.us

4055 Highlander Pkwy., Ste. B
Richfield, OH 44286
Telephone: (888) 436-7282
(330) 659-2311
Facsimile: (330) 659-2401

STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
JIM PETRO, ATTORNEY GENERAL

FIREARM REQUALIFICATION

House Bill 271, which was effective April 10, 1991, amended the Ohio Revised Code to require that all officers identified in ORC Section 109.801(A)(1) must requalify with any and all weapons they will use under the auspices of the agency/department with whom they are affiliated.

ORC Section 109.81(A)(2) indicates that no person listed in ORC Section 109.801(A)(1) shall carry a firearm during the course of his/her duties if they have not complied with the requirement for annual firearm requalification in a program approved by the Ohio Peace Officer Training Commission.

Update training evaluations furnished by the Ohio Peace Officer Training Commission in accordance with Rule 109:2-1-12, Ohio Administrative Code, will address training mandated by ORC Section 109.77 and Section 109:2-1-12, Ohio Administrative Code, for those persons requiring training as a result of an additional peace officer appointment, or a peace officer reappointment following a break in service.

Update training evaluation letters furnished by the Ohio Peace Officer Training Commission will not address or assign training necessary to comply with requirements for annual firearm requalification. This determination should be made at the local level by the individual concerned in conjunction with the appropriate officials of the agency/department.

SF198 Effective 1/1/2000

Ohio Peace Officer Training Academy
P.O. Box 309
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STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
JIM PETRO, ATTORNEY GENERAL

OHIO PEACE OFFICER
TRAINING COMMISSION

NOTICE OF PEACE OFFICER APPOINTMENT/TERMINATION (mark appropriate box)

☐ Appointment ☐ Appointment Status Change (e.g., reserve to full/parttime) ☐ Termination ☐ Correction to Record - highlight correction(s)

Personal Information Disclosure Statement - Pursuant to the Federal Privacy Act (Public Law 93-579), notice is hereby given for the request of personal information. The Ohio Peace Officer Training Commission and Academy require personal information for the purpose of accurately recording training, agency/school affiliation, and testing information. Your Social Security Number will not be disclosed to individuals or agencies except in accordance with state and federal law and policy of the Ohio Peace Officer Training Commission and the Office of the Attorney General of the State of Ohio. Failure to provide any of the requested information may result in an incomplete training record and certain services may be delayed.

INSTRUCTIONS

- Completion of this Notice form is required within 10 days of appointment or termination for all peace officers as defined in ORC 109.71(A).
- Use this Notice to report new appointments, appointment status changes, corrections (including name changes), and terminations.
- Sections A, B, and E must be completed, then complete Section C and pages 2 and 3 or Section D as appropriate.
- Please type or legibly print (in ink) all required information.
- Mail or fax this Notice to OPOTC at the below address within 10 days of such actions, as required by Ohio Revised Code 109.761.

A. OFFICER INFORMATION

1. SOCIAL SECURITY NUMBER	2. NAME (Last) (First) (Middle)	3. BIRTHDATE (mm/dd/yyyy)
[redacted]		

B. AGENCY INFORMATION

9. AGENCY NAME	10. APPOINTING AUTHORITY'S NAME & TITLE	11. AGENCY PHONE NUMBER
Miami Township Police Department	John C. Krug, Chief of Police	(937) 433-2301

12. AGENCY STREET/MAILING ADDRESS (#/Street/PO Box)	(City)	(County Name)	(State)	(Zip Code)
2660 Lyons Road	Miamisburg	Montgomery	OH	45342

C. APPOINTMENT INFORMATION

13. APPOINTMENT DATE (mm/dd/yyyy)	14. CURRENT RANK	15. TITLE/ POSITION	16. ORC SECTION
[redacted]	Police Officer		505.49

17. APPOINTMENT STATUS (mark appropriate box)
☒ Full Time ☐ Part Time ☐ Auxiliary
☐ Reserve ☐ Special

18. APPOINTEE'S FIRST PEACE OFFICER APPOINTMENT?
☐ yes (Complete all of page 2)
☒ no (Complete pages 2 and 3 – an update evaluation will occur)

D. TERMINATION INFORMATION

19. TERMINATION DATE (mm/dd/yyyy)	20. REASON FOR TERMINATION (mark appropriate box)
	☐ Resigned ☐ Discharged ☐ Retired ☐ Deceased ☐ Felony Conviction ☐ Other

E. ATTESTATION OF REPORTING OFFICIAL

I attest that the information provided on this form is true and correct and is based on my personal knowledge or inquiry. The personnel records of this agency substantiate the information on this form.

SIGNATURE OF REPORTING OFFICIAL	NAME & TITLE OF REPORTING OFFICIAL (Typed or Printed Legibly)	DATE
John C. Krug	John C. Krug, Chief of Police	07/03/03

P.O. Box 309/London, Ohio 43140
Phone: (614)466-7771/(800)346-7682
FAX: (614)728-5150

OHIO PEACE OFFICER APPOINTMENT HISTORY

OFFICER'S NAME [redacted] SSN: [redacted]

BASIC TRAINING SCHOOL NAME D. Russell Lee Career Center From: [redacted]
Beginning Date Ending Date

1. Appointed by: Perry Township Police Dept (Agency Name) Montgomery (County Name)

From: [redacted] (Month/Date/Year) Position title: Reserve Police Officer (Deputy, Reserve Officer, Etc.)

Appointment status: ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☒ Reserve ☐ Special

2. Appointed by: Xavier University (Agency Name) Hamilton (County Name)

From: [redacted] (Month/Date/Year) Position title: Campus Police Officer (Deputy, Reserve Officer, Etc.)

Appointment status: ☐ Full-Time ☒ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special

3. Appointed by: Miami Township Police Dept. (Agency Name) Montgomery (County Name)

From: [redacted] (Month/Date/Year) Present (Month/Date/Year) Position title: Police Officer (Deputy, Reserve Officer, Etc.)

Appointment status: ☒ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special

4. Appointed by: (Agency Name) (County Name)

From: (Month/Date/Year) To: (Month/Date/Year) Position title: (Deputy, Reserve Officer, Etc.)

Appointment status: ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special

5. THIS SECTION TO BE COMPLETED BY THE OFFICER AND AN AGENCY OFFICIAL IN THE PRESENCE OF A NOTARY PUBLIC/ATTORNEY/ CLERK OF COURTS.

This is to certify that we understand that the above information will be used to determine whether the officer requires any mandated/update training and that the information set forth in this form is true and accurate to the best of our knowledge. All requested information has been researched for accuracy and, where applicable or necessary, documentation has been attached for purposes of verification and/or explanation. It is understood that, should any of the provided information be discovered inaccurate, it will void the determination made from this request. Further, it is also understood that submission of false information submitted to a governmental organization in pursuit of certification is a violation of section 2921.13 of the Ohio Revised Code.

[redacted]

Signature of requesting official

John C. Krug, Chief of Police
Typed name of requesting official

Miami Township Police Department
Name of requesting agency

2660 Lyons Road
Mailing address of requesting agency

Miamisburg, Ohio 45342
Mailing address (continued)

Sworn to and subscribed before me this 15th day of August, 2003

in the county of Montgomery and the state of Ohio.

Deana J. Stebbins My commission expires July 3, 2006
Signature of Notary/Attorney/Clerk of Courts

Affix seal here

DEANA J. STEBBINS, Notary Public
In and for the State of Ohio
My Commission Expires July 3, 2006

OATH OF OFFICE

Rev. Code, Secs. 3.20 to .23

The State of Ohi[redacted]

I, [redacted] do solemnly swear, that I will support the Constitution of the United States, and the Constitution of the State of Ohio, and will faithfully discharge the duties of police officers & constable for Miami Township in Montgomery County, State of Ohio, during my continuance in office.

[redacted]

Sworn to before me, and signed in my presence, this 3rd day of May [redacted]

Deborah M Prater
Clerk-Treasurer

John C Kramer
Chief of Police

505.49

BOND

OF _____

AS

Police Officer & Constable
of Miami Township,
Montgomery County,
State of Ohio.

$ _____

Filed _____, 19____

_____
Township Clerk

[redacted] File

Miami Township Police Department

Inter-Office Memo

Date: 02/13/04

To: Sgt. Adams / Maj D. PIETRO for APPROVAL

I need a new dickie. Mine is starting to rip an fall apart.

ON ORDER - MAY TAKE A FEW WEEKS

[redacted]

FEB 13 2004
MAJOR JOHN DIPIETRO
DEPUTY CHIEF OF POLICE

Signed: [redacted] **Unit Number:** [redacted]

MTPD # 4[redacted]

[redacted] File

John DiPietro

From: "John DiPietro"
To: "David Duberstein" <davidsunif@aol.com>
Sent: Friday, February 13, 2004 10:41 AM
Subject: Approval for [redacted]
[redacted] s approved for three uniform pants.

Thank you,

Major John DiPietro
Deputy Chief of Police
Miami Township Police Department
2660 Lyons Road
Miami Township Ohio 45342
Voice: (937) 433-2301
Fax: (937) 438-2337

Miami Township Police Department

Inter-Office Memo

Date: 02/13/04

To: Sgt Adams / Maj D. Pietro For Approval

This is the result of a line inspection 02/13/04 JP

I need three new pairs of uniform pants. The pants are very worn and faded. They are the original pants I got when hired.

[redacted]

FEB 13 2004

OIC. MAJOR JOHN DIPIETRO
DEPUTY CHIEF OF POLICE

Signed: [redacted]
MTPD # 40 [redacted]

Unit Number: [redacted]

February 13, 2004

TO: [redacted]
First Watch

FROM: Major John M. DiPietro
Deputy Chief of Police

SUBJECT: Boot order

Today I placed your order for size 10 boots. I expect your order to arrive within two business days. The total cost of the boots came to $75.00; therefore no additional amount is owed to the department as indicated by the collective bargaining agreement.

Should you have any questions or problems with the boots, please contact me at your earliest opportunity.

Major John M. DiPietro

Cc. File
Deana Stebbins
Sgt. Adams

Miami Township Police Department

Inter-Office Memo

Date: 02/13/04

To: Sgt. Adams VF / DEANA (PLEASE UPDATE DATA BASE.

Effective 02/17/04 my address will change to

[redacted]

New Phone number will be

[redacted] and no cell number

REC'D FEB 1 3 2004

MAIL TO: [redacted]

Notified H.R + Finance on 2-17-04.

Signed: [redacted]

MTPD # 40

Unit Number: [redacted]

PERSONNEL FILE

DATE: 04/19/04

TO: [redacted]

FROM: Major John M. DiPietro
Deputy Chief of Police

SUBJECT: Winter Hat, AKA "Trooper" Hat.

You are being issued a trooper hat which will now be the only approved cold weather hat, other than the regular duty hat, worn with the winter uniform. The hat may be worn at your discretion, however when wearing the hat, your must display your cap badge.

ISSUING OFFICER SGT JM DiPietro

RECEIVED [redacted] DATE 04/19/04

Stebbins, Deana

From: Buening, Penny
Sent: Wednesday, August 04, 2004 3:57 PM
To: Bell, Adrianne; Brigner, Holly; Stebbins, Deana
Subject: Sick time donations used

Deana, Holly and Adrianne
This pay I'll be taking Sick time from the follow for Kenny Wilmot:

Joe Hoffman
Rex Thompson
Tom Harnett
Craig Zink
Wes Wade
Chris Snyder
[redacted]
Mark Johnson

With next pay, I will be finishing up using time for Kenny but start using time for Rich Blackburn.

Penny D Buening
Financial Administrative Assistant III
Miami Township

August 5, 2004

TO: [redacted]

FROM: Deana Stebbins
Administrative Assistant

SUBJECT: Donation of Sick Hours – Pay Period #16

Your pay stub will reflect the 8 sick hours that you donated to Ken Wilmott of the fire department this pay period, per the Finance Office.

ds

Miami Township Police Department — Employee Master Record

Payroll Number: [redacted]
Unit Number:
First Name:
Last Name:
Address 1:
Address 2:
City:
State:
Zip:
Phone 1:
Phone 2:
Social Security:

ssigned To: 1. Police
Vac Hours/Per Period Added: 3.0769
ac Hours/Per Period Accrued:
Total Part Time Hours:
.Accrued Vacation Hours:
.Anniversary Pay Period: 10.
Vacation Years Of Service: 4.
Longevity Years Of Service: 4.
Union/Non Union: U.
Vacation Benefits(Y/N): Y.
Sick Benifits(Y/N): Y.
Status: S.
Number Of Time Card Labels: 1.

Note:

		Sick Hours		Hired(PT) :		
Start/Added:	41.1909	Start/Added:	477.10	Hired(FT) :	[redacted]	Std Hrs: .
Used:	13.25	Used:	51.00	Terminated:		Rate: 19.38.
Lost:						
Remaining:	27.94	Remaining:	426.10	Birth:		

Before donating 8 sick hrs.
to Ken Willmot of F.D. - Pay Period #16

Miami Township Police Department — Employee Master Record

Payroll Number:	[redacted]	Assigned To: 1.	Police
Unit Number:		Vac Hours/Per Period Added:	3.0769
First Name:		Vac Hours/Per Period Accrued:	
Last Name:		Total Part Time Hours:	
Address 1:		.Accrued Vacation Hours:	
Address 2:		.Anniversary Pay Period:	10.
City:		Vacation Years Of Service:	4.
State:		Longevity Years Of Service:	4.
Zip:		Union/Non Union:	U.
Phone 1:		Vacation Benefits(Y/N):	Y.
Phone 2:		Sick Benifits(Y/N):	Y.
Social Security:		Status:	S.
		Number Of Time Card Labels:	1.

Note:

Start/Added:	41.1909	Sick Hours		Hired(PT) :			
Used:	13.25	Start/Added:	469.10	Hired(FT) :	[redacted]	Std Hrs:	.
Lost:		Used:	51.00	Terminated:		Rate:	19.38.
Remaining:	27.94	Remaining:	418.10	Birth:			

after donation of 8 sick hours.

WL,

John DiPietro

From: "John DiPietro"
To: "David Duberstein" <davidsunif@aol.com>
Sent: Wednesday, September 29, 2004 8:22 AM
Subject: Uniform Approval

David, the following Officers are approved as follows:

Sgt. Jerry Adams.....3 Long Sleeve Shirts, 2 pants, 1 tie
Ofc. Mike Huwer.....2 Long Sleeve Shirts, 2 pants
[redacted]
Ofc. David Ooten.....3 Long Sleeve Shirts, 1 pant

Major John DiPietro
Deputy Chief of Police
Miami Township Police Department
2660 Lyons Road
Miami Township Ohio 45342
Voice: (937) 433-2301
Fax: (937) 438-2337

Miami Township Police Department

Inter-Office Memo

Date: 09/28/04

To: Sgt. Adams

I need four new long sleeve shirts. The ones I have are faded and almost completely worn through in the back. I've had these for four years

O.K. SEP 2 9 2004
MAJOR JOHN DIPIETRO
DEPUTY CHIEF OF POLICE

Signed [redacted] **Unit Number:** [redacted]
MTPD # [redacted]

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol

Evaluator: Scott Fitzgerald **Title:** 3rd Shift Patrol Supervisor

Evaluation Period: From: 01-01-03 **Date of Evaluation:** 10-26-04

To: 12-31-04

Absence (Number of days/hours) 2/17 **during this rating period**

Absence (Number of occasions) 1 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☒5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☒5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] missed two shifts during the past year due to illness, which is considered very good. His uniform was generally neat and his boots were usually clean. His personal hygiene met or exceeded the departmental standard.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments: [redacted] was challenged to use better investigative techniques and to not rely near as much on the Det. Sec. In my opinion, he can still do better. He seems to have a good working knowledge of the SOP and Twp. manuals. [redacted] still is a bit unsure in some situations about laws and criminal charges. He often needed assistance in those areas.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☒3 ☐4 ☐5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☒2 ☐3 ☐4 ☐5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☒5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] quality of work was occasionally good. Unfortunately, he was inconsistent and reports would sometimes need additional work. His quantity of work was fair. His citation production was good, but rarely generated self-initiated arrests or reports. As with past years, [redacted] required to most supervision of any officer on the third relief. He found it easier to ask, rather than to make a decision. I can say that he was always willing to assist others and coordinated activities well.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☒4 ☐5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] reports were better in 03 than in years past. He did put more effort into them, but improvement was still possible. They read well and often contained all relevant information. [redacted] still needs to work on his public relations. He needs to pick up that public relations are an important part of what we do.

5. JUDGEMENT

A. Decision Making ☐1 ☒2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☒2 ☐3 ☐4 ☐5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments: As said before, [redacted] finds it much easier to ask than to make a decision. He needs to learn to function without the safety net of a supervisor. Someday, he will find himself with a Sergeant that will not be so willing to answer his questions. I believe he is aware of the resources at his disposal. He needs to concentrate on becoming better at conflict resolution and functioning on his own.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:MTPD # 81 (Revised 0701)

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Miami Township Police Department
For The Period 01-01-03 - 12-31-03

Statistics For Unit: [redacted] Report Date: 03/03/04

Incident Reports

Total Incidents For Period: 4559
Total Incidents For Officer: 298
Percent Of All: 6.5

Day Of Week	Number	% Of Off.	% Of All
Sunday	41	13.8	.9
Monday	44	14.8	1.0
Tuesday	31	10.4	.7
Wednesday	42	14.1	.9
Thursday	40	13.4	.9
Friday	49	16.4	1.1
Saturday	51	17.1	1.1

Time Of Day	Number	% Of Off.	% Of All
First Shift(23:00 - 06:59)	17	5.7	.4
Second Shift(07:00 - 14:59)	50	16.8	1.1
Third Shift(15:00 - 22:59)	231	77.5	5.1

Type	Number	Percent Of Off.	Percent Of All
Criminal Homicide:		.0	.0
Rape:	1	.3	.0
Robbery:	1	.3	.0
Aggravated Assault:	1	.3	.0
Burglary/ B&E:	8	2.7	.2
Larceny:	96	32.2	2.1
Auto Theft:	4	1.3	.1
Other Assaults:	16	5.4	.4
Arson:		.0	.0
Riot:		.0	.0
Bad Checks/Forg/Counterfeiting:	3	1.0	.1
Fraud:	7	2.3	.2
Embezzlement:		.0	.0
Stolen Property:	1	.3	.0
Criminal Danaging/Vandalism:	21	7.0	.5
Weapons Offenses:		.0	.0
Prostitution & Vice:		.0	.0
Sex Offenses:	2	.7	.0
Narcotics And Drug Laws:	5	1.7	.1
Gambling:		.0	.0
Offense Against Fam & Children:	24	8.1	.5
Driving While Intoxicated:		.0	.0
Liquor Laws:	2	.7	.0
Drunkenness:		.0	.0
Disorderly Conduct:	2	.7	.0

Type	Number	Percent Of Off.	Percent Of All
Vagrancy:		.0	.0
All Others Not Covered:	98	32.9	2.1
Suspicion:	2	.7	.0
Suicide:		.0	.0
Attempted Suicide:	4	1.3	.1
Plane Crash:		.0	.0
Unable To Answer/Warrant:		.0	.0
Drowning:		.0	.0
Alarm Drop:		.0	.0
Fire:		.0	.0
Juvenile Complaint:		.0	.0
Ambulance/Medic Needed:		.0	.0
Trouble With Equipment:		.0	.0
Bomb Threat:		.0	.0
Traffic Violation:		.0	.0
Auto Tft Recover/Foreign Rpt:		.0	.0
Officer In Trouble:		.0	.0
Property Damage Accident:		.0	.0
Personal Injury Accident:		.0	.0
Pedestrian Accident:		.0	.0
Car-Train Accident:		.0	.0
Livestock On Roadway:		.0	.0
Mental Subject:		.0	.0
Neighbor Trouble:		.0	.0

Citation Reports

Total Citations For Period: 2399
Total Citations For Officer: 125
Percent Of All: 5.2

Day Of Week	Number	% Of Off.	% Of All
Sunday	15	12.0	.6
Monday	11	8.8	.5
Tuesday	12	9.6	.5
Wednesday	18	14.4	.8
Thursday	23	18.4	1.0
Friday	28	22.4	1.2
Saturday	18	14.4	.8

Time Of Day	Number	% Of Dist	% Of All
First Shift(23:00 - 06:59)	1	.8	.0
Second Shift(07:00 - 14:59)	9	7.2	.4
Third Shift(15:00 - 22:59)	115	92.0	4.8

Miami Township Police Department
Citations Issued Report

Report Date: 02/24/04 Dates: 01-01-03 - 12-31-03 Page: 1

Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
01/16/03	Bearcreek	4511.202	[redacted]	Hank D. Gebhart
01/17/03	Clematis	4511.21		Connie S. Dawes
01/21/03	Lyons At SR 741	4511.38		Myra S. McDaniel
01/21/03	Hunt At Newmark And Ferndown	4511.21		Authur B. Kemper
01/24/03	Hunt At Newmark & Ferndown	4511.21		Gregory J. Traud
01/24/03	Newmark	4511.33		David M. Hindt
01/24/03	SR 741 At Newmark	4503.11		Michael D. Elleman
01/24/03	SR 741 At SR 725	4503.11		Christopher L. Gray
01/29/03	SR 741 At Prestige Paza	4511.12		Sherry A. Callahan
01/29/03	SR 741 At Prestige Place	4511.12		Christopher G. Fackler
01/29/03	SR 741 At 7999	4511.19(A1)		Devin L. Crowder
01/30/03	Byers At Belvo	4511.43		Brandon L. Adams
01/30/03	SR 741 At Ferndown	4511.19(A6)		Robert A. Smith
		4511.42		
02/08/03	Madriver	4503.11		Peter A. South
02/09/03	Springboro At 5858	4511.68(N)		Bonnie R. Kirchner
02/23/03	Lyons Rd At Sr 741	4503.11		Donald Coleman
02/23/03	Alex Bell	4503.11		Justin O. Wingate
03/01/03	S.R. 725 At Mall Park	4511.712		Jessica N. Matthews
03/01/03	S.R. 725 At Mall Park	4511.712		Joseph W. Anderson
03/01/03	S.R. 725 At Mall Park	4511.712		Marnie E. Ghrist
03/01/03	S.R. 725 At Mall Park	4511.712		James N. Baldukas
03/04/03	Lyons At Newmark	4511.42		Aszure D. Black
03/07/03	SR 725	4511.21		Brian J. Fenley
		4511.19(A6)		
		4507.02		
03/08/03	SR 741 At Lyons	4511.28	[redacted]	Kenneth W. Fry
03/09/03	SR 725 At Mad River Rd	4511.21		Paul V. Dibenedetto
03/24/03	Kingsridge	4511.42		Michael P. Mckeon
03/30/03	Maue At Lawrence	4511.19(A6)		Kristie R. Peters
		4507.02		
03/31/03	Lamme Rd Alex-Bell	4511.13		Gerald Shadoan II
04/01/03	Camry	4511.21		Nickisha G. Roberts
04/02/03	Lyonsridge At Lyons	4511.202		William D. Ellis
04/07/03	Clematis At Tea Garden	4511.21		Frank J. Isaacs
04/17/03	Spring Valley	4511.21		Martha J. Caldwell
04/17/03	Newmark	4511.33		Duane E. Norman
04/17/03	Newmark	4511.33		Diane G. Wireman
04/17/03	Newmark	4511.33		Jessica N. Ross
04/17/03	SR 741 At Dahlia	4511.42		Darrell M. Greenlee
04/18/03	Sr 741 At Prestige Plaza	4511.12		Kathy A. Huff
04/21/03	I 75 At South Of 675	4513.31		Lewis C. Moore
04/22/03	Alex-Bell At 2917	4511.33		John D. Talbot
04/23/03	Sr 741 At 7999	4507.02		Daniel W. Johnson
04/23/03	SR 741 At Prestige Pl	4511.12		Joseph C. Finney
04/23/03	SR 725 At Mall Park	4507.02		Jimmy Troxell
05/01/03	Alex-Bell At 2917	4511.42		William B. Brown
05/08/03	SR 741 At SR 725	4503.11		Melanie J. Dymer
05/08/03	Jamaica At SR 725	4511.43		Travis L. Nickell
05/10/03	SR 725 At 2146	4511.21		Kenneth R. Fleming
05/16/03	SR 741 At Prestige PlzaL	4511.12		Linda J. Vincent
05/18/03	SR 741 At Prestige Plaza	4511.12		Laura R. Bowersox
05/21/03	SR 741 At 6666	4507.02		Frank C. Dickinson
05/22/03	SR 725 At SR 741	4513.263		Joseph C. Weston

Miami Township Police Department
Citations Issued Report

Report Date: 02/24/04 Dates: 01-01-03 - 12-31-03
Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
05/22/03	Alex-Bell At Lamme	4513.263	[redacted]	Alice E. Dixon
05/23/03	Homedale	4511.21		Grant T. Owens
		4513.263		
05/23/03	Homedale	4511.21		Brandi L. Vaughan
05/23/03	Homedale	4511.21		Mysti N. Coldiron
05/23/03	Lyons At Benner	4513.263		Tony C. Stamper
05/23/03	Springvalley	4511.21		Raymond H. Schenkel
05/29/03	Alex-Bell At SR 741	4507.02		Craig S. Hart
		4503.11		
05/29/03	Washington Church	4511.21		Robert A. Ellinger
05/31/03	Mad River At Lois	4511.43		Julie A. Berry
06/13/03	Springboro At 7940	4507.02		Mark J. Stutson
06/16/03	Munger Rd At 5911	4507.02		David R. Vaughn
06/16/03	Alex-Bell At Lamme	4511.13		David D. Ramey
06/17/03	SR 741 At Sr 741	4511.81		Vanessa Young
07/01/03	SR 741 At Alex-Bell	4507.02		Joshua R. Thomas
07/01/03	SR 741 At Alex-Bell	4511.48		Benigno Perez-Santiago
07/05/03	Washington-Church 820 Blk	4511.21		Nancy E. Taylor
07/06/03	Farmersville-WC	4511.42		Gary Lemons
07/13/03	Sr 741	4511.33		Khoa T. Ngo
07/16/03	Miamisburg Centerville	4507.02		Corey A. Cole
07/16/03	Lyons At Byers	4511.13		Donna J. Nelson
07/16/03	Miami Village	4511.21		Dorothy R. Runge
07/16/03	Miami Village	4511.21		Kay T. Adcock
07/20/03	Sr 725 At Southwind	4511.13		D. Mark Brown
07/24/03	Alex-Bell At SR 741	4507.02		Chauntez D. Gee
		4503.11		
08/04/03	Alex-Bell	4511.21	[redacted]	James A. Price
08/05/03	Alex-Bell At SR 741	4511.21		Mary D. Bratton
08/07/03	SR 741 At Lyons	4511.13		Jessica D. Stapleton
08/21/03	Springvalley	4511.21		Dan H. Bremer
08/22/03	SR 741/Kingsridge Dr.	4511.202		Ronald D. Fortney
08/22/03	SR 725/Mad River Rd.	4503.11		Rickey L. Nichols, Jr.
08/31/03	Arborridge At 9470	4511.38		Beverly J. Brister
09/03/03	Springboro At 8480	4511.68(N)		Micheal F. Jraisat
09/05/03	SR 741 At Sprinvalley	4503.11		Jerald H. Zahora
09/05/03	Springvalley	4511.21		Jack E. Gilliam
09/05/03	Sr 741 At Sr 725	4507.02		Darneca T. Wilson
		4513.263		
09/05/03	SR 741 At SR 725	4513.263		Chezzie D. Allen
09/05/03	SR 725 At Sr 741	4507.33		Ali A. Reynolds
09/06/03	Sr 741 At Carnation	4507.02		Steven T. Wheeler
		4513.263		
09/06/03	SR 741 At Carnation	4513.263		Robert L. Blayth
09/29/03	SR 741 At SR 725	4503.21		Carmen Y. Glass
09/30/03	Springvalley	4511.21		Robert J. Mann
10/04/03	SR 741	4511.33		Janet A. Smith
10/07/03	2700 Miamisburg-Centerville	4511.69(F)		Terri L. Pullen
10/15/03	Lyons At Sr 741	4511.21		Nancy E. Levin
		4511.19(A3)		
		4549.08		
10/18/03	Alex-Bell	4511.44		Lenora M. Brown
10/20/03	Austin	4511.202		Ashley Swank

Miami Township Police Department
Citations Issued Report

Report Date: 02/24/04 Dates: 01-01-03 - 12-31-03
Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
10/26/03	Fourth Ave. At 6087	4511.19(A1)	[redacted]	Randall L. Lakes
		4507.02		
		4511.38		
		4301.62		
11/05/03	SR 741 At 8480	4511.28		Jared R. Marr
11/06/03	Hunt	4511.21		James L. Foster
11/06/03	HUnt	4511.21		Cheryl L. Franklin
11/06/03	SR 741 At Lyons	4511.28		Elizabeth J. Huff
11/10/03	Sr 741 At Prestige Pl	4511.12		Dennis M. Rowland
11/10/03	Sr 725 At Sr 741	4503.11		Joe M. Benitez
11/11/03	Sr 741 At Newmark	4511.21		Jason R. Kirkpatrick
11/13/03	SR 741 At 8081	4511.21		Richard E. Odell II
		4513.263		
11/15/03	Sr 725 At Mall Park Dr	4513.263		Tyrone L. Martin
11/15/03	Sr 725 At Mall Park	4513.263		Antoine L. Dye
11/19/03	Sr 741 At Prestige	4503.11		Michael R. Leonard
11/21/03	Sr 741 At Prestige	4511.12		Michael M. Harrison
11/21/03	Spring Valley	4511.21		Teresa A. Bierlein
11/21/03	SR 741 At Lyons	4511.28		Jeanette Y. Yingling
11/21/03	Lyons At Newmark	4503.11		Karen Y. Fann
11/28/03	Spring Valley	4511.21		Stanley D. Campbell
11/28/03	Spring Valley/Country Path	4511.21		James A. Gray
11/29/03	Lower Miamisburg/Upper Miamisb	4511.21		Arthur E. Kurtz
11/29/03	Dayton-Cinn	4511.21		Darlene A. Brown
12/04/03	Alex-Bell At 2930	4507.02		Michael R. McCain
		4511.33		
12/06/03	Sr 741 At Sr 725	4503.11	[redacted]	Marcus G. Mccarty-Towers
12/10/03	Newmark	4511.33		Tina M. Boyd
12/10/03	Sr741 At Sr 725	4503.21		Charles D. Porter
12/12/03	Main At Linden	4507.02		Sonya J. Wilson
12/14/03	SR 725 At 3027	4511.33		Marjorie M. Bixler
12/14/03	Lyons Rd At Lyonsrdieg And New	4511.202		Jean A. Whitaker
12/14/03	Lyons Rd	4511.202		Jamie N. Adams
12/28/03	Spring Valley & S.R. 741 And H	4511.21		Kevin L. Troyer

Total ORC Violations Issued For Period,And Officer: 141

Miami Township Police Department
Summary Of Daily Activity(Part 2)

Report Date: 02/24/04 For The Period: 01-01-03 - 12-31-03

Officer Name	DUI < 21	DUI >= 21	Child Res Wr	Child Res Ct	Adult Res Wr	Adult Res Ct	Suspe Licens	N-Traf Arrest	Moving VehWrn	Motor Assist	Speed Violat	ACCIDENT INFO Fatal	Injury	Prop D	Total	Miles Driven
S Aronoff	1	14	0	1	0	7	19	7	164	20	44	0	5	9	13	9662
T Garrison	3	2	0	0	0	3	4	3	36	3	6	0	3	10	12	12672
R Gray	0	0	0	0	0	0	6	2	41	150	4	1	11	37	49	11876
M Huwer	2	4	0	0	0	0	3	0	36	25	2	0	1	4	5	13824
N Malone	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	3915
M Mays	0	0	0	0	0	0	2	0	46	3	25	0	2	32	34	8333
D Unger	0	0	0	0	0	0	0	0	0	6	0	0	0	2	2	1697
J Williford	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	45
Total Shift: 1	6	20	0	1	0	10	34	12	323	208	81	1	22	94	115	62024
E Ashcraft	6	0	0	0	0	2	1	0	20	9	1	0	2	19	21	13277
R Blackburn	0	1	0	0	0	0	2	1	25	53	5	0	7	16	23	7931
J DiPietro	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	11
S Duffey	2	7	0	0	0	2	13	3	92	47	58	0	1	46	44	11715
J Etter	0	1	0	0	0	1	5	1	59	105	10	0	5	20	23	14409
[redacted]	6	1	1	0	0	0	32	11	219	112	18	0	14	51	63	15909
M Knierim	2	8	0	8	80	62	31	10	413	98	90	0	14	52	65	11565
J Kramer	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	122
M Lovely	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42
M Mays	0	0	0	0	0	0	0	0	5	1	2	0	1	8	9	1647
P McCoy	8	55	0	0	1	2	17	9	291	9	29	0	3	16	19	15372
M Moore	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	84
M Nicley	0	3	0	0	0	3	6	1	16	2	11	0	0	7	4	1777
P Nienhaus	0	6	0	2	1	2	20	3	205	101	129	0	11	40	51	14664
J Phares	0	0	0	0	0	0	0	0	2	1	1	0	0	0	0	152
W Sloop	0	0	0	0	0	0	1	0	5	6	13	0	1	5	6	2169
R Thompson	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	81
Total Shift: 2	24	82	1	10	82	74	128	39	1354	544	367	0	59	282	330	110927
T Beatty	0	4	0	0	0	2	1	0	54	11	30	0	12	42	54	19046
D Hovey	1	1	0	0	5	91	10	0	30	57	46	0	14	35	49	9551
J Neer	0	2	0	0	0	18	14	3	49	64	120	0	21	59	79	14086
D Ooten	1	4	0	0	1	6	26	4	291	42	7	1	10	26	35	19516
D Ratay	0	0	0	0	2	1	7	0	20	19	5	0	10	44	54	11237
R Sakal	1	4	0	0	0	8	9	2	41	13	1	0	18	68	84	11776
T Seifert	0	6	0	0	0	8	21	9	125	72	66	0	21	23	45	13036
T Stanyon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	62
G Stites	2	21	0	0	0	0	18	5	252	33	19	0	4	9	9	11763
[redacted]	2	4	0	1	3	9	15	3	63	61	30	1	13	52	65	12897
Total Shift: 3	7	46	0	1	11	143	121	26	925	372	324	2	123	358	474	122970

Miami Township Police Department
Summary Of Daily Activity(Part 1)

Report Date: 02/24/04 For The Period: 01-01-03 - 12-31-03

Officer Name	Reports	Follow Ups	FI Cards	VHC	Disp	Total Assists	EV Calls	VWs	Felony Arrests	Misd. Arrests	PHC	Tot Trf Citat
S Aronoff	155	32	37	40	592	158	7	131	5	56	46	138
T Garrison	112	39	23	43	653	171	47	25	7	33	37	32
R Gray	222	196	72	186	717	140	35	67	12	41	162	34
M Huwer	115	140	10	49	373	266	0	72	7	38	111	14
N Malone	0	0	0	0	1	61	0	0	0	0	0	0
M Mays	202	86	19	115	760	114	0	0	6	44	0	46
D Unger	19	12	8	20	103	52	0	0	1	3	9	1
J Williford	1	1	0	6	5	0	0	0	0	0	0	0
Total For Shift 1	826	506	169	459	3204	962	89	295	38	215	365	265
E Ashcraft	160	67	4	156	437	272	0	24	0	9	2	15
R Blackburn	206	76	30	74	692	139	1	14	11	34	1	25
J DiPietro	2	1	0	0	3	1	0	0	1	0	0	1
S Duffey	331	66	37	3	803	142	1	18	9	117	2	120
J Etter	209	160	13	55	1050	735	3	109	8	51	15	41
[redacted]	319	248	55	104	1255	307	118	302	6	73	0	137
M Knierim	392	69	36	2	1048	272	2	515	21	82	9	377
J Kramer	5	2	3	0	9	2	0	2	1	1	1	0
M Lovely	3	0	0	0	5	1	0	0	0	0	0	0
M Mays	41	12	1	21	129	26	0	0	3	4	0	7
P McCoy	144	13	32	58	783	272	0	300	8	110	72	195
M Moore	1	0	0	0	3	0	0	0	0	0	0	0
M Nicley	50	4	6	7	138	32	2	32	5	20	3	52
P Nienhaus	357	154	48	8	1104	300	4	26	11	86	1	217
J Phares	5	1	0	0	9	4	0	0	0	0	0	1
W Sloop	39	31	6	14	119	28	1	7	1	4	0	22
R Thompson	2	0	0	0	2	1	0	0	0	0	0	1
Total For Shift 2	2266	904	271	502	7589	2534	132	1349	85	591	106	1211
T Beatty	276	103	53	5	1086	133	1	6	14	88	2	127
D Hovey	435	103	41	27	931	197	135	65	20	93	3	259
J Neer	426	26	58	2	1200	190	0	4	4	98	0	250
D Ooten	275	136	51	81	1071	171	13	305	7	82	47	81
D Ratay	220	154	20	232	911	109	73	27	5	42	1	58
R Sakal	253	67	27	3	1161	230	94	0	6	64	0	106
T Seifert	347	185	55	3	1114	202	0	153	11	95	9	165
T Stanyon	1	2	0	0	2	0	0	0	0	0	0	0
G Stites	154	119	44	29	662	155	58	249	6	72	45	80
[redacted]	424	100	38	16	1088	304	0	57	18	105	0	140
Total For Shift 3	2811	995	387	398	9226	1691	374	866	91	739	107	1266

NAME [redacted] DEPARTMENT P D

LAST FIRST MIDDLE

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2003

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
JAN	[redacted]																														
FEB																															
MAR																															
APR																															
MAY																															
JUN																															
JUL																															
AUG																															
SEP																															
OCT																															
NOV																															
DEC																															

ABSENCE SUMMARY

A	AO	D	DF	H	J	LA	SF	SS	V	X	E

A = ACCIDENT ON DUTY
AO = ACCIDENT OFF DUTY
D = DISCIPLINE
DF = DEATH IN FAMILY
H = HOLIDAY
J = JURY DUTY
LA = LEAVE OF ABSENCE
SF = SICKNESS IN FAMILY
SS = SICKNESS-SELF
V = VACATION
X = UNEXCUSED ABSENCE
EO = EXCUSED (OTHER)

YEARLY TOTALS
USE REVERSE SIDE
FOR ADDITIONAL NOTES

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Evaluator's and Reviewer's Overall Comments/Special Considerations:
[redacted] **has a world of potential that has not been realized. He remains content on relying on his supervisor to make difficult decisions. He had the ability to become more independent, but in 2003, he did not make that transition.**

[redacted] **occasionally made careless mistakes that, if he had been concentrating on his task at hand, would not have been made. He needs to consider the liability in his decision-making and the possible ramifications. He needs to realize the importance of the position and the definition of the word, "Professionalism."**

If [redacted] **is to have a twenty-five year career, then he needs to start paying attention to detail. Each call for service must be approached as an opportunity to succeed. Unfortunately,** [redacted] **failed to show that kind of desire in 2003.**

Employee Comments:

[redacted]
E

10/26/04
Date

Sgt. Fitzgerald
Rater's Signature/Rank

10-26-04
Date

John M. Dilisio
Deputy Chief's of Police Signature

AUG 9 2004
Date

Chief of Police's Signature

7-3-04
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

MTPD # 81 (Revised 07/01)

To: Maj John DiPietro
Deputy Chief of Police

PERSONNEL FILE

From: [redacted]
1st Watch Patrol

Subject: Dickie

Sir,

I received from Sgt Adams one X-large dickie on 12/28/04.

[redacted]

PERSONNEL FILE

John DiPietro

From: "John DiPietro" <jdipietro@miamitownship.com>
To: "David Duberstein" <davidsunif@aol.com>
Sent: Tuesday, April 05, 2005 2:22 PM
Subject: Uniform Approval

David,

[redacted] is approved for four (4) short sleeve shirts.

Officer David Ooten is approved for two (2) short sleeve shirts and one (1) pair of pants.

Regards,

Major John DiPietro
Deputy Chief of Police
Miami Township Police Department
2660 Lyons Road
Miami Township Ohio 45342
Voice: (937) 433-2301
Fax: (937) 438-2337

Miami Township Police Department

Inter-Office Memo

Needs Replaced
Sgt Adams

Date: 04/03/05

To: Sgt. Adams / MAJ DiPIETRO

I need four new short sleeve shirts. The current ones I have are from [redacted] when I got hired on. They are worn out and need replacing

Maj John DiPietro
APR 5 2005
Miami Twp. Police

Signed: [redacted]
MTPD # 4

Unit Number: [redacted]

HOLSTER DISTRIBUTION

UNIT	NAME	SIGNATURE	DATE
40	Sakal, Robert		3-8-05
41	Stites, Gregory	To Sgt Adams	3-10-05
42	Neer, James		03/10/05
[redacted]			03-08-05
[redacted]			03-09-05
45	Etter, Jason	Ofc. [illegible] 45	3/8/05
46	Nienhaus, Paul	P. Nienhaus 46	3-8-05
47	Duffey, Shane	S. Duffey 47	3-10-05
48	Knierim, Michael	Michael Knierim #48	03-08-05
49	Aronoff, Scott		3-8-05
50	Sloop, William	H. Sloop #50	3-9-05
51	Nicley, Matthew		3/8/05
52	Kramer, Jason	#52	3/8/05
[redacted]			03-08-05
54	Strope, Nancy	Ofc. M. Strope #54	3-8-05
54	Littlefield, Eric	55	3-8-05

[redacted]

To: Maj John DiPietro
Deputy Chief of Police

From: Sgt Jerry Adams
1st Watch Supervisor

Subject: Sick Time [redacted]

Sir,

[redacted]vife called just after completion of roll call and stated she was possibly going into labor. She was within her due date time. I told [redacted]o clock out and go take her to the hospital. He took her to the hospital. [redacted]

EMTS UNIFORM

DAVID'S UNIFORMS
511 UNIFORMS FOR
MIAMI TWP POLICE

	LETTERING IS ROYAL BLUE, BLOCK STYLE, PLACEMENT: NAME INFO RIGHT CHEST, BADGE W/ TITLE LEFT			SHIRT		TROUSERS			
	LAST NAME	FIRST NAME	TITLE (SECOND LINE)	QTY	SIZE	QTY	WAIST	INSEAM	RECEIVED
1	Adams	Jerry	Sergeant	2	Medium	1	32	30	6/13/05
2	Aronoff	Scott	Officer	2	Large	1	38	30	6-19-05
3	Ashcraft	Edward	Corporal	2	Large	1	44	34	06-13-05
4	Beatty	Timothy	Officer	2	Large	1	36	30	6-15-05
5	Burling	Robert	Detective Sergeant	2	2-XL	1	46	30	6-8-05
6	Comer	Todd	Detective	2	XL	1	36	34	6/15/05
7	DiPietro	John	Deputy Chief	2	Large	1	36	32	6-12-2005
8	Duffey	Shane	Officer	2	XL	1	42	30	6-13-05
9	Etter	Jason	Officer	2	Large	1	36	32	6/9/05
10	Fitzgerald	Scott	Sergeant	2	Large	1	38	32	6-16-05
11	Garrison	Terry	Detective	2	2-XL	1	52	30	WIL
12	Hovey	Daniel	Officer	2	XL	1	46	30	6/8/05
13	Huwer	Michael	Officer	2	XL	1	44	32	6/10/05
14	Knierim	Michael	Officer	2	XL	1	42	34	6/21/05
15	Kramer	Jason	Officer	2	Large	1	36	32	6/9/05
16	Krug	Chris	Chief	2	XXL	1	42	32	6-10-05
17	Littlefield	Eric	Officer	2	Medium	1	32	30	6-8-05
18	Mays	Michael	Officer	2	Medium	1	34	32	MM 6.8.
19	McCoy	Patrick	Officer	2	XL	1	36	30	BSEP05
20	[redacted]		Officer	2	Med. (W)	1	30	30	RECD 1 SMALL SHIRT ONLY
21	Moore	Scott	Detective	2	XL	1	36	34	06-08-05
22	Neer	James	Officer	2	Large	1	36	32	06/11/05

#_VBMS
UNIFORM

DAVID'S UNIFORMS
511 UNIFORMS FOR
MIAMI TWP POLICE

	LAST NAME	FIRST NAME	TITLE (SECOND LINE)	SHIRT QTY	SHIRT SIZE	TROUSERS QTY	TROUSERS WAIST	TROUSERS INSEAM	RECEIVED
	ITTERING IS ROYAL BLUE, BLOCK STYLE, PLACEMENT: NAME INFO RIGHT CHEST, BADGE W/ TITLE LEFT								
23	Nicley	Matthew	Officer	2	Large	1	36	32	MN 6/6
24	Nienhaus	Paul	Officer	2	Medium	1	34	30	PGN 8-18
25	Ooten	David	Officer	2	Medium	1	32	32	DKO 6-16-05
26	Phares	Jay	Officer	2	Large	1	38	32	JP 6/6/05
27	Ratay	David	Officer	2	Medium	1	32	30	DR 6-7
28	Sakal	Robert	Detective	2	XL	1	42	30	RS 6.8.05
29	Seifert	Tom	Officer	2	Medium	1	34	32	8/16/05
30	Sloop	William	Officer	2	Medium	1	32	32	6/6/05
31	[redacted]		Officer	2	Medium	1	32	32	[redacted] 06-09-05
32	Stites	Gregory	Officer	2	Large	1	40	32	6.7.05
33	Strope	Nancy	Officer	2	Medium	1	34	32	6.8.05
34	Thompson	Rex	Sergeant	2	Medium	1	34	32	6-8-05
35	[redacted]		Officer	2	XXL	1	42	32	[redacted] 6/9/05
36									
37									
38									
39									
40									
41									
42									
43									
44									

Miami Township Police Department

Inter-Office Memo

Date: 12/13/05

To: Sgt. Adams / Chief Kruse

SIR, CAN WE GET A REPLACEMENT PLEASE Sgt ADA

On 12/13/05 I was getting into my cruiser and my flashlight hold caught on something and tore it off my duty belt. After the bottom wearing out and the holder needs to be replaced

ISSUED A NEW ONE
OH 12-14-05
JCK

Signed: [redacted]
MTPD # 4[redacted]

Unit Number: [redacted]

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Police Officer

Evaluator: Sgt Jerry Adams **Title:** 1st Watch Supervisor

Evaluation Period: From: 01/01/05 **Date of Evaluation:** 02/01/06

To: 01/01/06

Absence (Number of days/hours) 5 **during this rating period**

Absence (Number of occasions 4 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☒7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☒7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Personal hygiene, proper grooming.

Comments:

Always reports early for duty. Uniform is always pressed and clean. Displays a professional appearance.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted]**has continued to improve in all areas of job knowledge. He now performs well above the required standards.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☒5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

Overall, [redacted] job performance exceeds standards. He is an aggressive team player.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

Reports are well written. He is always respectful, courteous and professional in his citizen contacts.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☒6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] **makes good judgment calls and knows where to obtain the information and resources he needs to properly resolve matters.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] is confident now in his skills and it shows in his performance. He has elected to move to 2nd watch during the coming year and should perform very well there with more citizen contact during the busier part of the day.

Employee Comments:

[redacted] 03/09/04
Date

Sgt Jerry T. Adams 03/09/06
Rater's Signature/Rank Date

MAJ. [signature] 02.21.2006
Deputy Chief's of Police Signature Date

[signature] 2-26-06
Chief of Police's Signature Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department
For The Period 01/01/05 - 12/31/05

Statistics For Unit: [redacted] Report Date: 02/01/06

Incident Reports

Total Incidents For Period: 4190
Total Incidents For Officer: 108
Percent Of All: 2.6

Day Of Week	Number	% Of Off.	% Of All
Sunday	29	26.9	.7
Monday	15	13.9	.4
Tuesday	15	13.9	.4
Wednesday	8	7.4	.2
Thursday	15	13.9	.4
Friday	15	13.9	.4
Saturday	11	10.2	.3

Time Of Day	Number	% Of Off.	% Of All
First Shift(00:00 - 07:59)	68	63.0	1.6
Second Shift(08:00 - 15:59)	10	9.3	.2
Third Shift(16:00 - 23:59)	30	27.8	.7

Type	Number	Percent Of Off.	Percent Of All
Criminal Homicide:		.0	.0
Rape:		.0	.0
Robbery:		.0	.0
Aggravated Assault:		.0	.0
Burglary/ B&E:	4	3.7	.1
Larceny:	13	12.0	.3
Auto Theft:	3	2.8	.1
Other Assaults:	7	6.5	.2
Arson:		.0	.0
Riot:		.0	.0
Bad Checks/Forg/Counterfeiting:		.0	.0
Fraud:		.0	.0
Embezzlement:		.0	.0
Stolen Property:		.0	.0
Criminal Danaging/Vandalism:	8	7.4	.2
Weapons Offenses:		.0	.0
Prostitution & Vice:		.0	.0
Sex Offenses:	1	.9	.0
Narcotics And Drug Laws:		.0	.0
Gambling:		.0	.0
Offense Against Fam & Children:		.0	.0
Driving While Intoxicated:	9	8.3	.2
Liquor Laws:	1	.9	.0
Drunkenness:		.0	.0
Disorderly Conduct:	1	.9	.0

Type	Number	Percent Of Off.	Percent Of All
Vagrancy:		.0	.0
All Others Not Covered:	20	18.5	.5
Suspicion:		.0	.0
Suicide:		.0	.0
Attempted Suicide:	2	1.9	.0
Plane Crash:		.0	.0
Unable To Answer/Warrant:		.0	.0
Drowning:		.0	.0
Alarm Drop:		.0	.0
Fire:		.0	.0
Juvenile Complaint:	2	1.9	.0
Ambulance/Medic Needed:		.0	.0
Trouble With Equipment:		.0	.0
Bomb Threat:		.0	.0
Traffic Violation:	1	.9	.0
Auto Tft Recover/Foreign Rpt:	1	.9	.0
Officer In Trouble:		.0	.0
Property Damage Accident:		.0	.0
Personal Injury Accident:		.0	.0
Pedestrian Accident:		.0	.0
Car-Train Accident:		.0	.0
Livestock On Roadway:		.0	.0
Mental Subject:		.0	.0
Neighbor Trouble:		.0	.0

Citation Reports

Total Citations For Period: 2365
Total Citations For Officer: 61
Percent Of All: 2.6

Day Of Week	Number	% Of Off.	% Of All
Sunday	7	11.5	.3
Monday	8	13.1	.3
Tuesday	10	16.4	.4
Wednesday	7	11.5	.3
Thursday	13	21.3	.5
Friday	11	18.0	.5
Saturday	5	8.2	.2

Time Of Day	Number	% Of Dist	% Of All
First Shift(23:00 - 06:59)	46	75.4	1.9
Second Shift(07:00 - 14:59)	13	21.3	.5
Third Shift(15:00 - 22:59)	2	3.3	.1

February 6, 2006

TO: [redacted]
Road Patrol, Second Relief

FROM: John C. Krug
Chief of Police

SUBJECT: Pre-Approved Vacation

Article XXXVIII, Section 6 of the Union Agreement provides that between January 1 and January 31 of each year an officer may submit a request for pre-approved vacation. You may guarantee either one two-week vacation or two one-week vacations. The approval process is based upon seniority and Management will not approve two people on the same relief to be off on pre-approved vacation at the same time.

You submitted a Pre-Approved Vacation Leave request for March 24, 25, 26, 27, 28 and April 1, 2. This request **cannot be approved as Pre-Approved Vacation Leave** since a more senior officer on your relief requested the same time period off. This does not mean that you can not have the days you requested off, it simply means that the days you requested to be off are subject to cancellation either because of a personnel shortage or a crisis in our community.

You can either submit another Pre-Approved Vacation Leave request in hopes of getting some other requested time off guaranteed or you can leave your original request stand and hope for no personnel shortage or community crisis that impacts your relief.

I am signing off on your original vacation request, but it is not guaranteed time off. Get with me on this as soon as possible if you would like to submit other dates for consideration for Pre-Approved Vacation..

John C. Krug
Chief of Police

Pre-Approved Request

M.T.P.D. Employee Time Off Request

Date: 01/07/06 **Pay Period:** _____
(Figured by Payroll)

Employee Name: [redacted]

Type of LEAVE and TOTAL Number of HOURS Requested for Each:

☒ **Vacation** 17 ☐ **Comp. Time** _____

☐ **P.A.** _____ ☐ **Sick** _____

Date(s) Requested: 03/24 and 03/25

Nature of Sick Leave: Denied as Pre-approved Vacation.

Signature of Employee: [redacted]

Authorized by Supervisor: _____

Authorized by Deputy Chief: _____

Authorized by Chief of Police: _____

MTPD #21 (Revised 01/03) **Time Remaining:** _____

Pre-Approve Request

M.T.P.D. Employee Time Off Request

Date: 01/07/04 **Pay Period:** _____
(Figured by Payroll)

Employee Name: [redacted]

Type of LEAVE and TOTAL Number of HOURS Requested for Each:

☒ **Vacation** 34 ☐ **Comp. Time** _____

☐ **P.A.** _____ ☐ **Sick** _____

Date(s) Requested: 03/24 - 03/28 and 04/01

Nature of Sick Leave: Denied as pre-approved vacation.

Signature of Employee: [redacted]

Authorized by Supervisor: _____

Authorized by Deputy Chief: _____

Authorized by Chief of Police: _____

MTPD #21 (Revised 01/03) **Time Remaining:** _____

Pre-Approved Request

M.T.P.D. Employee Time Off Request

Date: 01/07/06 **Pay Period:** _____
(Figured by Payroll)

Employee Nam [redacted]

Type of LEAVE and TOTAL Number of HOURS Requested for Each:

☒ **Vacation** 8.5 ☐ **Comp. Time** _____

☐ **P.A.** _____ ☐ **Sick** _____

Date(s) Requested: 04/02

_____

Nature of Sick Leave: _____

Denied as pre-approved vacation

Signature of Employee: [redacted]

Authorized by Supervisor: _____

Authorized by Deputy Chief: _____

Authorized by Chief of Police: _____

MTPD #21 (Revised 01/03) **Time Remaining:** _____

NAME [redacted] FIRST MIDDLE DEPARTMENT PD

DATE OF BIRTH DATE OF HIRE [redacted] CLOCK NUMBER

SOCIAL SECURITY NUMBER SICK DAYS DUE VACATION TIME DUE

2005

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
JAN	[redacted]																														
FEB																															
MAR																															
APR																															
MAY																															
JUN																															
JUL																															
AUG																															
SEP																															
OCT																															
NOV																															
DEC																															

ABSENCE SUMMARY									
A	AO	D	DF	H	J	LA	SF	SS	V

A = ACCIDENT ON DUTY
AO = ACCIDENT OFF DUTY
D = DISCIPLINE
DF = DEATH IN FAMILY
H = HOLIDAY
J = JURY DUTY
LA = LEAVE OF ABSENCE
SF = SICKNESS IN FAMILY
SS = SICKNESS-SELF
V = VACATION
X = UNEXCUSED ABSENCE
EO = EXCUSED (OTHER)

YEARLY TOTALS
USE REVERSE SIDE
FOR ADDITIONAL NOTES

©Copyright, 1965, 1977, V. W. EIMICKE ASSOCIATES, INC., Bronxville, N.Y.

Form 112 Printed in U.S

Memo to: Sgt. Rex Thompson

Memo from: [redacted]

Subject: Change of Hours

Date: March 9, 2006

I agree to waive the 28 day notice per the union contract (Article XIII Section 1) and work the [redacted]. It is my understanding it is only temporary at this time.

Respectfully Submitted;

[redacted]

Maj John DiPietro
RECD
MAR 10 2005
Miami Twp. Police

DePew, Connie

From: Bogner,Penny
Sent: Thursday, October 12, 2006 1:43 PM
To: DePew, Connie
Subject: RE: Vacation - [redacted]

I have switched his vacation to reflect 17 hours and sick to reflect 34 hours used.

From: DePew, Connie
Sent: Thursday, October 12, 2006 1:26 PM
To: Bogner,Penny
Cc: Thompson, Rex
Subject: Vacation - [redacted]

We need to change part of the vacation time [redacted] took in P.P. 21 to sick time. [redacted] during that time, and there was some confusion as to what he could take without having too many sick occurances.

[redacted] had asked for 34 vacation hours on 09/27, 09/28, 09/29 and 09/30.

Per Chief Krug, we need to change 9/27 and 9/29 to sick days. Therefore he will have 34 hours sick and 17 vacation during P.P. 21.

If you have any questions, please let me know.

Thanks,
Connie

cc: [redacted]

Miami Township Police Department

Inter-Office Memo

Forwarded to Major

Date: 04/05/06

To: Sgt. Thompson

I need a replacement cuff case. The snap is pulling away from the cover.

—Replaced

Maj John DiPietro
APR 6 2005
Miami Twp. Police

This needs replaced. Thanks
4/5/06

Signed: [redacted]

MTPD # [redacted]

Unit Number: [redacted]

DePew, Connie

From: Bogner,Penny
Sent: Wednesday, November 29, 2006 11:20 AM
To: Bailey,Andrea; Bell, Adrianne; DePew, Connie
Subject: used sick time donation

Adrianne, Andrea, and Connie,
Below is a list of the people I'll be taking hours from for their donation of sick time. Since I had no idea who submitted when, I put the all the names that donated in alphabetical order by first name and started taking from there. These are the first of the donators. I'll be sending emails every 2 weeks to let you know who I took sick time from each payroll.

Sick hours donated to employee
K Whiteman

	Donator's Name	Hours Donated
1	Aaron Zink	8.00
2	Angela Adams	8.00
3	Ben Albert	8.00
4	Bill Kuntzman	8.00
5	Bob Burling	8.00
6	Bob Sakal	8.00
7	[redacted]	8.00
8	Brian Petry	8.00
9	Chelsea Bailey	8.00
10	Chris Krug	8.00

Penny

Let me know if you have any questions.

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Road Patrol

Evaluator: Sgt. R. A. Thompson **Title:** Sergeant

Evaluation Period: From: January 1, 2006 **Date of Evaluation**: February 15, 2007

To: December 31, 2006

Absence (Number of days/hours) 68 hours **during this rating period**

Absence (Number of occasions) 6 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

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1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments:

Attendance is still a factor. Discussions have been conducted and steps are being taken to adjust the situation. [redacted] does comply with our uniform requirements and displays himself well.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

Generally demonstrates an adequate understanding and utilization of current laws, rules, techniques and procedures essential to performing his duties.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted]**ses information and materials effectively to accomplish assignments. His work is usually thorough, organized and requires few revisions. Could always be more aggressive in initiating and setting an example but, he continues to be a team player.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

He usually demonstrates good listening skills. Written and oral communication is generally thorough, organized, and effective.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] **at times will second guess himself and he lacks confidence. His lack of initiative and drive is obvious. He generally makes quality decisions in a timely manner and handles emergencies quickly and efficiently.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **attendance has been a factor and corrective actions have been taken. His general knowledge of law enforcement procedures are good but could be better. He lacks initiative, drive, and self confidence which lead to discussions involving priority calls. Together, we are continuing to monitor his aggression and learn as we progress into the New Year.** [redacted] **is gentle and kind but can be firm when necessary. He does reach out to the community and displays a positive attitude.**

Employee Comments:

[redacted]

E[redacted] 03/05/07
Date

Sgt. R.A. Thompson 10 February 15, 2007
Rater's Signature/Rank Date

[signature] 2-23-2007
Deputy Chief's of Police Signature Date

[signature] 2-20-07
Chief of Police's Signature Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

City of Moraine

DIVISION OF POLICE

THOMAS R. SCHENCK
CHIEF OF POLICE

April 25, 2007
07TRS018

Chief John C. Krug
Miami Township Police Department
2660 Lyons Road
Miamisburg, OH 45342

Dear Chris,

On April 22, 2007, this Division investigated a domestic violence incident on Ned Drive in our city. The female victim alleged that her husband had assaulted her and threatened to shoot himself. The suspect, armed with a shotgun, fled the residence in his vehicle.

The incident in the home was extremely volatile. Children were present while the suspect threatened to shoot the victim and himself. The suspect also used the shotgun to knock the phone out of the victim's hands.

The suspect returned to the scene while our officers were conducting the investigation, only to flee again upon seeing the officers. A broadcast was made to your agency to be on the lookout for the suspect. [redacted] located the suspect on Lakehurst Drive. [redacted] held the suspect at gunpoint while the suspect told the officer to shoot him.

The suspect ultimately surrendered without incident. The shotgun was found in the vehicle, unloaded. The suspect has been charged with abduction, domestic violence, weapons under disability and aggravated menacing.

Your officer was instrumental in diffusing a volatile situation. On behalf of my officers and the victim, I want to thank [redacted] for his efforts.

Sincerely,

Thomas R. Schenck
Chief of Police
Moraine Police Division

[redacted]

Great job. Thanks for all you do for the department.
Chief Krug

[redacted]

GREAT WORK!

4200 DRYDEN ROAD MORAINE, OHIO 45439
ADMINISTRATIVE (937) 535-1000 • POLICE (937) 535-1166 • POLICE FAX (937) 535-1278

November 24, 2007

TO: All Personnel

FROM: John C. Krug
Chief of Police

SUBJECT: 2007 Courage Award

On Wednesday, October 31, 2007 the Miami Township Police Department and the Miami Township Fire Department were selected as the co-recipients of the South Metro Regional Chamber of Commerce 2007 Courage in Business Award. Below is an article that will appear in the Township Newsletter and the Miamisburg-West Carrollton Newspaper.

Miami Township Public Safety Forces Receive Recognition

On October 31, 2007 the Police and Fire Departments were recognized by the South Metro Regional Chamber of Commerce at their Annual Awards Breakfast with the 2007 Courage in Business Award. Four years ago the South Metro Regional Chamber of Commerce created an award known as the Courage in Business Award that was suggested by Police Chief Chris Krug. The Dayton Mall was the first recipient of the award for the implementation of the MB-16 Policy to address the inappropriate behavior of youth inside the Dayton Mall on weekend evenings.

The Miami Township Police and Fire Departments were nominated for the 2007 award by Michael Minns, General Manager at the Dayton Mall, and Mark Langdon, General Manager, Homewood Suites, and then selected unanimously by the awards committee to receive the award. Both Minns and Langdon wrote, "We have always been impressed by their professionalism, attention to detail, willingness to go the extra mile. Miami Township emergency services are consistently well-run, professional organizations always concerned with positive growth. Consistently these agencies have shown themselves to be responsible stewards of the public trust, fostering positive relationships with township businesses and residents alike, as well as working in an ever-expanding network to keep abreast of new operating methodology they can put to use for a positive benefit of all."

The Courage in Business Award is awarded to a business or entity that demonstrates courage or entrepreneurial spirit above and beyond the operating norm. Risk taking, problem solving, and ethical judgments are frequently demonstrated in daily operations.

Chief Chris Krug stated, "I am extremely proud of the Miami Township Police Department being selected to be the 2007 co-recipient of the award for two reasons. First, the award says a lot about the professional service delivered to businesses and residents of Miami Township by the men and women of the police department and their commitment to customer service. Secondly, being recognized by the business community you are paid to serve speaks volumes of our efforts to build relationships that foster a sense of partnership for the well-being of all members of the community. Receiving an award that I suggested be created four years ago to honor members of the South Metro Regional Chamber of Commerce is very special to me. On behalf of all the members of the police department I want to thank the Chamber of Commerce and all its members for bestowing such a great honor on the police department."

"The Miami Township Division of Fire/EMS and its members have worked tirelessly over the last 5.5 years to become more accessible to our customers. We have worked to broaden our service delivery model to include non-traditional services or services that positively impact our customers before an emergency. The fact that two well established businesses chose to nominate the Division for those efforts reinforces that the Division is making a positive impact in our community. On behalf of the members of the Division, I am appreciative of the nomination and the award. We are dedicated to identifying and implementing new services that benefit our customers and continuing the professional level of service that is customer focused and centered," Chief Fulmer said.

End of article.

The Miami Township Police Department would not have been selected to share in this prestigious award if each of you didn't do an outstanding job day to day in the performance of your duties. I have always said we need to market our organization through the delivery of quality service to all we encounter one day at a time, not just prior to a levy issue being on the ballot. This is a fine example of a team effort that should make each of you proud of what you do each day.

I want to personally thank each of you for your commitment to our department and our community. Without each of you, this type of success would never be achieved.

John C. Krug
Chief of Police

South Metro
Regional Chamber of Commerce
Courage Award 2007

Miami Township Police Union Salary Increase - Effective March 1, 2008 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	PA Hours at Old Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	OT Hours at Old Rate	Special Detail OT at Old Rate	Court Hours at Old Rate	New Salary	Reg. Hours at New Rate	Comp Hours at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	OT Hours at New Rate	TOTAL HOURS	Longevity $	OIC $	Comp Earned at 1.5	Specialty Compensation	Yearly PA
Albert, B.	22.26	46.00		25.50						23.26	8.50						80.00				N/A	25.5
Aronoff, S.	24.27	78.00	2.00				3.25			25.36							83.25				[8.0 Comp Hours]	24.0
Beatty, T.	24.03	71.50		5.50		3.00				25.11							80.00		25.50		$213.44	25.5
Carlton, J.	24.27	80.00								25.36							80.00				[17.0 Comp Hours]	25.5
Comer, T.	24.03	75.00	1.00			4.00			6.00	25.11							86.00	1200.00			$200.88	24.0
Duffey, S.	23.79	71.50					1.00			24.86	8.50						81.00				[8.5 Comp Hours]	25.5
Etter, J.	23.79	69.50	10.50				0.75			24.86							80.75			2.00	[17.0 Comp Hours]	25.5
Fiebig, J.	20.60	80.00					4.25			21.53							84.25			2.00	N/A	25.5
Garrison, T.	23.79	66.50				5.50			6.00	24.86	8.00					1.00	87.00				[8.0 Comp Hours]	24.0
Hesler, D.	23.11	80.00					1.00			24.15							81.00				[17.0 Comp Hours]	25.5
Hovey, D.	23.79	80.00					0.50	12.50		24.86							93.00				$596.64	24.0
Huwer, M.	23.79	74.00	2.00			4.00				24.86							80.00	1200.00			[8.0 Comp Hours]	24.0
Knierim, M.	23.79	71.50								24.86	8.50						80.00			2.50	[17.0 Comp Hours]	25.5
Kramer, J.	24.03	77.00	3.00						1.00	25.11							81.00				[17.0 Comp Hours]	25.5
Landis, K.	22.26	70.50		1.00			2.75		1.00	23.26	8.50					0.50	84.25				N/A	25.5
Mays, M.	23.79	71.50					1.00			24.86	8.50						81.00				[8.5 Comp Hours]	25.5
McCoy, P.	23.79	72.00				8.00	3.00			24.86							83.00				[24.0 Comp Hours]	24.0
[redacted]	24.03	63.00		6.00		2.50	2.25			25.11	8.50						82.25				[34.0 Comp Hours]	25.5
Miller, S.	22.26	70.75	0.75				1.00	3.50	3.00	23.26	8.50						87.50				N/A	25.5
Moore, M.	23.79	48.00			16.00	16.00				24.86							80.00				N/A	24.0
Neer, J.	23.79	63.00		8.50						24.86	8.50						80.00				$211.31	25.5
Nicley, M.	24.03	65.00				5.00	0.50			25.11	10.00						80.50				[32.0 Comp Hours]	24.0
Ooten, D.	23.79	68.00	12.00				1.00		3.00	24.86							84.00				N/A	25.5
Ratay, D.	24.27	68.50		1.00		2.00	1.50			25.36	8.50						81.50	1200.00			[25.5 Comp Hours]	25.5
Sakal, P.	23.79	80.00								24.86							80.00				[16.0 Comp Hours]	24.0
Seifert, T.	23.79	63.00				8.50				24.86	8.50					2.50	82.50				[25.5 Comp Hours]	25.5
Siney, M.	22.26	71.50					1.50		3.00	23.26	8.50						84.50				[25.5 Comp Hours]	25.5
Sloop, H.	23.79	54.50	17.00				0.50			24.86	8.50						80.50				[17.0 Comp Hours]	25.5
[redacted]	23.34	80.00					0.50			24.39							80.50				N/A	25.5
Stites, G.	23.79	71.50					1.25			24.86	8.50						81.25				$422.62	25.5
Strope, N.	24.03	63.00				8.50	0.50		1.00	25.11	8.50						81.50				[8.5 Comp Hours]	25.5
[redacted]	23.79	71.50					0.25	3.00		24.86	8.50						83.25				[8.5 Comp Hours]1	25.5

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Road Patrol

Evaluator: Sgt. R. A. Thompson **Title:** Sergeant

Evaluation Period: From: January 1, 2007 **Date of Evaluation:** March 7, 2008

To: December 31, 2007

Absence (Number of days/hours) 7 days **during this rating period**

Absence (Number of occasions) 4 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ■2 ☐3 ☐4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments:

Attendance is still a factor. Discussions have been conducted and steps are being taken to adjust the situation. It should be noted that some attendance issues are family related. [redacted] does comply with our uniform requirements however, minor improvements can be made.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

Generally demonstrates an adequate understanding and utilization of current laws, rules, techniques and procedures essential to performing his duties. Still at times unsure of what to do.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted]**ses information and materials effectively to accomplish assignments. His work is usually thorough and organized but at times requires some revisions. Could always be more aggressive in initiating and setting an example.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

He usually demonstrates good listening skills. Written and oral communication is generally thorough, organized, and effective.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]**at times will second guess himself and he lacks confidence. His lack of initiative and drive is at times obvious. He will generally make quality decisions in a timely manner and handles emergencies quickly and efficiently.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **attendance and tardiness continue to be a factor. Corrective action has been taken and it should be noted that some issues have been family related. He has become a much better team player and contributed to the efforts on our shift. He was certified this year as a Laser Operator and was one of the shifts top performers taking incident reports. Along with his regular patrol duties** [redacted] **assisted with the transporting of prisoners, the finger-printing details involving court-ordered or job related finger print cards, and maintaining our vehicle fleet and equipment issues. He did receive a letter of commendation from another jurisdiction for his role in arresting a suspect during a hostile abduction and domestic violence case.**

Employee Comments:

[redacted]

04/13/08
Date

Sgt. R. A. Thompson
Rater's Signature/Rank

4/13/08
Date

John M. DiPietro
Deputy Chief's of Police Signature

Maj John DiPietro
MAR 17 2008
Miami Twp. Police

Date

John C. Long
Chief of Police's Signature

March 17, 2008
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

MTPD # 81 (Revised 07/01)

Miami Township Police Department
For The Period 01/01/07 - 12/31/07

Statistics For Unit: [redacted] Report Date: 02/13/08

Incident Reports

Total Incidents For Period: 3625
Total Incidents For Officer: 168
Percent Of All: 4.6

Day Of Week	Number	% Of Off.	% Of All
Sunday	20	11.9	.6
Monday	20	11.9	.6
Tuesday	23	13.7	.6
Wednesday	23	13.7	.6
Thursday	27	16.1	.7
Friday	30	17.9	.8
Saturday	25	14.9	.7

Time Of Day	Number	% Of Off.	% Of All
First Shift(00:00 - 07:59)	27	16.1	.7
Second Shift(08:00 - 15:59)	95	56.5	2.6
Third Shift(16:00 - 23:59)	46	27.4	1.3

Type	Number	Percent Of Off.	Percent Of All
Criminal Homicide:		.0	.0
Rape:		.0	.0
Robbery:	2	1.2	.1
Aggravated Assault:		.0	.0
Burglary/ B&E:	3	1.8	.1
Larceny:	17	10.1	.5
Auto Theft:	4	2.4	.1
Other Assaults:	5	3.0	.1
Arson:		.0	.0
Riot:		.0	.0
Bad Checks/Forg/Counterfeiting:	9	5.4	.2
Fraud:	1	.6	.0
Embezzlement:		.0	.0
Stolen Property:	1	.6	.0
Criminal Danaging/Vandalism:	15	8.9	.4
Weapons Offenses:		.0	.0
Prostitution & Vice:		.0	.0
Sex Offenses:	1	.6	.0
Narcotics And Drug Laws:	1	.6	.0
Gambling:		.0	.0
Offense Against Fam & Children:	4	2.4	.1
Driving While Intoxicated:	3	1.8	.1
Liquor Laws:		.0	.0
Drunkenness:		.0	.0
Disorderly Conduct:		.0	.0

Type	Number	Percent Of Off.	Percent Of All
Vagrancy:		.0	.0
All Others Not Covered:	60	35.7	1.7
Suspicion:		.0	.0
Suicide:		.0	.0
Attempted Suicide:	2	1.2	.1
Plane Crash:		.0	.0
Unable To Answer/Warrant:		.0	.0
Drowning:		.0	.0
Alarm Drop:		.0	.0
Fire:		.0	.0
Juvenile Complaint:	3	1.8	.1
Ambulance/Medic Needed:		.0	.0
Trouble With Equipment:		.0	.0
Bomb Threat:		.0	.0
Traffic Violation:		.0	.0
Auto Tft Recover/Foreign Rpt:		.0	.0
Officer In Trouble:		.0	.0
Property Damage Accident:		.0	.0
Personal Injury Accident:		.0	.0
Pedestrian Accident:		.0	.0
Car-Train Accident:		.0	.0
Livestock On Roadway:		.0	.0
Mental Subject:		.0	.0
Neighbor Trouble:		.0	.0

Citation Reports

Total Citations For Period: 3195
Total Citations For Officer: 80
Percent Of All: 2.5

Day Of Week	Number	% Of Off.	% Of All
Sunday	7	8.8	.2
Monday	11	13.8	.3
Tuesday	20	25.0	.6
Wednesday	9	11.3	.3
Thursday	12	15.0	.4
Friday	7	8.8	.2
Saturday	14	17.5	.4

Time Of Day	Number	% Of Dist	% Of All
First Shift(23:00 - 06:59)	2	2.5	.1
Second Shift(07:00 - 14:59)	72	90.0	2.3
Third Shift(15:00 - 22:59)	6	7.5	.2

Miami Township Police Department
Citations Issued Report

Report Date: 02/13/08 Dates: 01/01/07 - 12/31/07

Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
01/01/07	SR 741 At Alex Bell	4511.42	[redacted]	Rosia A. Parker
01/06/07	Lyons Rd At 2660	4503.21		Suliman A. Abdul-Mutakallim
		4513.02		
01/10/07	Dayton Cincinnati At Benner	4511.21		Joshua D. Beckett
		4510.11		
01/11/07	Alex Bell At SR 741	4503.11		Danny R. Pottinger
01/21/07	Lamme Rd At Alex Bell	4511.202		Robert A. Cochran
01/22/07	Clematis At Teagarden	4511.19(A1)(a		Samuel F. Knight
		4511.19(A1)(d)		
		4511.202		
02/17/07	I 75 South At 42.2 Mm	4511.202		Jeanne L. Scott
02/17/07	I 75 South At 42.8 Mm	4511.202		Sara J. Dornbusch
02/17/07	I 75 S At 44.0 Mm	4511.202		Cassandra L. Woods
02/21/07	Miami Village Dr.	4511.202		Tara E. Hayes
02/25/07	Stroop Rd At Tait & Prystup	4511.21		Dwana L. Jones
02/27/07	Prestige Plaza At SR 741	4511.12		Pamela R. Floyd
03/04/07	Dayton Cincinnati At Shephard	4511.202		Robin S. Fetter
03/06/07	SR 741 At Kingsridge	4511.19(A1)(a		Lisa A. Chalk
03/13/07	Miami Village At Arboridge & S	4511.21		Renee L. Riley
03/13/07	Miami Village At Arboridge & S	4511.21		Hayder M. Almosawi
03/20/07	Dayton Cincinnati At Lindamead	4511.21		Charlotte J. Holland
03/20/07	Dayton Cincinnati At Chautauqu	4511.21		Deborah A. McGuire
03/20/07	Soldiers Hm-Msbg At Farmersv-W	4511.21		Kelly M. Berger-Davis
03/26/07	Springvalley At Arboridge/Spri	4511.21		Cory R. King
03/29/07	Lamme Rd At Stroop & Lehigh	4511.21		Angel P. Rojas
		4510.16		
04/03/07	Wood At Imperial Crown	4511.42		Ella M. Lawson
04/05/07	SR 741 At 6666	4511.21		Ernest Winburn
04/05/07	Mad River At SR 725 & South Le	4511.44		Frangula Zinzigk
04/10/07	Windsor Village At 2435	4511.202		Rodney E. Willis
04/10/07	SR 741 At Spring Valley	4511.42		Rebecca M. Losito
04/13/07	Lyons At SR 741	4511.42		Caleb J. Chamberlain
04/18/07	Dayton Cincinnati At Chautauqu	4511.21		Charles J. Borad
04/19/07	Chautauqua At Tenth And Farmin	4511.21		Michael W. Thorn II
04/24/07	Lamme Rd At Alex Bell	4510.11		Christopher A. Minger
		4510.21		
04/25/07	SR 741 At Alex Bell	4511.13		William M. Taylor
05/05/07	Dryden At 3024	4511.33		Sharon A. Kitt
05/11/07	Taos At 2710	4511.661		Ricky D. Demus
05/21/07	SR 741 At Lyons	4503.11		Ferree Hardy
05/22/07	Nyock At 2600 Block	4513.263		Kyle L. Gamble
05/25/07	Sr 741 At Prestige	4513.263		Cedric E. Reeves
		4511.12		
05/27/07	SR 741 At SR 725	4510.16		Antwain L. Roper
05/27/07	SR 741 At SR 725	4510.11		Antwan L. Mccathron
		4510.21		
		4513.361		
05/28/07	SR 725 At Mad River	4513.263	[redacted]	Jared A. Embree
05/29/07	Spring Valley At Arbordridge	4513.263		Harmi Lashelle
06/02/07	SR 725 At Mall Park	4511.21		Monica A. Ginder
06/02/07	SR 725 At Mall Park	4511.33		Phyllis J. Dear
06/09/07	Spring Valley At Arboridge/Spr	4511.21		Debra L. Clark
06/11/07	Mad River At Billburg And Fox	4511.21		Leona D. Banks

Miami Township Police Department
Citations Issued Report

Report Date: 02/13/08 Dates: 01/01/07 - 12/31/07

Unit: [redacted]

Date	Location	Violation	Violator SSN Number	Violator's Name
06/11/07	Marigold Dr At 2554	4510.12(A1)	[redacted]	Thomas D. Jenkins
		4511.202		
06/21/07	Alex Bell At 2651	4511.21		Dezerae L. Alexander
06/21/07	Soldiers Home/Miamisburg @ Far	4511.38		Jack McLaughlin
06/26/07	Springvalley At Arboridge And	4511.21		Todd A. Lemaster
07/18/07	Springboro Pk At 7999	4511.19(A1)(a		Danny J. Moon
07/22/07	I 75 N/B At 42 Mm	4511.21		Lucille V. Wooten
07/25/07	Spring Valley At Arboridge And	4511.21		Anne K. Bowers
07/28/07	Alex Bell At 2917	4511.21		Tracy C. Ulrich
08/01/07	Private Property At 2700 MSBG	4511.69(F)		Ronald E. Hall Jr.
08/02/07	Ferndown At Marquis	4503.11		Zachary W. Fannin
08/04/07	Austin Pk At Rockcastle And SR	4511.21		Michelle Jackson
08/05/07	Wood Rd At MSBG-SPRG	4510.21		Steven M. Asher Sr.
08/31/07	Dayton Cincinnati At Benner An	4511.21		Thomas A. Newkirk
09/04/07	Spring Valley At Arboridge & S	4511.21		George T. Nguyen
09/07/07	Cross Village At 2500 Block	4510.16		Danny J. Moon
09/08/07	SR 741 At Lyons Rd	4503.11		Sarah E. Kirkendall
09/17/07	Soldiers Home Miamisburg Manni	4511.21		Donald W. Herzer
09/26/07	Lyons Rd At SR 741 And Towson	4511.21		Dillan E. Miskell
10/11/07	SR 741 At Prestige Place	4511.12		Jennifer M. Wiedemann/Mckeown
10/11/07	Lyonsridge At Kingsridge	4511.43		William Fox Jr
10/16/07	Lyonsridge At Kingsridge	4503.11		Daniel J. Spence-Hoang
10/17/07	Dayton Cincinnati At Saxony An	4511.21		Danny S. Wilkins III
10/23/07	SR 741 At Miami Village	4511.33		Victor O. Obasuyi
10/25/07	Alex Bell At 2891	4511.33		James R. Mohler
10/30/07	Lyons Btw SR 741/Lyonsridge	4511.44		Junior J. Davis
11/03/07	SR 741 At Prestige	4511.12		Carnisha S. Cunningham
11/06/07	Dayton Cincinnati At Saxony &	4511.21		Philip M. Heimlich
11/06/07	SR 741 At Newmark	4503.11		Craig L. Ball
12/03/07	SR 725 At SR 741	4510.11		Shannon L. Smith
		4513.263		
12/03/07	SR 741 At Kingsridge	4511.42	[redacted]	Michael D. Charles
12/06/07	SR 741 At 8200	4511.21		Godofredo Castillo
		4510.12(A1)		
12/15/07	SR 725 At Mad River	4511.202		Brittanny J. Fultz
12/15/07	NB 75 At 41.6 Mm	4511.202		Derek P. Tate
12/21/07	Lyons At Lyonsridge	4511.21		Andrew Linn
12/21/07	2700 Miamisburg Centervill Rd	4511.69(F)		Jo Ann Rohling
12/24/07	Manning And Farmersville W.Car	4511.21		Samuel R. Johnson Sr.

Total ORC Violations Issued For Period,And Officer: 92

NAME [redacted] MIDDLE DEPARTMENT PD

DATE OF BIRTH DATE OF HIRE [redacted] FT CLOCK NUMBER

SOCIAL SECURITY NUMBER SICK DAYS DUE VACATION TIME DUE

2007

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																								PA							
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																

AL = ADMINISTRATIVE LEAVE
AS = SEE ABSENCE SUMMARY
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

May 10, 2008

TO: [redacted]
Road Patrol Units

FROM: Sgt. R. A. Thompson
2nd Relief Sergeant

Subject: **New light weight jacket**

I received my new light weight jacket on May 12, 2008.

[redacted]

Sgt. R. A. Thompson #10
2nd Relief Supervisor

Dipietro, John

From: Dipietro, John
Sent: Monday, November 24, 2008 4:51 PM
To: 'DAVIDSUNIF@aol.com'
Cc: Thompson, Rex
Subject: Uniform Approval

[redacted] is approved for three pairs of uniform pants.

Major John DiPietro
Deputy Chief of Police
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342
Office: 937.433.2418
Fax: 937.438-2337
Records: 937.433.2301
jdipietro@miamitownship.com

Miami Township Police Department

Inter-Office Memo

Date: 11/24/08

To: Sgt. Thompson

Forwarded to major last 11/24/08

I would like to request three new pairs of uniform pants. The ones I have are fading and wearing out. Last replacement I had was about three years ago.

Maj. John DiPietro NOV 24 2008 Miami Twp. Police

Signed: [redacted]
MTPD # 40

Unit Number: [redacted]

Miami Township Police Department
Employee Personal Information
Revision Request

Name: [redacted] Date Submitted: 02/26/09

I hereby request the following changes to be made to my personal information:

☐ **Address Change** **Effective Date:** _____
(Please remember to complete City & School Tax Withholding changes if applicable)
Address: _____

City: _____ **State:** _____ **Zip:** _____

☒ **Phone Number Change** **Effective Date:** 2/26/09

New Number [redacted]

☐ **Emergency Contact Information** **Effective Date:** _____

Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Home phone: _____ **Cell phone:** _____

☐ **City Tax Withholdings** **Effective Date:** _____

City withholdings to be stopped: _____

New City taxes to be withheld: _____

☐ **School Tax Withholdings** **Effective Date:** _____

Public School District of Residence: _____

School District Number (available from Finance Dept.): _____

Employee [redacted] **Date:** 02/26/08
Supervisor/Sergeant: [redacted] **Date:** 02-26-09
Deputy Chief of Police: _____ **Date:** 2-26-2009
Chief of Police: _____ **Date:** 3-12-09
Admin. Assist (Police): Connie Klepser **Date:** 2-26-09
Finance Department: _____ **Date:** 2/27/09
Human Resources: _____ **Date:** 3/3/09

MTPD # 165

Police Salary Increases Effective March 1, 2009		
Officer	**Old Salary**	**New Salary**
Albert, B.	24.15	25.00
Beatty, T.	25.11	25.99
Comer, T.	25.11	25.99
Duffey, S.	24.86	25.73
Etter, J.	24.86	25.73
Fiebig, J.	22.32	23.10
Hatley, C.	22.32	23.10
Hesler, D.	24.86	25.73
Hovey, D.	24.86	25.73
Knierim, M.	24.86	25.73
Kramer, J.	25.11	25.99
Landis, K.	24.39	25.25
Mays, M.	24.86	25.73
McCoy, P.	24.86	25.73
[redacted]	25.11	25.99
Miller, S.	24.15	25.00
Moore, M.	24.86	25.73
Neer, J.	24.86	25.73
Nicley, M.	25.11	25.99
Ooten, D.	24.86	25.73
Ratay, D.	25.36	26.24
Sakal, P.	24.86	25.73
Seifert, T.	24.86	25.73
Siney, M.	24.86	25.73
Sloop, H.	24.86	25.73
[redacted]	25.11	25.99
Stites, G.	24.86	25.73
Strope, N.	25.11	25.99
Todd, S.	21.53	22.28
[redacted]	24.86	25.73

MIAMI TOWNSHIP POLICE UNION

SPECIALTY COMPENSATION - MARCH 1, 2009			
COMP HOURS REQUESTED:			
Name	Hours		
Beatty, Tim	8.50		
Duffey, Shane	8.50		
Etter, Jason	16.00		
Hesler, Doug	16.00		
Kramer, Jason	17.00		
Landis, Kevin	8.50		
Mays, Mike	8.50		
McCoy, Pat	24.00		
[redacted]	34.00		
Nicley, Matt	34.00		
Ratay, Dave	25.50		
Sakal, Robert	17.00		
Seifert, Tom	25.50		
Siney, Mike	17.00		
[redacted]	8.50		
Stites, G.	17.00		
Strope, Nancy	8.50		
[redacted]	8.50		
PAY REQUESTED OR REQUIRED:			
Name	Rate	Hours	**TOTAL**
Comer, Todd	$25.99	8.00	$207.92
Fiebig, Julie	$23.10	8.50	$196.35
Hovey, Daniel	$25.73	24.00	$617.52
Knierim, Mike	$25.73	17.00	$437.41
Neer, James	$25.73	8.50	$218.71
Sloop, W.	$25.73	17.00	$437.41

Revised 03/19/08

YEARLY PA DAYS FOR UNION POLICE OFFICERS				
EFFECTIVE 03/01/09				
Receiving 25.5 PA Hours:			**Receiving 24.0 PA Hours:**	
Unit No.	**Name**		**Unit No.**	**Name**
57	Albert, Ben			
37	Beatty, Tim,		29	Comer, Todd
47	Duffey, Shane		45	Etter, Jason
62	Fiebig, Julie		60	Hesler, Doug
64	Hatley, Christopher		32	Hovey, Dan
48	Knierim, Mike		33	McCoy, Pat
52	Kramer, Jason		26	Moore, Scott
59	Landis, Kevin			
27	Mays, Mike			
[redacted]				
58	Miller, Scott			
42	Neer, Jim			
51	Nicley, Matt			
35	Ooten, Dave			
34	Ratay, Dave			
40	Sakal, P. R.			
38	Seifert, Tom			
61	Siney, Michael			
50	Sloop, W. Howard			
[redacted]				
41	Stites, Greg			
54	Strope, Nancy			
63	Todd, Shawn			
[redacted]				

comfort, and support

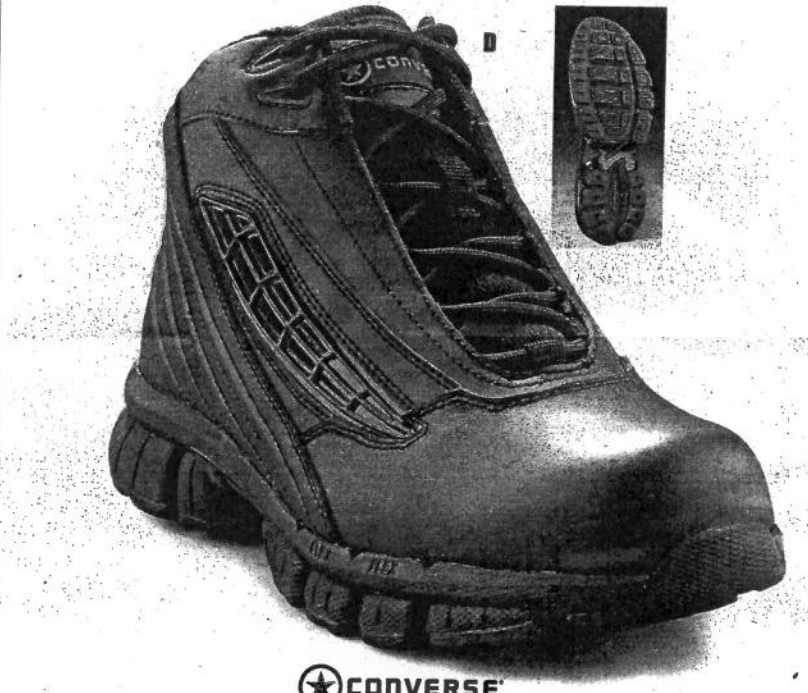
5.11 TACTICAL SERIES

All Terrain, All Conditions

Delivers comfort in a variety of situations.

- Leather/1220 denier Cordura® nylon side panels
- Fiberglass shank
- Shock Mitigation System™
- Oil and slip-resistant outsole with Prone Position Grips
- Four-system compression recovery insole
- Antibacterial DriLex® lining
- Water-resistant, anti-microbial

Sizes: medium widths come in 8-12, 13 and 14: wide



CONVERSE

Athletic Shoe Feel in a Chukka Style

Built using an athletic shoe mold to give you that same feel and comfort

- Removeable dual-density polyurethane cushion insert with rubber heel stabilizer and a shock eliminator heel
- EVA cushion midsole
- Leather/nylon upper
- Non-metallic with composite shank
- Moisture-wicking Tailley lining

Miami Township Police Depart [redacted]

Inter-Office Memo

Date: 08/03/09

To: Sgt. Nienhaus

The boots I have now need replaced per contract the department will pay $75.00 toward a new pair once every contract period. The last time I put in a request was 02/13/04. Attached is what I would like. My size is 9 medium

REV'D & FWD'D TO MAJ. DIPIETRO, 8-3-09 PG

8-6-2009

Signed: [redacted]

MTPD # 40

Unit Number: [redacted]

August 10, 2009

TO: [redacted]
3rd Watch

FROM: Major John M. DiPietro
Deputy Chief of Police

SUBJECT: Boot order

Today, I received your boots from Gall's, Converse Boot size 9M Item # SP511. The total cost of the boots came to $85.99; therefore no additional money is owed to the department.

Should you have any questions or problems with the boots, please contact me at your earliest opportunity.

Major John M. DiPietro

cc File
Connie Depew

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Road Patrol

Evaluator: Sgt. R. A. Thompson **Title:** Sergeant

Evaluation Period: From: January 1, 2008 **Date of Evaluation:** August 25, 2009

To: December 31, 2008

Absence (Number of days/hours) 3.5 days during this rating period

Absence (Number of occasions) 3 during this rating period

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] **usually reports early for duty and his uniform meets standards.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted]**acks confidence in demonstrating a clear understanding of the current laws and procedures. He should continue with classes or training to strengthen his investigative skills because at times is still unsure of what to do. He also had some minor issues with the new Tiburon system at the on-set.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted]**should utilize information and materials available to accomplish assignments. His work is usually thorough and organized but at times requires some revisions. He has shown signs of weakness in the report writing area.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

He usually demonstrates good listening skills. Written and oral communication is generally thorough, organized, and effective.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]**at times will second guess himself and he lacks confidence. His lack of initiative and drive is at times obvious. He will generally make quality decisions in a timely manner but too often needs a second opinion where he should know what to do.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **attendance was much improved in 2008. He had issues with the new Tiburon reporting system at the on-set but did show signs of improvement by the end of the year. He still demonstrates weakness in the report writing area. His confidence is also lacking when handling cases he should know how to handle and will second guess himself instead of looking for the answers.** [redacted] **should continue with training and stay current with changing laws.**

Employee Comments:

[redacted] 01/25/10
Date

Sgt. RA Thompson 10 Aug 27, 2009
Rater's Signature/Rank Date

J.M. 9-9-2009
Deputy Chief's of Police Signature Date

9-9-09
Chief of Police's Signature Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

MTPD # 81 (Revised 07/01)

NAME [redacted] MIDDLE DEPARTMENT PD

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2008

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																

AL = ADMINISTRATIVE LEAVE
AS = SEE ABSENCE SUMMARY
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

John C. Krug, CLEE
Chief of Police

Office: 937-433-2191
Cell: 937-608-1144
Fax: 937-438-2337
www.miamitownship.com

From: deGuzman, Lisa
Sent: Wednesday, February 10, 2010 9:24 AM
To: Krug, Chris; Dipietro, John
Cc: DePew, Connie; Rogers, Greg; Mona Maust
Subject: RE: Record Request for Personnel Files
Importance: High

The files Detters wants to review are

Hovey
Strope
[redacted]
Seifert
Ratay
Nienhaus
McCoy
Phares
Duffey

Mark will be here at 1pm, I have him arriving here. I don't know if Chief will be here for this. If not, I'd like the files over here so that I review can be supervised.

Thoughts?

lisa

Lisa R. deGuzman
Human Resources and IT/Web Director
Miami Township, Montgomery County
2700 Lyons Road
Miami Township, OH 45342
V: 937-433-9969, Ext. 299
F: 937-433-8709
C: 937-789-8456

From: DePew, Connie
Sent: Wednesday, February 10, 2010 8:33 AM
To: Krug, Chris
Cc: deGuzman, Lisa
Subject: Record Request for Personnel Files

I got a call this morning from Mark Detters at Denny Law Office (224-0039). He said he left you a message on Monday, but hadn't heard back. I explained you have been out of the office. He would like to take a look at training and personnel files for several of our officers as soon as possible.

Connie Depew
Miami Township Police Department
(937) 438-2333

Mailed 2/24/10
cd

Nancy H. Rogers
Attorney General
State of Ohio

REQUEST FOR ACCESS TO OHLEG

Requestor Name

First: [redacted]

SSN: [redacted]

*Email [redacted]

*Confirmation and instructions will be sent via email. If email is unavailable, please list fax number: _____

Agency Name: Miami Township Police Department

Agency Address: 2660 Lyons Road

Miami Township, OH 45342

Agency Phone No.: (937) 433-2301

Agency ORI: OH0570700

Terms and Conditions

The undersigned is hereby requesting user access to the investigative tools within the Ohio Law Enforcement Gateway (OHLEG) established by the Attorney General of the State of Ohio. **Participation in OHLEG is voluntary.** The undersigned agrees that all information from this site is for law enforcement purposes **ONLY.** Any dissemination to the public is strictly prohibited. The **Social Security Number (SSN) is required** and used solely for the purpose of maintaining user authentication. SSNs will not be disclosed to individuals or agencies except in accordance with state and federal law, and policy of the Attorney General of the State of Ohio. Requests that are made without SSN or an authorizing signature will not be processed.

[redacted]

Date

John C. Krug, Chief of Police

Chief, Sheriff, or Supervisor Printed Name

For Office Use Only:

Entered By: _____

Date: _____

Chief, Sheriff, or Supervisor Signature

02/23/2010

Date

OHLEG
OHIO LAW ENFORCEMENT GATEWAY
www.ohleg.org

Ohio Law Enforcement Gateway

BCI & I
1560 St. Rte. 56, SW
London, OH 43140
Telephone: (866) 406-4534
Facsimile: (740) 845-2021
www.ag.state.oh.us

MIAMI TOWNSHIP POLICE UNION

SPECIALTY COMPENSATION - MARCH 1, 2010			
COMP HOURS REQUESTED:			
Name	Hours		
Beatty, Tim	8.5		
Duffey, Shane	8.5		
Etter, Jason	16.0		
Fiebig, Julie	8.5		
Hesler, Doug	17.0		
Knierim, Mike	17.0		
Kramer, Jason	17.0		
Landis, Kevin	8.5		
McCoy, Pat	24.0		
[redacted]	34.0		
Nicley, Matt	32.0		
Ratay, Dave	25.5		
Sakal, Robert	16.0		
Siney, Mike	17.0		
Sloop, W.	17.0		
Stites, G.	17.0		
[redacted]	8.5		
PAY REQUESTED OR REQUIRED:			
Name	Rate	Hours	**TOTAL**
Comer, Todd	$25.99	8.00	$207.92
Hovey, Daniel	$25.73	24.00	$617.52
Mays, Mike	$25.73	8.50	$218.71
Neer, James	$25.73	8.50	$218.71
[redacted]	$25.99	8.50	$220.92
Strope, Nancy	$26.24	8.50	$223.04

Revised 03/16/10

RECEIPT OF AND RESPONSIBILITY FOR THE MIAMI TOWNSHIP EMPLOYEE POLICY MANAUL

I have received the revised Miami Township Employee Policy Manual that became effective on January 1, 2010 and I understand that I am responsible for reading the manual and understanding its contents and that I am also responsible for maintaining the manual in good condition and adding any updates that are provided.

I also understand that my failure to read the manual and understand its content does not relieve my responsibility for complying with its contents.

Received by: **Date** 03/24/10

Blauer ANSI Certified Safety Vest 2010 Issue

Officer	Size	Date	Signature
Adams. Jerry	L-XL	3/4/10	
Albert, Benjamin	L-XL	2/4/10	
Beatty, Tim	L-XL	2/24/10	Pfc. T.R. Beatty #37
Burling, Robert	2X-3X	5-28-10	Det. Sgt. Burling
Comer, Todd	L-XL	9-14-10	
DiPietro, John	L-XL	9-14-2010	
Duffey, Shane			
Etter, Jason	L-XL	5-28-2010	
Fiebig, Julie	L XL	2/18/10	
Hesler, Doug	L-XL	2/4/10	
Hovey, Dan	2XL-3XL	01/27/10	
Jones, Wiley	L-XL	2/3/10	
Knierim, Michael	2XL	2/3/10	
Kramer, Jason	L-XL	2/16/10	#52
Krug, John	2XL-3XL	9-7-2010	
Landis, Kevin	L-XL	2-4-10	#59
Mays, Michael	L-XL	2-1-10	
[redacted]	SM	02-03-10	[redacted]
Miller, Scott	L-XL	2-17-10	
Moore, Matthew	2XL-3XL	5-28-2010	
Neer, James	L-XL	2/18/10	
Nicley, Matthew	L-XL	9/7/10	
Nienhaus, Paul	L-XL	3-2-10	#14
Ooten, David	L-XL	2-22-10	
Phares, Jay	L-XL	03/25/10	
Ratay, David	L-XL	2-1-10	
Sakal, Robert	2X-3X	5-18-10	
~~Seifert, Tom~~			
Siney, Michael	L-XL	2-4-10	
Sloop, Howard	L-XL	2-23-10	
[redacted]	L-XL	02-16-10	[redacted]
Stites, Gregory	2XL	2-11-10	
Strope, Nancy	L-XL	3-28-2010	#54
Thompson, Rex	LXL	3-4-10	Sgt. R. Thompson
Todd, Shawn	L-XL	2-23-10	
[redacted]	2XL	3/29/10	[redacted]
FIT Teams	L-XL	3-4-10	54

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: Sgt. Paul Nienhaus **Title:** Patrol Supervisor

Evaluation Period: From: 1/18/09 **Date of Evaluation:** 5/13/10

To: 1/17/10

Absence (Number of days/hours) 5/36 hrs **during this rating period**

Absence (Number of occasions) 4 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] **was consistently punctual and prepared for duty upon arrival. He appeared clean and professional when on duty.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7

Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7

Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7

Ability to apply job knowledge to job.

Comments:

[redacted] **displayed a good working knowledge of the common laws and statutes encountered normally. He needed only minimal assistance with more complicated cases involving specific subsections of appropriate statutes, and he was able to record and present them properly. He showed a fine knowledge of department policies and worked within them effortlessly.**

[redacted] **might benefit from studying the finer points of Arrest and Search and Seizure protocol, as I believe this would help his confidence on more complicated calls.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7

Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7

Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7

Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7

Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7

Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] **took direction well, and completed tasks requested of him without fail. He was able to complete his investigations and present predominantly successful cases. He worked very well with other officers, finding a task among several to complete himself when more than a few officers were present.**

[redacted] **was 7th out of nine in traffic citations with 57, and 4th out of seven (3 officers tied for last) in MM citations with 8.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted]**emonstrated a solid command of the English language, and was able to speak understandably and effectively with people from a variety of backgrounds. He was always notably clear, direct, and concise in his verbal and written communication, and was able to get any necessary point across to any person understandably.**

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]**confidence, I believe, grew substantially this year, and this was apparent in his decisions and his approach to investigative issues. He did not hesitate to approach supervision at any time to seek the best direction on a case, but more often than not was able to determine its direction on his own. He was always open to suggestions, and he learned quickly from any and all successes or failures.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:
Not Applicable.

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:
Not Applicable.

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:
Not Applicable.

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **was a dependable, solid officer this year. His amiable personality and professional demeanor allowed him to work well with the public. His written work attested to the fact that he is more than capable when his effort is applied, and suggests that he is likely to continue to improve and progress in the department.**

Employee Comments:

[redacted]
E

09/10/10
Date

SGT.
Rater's Signature/Rank

9-10-10
Date

MAJ. M.
Deputy Chief's of Police Signature

JUNE 21- 2010
Date

John C.
Chief of Police's Signature

6-11-2010
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

NAME [redacted] DEPARTMENT PD

LA MIDDLE

DATE OF BIRTH [redacted] DATE OF HIRE [redacted] CLOCK NUMBER

SOCIAL SECURITY NUMBER SICK DAYS DUE VACATION TIME DUE

2009

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
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AL = ADMINISTRATIVE LEAVE
AS = SEE ABSENCE SUMMARY
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

"09" TOTALS
CITATION REPORT

OFFICERS	
Albert	56
Beatty	41
Duffey	56
Fiebig	61
Hartley	30
Hesler	45
Hovey	94
Jones	25
Knierim	69
Kramer	146
Landis	85
Mays	28
[redacted]	40
S. Miller	5
Neer	73
Nicley	98
Ooten	26
Ratay	23
Sakal	45
Seifert	45
Siney	156
Sloop	35
[redacted]	75
Stites	38
Strope	77
Todd	94
[redacted]	57
McCoy	14
SERGEANT	
Adams	4
Fitzgerald	57
Nienhaus	11
Phares	11
Thompson	16
Major Dipietro	5
GRAND TOTAL:	1741

[redacted] 8

2009
Minor Misdemeanor Report

Cit #	Name	Date	Location	ORC/Crime	Officer
00031	Vance, Andru C.	6/13/2009	2700 Msbg-Cent Rd.	2917.11(A)(3)	Adams
00241	Carter, Melinda R.	3/20/2009	3000 W Alex Bell Road	2917.11(B)(2)	Albert
00242	Yerian, Patrick M.	12/30/2009	9400 Springboro Pike	2917.11(B)(2)	Albert
00101	Singh, Sukhwinder	1/12/2009	Miami Village Dr @ Windsor	2917.11(B)	Beatty
00174	Lykins, Jeffrey L.	1/3/2009	8939 Kingsridge Drive	2917.11	Duffey
00298	Broyles, Cindy A.	6/5/2009	5800 Block Springboro Pike	2917.11	Duffey
00299	Jones, Lashell	6/23/2009	5911 Munger Rd.	2917.11	Duffey
00177	Wheeler, Erik M.	1/16/2009	6600 Block Springboro Pike	2925.11	Duffey
00180	Shropshire, Ray A.	2/1/2009	2491 Cross Village Drive	2925.11	Duffey
00293	McGeary, Ryan M.	4/25/2009	9400 Block Saddlebrook	2925.11	Duffey
00296	Harding Jr., Terrence	5/10/2009	Spring Pointe Circle	2925.11	Duffey
00300	Barnes, Cody A.	6/23/2009	4795 Joyce	2925.11	Duffey
00295	Mitchell, Ryan F.	6/23/2009	4795 Joyce	2925.11	Duffey
00321	Dyer, Dominic A.	7/3/2009	10 Springboro Pike	2925.11	Duffey
00324	White III, Saylor R.	8/8/2009	2925 Knoll Ridge Dr.	2925.11	Duffey
00328	Brewer, Clayton L.	12/7/2009	5152 Belle Isle	4301.62	Duffey
00326	Dapice, Michael A.	9/21/2009	Highland Village Drive	2917.11(B)(2)(B)	Duffey
00294	Zeller, John A.	5/2/2009	8939 Kingsridge Drive	2917.11B	Duffey
00327	Brewer, Clayton L.	12/7/2009	5152 Belle Isle	2917.11B2	Duffey
00372	Young, Matthew	12/11/2009	8800 Kingsridge Dr.	2917.11B2	Duffey
00178	Hawley, Corey	1/18/2009	2547 Cross Village Drive	2917.11B2A2	Duffey
00325	Miller, Nathan	8/23/2009	10331 Spring Pointe Circle	2917.11B2A2	Duffey
00175	Ballinger, Linda F.	1/7/2009	9400 Block Eastbrook Drive	2917.11B2B	Duffey
00176	Hawkey, Travis W.	1/11/2009	9400 Springboro Pike	2917.11B2B	Duffey
00291	Morton, James E.	2/8/2009	8911 Kingsridge	2917.11B2B	Duffey
00292	Pettigrew, David H.	2/8/2009	7999 Springboro Pike	2917.11B2B	Duffey
00322	Murphy, Richard T.	7/31/2009	5853 Springboro Pike	2917.11B2B	Duffey
00323	Bornhorst, Bobbi S.	8/8/2009	5853 Springboro Pike	2917.11B2B	Duffey
00179	Miller, Jason D.	2/1/2009	Lamme @ Bushwick Dr.	4301.62(B)	Duffey
00297	Cook, Jason J.	6/4/2009	Foxhound @ Ferndown	4301.62B5	Duffey
00286	Hampton, Aujana R.	9/5/2009	2700 Msbg-Cent Rd.	2917.11(A)(1)	Fiebig
00285	Hampton, Tenae L.	9/5/2009	2700 Msbg-Cent Rd.	2917.11(A)(1)	Fiebig
00287	Young, Matthew	9/19/2009	Schenley @ Hannaford	2917.11A(4,5)	Fiebig
00282	Brewer, Danny Wade	1/18/2009	2917 W. Alex Bell Road	2917.11B1	Fiebig
00044	Bowling Jr., Samuel E.	4/30/2009	8101 Springbor Pike	2925.11	Fitz
00045	Sweeney, Carolyn A.	5/31/2009	3000 W Alex Bell Road	2917.11(B)(2)	Fitz
00311	Young, John R. Jr.	4/9/2009	Cadillac Jack's Sports Bar	2917.11	Hatley
00312	Marrable, Kevin T.	4/10/2009	SR 741 @ SR 725	2925.11	Hatley
00313	Gober, Dwayne W.	5/1/2009	2660 Lyons Road	2917.11(2)	Hatley
00263	Berry, Glen A.	7/1/2009	2700 Msbg-Cent Rd.	2917.11A5	Hesler
00126	Spurgeon, Tina L.	10/13/2009	Mall Ring Road @ Macys	4301.62	Jones

2009
Minor Misdemeanor Report

00190	Elrod, Anna L.	8/22/2009	8911 Kingsridge	2917.11	Knierim
00341	Collins, Tammy	10/4/2009	8204 Towson Blvd.	2917.11	Knierim
00344	Hina, Cherrie D.	12/6/2009	5853 Springboro Pike	2917.11	Knierim
00186	Starms, Alta D.	3/17/2009	Lyons Rd @ I-75	2925.11	Knierim
00188	Lawson, Ronnie C. Jr.	6/6/2009	2309 Crew Circle	2925.11	Knierim
00218	McManus, Lauren K.	7/14/2009	8541 Lyons Gate Way	2925.11	Knierim
00189	Walhay, Nathan A.	7/15/2009	SR 725 @ I-75	2925.11	Knierim
00133	Jones, Bernard A.	9/22/2009	5858 Springboro Pk.	2925.11	Knierim
00345	Kedanis, Brian T.	12/14/2009	4 South Dr.	2925.11	Knierim
00346	Riley, Nicole R.	12/19/2009	Eckley Blvd./S.R. 741	2925.11	Knierim
00343	Rodriguez-Hernandez, Manuel	11/5/2009	8981 Kingsridge Drive	4301.62	Knierim
00185	Taylor, Kisun J.	2/15/2009	155 Prestige Drive #524	2917.11(A)(1)	Knierim
00187	Johnson, Carl J. Jr.	4/2/2009	8480 Springboro Pike	2917.11(B)(1)	Knierim
00182	Lamping III, Richard E.	1/24/2009	3207 Enigma Pl.	2917.11(B)(2)	Knierim
00182	Windle, Justin N.	1/9/2009	9481 Canterchase	2917.11B1	Knierim
00043	Derringer, Richard L.	2/27/2009	8980 Kingsridge Drive	2917.11B1	Knierim
00184	Taylor, Kisun J.	2/15/2009	156 Prestige Drive #524	2925.11(C)(3)	Knierim
00216	Thakkar, Narendra D.	4/1/2009	2176 Blanton Dr.	955.22	Kramer
00220	Tirey, John Luke	10/19/2009	10331 Woodlawn Ave.	2151.87	Kramer
00212	Howard, John C. Jr.	3/14/2009	8300 Lyons Ridge Drive	2917.11	Kramer
00213	Meeks, William E.	3/15/2009	2300 Block Bracken Place	2917.11	Kramer
00217	Covey, Michael J.	4/1/2009	8981 Kingsridge Drive	2917.11	Kramer
00219	Yarve, Margarita M.	9/28/2009	5473 Dunmore Drive	2917.11	Kramer
00371	Newbourn, Susanna K.	12/9/2009	5110 Pinemount Cir.	2917.11	Kramer
00211	Sexton, Christina L.	2/27/2009	8991 Kingsridge Drive	2925.11	Kramer
00214	Standafer, Cody L.	3/24/2009	Stroop Rd. @ S. Dixie Hwy.	2925.11	Kramer
00215	Chipemba, Kenneth	3/30/2009	8939 Kingsridge Drive	4301.62	Kramer
00131	Torres, Diego Linares	5/1/2009	Eastbrook @ Woodenbrook	2151.87	Landis
00259	Dieker, Andrew H. Jr.	8/2/2009	3000 W Alex Bell Road	2917.11(B)(1)	Landis
00255	Champion, Derrone L.	7/5/2009	SR 741 @ Ferndown	2917.11(B)(2)	Landis
00257	Keller, Craig E.	7/20/2009	6100-B Teagarden Dr.	2917.11(B)(2)	Landis
00260	Brewer, Danny Wade	9/8/2009	2700 Msbg-Cent Rd.	2917.11(B)(2)	Landis
00252	Rainey Jr., Rodney L.	2/25/2009	2700 Msbg-Cent Rd.	2925.11(C)(3)	Landis
00254	Flynn, James P.	5/6/2009	SR 741 @ Cindy Dr.	2925.11(C)(3)	Landis
00258	Evans, Jermaine A.	7/26/2009	648 Springboro Pk.	2925.11(C)(3)	Landis
00251	Stevens, Davon L.	1/30/2009	SR 741 @ Cindy Dr.	4301.62(B)(4)	Landis
00253	Teti, Carol A.	3/18/2009	Lyons Rd @ Washington Church	4301.62(B)(4)	Landis
00256	Miller, Charles C.	7/19/2009	Day-Cin Pk. @ Shephard Rd.	4301.62(B)(4)	Landis
00207	Clemons, Chase A.	4/25/2009	Kingsridge Dr @ Lyons Ridge	2925.11(A)	McCoy
00308	Reed, Anthony J.	9/6/2009	W Alex Bell / Crew Circle	2925.11(A)	McCoy
00142	Roberts, James N.	7/14/2009	8980 Kingsridge Drive	2917.11(B)(1)	Neer

2009
Minor Misdemeanor Report

00144	Dunfee, Darrell D.	9/22/2009	2700 Block Alex-Bell	2917.11(B)1	Neer
00288	Chapa, Marisa A.	9/20/2009	8300-B Byers Road	955.22	Nicley
00201	Houseman, Bradley C.	1/18/2009	2600 Block Alex Bell Road	2925.11	Nicley
00206	Deaton, Sean	4/25/2009	9400 Block Saddlebrook	2925.11	Nicley
00208	Hobbs, Rachel E.	5/1/2009	Ferndown @ SR 741	2925.11	Nicley
00210	Winston, Jamesson	7/2/2009	Arboridge/Windsor Village	2925.11	Nicley
00401	Gault Jr., Brett A.	7/9/2009	Spring Valley/Allister Circle	2925.11	Nicley
00342	Beavers, Jameil L.	10/6/2009	5800-B S.R. 741	2925.11	Nicley
00204	Lomasney, Annea Eva	4/18/2009	5853 Springboro Pike	4301.62	Nicley
00402	Norris, Jon P.	8/1/2009	8911 Kingsridge	4301.62	Nicley
00202	Anders, Timothy A.	2/1/2009	155 Prestige Pl.	2917.11B	Nicley
00205	Brewer, Danny Wade	4/18/2009	3000 W Alex Bell Road	2917.11B	Nicley
00095	Mitchell, Brandon	8/19/2009	2252 Owendale Dr.	2917.11	Ooten
00092	Turner, Lance G.	6/13/2009	8420 Springboro Pike	2917.11(B)	Ooten
00093	Wise, Paul D.	6/18/2009	Bradshire Dr./Blanton Ct.	2917.11(B)	Ooten
00094	Barnes, Robert M.	7/15/2009	4534 Harbison St.	2917.11(B)	Ooten
00082	Moore, Jeremy J.	4/24/2009	Northbound 75 @ 45 MM	2925.11	Ratay
00083	Brewer, Danny Wade	8/19/2009	5790 Springboro Pk.	2917.11(B)	Ratay
000818	Curry, Samuel M.	4/5/2009	(no location listed)	2917.11(B)(1)	Ratay
00085	Foulke, Matthew P.	9/14/2009	2700 Msbg-Cent Rd.	2925.11(A)	Ratay
00087	Weaver, Wayne G.	9/14/2009	2700 Msbg-Cent Rd.	2925.11(A)	Ratay
00084	Strolger, Anthony D.	12/13/2009	8421 Lyons Gate Way Apt E	2925.11A	Ratay
00122	Fritz, Michelle L.	3/16/2009	9436 Captiva Bay Drive	2925.11	Sakal
00121	Fritz, Michelle L.	3/15/2009	9435 Captiva Bay Drive	2917.11(B)(1)	Sakal
00123	Yerian, Patrick M.	5/27/2009	2916 Asbury Court	2917.11(B)(1)	Sakal
00125	Gordon, Dustin E.	7/29/2009	3000 W Alex Bell Road	2917.11(B)(1)	Sakal
00124	Hobbs, Julie M.	7/5/2009	44 New Yorker Blvd.	2917.11(B)(2)	Sakal
00127	Hickman, Ashley M.	10/28/2009	8101 Springboro Pike	2925.11(A)	Sakal
00128	Kassis, Shady F.	10/28/2009	8101 Springboro Pike	2925.11(A)	Sakal
00276	Beverly, Jordan A.	4/11/2009	5661 Munger Road	2925.11(A)	Seifert
00112	Vinzant, Daryl E.	5/2/2009	2700 Msbg-Cent Rd.	4301.62(B)(3)	Seifert
00422	Dowler, Nicholas A.	10/11/2009	2411 W Alex-Bell Road	2925.11	Siney
00277	Moyer, Elijah D.	5/31/2009	9382 Vaughn Rd.	2917.11(A)(1)	Siney
00273	Hensley, Christopher W.	3/21/2009	8541 Lyons Gate Way Apt E	2917.11(B)(1)	Siney
00274	Sain, Patrick M.	3/24/2009	8614 Lyons Gate Way #H	2917.11(B)(1)	Siney
00279	Glackin, Michael W.	9/8/2009	Springboro Pike	2917.11(B)(2)	Siney
00280	Lightcap, Bradley R.	9/8/2009	Springboro Pike	2917.11(B)(2)	Siney
00143	Stricko, John	9/13/2009	8981 Kingsridge Drive	2917.11(B)(2)	Siney
00275	Issaac, Christopher R.	3/27/2009	2137 Timberidge Ct.	2917.11(B)(C1)	Siney
00272	Carney Sr., Gerald M.	2/25/2009	SR 741 @ SR 725	2925.11(A)	Siney
00421	Ankeney, Randy Scott	9/20/2009	21 Highlander Ln.	4301.62(B)(3)	Siney
00284	Morris, Thomasita S.	9/5/2009	2700 Msbg-Cent Rd.	2917.11(A)(1)	Sloop

2009
Minor Misdemeanor Report

00283	Smith, Dae'Viara	9/5/2009	2700 Msbg-Cent Rd.	2917.11(A)(1)	Sloan
[redacted]	Davis, Amanda K.	3/21/2009	9821 Arlis Lane	2151.87	[redacted]
[redacted]	Huffman, James D.	2/26/2009	2700-B Lyons Rd.	2925.11	
00132	Samano, Isidro	5/22/2009	8501 Lyons Gate Way	2917.11(B)(1)	Stites
00232	Ford, Sharon R.	6/1/2009	Windsor Village @ Springwater	955.22	Strope
00235	Drigotas, Josef C.	12/21/2009	9400 Springboro Pike	2917.11	Strope
00233	Inge, Debra F.	7/26/2009	5867 Springboro Pike	2917.11(B)(2)	Strope
00234	Staubitz, William T.	8/10/2009	8800 Kingsridge Dr.	2917.11(B)(2)	Strope
00231	Roddy, Donald K.	5/21/2009	8981 Kingsridge Drive	4301.62(B)(3)	Strope
00304	Siemaszko, Matthew J.	7/25/2009	8101 Springboro Pike	2917.11	Todd
00307	Wilson, Nicholas F.	8/23/2009	10331 Spring Pointe Circle	2917.11	Todd
00351	Core, Charletta L.	10/20/2009	6686 Springboro Pike	2917.11	Todd
00303	Hudson, Damarcus A.	6/14/2009	2910 Spring Falls Drive	2925.11	Todd
00305	Siemaszko, Matthew J.	7/26/2009	8102 Springboro Pike	4301.62	Todd
00309	Minarcek, Michael G.	9/27/2009	5858 Springboro Pk.	2917.11(B)	Todd
00301	Roberts, James N.	3/15/2009	8981 Kingsridge Drive	2917.11(B)(2)	Todd
00306	Robertson, Elijah M.	8/22/2009	SR 741 @ Lyons Road	2925.11(C)(3)	Todd
00352	Kuriger, Eric R.	12/11/2009	SR 741 @ Lyons Road	2925.11(C)(3)	Todd
00302	Lovejoy, Steven B.	5/9/2009	Alex Bell @ S.R. 741	4301.62(B)(4)	Todd
00310	Hayden, Keith R.	10/5/2009	Lamme Rd @ Alex Bell Rd	4301.62(B)(4)	Todd
[redacted]	Edwards, Tiffany C.	6/13/2009	2700 Msbg-Cent Rd.	2917.11(A)(1)	[redacted]
	Casey, Tina R.	12/30/2009	2700 Msbg-Cent Rd.	2917.11(A)(1)	
	Hairston, Carle E.	12/30/2009	2700 Msbg-Cent Rd.	2917.11(A)(1)	
	Starr, Gregory B.	6/20/2009	2812 Msbg-Cent Rd.	2917.11(B)(2)	
	Bergbigler, Eric J.	10/2/2009	8300 Lyons Ridge Drive	2917.11(B)(2)	
	Gober, Dwayne W.	2/25/2009	8200 Springboro Pike	2917.11(B)(2)(b)	
	Heffner, Donald A.	8/29/2009	Willowtwig Road	2925.11(A)	
	Gandee II, Eric Jay	11/11/2009	2700 Msbg-Cent Rd.	2925.11(A)	

FILE

3/14/2019

Incident Report

Miami Township Police Department

Letter of Appreciation

For: [redacted]

By: Captain Magill, John (003)

Occurred: 3/6/2019

Entered: 3/14/2019

We received the letter below. I want to thank both [redacted] and West for your commitment and example to visitors here.

March 6, 2019

Captain John Magill
Miami Township Police Department
2660 Lyons Road
Miamisburg OH 45342

Dear Captain Magill,

First of all, I wanted to extend my appreciation to you for allowing me to participate in a ride-along with your police department. At a minimum, the experience was extremely beneficial and very informative. While responding to calls for service, I observed and gained valuable knowledge about the operations of the department. This including patrol beats (specific high crime areas), vehicle assignments, pursuit policy, misdemeanor summonses, reporting software, uniforms and equipment. I also was introduced and became acquainted with many o the other officers from within the department as well, which leads me to the second reason for this letter.

I also want to formally commend Officer West and [redacted] for their extraordinary commitment in providing excellent law enforcement services to the community in which they serve. Although I am a candidate in the hiring process, I am also a Law Enforcement Officer from a nearby jurisdiction. Therefore, I want to commend their professionalism and motivation to go the extra mile when providing support to the citizens and visitors of Miami Township. To provide an example, during the time I was observing, Officer West and [redacted] were dispatched to the RTA hub in reference to a disorderly subject. Despite that the female subject was in fact disorderly, disrespectful to these officers, and trespassed from the property; the officers remained professional and [redacted] went the extra mile to give the subject a courtesy ride to the Women's Shelter so that she was not standing outside in the freezing temperatures.

In closing, please recognize these two officers for their professionalism, excellence, and

dedication in providing police service that they displayed. In addition, please extend my thanks and appreciation for their hospitality while I was accompanying them. Again, thank you sir for allowing me this opportunity.

Respectfully,
Officer A. Brennaman

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol

Evaluator: Julie Fiebig **Title:** Sergeant

Evaluation Period: From: 01/01/18 **Date of Evaluation:** 01/28/19

To: 01/01/19

Absence (Number of days/hours) 40/340 **during this rating period**

Absence (Number of occasions) 4 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

---

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] used a total of 340 hours of sick leave during this evaluation period, [redacted] had to be reminded to keep his uniform clean and serviceable, he corrected the problem and has not had any issues since [redacted] does not have any issues with hygiene or grooming.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments: [redacted] is knowledgeable on the department procedures and the ORC. He applies his knowledge to the job without any difficulty. [redacted] was coached in March on an improper pat down of a male arrestee, this problem is corrected and I do not believe there will be future issues.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] completes his reports in a timely manner with little errors. He handles his calls for service with ease and minimal supervision. [redacted] works well with the other offices and has no issues promoting teamwork. He could benefit from being more proactive.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] writes clear reports and communicates well with officers and supervisors. He promotes Miami Township and the police department in a positive manner.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments [redacted] works well by himself, he makes sound work decisions.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] has acclimated well to the afternoon shift and the call volume. He works well independently. [redacted] gets along well with his coworkers and supervisors. He is beginning to be more proactive after returning from his extended sick leave. I believe [redacted] will have a more productive year this year.

Employee Comments:

[redacted] 02/21/19
Date

Rater's Signature/Rank 2/21/19
Date

Operations Captain Signature 2/1/19
Date

Chief of Police's Signature 2/15/2019
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Incident Report

1/26/2019

Miami Township Police Department

Coaching

For: [redacted]

By: Sergeant Fiebig, Julie (062)

Occurred: 3/5/2018

Entered: 3/7/2018

ON 03/06/18 [redacted] was counselled on policy 70.1.

Incident Report

Miami Township Police Department

Coaching

For: [redacted] **Occurred:** 3/6/2018

By: Sergeant Fiebig, Julie (062) **Entered:** 3/6/2018

[redacted] was coached on inappropriate comments during roll call.

Incident Report

Miami Township Police Department

Use of Force

For: [redacted]

By: Sergeant Siney, Mike (061)

Occurred: 11/6/2018

Entered: 11/25/2018

Case Number:
[redacted]

Review Dispositions:

Within Policy

Pursuant to the above investigation, I find that the use of force was justified given the circumstances of the incident. I find that the force used on both subjects identified above was the minimal force necessary to conduct his/her arrest/detention which resulted in no visible or complaint of injuries. I further hold that the force used during this incident is in line with the policies and procedures of the Miami Township Police Department regarding use of force practices.

Incident Report

Miami Township Police Department

Use of Force

For: [redacted] **Occurred:** 6/25/2018

By: Sergeant Jones, Wiley (Bill) (065) **Entered:** 6/27/2018

Review Dispositions:

Pending Review

See attached documents for Action Response Report.

Incident Report

Miami Township Police Department

Sick Leave

For: [redacted] **Occurred:** [redacted]

By: Sergeant Phares, Jay (015) **Entered:** 11/17/2018

[redacted] called off sick due to his wife [redacted]

1/26/2019

Incident Report

Miami Township Police Department

Sick Leave

For: [redacted] **Occurred:** [redacted]

By: Sergeant Siney, Mike (061) **Entered:** 5/12/2018

[redacted] called in sick for his shift on the above date at 1500 hrs.

Incident Report

Miami Township Police Department

Sick Leave

For: [redacted] **Occurred:** [redacted]

By: Sergeant Fiebig, Julie (062) **Entered:** 2/1/2018

[redacted] called off sick for afternoon shift on [redacted]

Miami Township Police Department

Professionalism • Integrity • Excellence • Honor
Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Sgt. Fieldg

Employee's assessment of professional strengths:

Workwell w/others (Team Player)
Decision Making
Report writing
Time Mangement

Employee's assessment of professional weaknesses:

Paying attention to radio
Was not as proactive w/traffic Stops

Employee's short term career goals:

Become more proactive w/traffic
Active w/ drug interdiction

Employee's long term career goals:

Possibly move to detective Section
FTO

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Interview + Interrogation
FTO school

MIAMI TOWNSHIP POLICE UNION

SPECIALTY COMPENSATION - MARCH 1, 2011			
COMP HOURS REQUESTED:			
Name	Hours		
Beatty, Tim	8.5		
Duffey, Shane	8.5		
Etter, Jason	16.0		
Hesler, Doug	17.0		
Kramer, Jason	17.0		
Landis, Kevin	8.5		
McCoy, Patrick	24.0		
Nicley, Matt	32.0		
Ratay, Dave	25.5		
Sakal, Bob	16.0		
[redacted]	34.0		
Siney, Mike	17.0		
Sloop, Howard	17.0		
Strope, Nancy	8.5		
[redacted]	8.5		
PAY REQUESTED OR REQUIRED:			
Name	Rate	Hours	**TOTAL**
Comer, Todd	$25.99	8.00	$207.92
Fiebig, Julie	$25.50	8.50	$216.75
Mays, Mike	$25.73	8.50	$218.71
Neer, James	$25.73	8.50	$218.71
[redacted]	$25.99	8.50	$220.92
Stites, Gregory	$25.73	17.00	$437.41
Todd, Shawn	$24.07	8.50	$204.60

Revised 03/15/10

YEARLY PA DAYS FOR UNION POLICE OFFICERS				
EFFECTIVE 03/01/11				
Receiving 25.5 PA Hours:			Receiving 24.0 PA Hours:	
Unit No.	Name		Unit No.	Name
57	Albert, Ben		29	Comer, Todd
37	Beatty, Tim		45	Etter, Jason
47	Duffey, Shane		33	McCoy, Pat
62	Fiebig, Julie		26	Moore, Scott
60	Hesler, Doug		51	Nicley, Matt
65	Jones, Wiley		40	Sakal, R.
52	Kramer, Jason			
59	Landis, Kevin			
27	Mays, Mike			
58	Miller, Scott			
42	Neer, Jim			
35	Ooten, Dave			
34	Ratay, Dave			
[redacted]				
61	Siney, Michael			
50	Sloop, W. Howard			
[redacted]				
41	Stites, Greg			
54	Strope, Nancy			
66	Swallen, Raymond			
68	Swearingen, James			
63	Todd, Shawn			
[redacted]				

3-14-2011

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Road Patrol

Evaluator: Sgt. R. A. Thompson **Title:** Sergeant

Evaluation Period: From: January 1, 2010 **Date of Evaluation:** March 1, 2011

To: December 31, 2010

Absence (Number of days/hours) 5 days **during this rating period**

Absence (Number of occasions) 4 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] **usually reports early for duty and his uniform meets standards. Should be more conscientious about his uniform, boots and duty gear.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted]**generally demonstrates an adequate understanding and utilization of current laws, rules, techniques and procedures essential to performing his duties.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted]**work is usually thorough and organized but at times requires some revisions. He is a good team player and is always available to assist other agencies with OVI's and running the BAC tests. He should be more proactive and initiate his own cases. Could also improve in the traffic enforcement area.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

He usually demonstrates good listening skills. Written and oral communication is generally thorough, organized, and effective.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] **usually makes quality decisions in a timely manner and handles emergencies quickly and efficiently. He knows how to find and/or use the resources available to solve most day-to-day problems and should use the information available during all investigations.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **is a senior road patrol officer on the midnight shift and is an excellent team player. He is always willing to assist other agencies with running the Intoxilyzer 5000 tests. He knows how to find resources available to solve most day-to-day problems and should use that information to thoroughly complete his investigations. He should attempt to lead by example and continue with additional training to enhance his weaknesses and challenges during criminal investigations.** [redacted] **should also be more proactive with traffic enforcement. He is always there to help and willing to take on new challenges.**

Employee Comments:

[redacted]

04/04/11
Date

Sgt. R. A. Thompson
Rater's Signature/Rank

March 1, 2011
Date

John M. Dilutto
Deputy Chief's of Police Signature

March 10, 2011
Date

John C. Kramp
Chief of Police's Signature

March 14, 2011
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

MTPD # 81 (Revised 07/01)

NAME [redacted] DEPARTMENT PD

LAST FIRST MIDDLE

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2010

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																

AL = ADMINISTRATIVE LEAVE
AS = SEE ABSENCE SUMMARY
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

Miami Township Police Department
Employee Personal Information
Revision Request

MAY 03 2011

Name: [redacted] Date Submitted: 04/29/11

I hereby request the following changes to be made to my personal information:

☒ **Address Change** **Effective Date:** 04/30/11
(Please remember to complete City & School Tax Withholding changes if applicable)
Ad [redacted]
Ci

☐ **Phone Number Change** **Effective Date:** _____
New Number: _____

☐ **Emergency Contact Information** **Effective Date:** _____
Name: _____
Address: _____
City: _____ **State:** _____ **Zip:** _____
Home phone: _____ **Cell phone:** _____

☒ **City Tax Withholdings** **Effective Date:** 04/30/11
City withholdings to be stopped: _____
New City taxes to be withheld: [redacted]

☒ **School Tax Withholdings** **Effective Date:** 04/30/11
Public School District of Residence: [redacted]
School District Number (available from Finance Dept.): _____

Employee: [redacted] **Date:** 04/29/11
Supervisor/Sergeant: Sgt. R.A. Thompson **Date:** 4/29/11
Deputy Chief of Police: **Date:** 4-29-2011
Chief of Police: **Date:** 5-1-2011
Admin. Assist (Police): **Date:** 5-10-11
Finance Department: P. Booper **Date:** 5/3/11
Human Resources: **Date:** 5/4/11

MTPD # 165

BACK PAY FOR POLICE OFFICERS

03/01/11 to 02/29/12

Employee	New Salary	Old Salary	Salary Difference	Hours at Regular Pay	Back Pay for Regular Hours	Hours at OT Pay	Salary Difference x 1.5	Back Pay for Overtime Hours	TOTAL BACK PAY
Albert, B.	26.24	25.73	0.51	1933.50	986.09	42.50	0.77	32.73	**1018.82**
Beatty, T.*	26.50	25.99	0.51	1927.25	982.90	54.00	0.77	41.58	**1024.48**
Comer, T.*	26.50	25.99	0.51	1840.00	938.40	85.25	0.77	65.64	**1004.04**
Duffey, S.	26.24	25.73	0.51	1925.00	981.75	76.95	0.77	59.25	**1041.00**
Etter, J.	26.24	25.73	0.51	1832.00	934.32	139.75	0.77	107.61	**1041.93**
Fiebig, J.*	26.01	25.50	0.51	821.25	418.84	36.75	0.77	28.30	447.14
Fiebig, J.*	26.76	26.24	0.52	1095.25	569.53	59.25	0.78	46.22	615.75 **1062.89**
Hesler, D.	26.24	25.73	0.51	1907.00	972.57	49.00	0.77	37.73	**1010.30**
Jones, W.	23.56	23.10	0.46	997.50	458.85	5.25	0.69	3.62	462.47
Jones, W.	24.55	24.07	0.48	876.50	420.72	24.75	0.72	17.82	438.54 **901.01**
Kramer, J.*	26.50	25.99	0.51	1748.00	891.48	215.00	0.77	165.55	**1057.03**
Landis, K.*	26.50	25.99	0.51	1777.00	906.27	104.00	0.77	80.08	986.35
Landis, K.*	26.76	26.24	0.52	80.00	41.60	4.25	0.78	3.32	44.92 **1031.27**
Mays, M.	26.24	25.73	0.51	1912.25	975.25	54.50	0.77	41.97	**1017.22**
McCoy, P.	26.24	25.73	0.51	1887.25	962.50	89.98	0.77	69.28	**1031.78**
Miller, S.*	26.50	25.99	0.51	849.25	433.12	31.75	0.77	24.45	**457.57**
Moore, M.	26.24	25.73	0.51	1832.00	934.32	152.50	0.77	117.43	**1051.75**
Neer, J.	26.24	25.73	0.51	1954.75	996.92	81.50	0.77	62.76	**1059.68**
Nicley, M.*	26.50	25.99	0.51	1832.00	934.32	104.25	0.77	80.27	**1014.59**
Ooten, D.	26.24	25.73	0.51	1925.00	981.75	53.50	0.77	41.20	**1022.95**
Ratay, D.*	26.76	26.24	0.52	1908.00	992.16	113.75	0.78	88.73	**1080.89**
Sakal, P.	26.24	25.73	0.51	1856.00	946.56	72.25	0.77	55.63	**1002.19**
[redacted]	26.50	25.99	0.51	1946.25	992.59	70.85	0.77	54.55	**1047.14**
Siney, M.	26.24	25.73	0.51	1925.00	981.75	53.00	0.77	40.81	**1022.56**
Sloop, W.	26.24	25.73	0.51	1878.25	957.91	46.00	0.77	35.42	**993.33**
[redacted]	26.50	25.99	0.51	1941.75	990.29	138.00	0.77	106.26	**1096.55**
Stites, G.	26.24	25.73	0.51	1950.50	994.76	35.00	0.77	26.95	**1021.71**
Strope, N.*	26.76	26.24	0.52	1899.50	987.74	69.45	0.78	54.17	**1041.91**
Swallen, R.	24.55	24.07	0.48	1217.00	584.16	154.50	0.72	111.24	695.40
Swallen, R.	25.50	25.00	0.50	695.25	347.63	36.25	0.75	27.19	374.82 **1070.22**
Swearingen, J.	22.73	22.28	0.45	1929.75	868.39	89.74	0.68	61.02	**929.41**
Todd, S.	24.55	24.07	0.48	54.50	26.16	4.00	0.72	2.88	29.04
Todd, S.*	25.04	24.55	0.49	1891.75	926.96	157.50	0.74	116.55	1043.51 **1072.55**
[redacted]	22.73	22.28	0.45	1959.50	881.78	98.49	0.68	66.97	**948.75**
[redacted]	26.24	25.73	0.51	1828.00	932.28	49.00	0.77	37.73	**970.01**

*Receiving Educational Incentive

FOP Contract Salary Increase - Effective March 1, 2012 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	PA Hours at Old Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	Court Hours at Old Rate	New Salary	Reg. Hours at New Rate	Comp Hours at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	Dog Care at New Rate	OT Hours at New Rate	Court Hours at Old Rate	TOTAL HOURS	Specialty Compensation	Yearly PA
Siney, M.	26.24	17.00								26.77	54.50	8.50					0.50		80.50	[17.0 Comp Hours]	25.5
Sloop, H.	26.24	34.00								26.77	37.50	8.50							80.00	[17.0 Comp Hours]	25.5
[redacted]	26.50	34.00						0.50		27.04	32.50		13.50				5.75	3.00	89.25	$229.84	25.5
Stites, G.	26.24	17.00								26.77	54.50				8.50				80.00	[17.0 Comp Hours]	25.5
Strope, N.	26.76	17.00								27.31	48.50	6.00			8.50		0.50		80.50	$232.14	25.5
Swallen, R.	25.50	17.00								26.01	54.50	8.50					4.00	3.00	87.00	N/A	25.5
Swearingen, J.	23.56	0.00								24.03	54.50				8.50				63.00	N/A	25.5
Todd, S.	26.01	17.00						0.50	3.00	26.53	63.00						7.00		90.50	$225.51	25.5
[redacted]	23.56	17.00								24.03	46.00						4.00		67.00	N/A	25.5
[redacted]	26.24	17.00			17.00					26.77	46.00								80.00	$227.55	25.5

MIAMI TOWNSHIP POLICE UNION

SPECIALTY COMPENSATION - MARCH 1, 2012

COMP HOURS REQUESTED:

Name	Hours
Beatty, T.	8.5
Duffey, Shane	8.5
Fiebig, Julie	8.5
Hesler, Doug	25.5
Landis, Kevin	8.5
Mays, Mike	8.5
Nicley, Matt	32.0
Ratay, Dave	25.5
Sakal, Bob	16.0
[redacted]	17.0
Siney, Mike	17.0
Sloop, Howard	17.0
Stites, Greg	17.0

PAY REQUESTED OR REQUIRED:

Name	Rate	Hours	TOTAL
Comer, Todd	27.04	8.00	$216.32
Etter, Jason	26.77	16.00	$428.32
McCoy, Pat	26.77	25.50	$682.64
Neer, James	26.77	8.50	$227.55
[redacted]	27.04	8.50	$229.84
Strope, Nancy	27.31	8.50	$232.14
Todd, Shawn	26.53	8.50	$225.51
[redacted]	26.77	8.50	$227.55

Revised 03/15/10

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
	041 STITES GREGORY B				
	REGULAR		17.00	0.00	26.2400
	REGULAR		54.50	0.00	26.7700
	COMP 1.0 EARNED	03/01/2012	17.00	0.00	26.7700
	VACATION	03/03/2012	8.50	0.00	26.7700
			97.00		
	054 STROPE NANCY J				
	REGULAR		17.00	0.00	26.7600
	REGULAR		48.50	0.00	27.3100
	VACATION	03/10/2012	8.50	0.00	27.3100
	COMP HOURS	03/04/2012	4.00	0.00	27.3100
	COMP HOURS	03/03/2012	2.00	0.00	27.3100
	OVERTIME		0.50	0.00	40.9650
	OTHER - Specialty Pay		0.00	232.14	232.1400
			80.50		
	066 SWALLEN RAYMOND P				
	REGULAR		17.00	0.00	25.5000
	REGULAR		54.50	0.00	26.0100
	COMP HOURS	03/03/2012	8.50	0.00	26.0100
	OVERTIME		4.00	0.00	39.0150
	COURT		3.00	0.00	39.0150
			87.00		
	068 SWEARINGEN JAMES D				
	REGULAR		17.00	0.00	22.7300
	REGULAR		54.50	0.00	24.0300
	VACATION	03/10/2012	8.50	0.00	24.0300
	OVERTIME		5.00	0.00	34.0950
			85.00		
	010 THOMPSON REX A				
	REGULAR		79.50	0.00	32.5100
	COMP HOURS	03/02/2012	0.50	0.00	32.5100
	OVERTIME		9.50	0.00	48.7650
			89.50		
	063 TODD SHAWN E				
	REGULAR		17.00	0.00	26.0100
	REGULAR		63.00	0.00	26.5300
	COURT		3.00	0.00	39.0150
	OVERTIME		0.50	0.00	39.0150
	OVERTIME		7.00	0.00	39.7950
	COMP 1.5 EARNED	03/10/2012	2.50	0.00	39.7950
	COMP 1.5 EARNED	03/07/2012	0.75	0.00	39.7950
	OTHER - Specialty Pay		0.00	225.51	225.5100
			93.75		
	[redacted]				
	REGULAR		17.00	0.00	22.7300
	REGULAR		17.00	0.00	23.5600
	OVERTIME		46.00	0.00	24.0300
	OVERTIME		1.00	0.00	34.0950
			4.00	0.00	36.0450
			85.00		
	[redacted]				
	REGULAR		17.00	0.00	26.2400
	SICK	02/27/2012	8.50	0.00	26.2400
S	SICK	02/28/2012	8.50	0.00	26.2400
R	REGULAR		46.00	0.00	26.7700
k	COMP 1.5 EARNED	03/04/2012	1.00	0.00	40.1550
M	OTHER- Specialty Pay		0.00	227.55	227.5500
			81.00		

Miami TOWNSHIP
Community of Partnerships

Human Resources Department

ACCESS TO MIAMI TOWNSHIP INFORMATION TECHNOLOGY AND INFORMATION TECHNOLGOY SYSTEMS (MTIT) FORM

Name: [redacted] **Department:** Police Department

Date: 04/05, 2012

Township purposes

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To always use Miami Township's technology resources in ways that are consistent with furthering the Township's mission of public service.
- To never use my computer account (or accounts) or computer related access for private financial gain or to advertise the products or services of a private company.
- Use the account only for business of the organization the account is created for. No personal business may be conducted through this account.
- IT resources, data, and product are the property of Miami Township and are subject to search and access at any time.
- To not stream audio, video, or any other format for any purpose that is not clearly related to the duties associated with the position held and/or the employment at Miami Township.

Secure usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To never share my account password (or passwords) with anyone including co-workers, other staff, friends or family.
- To honor and maintain all of Miami Township's system security procedures and confidential information.
- To make appropriate use of the tools provided to maintain the security of Township's computing system and the confidentiality of the information stored on it.
- To ALWAYS log out of accounts and shared computers.
- To take steps to understand computer viruses and other destructive software and take steps to protect my Township accounts from such threats.

Legal usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To abide by public records law as governed by Ohio Revised Code.
- To share licensed software, files, or information only if I have appropriate permission to distribute the files.
- To use accounts for legal purposes only.
- To uphold all software copyrights and license agreements.
- To never use technology to harass others.
- To never damage equipment, software, or data belonging to Miami Township or others.
- To never monitor or disrupt the communications of others.

- To never use information technology to view or distribute child pornography.
- To use information technology in compliance with job duties and the Employee Policy Manual.

Ethical usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To use my accounts in ways that fosters the high ethical standards of the Township.
- To never violate computer system security or make unauthorized use of accounts, MTIT Network identification, or access codes.
- To never use information technology resources, including MTIT Networks, accounts, hardware, and/ or software, for academic dishonesty (i.e. plagiarism or cheating).
- To never misuse information technology in a manner that conflicts with performance and duties.

Facilitative usage

By receiving and using my MTIT Network ID, I agree to observe the following guidelines:

- To use shared technology resources efficiently.
- To use Township technology resources in such ways as to facilitate everyone's use of the technology.
- To regularly delete unneeded files from my accounts on central machines.
- To avoid overuse of dial-in connect time, information storage space, printing facilities, paper, and processing capacity.
- To never send or respond to chain e-mail.

Sanctions

I understand that failure to use MTIT computing resources as described above will be dealt with seriously. I understand that violators will be subject to disciplinary procedures of the Township. I understand that illegal acts involving MTIT computing resources are also subject to prosecution by state and federal authorities. Failure to abide by these policies will result in revocation of my privileges to use MTIT computing resources. Files, data and disks are considered Miami Township property and are therefore subject to access by the Township. Resources, data, and IT products are the property of Miami Township and subject to Miami Township access as necessary. All public documents are subject to Ohio Public Records statutes or federal law.

Statement of Agreement

I have read each statement and fully agree to the content. My signature indicates my understanding of and agreement with each statement. My signature also certifies that I understand that I am responsible for my account and passwords.

Empl[redacted]

Date signed: 04/05/12

PDF'd to Lisa + Penny 4/13/12

Miami Township Police Department
Employee Personal Information
Revision Request

Name: [redacted] Date Submitted: 04/13/12

I hereby request the following changes to be made to my personal information:

☒ **Address Change** **Effective Date:** 04/13/12
(Please remember to complete City & School Tax Withholding changes if applicable)
Addres [redacted]

City:

☐ **Phone Number Change** **Effective Date:**

New Number:

☐ **Emergency Contact Information** **Effective Date:**

Name:

Address:

City: **State:** **Zip:**

Home phone: **Cell phone:**

☒ **City Tax Withholdings** **Effective Date:** 04/13/12

City withholdings to be stopped: [redacted]

New City taxes to be withheld:

☒ **School Tax Withholdings** **Effective Date:** 04/13/12

Public School District of Residence: [redacted]

School District Number (available from Finance Dept.):

Employee: [redacted] **Date:** 04/13/12
Supervisor/Sergeant: [signature] **Date:** 04/13/12
Deputy Chief of Police: [signature] **Date:** 4-16-2012
Chief of Police: [signature] **Date:** 4-13-2012
Admin. Assist (Police): [signature] **Date:** 4-17-12
Finance Department: **Date:**
Human Resources: **Date:**

MTPD # 165

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Police Officer

Evaluator: Sergeant Jay Phares **Title:** Sergeant

Evaluation Period: **From:** 01/01/11 **Date of Evaluation:** 02/23/2012

To: 12/31/11

Absence (Number of days/hours) 8 / 64.75 **during this rating period**

Absence (Number of occasions) 5 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

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1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] **maintains a professional personal appearance.** [redacted] **needs to make a better effort to maintain his uniform and polish his boots.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ■2 ☐3 ☐4 ☐5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] was below the 1st Watch shift average in: arrest, incident reports, dispatches, traffic citations, and minor misdemeanor citations. Sgt. Fitzgerald and I both had conversations with [redacted] about his productivity problems. Each conversation ended with his promise to improve. His year-end numbers did not reflect any improvement. He finally advised me that he was not getting enough sleep and that he was going to switch to 2nd Watch in an effort to improve his performance for the department.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] was unmotivated in 2011 to put forth the expected effort. Sgt. Fitzgerald and I tried to motivate and offer assistance, but it did not work. I hope the self-initiated schedule change in 2012 to 2nd Watch will bring an improved effort from [redacted]

[redacted] serves the department as an Intoxilyzer Operator [redacted] does step up and offer to assist other officers with their calls during the shift. [redacted] s knowledgeable and is very capable of being a productive officer on any shift.

Employee Comments:

[redacted]
E

04/11/12
Date

SERGEANT J. Chares
Rater's Signature/Rank

02/27/2012
Date

Deputy Chief's of Police Signature

MARCH 10, 2012
Date

John C. Kenney
Chief of Police's Signature

March 29, 2012
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

NAME [redacted] DEPARTMENT PD

LAST FIRST MIDDLE

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2011

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																

AL = ADMINISTRATIVE LEAVE
AS = SEE ABSENCE SUMMARY
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

MM Citation Report
by Officer
2008-2011

	2008	2009	2010	2011	TOTALS
Ofc. Albert	0	2	3	3	**8**
Ofc. Beatty	3	1	1	2	**7**
Ofc. Duffey	12	26	21	24	**83**
Ofc. Etter	0	0	0	1	**1**
Ofc. Fiebig	3	4	6	9	**22**
Ofc. Hesler	3	1	6	5	**15**
Ofc. Jones	0	1	5	4	**10**
Ofc. Landis	4	11	4	9	**28**
Ofc. Mays	0	0	0	1	**1**
Ofc. McCoy	0	2	0	1	**3**
Ofc. Miller	3	0	4	4	**11**
Ofc. Neer	0	2	2	1	**5**
Ofc. Nicley	7	11	1	0	**19**
Ofc. Ooten	5	4	1	2	**12**
Ofc. Ratay	1	6	1	0	**8**
Ofc. Sakal	0	7	0	3	**10**
[redacted]	1	0	2	9	**12**
Ofc. Siney	10	11	2	17	**40**
Ofc. Sloop	4	2	0	5	**11**
[redacted]	1	2	6	6	**15**
Ofc. Stites	3	1	1	0	**5**
Ofc. Strope	0	5	1	1	**7**
Ofc. Swallen	0	0	5	30	**35**
Ofc. Swearingen	0	0	0	2	**2**
Ofc. Todd	0	11	9	21	**41**
[redacted]	0	0	0	4	**4**
[redacted]	1	8	8	5	**22**
Sgt. Fitzgerald	2	2	4	6	**14**
Sgt. Kramer	4	10	2	11	**27**
Sgt. Nienhaus	0	0	0	0	**0**
Sgt. Phares	0	0	0	4	**4**
Sgt. Thompson	0	0	2	0	**2**
TOTALS	**67**	**130**	**97**	**190**	**484**

July 26, 2012

TO: [redacted]
Day Watch

FROM: Major John M. DiPietro
Deputy Chief of Police

SUBJECT: Boot order

On July 25, 2012 I ordered your boots from Gall's., 5" Bates Ultra Lite Qtr Boots, The total cost of the boots came to $63.74; therefore no additional is owed to the department as indicated within the collective bargaining agreement.

Should you have any questions or problems with the boots, please contact me at your earliest opportunity.

MAT. J.M.

Major John M. DiPietro

cc.File
Connie Depew
Sgt. Thompson

PACKING LIST - DO NOT PAY FROM THIS COPY

GALLS
The Authority in Public Safety Equipment and Apparel
1340 Russell Cave Road, Lexington, KY 40505
1-800-477-7766 www.galls.com

Regular

CUSTOMER NO. [redacted] ORDER NO. [redacted]

1007047148

MIAMI TOWNSHIP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 453424406

Pkt Ctrl Nbr
1007047148

MIAMI TOWNSHIP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 453424406

EXPORT RESTRICTIONS:
This transaction may contain commodities restricted by the United States International Trade Regulations. If at a later date you, your business or agency decide these commodities will be exported from the United States please reference the United States Department of Commerce Bureau of Industry and Security Export Administration Regulations (15CFR 730 - 774), the United States Department of State International Traffic in Arms Regulations (22 CFR 120-130), as well as any other applicable laws. These laws apply to private, commercial and government agency export transactions. As an exporter, you, your business or agency, will be responsible for Compliance with all U.S. laws relating to the export of these items.

WFL	QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
01GA04BB04	1.00	SP620 10 M	BATES 5IN ULTRA LITE QTR BOOTS	63.74	63.74

For [redacted]

MAJ JOHN DIPIETRO
OK TO
JUL 26 2012
PAY
MIAMI TWP. POLICE

GALLS
The Authority in Public Safety Equipment and Apparel
1340 Russell Cave Road, Lexington, KY 40505

1 OF 1 PAGES

Net Product $	63.74
Tax	0.00
P & H	0.00
Total Shipment $	63.74
OA	63.74

Cust. Phone#:

07/25/2012 07/25/2012 16:29:24 1207258500 LEX

MIAMI TOWNSHIP POLICE DEPT

attn: John DiPietro

MIAMISBURG OH 453424406

Order: [redacted]
PO #: JOHN DIPIETRO

Americhek – Employment Verification Request

[1/9 AM]

Employer: Miami Township Police
Attention: HR

Fax Number: (937) 433-5457
E-Mail Address:

Applicant: [redacted]

Applicant DOB:

Applicant SSN:

Please fill out the following section as completely as possible. See the second page for the applicant's consent to release this information.
Return to Americhek at (937) 898-9342

Hire Date: [redacted]

# of Hours, Weekly: 42.5

Salary (per hour): $26.77

Position: Police Officer

Good Standing? Yes

Verified By? Connie Depew, Administrative Assistant

Other Comments:

If you have any questions, please do not hesitate to contact us! Thank you!

PO Box 131014 • Dayton OH 45413-1014 • (937) 898.2454 • (937) 898.9342 (F) • AmerichekDayton@aol.com

Consent to Release Information

I/We do hereby consent to and authorize the Landlord and/or any representative or affiliate of AMERICHEK, a professional screening service, to obtain, verify and exchange information on any reports concerning me/us as are maintained by, but not limited to: City/County/State/Federal Law Enforcement Agencies, present/ past employers (including salary verifications), present/past landlords. I understand that any information obtained may be considered by the Landlord and/or AMERICHEK in their sole discretion, as a factor in decisions they or it makes with respect to the real property for which I am applying to rent.

Furthermore, I/We hereby release and hold harmless all agents, owners, affiliates, officers, directors, employees, credit reporting agencies, present/past employers, present/past landlords, all officers and employees that shall provide information to the Landlord and/or AMERICHEK upon request, from any and all claims, demands, suits, or expenses arising from or related to the content, validity, or handling of said reports.

I/We hereby certify that the information contained in this application for lease is accurate, full and complete. Any discrepancies or lack of information will result in immediate rejection of this application. I/We understand that this is an application and does not constitute a lease agreement in whole or in part. The $_____ holding deposit is not refundable if the application is accepted and I/We fail to move in. I/We hereby acknowledge a non-refundable application fee of $ 40.00 to be used in the processing of this application.

SIGNATUR[redacted] DATE 1/07/13

SIGNATURE Julie L. Hopper DATE 1/7/13

1/7/13

ACTIVITY REPORT

TIME : 01/09/2013 14:48
NAME : MIAMI TWP POLICE ADM
FAX : 9374382337
TEL : 9374332301
SER.# : BROL9J991011

NO.	DATE	TIME	FAX NO./NAME	DURATION	PAGE(S)	RESULT	COMMENT
	11/27	16:20	2907	16	01	OK	RX ECM
#309	11/28	16:01	74258679	27	03	OK	TX ECM
#310	11/29	15:50	714106945053	01:27	02	OK	TX ECM
	11/29	16:02		14	01	OK	RX ECM
	11/30	15:33		13	01	OK	RX ECM
	12/03	14:06		40	01	OK	RX ECM
#311	12/03	15:54	714079926001	43	00	NG	TX
#312	12/03	16:23	714079926001	34	00	NG	TX
	12/05	09:49		31	01	OK	RX ECM
	12/07	09:45		46	02	OK	RX ECM
	12/10	07:58		01:23	03	OK	RX
	12/10	08:04		01:23	03	OK	RX
#313	12/10	15:49	718884170818	26	01	OK	TX ECM
#314	12/10	15:56	719253270913	01:03	02	OK	TX ECM
#315	12/12	15:55	72967147	14	01	OK	TX ECM
#316	12/12	15:56	72592005	48	01	OK	TX ECM
#317	12/12	15:57	72639537	16	01	OK	TX ECM
#318	12/12	15:58	72252489	35	01	OK	TX ECM
#319	12/12	15:59	78666011	23	01	OK	TX
	12/21	09:15		26	01	OK	RX ECM
#320	12/21	10:57	719253270913	01:16	03	OK	TX ECM
	12/28	09:31		01:47	03	OK	RX ECM
#321	12/28	14:55	718016203253	01:35	07	OK	TX ECM
	01/02	14:26	603 623 9001	25	01	OK	RX ECM
#322	01/02	15:13	78552345	01:03	04	OK	TX ECM
#323	01/02	15:18	719378552345	01:04	04	OK	TX ECM
#324	01/02	16:03	78355438	44	02	OK	TX ECM
#325	01/03	11:12	78552345	31	02	OK	TX ECM
#326	01/03	11:14	719378552345	31	02	OK	TX ECM
#327	01/04	10:06	716616782390	00	00	BUSY	TX
#328	01/04	10:08	716616782390	00	00	BUSY	TX
	01/04	16:50	9372282160	31	02	OK	RX ECM
	01/08	11:25		41	01	OK	RX
	01/09	00:08		48	01	OK	RX
	01/09	08:00	937 222 8582	23	02	OK	RX ECM
#329	01/09	13:47	716503648740	29	01	OK	TX
#332	01/09	14:46	78989342	12	01	OK	TX ECM

BUSY: BUSY/NO RESPONSE
NG : POOR LINE CONDITION / OUT OF MEMORY
CV : COVERPAGE
POL : POLLING
RET : RETRIEVAL
PC : PC-FAX

Winter Hats Issued

Officer	Unit	Date
Ben Albert	57	01/30/2013
Tim Beatty	37	01/31/2013
Todd Comer	29	01/31/2013
Shane Duffey	47	02/01/13
Jason Etter	45	01/31/2013
Julie Fiebig	62	02/01/13
Scott FitzGerald	13	01/31/2013
Doug Hesler	60	01/31/2013
Bill Jones	65	2/25/2013
Jason Kramer	52	01/30/2013
Chris Krug	1	02/01/2013
Kevin Landis	59	2/25/13
Mike Mays	27	2-2-13
Pat McCoy	33	01/30/2013
Scott Miller	58	02/01/2013
Jim Neer	42	01/31/2013
Matt Nicley	51	01/30/2013
Paul Nienhaus	14	01/31/2013
Dave Ooten	35	01/31/2013
Jay Phares	15	02/01/2013
Dave Ratay	34	2-2
Bob Sakal	40	01/31/13
Tyler Simpson	70	01/30/2013
Mike Siney	61	01/31/2013
Howard Sloop	50	01/30/2013
[redacted]	[redacted]	01/31/2013
Greg Stites	41	01/31/2013
Nancy Strope	54	02/10/2013
James Swearingen	68	01/30/2013
Rex Thompson	10	01/31/2013
[redacted]	[redacted]	01/31/2013
Raymond Swallen	66	01/30/2013
Shawn Todd	63	01/30/2013
[redacted]	[redacted]	1/30/2013
[redacted]	[redacted]	1/30/2013

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Road Patrol

Evaluator: Sgt. R. A. Thompson **Title:** Sergeant

Evaluation Period: From: January 1, 2012 **Date of Evaluation:** Mar 5, 2013

To: December 31, 2012

Absence (Number of days/hours) 4 days **during this rating period**

Absence (Number of occasions) 1 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] **usually arrives early for duty. His uniform should be kept neat and pressed for inspections as required by the department's policies and procedures.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■ 5 ☐ 6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■ 5 ☐ 6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■ 5 ☐ 6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] **at times has an issue with understanding and the utilization of the ever-changing laws, rules techniques and procedures relating to his road patrol duties.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■ 5 ☐ 6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, and works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ■ 5 ☐ 6 ☐ 7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■ 5 ☐ 6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] **t times displays a weakness during investigations. The quality of work still requires attention.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

Communicates well with employees, supervisors, and administration personnel. He demonstrates excellent listening skills and has a positive relationship with the community.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]**generally knows where to find resources necessary to accomplish most assignments associated with his road patrol duties however his ability to work without supervision at times remains challenged.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted]**andled almost 1000 dispatches for our department's calls for service in addition to our everyday operations, equipment issues, cruiser maintenance, and the prisoner details. He generally knows where to find resources available to solve most day-to-day problems and uses the information to complete his investigations. Report writing, proper investigative techniques and the recognition of evidence are weaknesses that should be addressed in the upcoming year.**

Employee Comments:

[redacted]

March 16, 2013
Date

Sgt. R. A. Hongisto
Rater's Signature/Rank

March 5, 2013
Date

Deputy Chief's of Police Signature

Date

John C. Harrington
Chief of Police's Signature

March 11, 2013
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

NAME [redacted] MIDDLE DEPARTMENT PD

DATE OF BIRTH DATE OF HIRE [redacted] CLOCK NUMBER

SOCIAL SECURITY NUMBER SICK DAYS DUE VACATION TIME DUE

2012

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
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DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

Miami Township Police Department
Employee Personal Information
Revision Request

Name: [redacted] Date Submitted: 04/01/13

I hereby request the following changes to be made to my personal information:

☒ **Address Change** **Effective Date:** 04/01/13
(Please remember to complete City & School Tax Withholding changes if applicable)
Addre [redacted]

City:

☐ **Phone Number Change** **Effective Date:**

New Number:

☐ **Emergency Contact Information** **Effective Date:**

Name:

Address:

City: **State:** **Zip:**

Home phone: **Cell phone:**

☐ **City Tax Withholdings** **Effective Date:**

City withholdings to be stopped:

New City taxes to be withheld:

☒ **School Tax Withholdings** **Effective Date:** 04/01/13

Public School District of Residence: [redacted]

School District Number (available from Finance Dept.):

Employee: [redacted] **Date:** 04/01/13
Supervisor/Sergeant: **Date:** 4/02/13
Deputy Chief of Police: **Date:**
Chief of Police: **Date:** 4-2-13
Admin. Assist (Police): Connie Depew **Date:** 4-2-13
Finance Department: **Date:** 4/2/13
Human Resources: **Date:** 4/17/13

MTPD # 165

Miami Township Police Department

Inter-Office Memo

Date: 04/06/13

To: Sgt. Kramer

I was going through my uniforms. I need two short sleeve shirts replaced and two pairs of pants replaced

Rec 04/11/2013 Sgt. #52
Fwd to Sgt. Phares

DAMDS CONTACTED & APPROVED 04/09/13

Signed: [redacted]
MTPD # 4

Unit Number: [redacted]

Written Commendation

TO: [redacted]

FROM: Chief Ronald L. Hess

DATE: October 29, 2013

RE: 2110 Old Vienna Drive

On October 26, 2013, you responded to a report of a subject who was unconscious at 2110 Old Vienna Dr. Upon arrival, you were shown to a master bedroom where the victim was found to be pulse less and not breathing. CPR was started immediately, and the AED was applied to the victim. Three shocks were delivered from the AED between periods of continuous CPR. Despite your heroic efforts in providing a timely response and application of life saving measures in less than five minutes from the call being initiated at dispatch, the victim died at the scene. During the entire time at the scene, you were also attending to and consoling the victim's wife.

This commendation is to remind you that your efforts and dedication to service are greatly appreciated regardless of whether the outcome received is that of what each of us desires.

COPY

MEMORANDUM

TO: [redacted]

FROM: Chief Ronald L. Hess

DATE: January 6, 2014

RE: Written Commendation

On December 25, 2013, you responded to a report of a subject who was unconscious at 6839 Lorien Woods Dr. Upon arrival, you located the victim outside in a wheelchair, and you found the victim to be pulse less and not breathing. CPR was started immediately after the victim was moved to the ground, and the AED was applied to the victim. No shocks were able to be delivered and you maintained continuous CPR until medical personnel arrived with more advanced equipment. Through your efforts you were able to prolong the victim so advanced life support could be applied, and he was transferred to Sycamore Hospital Emergency Room.

This commendation is to remind you that your efforts and dedication to service are greatly appreciated. Keep up the great work.

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: Jason Kramer **Title:** Patrol Supervisor

Evaluation Period: From: 01/01/2013 **Date of Evaluation:** 02/23/2014

To: 12/31/2013

Absence (Number of days/hours) 5 **during this rating period**

Absence (Number of occasions) 3 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] is always on time and prepared for duty [redacted] is always clean shaven with an appropriate hair cut in a clean uniform.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] has the experience and knowledge to properly apply criminal and traffic laws in his daily duties. [redacted] is never hesitant to take the appropriate corrective enforcement action.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☑7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] is well organized and prepares his reports properly and in a timely manner. [redacted] is an excellent "team player" and is always willing to help when called upon.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted] is able to communicate efficiently both verbally and in writing with his peers, his supervisor, and the public. [redacted] is helpful and available to the public whenever possible.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] is able to solve most issues that arise, and he is confident in his decision making on patrol. [redacted] also knows how to use his resources when questions arise.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

Not Applicable.

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:
Not Applicable.

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:
Not Applicable.

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] had a wonderful year on third relief in 2013. [redacted] is organized and timely with his reporting, and he enjoys proactive enforcement of criminal and traffic laws. [redacted] has a great deal of experience to offer the department and his peers, and he can always be relied upon for the completion of any task. [redacted] excelled with his peers with applicable reporting and traffic enforcement. I would like to see [redacted] remain on this watch and continue to display the excellent teamwork he has shown in 2013.

Employee Comments:

[redacted]

03/17/14
Date

Sgt. J #52
Rater's Signature/Rank

3/17/14
Date

Deputy Chief's of Police Signature

Date

Chief of Police's Signature

3-24-14
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

NAME [redacted] DEPARTMENT PD

LA MIDDLE

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2013

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																7/1 - Suspension
AUG																																8/4 - Suspension
SEP																																
OCT																																[redacted]
NOV																																
DEC																																

AL = ADMINISTRATIVE LEAVE
AS = ADMNISTRATIVE SUSPENSION
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

Miami TOWNSHIP
Community of Partnerships

EMPLOYEE RECEIPT

This Employee Policy Manual is a guideline to help you understand the Township's personnel policies and procedures. The Township reserves the right to change any terms and conditions of this Manual at any time.

This Manual may be changed only in writing. No one has the authority to change any provision of this Manual orally or to make oral promises about your employment. Any statements to the contrary are unauthorized, and you should not rely upon them.

Parts of this Manual are already effective. The Manual in totality is effective August 1, 2014. It supersedes all prior policies and procedures.

Acknowledgement

I acknowledge I have received a copy of the Employee Policy Manual. I understand it is my responsibility to read the Manual and ask questions about anything I do not understand.

I understand that this Manual is Township property and must be returned to the Township upon my employment termination. It is my responsibility to update this Manual as policy changes are distributed.

I understand that failure to return this Receipt does not preclude the Township from applying this Manual's policies or future distributed changes of and to the Manual, to me.

I agree to abide by the Township's policies and procedures.

Date: 09/02/14

[redacted]

To P. Bogner by PDF 2/20/15 ✓

Miami Township Police Department
Employee Personal Information
Revision Request

Name: [redacted] Date Submitted: 02/19/15

I hereby request the following changes to be made to my personal information:

☒ **Address Change** **Effective Date:** 02/20/15
(Please remember to complete City & School Tax Withholding changes if applicable)
Add [redacted]
City

☐ **Phone Number Change** **Effective Date:**
New Number:

☐ **Emergency Contact Information** **Effective Date:**
Name:
Address:
City: **State:** **Zip:**
Home phone: **Cell phone:**

☒ **City Tax Withholdings** **Effective Date:** 02/20/15
City withholdings to be stopped:
New City taxes to be withheld: [redacted]

☒ **School Tax Withholdings** **Effective Date:** 02/20/15
Public School District of Residence: [redacted]
School District Number (available from Finance Dept.):

Employee: [redacted] **Date:** 02/19/15
Supervisor/Sergeant: Sgt. J.S. Ward **Date:** 02/19/15
Deputy Chief of Police: [signature] **Date:** 2/19/15
Chief of Police: [signature] **Date:** 2/20/2015
Admin. Assist (Police): C. Depew **Date:** 2/19/15
Finance Department: **Date:**
Human Resources: **Date:**

MTPD # 165

Depew, Connie

From: Bogner, Penny
Sent: Friday, February 20, 2015 10:15 AM
To: Depew, Connie
Subject: RE: Change of Address - [redacted]

Changed in payroll and finance

From: Depew, Connie
Sent: Friday, February 20, 2015 9:11 AM
To: Bogner, Penny
Subject: Change of Address [redacted]

Please see attachment.

From: admin-printer@miamitownship.com [mailto:admin-printer@miamitownship.com]
Sent: Friday, February 20, 2015 10:28 AM
To: Depew, Connie
Subject: Message from KMBT_C454

February 21, 2015

TO: [redacted]
2nd Relief Road Patrol

FROM: Sgt. R. A. Thompson
2nd Relief Sergeant

Subject: **Changing from "A" to "B" Shift Rotation on Day Watch**

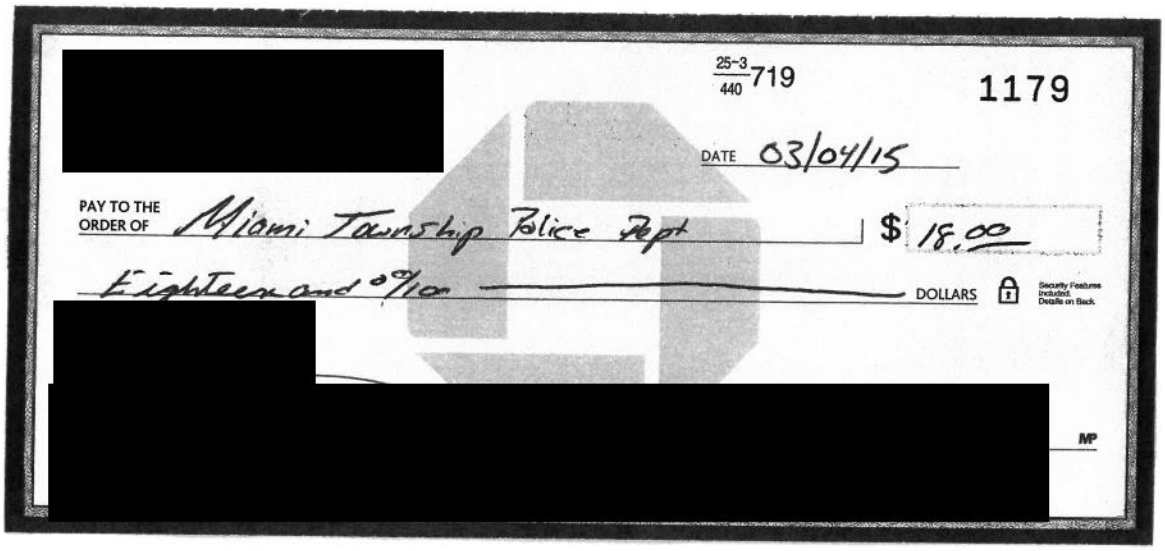
This letter is in reference to our discussion on February 21, involving your shift rotation change on the day watch. I am giving you your twenty-eight day notice as per the Union Agreement under Article V, Work Rules, Section 2, Time Requirements, which stats;

"Modification to rules shall be posted 28 days before their effective date except in emergency situations."

As of [redacted]

[redacted] 02/26/15
Date

Sgt. R. A. Thompson #10 2/26/15
Sgt. R. A. Thompson #10 Date
2nd Relief Supervisor


[redacted]

25-3/440 719 1179

DATE 03/04/15

PAY TO THE ORDER OF Miami Township Police Dept $ 18.00

Eighteen and 0/100 DOLLARS

Security Features Included. Details on Back.

[redacted]

MP

Deposited in 09-910-50707.

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
	075 WESSLING	**DANIEL J**			
	REGULAR		40.00	0.00	29.3500
	COMP 1.0 EARNED	03/01/2015	8.50	0.00	29.8700
	REGULAR		8.50	0.00	29.8700
	REGULAR		31.50	0.00	30.7400
	OVERTIME		1.25	0.00	44.0250
	OVERTIME		0.50	0.00	46.1100
			90.25		
	[redacted]				
	REGULAR		31.50	0.00	29.3500
	REGULAR		8.50	0.00	30.2100
	REGULAR		40.00	0.00	30.7400
	OVERTIME		1.00	0.00	44.0250
	OVERTIME		3.00	0.00	46.1100
	COURT		3.00	0.00	46.1100
			87.00		
	[redacted]				
	REGULAR		40.00	0.00	30.7700
R	REGULAR		40.00	0.00	31.3000
O	OVERTIME		1.50	0.00	46.1550
			81.50		
	Totals Hours: Police		**3,883.75**		

Total Hours: 3,883.75

Acting Chief John Magill

FOP Contract Salary Increases - Effective March

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	PA Hours at New Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	SP OT Hours at Old Rate	OOCIC OT at Old Rate	Court Hours at Old Rate	New Salary with 3% Increase	Reg. Hours at New Rate	Comp Hours at New Rate	Mil Lea New
Albert, B.	30.57	31.50	8.50									31.10	40.00		
Beatty, T.	31.08	40.00						2.00				31.62	40.00		
Caldwell, K.	27.12	40.00										27.59	31.50		8.
Comer, T.	31.08	24.00				16.00						31.62	39.00		
Duffey, S.	30.77	40.00										31.30	40.00		
Etter, J.	30.74	40.00									3.00	31.30	38.00		
Fiebig, J.	31.09	40.00						1.50				31.63	6.00	8.50	
Hart, C.	28.26	40.00										28.75	40.00		
Hesler, D.	30.49	32.00	8.00				1.00					31.02	24.00		
Hupp, S.	29.35	40.00						2.50				29.87		8.50	
Jones, W.	30.41	40.00										30.94			
McCoy, P.	30.78	31.50				8.50		2.00	6.00		3.00	31.31	31.50		
Miller, S.	31.17	39.00	1.00					5.75				31.71	31.50		
Neer, J.	30.78	31.50				8.50		1.50				31.31	31.50		
Ooten, D.	30.78	40.00										31.31	40.00		
Ratay, D.	31.38	31.50				8.50		2.00				31.92	35.50		
Sakal, P.	30.78	36.50	3.50					1.50				31.31	40.00		
Samples, J.	29.35	40.00						9.00	12.50		3.00	29.87	8.50		
[redacted]	31.07	38.50				1.50		5.00				31.61	38.00		
Simpson, T.	28.26	40.00						2.50	3.50			28.75	40.00		
[redacted]	30.91	40.00						1.75				31.45	40.00		
Stites, G.	30.78	40.00						1.50				31.31	21.00	2.00	
Swallen, R.	30.81	40.00								12.50		31.35	32.00		
Swearingen, J.	30.21	8.50										30.74	40.00		
Todd, S.	31.05	31.50	8.50					4.25				31.59	40.00		
Wessling, D.	29.35	40.00						1.25				29.87	8.50		
[redacted]	30.21	8.50										30.74	40.00		
[redacted]	30.77	40.00						1.50				31.30	40.00		

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: Jason Kramer **Title:** Patrol Supervisor

Evaluation Period: From: 01/01/2014 **Date of Evaluation:** 02/17/2015

To: 12/31/2014

Absence (Number of days/hours) 8 **during this rating period**

Absence (Number of occasions) 4 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] is regularly on time and prepared for duty [redacted] s always clean shaven with an appropriate hair cut in a clean uniform.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] **possesses the experience and knowledge necessary to apply criminal and traffic laws in his daily duties.** [redacted] **s able to use this knowledge to take the appropriate corrective enforcement action when necessary.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☑7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] **is well-organized and prepares properly written reports in a timely manner.** [redacted] **is a great "team player" and is always willing to help when called upon.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted] is able to communicate efficiently both verbally and in writing with his peers, his supervisor, and the public. [redacted] is helpful and available to the public whenever possible.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☑6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] is able to solve most issues that arise, and he is able to make decisions when necessary in his position [redacted] also knows how to seek guidance when difficult situations arise.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments: Not Applicable.

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments: Not Applicable.

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments: Not Applicable.

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] had another great year on third relief in 2014. [redacted] is organized and timely with his reporting, and he enjoys proactive enforcement of criminal and traffic laws. [redacted] fell close to the average when compared with his peers on reporting and citations for the year. [redacted] has a great deal of experience to offer the department and his peers, and he can always be relied upon for the completion of any task. [redacted] is certainly an asset to the patrol division. Keep up the good work as you transition to day shift for 2015.

Employee Comments:

[redacted]

02/05/15
Date

Sgt #62
Rater's Signature/Rank

3/5/15
Date

Capt J Mc
Deputy Chief's of Police Signature

2/23/15
Date

Chief Rut
Chief of Police's Signature

3-19-2015
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

NAME [redacted] DEPARTMENT PD

LAST FIRST MIDDLE

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2014

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
JAN	[redacted]																														
FEB																															
MAR																															
APR																															
MAY																															
JUN																															
JUL																															
AUG																															
SEP																															
OCT																															
NOV																															
DEC																															

Absence Summary

1/20 - Off in lieu of holiday pay

[redacted]

AL = ADMINISTRATIVE LEAVE
AS = ADMINISTRATIVE SUSPENSION
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

DePew, Connie

From: Bogner, Penny
Sent: Tuesday, May 12, 2015 2:24 PM
To: DePew, Connie
Subject: RE: Payroll 11

The changes for [redacted] and Jason are in. The new balances will not show up on Jason's stub since they were printed yesterday, but they are in the system now.

As for the new guys, I'm waiting on the paperwork to come from Susan.

From: DePew, Connie
Sent: Monday, May 11, 2015 1:06 PM
To: Bogner, Penny
Subject: Payroll 11

The following takes effect in Payroll 11, and the changes need to be made before I start the payroll.

EFFECTIVE 05/03/15:

[redacted] will receive a longevity increase of .01, giving her a salary of $31.62/hour.

[redacted] will receive a longevity increase of .01, giving him a salary of $31.31/hour.

*Jason Etter was promoted to Sergeant effective 5/3 and his salary will increase to $33.60/hour. He will also be going from a 40 hour week to a road shift schedule. His vacation accrual will change from 6.154 to 6.54 per pay period (170 hours/year). His vacation balance at the end of Pay Period 10 is 173.40, which multiplied by 1.0625 will give him a converted balance of 184.24 hours. He has a PA balance of 24.0 hours, which will be converted to 25.5 hours.

EFFECTIVE 05/11/15:

*New Officer Sean M. Powell starts effective 5/11 at a pay rate of $26.62/hour.
*New Officer Craig M. Sanders starts effective 5/11 at a pay rate of $26.62/hour.

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Road Patrol

Evaluator: Sgt. R. A. Thompson **Title:** Sergeant

Evaluation Period: From: January 1, 2015 **Date of Evaluation:** Feb 5, 2016

To: December 31, 2015

Absence (Number of days/hours) 0 **during this rating period**

Absence (Number of occasions) 0 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Personal hygiene, proper grooming.

Comments:

[redacted] **had perfect attendance this year and usually arrives early for duty. His uniform should be kept neat and pressed for inspections as required by the department's policies and procedures.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] **has recently displayed a high degree of understanding and utilization of the ever-changing laws, rules techniques and procedures relating to his road patrol duties. He generally demonstrates job familiarity and remains current with new techniques.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, and works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted] **was an excellent performer within this organization after transferring to the day watch and his work is generally completed in a timely manner. His teamwork efforts are greatly appreciated and he continues to show initiative.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted] **communicates well with employees, supervisors, and administration personnel. He demonstrates excellent listening skills and has a positive relationship with the community.**

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■ 6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■ 6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted]**generally knows where to find resources necessary to accomplish most assignments associated with his road patrol duties and has demonstrated his ability to perform without supervision.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] is a senior road patrol officer, an excellent team player and completed the year with perfect attendance. As one of our top performers he is willing to take on new assignments, is always ready to help and knows where to find resources available to solve most day-to-day problems by using the information to thoroughly complete his investigations. [redacted] should continue his education and police training in the areas of OVI laws and drug recognition. He goes above and beyond to protect and serve our community, is always dependable and has shown he can lead by example.

Employee Comments:

[redacted]

02/18/16
Date

Sgt. R. A. Thompson
Rater's Signature/Rank

Feb 5, 2016
Date

C J [illegible] 1481
Deputy Chief's of Police Signature

2/5/16
Date

[illegible]
Chief of Police's Signature

Feb 7. 2016
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism Integrity Excellence Honor
Dedication Service Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Sgt. Thompson

Employee's assessment of professional strengths:

Ability talk/Communicate with a ~~white~~ diverse group of people
Time Manggement
Team work

Employee's assessment of professional weaknesses:

Improve Fininacial Crime

Employee's short term career goals:

Improve on areas that are aweakness
Obtain some specialized training

Employee's long term career goals:

Be part of moving the dept further and improving our image
Moving up to a supervisory position

Requirements to assist in meeting goals: (specialized training, schools, etc.)

NAME [redacted] MIDDLE DEPARTMENT PD

DATE OF BIRTH _____ DATE OF HIRE [redacted] CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2015

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Absence Summary
JAN	[redacted]																															
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																

perfect attendance

AL = ADMINISTRATIVE LEAVE
AS = ADMINISTRATIVE SUSPENSION
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

FOP Contract Salary Increases - Effective March 1, 2016 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	Military Leave at Old Rate	PA Hours at Old Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	OOCIC OT at Old Rate	Court Hours at Old Rate	New Salary with 1.5%	Reg. Hours at New Rate	Comp Hours at New Rate	Military Leave at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	OT Hours at New Rate	SP Detail OT Hours at New Rate	OOCIC OT at New Rate	TOTAL PAID HOURS	Comp Earned (k) Hours	Specialty Compensation	Yearly PA
Albert, B.	31.14	34.00					17.00					31.60	29.00									80.50		8.5 Comp	25.5
Beatty, T.	31.62	51.00			8.50				1.75			32.08	20.50						0.50			81.75		N/A	25.5
Caldwell, K.	28.75	51.00							2.50			29.18	20.50		8.50							82.50		N/A	25.5
Comer, T.	31.62	16.00					32.00					32.08	30.00				2.00		3.00			83.00		$256.64	24.0
Duffey, S.	31.31	59.50										31.77	20.50									80.00	10.50	N/A	25.5
Fiebig, J.	31.67	42.50										32.14	29.00	8.50								80.00	2.50	8.5 Comp	25.5
Hart, C.	29.87	51.00										30.31	29.00									80.00	1.00	N/A	25.5
Hesler, D.	31.06	34.50	8.00					2.00				31.52	37.50									82.00	1.00	N/A	25.5
Hinojosa, M.	26.62	42.50										27.02	37.50									80.00	1.00	N/A	25.5
Hupp, S.	30.74	51.00	8.50									31.20	20.50									80.00		8.5 Comp	25.5
Jones, W.	30.98	16.00				32.00						31.44	32.00									80.00		N/A	24.0
McCoy, P.	31.31	42.50										31.77	35.00					2.50	1.25			81.25		8.5 Comp	25.5
Miller, S.	31.75	34.00				8.50	8.50		5.00			32.22	29.00						0.50			85.50	0.75	273.87	25.5
Neer, J.	31.31	42.50									3.00	31.77	37.50						0.50			83.50		N/A	25.5
Ooten, D.	31.31	42.50							1.00			31.77	29.00			8.50						81.00		N/A	25.5
Powell, S.	26.62			42.50								27.02	19.50		18.00							80.00		N/A	25.5
Ratay, D.	31.92	59.50							0.75			32.39	20.50							2.50		83.25		N/A	25.5
Sakal, P.	31.31	42.50	8.50						0.75			31.77	23.50	5.50								80.75		N/A	25.5
Samples, J.	30.74	48.00							6.00			31.20	32.00						3.00			89.00		$249.60	24.0
Sanders, C.	26.62	42.50			17.00							27.02	20.50									80.00	3.00	N/A	25.5
[redacted]	31.62	40.00					8.00					32.08	32.00						10.50			90.50		$256.64	24.0
Simpson, T.	29.87	59.50							0.75			30.31	20.50						6.00			86.75	1.50	N/A	25.5
[redacted]	31.49	34.00					8.50		3.00			31.95	37.50						2.50			85.50		$271.58	25.5
Stites, G.	31.31	34.00				17.00			1.50			31.77	29.00									81.50		8.5 Comp	25.5
Swallen, R.	31.35	48.00								21.00		31.82	32.00								4.00	105.00		N/A	24.0
Swearingen, J.	30.74	51.00				8.50						31.20	20.50									80.00	5.00	8.5 Comp	25.5
Todd, S.	31.63	42.50			8.50							32.10	29.00									80.00	5.75	$272.85	25.5
Wessling, D.	30.74	34.00					8.50					31.20	37.50									80.00		8.5 Comp	25.5
[redacted]	30.74	59.50										31.20	20.50									80.00	4.50	N/A	25.5
[redacted]	31.31	34.00					17.00					31.77	29.00									80.00		N/A	25.5

Pay Period: 06 **Police Department Time Card Report for Period Ending: 3/5/2016**

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
			93.50		
[redacted]	**010 THOMPSON REX A**				
	REGULAR		80.00	0.00	37.8900
			80.00		
	063 TODD SHAWN E				
	COMP 1.5 EARNED		5.75	0.00	0.0000
	REGULAR		42.50	0.00	31.6300
	PERSONAL		8.50	0.00	31.6300
	REGULAR		29.00	0.00	32.1000
	OTHER – Specialty		0.00	272.85	272.8500
			85.75		
	075 WESSLING DANIEL J				
	COMP 1.0 EARNED	03/01/2016	8.50	0.00	0.0000
	REGULAR		34.00	0.00	30.7400
	VACATION		8.50	0.00	30.7400
	REGULAR		37.50	0.00	31.2000
			88.50		
	[redacted]				
	COMP 1.5 EARNED		4.50	0.00	0.0000
	REGULAR		59.50	0.00	30.7400
	REGULAR		20.50	0.00	31.2000
			84.50		
	[redacted]				
	REGULAR		34.00	0.00	31.3100
V	VACATION		17.00	0.00	31.3100
R	REGULAR		29.00	0.00	31.7700
			80.00		
	Totals Hours: Police		**3,949.00**		

Total Hours: 3,949.00

Chief Ron Hess 3.8.2016

I would like to thank all of the officers that came to my rescue the morning of 9/30/2016. My husband committed suicide and I was a basket case. They were kind, caring and compassionate. They explained to me all the questions I ask patiently. Thank you for all you do, and for making my worst day in life almost bearable.

During a time
like this
we realize how much
our friends and relatives
really mean
to us....
Your expression
of sympathy will always
be remembered

Thank You
Brenda Dempsey

Incident Report

Miami Township Police Department

Award - Letter of Appreciation

For: [redacted] **Occurred:** 9/30/2016

By: Captain Magill, John (003) **Entered:** 10/17/2016

[redacted] and Sergeant Landis both investigated a suicide at 2626 Highland Village drive. This was report [redacted] Brenda Dempsey sent a thank you card for both of you. Standing by people during the most terrible time is something that every officer must do Your compassion and understanding was important and made an impression on Brenda.

Thank you for your hard work and compassion. This is a fine example of you upholding our core values.

GALLS

INVOICE

BILLING INQUIRIES	(866) 286-1358

PO Box 54430
Lexington, KY 40555-4430

Billing Questions: AR@Galls.com

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	[redacted]
INVOICE DATE	11/21/2016
DUE DATE	12/21/2016
SHIP VIA	UPS Ground
PO #	[redacted]
SALES ORDER	7138128
F.O.B. Shipping Point	

985 1 MB 0.419 E0056X I0101 D2022419932 S2 P3687912 0001:0001

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
SP620 10 M	BATES 5IN ULTRA LITE QTR BOOTS	LEX	1	71.96	71.96

on For Payment
e 2550
09910-50707
it. #82.91
12/05/16
cd
Uniform Boots

1Z4109850322135960

SUBTOTAL:	71.96
SHIPPING:	10.95
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$82.91**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS

INVOICE DATE	11/21/2016
ACCOUNT NUMBER	[redacted]
DUE DATE	12/21/2016
AMOUNT DUE	$82.91
INVOICE NUMBER	[redacted]

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 0000006460122 0 0000008291 0000008291 3

001:0001

INVOICE

GALLS

PO Box 54430
Lexington, KY 40555-4430

Billing Questions: AR@Galls.com

BILLING INQUIRIES	(866) 286-1358

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	[redacted]
INVOICE DATE	12/27/2016
DUE DATE	01/26/2017
SHIP VIA	UPS Ground
PO #	TURTLENECKS
SALES ORDER	7248206
F.O.B. Shipping Point	**Page 1 of 1**

916 1 MB 0.419 E0443 I0645 D2108095899 S2 P3801173 0002:0003

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
UA543 BLK 3X	UF/X MOCK TURTLENECK SHIRT	LEX	2	43.20	86.40

Authorization For Payment
Vendor Code 2550
PO# ———
Acct Code 09-910-50707
Payment Amt. $87.07
Final Pymt. ———
Sign Date 1/06/17
Approval cd
Uniforms

SUBTOTAL:	86.40
SHIPPING:	0.67
TAX:	0.00
/PREPAYMENTS:	0.00
ENT SHIPMENT:	**$87.07**

[redacted]

141
6-12/410
131

01/06/17
Date

Pay to the Order of Miami Twp Police $ 87.07

Eighty seven and 07/100 Dollars

[redacted]

Harland Clarke

01/26/2017
$87.07

[redacted]

ACCOUNT NUMBER [redacted] **INVOICE NUMBER**

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 000000690446 0 0000008707 0000008707 4

0002:0003

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Officer

Evaluator: Jay Phares **Title:** Sergeant

Evaluation Period: From: January 1, 2016 **Date of Evaluation:** 02/05/2017

To: December 31, 2016

Absence (Number of days/hours) 6/49.75 **during this rating period**

Absence (Number of occasions) 4 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

---

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

He writes very good reports and likes to take his investigations as far as he can before submitting them to the detective section. He does a very good job following up on his cases.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] makes sound decisions based on his many years of experience and the totality of the circumstances. He does not hesitate to get another point of view when needed. He often makes referrals to other agencies that may be able to solve a problem for a business or resident.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] has a great deal of experience that benefits the residents and businesses of Miami Township. He takes pride in complete investigations that are documented in a professional manner. [redacted] has the ability to do other assignments in law enforcement but seems to enjoy the patrol section. He is a steady performer and I can count on him to do what is asked of him. He is well liked by other officers and is a team player.

Employee Comments:

[redacted]
E

02/14/17
Date

Sgt. J. Share
Rater's Signature/Rank

02/14/17
Date

Operations Captain Signature

2/6/17
Date

Chief of Police's Signature

3-6-2017
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism • Integrity • Excellence • Honor
Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Sgt. Phares

Employee's assessment of professional strengths:

Ability to talk to different types of people

Employee's assessment of professional weaknesses:

Need to be more agressive w/traffic.

Employee's short term career goals:

Possibly move to detective

Employee's long term career goals:

Further my education by finishing my bachelor degree

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Training that would help if move to detective Section and in a career I chose after a career in law enforcement

Pay Period: 07 **Police Department Time Card Report for Period Ending: 3/18/2017**

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
O	OVERTIME		12.75	0.00	47.7300
M	OTHER – specialty		0.00	254.56	254.5600
			92.75		
[redacted]	**085 WHITE ERIC R**				
	BACK PAY		0.00	10.37	10.3700
	REGULAR		80.00	0.00	30.9200
	COMP 1.5 EARNED		0.50	0.00	46.3800
			80.50		
	[redacted]				
	BACK PAY		0.00	21.08	21.0800
	REGULAR		71.50	0.00	31.8200
	VACATION		8.50	0.00	31.8200
	OVERTIME		0.50	0.00	47.7300
			80.50		
	[redacted]				
	BACK PAY		0.00	10.54	10.5400
R	REGULAR		80.00	0.00	32.3900
			80.00		
	Totals Hours: Police		**3,826.50**		

Total Hours: 3,826.50

Chief Ron Hess 3-20-2017

FOP BACK PAY 03/01/17

Employee	New Salary with 2% Increase	1% Educational Incentive Pay	2% Educational Incentive Pay	Longevity Pay	TOTAL NEW SALARY	Old Salary	Salary Difference	Hours at Regular Pay	**Back Pay for Regular Hours**	Salary Difference x 1.5	Hours at OT Pay	**Back Pay for Overtime Hours**	**TOTAL BACK PAY**
Albert, Ben	31.82	N/A	N/A	0.44	32.26	31.64	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Beatty, Tim	31.82	0.32	N/A	0.57	32.71	32.08	0.63	34.00	**21.42**	0.95	1.75	**1.66**	**23.08**
Caldwell, Kory	30.92	N/A	N/A	N/A	30.92	30.31	0.61	17.00	**10.37**	0.92	0.00	**0.00**	**10.37**
Comer, Todd	31.82	0.32	N/A	0.57	32.71	32.08	0.63	24.00	**15.12**	0.95	0.00	**0.00**	**15.12**
Duffey, Shane	31.82	N/A	N/A	0.57	32.39	31.77	0.62	34.00	**21.08**	0.93	1.00	**0.93**	**22.01**
Hart, Crystal	31.82	N/A	N/A	N/A	31.82	31.20	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Hesler, Doug	31.82	N/A	N/A	0.36	32.18	31.56	0.62	18.00	**11.16**	0.93	0.00	**0.00**	**11.16**
Hupp, Steven	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
McCoy, Pat	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Miller, Scott	31.82	N/A	0.64	0.44	32.90	32.26	0.64	17.00	**10.88**	0.96	2.00	**1.92**	**12.80**
Neer, Jim	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Ooten, Dave	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Powell, Sean	28.57	N/A	N/A	N/A	28.57	28.01	0.56	17.00	**9.52**	0.84	0.00	**0.00**	**9.52**
Sakal, Bob	31.82	N/A	N/A	0.57	32.39	31.77	0.62	24.00	**14.88**	0.93	0.00	**0.00**	**14.88**
Samples, Joshua	31.82	N/A	N/A	N/A	31.82	31.20	0.62	24.00	**14.88**	0.93	4.00	**3.72**	**18.60**
Sanders, Craig	28.57	N/A	N/A	N/A	28.57	28.01	0.56	17.00	**9.52**	0.84	0.00	**0.00**	**9.52**
[redacted]	31.82	0.32	N/A	0.57	32.71	32.08	0.63	24.00	**15.12**	0.95	0.00	**0.00**	**15.12**
Simpson, Tyler	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
[redacted]	31.82	0.32	N/A	0.48	32.62	31.99	0.63	17.00	**10.71**	0.95	0.00	**0.00**	**10.71**
Stites, Greg	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Swallen, Ray	31.82	N/A	0.64	N/A	32.46	31.82	0.64	24.00	**15.36**	0.96	16.50	**15.84**	**31.20**
Swearingen, James	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
Todd, Shawn	31.82	N/A	0.64	0.32	32.78	32.14	0.64	24.00	**15.36**	0.96	0.00	**0.00**	**15.36**
Wessling, Daniel	31.82	N/A	N/A	N/A	31.82	31.20	0.62	24.00	**14.88**	0.93	0.00	**0.00**	**14.88**
White, Eric	30.92	N/A	N/A	N/A	30.92	30.31	0.61	17.00	**10.37**	0.92	0.00	**0.00**	**10.37**
[redacted]	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
[redacted]	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**

ROBERT W RETTICH, III, *Judge*

AMANDA J. ZENNIE, *Clerk*

Miamisburg Municipal Court

Miamisburg Civic Center
10 NORTH FIRST STREET
MIAMISBURG, OHIO 45342
Phone: 937-866-2203
Fax: 937-866-0135

To: Chief Ronald Hess, Miami Township Police Department

From: Kirk J. Bell, Chief Bailiff

Date: 09-22-17

Subject: Arrest of Ryan Kodros

Chief Hess;

I wanted you to know about the professional and exemplary manner in which Ptl. Tim Beatty and [redacted] carried themselves during the arrest of Ryan Kodros on 09-21-[redacted]

Mr. Kodros was facing a Court –Ordered eviction at the Autumn Woods Apartment complex. I went to his apartment with Lindsey Doty, the Complex manager and upon knocking upon the door, we found that not only Mr. Kodros was still present, he had not moved anything. Mr. Kodros stood at his door, arms folded and told us he was not going to leave. When I explained to him that he faced arrest, Mr. Kodros told me that then he would fight.

I called for a crew and [redacted] esponded. After being briefed on the nature of the call, [redacted] spoke with Mr. Kodros. It was apparent that Mr. Kodros was not going to be compliant, [redacted] asked for the channel and another crew, at which time Ptl. Beatty arrived. Both Ptl. Beatty and [redacted] spent time trying to defuse the situation, they were calm and were respectful to Mr. Kodros the entire time. Mr. Kodros was warned several times by both Officers of the likely outcome if he did not comply with not only the Court Order, but with their instructions. Mr. Kodros continued to tell both Officers that he would not leave voluntarily, that he would fight. At no time did either Officer "lose their cool".

Mr. Kodros was arrested and transported to jail, even after launching himself into [redacted] Neither Officer retaliated in any manner. I was impressed with their restraint and resolve.

I just wanted you to know that both Officers represented the Miami Township Police Department well. They did their job, used good Police conduct and treated Mr. Kodros fairly.

Sincerely

Kirk J. Bell, Chief Bailiff

Miamisburg Municipal Court

Incident Report

Miami Township Police Department

Award - Letter of Appreciation

For: [redacted] **Occurred:** 1/12/2018

By: Captain Magill, John (003) **Entered:** 1/18/2018

We received a letter of appreciation for [redacted] (Attached). This is from Barbara Smerillo and how he handled a missing auto. I will place the letter and a copy of this message in his personnel file.

Thanks [redacted] and keep up the good work!

Captain John Magill

January 12, 2018

; Miami Township Police Department

2660 Lyons Road, Miami Township, Ohio 45342

FROM; Barbara Eckert Smerillo

7089 Boysenberry Dr., Liberty Township , Ohio 45011

Please be advised that Barbara Eckert Smerillo and her husband Dan Smerillo are extremely pleased with Police [redacted] for his excellent handling of the incident involving the daughter, Tamre Lindon regarding her missing auto.

As the events changed and developed over a five day period, his handling was confident and his advice was helpful , accurate and reassuring.

We hope that this letter will be well received and that he will receive appropriate recognition for a job well done.

Sincerely Yours,

Barbara Eckert Smerillo

Barbara Eckert Smerillo

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: Sgt. Mike Siney **Title:** Second Relief Sergeant

Evaluation Period: From: 01/01/2017 **Date of Evaluation:** 01/12/2018

To: 12/31/2017

Absence (Number of days/hours) 30.5 **during this rating period**

Absence (Number of occasions) 2 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments: [redacted] *called in sick (2) times with a total of (30.5) sick hours used.* [redacted] *is always on time for duty.* [redacted] *meets the standards on clothing and personal appearance.*

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments: [redacted] *has good technical skills and uses them appropriately in the course of his duty.* [redacted] *does very well following operating procedures and regulations and his applicability is normally never in question.*

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments: [redacted] *quality of work is good and rarely ever needs correction. The quantity of work* [redacted] *completes is in line with his fellow officers.* [redacted] *was given several behind the scenes task this year by me in which he completed without question.* [redacted] *does well in the area of teamwork seldom would he complain when helping others with call for service.*

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments: [redacted] *communicates very well with both his fellow officers and I as his immediate supervisor.* [redacted] *is also very well articulate within both his written reports and when dealing with the public.* [redacted] *does an excellent job with public relations and often times is able to deliver effectively to the public in a way that most officers have difficulty with.*

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments: [redacted] *makes sound decisions and does well at problem solving without the need of supervision. I often found that he utilized resources at his disposal and rarely needed supervisor feedback.*

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's overall Comments/Special Considerations:

On 02/11/2017 [redacted] received a recognition award via Guardian System for his part in a arrest incident. On the same date [redacted] received a guardian entry in reference to assisting the department at Jane Chance Elementary. On 05/21/2017 [redacted] received a great initiative involving a domestic subject with a firearm. On 06/07/2017 [redacted] received a recognition award for his help involving a suicidal subject who had assaulted officers on scene. On 05/29/2017 [redacted] received a letter of appreciation from a citizen in which he assisted giving credit to the MTPD. On 09/22/2017 [redacted] received a letter of appreciation from MMC Bailiff, Mr. Kirk Bell who was very appreciative in the officers that assisted him with a difficult eviction. On 11/30/2017, [redacted] received recognition per him writing the most traffic citations in the month of November addressing the need for traffic enforcement in problem areas.

[redacted] I feel that you have had an outstanding year, please keep up the great work that you do.

[redacted]

01/25/18
Date

Sgt.

1-13-2018
Rater's Signature/Rank — Date

Deputy Chief's of Police Signature

1122118
Date

Capt RH

2/5/18
Chief of Police's Signature — Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied

Incident Details Report

1/13/2018

Miami Township Police Department

Employees:	[redacted]
Date Range:	1/1/2017 - 12/31/2017

Awards - Compliment/Recognition

For: [redacted] **Occurred:** 11/30/2017

By: Ilo, Amy (513) **Entered:** 11/30/2017

Congratulations to [redacted] for being the top leader on day shift for the most number of citations(turned into records) in the month of November!!!! Keep up the great job!!!

By: Hess, Ron (001) **Entered:** 12/5/2017

[redacted]

Thank you for the outstanding work that you do
Chief Hess

By: Johnson, Russ (002) **Entered:** 12/12/2017

Good job [redacted]

Sick Leave

For: [redacted] **Occurred:** [redacted]

By: Johnson, Russ (002) **Entered:** 11/13/2017

[redacted] called off on SL due to personal illness for [redacted]

Cruiser Video Review

For: [redacted] **Occurred:** 10/28/2017

By: Siney, Mike (061) **Entered:** 11/7/2017

On 11/07/2017, I conducted a random check of cruiser video involving [redacted] and a code run per a reported injury accident. I noted nothing of concern.

By: Johnson, Russ (002) **Entered:** 11/7/2017

OK on cruiser video review.

thanks

Capt. Johnson

Award - Letter of Appreciation

For: [redacted] **Occurred:** 9/21/2017

By: Hess, Ron (001) **Entered:** 9/22/2017

On September 21, 2017, [redacted] responded to the Autumn Woods Apartments to assist with an eviction that had been ordered by the Municipal Court. Chief Bailiff Kirk Bell was having issues with the occupant that refused to leave and advised he would fight anyone that attempted to move him out. [redacted] attempted to reason with Mr. Kodros with no avail and request Officer Beatty. Both officers attempted to defuse the situation but when Mr. Kodros refused to leave, he was told he was under arrest. After a brief struggle, Mr. Kodros was placed into custody. Attached is a letter of appreciation from Chief Bailiff K. Bell. I want to thank the both of you for the professional manner that you

By: Johnson, Russ (002) **Entered:** 9/22/2017

[redacted]

Thank you for representing the department well. Your attempts to deescalate the situation and fully inform the subject of the expected outcome are appreciated.

Cruiser Video Review

For: [redacted] **Occurred:** 8/23/2017

By: Siney, Mike (061) **Entered:** 9/16/2017

On 09/16/2017, I randomly reviewed cruiser video belong to [redacted] The video appeared to be a citizens assist and I found nothing of concern.

By: Johnson, Russ (002) **Entered:** 9/16/2017

Ok on review

Thanks
Capt Johnson

Award - Letter of Appreciation

For: [redacted] **Occurred:** 5/29/2017

By: Hess, Ron (001) **Entered:** 6/9/2017

Mr. Vondel Moore contacted my office to explain that he had an alarm activate at his property located at 6015 Manning Road that you responded to. He wanted to pass on his thanks for the kindness that you showed him and described you as very professional and friendly. I want to thank you of the outstanding service that you provide to our citizens. The impression that you made on Mr. Moore will last a lifetime.

By: Johnson, Russ (002) **Entered:** 6/9/2017

Great Job [redacted]

Awards - Compliment/Recognition

For: [redacted] **Occurred:** 6/6/2017

By: Siney, Mike (061) **Entered:** 6/7/2017

On the above mentioned date,

Ofc. Stites and Ofc. Beatty were dispatched to a suicidal subject who had also reportedly ingested drugs. After arriving on scene and gaining information from the reportee (Suspects Father) officers entered the residence to speak with the suspect. After gaining pertinent information to warrant both a 72 hour medical evaluation and arrest per an outstanding warrant, Officers requested that the suspect stand-up. At this time the suspect stood and immediately and violently assaulted both Ofc. Stites and Ofc. Beatty. Officers immediately relied on their training and tactics and were able to subsequently subdue the suspect without further incident. Ofc. Beatty sustained a broken nose with additional scrapes and scratches. Ofc. Stites sustained scratches and abrasions. Both officers acted diligently dealing with the incident at hand, conveying the highest level of courage and professionalism.

Ofc. Sakal and [redacted] arrived on scene and without hesitation went right to work helping the injured officers and preserving the scene of the incident. Ofc. Sakal did a great job documenting the scene taking pictures and collecting evidence, while [redacted] ook charge of the arrestee from the scene to the hospital and then ultimately to the MCSO where he was booked on felony charges.

Det. Wessling without hesitation or question arrived on scene to assist road patrol and myself with the investigation. Det. Wessling did a wonderful job not only helping to complete the initial investigation bit also conducting an interview for the media.

By: Johnson, Russ (002) **Entered:** 6/7/2017

Well done [redacted]

Initiative

For: [redacted] **Occurred:** 5/21/2017

By: Siney, Mike (061) **Entered:** 5/21/2017

The above listed officers did an outstanding job on a Domestic Violence incident involving a firearm. The suspect refused to exit residence and hid in master bedroom. Operational plan was developed and officers initiated plan flawlessly using great team work and very sound tactics which resulted in the apprehension of the suspect without incident.

Good Job, Gentleman....

By: Johnson, Russ (002) **Entered:** 5/21/2017

Good job [redacted]

Sick Leave

For: [redacted] **Occurred:** [redacted]

By: Jones, Wiley (Bill) (065) **Entered:** 4/29/2017

[redacted] called the Sergeant cell phone at 0410 to request a sick day.

Cruiser Video Review

For: [redacted] **Occurred:** 3/2/2017

By: Phares, Jay (015) **Entered:** 3/2/2017

Required video review 02/13/17 1004 hours Traffic Stop

Above & Beyond

For: [redacted] **Occurred:** 2/11/2017

By: Siney, Mike (061) **Entered:** 2/12/2017

On the above date,

[redacted] assisted the police department in setting up a crime prevention booth at Jane Chance Elementary, [redacted] was supplied with all the crime prevention products and did a great job representing the MTPD at the school. Great Job [redacted] and thank you for your professionalism during the event.

By: Johnson, Russ (002) **Entered:** 2/12/2017

Thanks [redacted] for you excellent work!

Awards - Compliment/Recognition

For: [redacted] **Occurred:** 2/11/2017

By: Siney, Mike (061) **Entered:** 2/12/2017

On the above date, Ofc. McCoy followed up on a wanted subject who resides on Bushwick. On the previous day we were at the subjects residence and found that he had just been at the residence and now was driving a white van around. Ofc. McCoy drove by the residence and observed that the van now was back at the residence. We staged nearby and developed an operational plan and then proceeded to the residence. After searching the residence, Ofc. McCoy found the wanted subject hiding in a trailer in the driveway. The subject was wanted on several felony warrants of breaking and entering, weapons violations and felony drug violations. The officers worked very well together and their tactics were very sound. The team work exhibited by each officer was very evident which led to the successful arrest. Everyone did an outstanding job, with special mention to Ofc. McCoy for his outstanding follow through.

By: Johnson, Russ (002) **Entered:** 2/12/2017

By: Johnson, Russ (002) **Entered:** 2/13/2017

Workers Compensation

For: [redacted] **Occurred:** 1/15/2017

By: Nienhaus, Paul (014) **Entered:** 1/15/2017

[redacted] was conducting a follow-up on a traffic complaint involving a boat and trailer parked on Twin Pines Court. The plate returned to the above address. While he was in the doorway of the home speaking to the resident, the resident's dog ran from behind the

resident and attacked [redacted] biting him in the belly and left hand. [redacted] sustained a [redacted]

A report was taken, the dog was quarantined, and [redacted] was sent to Sycamore Hospital. [redacted] was lucky, apparently sustaining [redacted] He was taken off work for the following day and allowed to return [redacted]

[redacted]

Baseline : 12/15/2016

Balances as of: 12/31/2017 Calculate

Bank	Balance 12/31/2017
Vacation	77.11076
Sick	1402.445
Personal	0
Comp	75.63
Hours Owed This Year	13.5
Hours Owed by July 1	0
Grandfathered Personal	0
Military	176

Sick (2)

30.5 hrs.

Summary values represented at start of day prior to leave taken

Vacation

Date	Transaction	Balance	Timesheet Status	Notes
12/15/2016	96.0718	96.0718	Baseline	
12/25/2016	6.53848	102.61028	Approved	Accrual: 80 * 0.081731 = 6.5385
12/31/2016	-8.5	94.11028	Approved	
1/8/2017	6.53848	100.64876	Approved	Accrual: 80 * 0.081731 = 6.5385
1/22/2017	6.53848	107.18724	Approved	Accrual: 80 * 0.081731 = 6.5385
2/5/2017	6.53848	113.72572	Approved	Accrual: 80 * 0.081731 = 6.5385
2/19/2017	6.53848	120.2642	Approved	Accrual: 80 * 0.081731 = 6.5385
3/5/2017	6.53848	126.80268	Approved	Accrual: 80 * 0.081731 = 6.5385
3/19/2017	6.53848	133.34116	Approved	Accrual: 80 * 0.081731 = 6.5385
4/2/2017	6.53848	139.87964	Approved	Accrual: 80 * 0.081731 = 6.5385
4/12/2017	-8.5	131.37964	Approved	
4/16/2017	6.53848	137.91812	Approved	Accrual: 80 * 0.081731 = 6.5385
4/27/2017	-8.5	129.41812	Approved	
4/28/2017	-8.5	120.91812	Approved	
4/30/2017	6.53848	127.4566	Approved	Accrual: 80 * 0.081731 = 6.5385
5/7/2017	-8.5	118.9566	Approved	
5/8/2017	-8.5	110.4566	Approved	
5/14/2017	6.53848	116.99508	Approved	Accrual: 80 * 0.081731 = 6.5385
5/28/2017	6.53848	123.53356	Approved	Accrual: 80 * 0.081731 = 6.5385
6/11/2017	6.53848	130.07204	Approved	Accrual: 80 * 0.081731 = 6.5385

Date	Transaction	Balance	Timesheet Status	Notes
6/25/2017	6.53848	136.61052	Approved	Accrual: 80 * 0.081731 = 6.5385
7/4/2017	-8.5	128.11052	Approved	
7/5/2017	-8.5	119.61052	Approved	
7/6/2017	-8.5	111.11052	Approved	
7/7/2017	-8.5	102.61052	Approved	
7/8/2017	-8.5	94.11052	Approved	
7/9/2017	6.53848	100.649	Approved	Accrual: 80 * 0.081731 = 6.5385
7/11/2017	-8.5	92.149	Approved	
7/12/2017	-8.5	83.649	Approved	
7/13/2017	-8.5	75.149	Approved	
7/14/2017	-8.5	66.649	Approved	
7/15/2017	-8.5	58.149	Approved	
7/23/2017	6.53848	64.68748	Approved	Accrual: 80 * 0.081731 = 6.5385
7/24/2017	-8.5	56.18748	Approved	
7/25/2017	-8.5	47.68748	Approved	
8/5/2017	-8.5	39.18748	Approved	
8/6/2017	6.53848	45.72596	Approved	Accrual: 80 * 0.081731 = 6.5385
8/6/2017	-8.5	37.22596	Approved	
8/20/2017	6.53848	43.76444	Approved	Accrual: 80 * 0.081731 = 6.5385
9/3/2017	6.53848	50.30292	Approved	Accrual: 80 * 0.081731 = 6.5385
9/17/2017	6.53848	56.8414	Approved	Accrual: 80 * 0.081731 = 6.5385
10/1/2017	6.53848	63.37988	Approved	Accrual: 80 * 0.081731 = 6.5385
10/15/2017	6.53848	69.91836	Approved	Accrual: 80 * 0.081731 = 6.5385
10/21/2017	-8.5	61.41836	Approved	
10/23/2017	-8.5	52.91836	Approved	
10/29/2017	6.53848	59.45684	Approved	Accrual: 80 * 0.081731 = 6.5385
11/12/2017	6.53848	65.99532	Approved	Accrual: 80 * 0.081731 = 6.5385
11/22/2017	-8.5	57.49532	Approved	
11/26/2017	6.53848	64.0338	Approved	Accrual: 80 * 0.081731 = 6.5385
12/10/2017	6.53848	70.57228	Approved	Accrual: 80 * 0.081731 = 6.5385
12/24/2017	6.53848	77.11076	Approved	Accrual: 80 * 0.081731 = 6.5385
12/31/2017	0	77.11076	-	Current balance on morning of 12/31/2017
1/7/2018	6.53848	83.64924	Approved	Accrual: 80 * 0.081731 = 6.5385
1/13/2018	0	83.64924	-	Current balance as of this morning.

Date	Transaction	Balance	Timesheet Status	Notes
1/21/2018	6.53848	90.18772	Approved	Accrual: 80 * 0.081731 = 6.5385
2/4/2018	6.53848	96.7262	Approved	Accrual: 80 * 0.081731 = 6.5385
2/18/2018	6.53848	103.26468	Approved	Accrual: 80 * 0.081731 = 6.5385
3/4/2018	6.53848	109.80316	Approved	Accrual: 80 * 0.081731 = 6.5385
3/18/2018	6.53848	116.34164	Approved	Accrual: 80 * 0.081731 = 6.5385
4/1/2018	6.53848	122.88012	Approved	Accrual: 80 * 0.081731 = 6.5385
4/15/2018	6.53848	129.4186	Approved	Accrual: 80 * 0.081731 = 6.5385
4/29/2018	6.53848	135.95708	Approved	Accrual: 80 * 0.081731 = 6.5385
5/13/2018	6.53848	142.49556	Approved	Accrual: 80 * 0.081731 = 6.5385
5/27/2018	6.53848	149.03404	Approved	Accrual: 80 * 0.081731 = 6.5385
6/10/2018	6.53848	155.57252	Approved	Accrual: 80 * 0.081731 = 6.5385
6/24/2018	6.53848	162.111	Approved	Accrual: 80 * 0.081731 = 6.5385
7/8/2018	6.53848	168.64948	Approved	Accrual: 80 * 0.081731 = 6.5385
7/9/2018	-8.5	160.14948	Pending	
7/10/2018	-8.5	151.64948	Pending	
7/11/2018	-8.5	143.14948	Pending	
7/12/2018	-8.5	134.64948	Pending	
7/13/2018	-8.5	126.14948	Pending	
7/16/2018	-8.5	117.64948	Pending	
7/17/2018	-8.5	109.14948	Pending	
7/18/2018	-8.5	100.64948	Pending	
7/19/2018	-8.5	92.14948	Pending	
7/20/2018	-8.5	83.64948	Pending	
7/22/2018	6.53848	90.18796	Approved	Accrual: 80 * 0.081731 = 6.5385
8/2/2018	-8.5	81.68796	Pending	
8/3/2018	-8.5	73.18796	Pending	
8/4/2018	-8.5	64.68796	Pending	

Sick

Date	Transaction	Balance	Timesheet Status	Notes
12/15/2016	1308.34	1308.34	Baseline	
12/25/2016	4.615	1312.955	Approved	Accrual
1/8/2017	4.615	1317.57	Approved	Accrual
1/22/2017	4.615	1322.185	Approved	Accrual
2/5/2017	4.615	1326.8	Approved	Accrual

Date	Transaction	Balance	Timesheet Status	Notes
2/19/2017	4.615	1331.415	Approved	Accrual
3/5/2017	4.615	1336.03	Approved	Accrual
3/19/2017	4.615	1340.645	Approved	Accrual
3/23/2017	-3.5	1337.145	Approved	
4/2/2017	4.615	1341.76	Approved	Accrual
4/16/2017	4.615	1346.375	Approved	Accrual
4/29/2017	-8.5	1337.875	Approved	
4/30/2017	4.615	1342.49	Approved	Accrual
5/14/2017	4.615	1347.105	Approved	Accrual
5/28/2017	4.615	1351.72	Approved	Accrual
6/11/2017	4.615	1356.335	Approved	Accrual
6/25/2017	4.615	1360.95	Approved	Accrual
7/9/2017	4.615	1365.565	Approved	Accrual
7/23/2017	4.615	1370.18	Approved	Accrual
8/6/2017	4.615	1374.795	Approved	Accrual
8/9/2017	-1.5	1373.295	Approved	
8/20/2017	4.615	1377.91	Approved	Accrual
9/3/2017	4.615	1382.525	Approved	Accrual
9/17/2017	4.615	1387.14	Approved	Accrual
10/1/2017	4.615	1391.755	Approved	Accrual
10/15/2017	4.615	1396.37	Approved	Accrual
10/29/2017	4.615	1400.985	Approved	Accrual
11/12/2017	4.615	1405.6	Approved	Accrual
11/13/2017	-8.5	1397.1	Approved	
11/14/2017	-8.5	1388.6	Approved	
11/26/2017	4.615	1393.215	Approved	Accrual
12/10/2017	4.615	1397.83	Approved	Accrual
12/24/2017	4.615	1402.445	Approved	Accrual
12/31/2017	0	1402.445	-	Current balance on morning of 12/31/2017
1/2/2018	-8.5	1393.945	Approved	
1/3/2018	-8.5	1385.445	Approved	
1/7/2018	4.615	1390.06	Approved	Accrual
1/13/2018	0	1390.06	-	Current balance as of this morning.
1/21/2018	4.615	1394.675	Approved	Accrual

Date	Transaction	Balance	Timesheet Status	Notes
2/4/2018	4.615	1399.29	Approved	Accrual
2/18/2018	4.615	1403.905	Approved	Accrual
3/4/2018	4.615	1408.52	Approved	Accrual
3/18/2018	4.615	1413.135	Approved	Accrual
4/1/2018	4.615	1417.75	Approved	Accrual
4/15/2018	4.615	1422.365	Approved	Accrual
4/29/2018	4.615	1426.98	Approved	Accrual
5/13/2018	4.615	1431.595	Approved	Accrual
5/27/2018	4.615	1436.21	Approved	Accrual
6/10/2018	4.615	1440.825	Approved	Accrual
6/24/2018	4.615	1445.44	Approved	Accrual
7/8/2018	4.615	1450.055	Approved	Accrual
7/22/2018	4.615	1454.67	Approved	Accrual

Personal

Date	Transaction	Balance	Timesheet Status	Notes
12/15/2016	0	0	Baseline	
3/1/2017	25.5	25.5	Approved	Accrual
3/30/2017	-8.5	17	Approved	
5/14/2017	-8.5	8.5	Approved	
6/30/2017	-8.5	0	Approved	
12/31/2017	0	0	-	Current balance on morning of 12/31/2017
1/13/2018	0	0	-	Current balance as of this morning.
3/1/2018	25.5	25.5	Approved	Accrual

Comp

Date	Transaction	Balance	Timesheet Status	Notes
12/15/2016	61.38	61.38	Baseline	
12/24/2016	12.75	74.13	Approved	
1/1/2017	12.75	86.88	Approved	
2/11/2017	-2.5	84.38	Approved	
2/12/2017	-8.5	75.88	Approved	
4/8/2017	-4.5	71.38	Approved	
4/24/2017	3	74.38	Approved	

Forms Report 01/01/2017 - 12/31/2017

Generated: 01/13/2018 12:26 PM

Forms:

Comp Leave
Personal
Sick
Vacation

Employees:

[redacted]

Employee	Employee Number	Form	Start Date	End Date	Total Form Hours	Status	Submission Date	Created By	Creation Date	Last Updated By
[redacted]		Vacation	07/04/2017 07:00:00 AM	07/08/2017 15:30:00 PM	42.50	Approved	01/28/2017 10:18:30 AM	[redacted]	01/28/2017 10:18:30 AM	Magill, John
		Comp Leave	02/11/2017 12:30:00 PM	02/12/2017 15:30:00 PM	11.50	Cancelled	02/03/2017 08:36:56 AM		02/03/2017 08:36:56 AM	Magill, John
		Comp Leave	02/11/2017 13:00:00 PM	02/12/2017 15:30:00 PM	11	Approved	02/03/2017 14:09:58 PM	Phares, Jay	02/03/2017 14:09:58 PM	Magill, John
		Vacation	07/11/2017 07:00:00 AM	07/15/2017 15:30:00 PM	42.50	Approved	02/13/2017 15:29:21 PM	[redacted]	02/13/2017 15:29:21 PM	Magill, John
		Vacation	08/04/2017 07:00:00 AM	08/06/2017 15:30:00 PM	25.5	Approved	02/15/2017 13:10:05 PM	Phares, Jay	02/15/2017 13:10:05 PM	Magill, John
		Vacation	05/07/2017 07:00:00 AM	05/08/2017 15:30:00 PM	17	Approved	03/13/2017 09:49:54 AM	[redacted]	03/13/2017 09:49:54 AM	Magill, John
		Comp Leave	04/08/2017 11:00:00 AM	04/08/2017 15:30:00 PM	4.50	Approved	03/18/2017 07:30:06 AM		03/18/2017 07:30:06 AM	Magill, John
		Sick	03/23/2017 12:00:00 PM	03/23/2017 15:30:00 PM	3.50	Approved	03/22/2017 08:32:01 AM		03/22/2017 08:32:01 AM	Magill, John
		Personal	03/30/2017 07:00:00 AM	03/30/2017 15:30:00 PM	8.50	Approved	03/29/2017 11:02:55 AM		03/29/2017 11:02:55 AM	Magill, John
		Comp Leave	04/12/2017 07:00:00 AM	04/12/2017 10:00:00 AM	3	Cancelled	04/12/2017 17:51:12 PM		04/12/2017 17:51:12 PM	[redacted]
		Vacation	04/12/2017 07:00:00 AM	04/12/2017 15:30:00 PM	8.50	Approved	04/12/2017 19:12:23 PM		04/12/2017 19:12:23 PM	Magill, John
		Vacation	04/27/2017 07:00:00 AM	04/28/2017 15:30:00 PM	17.0	Approved	04/24/2017 11:12:32 AM		04/24/2017 11:12:32 AM	Magill, John
		Sick	04/29/2017 07:00:00 AM	04/29/2017 15:30:00 PM	8.50	Approved	04/29/2017 08:44:53 AM	Phares, Jay	04/29/2017 08:44:53 AM	Magill, John
		Comp Leave	05/13/2017 11:00:00 AM	05/13/2017 15:30:00 PM	4.50	Approved	05/05/2017 20:22:53 PM	[redacted]	05/05/2017 20:22:53 PM	Magill, John
		Personal	05/14/2017 07:00:00 AM	05/14/2017 15:30:00 PM	8.50	Approved	05/13/2017 19:02:54 PM		05/13/2017 19:02:54 PM	Magill, John
		Comp Leave	06/20/2017 07:00:00 AM	06/20/2017 15:30:00 PM	8.50	Approved	06/18/2017 09:30:41 AM	Phares, Jay	06/18/2017 09:30:41 AM	Magill, John
		Vacation	07/24/2017 07:00:00 AM	07/25/2017 15:30:00 PM	17	Approved	06/27/2017 08:47:45 AM	[redacted]	06/27/2017 08:47:45 AM	Magill, John
		Personal	06/30/2017 07:00:00 AM	06/30/2017 15:30:00 PM	8.50	Approved	06/29/2017 09:22:43 AM		06/29/2017 09:22:43 AM	Magill, John
		Comp Leave	08/02/2017 13:45:00 PM	08/02/2017 15:30:00 PM	1.75	Approved	08/02/2017 13:40:03 PM	Phares, Jay	08/02/2017 13:40:03 PM	Magill, John
		Sick	08/09/2017 14:00:00 PM	08/09/2017 15:30:00 PM	1.50	Approved	08/08/2017 11:16:51 AM	[redacted]	08/08/2017 11:16:51 AM	Magill, John
		Comp Leave	10/22/2017 07:00:00 AM	10/22/2017 15:30:00 PM	8.50	Approved	10/16/2017 13:25:24 PM		10/16/2017 13:25:24 PM	Magill, John
		Vacation	10/21/2017 07:00:00 AM	10/21/2017 15:30:00 PM	8.50	Approved	10/16/2017 13:25:52 PM		10/16/2017 13:25:52 PM	Magill, John
		Vacation	10/23/2017 07:00:00 AM	10/23/2017 15:30:00 PM	8.50	Approved	10/19/2017 14:23:47 PM	Phares, Jay	10/19/2017 14:23:47 PM	Magill, John
		Sick	11/13/2017 07:00:00 AM	11/13/2017 15:30:00 PM	8.50	Approved	11/13/2017 11:34:47 AM	Phares, Jay	11/13/2017 11:34:47 AM	Magill, John
		Sick	11/14/2017 07:00:00 AM	11/14/2017 15:30:00 PM	8.50	Approved	11/13/2017 14:49:13 PM	Phares, Jay	11/13/2017 14:49:13 PM	Magill, John
		Vacation	11/22/2017 07:00:00 AM	11/22/2017 15:30:00 PM	8.50	Approved	11/20/2017 08:56:02 AM	[redacted]	11/20/2017 08:56:02 AM	Johnson, Russell
		Vacation	11/20/2017 07:00:00 AM	11/20/2017 15:30:00 PM	8.50	Cancelled	11/20/2017 08:56:05 AM		11/20/2017 08:56:05 AM	[redacted]
		Comp Leave	12/19/2017 07:00:00 AM	12/19/2017 15:30:00 PM	8.50	Approved	12/16/2017 12:10:09 PM	Phares, Jay	12/16/2017 12:10:09 PM	Magill, John
					321.75					

(2)

305 hrs.

MIAMI TOWNSHIP GOVERNMENT CENTER

MIAMI TOWNSHIP
MONTGOMERY COUNTY, OHIO

Staff Building Access Form

General Card Information:

Number Associated: [redacted]

Received Date: 8/1/18

Staff Member Information:

Name: [redacted]

Title: POLICE OFFICER

Terms of use of Access FOB / Card Device

- Device should not be loaned to other employees or third parties to access any Township Buildings;
- Device is to be used during general working hours (or those hours approved by a Department Head or Administrator) to grant access to Township Buildings;
- Device is the sole responsibility of the employee. All lost or broken devices should be reported and returned to inventory for a replacement device to be provided.
- Device shall be returned to inventory at Administration Building when employment is ended with Miami Township.

I have read and accept the terms of use set forth in the Staff Building Access Form.

Signature of Staff Membe [redacted] Date: 08/01/18

FOR OFFICE USE ONLY:

Date Given: _____ Staff Initial Given: _____

Date Returned: _____ Staff Initial on Return: _____

Notes:

NAME	HRS AFTER PAY #6	CONVERSION	NEW BALANCE	ACCRUAL FOR PAY #7	UPDATED BALANCE
Albert, Ben	76.01	1.0625	71.53882	4.61536	76.1541835
Beatty, Tim	236.28	1.0625	222.3812	7.69232	230.073496
Caldwell, Kory	105.10	1.0625	98.91765	3.07696	101.994607
Hesler, Doug	21.62	1.0625	20.34824	6.15384	26.5020753
Hupp, Steven	123.21	1.0625	115.9624	4.61536	120.577713
Knight, Justin	84.99	1.0625	79.99059	3.07696	83.0675482
McCarty, James	33.98	1.0625	31.98118	3.07696	35.0581365
McCoy, Pat	70.16	1.0625	66.03294	7.69232	73.7252612
Miller, Scott	51.07	1.0625	48.06588	4.61536	52.6812424
Neer, James	168.93	1.0625	158.9929	7.69232	166.685261
Ooten, David	169.90	1.0625	159.9059	7.69232	167.598202
Powell, Sean	78.19	1.0625	73.59059	3.07696	76.6675482
Sakal, Bob	142.97	1.0625	134.56	7.69232	142.25232
Sanders, Craig	95.78	1.0625	90.14588	3.07696	93.2228424
Simpson, Tyler	64.09	1.0625	60.32	3.07696	63.39696
[redacted]	55.92	1.0625	52.63059	6.15384	58.7844282
Swearingen, James	21.46	1.0625	20.19765	4.61536	24.8130071
Todd, Shawn	148.08	1.0625	139.3694	4.61536	143.984772
West, Jordan	76.49	1.0625	71.99059	3.07696	75.0675482
[redacted]	47.72	1.0625	44.91294	4.61536	49.5283012
[redacted]	127.21	1.0625	119.7271	6.53848	126.265539
Bens, Ethan			3.2692		3.07696
Olinger, Drew			3.2692		3.07696
Stacy, Ashley			3.2692		3.07696

RED
APR 03 2019

MTPD SIGN-IN SHEET

	LAST NAME	FIRST NAME	SIGNATURE	DATE
33	Siney	Mike		6/21/19
	[redacted]			
35	Stacy	Ashley	Ashley Stacy	6/21/19
36	Stiegelmeyer	Charlie		
37	Swallen	Ray		
38	Swearingen	James		6-21-19
39	Todd	Shawn	S. Todd	11
40	Wessling	Dan[redacted]		6/21/19
41	West	Jordan		6/21/19
	[redacted]		[redacted]	6-21-19
				06/21/19

Life Saving Award

[redacted]

- On February 14, [redacted] t approximately 5:37pm, [redacted] was dispatched to 4937 Loxley Drive on a Medic assist call.

- [redacted] arrived on the scene prior to the Medics and entered the residence, [redacted] iscovered a female sitting on the bathroom floor bleeding profusely. The female appeared to be confused and disoriented from the loss of blood.

- As [redacted] was attempting to interview the female to determine what had happened to her, he could her a faint sound of a baby crying. [redacted] asked the female if she had delivered a baby a she replied "no" she did not.

- [redacted] ontinued to question the female and heard the faint cry of a baby for a second time [redacted] checked the immediate area for a baby but could not locate a baby.

- A short time later the medics from the Miami Valley Fire District arrived on the scene. [redacted] advised the medics of the female's condition and also stated he has heard a faint cry of a baby on several occasions but he cannot locate a baby.

- After receiving this information from [redacted] the medics began to search the inside of the residence.

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

- While searching the inside of the residence, the medics located a newborn baby in a sealed plastic garbage bag, which was discarded in a trash can inside the residence. The medics were able to remove the newborn baby from the plastic bag and trash can and take the infant to Children's Hospital.

- Because of his quick assessment of the situation and relaying the vital information to other first responders on the scene, [redacted] was able contribute to the saving of a newborn baby's life.

It is my distinct honor and privilege to present [redacted] with the Miami Township Police Department Life Saving Award.

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THE GENERAL ASSEMBLY OF

THE STATE OF OHIO

OHIO SENATE

HONORING
[redacted]
FOR EXEMPLARY DISTINCTION

On behalf of the members of the Senate of the [redacted] General Assembly of Ohio, we are pleased to extend special recognition to [redacted] on receiving a 2019 Life Saving Award from the Miami Township Police Department.

You are certainly a remarkable individual, for you have combined humanitarian concern and commitment with selfless initiative in your work as a member of the Miami Township Police Department. On February 14, [redacted] you reacted rationally and admirably when you responded to a medic assist call, and upon arriving first, you assessed the situation and relayed vital information that led to a woman and her newborn baby's lives being saved. Your actions merit the esteem of the entire community, for you have upheld the integrity of your position as a law enforcement officer by contributing to the betterment of society.

At a time when many people are content to take a passive role in life, you have willingly involved yourself in helping others, and you are to be commended for your unparalleled altruism. By helping to save the lives of your fellow citizens, you have given back to the community, and we applaud you for your tremendous efforts. You truly are an exceptional Ohioan.

Thus, with great pleasure, we pay tribute to you for your heroic actions and salute the fine example you have set.

Senator Larry Obhof
President of the Ohio Senate

Senator Stephen A. Huffman
5th Senatorial District

Senator Peggy B. Lehner
6th Senatorial District

Miami Township Police Department

Safe Driving Award 2019

Is presented to

[redacted]

This Award is presented to [redacted]

for operating a Miami Township Police Department vehicle

for (5) years without a chargeable accident.

Chief Charlie Stiegelmeyer

FILE

1/2/2020

Incident Report

Miami Township Police Department

Compliment/Recognition

For: [redacted]

By: Captain Magill, John (002)

Occurred: 1/1/2020

Entered: 1/2/2020

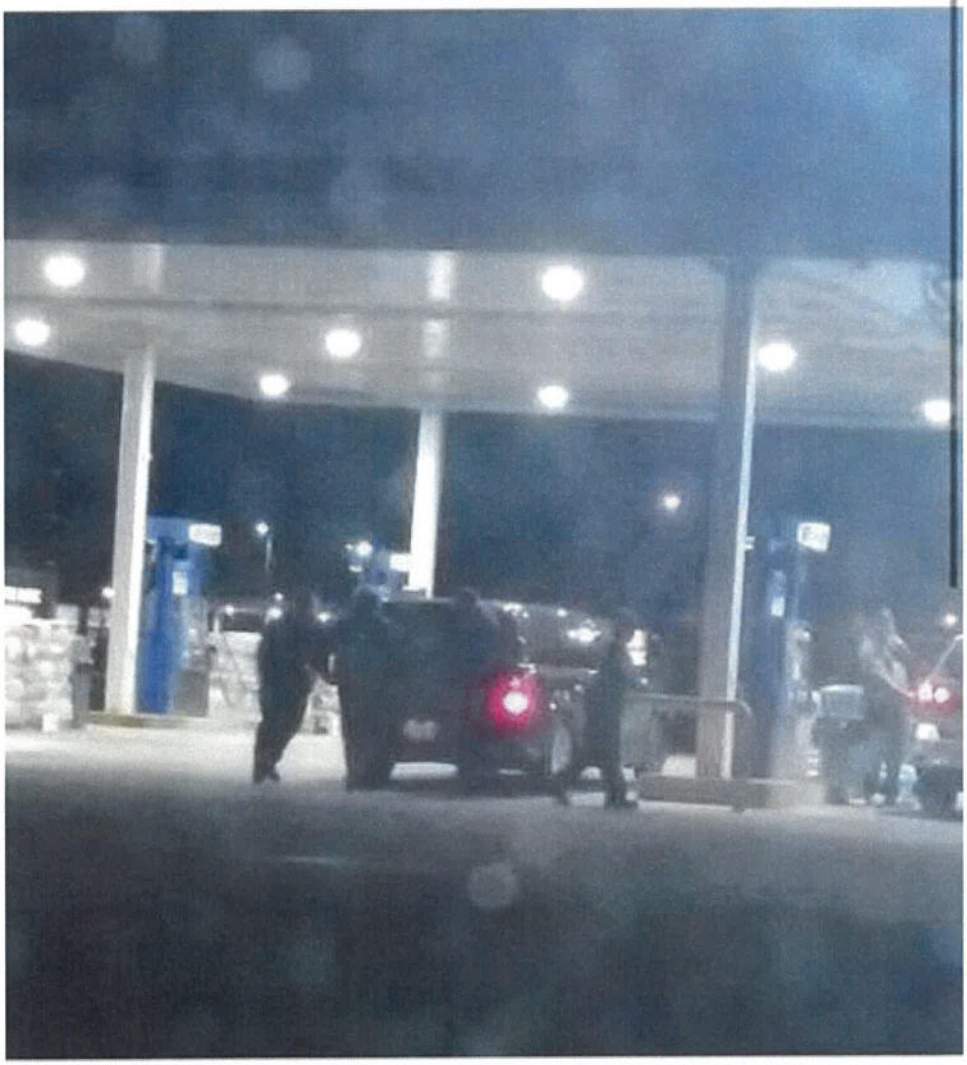
We received a message on face book about a motorist assist at 9:09 PM on 01/01/2020 see the attached pic. [redacted]elped a motorist get in to Meijer Gas. The assistance included pushing a car by hand to the gas pumps. This act struck at least one other motorist to offer their thanks to officer Young and state "awesome job" for his work. Thank you [redacted]for your willingness to help anyone out.

Captain Magill

10:49

Jessica Lynn Reese
56 mins ·

Picture is far away but I give props to this Miami township police officer who not only used his bumper gaurd to push someone in to a safe area who ran out of gas on the side of the road. But then also got out and started pushing the persons car. Then my husband got out and started helping, then the passenger of the car and another person from the gas station. Until they managed to get the person to the pump. They were able to get gas and head to their destination safely ❤️ # miami township police department # not all cops are bad ! # awesome job ❤️❤️



Write a comment...

Miami Township Police Department

2660 Lyons Road, Miami Township, Ohio 45342

Chief Charlie Stiegelmeyer

CALL FOR SERVICE

AGENCY MT
CREATE DATE/TIME 1/1/2020 9:09:18 PM
INCIDENT NUMBER [redacted]
CASE NUMBER
INCIDENT TYPE DISABLED VEHICLE
MODIFYING CIRCUMSTANCE
PRIORITY 5 - 5
ALARM LEVEL
CALL SOURCE RADIO
VERIFICATION V - Verified
VERIFICATION LEVEL 2
COORDINATE X -84.22225556
COORDINATE Y 39.66939382
LOCATION NAME
ADDRESS Springboro Pke / Orchard Run Rd
APARTMENT UNIT
CSZ MIAMI TWP OH 45449
JURISDICTION MT
SECTOR MT2
BEAT N2
LOCATION DESCRIPTION
AT LOCATION OR IN FRONT In Front
LOW CROSS STREET
HIGH CROSS STREET
SUBDIVISION
BUILDING
FLOOR
FIRST UNIT DISPATCH DATE/TIME 1/1/2020 9:09:18 PM
FIRST UNIT ENROUTE DATE/TIME 1/1/2020 9:09:18 PM
FIRST UNIT ARRIVED DATE/TIME 1/1/2020 9:09:18 PM
INCIDENT CLOSED DATE/TIME 1/1/2020 9:17:10 PM
USER ID [redacted]
DEVICE ID [redacted]

SUBJECT INFORMATION

PERSON ROLE
PRIMARY CALLER
CONTACT
NAME
DATE OF BIRTH
AGE
RACE
GENDER
HEIGHT
WEIGHT
HAIR
EYES
BUILD
DRIVERS LICENSE NUMBER
STATE

ADDRESS	CSZ	APARTMENT

PHONE

BUILDING
MISC. INFO
SEARCH TYPE
PROPERTY SIEZED INDICATOR
PROBABLE CAUSE
STATE FED ENTRY NUMBER
CALLER NAME

CALLER ADDRESS	CALLER CSZ	CALLER APT. UNIT	CALLER BUILDING

CALLER PHONE

LATITUDE
LONGITUDE
CARRIER
SERVICE
CELL SITE
CONFIDENCE FACTOR
UNCERTAINTY FACTOR

[redacted]

ESN **CREATED DATE/TIME**

VEHICLE INFORMATION

VEHICLE ROLE WITNESS **LICENSE PLATE TYPE**

LICENSE PLATE NUMBER HDH6273 **LICENSE PLATE STATE** **EXPIRATION YEAR**

VEHICLE YEAR **MAKE** **MODEL**

COLOR **STYLE** **VEHICLE NUMBER**

PROBABLE CAUSE **SEARCH TYPE CODE** **PROPERTY SIEZED INDICATOR** N - No

STATE FED. ENTRY NUMBER **CREATED DATE/TIME** 1/1/2020 9:09:18 PM

MISC. INFO

DISPOSITION

DISPOSITION NO REPORT **UNIT ID** [redacted] **PRIMARY UNIT INDICATOR** Y - Yes

DISPOSITON COMMENT RAN OUT OF GAS. PUSHED INTO MEIJER GAS STATION

UNIT ASSIGNMENT

UNIT ID [redacted] **AGENCY** MT **PRIMARY UNIT** Y - Yes **TEMPORARY UNIT FLAG** N - No

DISPATCH 1/1/2020 9:09:18 PM **ENROUTE** **ARRIVAL** 1/1/2020 9:09:18 PM **CLEAR** 1/1/2020 9:17:10 PM

OFFICER
[redacted]

NOTES

[redacted]

INVOICE

BILLING INQUIRIES	(866) 286-1358

GALLS

PO Box 54430
Lexington, KY 40555-4430

Billing Questions: AR@Galls.com

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	[redacted]
INVOICE DATE	02/20/2020
DUE DATE	03/21/2020
SHIP VIA	FEDEX Ground
PO #	PHARES
SALES ORDER	15249600
F.O.B. Shipping Point	Page 1 of 1

349 1 MB 0.439 E0344 I0620 D5869706061 S2 P7163525 0002:0002

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
SP620 10 M	BATES 5IN ULTRA LITE QTR BOOTS	LEX	1	71.96	71.96

Authorization For Payment
Vendor Code 2550
PO#20200000043
Acct Code209-9112-5421
Payment Amt. $82.91
Final Pymt. NO
Sign Date 03/06/20
Approval sm
UNIFORMS- BOOTS FOR [redacted]

040579970238037

SUBTOTAL:	71.96
SHIPPING:	10.95
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$82.91**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS

INVOICE DATE	02/20/2020
ACCOUNT NUMBER	[redacted]
DUE DATE	03/21/2020
AMOUNT DUE	$82.91
INVOICE NUMBER	[redacted]

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 000001506964 5 0000008291 0000008291 9

0002:0002

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Patrol Officer

Evaluator: James McCarty **Title:** Sergeant

Evaluation Period: From: 01/01/2019 **Date of Evaluation:** 02/06/2020

To: 12/31/2019

Absence (Number of days/hours) 22 days **during this rating period**

Absence (Number of occasions) 6 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:

[redacted] is punctual for briefing. [redacted] uniforms are always clean and acceptable.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted] **is well versed in departmental policy and Ohio law.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

On 10/19/1[redacted], [redacted] received a Miami Township Life Saving and Safe Driving Commendation. [redacted] also received a Letter of Appreciation for the thorough investigation he conducted from the family of an elderly gentleman who was missing [redacted] also received a Letter of Appreciation for his professionalism from a citizen who participated in a ride-a-long. Finally, [redacted] received a Recognition from Chief Stiegelmeyer for his efforts in handling a road rage incident on I-75.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted] **has solid communication skills and is respectful to the public.**

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] **has good judgement and requires little supervision.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] always arrives prior to the beginning on shift and has never been tardy, during this evaluation period. [redacted] uniform is clean and presentable. However, on one occurrence [redacted] forgot his duty weapon at home but corrected this immediately.

[redacted] completes solid reports with very little errors and conducts thorough investigations. [redacted] embraces the idea of working as a team, taking the time to guide less experienced officers.

[redacted] remains diligent in traffic enforcement efforts. [redacted] was slightly below the shift average, but I know [redacted] recognizes the importance of traffic enforcement and the positive impact on the community it can have.

[redacted] has received two Compliment/Recognition entries, two Officer Commendations, two Letters of Appreciation and one Coaching for 2019.

[redacted] used five days of sick leave that wasn't pre-approved.

I feel [redacted] has the demeanor necessary to be an outstanding FTO, EV Tech, Crash Investigator and/or Detective. However, this would require [redacted] o push himself outside of his comfort zone. It is in my opinion, if [redacted] transitions to any of these specialties it benefit him and the Township greatly.

Employee Comments:

I agree With the evaluation. I feel it was accurate and fair.

[redacted] 03/03/2020
Date

Sgt. Jason [illegible] 03/07/2020
Rater's Signature/Rank Date

[illegible] 2/24/20
Operations Captain Signature Date

[illegible] 2/24/2020
Chief of Police's Signature Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism • Integrity • Excellence • Honor
Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name [redacted] Supervisor: Sgt. James McCarty

Employee's assessment of professional strengths:

Communication Skills
Team Player (Willingness to help others)
Report writing

Employee's assessment of professional weaknesses:

Can get impatient with some people at times
Need to be more proactive

Employee's short term career goals:

be more proactive
Mentor the younger officers
FTO

Employee's long term career goals:

Possibly become a detective
Possibly promote to Sgt.

Requirements to assist in meeting goals: (specialized training, schools, etc.)

FTO School

Incident List Report

2/21/2020

Miami Township Police Department

Employees:	[redacted]
Date Range:	1/1/2019 - 12/31/2019

Category	Employee	Occurred	Entered By	Entered
Sick Leave	[redacted]	1/1/2019	McCarty, James (086)	2/6/2020
Sick Leave		1/5/2019	McCarty, James (086)	2/6/2020
Sick Leave		12/31/2019	McCarty, James (086)	2/6/2020
Sick Leave		12/30/2019	McCarty, James (086)	2/6/2020
Sick Leave		3/4/2019	McCarty, James (086)	2/6/2020
Sick Leave		12/29/2019	Samples, Joshua (074)	12/29/2019
Sick Leave		12/28/2019	McCarty, James (086)	12/28/2019
Cruiser Video Review		12/15/2019	McCarty, James (086)	12/25/2019
Coaching		12/6/2019	McCarty, James (086)	12/6/2019
Use of Force		11/12/2019	Fiebig, Julie (062)	11/13/2019
Teamwork		11/5/2019	Nienhaus, Paul (014)	11/6/2019
Use of Force		10/20/2019	Samples, Joshua (074)	10/24/2019
Officer Commendation		10/19/2019	Stiegelmeyer, Charlie (001)	10/21/2019
Officer Commendation		10/19/2019	Stiegelmeyer, Charlie (001)	10/21/2019
Compliment/Recognition		9/22/2019	Stiegelmeyer, Charlie (001)	9/23/2019
Cruiser Video Review		8/29/2019	Samples, Joshua (074)	9/15/2019
Use of Force		4/28/2019	Fiebig, Julie (062)	4/29/2019
Training History		4/15/2019	Moseley, Karen (Susie) (511)	4/22/2019
Letter of Appreciation		3/6/2019	Magill, John (002)	3/14/2019
Sick Leave		3/3/2019	Phares, Jay (015)	3/3/2019
Compliment/Recognition		2/14/2019	Fiebig, Julie (062)	2/16/2019
Letter of Appreciation		2/7/2019	Fiebig, Julie (062)	2/12/2019

Category	Employee	Occurred	Entered By	Entered
Training History	[redacted]	1/27/2019	Moseley, Karen (Susie) (511)	1/28/2019

PERMISSION FOR SECONDARY EMPLOYMENT

REQUEST FORM

Employee's Name: [redacted]

Name of business where employee will be employed (include self-employment):

Kroger

Address of business where employed:

[redacted]

Hours to be worked: From: Vary to: Vary

Brief description of job: (job aspects)

Click list, cashier, stock, etc.

[redacted]

✓ Approved ____ Rejected

Date 3/24/20

Section Commander

✓ Approved ____ Rejected

Date 3/24/20

Chief of Police

c: Personnel File
Employee

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Police Officer

Evaluator: Paul Nienhaus **Title:** Supervisor

Evaluation Period: From: 1/5/20 **Date of Evaluation:**

To: 1/3/21

Absence (Number of days/hours) 6.35/60.75 **during this rating period**

Absence (Number of occasions) 3 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:
[redacted] **always arrived for duty appearing neat, clean, and professional.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments:

[redacted]**showed fine investigative skills this year. He was familiar with the aspects of due process and consistently worked appropriately within them.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration to overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

[redacted]**completed thorough, detailed investigation and documentation this year. He required little to no supervision, and he very often voluntarily took calls he didn't need to.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

[redacted] **reflected a positive image of the MTPD in his dealings with the public (eg., he assisted in convincing an elderly dementia patient to take her medication in October). He was friendly and respectful, yet authoritative.**

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

[redacted] **made sound decisions and needed minimal direction. He was able to organize his time and activity to complete his tasks in reasonable time.**

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **experience was very prevalent this year. He was a solid, dependable officer who displayed good police instincts and clear confidence.**

Employee Comments:

[redacted]

03/10/2021
Date

SGT.
Rater's Signature/Rank

3-10-21
Date

Assistant Chief of Police's Signature

2/25/21
Date

Chief of Police's Signature

2/25/2021
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism • Integrity • Excellence • Honor
Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name:_____ Supervisor:_____

Employee's assessment of professional strengths:

Employee's assessment of professional weaknesses:

Employee's short term career goals:

Employee's long term career goals:

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Miami Township Police Department
Employee Performance Evaluation

Employee Name: [redacted] **Title:** Officer

Evaluator: P. Nienhaus **Title:** Sergeant

Evaluation Period: From: 1/1/21 **Date of Evaluation:**

To: 1/16/22

Absence (Number of days/hours) 3/24 **during this rating period**

Absence (Number of occasions) 2 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:
[redacted] **arrived for duty appearing professional and prepared for duty.**

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments:
[redacted] **displayed a fine working knowledge of law and legal procedure. He was able to apply his knowledge to complete solid cases.** [redacted] **did have issues with speaking clearly and audibly on the radio. This was brought to his attention and he did improve by the end of the year.**

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:
[redacted] **pent his time well and turned in complete and thorough investigations. He worked well with his peers and used his resources well. He needed little to no guidance and was a very reliable performer.**

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:
[redacted] **dealt positively with the public. His communication, written and spoken, was clear, detailed, and effective in his activities.**

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:
[redacted] **senior officer, made thoughtful and proper decisions. He was able to**
MAKE VERY SOUND, WELL-CONSIDERED JUDGEMENTS TO MEET VERY POSITIVE OUTCOMES.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

[redacted] **is a seasoned officer who brings his experience to bear as a police officer. He is very dependable and easy to work with. His relaxed demeanor is engaging to the public, but he can express his authority quite clearly and assuredly when necessary.** [redacted] **is a pleasure to work with.**

Employee Comments:

[redacted] 03/03/22

Employee's Signature * — Date: 03/01/2022

SGT [redacted] 14 — Date: 3-3-22
Rater's Signature/Rank — Date

Lieutenant Signature/Rank — Date: 3-1-2022
Date

Assistant Chief Signature — Date: 3-1-22
Date

Chief of Police's Signature — Date
Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

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Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name: [redacted] Supervisor: Nienhaus

Employee's assessment of professional strengths:

Communication skills
Report writing
Team player

Employee's assessment of professional weaknesses:

Can be impatient at times

Employee's short term career goals:

Obtain Drone Certification

Employee's long term career goals:

Reach Retirement

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Drone Classes

I have received an Epic Protector Full-Cut ballistic helmet and shield.

[redacted]

9/25/24
Date

[redacted]

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

MIAMI TOWNSHIP POLICE DEPARTMENT

OFFICIAL

COMMENDATION

PROUDLY PRESENTED TO

[redacted]

ON 09/09/24, YOU RESPONDED TO 7901 GRACELAND STREET REGARDING A WELFARE CHECK OF THE COMPLAINANTS ADULT SON. ONCE YOU ARRIVED, YOU CONDUCTED A THOROUGH INVESTIGATION, DETERMINING THE SON WAS POSSIBLY IN THE HOUSE REQUIRING MEDICAL ASSISTANCE. THE DECISION WAS MADE TO FORCE INTO THE HOME, WHERE YOU LOCATED THE VICTIM ON THE FLOOR WHERE HE HAD BEEN FOR DAYS. MEDICS ARRIVED AND TRANSPORTED THE MALE TO THE HOSPITAL. IF NOT FOR YOUR QUICK RESPONSE AND DECISIVE ACTIONS, THE OUTCOME WOULD HAVE UNDOUBTEDLY BEEN FAR WORSE.

THANK YOU FOR A JOB WELL DONE!

CHIEF OF POLICE

ASSISTANT CHIEF OF POLICE

MIAMI TOWNSHIP POLICE DEPARTMENT

OFFICIAL

COMMENDATION

PROUDLY PRESENTED TO

[redacted]

ON 10/02/24, YOU AND SEVERAL OFFICERS RESPONDED TO JC PENNY REGARDING A ROBBERY THAT HAD JUST OCCURRED. OFFICERS LOCATED THE VEHICLE, AND A PURSUIT ENSUED. EVENTUALLY, THE PURSUIT WAS TERMINATED DUE TO THE INCREASING THREAT TO THE PUBLIC. THE VEHICLE WAS LATER FOUND ABANDONED, AS BOTH SUSPECTS HAD FLED. OFFICERS QUICKLY RESPONDED TO THE SCENE, LOCATING ONE SUSPECT AND LATER POSITIVELY IDENTIFYING THE OTHER. THIS IS AN EXCELLENT EXAMPLE OF QUICK, DECISIVE DECISION-MAKING BY ALL INVOLVED, AND IT DEMONSTRATES THE PROFESSIONALISM AND DEDICATION OF OUR TEAM!

THANK YOU FOR A JOB WELL DONE!

CHIEF OF POLICE

ASSISTANT CHIEF OF POLICE

EMPLOYEE STATUS CHANGE FORM

Check box: ☒ Update ☐ Employee Information
☐ Status Change ☐ Separation
Effective Date 11/12/24

PERSONAL INFORMATION (Employee Section)

[redacted]

TAX CHANGES (Employee Section)

[redacted]

STATUS CHANGES (Admin Section)

MERIT/LONGEVITY INCREASE From (Salary/Hr. Rate) _____year To (Salary/Hr. Rate) _____year

STEP INCREASE From (Step/Wage) _____/ _____hour To (Step/Wage) _____/ _____hour

TITLE CHANGE From (Job Title) _____ To (Job Title) _____

From (Step/Wage/Salary) _____ To (Step/Wage/Salary)_____

DEPARTMENT TRANSFER From (Dept) _____ To (Dept) _____

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

DATE OF SEPARATION: _____

_____ 11/12/24 _____
Department Head Signature (Date) Administrator Signature

_____
Finance Department (Date)

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
08/21/24	2024 CPT – Crisis Mitigation
09/29/24	Qualifications

MTPD Form #119a

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
06/01/23	Legal Updates 2023 – Part 3
06/08/23	Qualifications
08/15/23	Intoxilyzer 5000 Senior Operator
08/24/23	Mental Health First Aid for Public Safety
09/02/23	Ethics and Professionalism
09/02/23	Distracted Driving
09/02/23	Safe at Home
09/02/23	Vehicle Inventory
09/28/23	2023 Law Enforcement Seminar
10/04/23	Concealed Firearm Carry Changes
10/04/23	Preserving Cellphone Evidence
10/04/23	Testifying in Court
10/04/23	NIBIN II
10/05/23	Interviewing the Crime Victim
10/05/23	Effective Communication and Safe Interaction With Persons in Crisis
10/05/23	Report Writing 2023
10/05/23	Critical Thinking in Use of Force Situations
11/08/23	Corrective Counseling – Code of Conduct 3.10
05/24/24	Field Training Officer Course
06/06/24	2024 CPT – NIBIN Overview Course
07/01/24	2024 CPT – Victims' Rights – Marsy's Law
07/17/24	CPT 2024 – Responding to Mental Health Issues
07/18/24	CPR/AED Certificate
07/18/24	Qualifications
07/30/24	Fraud Reporting and Training
08/08/24	Legal Updates 2024

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
05/07/22	Medical Marijuana
05/07/22	Hazing
05/10/22	New and Updated Criminal Charges
05/10/22	Ohio Forfeiture Laws
05/10/22	Use of Restraints
05/13/22	Vicarious Trauma
05/13/22	Officer Wellness Seminar
05/16/22	Temporary Airman Certificate
05/16/22	Remote Pilot Certificate
06/03/22	Responding to Sexual Assault
06/03/22	Sexual Assault Investigations
06/03/22	Trauma and the Brain
06/04/22	Biological Evidence Collection for Sexual Assaults
06/04/22	Crisis Intervention
06/04/22	BCI Lethal Use of Force and OIS Investigations
06/04/22	Objective Reasonableness
06/07/22	Qualified Immunity
06/08/22	Use of Deadly Force and Legal Guidelines
09/09/22	Ohio Department of Health Alcohol and Drug Testing
10/14/22	Communication Disabilities
10/14/22	Use of Body-Worn Cameras
01/10/23	LEADS Certification
02/27/23	Ohio School Threat Assessment
03/17/23	Arrest, Search, and Seizure 2023
05/31/23	Legal Updates 2023 – Part 1
05/31/23	Legal Updates – Part 2

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
03/23/17	Missing Persons
04/12/17	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 09/09/17, Expires 09/09/18
04/20/17	Taser X26P Conducted Electrical Weapon
04/25/17	Trauma Informed Policing
04/26/17	State Qualfiications
07/05/17	RADAR/LIDAR Certification
10/24/17	Qualifications
11/01/17	Basic Life Support (CPR and AED) Program
03/21/18	Intoxilyzer 5000 Senior Operator #77014-S-3, Effective 09/09/18, Expires 09/09/19
04/30/18	Qualifications
01/27/19	LEADS Certification
04/15-19/19	40 Hour Mental Health Crisis Intervention Team Certification
05/11/19	Firearms Qualifications
05/07/20	Qualifications
08/10/20	Policing in Black & White: Implicit Bias and Racial Profiling
08/10/20	Crisis Response: De-Escalation Techniques
08/10/20	LGBTQ+ Awareness for Law Enforcement
09/09/20	Senior Intoxilyzer Operator Certificate
01/05/21	LEADS Certification
07/14/21	Qualifications
08/18/21	Ohio Department of Health Alcohol and Drug Testing
04/09/22	Ethics and Professionalism
04/09/22	Community Diversity and Procedural Justice
05/05/22	Domestic Violence Legal Updates
05/06/22	Custodial Interrogation
05/06/22	Hate Crimes

MTPD Form #119a

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
09/09/14	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 09/09/14, Expires 09/09/15
09/10/14	Phase III
11/18-20/14	44-001-14-47: Judgmental Firearms Simulator
11/18-20/14	66-001-14-47: Judgmental Driving Simulator
01/22/15	LEADS Certification
02/27/15	Domestic Violence with Lethality Factors
03/25/15	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 09/09/15, Expires 09/09/16
05/14/15	Awareness of Cultural Diversity
05/23/15	State Qualifications
08/22/15	Crimes Against Children
08/22/15	Interviewing the Crime Victim
01/26/16	Companion Animal Encounters
01/27/16	Human Trafficking 2016 Update
01/27/16	Disability Training for First Responders
02/24/16	State Pistol and Shotgun Qualifications
04/28/16	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 09/09/16, Expires 09/09/17
05/14/16	Taser Re-certification
06/24/16	The Ohio Ethics Law: Cultivating Good Governance
08/01/16	Policing in the 21st Century: Community Relations
08/01/16	Policing in the 21st Century: Use of Force and De-Escalation
09/20/16	EVOC Practical Driving Course
01/26/17	Procedural Justice & Police Legitimacy
02/05/17	Law Enforcement Sexual Harassment Awareness Training
02/05/17	SB 77's Effect on Investigative Procedures
02/05/17	2017 Legal Update: Civil Liability for Officers
02/05/17	2017 Legal Update: Search and Seizure Law

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICE [redacted]

DATE	Type of Training/School
05/22/12	Crime Victim's Rights Introduction
07/24/12	Phase II
07/26/12	Biological Evidence Collection and Retention
08/12/12	Awareness of Human Trafficking
08/12/12	Responding to Human Trafficking
09/10/12	Ethics and Professionalism
10/15/12	Consent to Search Part 1
10/15/12	Consent to Search Part 2
10/24/12	Intoxilyzer 5000 Senior Operator #77014-S-3, Effective 04/03/13, Expires 04/03/14
11/05/12	Phase III
12/14/12	OH-1 Training
01/09/13	Sexual Harassment
02/2013	First Aid CPR AED
05/04/13	Rifle Qualifications
06/04/13	Phase II
08/20-22/13	03-020-13-02: Interview & Interrogation
10/08/13	Phase III
01/12/14	Victims with Special Needs
01/12/14	Law Enforcement Officer Reponse to People With Autism
01/19/14	Fraud Against Seniors
01/25/14	Death Notification
01/28/14	Phase I
02/25-26/14	Advanced Roadside Impaired Driving Enforcement (A.R.I.D.E.)
04/28/14	Rifle Qualifications
05/07/14	Legal Update
06/12/14	Phase II

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
10/29/08	Drug Free Workplace
11/18/08	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 04/03/09, Expires 04/03/10
03/10/09	Phase I
06/09/09	Phase II
08/25/09	Regional Dispatch Radio Protocol
09/08/09	Phase III
03/04/10	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 04/03/10, Expires 04/03/11
04/26/10	Taser X26 Electronic Control Device
06/03/10	Phase II
09/02/10	Phase III
09/20/10	Tiburon Software Upgrade
09/21/10	New Mug Shot System
01/15/11	Qualifications
01/26/11	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 04/03/11, Expires 04/03/12
02/2011	Heartsaver First Aid
02/01/11	Electronically Recorded Interrogations & Live and Photo Line-ups
02/14/11	Phase I
06/30/11	Phase II
07/17/11	Lifeloc FC10 Basic Operation and Training Course
09/26/11	Phase III
11/29/11	Canine Inservice Classroom
02/23/12	Phase I
03/14/12	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 04/03/12, Expires 04/03/13
03/31/12	Motorcycle Safety
04/05/12	Automobile Searches
05/22/12	Bridging the Gap

MTPD Form #119a

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	Type of Training/School
05/06/05	Phase I
08/18/05	Phase II
09/09/05	IS-00700 National Incident Management System (NIMS) an Introduction - FEMA
11/17/05	Phase III
12/28/05	Intoxilyzer 5000 #77014-S-3, Issued 04/03/06, Expires 04/03/07
02/15/06	2-Hour Drug Free Workplace
03/10/06	4-Hour Legal Update by Christine Burk
05/01/06	Phase I
05/16/06	Interoperability Radio Communications
06/19/06	Phase II
08/10/06	Corrective Counseling – Violation of Rules of Conduct, Rule 105 - Tardiness
11/04/06	IS-00100.LE, Introduction to the Incident Command System, I-100 for Law Enforcement – FEMA
11/04/06	IS-00200, ICS for Single Resources and Initial Action Incidents - FEMA
11/17/06	Phase IV
02/05/07	LEADS Certification
02/28/07	Bank Robbery Response Video 2007
03/14/07	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 04/03/07, Expires 04/03/08
05/2007	Laser Certification Training
05/01/07	Phase I
07/31/07	Phase II
10/29/07	Rapid Response
11/05/07	Phase III
12/05/07	Intoxilyzer 5000 Senior Operator #77014-S-3, Issued 04/03/08, Expires 04/03/09
04/10/08	Phase I
09/03/08	Corrective Counseling – Violation of Article XIX, Section 7 – Sick Notification
10/21/08	Phase II

TRAINING FILE

SPECIAL TRAINING & SCHOOLS

OFFICER: [redacted]

DATE	TYPE
02/17/99	Defensive Tactics & ASP Baton (35 hrs)
06/07/99	OPOTA -Butler Co Peace Officer Training Academy
05/05/2000	O.C.
05/08/00	Phase I
08/23/00	Phase II
10/02/00	Phase III
03/08/01	Domestic Violence Protocol
04/16/01	Phase I
06/05/01	Phase II
08/28/01	Phase III
08/28/01	First Aid
11/19/01	Phase IV Low Light QUal
04/02	Bureau of Alcohol & Drug Testing/Intoxilyzer 5000/expires 04/03/04
04/19/02	ADAP (Alcohol Detection & Prosecution) OPOTA
02/19/02	Cultural Awareness Training
08/18/02	STOP STOCK Tire-Deflation Devices
04/11/03 04/24/03	Phase I DUI Updates & Refresher Course
06/04/03 04/03/04	Phase II Sr. Operator Bureau of Alcohol & Drug Testing #77014-S-3, expires 04/03/05
08/25/03 11/24/03	Phase III Phase IV/Cultural Diversity/Ethics/Use of Force/Defensive Tactics
05/11/04	Phase I
10/25/04 01/31/05	Phase III Intoxilyzer 5000 #77014-S-3, Issued 04/03/05, Expires 04/03/06
01/12/05	Remington 870 Shotgun
05/04/05	Level III Holster Proficiency

Winton Woods High School

This Certifies That

[redacted]

has completed the Program of Studies as prescribed by the Board of Education of the Winton Woods City School District and is therefore awarded this

Diploma

Given in the year one thousand nine hundred and [redacted]

President of Board

Superintendent

Treasurer

Principal

Ohio Peace Officer Training Commission
State of Ohio
Office of the Attorney General

This is to certify that

[redacted]

has completed the

Ohio Peace Officer
Basic Training Program

BUTLER CO. PEACE OFFICER TRAINING ACADEMY

Awarded on

[redacted]

Betty D. Montgomery
Attorney General

Jeffrey M. Merickel, Chairman
Ohio Peace Officer Training Commission

Vernon C. Chenevey, Executive Director
Ohio Peace Officer Training Commission

Steven Isgro
School Commander

[redacted]

BUTLER COUNTY PEACE OFFICER ACADEMY

CERTIFICATE OF TRAINING

This is to certify that

[redacted]

has successfully completed **35** *hours of certification in*

Defensive Tactics & ASP Baton

Awarded the 17th day of February, 1999

held at D. Russell Lee Career Center

Michael Combs
Instructor

Terence R. Knox
Assist. Instructor

Rediform 10805

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 5-5-00

AGENCY Miami Township

UNIT /BADGE # [redacted] SSN NA

Firearms Training Program

Weapon Used _____ Serial # _____

Course Attended _____

Written Exam Score (if any) _____ Hours _____

Shooting Score _____ Safety Check _____

Other In-Service Course

Course Title Basic OC

Hours Attended 4 Exam Score (if any) PASS

COMMENTS: BTH41

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 5-8-00

AGENCY Miami Township

UNIT /BADGE # [redacted] SSN [redacted]

Firearms Training Program

Weapon Used Glock 22 Serial # [redacted]

Course Attended Phase I

Written Exam Score (if any) N/A Hours 4 hrs

Shooting Score Pass Safety Check ~~BTH~~ 41

Other In-Service Course

Course Title

Hours Attended Exam Score (if any)

COMMENTS: SHOOTER RETURNED FOR REQUALIFICATION ON 05/08/00. PASSED ON 1ST ATTEMPT! GOOD IMPROVEMENT IN SPEED AND ACCURACY! ~~BTH~~ 41

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 5-5-00

AGENCY Miami Township

UNIT /BADGE # [redacted] SSN _____

Firearms Training Program

Weapon Used Glock 22 Serial # [redacted]

Course Attended Duty / PHASE I

Written Exam Score (if any) Pass Hours 4

Shooting Score ~~PASS~~ FAIL Safety Check BIT #41

Other In-Service Course

Course Title _____

Hours Attended _____ Exam Score (if any) _____

COMMENTS: SHOOTER NEEDS TO RETURN FOR ADDITIONAL TRAINING. IMPROVED DURING TRAINING BUT NEEDS TO INCREASED SPEED TO MAKE STATE MINIMUM STANDARDS BIT #41 ASP- RECRUIT

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

Miami Township Police Department
Training Sheet

Dates Training Offered: April 5, 2000 - April 14, 2000

Topic: Video - *Roll Call: Highway-Rail Grade Crossing Safety Video*

Officer	Date & Initial
Jerry Adams	04-x - JA
Ed Ashcraft	4-9-00
Tim Beatty	TMB 4-6-00
David Blackburn	DB 4-8-00
Richard Blackburn	RB 4-9-00
Bob Burling	4-13 - Reb
Todd Comer	TAC. 4.13.00
John DiPietro	JD 4-6-2000
Scott Fitzgerald	SF 4/7/00
Terry Garrison	TG
Rick Gray	RG 4-8
Dan Hovey	DH 4-16-00
Mike Huwer	MH 4/6/00
Chris Krug	CK 3-14-00
Michele Lovely	ML 04/13/2000
Mike Mays	MM 4-6-00
Pat McCoy	PM 04/07/00
Scott Moore	SM 04-14-00
Jim Neer	JN 4/6/00
Walter Nock	WN 4-14
Dave Ooten	4-6-00 DO.
Jay Phares	JP 04/08/00
Dave Ratay	DR 4.6
Bob Sakal	BS 4-7-00
Tom Seifert	TS 04/06/00

Officer	Date & Initial
Todd Stanyon	TS 4/7/00
Greg Stites	GS 4-9-00
Rex Thompson	RT 4/6/00
Doug Unger	DU 4/15/00
Joseph Williford	JW 4-6-00
Kendall Wills	KW 4-13-00
Ed Wilson	
Nancy Coppock	NC 4-7-00
Bill Kunterman	BK 4/7/00
Norman Malone	NM 4-7-00
Jean Chapman	JC 4/8/00
Linda Doersam	4/8/00 LD
Kelly Whitsman	KW 4/8/00
Jason Etter	5/19/00
[redacted]	05-19-00
	5-19-00

[redacted]

Memo to: [redacted]
Ofcr. Etter

Memo from: Leah K. O'Malley LKO
Administrative Assistant

Subject: Schedule Preference

Date: June 13, [redacted]

As you know, I am planning on being away from my job for a few months this summer. I am trying to make plans for the time I will be away, and need some information from you. At this time you are all doing quite well in our Field Training and Evaluation program, and I anticipate you will be finished with the program around the end of August. With that in mind, please let me know your shift preferences in order (with number one being your first choice, two being your second choice, and three being your last choice). Please return these preferences to me as soon as possible. The chief has not yet decided which shifts he will be assigning the new officers, but we are interested in your preference.

1. 1430-2300 OK
2. 2230-0700
3. 0630-1500

Miami Township Police Department
Training Sheet

Dates Training Offered: May 31, 2000 - June 16, 2000

Topic: New $5 and $10 currency *Roll Call Video*

Officer	Date & Initial
Jerry Adams	JTA 6-7
Ed Ashcraft	6-7
Tim Beatty	TMB 06/01
David Blackburn	DB 6/2/00
Richard Blackburn	RB 6/1
Bob Burling	Reb 6-19-00
Todd Comer	TC 6/19
John DiPietro	JD 6/24/2000
Jason Etter	6/1
Scott Fitzgerald	SF 63
Terry Garrison	TG 6/2/00
Rick Gray	RGW 06-01
Dan Hovey	DRH 6/1
Mike Huwer	6-1-00
[redacted]	02-00
Chris Krug	7-7-00
Michele Lovely	6-19-00
Mike Mays	6-7-00
Pat McCoy	3/1/000
Scott Moore	06-14-00
Jim Neer	06/03/00
Walter Nock	6/19/00
Dave Ooten	6-100
Jay Phares	06/09/00
Dave Ratay	6-3

Officer	Date & Initial
Bob Sakal	BS 6.1.00
Tom Seifert	TES 6/3/00
Todd Stanyon	TES 6-1-00
Greg Stites	GS 6-1-00
Rex Thompson	RT 6/1/00
Doug Unger	DU 7/3/00
Joseph Williford	JW 6-1
Kendall Wills	KW 6-19
Ed Wilson	EW 6-2
[redacted]	6-1

Memo to: Sgt. J. DiPietro

Memo from: Ofc. Dan Hovey F.T.O.

Subject: [redacted]

Date: August 16, [redacted]

Sir:

It is my opinion that [redacted] is ready to solo on the road. I suggest that I stay in or close to the same beat as Young and still oversee his activity, but he is ready to start taking calls on his own. I will continue with the daily evaluations and will assist in completing the task list in his F.T.O. manual.

Respectfully Submitted;

OFC. Dan Hovey

Rec. 8/16/2000 Sgt JD

AFTER SPEAKING WITH [redacted] I AGREE WITH OFC. HOVEY'S RECOMMENDATIONS.

8-17-00

5/12 OK, SGT. JOHN DIPIETRO

[redacted]

"In-Custody Care: Positional Asphyxia, Sudden Death, and Transporting Suspects"

Series II Video 9

Test Questions

1. Agitated Delirium can be brought on by which of the following?

   a. PCP

   b. Psychoses

   c. Cocaine

   (d.) all of the above

2. Placing an obese individual facedown in a squad car for a period of time could lead to an in-custody death by positional asphyxia.

   (True) False

3. Once you have a suspect under control and restrained you should do, at least, the following three steps.

   a. Sit Upright

   b. Clear face and Airway

   c. Don't Com Press Chest

4. At what length of intense fighting and/or struggling will most individuals become exhausted?

   a. 30 seconds

   b. 2.2 minutes

   (c.) 3 minutes

5. When transporting suspects, you should keep them vertical by sitting them up and seatbelting them in, and monitor their breathing.

   (True) False

6. Control your emotions before, during, and after a struggle or fight.

7. By sitting on an individual, you could be compressing the chest and restricting normal process of chest expansion.

8. A hand lightly touching the shoulder or face and talking in a soothing voice cues your suspect to calm down. But these actions might not work on agitated Delirum individuals.

9. Arresting resistive suspects increases adrenaline levels and stress on the heart.

10. It is fine to transport a drunken person facedown in a patrol van.

True (False)

11. Another name for Agitation Delirium is

a. Peppers Uppers

(b) Cocaine Psychosis

c. Agitated Irritation

12. Officers should be careful of In-Custody Death after an intense struggle or fight because both the suspect will have depleted much of their Oxygen reserves.

13. When using the hobble restraining instrument, always transport the suspect in a upright position.

14. If an agitated or violent person suddenly stops resisting and fighting and goes limp, that person could be dying. What should you do?

a. Call for medical Assistance

b. ~~Take to hospital~~ Take to hospital

15. If you have to struggle or fight with a suspect to control and restraint that person, then you might want to cool down by letting the Cover Officer or Backup Unit take over.

(True) False

16. What are the five contributing factors of in-custody death?

a. metality b. Intox / Drug Use c. Environment

d. Physical Makeup e. length of fight

HEALTHCARE PROVIDER

American Heart Association®
Fighting Heart Disease and Stroke

[redacted] has successfully completed the national cognitive and skills evaluations in accordance with the curriculum of the American Heart Association for the BLS for Healthcare Providers Program.

03/29/99	03/29/01
Issue Date	Recommended Renewal Date

Name of AHA Region: OHIO

Name of Community Training Center: BCJVSD

Instructor's Name

Instructor's I.D. No.

Holder's Signature [redacted]

70-0174

©1997, American Heart

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 5-8-00

AGENCY Miami Township

UNIT /BADGE # [redacted] SSN [redacted]

Firearms Training Program

Weapon Used Glock 22 Serial # [redacted]

Course Attended Phase I

Written Exam Score (if any) N/A Hours 4 hrs

Shooting Score Pass Safety Check BT#41

Other In-Service Course

Course Title _____

Hours Attended _____ Exam Score (if any) _____

COMMENTS: SHOOTER RETURNED FOR REMEDIATION ON 05/08/00. PASSED ON 1ST ATTEMPT! GOOD IMPROVEMENT IN SPEED AND ACCURACY! BT#41

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 5-5-00

AGENCY Miami Township

UNIT /BADGE # [redacted] SSN NA

Firearms Training Program

Weapon Used _____ Serial # _____

Course Attended _____

Written Exam Score (if any) _____ Hours _____

Shooting Score _____ Safety Check _____

Other In-Service Course

Course Title Basic OC

Hours Attended 4 Exam Score (if any) PASS

COMMENTS: _____

BTG#41

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 5-5-00

AGENCY Miami Township

UNIT /BADGE # [redacted] SSN _____

Firearms Training Program

Weapon Used Glock 22 Serial # [redacted]

Course Attended Duty / PHASE I

Written Exam Score (if any) Pass Hours 4

Shooting Score PASS FAIL Safety Check BIT #41

Other In-Service Course

Course Title _____

Hours Attended _____ Exam Score (if any) _____

COMMENTS: SHOOTER NEEDS TO RETURN FOR ADDITIONAL TRAINING. IMPROVED DURING TRAINING BUT NEEDS TO INCREASED SPEED TO MAKE STATE MINIMUM STANDARDS BIT #41 ASP- RECOIL

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

Ohio Peace Officer Training Commission

[redacted]

has successfully completed the advanced training course

ADAP (Alcohol Detection And Prosecution)

at the Ohio Peace Officer Training Academy.

April 16 - 19, 2002

Betty D. Montgomery
Attorney General

Thomas G. Maurer, Chairperson
Ohio Peace Officer Training Commission

Vernon C. Chenevey, Executive Director
Ohio Peace Officer Training Commission

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 8-23-00

AGENCY Miami Twp.

UNIT /BADGE # [redacted] SSN _____

Firearms Training Program

Weapon Used Glock 22 40 cal. Serial # [redacted]

Course Attended Phase II

Written Exam Score (if any) N/A Hours 4

Shooting Score Pass Safety Check

Other In-Service Course

Course Title _____

Hours Attended _____ Exam Score (if any) _____

COMMENTS: _____

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 10/2/00

AGENCY Miami Twp

UNIT /BADGE # [redacted] SSN _____

Firearms Training Program

Weapon Used Glock 22 .40 Serial # [redacted]

Course Attended Phase III Reduced light

Written Exam Score (if any) N/A Hours 1

Shooting Score Pass Safety Check PJ

Other In-Service Course

Course Title _____

Hours Attended _____ Exam Score (if any) _____

COMMENTS: _____

PJ 22

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

FAXED 3/12
MM. J.O

REGISTRATION FORM

OHIO PEACE OFFICER TRAINING ACADEMY

P.O. Box 309
London, OH 43140
Direct Telephone Line: (614) 466-0718
Fax Number: (740) 845-0362

Please complete one form for each student and forward it at least three weeks before the starting date of the course.

Please Print

Name: [redacted] Rank: Officer
Last First Middle

Gender: M [redacted]

Agency: Miami Twp. Police Dept.

Address #1: 2660 Lyons Rd.
Miamisburg, Ohio 45342

City:

Agency's Telephone Number: (937) 433-2301 Agency's Fax Number: (937) 433-5457

Course/Reservation Information:

Course Title: Testifying In Court Course No: 01-72-01-02

Course Dates: Sept. 7, 2001 Total Cost: $35

* Please note, **private security** students are charged $75.00 per day plus any surcharges applicable.

* Registered enrollees who do not attend and did not cancel the registration four working days prior to the course will be charged an administrative fee equal to one-half the total course fee.

Will you be staying in an academy student room (double occupancy)? ( ) Yes (XX) No

Do you have any medical conditions or special needs we should know about? ( ) Yes (XX) No

If yes, please explain.

Billing Information

Person to bill and contact regarding this course enrollment:

John C. Krug Title: Chief

Billing Address: 2660 Lyons Rd.

City: Miamisburg County: Montgomery State: Ohio Zip: 45342

Agreement:

The Ohio Peace Officer Training Academy will provide instruction in the course under competent instructors and assumes no responsibility other than the opportunity to learn under supervision. The Ohio Peace Officer Training Academy, Ohio Peace Officer Training Commission, and the Office of the Attorney General are hereby relieved of liability. All courses are subject to cancellation. Enrollment in a course constitutes an acceptance of this agreement and the conditions stated. Registered enrollees who do not attend and did not cancel the registration four working days prior to the course will be charged an administrative fee equal to one-half the total course fee.

[redacted] _____ 3-8-07

Chief/~~Sheriff/Authorizing~~/Supervisor Signature** Date

**Signature indicates approval for attendance, billing, and of agreement, as well as verification of applicant's affiliation with agency.

Memo to: Major Dipietro

Memo from: Sgt. Fitzgerald

Subject: Recent Court Decision

Date: March 7, 2001

Sir,

In reviewing the recent court decision involving [redacted] I believe additional training would be helpful. Attached is an OPOTA training registration form for [redacted] The Testifying in Court training class might help him avoid another situation as described in the letter from Judge Messham.

Please review and share your opinion. Due to [redacted] lack of courtroom experience, this class might be quite helpful.

Recd 3/8/2001

Chief, I Agree, He will Be Off Probation At the Time of this class.

Concur - meeting [redacted] signature on OPOTA form

Jck 3-8-01

Done SCF 3-11

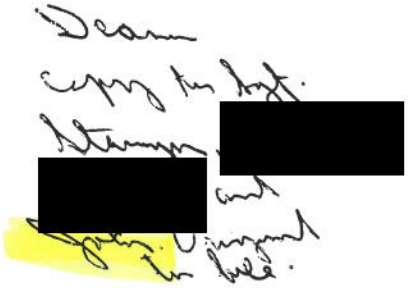
RC E. MESSHAM, JR. *Judge* CYNTHIA A. COFFEY, *Clerk*

Miamisburg Municipal Court

Miamisburg Civic Center
10 NORTH FIRST STREET
MIAMISBURG, OHIO 45342

Phone: 937-866-2203
FAX: 937-866-0135

March 1, 2001



John C. Krug
Chief of Police
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342

In Re: Harold Easter Jr., Case No. [redacted]

Dear Chief Krug:

I apologize for the length of time that has passed since your letter of January 24, 2001. However, we have been busy here at Court and I was also busy preparing for my federal civil lawsuit which my good friend Jan Lowman filed against me. That case got settled and the Lowmans are now out of my life.

In any event I talked to John Kolberg and Christine Burk about this case. John and Christine both are of the opinion that this was a young officer and basically he had some trouble with his testimony. Specifically they agreed that there was credible testimony from the Defendant and his wife that he stopped at the stop sign which sets back on Munger Road from Alex-Bell, then pulled up to Alex-Bell to be able to see to make the turn.

Both John and Christine agreed that on his direct testimony the Officer said that the Defendant slowed down but did not stop for the sign. On cross-examination the Officer stated that the car stopped and waited thirty (30) seconds to one (1) minute for traffic to clear before pulling up. Christine was of the opinion that the Officer meant there was a line of traffic at the stop sign. However, the Officer advised her that the Defendant was the only car there.

Thus, the Defendant and his wife testified that the car stopped at the stop sign and went forward to observe the traffic. The Officer on cross-examination stated that the car stopped at the stop sign.

John remembers that the Officer was upset after the trial and John thought that there was a crossbar closer to Alex-Bell than the stop sign. There is a statute that allows

an officer to write a ticket for failing to stop at a stop-bar. However, I

Thus, to make a long story short, this is basically a fact speci when the testimony was done, everyone agreed that the Defendant stop sign.

I don't doubt that the Officer felt that he was just the case because h Defendant with the wrong section of the law. He said he did not take explain the matter to him.

Thus, Christine, John and myself all felt that the Officer stop and cited him for the correct violation. He was found not guilty based facts therein.

Again, I apologize for the delay in responding to your earlier le

If you have any questions or comments please don't hesitate to

Very truly yours,

MILLERSBURG MUNICIPAL

Robert E. Messham, Jr.

REM:jo

an officer to write a ticket for failing to stop at a stop-bar. However, I don't think there is a stop-bar there.

Thus, to make a long story short, this was basically a fact specific case where, when the testimony was done, everyone agreed that the Defendant stopped at the stop sign.

I don't doubt that the Officer felt that he lost the case because he cited the Defendant with the wrong section of the law. John said he did not take any time to explain the matter to him.

Thus, Christine, John and myself all agree that the Officer stopped the Defendant and cited him for the correct violation. He was found not guilty based upon the specific facts therein.

Again, I apologize for the delay in responding to your earlier letter.

If you have any questions or comments please don't hesitate to contact me.

Very truly yours,

MIAMISBURG MUNICIPAL COURT

Robert E. Messham, Jr.
Judge

REM:jo

Attorney General
Betty D. Montgomery

Ohio Peace Officer
Training Commission

03/14/2001

CONTACT:

JOHN C. KRUG
MIAMI TWP. P.D.
2660 LYONS RD.
MIAMISBURG, OH 45342

STUDENT:

[redacted]

Course Number	Course Name	Dates
01- 072- 01 - 02	TESTIFYING IN COURT	09/07/2001 - 09/07/2001

Comments:

This is to confirm your registration for the above course(s). If the date(s) is not what you requested, the course was full and you were put in the next available one.

Registered enrollees who do not attend and do not cancel their registration four(4) working days prior to the course WILL BE CHARGED an administrative fee equal to one-half the total course fee.

All courses begin at 8:00 A.M. and generally continue each day till 5:00 P.M.(unless noted above). If you requested accommodations you may come the night before your class anytime after 4:00 P.M..

The Ohio Peace Officer Training Academy is located three (3) miles south of I-70 on State Route 56. (Take Exit #72 off I-70)

THIS IS THE ONLY CONFIRMATION THAT YOU AND THE DEPARTMENT WILL RECEIVE. Upon receipt of this letter, please notify your department of your confirmation. If you have any questions, please call the registrar at (800) 346-7682.

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 3/8/01

AGENCY Miami Twp.

UNIT /BADGE # [redacted] SSN _____

Firearms Training Program

Weapon Used _____ Serial # _____

Course Attended _____

Written Exam Score (if any) _____ Hours _____

Shooting Score _____ Safety Check _____

Other In-Service Course

Course Title Domestic Violence Protocol

Hours Attended 4 Exam Score (if any) Pass

COMMENTS: _____

BFI #41

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrolman DATE: 4-16-01

LAST NAME: [redacted]

AGENCY: Miami Twp. PSN/ID #: [redacted]

LOCATION: ___ Training Center ✓ Range ___ Other: _____

Course Title Phase I

Hours Attended 2 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	40	[redacted]
2.			
3.			
4.			

***LIST ON-DUTY WEAPON IN BLOCK NUMBER 1.**

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. N/A	
2.	
3.	
4.	

COMMENTS: _____

Instructor / Trainer Name & PSN: Sgt. D. Snyder #22

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Officer DATE: 6/05/01

LAST NAME: [redacted]

AGENCY: Miami Twp. PSN/ID: [redacted]

LOCATION: ___ Training Center X Range ___ Other: _____

Course Title Phase II Qualification

Hours Attended 3 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	.40	[redacted]
2. Rem. 1600	870	12GA.	
3.			
4.			

***LIST ON-DUTY WEAPON IN BLOCK NUMBER 1.**

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	
2. PASS	
3.	
4.	

COMMENTS: _____

Instructor / Trainer Name & PSN: [redacted] #22

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 8/28/01

LAST NAME: [redacted]

AGENCY: Miami Twp P.D. PSN/ID #: _____

LOCATION: ___ Training Center _X_ Range ___ Other: _____

Course Title Phase III / Professional Combats

Hours Attended 3 Written Exam (PASS) FAIL

(Firearms Training)
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2.			
	3.			
	4.			

***LIST ON-DUTY WEAPON IN BLOCK NUMBER 1.**

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	
2.	
3.	
4.	

COMMENTS: _____

Instructor / Trainer Name & PSN: Sgt. [redacted] #22

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

NAME [redacted] DATE 5/24/01

AGENCY Miami Twp. PD

UNIT /BADGE # [redacted] SSN _____

Firearms Training Program

Weapon Used _____ Serial # _____

Course Attended _____

Written Exam Score (if any) _____ Hours _____

Shooting Score _____ Safety Check _____

Other In-Service Course

Course Title First Aid

Hours Attended 4 Exam Score (if any) Pass

COMMENTS: _____

White: Training Center

Yellow: Agency Copy

Pink: Individual Copy

Attorney General
Betty D. Montgomery

Ohio Peace Officer
Training Commission

08/15/2001

CONTACT:

JOHN C. KRUG
MIAMI TWP. P.D.
2660 LYONS RD.
MIAMISBURG, OH 45342

STUDENT:

[redacted]

Course Number	Course Name	Dates
01- 072- 01 - 02	TESTIFYING IN COURT	09/07/2001 - 09/07/2001

Comments:

This is to confirm your registration for the above course(s). If the date(s) is not what you requested, the course was full and you were put in the next available one.

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THIS IS THE ONLY CONFIRMATION THAT YOU AND THE DEPARTMENT WILL RECEIVE. Upon receipt of this letter, please notify your department of your confirmation. If you have any questions, please call the registrar at (800) 346-7682.

An Internationally Certified Law Enforcement Training Academy

P.O. Box 309, London, Ohio 43140 Phone: (614) 644-7682 / 466-7771 / (740) 852-4848 FAX: (614) 728-5150 Website: www.ag.state.oh.us

An Equal Opportunity Employer

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MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Officer DATE: 11/19/01

LAST NAME: [redacted]

AGENCY: MTPD PSN/ID #: [redacted]

LOCATION: ___ Training Center ✓ Range ___ Other: _____

Course Title Phase 4

Hours Attended 2 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. ~~CR4334US~~ Glock	~~Glock~~ 22	40	[redacted]
	2.			
	3.			
	4.			

***LIST ON-DUTY WEAPON IN BLOCK NUMBER 1.**

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2.	
3.	
4.	

COMMENTS: _____

Instructor / Trainer Name & PSN: SGT. WILSON

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

APPLICATION FOR FEDERALLY FUNDED TRAINING

Complete this application and return to:

We must be in receipt of this application before the student can be confirmed. All courses contingent on minimum enrollment.

STUDENT INFORMATION:

Name: [redacted]
(last) (first) (mi)

Rank: Patrol Officer **Job Description:** Road Patrol

Position: Full Time X **Part Time** _____ **Auxiliary** _____ **Special** _____

Academy Accommodations: Male _____ Female _____ None X

DEPARTMENT INFORMATION:

Agency Name: Miami Township P. D. County: Montgomery

Street Address: 2660 Lyons Rd. Miamisburg, Oh 45342

City: Miamisburg , Oh Zip: 45342 Phone: (937) 433-2301

Training Officer: Major John DiPietro

Agency Head Authorizing: Chief J. C. Krug
(PRINT OF TYPE)

Signature of Agency Head: [signature]

COURSE INFORMATION:

X Regional Advanced, Detection, Apprehension & Prosecution of Persons Driving Under the Influence of Alcohol

Course Number and Date Requested: April 15 - 18, 2002 Miami County 911 Center

Is Completion of This Course Required for Compliance With Department of Public Safety Funding? Yes _____ No X

ADDITIONAL INFORMATION (Required):

Student's Traffic Safety Duties: Primary X Secondary _____ None _____
Is the student in a position to develop and implement traffic safety programs? Yes _____ No X
Has agency received federal funding in the past specifically for traffic safety? Yes _____ No X
Why is the agency recommending this student for training?
X Student has never received training in this area.
_____ Student requires additional instruction in this area.
_____ Training in this area will enhance agency's traffic safety programs. How? (Use back of form)

January 23, 2002

To: Maj John DiPietro
Deputy Chief of Police

From: Sgt Jerry T. Adams
Patrol Relief Sergeant

Subject: ADAP Course Applications

Sir,

I have attached the typed applications for Officers Beatty, [redacted] Duffey and Knierim to attend the ADAP Course at the Troy 911 Center in April. I also called the number and left a message for Lt. Johnson. I received a message back from another Lt who told me they could not reserve slots just to forward the applications to them as soon as possible. All they need is the Chief's signature and to be sent out. I assume you will be sending them out as soon as the Chief signs them, is that correct?

I have kept a copy of the attached correspondence for my files so I do not need copies back. I have also provided copies to Sgt Fitzgerald and Sgt Stanyon.

Respectfully,

Sgt Jerry T. Adams

Jerry T. Adams
Patrol Relief Sergeant

January 23, 2002

To: Ofc Beatty, [redacted] Ofc Duffey and Ofc Knierim
Patrol Division

From: Sgt Jerry T. Adams
Patrol Relief Sergeant

Subject: Advanced Detection, Apprehension and Prosecution of Persons Under the Influence of Alcohol (ADAP)

Gentlemen,

A application for you to attend the ADAP Course at the Miami County 911 Center, Troy, OH, April 15 - 18, 2002, has been submitted on your behalf. You will be notified once you application has been accepted and your class reservation has been confirmed. I have attached a copy of the course notice letter and a copy of the application submitted. This is an excellent course with full ADAP certification upon completion to include HGN. I attended this course at the 911 center, you will be impressed with the facility and the course of instruction.

Please direct any questions you may have reference this course to me.

Jerry T. Adams
Sergeant

OHIO
Department of Public Safety

Bob Taft, Governor

Lt. Governor Maureen O'Connor, Director

Colonel Kenneth L. Morckel
Superintendent
Ohio State Highway Patrol
1970 West Broad Street
P.O. Box 182074
Columbus, Ohio 43218-2074
www.state.oh.us/ohiostatepatrol

STATE HIGHWAY PATROL OHIO

OHIO DEPARTMENT OF PUBLIC SAFETY
- Administration
- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services Division
- Investigative Unit
- Ohio State Highway Patrol

2 TRA

January 16, 2002

Chief John C. Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg, Ohio 45342

Dear Chief Krug:

This spring, the Ohio State Highway Patrol will be sponsoring a Regional Training School on Advanced Detection, Apprehension and Prosecution of Persons Under the Influence of Alcohol.

The training session will be conducted on April 15-18, 2002, at the Miami County 911 Center, Troy, Ohio. There will be no cost to the student, as this training is Federally Funded; however, the student must be a full-time Police Officer. Enclosed is an application, which may be duplicated as needed. Please type all required information. The class size is limited to 21 persons and is on a first come, first serve basis.

Applications should be mailed to the Ohio State Highway Patrol, Piqua District Headquarters, 401 West US 36, Piqua, Ohio 45356, ATTN: Staff Lieutenant R. N. Johnson. Applications must be received by Friday, March 15, 2002. Only those officers selected to attend will receive written confirmation, a map and any other pertinent information.

Class will begin at 9:00 a.m. the first day, and 8:00 a.m. each preceding day, concluding at 5:00 p.m. There will be a one-hour lunch break each day. All classroom supplies will be provided.

Should you have any questions, please contact Staff Lieutenant R. N. Johnson, at 937-773-1131.

Sincerely

Capt. M. A. King

Captain M. A. King
District Five Commander

MAK/RNJ/tlm
Enclosure

Attn. Teri
937-773-0016

OHIO
Department of Public Safety

Bob Taft, Governor

Lt. Governor Maureen O'Connor, Director

Colonel Kenneth L. Morckel
Superintendent
Ohio State Highway Patrol
1970 West Broad Street
P.O. Box 182074
Columbus, Ohio 43218-2074
www.state.oh.us/ohiostatepatrol

STATE HIGHWAY PATROL OHIO

OHIO DEPARTMENT OF PUBLIC SAFETY
- Administration
- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services Division
- Investigative Unit
- Ohio State Highway Patrol

2TRA

March 19, 2002

Chief J.C. Krug
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342

Dear Chief Krug

This letter is to confirm the enrollment of your officer(s), [redacted], in the Regional ADAP Course. This course will be held on April 15 – 18, 2002, at the Miami County 911 Center, Troy, Ohio 45373.

Class will be held Monday, 9:00 a.m. – 5:00 p.m., and Tuesday through Thursday, 8:00 a.m. – 5:00 p.m. There is no cost for the course; however, this does not include food or lodging.

No departmental uniforms are required or necessary. Appropriate casual or business attire is required in the classroom to promote a mature law enforcement learning atmosphere.

If any officers attending this training session are scheduled to attend the same course at the Ohio State Highway Patrol Academy at a later date, please contact the Academy so that another officer can fill the position.

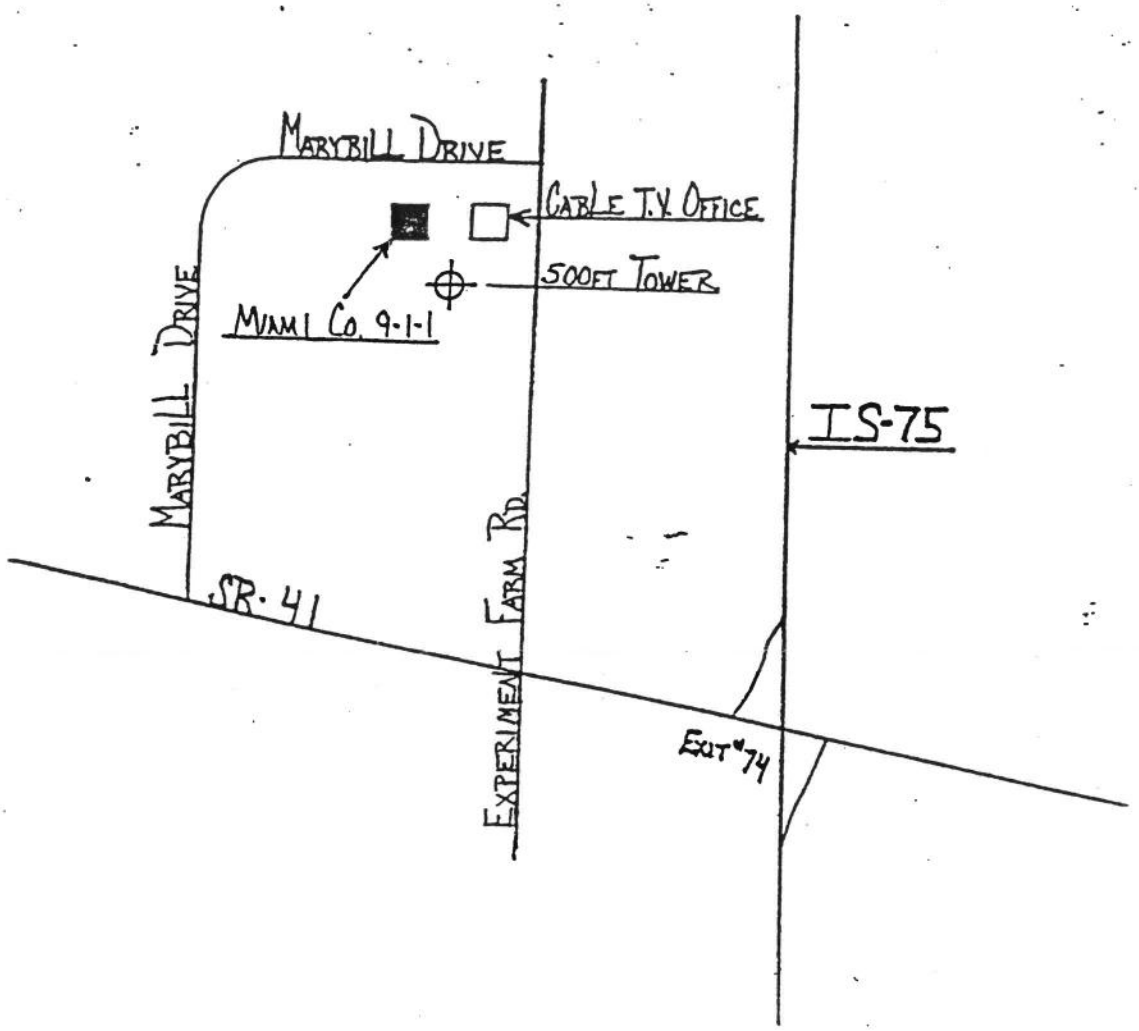
Please notify us, as soon as possible, of any substitutions you desire to make or cancellation of the above-listed officer(s). Should additional information be needed, please do not hesitate to contact Staff Lieutenant R.N. Johnson at 937-773-1131.

Sincerely,

Capt. M. A. King

Captain M. A. King
District Five Commander

MAK/RNJ/tlm
Enclosure: Map



DIRECTIONS TO MIAMI COUNTY 9-1-1 CENTER

TAKE INTERSTATE 75 TO TROY AND EXIT AT EXIT #74 (SR 41). DRIVE WEST APPROXIMATELY 1/2 MILE TO EXPERIMENT FARM ROAD. GO NORTH ON EXPERIMENT FARM ROAD APPROXIMATELY 3/4 OF A MILE TO MARYBILL DRIVE. TURN WEST ON MARYBILL DRIVE AND GO APPROXIMATELY 300 FEET TO THE MIAMI COUNTY 9-1-1 BUILDING, WHICH IS LOCATED ON THE SOUTH SIDE OF THE ROAD AT 210 MARYBILL DRIVE.

NOTE; MIAMI COUNTY 9-1-1 BUILDING IS LOCATED AT THE BASE OF A 500 FT. TOWER WHICH CAN BE SEEN FROM MILES AROUND

ADDRESS: MIAMI COUNTY 9-1-1 CENTER
210 MARYBILL DRIVE
TROY, OHIO 45373
513/339-6400

Attorney General
Betty D. Montgomery

Ohio Peace Officer
Training Commission

March 27, 2002

CONTACT:
Chief Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg OH 45342-4406

STUDENT: [redacted]

Course Number	Course Name	Dates
06-121-02-07	ADAP (Alcohol Detection And Prosecution)	4/16/2002-4/19/2002

Course Location: POTA

Comments:

This is to confirm your registration for the above course(s). If the date(s) is not what you requested, the course was full and you were put in the next available one.

Registered enrollees who do not attend and do not cancel their registration four (4) working days prior to the course WILL BE CHARGED an administrative fee equal to one-half the total course fee.

All Courses begin at 8:00 A.M. and generally continue each day till 5:00 P.M. (unless noted above). If you requested accommodations you may come the night before your class anytime after 4:00 P.M.

The Ohio peace Officer Training Academy is located three (3) miles south of I-70 on State Route 56. (Take Exit # 72 off I-70)

THIS IS THE ONLY CONFIRMATION THAT YOU AND THE DEPARTMENT WILL RECEIVE. Upon receipt of this letter, please notify your department of your confirmation. If you have any questions, please call the registrar at (800) 346-7682.

Attorney General
Betty D. Montgomery

Ohio Peace Officer
Training Commission

February 8, 2002

CONTACT:
Chief Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg OH 45342-4406

STUDENT: [redacted]

Course Number	Course Name	Dates
06-121-02-07	ADAP (Alcohol Detection And Prosecution)	4/16/2002-4/19/2002

Course Location: POTA

Comments:

This is to confirm your registration for the above course(s). If the date(s) is not what you requested, the course was full and you were put in the next available one.

Registered enrollees who do not attend and do not cancel their registration four (4) working days prior to the course WILL BE CHARGED an administrative fee equal to one-half the total course fee.

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THIS IS THE ONLY CONFIRMATION THAT YOU AND THE DEPARTMENT WILL RECEIVE. Upon receipt of this letter, please notify your department of your confirmation. If you have any questions, please call the registrar at (800) 346-7682.

COURSE STANDBY NOTICE

YOUR REGISTRATION FORM HAS BEEN RECEIVED FOR:

NAME(S): [redacted]

COURSE: ADAP

DATES: 1/7-10/02

Your registration has been placed on **STANDBY** because this course is full. We will notify you when an opening becomes available.

If further information is required, please contact the Academy Registrar at 614-466-0718 or 1-800-346-7682. Thank you for your interest in the Ohio Peace Officer Training Academy.

Attorney General
Betty D. Montgomery

Peace Officer Training Academy
P.O. Box 309
London, Ohio 43140

LONDON JAN25'02 OH
U.S.POSTAGE
$0.21
P.B. METER 6734934

Miami Township Police Department
2660 Lyons Road
Miamisburg, OH 45342

Attorney General
Betty D. Montgomery

Ohio Peace Officer
Training Commission

February 8, 2002

CONTACT:
Chief Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg OH 45342-4406

STUDENT:
[redacted]

Course Number	Course Name	Dates
03-020-02-06	Interview & Interrogation	10/7/2002-10/9/2002

Course Location: POTA

Comments:

This is to confirm your registration for the above course(s). If the date(s) is not what you requested, the course was full and you were put in the next available one.

Registered enrollees who do not attend and do not cancel their registration four (4) working days prior to the course WILL BE CHARGED an administrative fee equal to one-half the total course fee.

All Courses begin at 8:00 A.M. and generally continue each day till 5:00 P.M. (unless noted above). If you requested accommodations you may come the night before your class anytime after 4:00 P.M.

The Ohio peace Officer Training Academy is located three (3) miles south of I-70 on State Route 56. (Take Exit # 72 off I-70)

THIS IS THE ONLY CONFIRMATION THAT YOU AND THE DEPARTMENT WILL RECEIVE. Upon receipt of this letter, please notify your department of your confirmation. If you have any questions, please call the registrar at (800) 346-7682.

Attorney General
Betty D. Montgomery
Peace Officer Training Academy
P.O. Box 309
London, Ohio 43140

LONDON JAN 25 '02 OH
U.S. POSTAGE ≈ 0.21
P.B. METER 6734934

Miami Township Police Department
2660 Lyons Road
Miamisburg, OH 45342

COURSE STANDBY NOTICE

YOUR REGISTRATION FORM HAS BEEN RECEIVED FOR:

NAME(S): [redacted]

COURSE: Interview & Interrogation

DATES: 10/7-9/02

Your registration has been placed on **STANDBY** because this course is full. We will notify you when an opening becomes available.

If further information is required, please contact the Academy Registrar at 614-466-0718 or 1-800-346-7682. Thank you for your interest in the Ohio Peace Officer Training Academy.

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued senior operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

This permit shall expire two (2) years from this issue date of April 03, 2002

DEPARTMENT OF HEALTH
STATE OF OHIO

DIRECTOR OF HEALTH

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LITHO. IN U.S.A.

March 20, 2002

To: John C. Krug
Chief of Police

From: Leah K. O'Malley
Training Coordinator

Subject: Cultural Awareness Training

The scheduled Cultural Awareness classes have all been completed. The following is a list of employees scheduled to attend the classes, an "X" indicates the employee signed in at the Cultural Awareness Training. There were some signatures I could not read, so it is possible that some of the highlighted employees attended class.

February 19, 2002 – 0800 – 1200 hours

Employee	X	Employee	X	Employee	X
Erika Stoeckicht	X	[redacted]	X	Buddy Stites	X
Todd Stanyon	X	Pat McCoy	X	Terry Garrison	X
Jason Etter	X	Marilyn Hugger	X	Ed Diano	X
Jim Neer	X	Tom Seifert	X	Jean Chapman	X
Kelly Whiteman	X	Kenny Wills	X	Leah O'Malley	X
Steve Arnold	X	Dave Steffey	X	Lloyd Mills	X
Ron Robinson	X	Wesley Wade	X	Mel King	X
Scott Astor	X	Rex Gore	X	Ben Swogger	X
Dan Mayberry	X	Rick Marinelli	X	Frank Schelcher	X
Randy Benson	X	Adrianne Bell	X	Michael Carruba	X
Michael Hall	X	Ken Wilmont	X		

February 26, 2002 – 1200 – 1600 hours

Employee	X	Employee	X	Employee	X
Greg Rogers	X	Joe Fowler	X	Penny Buening	X
Annamarie Smith	X	Lisa de Guzman	X	Scott Fitzgerald	X
Tim Beatty	X	Dick Walton	X	Chris Snyder	X
Susan Goode	X	Connie DePew	X	Theresa Smith	X
Mike Huwer	X	Doug Unger	X	Holly Brigner	X
Bob Burling	X	Nancy Coppock	X	Bill Kuntzman	X
Jay Phares	X	Jim Wolf	X	Faye Reno	X
D. Good	X	J. Coyle	X	S. Swisher	X
R. Sweet	X	J. Baber	X	Michele Lovely	X
Todd Comer	X	Fahrney F.D.		Harnet	X
Margaret Baber	X	Dave Anderson	X	Joshua Pirk	X
*					

* One signature illegible

March 12, 2002 1600 – 2000 hours

Employee	X	Employee	X	Employee	X
[redacted]	X	Paul Nienhaus	X	Mike Knierim	X
Shane Duffey	X	Jerry Adams	X	Rich Blackburn	X
Dan Hovey	X	Mike Mays	X	Dave Ooten	X
Rex Thompson	X	Rick Gray	X	Ed Wilson	X
Ed Ashcraft	X	Skip Brooks	X	Desda Doersam	X
J. Willis	X	Virgil Zink	X	M. Queen F.D.	
C. Roberts	X	P. Likovetz	X	Karen Basso	X
Gilmore	X	A. Zink	X	Zachary James	X
Barlowe F.D.		Kent Clary	X	Wilmont F.D.	
Petry	X	Dalton	X	Bousquette F.D.	
A. Cohen F.D.		Gabbard F.D.		Michael Roberts	X

March 19, 2002 1200 – 1600 hours

Employee	X	Employee	X	Employee	X
Glenn Alexander	X	Liz Penski		Deana Stebbins	X
Lynn Schultz	X	Penny Hoisington	X	Bob Sakal	X
Dave Ratay	X	Scott Moore	X	John DiPietro	X
Rod Bell	X	Kevin Parson	X	M. Johnson	X
J. Carnes F.D.		J. Nolan	X	J. Boehmer	X
S. Winkelweicz F.D.		Long	X	Dipsinski	X
Schupert	X	Stanfield F.D.		Steve Gabbard	X
Brett Beach	X	Walt Nock	X	Winters	X
J. Cox	X	J. Miller	X	J. Stapleton	X
C. Allen	X	Dawn Johnson	X	Steve Stockhauser	X
Minns	X	McNamara	X	Nichols	X
Gross	X	Stwarka	X	Craig Zink	X
C. Ennis	X				

I will advise Virgil Zink that you are in the process of arranging class for a Monday night to accommodate his part time employees.

Leah K. O'Malley

Leah K. O'Malley
Training Coordinator

STOP STICK®

This Certificate of Completion is Awarded to

[redacted]

Miami Township Police Department

For Attendance and Participation in the Stop Stick, Ltd.
Standard Training Course for Use and Deployment
of the STOP STICK Tire-Deflation Devices.

Conducted at: ***Miami Township Police Department***
On the 18th day of August, 2002
Course Length: 2 hours

W. J. Pritchard

As Attested to by the Above Course Leader(s)

Attorney General
Betty D. Montgomery

Ohio Peace Officer
Training Academy

September 23, 2002

CONTACT:
Chief Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg OH 45342-4406

STUDENT: [redacted]

Course Number	Course Name	Dates
03-020-03-01	Interview & Interrogation	1/21/2003-1/23/2003

Course Location: POTA

Comments:

This is to confirm your registration for the above course(s). If the date(s) is not what you requested, the course was full and you were put in the next available one.

Registered enrollees who do not attend and do not cancel their registration four (4) working days prior to the course WILL BE CHARGED an administrative fee equal to one-half the total course fee.

All Courses begin at 8:00 A.M. and generally continue each day till 5:00 P.M. (unless noted above). If you requested accommodations (London campus only) you may come the night before your class anytime after 4:00 P.M.

OPOTA - London is located three (3) miles south of I-70 on State Route 56. (Take Exit # 72 off I-70)

OPOTA - Richfield is located at 4055 Highlander Parkway, which is southwest of the intersection of Wheatley and Brecksville Roads.

THIS IS THE ONLY CONFIRMATION THAT YOU AND THE DEPARTMENT WILL RECEIVE. Upon receipt of this letter, please notify your department of your confirmation. If you have any questions, please call the registrar at (800) 346-7682.

P.O. Box 309
London, OH 43140

Phone: (614) 466-7771
(740) 852-4848
1-800-346-7682

Fax: (614) 728-5150

An Internationally Certified Law Enforcement Training Academy
Web site: www.ag.state.oh.us
An Equal Opportunity Employer

Richfield Campus — Suite B
4055 Highlander Parkway
Richfield, OH 44286

Phone: (330) 659-2311
1-888-436-7282

Fax: (330) 659-2401

Printed on Recycled Paper

Miami Township Police Department

2660 Lyons Road
Miamisburg, Ohio 45342
Fax: (937) 433-5457
Phone: (937) 433-2301

Fax Transmittal Report

Name: Hope

Date: November 26, 2002

Agency / Firm: OPOTA

City/State: London, OH

Fax Number: (740) 845-0362

Sender's Name: Leah K. O'Malley

Comments / Instructions: Please cancel all of the following courses. You should receive 21 course sheets.

Total number of pages transmitted (including this page): 22. If this transmittal is incomplete or illegible, or it you have any questions, please call (937) 433-2301. Thank you.

MTPD # 63 (revised 07/97)

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 4/11/03

LAST NAME: [redacted]

AGENCY: Miami Twp P.D. PSN/ID #:

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase I

Hours Attended ____ Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: Dep ADM A313

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Miami Township Police Department
Certificate of Training

[redacted]

DUI Updates and Refresher Course
April 24, 3003

John C. Krug
Chief of Police

Chief Don Perkins
Instructor

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LITHO. IN U.S.A.

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 06/04/02

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase 2

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	.40	[redacted]
2. Remington	870	12 Ga	
3.			
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2. Pass	OK
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: Dep 1976 [illegible]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 08/25/03

LAST NAME [redacted]

AGENCY: Miami Twp PD PSN/ID #:

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase III

Hours Attended 4 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Remington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PDK	DZ
2. PDK	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: DP DOW #313

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
JIM PETRO, ATTORNEY GENERAL

October 10, 2003

Chief John Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg, OH 45342-4406

Re: *Certification Status of* [redacted]

Dear Chief Krug:

This is in response to your inquiry concerning the updating of peace officer training to maintain Ohio peace officer certification.

According to Rule 109:2-1-12(D) of the Ohio Administrative Code, persons who have previously been certified by the Ohio Peace Officer Training Commission and have had a break in peace officer service for less than one year may be re-appointed as a peace officer, but must complete any specialized training that has been mandated for re-appointed officers. In the case of the above-referenced individual, no such training mandates apply. Accordingly, no additional training is required at this time.

Note that this determination is made based upon information and documents submitted by you and the individual in question. Should the information provided prove inaccurate, this determination becomes void.

See the enclosure for information concerning requirements for annual firearms re-qualification.

Sincerely,

Kerry E. Curtis

Kerry Curtis
Certification Officer
Certification & Standards Division

KEC/vlf

Ohio Peace Officer Training Academy

P.O. Box 309
London, OH 43140
Telephone: (614) 466-7771
(740) 852-4848
(800) 346-7682
Facsimile: (614) 728-5150

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www.ag.state.oh.us

4055 Highlander Pkwy., Ste. B
Richfield, OH 44286
Telephone: (888) 436-7282
(330) 659-2311
Facsimile: (330) 659-2401

STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
JIM PETRO, ATTORNEY GENERAL

FIREARM REQUALIFICATION

House Bill 271, which was effective April 10, 1991, amended the Ohio Revised Code to require that all officers identified in ORC Section 109.801(A)(1) must requalify with any and all weapons they will use under the auspices of the agency/department with whom they are affiliated.

ORC Section 109.81(A)(2) indicates that no person listed in ORC Section 109.801(A)(1) shall carry a firearm during the course of his/her duties if they have not complied with the requirement for annual firearm requalification in a program approved by the Ohio Peace Officer Training Commission.

Update training evaluations furnished by the Ohio Peace Officer Training Commission in accordance with Rule 109:2-1-12, Ohio Administrative Code, will address training mandated by ORC Section 109.77 and Section 109:2-1-12, Ohio Administrative Code, for those persons requiring training as a result of an additional peace officer appointment, or a peace officer reappointment following a break in service.

Update training evaluation letters furnished by the Ohio Peace Officer Training Commission will not address or assign training necessary to comply with requirements for annual firearm requalification. This determination should be made at the local level by the individual concerned in conjunction with the appropriate officials of the agency/department.

SF198 Effective 1/1/2000

Ohio Peace Officer Training Academy
P.O. Box 309
London, OH 43140
Telephone: (614) 466-7771
(740) 852-4848
(800) 346-7682
Facsimile: (614) 728-5150

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www.ag.state.oh.us

4055 Highlander Pkwy., Ste. B
Richfield, OH 44286
Telephone: (888) 436-7282
(330) 659-2311
Facsimile: (330) 659-2401

STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
JIM PETRO, ATTORNEY GENERAL

OHIO PEACE OFFICER
TRAINING COMMISSION

NOTICE OF PEACE OFFICER APPOINTMENT/TERMINATION (mark appropriate box)

☐ Appointment ☐ Appointment Status Change (e.g., reserve to full/parttime) ☐ Termination ☐ Correction to Record - highlight correction(s)

Personal Information Disclosure Statement - Pursuant to the Federal Privacy Act (Public Law 93-579), notice is hereby given for the request of personal information. The Ohio Peace Officer Training Commission and Academy require personal information for the purpose of accurately recording training, agency/school affiliation, and testing information. Your Social Security Number will not be disclosed to individuals or agencies except in accordance with state and federal law and policy of the Ohio Peace Officer Training Commission and the Office of the Attorney General of the State of Ohio. Failure to provide any of the requested information may result in an incomplete training record and certain services may be delayed.

INSTRUCTIONS

- Completion of this Notice form is required within 10 days of appointment or termination for all peace officers as defined in ORC 109.71(A).
- Use this Notice to report new appointments, appointment status changes, corrections (including name changes), and terminations.
- Sections A, B, and E must be completed, then complete Section C and pages 2 and 3 or Section D as appropriate.
- Please type or legibly print (in ink) all required information.
- Mail or fax this Notice to OPOTC at the below address within 10 days of such actions, as required by Ohio Revised Code 109.761.

A. OFFICER INFORMATION

[redacted]

B. AGENCY INFORMATION

9. AGENCY NAME	10. APPOINTING AUTHORITY'S NAME & TITLE	11. AGENCY PHONE NUMBER
Miami Township Police Department	John C. Krug, Chief of Police	(937) 433-2301

12. AGENCY STREET/MAILING ADDRESS (#/Street/PO Box)	(City)	(County Name)	(State)	(Zip Code)
2660 Lyons Road	Miamisburg	Montgomery	OH	45342

C. APPOINTMENT INFORMATION

13. APPOINTMENT DATE (mm/dd/yyyy)	14. CURRENT RANK	15. TITLE/ POSITION	16. ORC SECTION
[redacted]	Police Officer		505.49

17. APPOINTMENT STATUS (mark appropriate box)
☒ Full Time ☐ Part Time ☐ Auxiliary
☐ Reserve ☐ Special

18. APPOINTEE'S FIRST PEACE OFFICER APPOINTMENT?
☐ yes (Complete all of page 2)
☒ no (Complete pages 2 and 3 – an update evaluation will occur)

D. TERMINATION INFORMATION

19. TERMINATION DATE (mm/dd/yyyy)	20. REASON FOR TERMINATION (mark appropriate box)
	☐ Resigned ☐ Discharged ☐ Retired ☐ Deceased ☐ Felony Conviction ☐ Other

E. ATTESTATION OF REPORTING OFFICIAL

I attest that the information provided on this form is true and correct and is based on my personal knowledge or inquiry. The personnel records of this agency substantiate the information on this form.

SIGNATURE OF REPORTING OFFICIAL	NAME & TITLE OF REPORTING OFFICIAL (Typed or Printed Legibly)	DATE
John C. Krug	John C. Krug, Chief of Police	07/03/03

P.O. Box 309/London, Ohio 43140
Phone: (614)466-7771/(800)346-7682
FAX: (614)728-5150

OHIO PEACE OFFICER APPOINTMENT HISTORY

OFFICER'S NAME [redacted]

BASIC TRAINING SCHOOL NAME D. Russell Lee Career Center From: [redacted]

1. Appointed by: Perry Township Police Dept (Agency Name) Montgomery (County Name)

From: [redacted] (Month/Date/Year) Position title: Reserve Police Officer (Deputy, Reserve Officer, Etc.)

Appointment status: ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☒ Reserve ☐ Special

2. Appointed by: Xavier University (Agency Name) Hamilton (County Name)

From [redacted] Position title: Campus Police Officer (Deputy, Reserve Officer, Etc.)

Appointment status: ☐ Full-Time ☒ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special

3. Appointed by: Miami Township Police Dept. (Agency Name) Montgomery (County Name)

From: [redacted] To: Present (Month/Date/Year) Position title: Police Officer (Deputy, Reserve Officer, Etc.)

Appointment status: ☒ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special

4. Appointed by: (Agency Name) (County Name)

From: (Month/Date/Year) To: (Month/Date/Year) Position title: (Deputy, Reserve Officer, Etc.)

Appointment status: ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special

5. THIS SECTION TO BE COMPLETED BY THE OFFICER AND AN AGENCY OFFICIAL IN THE PRESENCE OF A NOTARY PUBLIC/ATTORNEY/ CLERK OF COURTS.

This is to certify that we understand that the above information will be used to determine whether the officer requires any mandated/update training and that the information set forth in this form is true and accurate to the best of our knowledge. All requested information has been researched for accuracy and, where applicable or necessary, documentation has been attached for purposes of verification and/or explanation. It is understood that, should any of the provided information be discovered inaccurate, it will void the determination made from this request. Further, it is also understood that submission of false information submitted to a governmental organization in pursuit of certification is a violation of section 2921.13 of the Ohio Revised Code.

[redacted]

Signature of requesting official

John C. Krug, Chief of Police

Typed name of requesting official

Miami Township Police Department

Name of requesting agency

2660 Lyons Road

Mailing address of requesting agency

Miamisburg, Ohio 45342

Mailing address (continued)

Sworn to and subscribed before me this 15th day of August, 2003

in the county of Montgomery and the state of Ohio.

Deana J. Stebbins

Signature of Notary/Attorney/Clerk of Courts

My commission expires July 3, 2006

Affix seal here

DEANA J. STEBBINS, Notary Public
In and for the State of Ohio
My Commission Expires July 3, 2006

OATH OF OFFICE

Rev. Code, Secs. 3.20 to .23

The State of Oh[redacted]

I, [redacted] do solemnly swear, that I will support the Constitution of the United States, and the Constitution of the State of Ohio, and will faithfully discharge the duties of police officers & constable for Miami Township in Montgomery County, State of Ohio, during my continuance in office.

[redacted]

Sworn to before me, and signed in my presence, this 3rd day of May [redacted]

Deborah M Preston
Clerk-Treasurer

John C Kump
Chief of Police

505.49

BOND

OF

AS

Police Officer & Constable
of Miami Township,
Montgomery County,
State of Ohio.

$ _____

Filed _____, 19__

Township Clerk

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 11/24/03

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ____ Range ____ Other: ____

Course Title Phase 4 Culture Diversity / Ethics / Use of Force / DT

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

* WEAPON: Make	Model	Caliber	Serial Number:
1.			
2.			
3.			
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules,
using the Intoxilyzer 5000 instrument.

Issued April 3, 2004
This permit expires **April 3, 2005**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
December 22, 2003

DIRECTOR OF HEALTH

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LITHO. IN U.S.A.

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 05/11/04

LAST NAME: [redacted]

AGENCY: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase I

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: D&C R Bergman 94

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules,
using the Intoxilyzer 5000 instrument.

Issued April 3, 2005
This permit expires **April 3, 2006**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
January 05, 2005

DIRECTOR OF HEALTH

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LITHO. IN U.S.A.

May 4, 2004

To: Maj John DiPietro
Deputy Chief of Police

From: Sgt Jerry Adams
1st Watch Supervisor

Subject: Security Holsters

Sir,

The following officers assigned to 1st watch have satisfied the 2 second draw test for their issued security holsters.

Sgt J. Adams
Ofc M. Huwer
Ofc T. Garrison
Ofc P. McCoy
Ofc D. Ooten
Ofc G. Stites
[redacted]

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police officer DATE: 10-25-04

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase 3

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	40	[redacted]
2. ~~Remington~~	~~870~~	~~12ga~~	
3.			
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2.	
3.	
4.	

COMMENTS: Passed on 2nd Attempt.

Instructor / Trainer Name & PSN: SGT. MILLER #116

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 10-22-04

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase 3

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	40	[redacted]
	2. Remington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. DNQ	OK
2. Pass	
3.	
4.	

COMMENTS: [redacted] did not Qualify with Glock 22 on 1st Attempt

Instructor / Trainer Name & PSN: [redacted] 196

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Montgomery County Sheriff's Office
Regional Training Center
Use of Force Test 2004

1. Employees may use force to protect?
   a. Themselves
   b. Others
   c. To effect an arrest
   (d) All the above

2. Employees must use only _____ force to accomplish lawful objectives?
   a. Unrealistic
   b. Unreasonable
   (c) Reasonable
   d. Most effective

3. Serious bodily harm is any injury which?
   a. Creates harm
   (b) Creates a substantial risk of death
   c. May cause a short term impairment of a bodily organ
   d. May leave a mark

4. Employees are permitted to remove Taser probes that have punctured the skin of a subject.
   a. True
   (b) False

5. Employees must deliberately place themselves in the path of a moving vehicle.
   a. True
   (b) False

6. SWAT members and _____ are permitted to use less-lethal munitions.
   a. Deputies
   b. Corrections Officers
   (c) Supervisors
   d. Citizens

7. Use of Force reports should include
   a. Who, what, where, and when.
   b. Who, where, how.
   (c) Who, what, where, when, why, and how.
   d. How it occurred.

8. Employees of the Sheriff's Office are permitted to carry metal flashlights?
   a. True
   (b) False

9. Dedicated less-lethal shotguns are identified by there distinctive
   a. Black stocks
   b. Green Stocks
   (c) Orange Stocks
   d. Yellow Stocks

10. Deputies are permitted to use the Taser against individuals before a level of force that may inflict bodily injury.
   (a) True
   b. False

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 05/11/04

LAST NAME [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase I

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	.40	[redacted]
2.			
3.			
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: Dep. R. Bergman 94

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Montgomery County Sheriff's Office
Firearms Safety Rules

A. Cardinal Rules of Firearms Safety:

1. Treat all firearms as though they are loaded
2. Keep you finger off the trigger and on an index point until you are on target and have decided to fire
3. Point the muzzle in a safe direction at all times
4. Be sure of your target and what is beyond it

Remember the "Laser Rule":
Treat your firearm as if it is a laser gun with the beam always on;
Whatever the laser touches it cuts through.

B. Specific Rules:

1. Do you have any physical disability, limitation, illness, or other condition that would affect your ability to participate safely in any aspect of this program? ( ) Yes (✓) No Initials [redacted]
2. Are you under the influence of any prescription/non-prescription drug or alcohol that would influence your safe participation in any aspect of this program? ( ) Yes (✓) No Initials [redacted]
3. Ear, eye protection, and hat with brim are required to be worn **at all times** while firing is being conducted on the range. This applies to shooters, instructors, and observers.
4. Immediately upon picking up a firearm, keep your finger off the trigger, point the muzzle in a safe direction, open the action, and check both visually and physically to see that it is unloaded.
5. **Check condition a second time.**
6. Never give a firearm to, or take a firearm from anyone unless the action is open for inspection.
7. Load/reload/unload only after position is taken at the firing point and on command.
8. Keep the firearm pointed down range at all times.
9. **Never draw a handgun from the holster on the range unless instructed.** If necessary, reload with gun holstered.
10. Never draw/reholster with your finger in the trigger guard or on the trigger.
11. **Never** holster a cocked firearm. (Cocked and locked firearms excluded) Initials [redacted]
12. Always wash face and hands after leaving the range and shower and change clothing at the end of a shooting day to reduce the possibility of lead contamination.
13. Never go forward of the firing line unless instructed.
14. Never step back from the firing line unless your handgun is safely holstered and the instructor directs you to do so.
15. While on the firing line never bend over to retrieve dropped articles until instructed to do so.
16. No talking on the firing line except by or with an instructor.
17. **No eating, chewing, or smoking on the firing line.**
18. Pay strict attention to the instructors.
19. Never anticipate a command.
20. Never permit the muzzle of a firearm to touch the ground.
21. Conduct a proper safety check of the firearm before and after a training session.
22. Never dry fire on the range unless instructed to do so.
23. All safety precautions must be adhered to and will be enforced.
24. You are expected to use good judgment and to refrain from attempting any exercise which you may not be able to perform safely based upon your own ability, equipment, prior training, or physical condition. Initials [redacted]
25. **Remember:** Everyone has the responsibility for range safety.

I have read and Understand the Rage Safety Rules and Regulations.

Signature [redacted]

Print Name [redacted]

"S.T.O.P.S." BASIC WRITTEN EXAM [UPDATED 6/99]

NAME (print/full): [redacted]

LOCATION: Range DATE: 05 / 11 / 04

INSTRUCTOR: Bergman POINTS OFF: - 0

TESTED BY: _____ SCORE: 100 %

[There are 100 total points possible. The "S.T.O.P.S." passing criteria for this exam is 80%]

SECTION #1: "TRUE OR FALSE." CHECK ONE BOX ("X") TO INDICATE ANSWER.

(2pt) 1. **True** ☐ *or* **False** ☑ The flashlight should be kept in the "ON" position and directed at the violator while making a "walk up approach" to a vehicle at night.

(2pt) 2. **True** ☐ *or* **False** ☑ When receiving/returning any property from/to the violator (i.e., driver's license, etc.), officers should always use their weapon hand.

(2pt) 3. **True** ☑ *or* **False** ☐ Officers returning to their cruiser should keep their eyes focused "down the middle." This method insures the best utilization of peripheral vision and hearing, and allows the officer to monitor the violator and approaching traffic at the same time.

(2pt) 4. **True** ☐ *or* **False** ☑ According to the Action - Response Use of Force Continuum, the lowest form of control that an officer can utilize is "empty hand control?"

(2pt) 5. **True** ☐ *or* **False** ☑ Every traffic stop has a beginning, middle, and end, with the "end" being the area where most tactical changes occur.

(2pt) 6. **True** ☑ *or* **False** ☐ When deploying vehicle stop tactics, both tactical and social considerations need to be weighed and relatively balanced, with a slight tilt toward tactics.

(2pt) 7. **True** ☑ *or* **False** ☐ When effecting an "Unknown Risk" stop, officers should remain back behind the open cruiser door and have the violator "walk back" and/or "walk thru."

(2pt) 8. **True** ☑ *or* **False** ☐ During a "High Risk" stop situation, officers should remain behind the open cruiser doors in the "low profile position" with their weapons at the "high ready."

(2pt) 9. **True** ☑ *or* **False** ☐ "Field Sobriety" tests, for determining driver impairment, should be conducted on the passenger's side of the police cruiser, out of the way of traffic.

(2pt) 10. **True** ☑ *or* **False** ☐ The officer's initial assessment of a vehicle stop may change at any time during the stop.

(2pt) 11. **True** ☑ *or* **False** ☐ Vehicle types, number of occupants, reason for the stop, body language, time of day, and location are several variables that an officer must consider when assessing a vehicle stop.

(2pt) 12. **True** ☑ *or* **False** ☐ An officer feloniously assaulted with a firearm during a "Low Risk" traffic stop should move, draw, and take the appropriate action, with moving being of foremost concern.

(2pt) 13. **True** ☑ *or* **False** ☐ The most important aspects of simulated gun training are that it teaches officers to react quickly when confronted with a lethal force situation and instills in officers the "will to live."

(2pt) 14. **True** ☑ *or* **False** ☐ If an officer is standing behind the open cruiser door during an "Unknown Risk" stop, and the stop changes to "High Risk," the officer should immediately drop to a "low profile position" on one knee, draw his weapon, and take the appropriate action.

(2pt) 15. **True** ☐ *or* **False** ☑ According to the S.T.O.P.S. text, "pedestrian" type contacts should be handled utilizing "Low Risk" tactics.

(2pt) 16. **True ☑ *or* False ☐** While the Supreme Court gives officers the authority to request any occupant of a legally stopped vehicle to exit, the S.T.O.P.S. text recommends a higher standard and states that officers should be able to articulate a reason based on their assessment of a stop.

(2pt) 17. **True ☐ *or* False ☑** Officers should keep their holsters unsnapped during "Unknown Risk" Stops.

SECTION #2: "FILL IN THE BLANK" AS DIRECTED TO INDICATE ANSWER.

(2pt) 18. The goal of the patrol officer is to establish/maintain control through Voluntary compliance.

19. Traffic stop techniques and theories must consider two concerns, and all tactics developed regarding vehicle stops must keep these two considerations in mind. Name these two potentially lethal hazards:

(4pts) Felonious assault and Accidental assault.

(2pt) 20. From a tactical standpoint, the majority of all traffic stops fall into the "Unknown Risk" category.

(2pt) 21. During a vehicle stop, officers should watch the Shoulders of the occupant(s) to determine furtive hand movements.

(2pt) 22. While approaching a violator's vehicle on a "Low Risk" stop utilizing a left side approach, the S.T.O.P.S. text defines the point across from the violator's rear bumper where the officer abruptly changes from a forward direction of travel to a 45 degree angle as the Transition point.

(2pt) 23. When first initiating contact with the violator during a "Tactical Left Side Walk Up", the officer should remain behind the "Trailing Edge" of the violator's driver's side door.

24. It is important to relay information to the dispatcher, prior to initiating a stop. An acronym to assist in this task is L.O.C.A.L. According to the S.T.O.P.S. text, what does each letter stand for?

(1pt) L = location

(1pt) O = occupants

(1pt) C = Color

(1pt) A = Auto

(1pt) L = License

(2pt) 25. Stops for D.U.I., suspended license, misdemeanor warrants, etc., fall into the category of "Unknown Risk."

26. List the four steps of "reaction time": **(in order)**

(2pt) #1. Perceive

(2pt) #2. Evaluate

(2pt) #3. Decide

(2pt) #4. Act

(2pt) 27. In order to legally stop a vehicle, officers must have either Probable Cause or reasonable suspicion.

(2pt) 28. Reaction Time plus Movement Time = Total Response Time.

(2pt) 29. List the "Stages of Arrest" **in <u>tactical order</u>**:

Control → Handcuff → Search → Transport.

30. The four **basic vehicle stop cruiser positions** recommended in the S.T.O.P.S. text are: (any order)

(1pt) #1. 20 feet back, with a 3 foot left offset.

(1pt) #2. 20 feet back, with a 3 foot Right offset.

(1pt) #3. 3 feet back, with a 3 foot left offset.

(1pt) #4. 3 feet back, with a 3 foot Right offset.

(8pt) 31. List the **steps in order** for the "Tactical 8 - Step Car Stop" from the "Verbal Judo" program:

#1. Greeting #2. I.D #3. Reason #4. Justification

#5. Driver's License #6. Reg./Insurance #7. Decision #8. Close

SECTION #3: "MATCHING." FILL IN THE CORRECT LETTER TO INDICATE ANSWER.

32. Match the three categories used to access vehicle stops with **one primary tactic** used for each.

(2pt) #1. "Low Risk": B a. "Low profile Position"

(2pt) #2. "Unknown Risk": C b. "Tactical Left Side Walk Up"

(2pt) #3. "High Risk": A c. "Walk back"

33. Match the officer's general location for each of the S.T.O.P.S. "7 Kill Zone" locations:

(1pt) #1. "Kill Zone #1": F a. Between the cruiser front bumper & suspect rear bumper.

(1pt) #2. "Kill Zone #2": E b. In the area of the cruiser hood.

(1pt) #3. "Kill Zone #3": B c. In the area of the violator's trunk.

(1pt) #4. "Kill Zone #4": A d. Just ahead of the violator's door.

(1pt) #5. "Kill Zone #5": C e. Near the cruiser door.

(1pt) #6. "Kill Zone #6": G f. Inside of the cruiser.

(1pt) #7. "Kill Zone #7": D g. Behind the trailing edge of the violator's door.

34. Choosing from the cases below (a - e), match the Supreme Court ruling with the case name/year:

a. Pennsylvania v Mimms (77)
b. Terry v Ohio (68)
c. Miranda v Arizona (66)
d. United States v Ross (82)
e. Tennessee v Garner (85)

(2pt) #1. Gives the officer the procedural authority to request the driver of a legally stopped vehicle to exit the vehicle for officer safety: A

(2pt) #2. Abolished the so-called "fleeing felon rule" for justification of lethal force and replaced it with a higher standard of *either* "imminent jeopardy" or "three part fleeing felon test": E

(2pt) #3. Set guidelines for the "stopping" and also "frisking" of individuals suspected of engaging in criminal activity: B

Memo to: Chief C. Krug

Memo from: Ofc. Dan Hovey #32

Subject: New Shotgun Training

Date: February 5, 2005

Sir:

On this date, I started training all the officers on the new Remington 870 shotguns. I demonstrated the light system on this weapon, and advised the officers how to properly check the light source. The officers were able to handle an unloaded weapon and use the light and check out the new features on this weapon. This weapon is only slightly different from the weapons we had in the cars. This is also the same style weapon that we had qualified with at the Montgomery County Range. After completion of the orientation, a sign off sheet was signed by all of the present officers.

I will make sure that all officers are shown this weapon and are clear on all the features. All the patrol vehicles are now equipped with the new shotguns. The weapons are currently loaded with the ammunition that was recently received.

All the officers have been shown the new shotguns, and received a copy of the instructions on the slings which were put on all the weapons. The officers who requested were given personal instruction on the sling by Ofc. Etter or myself.

A copy of the check off sheet is attached to this memo.

Respectfully Submitted;

Ofc. Dan Hovey

Miami Township Police Department
Training Sheet

Date Must Be Completed: January 12, 2005

Topic: *New Shotguns*

Officer	Date & Initial
Jerry Adams	JTA 1/11/05
Scott Aronoff	SA 1-13-05
Ed Ashcraft	01-12-05 EA
Tim Beatty	TMB 1-12-05
Bob Burling	Rob 1-112-05
Todd Comer	TAC 1-12-05
John DiPietro	JN 1-13-05
Shane Duffey	SD 1-12-05
Jason Etter	1/13/05
Scott Fitzgerald	SF 1-12-05
Terry Garrison	TG 1-20-05
Dan Hovey	DRH 1/12/05
Mike Huwer	MHWR 1/11/05
Mike Knierim	1/13/05
Jason Kramer	JK 1/12/05
Chris Krug	CK 1-12-05
Eric Littlefield	1-13-05
Mike Mays	MMAYS 1.12.05
Pat McCoy	PM 13JAN05
[redacted]	01-13-05
Scott Moore	SM 01-12-05
Jim Neer	JN 01/15/05
Matt Nicley	MCN 1-12-05
Paul Nienhaus	PCN 1-17-05
Dave Ooten	D.K.O. 1-23-05
Jay Phares	JP 01/12/05
Dave Ratay	1-12 DR
Bob Sakal	BS 1-12-05
Tom Seifert	TS 01/12/05
Howard Sloop	HS 01/13/05
[redacted]	1-12-05
Todd Stanyon	TS 1-23-05
Greg Stites	GS 1-12-05
Nancy Strope	NS 1-13-05
Rex Thompson	RT 1-15-05
[redacted]	01-12-05

Officer	Date & Initial

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

[redacted]

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00700
National Incident Management System
(NIMS) an Introduction

Issued this 09th Day of September, 2005

Stephen G. Sharro
Director, Training Division

0.3 CEU

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: officer DATE: 05/06/05

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase I

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: ASAP or Taser Recert.

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 08/18/05

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remmington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	Ok
2. Pass	
3.	
4.	

COMMENTS: State Approved Agency Qualification
NIMS Training IS-700

Instructor / Trainer Name & PSN: [signature] 198

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 11/17/05

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remington	870	12Ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	
2. PASS	
3.	
4.	

COMMENTS: Tactical Shotgun Sling Shotgun qualification
Low light qualification Issued Duty Ammo

Instructor / Trainer Name & PSN: [signature] 94

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter
3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform
breath tests in accordance with such laws and rules,
using the Intoxilyzer 5000 instrument.

Issued April 3, 2006

This permit expires **April 3, 2007**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
November 15, 2005

DIRECTOR OF HEALTH

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All Rights Reserved

LITHO IN U.S.A.

MIAMI TOWNSHIP POLICE SWORN PERSONNEL				
Unit No.	Name	2 Hour Drug Free Workplace	4 Hour Drug Free Workplace	4 Hour Legal Update
12	Adams, Jerry	03/17/06	02/22/06	03/03/06
57	Albert, Ben	03/17/06		03/24/06
49	Aronoff, Scott	03/17/06		03/24/06
16	Ashcraft, Ed	02/15/06		03/24/06
37	Beatty, Tim	02/15/06		03/03/06
11	Burling, Robert	02/16/06	02/22/06	03/24/06
56	Carlton, Jason	03/17/06		03/10/06
29	Comer, Todd	02/16/06		03/03/06
2	DiPietro, John	02/15/06	02/22/06	03/10/06
47	Duffey, Shane	03/17/06		03/03/06
45	Etter, Jason	03/17/06		03/10/06
13	Fitzgerald, Scott	03/17/06	02/22/06	
31	Garrison, Terry	02/15/06		03/24/06
32	Hovey, Dan	02/16/06		03/10/06
30	Huwer, Mike	02/15/06		03/03/06
48	Knierim, Mike	03/17/06		03/03/06
52	Kramer, Jason	03/17/06		03/10/06
1	Krug, Chris	03/17/06	02/22/06	03/10/06
59	Landis, Kevin	03/17/06		03/10/06
55	Littlefield, Eric	03/17/06		03/24/06
27	Mays, Mike	02/15/06		03/24/06
33	McCoy, Pat	02/15/06		03/03/06
[redacted]		03/17/06		03/10/06
58	Miller, Scott	03/17/06		03/03/06
26	Moore, Scott	02/16/06		03/10/06
42	Neer, Jim	03/17/06		03/10/06
51	Nicley, Matt	03/17/06		03/10/06
14	Nienhaus, Paul	03/17/06	02/22/06	03/03/06
35	Ooten, Dave	02/15/06		03/10/06
15	Phares, Jay	02/16/06	02/22/06	03/03/06
34	Ratay, Dave	02/15/06		03/24/06
40	Sakal, Robert	03/17/06		03/03/06
38	Seifert, Tom	03/17/06		
50	Sloop, W. Howard	03/17/06		03/24/06
[redacted]		03/17/06		03/10/06
41	Stites, Greg	03/17/06		03/03/06
54	Strope, Nancy	03/17/06		03/03/06
10	Thompson, Rex	02/15/06	02/22/06	03/03/06
[redacted]		02/15/06		03/10/06

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 05/01/06

LAST NAME: [redacted]

AGENCY: Miami Twp P.D PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase 1

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: ASP and OC Recertification

Instructor / Trainer Name & PSN: [signature] 198

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

RADIO INTEROPERABILITY TRAINING

NAME	SIGNATURE	DATE	
Neer, J.		05/8/06	
Nicley, M.		5/4/07	NO
Nienhaus, P.		5-3-07	NO
Ooten, D.		5-16-06	
Phares, J.		05/08/06	
Ratay, D. 2.8		12/29/06	
Sakal, B.		5 8-06	
Seifert, T. 7.3		12/28/06	✓
Sloop, H. 3.3			NO
[redacted]		05-08-06	
Stites, G.		5-8-06	
Strope, N.	N. Strope 54	11-2-06	
Thompson, R.		5/16/06	
[redacted]		5-16-06	
Bailey, C.		5-8-06	
Chapman, J.		11/2/06	
Coppock, N.		5-15-06	
Haer, D.		11-2-06	
Johnson, D.	Dawn Johnson	5/16/06	
Kuntzman, W.		11/2/06	
Whiteman, K.		15 May 06	
Perry, M		11/2/06	
Hesler, D.		05/18/07	
Siney, M.		5-18-07	

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 06/19/06

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Remington	870	12ga	Range
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	
2. PASS	
3.	
4.	

COMMENTS: Agency State Approved qualification

Instructor / Trainer Name & PSN: D&P R Benjamin 94

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Memo to: Chief C. Krug

Memo from: Ofc. Dan Hovey #32

Subject: New Shotgun Training

Date: February 5, 2005

Sir:

On this date, I started training all the officers on the new Remington 870 shotguns. I demonstrated the light system on this weapon, and advised the officers how to properly check the light source. The officers were able to handle an unloaded weapon and use the light and check out the new features on this weapon. This weapon is only slightly different from the weapons we had in the cars. This is also the same style weapon that we had qualified with at the Montgomery County Range. After completion of the orientation, a sign off sheet was signed by all of the present officers.

I will make sure that all officers are shown this weapon and are clear on all the features. All the patrol vehicles are now equipped with the new shotguns. The weapons are currently loaded with the ammunition that was recently received.

All the officers have been shown the new shotguns, and received a copy of the instructions on the slings which were put on all the weapons. The officers who requested were given personal instruction on the sling by Ofc. Etter or myself.

A copy of the check off sheet is attached to this memo.

Respectfully Submitted;

Ofc. Dan Hovey

Miami Township Police Department
Training Sheet

Date Must Be Completed: January 12, 2005

Topic: *New Shotguns*

Officer	Date & Initial
Jerry Adams	JTA 1/11/05
Scott Aronoff	SA 1-13-05
Ed Ashcraft	01-12-05 EA
Tim Beatty	TMB 1-12-05
Bob Burling	Rob 1-112-05
Todd Comer	TAC 1-12-05
John DiPietro	1-13-05
Shane Duffey	SD 1-12-05
Jason Etter	1/13/05
Scott Fitzgerald	SF 1-12-05
Terry Garrison	TG 1-20-05
Dan Hovey	DRH 1/12/05
Mike Huwer	MWH 1/11/05
Mike Knierim	1/13/05
Jason Kramer	1/12/05
Chris Krug	1-12-05
Eric Littlefield	1-13-05
Mike Mays	MAYS 1.12.05
Pat McCoy	PMC 13JAN05
[redacted]	01-13-05
Scott Moore	01-12-05
Jim Neer	01/15/05
Matt Nicley	MEN 1-12-05
Paul Nienhaus	PGN 1-17-05
Dave Ooten	D.O. 1-23-05
Jay Phares	JP 01/12/05
Dave Ratay	1-12
Bob Sakal	BS 1-12-05
Tom Seifert	01/12/05
Howard Sloop	HS 01/13/05
[redacted]	1-12-05
Todd Stanyon	1-23-05
Greg Stites	GS 1-12-05
Nancy Strope	1-13-05
Rex Thompson	RT 1-15-05
[redacted]	01-12-05

Officer	Date & Initial

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

[redacted]

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00700
National Incident Management System
(NIMS) an Introduction

Issued this 09th Day of September, 2005

Stephen G. Sharro
Director, Training Division

0.3 CEU

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: officer DATE: 05/06/05

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase I

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	.40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: ASP or Taser Recert.

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 08/18/05

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remmington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	Ok
2. Pass	
3.	
4.	

COMMENTS: State Approved Agency Qualification
NIMS Training IS-700

Instructor / Trainer Name & PSN: [signature] 198

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 11/17/05

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	.40	[redacted]
	2. Remington	870	12Ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	
2. PASS	
3.	
4.	

COMMENTS: Tactical Shotgun Sling Shotgun qualification
Low light qualification Issued Duty Ammo

Instructor / Trainer Name & PSN: D.R. Beaman 94

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter
3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform
breath tests in accordance with such laws and rules,
using the Intoxilyzer 5000 instrument.

Issued April 3, 2006

This permit expires **April 3, 2007**

DEPARTMENT OF HEALTH * STATE OF OHIO *

DIRECTOR OF HEALTH

Application Date
November 15, 2005

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MIAMI TOWNSHIP POLICE SWORN PERSONNEL				
Unit No.	Name	2 Hour Drug Free Workplace	4 Hour Drug Free Workplace	4 Hour Legal Update
12	Adams, Jerry	03/17/06	02/22/06	03/03/06
57	Albert, Ben	03/17/06		03/24/06
49	Aronoff, Scott	03/17/06		03/24/06
16	Ashcraft, Ed	02/15/06		03/24/06
37	Beatty, Tim	02/15/06		03/03/06
11	Burling, Robert	02/16/06	02/22/06	03/24/06
56	Carlton, Jason	03/17/06		03/10/06
29	Comer, Todd	02/16/06		03/03/06
2	DiPietro, John	02/15/06	02/22/06	03/10/06
47	Duffey, Shane	03/17/06		03/03/06
45	Etter, Jason	03/17/06		03/10/06
13	Fitzgerald, Scott	03/17/06	02/22/06	
31	Garrison, Terry	02/15/06		03/24/06
32	Hovey, Dan	02/16/06		03/10/06
30	Huwer, Mike	02/15/06		03/03/06
48	Knierim, Mike	03/17/06		03/03/06
52	Kramer, Jason	03/17/06		03/10/06
1	Krug, Chris	03/17/06	02/22/06	03/10/06
59	Landis, Kevin	03/17/06		03/10/06
55	Littlefield, Eric	03/17/06		03/24/06
27	Mays, Mike	02/15/06		03/24/06
33	McCoy, Pat	02/15/06		03/03/06
[redacted]		03/17/06		03/10/06
58	Miller, Scott	03/17/06		03/03/06
26	Moore, Scott	02/16/06		03/10/06
42	Neer, Jim	03/17/06		03/10/06
51	Nicley, Matt	03/17/06		03/10/06
14	Nienhaus, Paul	03/17/06	02/22/06	03/03/06
35	Ooten, Dave	02/15/06		03/10/06
15	Phares, Jay	02/16/06	02/22/06	03/03/06
34	Ratay, Dave	02/15/06		03/24/06
40	Sakal, Robert	03/17/06		03/03/06
38	Seifert, Tom	03/17/06		
50	Sloop, W. Howard	03/17/06		03/24/06
[redacted]		03/17/06		03/10/06
41	Stites, Greg	03/17/06		03/03/06
54	Strope, Nancy	03/17/06		03/03/06
10	Thompson, Rex	02/15/06	02/22/06	03/03/06
[redacted]		02/15/06		03/10/06

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 05/01/06

LAST NAME: [redacted]

AGENCY: Miami Twp P.D PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase 1

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: ASP and OC Recertification

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

RADIO INTEROPERABILITY TRAINING			
NAME	SIGNATURE	DATE	
Neer, J.		05/8/06	
Nicley, M.	OFC	5/4/07	NO
Nienhaus, P.	SGT	5-3-07	NO
Ooten, D.		5-16-06	
Phares, J.	Sgt. J.S. Phares	05/08/06	
Ratay, D. 2.8		12/29/06	
Sakal, B.		5 8-06	
Seifert, T. 7.3		12/28/06	✓
Sloop, H. 3.3	H. Sloop (50)		NO
[redacted]		05-08-06	
Stites, G.		5-8-06	
Strope, N.	N. Strope 54	11-2-06	
Thompson, R.	Lt. R. Thompson 10	5/16/06	
[redacted]		5-16-06	
Bailey, C.	Molly J Bailey	5-8-06	
Chapman, J.		11/2/06	
Coppock, N.	Nancy Coppock	5-15-06	
Haer, D.	Deborah J Haer	11-2-06	
Johnson, D.	Dawn Johnson	5/16/06	
Kuntzman, W.	Bill K	11/2/06	
Whiteman, K.		15 May 06	
Perry, M	Mindy Perry	11/2/06	
Hesler, D.		05/18/07	
Siney, M.		5-18-07	
05/08/06			

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 04/19/06

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Remington	870	12ga	Range
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	
2. PASS	
3.	
4.	

COMMENTS: Agency State Approved qualification

Instructor / Trainer Name & PSN: Dep R. Boyd 94

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

August 10, 2006

TO: [redacted]
2nd Relief Road Patrol

FROM: Sgt. R. A. Thompson
Road Patrol Sergeant

TOPIC: [redacted] **Tardiness**

On August 7, 2006, you clocked-in for duty at 0743 hours, which is forty-three minutes after your designated starting time of 0700 hours. You stated the reason you were late was because you over-slept and didn't set your alarm clock.

I checked your personnel files for like and similar violations. None were found that were consistent with time parameters established by the Union Agreement.

Therefore, you are being issued a **Corrective Counseling** for violation of the Rules of Conduct, Rule 105, Reporting for Duty, of the Miami Township Police Standard Operating Procedures which states;

"Members of the police department shall report for duty at the time and place required by assignment and shall be properly equipped and dressed so that they may immediately assume their duties."

Further, you are being cautioned that future violations of this nature may result in more stringent action being taken.

Sgt. R A Thompson #10
Sgt. R. A. Thompson #10
2nd Relief Supervisor

"I have read and understand the above report. My signature is acknowledgment of receipt only, and does not imply my concurrence with the contents."

[redacted] 08/14/06
Date

J. Robb 8/14/06
Witnessing Supervisor Date

OK. MAT
8-10-2006

Approved: John C King
8-10-06

Miami Township Police Department

Inter-Office Memo

Date: 08/07/06

To: Sgt. Thompson

Accidentally overslept. Evidently I forgot to set alarm.

* Clocked in at 0743 which is forty-five minutes late for duty

Sgt. R. Thompson ID
Rec. 8/7/06
0800 hrs

Signed: [redacted]
MTPD # 40

Unit Number: [redacted]

THIS SIDE FOR **FIRST** WEEK

NO. PAY END

[redacted]

Pay Period: 18
NAM 08/06/06 - 08/19/06
Unit Number: [redacted]

TOT

C8916
8-7 Late for duty 3/4 hr Pat

DO NOT PUNCH ABOVE THIS LINE

Pat [redacted] 8 1/2
Pat 8 1/2
Pat 8 1/2
Pat 7 3/4
Pat 8 1/2

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

[redacted]

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00100.LE
Introduction to the Incident Command System,
I-100 for Law Enforcement

Issued this 4th Day of November, 2006

Cortez Lawrence, PhD
Superintendent
Emergency Management Institute

0.3 CEU

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

[redacted]

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00200
ICS for Single Resources and Initial Action Incidents

Issued this 4th Day of November, 2006

Cortez Lawrence, PhD
Superintendent
Emergency Management Institute

0.3 CEU

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 11/17/06

LAST NAME: [redacted]

AGENCY: Miami Township PD PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase IV

Hours Attended 8hrs Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	.40	[redacted]
	2. Remington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

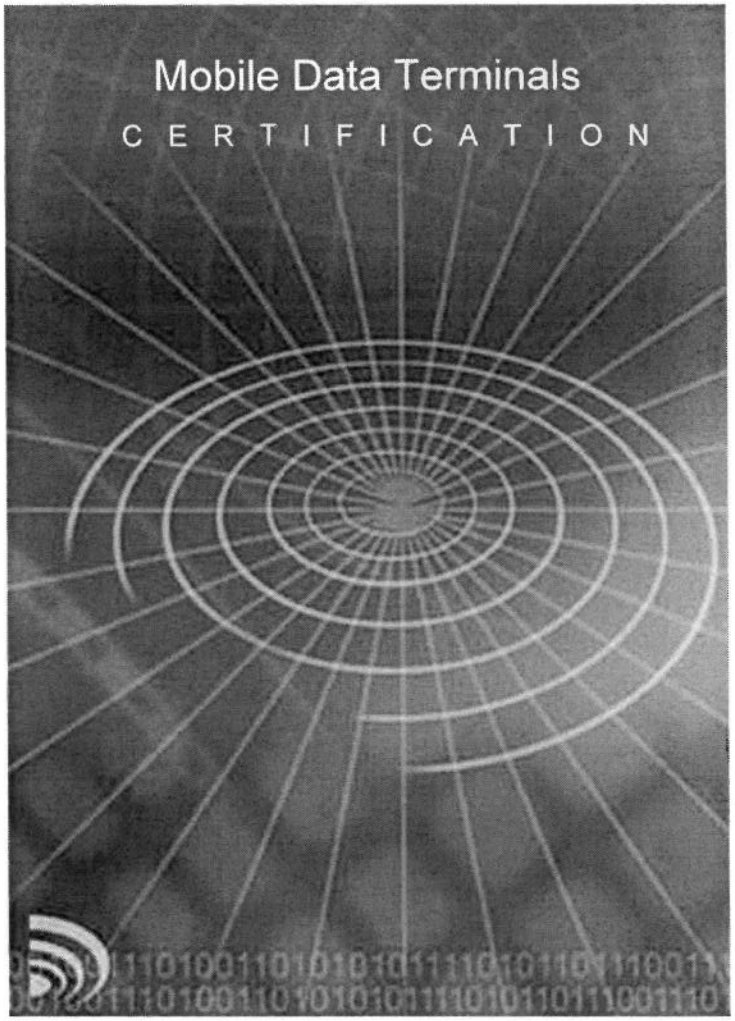
SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. SS	
2. SS	
3.	
4.	

COMMENTS: Use of Force
Weapon Retention
Low Light Qualification

Instructor / Trainer Name & PSN: [signature]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048



This document certifies that

[redacted]

has passed the

Mobile Data Terminals

test and should be afforded the rights and responsibilities pertaining thereto.

Awarded this
05 day of February, 2007

Certification Test Results for [redacted] on February 5, 2007

PASSED

CERTIFICATION TEST: Mobile Data Terminals
TOTAL CORRECT: 21
TOTAL EXERCISES: 25
PERCENTAGE CORRECT: 84%

CATEGORIES
85% Administrative
83% Query

Miami Township Police Department
Training Sheet

Topic: Bank Robbery Response Video 2007

Officer	Date & Initial
Jerry Adams	JTA 2/28/07
Ben Albert	BA 2/27/07
Scott Aronoff	SA 2.27.07
~~Ed Asheraft~~	
Tim Beatty	TRB 03-03-07
Bob Burling	RBB 3-1-07
Jay Carlton	JWC 02/28/07
Todd Comer	TAC 3/1/07
John DiPietro	
Shane Duffey	SD 2-27-07
Jason Etter	JE 3/3/07
Scott Fitzgerald	SF 2-27-07
Terry Garrison	TGA 3-1-07
Dan Hovey	DH 2/28/07
Mike Huwer	MW #3 3/9/07
Mike Knierim	MK#49 02-27-07
Jason Kramer	JK#52 3/1/07
Chris Krug	
Kevin Landis	2-27-07 KJL 59
Eric Littlefield	2-27-07
Mike Mays	3-6-07
Pat McCoy	PM#60
[redacted]	02-28-07
Scott Miller	#58 2-27-07
Scott Moore	SM 03-16-07
Jim Neer	JN 2/27/07
Matt Nicley	MRN 2/27/07
Paul Nienhaus	PGN 3-3-07
Dave Ooten	DKO 2-28-07
Jay Phares	JP 02/27/07
Dave Ratay	3-3-07 DR
Bob Sakal	55 - 3-15-07
Tom Seifert	TS 02/28/07
Howard Sloop	2-27-07 HS 50
[redacted]	3-01-07 [redacted]
Greg Stites	3-6-07 GS
Nancy Strope	2-27-07 NS
Rex Thompson	3-3-07 RT
[redacted]	02/28/07 [redacted]

Officer	Date & Initial

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Issued April 3, 2007

This permit expires **April 3, 2008**

DEPARTMENT OF HEALTH * STATE OF OHIO *

Application Date
March 14, 2007

DIRECTOR OF HEALTH

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Miami Township Police Department
LASER Certification Training

[redacted]

Has successfully completed a course of instruction in laser speed measurement.

May 2007

Sgt. Jerry Adams,
LASER Certified Instructor

John C. Krug
Chief of Police

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LITHO. IN U.S.A.

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 05/01/07

LAST NAME: [redacted]

AGENCY: I PSN/ID #: [redacted]

LOCATION: X Training Center ____ Range ____ Other: ____

Course Title Phase I First Aid CPR

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1.			
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: [illegible] 154

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MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 07/31/07

LAST NAME: [redacted]

AGENCY: Miami Twp. Police PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	.40	[redacted]
	2. Remington	870	12ga.	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	✓
2. PASS	
3.	
4.	

COMMENTS: ASP, OC Recertification

Instructor / Trainer Name & PSN: [illegible]

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Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 10/29/07

LAST NAME: [redacted]

AGENCY: Miami Twp P.D. PSN/ID #: [redacted]

LOCATION: ✓ Training Center _____ Range _____ Other: _____

Course Title Victim Advocate / Active Shooter (Rapid Response)

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1.			
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: _____

Instructor / Trainer Name & PSN: [illegible]

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MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 11/05/07

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range Other:

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	.40	[redacted]
	2. Remington	870	12ga.	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	✓
2. PASS	
3.	
4.	

COMMENTS: Pistol/Shotgun Night Regual
Laser Shot system / Judgemental Shooting
Use of force lecture
Professional Steps

Instructor / Trainer Name & PSN: [redacted]

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Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Issued April 3, 2008

This permit expires **April 3, 2009**

DEPARTMENT OF HEALTH * STATE OF OHIO *

Application Date
December 05, 2007

Alvin J. Jackson, M.D.

DIRECTOR OF HEALTH

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MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Officer DATE: 04/10/08

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: X Training Center ____ Range ____ Other: ____

Course Title Phase I

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1.			
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: Use of Force Policy Review; ASP Rect; Q+A Tabletop Exercise on Perception; Visual blood loss Demo; O.C. Rect; Laser shot system/Judgmental; Taser Rect; Group Defense Techniques

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

September 3, 2008

TO: [redacted]
2nd Relief Road Patrol

FROM: Sgt. R. A. Thompson
Road Patrol Sergeant

TOPIC: **Sick Notification Violation**

On August 28, I was notified by Sgt. Fitzgerald, you called in sick on August 26, 2008 at approximately 0649 hours. Your shift begins at 0700 hours. This is in violation of Article XIX, Section 7, Reporting Requirement, of the Collective Bargaining Agreement.

I checked your personnel files for like and similar violations. None were found that were consistent with time parameters established by the Union Agreement.

Therefore, you are being issued a **Corrective Counseling** for a violation of Article XIX, Section 7, Reporting Requirement, of the Collective Bargaining Agreement, which states;

"Employees of the police department are required to notify their immediate supervisor or other designated persons at least one (1) hour prior to their scheduled reporting time on the first day of absence unless emergency conditions or the absence of any personnel at the Police Department make such a reporting impossible."

Further, you are being cautioned that future violations of this nature may result in more stringent action being taken.

Sgt R. A Thompson 10
Sgt. R. A. Thompson #10
2nd Relief Supervisor

"I have read and understand the above report. My signature is acknowledgment of receipt only, and does not imply my concurrence with the contents."

[redacted] 09/04/08
Date

Sgt. [redacted] 09-04-08
Witnessing Supervisor Date

OK. MAT. 9-3-2008

Approved: 9-3-08

August 28, 2008

To: Rex Thompson
Sergeant, Second Relief

From: Scott Fitzgerald
Sergeant, First Relief

Subject: Contractual Violation by [redacted]

On August 26, 2008, I was notified by our Communications Center that a member of the Second Relief was reporting that he would not be in for duty. I was advised of this at 0649 am. I asked Disp. Coppock to have the officer call me on my personal cell phone as I had left my department issued cell phone in my office. One minute later at 0650 hours, I received a call from [redacted] from phone number [redacted] He told me that he would not be in for his assigned shift at 0700 hours this date because he was "sick". I asked him what was wrong and he stated that he "did not feel good". I told him that I hoped he felt better later and ended the call.

According to Article XIX, Section 7 of the Collective Bargaining Agreement, officers "are required to notify their immediate supervisor or other designated persons at least one (1) hour prior to their scheduled reporting time". In this instance, [redacted] violated Article XIX, Section 7 and gave no viable reasonable for the delay in reporting his absence.

Sgt. S. Fitzgerald

Sergeant Scott Fitzgerald

Miami Township Police Department Date: 9/1/08

Employee Right to Representation Signature Form

You are notified of the existence of an investigation of possible misconduct on your part. You have the right to be represented during any interview/hearing.

Supervisor's Signature: Sgt. R A Thompson 10

Received by: [redacted]

Copy to Employee
Original Maintained by Supervisor

MTPD # 76

To: Sgt. Thompson
From: [redacted]
Date: 09/01/08
Re: Calling Off Sick 08/26/08

On 08/26/08 I called off sick at approximately 0645-0650 hrs. I was aware per policy/contract I need to give one hour notice and I failed to do that.

I was up and down all that night [redacted] I had also been dealing with a [redacted] was going to try to make it in however when it was getting close to the time I needed to leave I was in the bathroom. When I finally got out it was past the hour.

Per our conversation I know it looks bad given my recent problem with tardiness. When I was tardy in the past I called in and let the dispatcher know I was running late but on my way. I was also honest with you knowing the progression of discipline (i.e. warnings, day off, two day off, etc.).

I called off on 08/26/08 because I was sick, not because I was going to be tardy.

Respectfully;

[redacted]

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 10/21/08

LAST NAME: [redacted]

AGENCY: Miami Twp PD PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title MCSO State Pistol Requal.

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
(Re-Certification)
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remington	870	12ga	Range Gun
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	✓
2. Pass	
3.	
4.	

COMMENTS: Low light Pistol + Shotgun
Victim Advocacy
- Death Notification
- Bridging the gap

Instructor / Trainer Name & PSN: MS/196

White: Training Center Yellow: Agency Copy Pink: Individual Copy

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Stegall	Cameron	
Stewart	John	John Stewart 9:00 AM
Stites	Gregory	G. Stites 2:00 P.M.
Strope	Nancy	N. Strope 2:00 pm
Sweet	Russell	
Swogger	Benjamin	Ben Swogger 9:00 AM
Thomas	Joshua	
Thompson	Rex	Rex A. Thompson 2pm
Wade	Wesley	Wesley Wade 9:00 AM
Warrick	Christopher	
Weishaar	Jason	
Wenclewicz	Stephen	
Whiteman	Kelly	
Wilcox	Michael	
Williamson	Courtney	
Willis	Jonathan	
Wilmot	Kenneth	
Wilson	Fredrick	
[redacted]		2pm
		10-27-08 2:00
Zink	Aaron	
Steward	Kyle	Kyle Steward 9:00 AM

500

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Issued April 3, 2009

This permit expires **April 3, 2010**

DEPARTMENT OF HEALTH * STATE OF OHIO *

Application Date
November 18, 2008

DIRECTOR OF HEALTH

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MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 03/10/09

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: X Training Center _____ Range _____ Other: _____

Course Title Phase I

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1.			
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: First Aid CPR Infant, Child, Adult AED

Instructor / Trainer Name & PSN: [signature] #337

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Revised 2-01 Form 0048

Maj John DiPietro #15 MAR 16 2009 Miami Twp. Police

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 06/09/09

LAST NAME: [redacted]

AGENCY: Miami Township PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	DC
2. PASS	DC
3.	
4.	

COMMENTS: State Pistol + Shotgun Qual.
Low Light
Use of Force Lecture + Test

Instructor / Trainer Name & PSN: [signature] #337

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Miami Township Police Department
Training Sheet

Topic: Regional Dispatch Radio Protocol Training

Officer	Date & Initial
Jerry Adams	8/25/09
Ben Albert	8/25/09
Tim Beatty	TWB 8/25/09
Bob Burling	Reb 8-25-09
Todd Comer	
John DiPietro	8/25/09
Shane Duffey	SD 8-25-09
Jason Etter	JE 8/25/09
Julie Fiebig	
Scott Fitzgerald	SF 8-26-09
Doug Hesler	DWH 08/25/09
Dan Hovey	
Bill Jones	BJ 8/25/09
Mike Knierim	
Jason Kramer	#52 8/25/09
Chris Krug	
Kevin Landis	KJL 59 8-25-09
Mike Mays	MM 75 8.25.09
Pat McCoy	PM 25AUG09
[redacted]	
Scott Miller	
Scott Moore	Scott Moore
Jim Neer	
Matt Nicley	
Paul Nienhaus	
Dave Ooten	DKO 8-25-09
Jay Phares	JP 08-25-09
Dave Ratay	DR 8-25-09
Bob Sakal	RS 8.25.09
Tom Seifert	
Mike Siney	
Howard Sloop	
[redacted]	
Greg Stites	
Nancy Strope	N.S. 8-25-09
Rex Thompson	Rex T 8/25/09
Shawn Todd	
[redacted]	8/25/09

Officer	Date & Initial

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 09/08/09

LAST NAME: [redacted]

AGENCY: Miami Twp P.D. PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase III

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	OK
2.	
3.	
4.	

COMMENTS: LEADS, Wireless Calls, Criminal Ttelligence, Core Values, Duty Belt tools, Active Shooter, Response, Developing the combative Mind

Instructor / Trainer Name & PSN: [signature] 337

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Effective Date April 3, 2010

This permit expires **April 3, 2011**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
March 04, 2010

Richard J. Jackson, M.D.

DIRECTOR OF HEALTH

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Miami Township Police Department

This Certifies that

[redacted]

*is trained in the proper and safe use of the TASER® X26 Electronic Control Device and has passed the requirements of the **Miami Township Police Department** TASER X26 training program under the supervision of a Certified Instructor.*

In Witness Whereof, Certified Instructor
Officer Mike Siney and Sergeant Jay Phares
have certified the successful completion of the training requirements this day:
April 26, 2010

Certified Instructor:

Officer Mike Siney

Sergeant Jay Phares

Certified Instructor ID:

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LITHO. IN U.S.A.

TASER® Device User Certification Application

PRINT LEGIBLY AND CLEARLY PLEASE!

Which device were you certified in (check one or both): ☐ XREP ☒ X26 ☐ X3

Rank: Officer Name: [redacted]

Agency: Miami Twp PD

Phone: (937) 554-5251 Fax: _____

Address/State/Zip: 2640 Lyons Rd

Miamisburg OH. 45342

Number of answers correct: _____ out of **28** for X26 only test (80% minimum = **22**), or out of **33** for M26 only test (80% minimum = **26**), or out of **15** for XREP user test (80% minimum = **12**), or out of **20** for X3 user test (80% minimum = **16**)

Instructor to initial that student has successfully completed the following practical application tests:

MHJ ✓ Demonstration of proper finger positions for aiming and firing.

MHJ ✓ Officer can control unit adequately when commanded "Arm - Spark - Safe" at random.

MHJ ✓ Officer can remove and reinstall battery correctly.

MHJ ✓ X26: Reload TASER device 5 times in 15 seconds (watch finger position, disqualify for fingers in front of blast doors).

MHJ ✓ X26: Draw TASER device (select the unit most likely to be used in the field) hit target at 8 feet, reload, hit 2nd target at 12 feet with laser sight (time limit 10 seconds).

Rep. 1 sec. Deployment. MHJ

____ X3: Conduct arc display

____ X3: Advance through cartridges using the ARC Switch

____ X3: Draw TASER device, hit target at 8 feet, advance to next cartridge, hit 2nd target at 12 feet with laser sight (time limit 10 seconds).

____ Recommend firing five XREP training rounds at varying target ranges from 15 feet to 100 feet.

I hereby certify that the above named applicant has successfully completed a minimum of six hours of training, has passed the written test with a score of 80% or better, has passed the above functional tests, has demonstrated proficiency in the function and use of the TASER Electronic Control Device checked above and is hereby certified as a trained user of this system.

Attested by Certifying Instructor: Mike Strang (Print Name) _____ (Signature)

Date: 4-26-2010

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Recommended TASER® X26 / M26 / X3 User Certification Checklist

These requirements are considered to be the basis for a sound understanding of how and when to use the TASER device and should be completed prior to deployment. A copy of each user's Certification Test should be kept in department records to validate certification.

MMS **Complete minimum 6 hours of instruction:**
The user should have completed a minimum of 6 hours of instruction under the guidance of a certified instructor. Coursework shall include all topics in User Lesson Plan, including all drills and functional demonstrations.

MMS **Pass Written Examination**
User should pass written examination with a score of 80% or greater.

MMS **Pass Functional Test**
User should pass all functional tests listed on the User Certification Application

MMS **Discharge two TASER Cartridges or two Smart Cartridges (at least one simulation cartridge for scenario training recommended)**
The user should discharge two (2) cartridges to both familiarize the user with the functions of the system as well as to test aptitude. A minimum of two (2) cartridges must be discharged for certification. The user must be able to hit the target from 8 feet without the laser sight, and must be able to hit the target from 12 feet using a laser sight and discharging two cartridges within 10-second time limit. Students who do not hit the target should be run through aiming drills, and directed to discharge again. Users should not be qualified until they have passed both firing tests.

User Certification is valid for a period of one year. Users must re-certify annually.

Re-certification Checklist

____ **Pass Functional Test**
User must pass all functional tests listed on the User Certification Application.

____ **Fire a minimum of two (2) cartridges**
The user must fire a minimum of two (2) cartridges to both re-familiarize the user with the functions of the system as well as to test aptitude. These can be standard duty cartridges fired at a target, or blue (LS) simulation cartridges used in conjunction with the simulation suit.

The time minimum for re-certification is left to each agency. It is suggested Instructors go over tactics, overview of how the devices work, and policy issues.

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TASER™

Protect Life

17800 N 85th St., * Scottsdale, AZ 85255 * USA * 800-978-2737 * Fax 480-905-2034
www.TASER.com

VERSION 16

TASER® X26 User Certification Test

PRINT LEGIBLY AND CLEARLY PLEASE!

Name: [redacted] Dept. / Company: Miami Township PD

Training Date: 04/26/16 Location: MTPD

1. What do the green blast doors indicate on a TASER cartridge?
   a) 21 ft of line, extended probe needle, regular probe weight
   b) 25 ft of line, regular probe needle, heavier probe weight
   (c) 25 ft of line, extended probe needle, heavier probe weight
   d) 21 ft of line, regular probe needle, regular probe weight

2. Electricity follows;
   a) The path of most resistance
   b) From top to bottom following gravity
   (c) The path of least resistance between the probes
   d) Or flows to any metal in contact

3. If you see a "P" on the CID of a TASER X26;
   a) Immediately pull the DPM out
   b) Turn on the device and spark test it
   c) Pull DPM out during boot up sequence
   (d) Leave it alone until after it has finished the boot up sequence

4. According to TASER V16, the proper term to describe the TASER Devices is:
   a) Propelled Energy Device
   b) Conducted Energy Weapon
   (c) Electronic Control Device
   d) Extended Stun Device

5. The 15, 21, and 25 foot cartridges propel the probes at a _____ downward angle:
   a) 7 degree
   b) 8 degree
   c) 4 degree
   d) 21 degree

6. When left in the armed position, the TASER CAM will record audio/video for _____ until powering down to sleep mode:
   a) 90 minutes
   b) 30 minutes
   c) 45 minutes
   d) 20 minutes

7. The human nervous system has three main components that work together as a system. Which of the three components functions to send signals to the brain about such things as relative body positioning and pain?
   a) Central nervous system
   b) Motor nervous system
   c) Sensory nervous system
   d) Century nervous system

8. The two phases of Shaped pulse technology are:

   Arc

   Stim[redacted]

9. What nerves are responsible for voluntary skeletal muscle movement:

   Motor [redacted]

10. According to the TASER V16 training DVD the term used for describing the incapacitating affects of the TASER ECD is;
    a) Electro-muscular disruption (EMD)
    b) Electro-muscular incapacitation (EMI)
    c) Neuro-muscular disruption (NMD)
    d) Neuro-muscular incapacitation (NMI)

11. Which part of the human nervous system functions as the Command Center?
    a) Nerve Expressway
    b) Motor nervous system
    c) Sensory nervous system
    d) Brain and Spinal cord

12. The probes are propelled from the TASER cartridge by:
    a) Primer propellant
    b) Compressed Argon gas
    c) Compressed Nitrogen
    d) Compressed blended gas (proprietary secret blend)

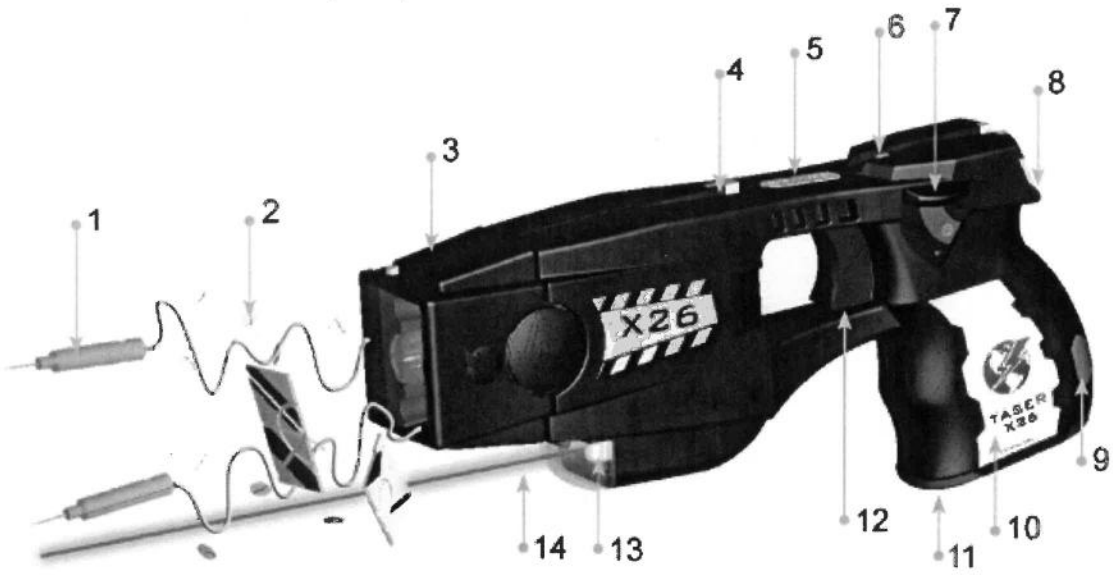
13. The TASER X26 NMI Weapons affect the:
    a) Motor nervous system only
    b) Sensory nervous system only
    c) Sensory and motor nervous systems
    d) Cardiac system

14. The "TASER-Wave" electronic signals of the TASER X26 are effective:
    a) Through up to two inches of clothing.
    b) Through some types soft body armor.
    c) Through lightweight clothing.
    d) All of the above.

15. The TASER X26 will store what information for each trigger pull?
    a) Time, Date, Cartridge Number
    b) Time, Date, Duration, Body Temperature
    c) Date, Duration, Body Temperature, Temperature
    d) Time, Date, Duration, Battery Life, Temperature

16. The 21 foot standard cartridge has:
    a) Yellow blast doors
    b) Silver blast doors
    c) Green blast doors
    d) Orange blast doors
    e) Blue blast doors

TASER® X26 NOMENCLATURE
Identify the parts of the TASER X26



A.	Trigger	12
B.	Digital Power Magazine (DPM)	11
C.	TASER Cartridge	3
D.	Mechanical Sight	4
E.	Safety Switch	7
F.	DPM Release Button	9
G.	Stainless Steel Shock Plate	10
H.	Built-in Laser (pointing to beam)	14
I.	Central Information Display (CID)	8
J.	Probes	1
K.	Low Intensity Lights	13
L.	Serial Number Plate	5
M.	Illumination Selector Switch	6
N.	AFID Tags	2

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 06/03/10

LAST NAME: [redacted]

AGENCY: Miami Twp P.D PSN/ID #: [redacted]

LOCATION: ✓ Training Center _____ Range _____ Other: _____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	
	2. Remington	870	12ga	Range Gun
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: Crimes against those w/ special needs, Judgemental Shooting, Gas mask fit test, Practical Handgun applications, partner drill, Dot torture

Instructor / Trainer Name & PSN: [illegible]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

FIT TEST PASS

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Retrd DATE: 09/03/10

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: X Training Center X Range _____ Other: _____

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remington	870	[illegible] 12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2. PASS	
3.	
4.	

COMMENTS: _____

Instructor / Trainer Name & PSN: Sgt. [illegible] 116

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol DATE: 09/03/16

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: X Training Center X Range _____ Other: _____

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remington	870	~~Remington~~ 12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2. PASS	
3.	
4.	

COMMENTS: _____

Instructor / Trainer Name & PSN: [signature] 116

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

September 20, 2010

To: Connie Depew

From: Leah O'Malley

Subject: Roll Call training for software upgrade & new mug system.

I completed a 30 minute roll call training concerning the Tiburon software upgrade for ARS with all road patrol officers except: Rex Thompson, Mike Knierim, Bob Sakal, Dan Hovey, Jason Kramer, [redacted] Scott Miller and Howard Sloop. I spoke to all of them (except Hovey, Miller, Knierim) during a separate roll call training. The original software (Navigator) was removed about half way through the upgrade causing the need for training in Navigator to no longer be necessary.

I completed a 15 minute roll call training for the new mug shot system with all officers except: [redacted] Mike Knierim, Dan Hovey, Scott Miller and Doug Hesler. I will train [redacted] and Doug as soon as possible.

Leah K. O'Malley
Administrative Assistant

Sakal trained on both per Leah 9/20.

Detectives - Mug Shot System Only

[redacted] trained on Mug Shot System 9/21/10.

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • John C. Krug, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol Officer DATE: 01/15/11

LAST NAME: [redacted]

AGENCY: Miami Twp LOCATION: MTPD / MCSO

COURSE TITLE: Patrol Riffle Qualification HOURS ATTENDED: 7.75

SAFETY CHECK: OK

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Colt	M16	5.56	MTPD Patrol Rifle
Glock	22	.40	

SCORE: PASS (FAIL)

COMMENTS: MTPD RIFLE WITH E.O. TECH

INSTRUCTOR : Det. [signature]

OHIO DEPARTMENT OF HEALTH

BUREAU OF ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Issued April 3, 2011

This permit expires **April 3, 2012**

DEPARTMENT OF HEALTH * STATE OF OHIO *

Application Date
January 26, 2011

DIRECTOR OF HEALTH

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LITHO. IN U.S.A.

HEARTSAVER FIRST AID HEARTSAVER FIRST AID

Heartsaver®
First Aid

American Heart Association®

PEEL HERE

[redacted]

This card certifies that the above individual has successfully completed the objectives and skills evaluations in accordance with the curriculum of the AHA Heartsaver First Aid Program.
Optional Module completed if **NOT** marked out: Written test

02/2011
Issue Date

02/2013
Recommended Renewal Date

Training Center Name: Sinclair Community College TC ID #: OH03335

TC Info: Dayton, Ohio 45402 937-512-2973

Course Location: Sinclair Community College

Instructor Name: Mark Worley Inst. ID #: 2112295445

Holder's Signature

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Strike through the modules ***NOT*** completed.
This card contains unique security features to protect against forgery.

90-1814 3/11

Miami Township Police Department
Training Sheet

Topic: Electronically Recorded Interrogations & Live and Photo Line-ups

Officer	Date & Initial
Jerry Adams	JA 2/1/11
Ben Albert	BA 2/1/11
Tim Beatty	T. Beatty 1/10/11
Bob Burling	Bob Burling 1-10-11
Todd Comer	TComer 01/11/11
John DiPietro	
Shane Duffey	1-10-11
Jason Etter	1/10/11
Julie Fiebig	
Scott Fitzgerald	SF 1-10-11
Doug Hesler	01/10/11
Bill Jones	BJ 1-10-11
Jason Kramer	2/1/11
Chris Krug	3-30-2011
Kevin Landis	KL 59 1-10-11
Mike Mays	MGM 2.1.11
Pat McCoy	
[redacted]	01-10-11
Scott Miller	11
Scott Moore	02-22-11
Jim Neer	1-10-11
Matt Nicley	1/10/11
Paul Nienhaus	PEN 2-1-11
Dave Ooten	DHO 1-10-11
Jay Phares	JP 01-10-11
Dave Ratay	2-1-11
Bob Sakal	BS 2-1-11
Mike Siney	1-10-11
Howard Sloop	02/01/11
[redacted]	02-1-11
Greg Stites	1-10-11
Nancy Strope	2-1-11
Rex Thompson	1-10-11
Raymond Swallen	1-10-11
Shawn Todd	02/01/11
[redacted]	2/01/11
JAMES SWEARINGEN	3/11/11

Officer	Date & Initial

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 02/14/11

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ____ Range ____ Other: ____

Course Title Phase I

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	40	[redacted]
2.			
3.			
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: [redacted] 70

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 06/30/11

LAST NAME: [redacted]

AGENCY: Miami Twp P.D. PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	40	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: Baton and O.C. Recert.
CODIS
Laser Shot Scenarios

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

LIFELOC TECHNOLOGIES, INC.

A COLORADO CORPORATION
DOES HEREBY CERTIFY

[redacted]

Miami Township P.D.

Has successfully completed the FC10 Basic Operation and Training Course.

This certificate of completion was issued July 17, 2011

Lifeloc TECHNOLOGIES

Not valid if printed after Dec 31st, 2011

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol DATE: 09/26/11

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range _____ Other: _____

Course Title Phase III

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remington	870	12ga	Range Gun
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2.	
3.	
4.	

COMMENTS: Pistol & Shotgun Qual., Low-Light Qual, UOF Policy Review, Taser Recert

Instructor / Trainer Name & PSN: [signature] 337

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

MIAMI TOWNSHIP POLICE DEPARTMENT
CANINE INSERVICE CLASSROOM

	NAME	DATE	SIGNATURE
1	Chief J.C. Krug	12-8-2011	
2	Major J. DiPietro	11-29-2011	
10	Sgt. R. Thopmson	11-29-11	Sgt R. A. Thompson 10
11	Sgt. R. Burling	12-8-11	Sgt R. Burling
13	Sgt. S. Fitzgerald	11-29-11	
14	Sgt. P. Nienhaus	11-29-11	
15	Sgt. J. Phares	11-29-2011	SGT J. S. Phares
52	Sgt. J. Kramer	11/29/2011	
26	Det. M. Moore	12-08-2011	Det. M Moore
27	Ofc. M. Mays	11-29-11	OFC. MAYS
29	Det. T. Comer	12-8-11	Comer
33	Ofc. P. McCoy	29NOV11	Ofc. 33
34	Ofc. D. ~~Reytay~~ Raley	11-29-11	
35	Ofc. D. Ooten	11-29-11	Ofc. Ooten
37	Ofc. T. Beatty	11-29-11	Ofc T.K. Beatty 937
40	Ofc. B. Sakal	11-29-11	
41	Ofc. G. Stites	1-15-2012	
52	Ofc. J. Neer	11/30/11	
[redacted]		11/30/11	[redacted]
[redacted]		11/29/11	
45	Det. J. Etter	12/8/11	
47	Ofc. S. Duffey	11-29-11	SD
50	Ofc. H. Sloop	11-29-11	H Sloop #50
51	Det. M. Nicley	12/8/11 [redacted]	Det.
[redacted]		11-29-11	
54	Ofc. N. Strope	11-29-11 NA.	Ofc. Strope #54
57	Ofc. B. Albert	11-29-11 BA	
58	Ofc. S. Miller		
59	Ofc. K. Landis	11-30-11	Ofc Landis #59
60	Ofc. D. Hesler		
61	Ofc. M. Siney	11-30-2011	
62	Ofc. J. Fiebig	11-29-11	
63	Ofc. S. Todd	11-29-11	Shawn Todd
65	Ofc. W. Jones	11-29-11	B. Jones
66	Ofc. R. Swallen	11-30-11	#66
[redacted]		11-30-11	[redacted]
68	Ofc. J. Swearingen	11-29-11	

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 02/23/12

LAST NAME: [redacted]

AGENCY: Miami Twp P.D. PSN/ID #: [redacted]

LOCATION: ✓ Training Center _____ Range _____ Other: _____

Course Title Phase I

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1.			
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2.	
3.	
4.	

COMMENTS: Subject Control Techniques, 7's, Handcuffing, Scenario based training, Stops and approaches, Mind Set lecture

Instructor / Trainer Name & PSN: Sutton #337

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Effective Date April 3, 2012

This permit expires **April 3, 2013**

DEPARTMENT OF HEALTH * STATE OF OHIO *

Theodore E. Wymyslo MD

DIRECTOR OF HEALTH

Application Date
February 16, 2012

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Motorcycle Safety

Completed on: 03/31/2012 *Completed in: 0:31:28*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Automobile Searches

Completed on: 04/05/2012

Completed in: 0:6:59

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Bridging the Gap

Completed on: 05/22/2012

Completed in: 0:43:17

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Crime Victim's Rights Introduction

Completed on: 05/22/2012

Completed in: 0:35:41

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police officer DATE: 07/24/12

LAST NAME: [redacted]

AGENCY: Miami Twp P.D. PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range _____ Other: _____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	40	[redacted]
	2. Remington ~~870~~	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. N/A	OK
2. Pass	OK
3.	
4.	

COMMENTS: Shotgun Shop - Regual, Baton Record, Gas Mask Fit Test
Laser Shot Scenario, Field Shop 870 Shotguns

Instructor / Trainer Name & PSN: SGT. [redacted]116

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Biological Evidence Collection and Retention

Completed on: 07/26/2012

Completed in: 0:32:37

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Awareness of Human Trafficking

Completed on: 08/12/2012

Completed in: 1:9:58

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Responding to Human Trafficking

Completed on: 08/12/2012

Completed in: 1:6:46

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Ethics and Professionalism

Completed on: 09/10/2012

Completed in: 0:20:27

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Consent to Search Part 1

Completed on: 10/15/2012

Completed in: 0:5:56

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Consent to Search Part 2

Completed on: 10/15/2012

Completed in: 0:5:25

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules,
using the Intoxilyzer5000 instrument.

Effective Date April 03, 2013
This permit expires **April 03, 2014**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
October 24, 2012

Theodore E. Wymyslo MD

DIRECTOR OF HEALTH

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 10/05/12

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range _____ Other: _____

Course Title Phase III

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remmington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2. Pass	OK
3.	
4.	

COMMENTS: Agency Requal, Taser Recert, Use of Force lecture and test, Human Trafficing lecture, low level light qual.

Instructor / Trainer Name & PSN: [redacted] #296

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

Miami Township Police Department
Training Sheet

Topic: New OH-1 Training effective Jan 1, 2013

Officer	initial-date
Ben Albert	BAR57 12-16-12
Tim Beatty	TWB 12-11-12
Mick Blankenship	
Todd Comer	TAC 1-30-13
Shane Duffey	SD 12-30-12
Jason Etter	JLE 1/25/13
Julie Fiebig	12-19-12
Scott Fitzgerald	1-22-13
Doug Hesler	12/11/12
Bill Jones	BJ 12-29-12
Jason Kramer	12/11/2012
Chris Krug	
Kevin Landis	
Jason Lay	12/9/12
Mike Mays	12-13-12
Pat McCoy	01/24/13
Scott Miller	12-11-12
Jim Neer	12/9/12
Matt Nicley	MRN 12/4/12
Paul Nienhaus	PGN 12-19-12
Dave Ooten	DKO 12-31-12
Jay Phares	JP 01/22/13
Dave Ratay	12-13-12
Bob Sakal	BS 1-23-13
Tyler Simpson	12-17-12
Mike Siney	1/25/13
Howard Sloop	HS 12.11.12
[redacted]	12/11/12
[redacted]	12-19-12
Nancy Strope	NA 12-15-12
James Swearingen	JS 12-15-12
Rex Thompson	12-4-12
[redacted]	12-19-12
Raymond Swallen	12-11-12
Shawn Todd	12-19-12
[redacted]	12-11-12
[redacted]	12/14/12

Officer	

(1)

Miami Township Police Department
Training Sheet

Topic: Sexual Harassment Video – Roll Call Training - 2013

Officer	
Ben Albert	BA 1-13-13
Tim Beatty	TWB 01-09-13
Todd Comer	TAC 1-15-13
Shane Duffey	SD 1-15-13
Jason Etter	1/11/13
Julie Fiebig	1-11-13
Scott Fitzgerald	
Doug Hesler	1/17/13
Bill Jones	BJ 1-10-13
Jason Kramer	#62 1/13/13
Chris Krug	1-8-2013
Kevin Landis	KJL 59 1-15-13
Mike Mays	1-11-13
Pat McCoy	10 JAN 13
Scott Miller	1-8-13
Jim Neer	1/09/13
Matt Nicley	1/27/13
Paul Nienhaus	PeN 1-15-13
Dave Ooten	DO 1-27-13
Jay Phares	JP 01/04/13
Dave Ratay	1-11-13
Bob Sakal	1-15-13
Tyler Simpson	TS 01/10/13
Mike Siney	1-11-13
Howard Sloop	01.08.13
[redacted]	01-08-13
Greg Stites	1-11-13
Nancy Strope	1-13-13
James Swearingen	1-16-13
Rex Thompson	1-27-13
[redacted]	01-10-13
Raymond Swallen	RFS 1-8-13
Shawn Todd	1-9-13
[redacted]	1-8-13
[redacted]	01/09/13

Employee	
Angie Adams	1/4/12
Connie Depew	1/03/12
Penny Hoisington	1/4/13
Susie Moseley	SM 1-4-13
Leah O'Malley	1-4-13
Paul Rieder	1-4-13
Lynn Schultz	01/04/13

HEARTSAVER FIRST AID CPR AED

Heartsaver®
First Aid CPR AED

American Heart Association®

PEEL HERE

[redacted]

This card certifies that the above individual has successfully completed the objectives and skills evaluations in accordance with the curriculum of the AHA Heartsaver First Aid CPR AED Program. Optional completed modules are those **NOT** marked out:

Child CPR AED | Infant CPR | Written test

02/2013
Issue Date

02/2015
Recommended Renewal Date

HEARTSAVER FIRST AID CPR AED

Training Center Name	Sinclair Community College	TC ID #	OH03335
TC Info	Dayton, Ohio 45402		937-512-2973
Course Location	Sinclair Community College		
Instructor Name	Joshua Tays	Inst. ID #	01130141158
Holder's Signature			

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Strike through the modules ***NOT*** completed.
This card contains unique security features to protect against forgery.

90-1815 3/11

emailed 4/1

OHIO PEACE OFFICER TRAINING ACADEMY

Registration Form

London Campus
1650 State Route 56, SW
London, Ohio 43140

Tactical Training Center
1960 US Route 42, SW
London, Ohio 43140

Richfield Campus
4055 Highlander Parkway
Richfield, Ohio 44286

Please fax or e-mail the completed form to (740) 845-0362 or opotaregistration@ohioattorneygeneral.gov

STUDENT INFORMATION

Nam[redacted]

Genc

Paym

AGENCY INFORMATION

Agency: Miami Township Police Department Approver/Contact: Chief John Krug

Address: 2660 Lyons Rd

City: Miamisburg County: Montgomery State: OH Zip: 45342

Phone: 937-433-2301 Fax: 937-433-5457 E-Mail jkrug@miamitownship.com
(Approver/Contact E-Mail)

BILLING INFORMATION *(IF DIFFERENT FROM ABOVE)*

Address: SAME Billing Agent:

City: County: State: Zip:

Phone: Fax: E-Mail
(Billing Agent E-Mail)

COURSE REGISTRATION

Course Title: Interview and Interrogation Course No: 03-020-13-02

Course Date(s): August 20-22, 2013 Tuition Fee: $195
(Private Security @ additional $25.00/day)

London Campus Only - All rooms are double occupancy and meals are included with tuition fee.

Overnight accommodations ($15.00/night) Yes ☐ No ☑ Arrival Date:

Agreement: Registered enrollees who do not attend and do not cancel the registration four business days prior to the course will be charged an administrative fee equal to one-half the total course fee. Upon the conclusion of a course, invoices are processed and forwarded to the designated billing address, check or money order are acceptable forms of payment (no cash or credit cards). The Ohio Peace Officer Training Academy will provide instruction in the course under competent instructors and assumes no responsibility other than the opportunity to learn under supervision. The Ohio Peace Officer Training Academy, Ohio Peace Officer Training Commission, and the Office of the Attorney General are hereby relieved of all liability. All courses are subject to cancellation. Enrollment in a course constitutes an acceptance of this agreement and the conditions stated. Signatures indicate approval for attendance, billing and agreement, as well as verification of applicant's affiliation with agency.

[redacted]

Authorizing Signature (Required for fee-based courses)

03/27/2013
Date

Revised 5/21/2013

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Ohio Peace Officer Training Academy

London Office: 740-845-2700 800-346-7682
Richfield Office: 330-659-2311 888-436-7282

Fax 740-845-2675 Fax 330-659-2401

April 1, 2013

CONTACT:
Chief John Krug
Miami Twp. Police Department - Montgomery
2660 Lyons Road
Miamisburg OH 45342-4406

STUDENT: [redacted]

Course Number	Course Name	Dates	Cost
03-020-13-02	Interview & Interrogation	8/20/2013-8/22/2013	$195.00

Tuition - $195.00
Room - 0 night(s) = $.00
Arrival Date -

Course Location: **OPOTA - London: Tactical Training Center**

Comments:

This is to confirm you are registered for the above named course. Courses are held 8:00-5:00 PM, unless otherwise stated above. Lodging is available at the London Campuses @ $15.00 per night; check-in time is after 4:00 pm. Students who do not attend and have not cancelled their registration four days prior will be charged 1/2 the total course fee. **Our standby policy has changed: If the course is full, you will not be automatically enrolled into the next available session. You will need to submit another form to attend the next class.**

OPOTA - London: Tactical Training Center – 1960 US Highway 42 SW, London, OH 43140 (Two (2) miles West of London).

OPOTA - London – 1650 State Route 56 SW, London, OH 43140 (Located three (3) miles South of I-70 on State Route 56, Exit #72 on I-70).

Richfield Campus – 4055 Highlander Parkway, Richfield, OH 44286 (Southwest of the intersection of Wheatley and Brecksville Roads).

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • John C. Krug, Chief

An Equal Opportunity Employer

RANK/TITLE: OFFICER DATE: 5/4/13

LAST NAME: [redacted] IDDLE:

AGENCY: Miami Twp. LOCATION: MCSO RANGE

COURSE TITLE: PATROL RIFLE QUAL HOURS ATTENDED: 3.5

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
COLT	M16	.556	DEPT. RIFLE

SCORE: PASS FAIL

COMMENTS: M16 WITH E.O. TECH. STATE APPROVED MCSO QUAL COURSE

INSTRUCTOR : Det. [redacted] 45

P4

May 18, 2013

To: Chief John Krug
Chief of Police

From: Sergeant Jason Kramer
Third Relief Supervisor

Re: [redacted] Training

Sir,

I spoke with [redacted] on Friday. He stated he has put in for this class and been registered in the past, but he has never had the opportunity to complete the class. [redacted] advised in the past the class was cancelled. Please advise if there is a certificate showing otherwise. He stated the only class similar to this he can recall is a court testimony class at OPOTA.

Jason #62

Sgt. Kramer
He is approved to attend!
Chief Krug

Attorney General
Betty D. Montgomery

Ohio Peace Officer
Training Commission

February 8, 2002

CONTACT:
Chief Krug
Miami Twp. Police Department
2660 Lyons Road
Miamisburg OH 45342-4406

STUDENT: [redacted]

Course Number	Course Name	Dates
03-020-02-06	Interview & Interrogation	10/7/2002-10/9/2002

Course Location: POTA

Comments:

This is to confirm your registration for the above course(s). If the date(s) is not what you requested, the course was full and you were put in the next available one.

Registered enrollees who do not attend and do not cancel their registration four (4) working days prior to the course WILL BE CHARGED an administrative fee equal to one-half the total course fee.

All Courses begin at 8:00 A.M. and generally continue each day till 5:00 P.M. (unless noted above). If you requested accommodations you may come the night before your class anytime after 4:00 P.M.

The Ohio peace Officer Training Academy is located three (3) miles south of I-70 on State Route 56. (Take Exit # 72 off I-70)

THIS IS THE ONLY CONFIRMATION THAT YOU AND THE DEPARTMENT WILL RECEIVE. Upon receipt of this letter, please notify your department of your confirmation. If you have any questions, please call the registrar at (800) 346-7682.

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Ohio Peace Officer Training Academy

London Office: 740-845-2700 800-346-7682
Richfield Office: 330-659-2311 888-436-7282

Fax 740-845-2675 Fax 330-659-2401

April 1, 2013

CONTACT:
Chief John Krug
Miami Twp. Police Department - Montgomery
2660 Lyons Road
Miamisburg OH 45342-4406

STUDENT: [redacted]

Course Number	Course Name	Dates	Cost
03-020-13-02	Interview & Interrogation	8/20/2013-8/22/2013	$195.00

Tuition - $195.00
Room - 0 night(s) = $.00
Arrival Date -

Course Location: **OPOTA - London: Tactical Training Center**

Comments:

This is to confirm you are registered for the above named course. Courses are held 8:00-5:00 PM, unless otherwise stated above. Lodging is available at the London Campuses @ $15.00 per night; check-in time is after 4:00 pm. Students who do not attend and have not cancelled their registration four days prior will be charged 1/2 the total course fee. **Our standby policy has changed: If the course is full, you will not be automatically enrolled into the next available session. You will need to submit another form to attend the next class.**

OPOTA - London: Tactical Training Center – 1960 US Highway 42 SW, London, OH 43140 (Two (2) miles West of London).

OPOTA - London – 1650 State Route 56 SW, London, OH 43140 (Located three (3) miles South of I-70 on State Route 56, Exit #72 on I-70).

Richfield Campus – 4055 Highlander Parkway, Richfield, OH 44286 (Southwest of the intersection of Wheatley and Brecksville Roads).

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol Officer DATE: 06/04/13

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ____ Training Center X Range ____ Other: ____

Course Title Phase II

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Glock	22	.40	[redacted]
	2. Remmington	870	12ga	Range Gun
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1.	
2. Pass	OK
3.	
4.	

COMMENTS: Shotgun Slug regional, ASP/Baton, record Documenting Use of Force lecture

Instructor / Trainer Name & PSN: [signature] 1846

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has participated in the advanced training course

03-020-13-02: Interview & Interrogation

at the Ohio Peace Officer Training Academy given

August 20 - 22, 2013

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Interim Executive Director
Ohio Peace Officer Training Commission

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: officer DATE: 10/08/13

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title Phase III

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

	WEAPON: Make	Model	Caliber	Serial Number:
*	1. Glock	22	40	[redacted]
	2. Remington	870	12ga	
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	AL
2. PASS	DR
3.	
4.	

COMMENTS: Pass Gas Mask Fit Test, State Pistol Qual., Shotgun Qual, Taser recert., Laser Shot Scenarios

Instructor / Trainer Name & PSN: Sgt. Wing 116

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Victims with Special Needs

Completed on: 01/12/2014 *Completed in: 0:41:48*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Law Enforcement Officer Response to People With Autism

Completed on: 01/12/2014 *Completed in: 0:28:57*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Fraud Against Seniors

Completed on: 01/19/2014 *Completed in: 0:57:40*

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Death Notification

Completed on: 01/25/2014

Completed in: 0:37:14

RECORD OF TRAINING

RANK/TITLE: OFFICER DATE: 1/28/14

LAST NAME: [redacted] MIDDLE:

AGENCY: Miami Twp. LOCATION: MCSO

COURSE TITLE: PHASE 1 HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER

SCORE: PASS FAIL

COMMENTS: During this phase, officers will participate in subject control exercises that will include weapon retention drills. Additional topics covered include straight baton re-certification, OC spray re-certification and handcuffing. Officers will be required to participate in low level light exercises that involve both manikins and live actors stressing shoot/no shoot decision making situations. This will be a physically demanding phase. [We will complete a wellness check before & after for injuries and adjust training accordingly]. Officers are required to bring their vest, duty belt and all duty belt equipment along with at least one flashlight. Officers should wear active wear and bring athletic type shoes. No sweatpants or shorts are permitted.

Instructor/Trainer Name & PSN: SGT Lyons

Certificate of Training

[redacted]

Miami Township Police Department

has successfully completed the 16-hour

Advanced Roadside Impaired Driving Enforcement

(A.R.I.D.E.)

training provided by the IACP

February 25 – 26 2014

Dayton, Ohio

Lead Instructor

Ohio DEC Program State Coordinator

Ohio State Highway Patrol

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol officer DATE: 04/28/14

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title Patrol Rifle

Hours Attended 8 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

*	WEAPON: Make	Model	Caliber	Serial Number:
	1. Colt		5.56	[redacted]
	2.			
	3.			
	4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. PASS	OK
2.	
3.	
4.	

COMMENTS: EoTech L3 Optic

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

May 7th, 2014 1300-1500 Legal Update with Andy French

WILEY JONES

[redacted]

TOM HUPP

DOUG HESLER

[redacted]

HOWARD SCOOP

MATT NICLEY

TIM BEATTY

MIKE SOCI

BEN ALBRITTA

[redacted]

TODD COMER

JAMES SWEARINGEN

REP A THOMPSON

SCOTT A MILLER

RAYMOND STEALEY

JAY PHARES

JOSEPH ANDZIK GTPD

JOHN BRUN

RONALD HESS

JASON KRAMER

RECORD OF TRAINING

RANK/TITLE: Patrol DATE: 06/12/14

LAST NAME: [redacted] MIDDLE: [redacted]

AGENCY: Miami Twp LOCATION: Range

COURSE TITLE: Phase II HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER

SCORE: (PASS) FAIL

COMMENTS: During this phase, officers will participate in live fire exercises. There will also be force on force scenarios using different techniques such as diamond formations. A lecture will be given on solo officer engagement tactics for active killer events such as mall, school and work-place shootings. Officers are required to bring their vest, duty belt and drinks for hydration. Tasers and flashlights will not be needed. You will be notified via email when your date is confirmed.

Instructor/Trainer Name & PSN: [illegible]

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Patrol DATE: 06/13/14

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ____ Training Center ✓ Range ____ Other: ____

Course Title 25 Rd. OPOTA Qual

Hours Attended .5 Written Exam PASS FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	42	.380	[redacted]
2.			
3.			
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	OK
2.	
3.	
4.	

COMMENTS: ____

Instructor / Trainer Name & PSN: [redacted] 2910

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules,
using the Intoxilyzer5000 instrument.

Effective Date September 09, 2014
This permit expires **September 09, 2015**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
September 09, 2014

DIRECTOR OF HEALTH

MONTGOMERY COUNTY SHERIFF'S OFFICE
IN-SERVICE TRAINING RECORD

RANK / TITLE: Police Officer DATE: 09/10/14

LAST NAME: [redacted]

AGENCY: Miami Twp PSN/ID #: [redacted]

LOCATION: ✓ Training Center ✓ Range ____ Other: ____

Course Title Phase III

Hours Attended 8 Written Exam (PASS) FAIL

Firearms Training
Re-Certification
Basic Class

WEAPON: Make	Model	Caliber	Serial Number:
* 1. Glock	22	.40	[redacted]
2. Remington	870	12ga	
3. Glock	42	.380	
4.			

*LIST ON-DUTY WEAPON IN BLOCK NUMBER I.

SHOOTING SCORE:	Safety Check: (Instructor Use Only)
1. Pass	ok
2. Pass	ok
3. Pass	ok
4.	

COMMENTS: Fraud against Seniors video, Taser Lecture recert., Crowd Control Techniques w/use of Force review, Gas Mask Test Fit, Firearms requal.

Instructor / Trainer Name & PSN: [redacted]

White: Training Center Yellow: Agency Copy Pink: Individual Copy

Revised 2-01 Form 0048

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has participated in the advanced training course

44-001-14-47: Judgmental Firearms Simulator

at the Ohio Peace Officer Training Academy given

November 18 - 20, 2014

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has participated in the advanced training course

66-001-14-47: Judgmental Driving Simulator

at the Ohio Peace Officer Training Academy given

November 18 - 20, 2014

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Training Commission

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

January 22, 2015

by completing the following exam:

Inquiry Test

This certificate is good through

January 22, 2017

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Domestic Violence with Lethality Factors

Completed on: 2/27/2015 9:18:45 AM

LITHO IN U.S.A.

© GOES 3461

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules,
using the Intoxilyzer5000 instrument.

Effective Date September 09, 2015
This permit expires **September 09, 2016**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
March 25, 2015

DIRECTOR OF HEALTH

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Awareness of Cultural Diversity

Completed on: 5/14/2015 10:41:14 AM

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol officer DATE: 05/23/15

LAST NAME: [redacted]

AGENCY: Miami Twp LOCATION: MTPD + Franklin Range

COURSE TITLE: STATE QUAL HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	22	40	[redacted]
Glock	42	.380	
Remington	870	12ga	
—	—	—	
—	—	—	

SCORE: (PASS) FAIL

COMMENTS: Policy Review, Building Search, State Pistol, Shotgun,

INSTRUCTOR: SGT. [signature] #45

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Crimes Against Children

Completed on: 8/22/2015 9:21:12 AM

OHIO

PEACE OFFICER TRAINING ACADEMY

eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Interviewing the Crime Victim

Completed on: 8/22/2015 10:04:31 AM

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Companion Animal Encounters

Completed on: 1/26/2016 11:52:57 AM

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Human Trafficking 2016 Update

Completed on: 1/27/2016 8:58:16 AM

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Disability Training for First Responders

Completed on: 1/27/2016 2:52:13 PM

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol DATE: 02/24/16

LAST NAME: [redacted]

AGENCY: Miami Twp LOCATION: Range

COURSE TITLE: STATE QUAL HOURS ATTENDED:

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]
Glock	42	380	
Remington	870	12ga	

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL & SHOTGUN QUALIFICATION

INSTRUCTOR: S. MELLOR #58

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer5000 instrument.

Effective Date September 09, 2016
This permit expires **September 09, 2017**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
April 28, 2016

DIRECTOR OF HEALTH

© GOES 3461

LITHO IN U.S.A.

[redacted]
(DATE) 5-14-16
(INSTRUCTOR)

TRAINING ACADEMY
TASER

Recommended TASER® X26 / M26 / X3 User Certification Checklist

These requirements are considered to be the basis for a sound understanding of how and when to use the TASER device and should be completed prior to deployment. A copy of each user's Certification Test should be kept in department records to validate certification.

___ **Complete minimum 6 hours of instruction:**
The user should have completed a minimum of 6 hours of instruction under the guidance of a certified instructor. Coursework shall include all topics in User Lesson Plan, including all drills and functional demonstrations.

___ **Pass Written Examination**
User should pass written examination with a score of 80% or greater.

___ **Pass Functional Test**
User should pass all functional tests listed on the User Certification Application

___ **Discharge two TASER Cartridges or two Smart Cartridges (at least one simulation cartridge for scenario training recommended)**
The user should discharge two (2) cartridges to both familiarize the user with the functions of the system as well as to test aptitude. A minimum of two (2) cartridges must be discharged for certification. The user must be able to hit the target from 8 feet without the laser sight, and must be able to hit the target from 12 feet using a laser sight and discharging two cartridges within 10-second time limit. Students who do not hit the target should be run through aiming drills, and directed to discharge again. Users should not be qualified until they have passed both firing tests.

User Certification is valid for a period of one year. Users must re-certify annually.

Re-certification Checklist

✓ **Pass Functional Test**
User must pass all functional tests listed on the User Certification Application.

✓ **Fire a minimum of two (2) cartridges**
The user must fire a minimum of two (2) cartridges to both re-familiarize the user with the functions of the system as well as to test aptitude. These can be standard duty cartridges fired at a target, or blue (LS) simulation cartridges used in conjunction with the simulation suit.

The time minimum for re-certification is left to each agency. It is suggested Instructors go over tactics, overview of how the devices work, and policy issues.

© 2009 TASER International, Inc. TASER®, Shaped Pulse™ and the Globe & Lightning Bolt Logo are trademarks of TASER International, Inc.

The Ohio Ethics Commission

This is to certify that [redacted]

has successfully completed The Ohio Ethics Law: Cultivating Good Governance course, and is therefore awarded this certificate of completion.

Susan Willeke

Authorized Signature

Date: June 24, 2016

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the Webcast course

Policing in the 21st Century: Community Relations

issued on

August 1, 2016

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO ATTORNEY GENERAL
PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the Webcast course

Policing in the 21st Century: Use of Force and De-Escalation

issued on

August 01, 2016

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

THE SEAL OF THE ATTORNEY GENERAL OF THE STATE OF OHIO

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

Practical Event Score Sheet

Employee Name: [redacted] Date(s): 09/20/16

Location: BUTLER TECH

EVENT	SPO Test Attempt #1 (Initial)		SPO Test Attempt #2 (Initial)	
	Pass	***Fail***	***Pass***	***Fail***
1. Apex (60 Sec.)	✓			
2. Controlled Braking				
3. Controlled Weave (90 Sec.)	✓			
4. Dynamics Park (120 Sec.)	✓			
5. Evasive Maneuver				
6. Fast Back (15 Sec.)	✓			
7. Interchange of Traffic Lanes (30 Sec.)	✓			
8. Pursuit Turns (45 Sec.)	✓			
9. Reverse Curves (60 Sec.)	✓			
10. Shuffle Steering (40 Sec.)	✓			
11. Straight Line Braking Left				
12. Straight Line Braking Right				

Testing Instructor Signature: [redacted]

Employee Signature: [redacted]

Additional documentation may be attached to this form concerning student failure and remedial training if necessary.

Miami Township Police Department Training Sheet

Topic: EVOC Pratcial Driving Course

Date	Officer	Signature
9-20-16	Ben Albert	
8-8-16	Tim Beatty	
	John Brun	
7-27-16	Kory Caldwell	
9-22-16	Todd Comer	
8-8-16	Shane Duffey	
7/22/16	Jason Etter	
7/27/16	Julie Fiebig	
9-20-16	Crystal Hart	
7/27/16	Doug Hesler	
	Ron Hess	
8/8/16	Tom Hupp	
	Russ Johnson	
7-27-16	Bill Jones	
8-10-16	Kevin Landis	
	John Magill	
27JUL16	Pat McCoy	
9-22-16	Scott Miller	
7-22-16	Jim Neer	
7-22-16	Paul Nienhaus	
7-27-16	Dave Ooten	
9-22-16	Jay Phares	
07/27/16	Sean Powell	
8-8-16	Dave Ratay	
9-20-16	Bob Sakal	
9-20-16	Josh Samples	
8-8-16	Craig Sanders	
9-22-16	[redacted]	
8/8/16	Tyler Simpson	
9-22-16	Mike Siney	
07-27-16	[redacted]	
9-20-16	Greg Stites	
9-22-16	Raymond Swallen	
8-8-16	James Swearingen	
9/20/16	Shawn Todd	
9-20-16	Dan Wessling	
7-27-16	[redacted]	
9-20-16		

OHIO ATTORNEY GENERAL
PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

[redacted]

has successfully completed the Webcast course

Procedural Justice & Police Legitimacy

issued on

January 26, 2017

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

THE SEAL OF THE ATTORNEY GENERAL OF THE STATE OF OHIO

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO

PEACE OFFICER TRAINING ACADEMY

OPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Law Enforcement Sexual Harassment Awareness Training

Completed on: 2/5/2017 12:54:21 PM

OHIO
PEACE OFFICER TRAINING ACADEMY
eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

SB 77's Effect on Investigative Procedures

Completed on: 2/5/2017 1:10:09 PM

OHIO PEACE OFFICER TRAINING ACADEMY eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

2017 Legal Update: Civil Liability for Officers

Completed on: 2/5/2017 1:44:51 PM

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

2017 Legal Update: Search and Seizure Law

Completed on: 2/5/2017 2:22:41 PM

OHIO PEACE OFFICER TRAINING ACADEMY eOPOTA

This is to certify that

[redacted]

has completed the Ohio Attorney General's online training course on

Missing Persons

Completed on: 3/23/2017 7:42:09 AM

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer5000 instrument.

Effective Date September 09, 2017
This permit expires **September 09, 2018**

DEPARTMENT OF HEALTH * STATE OF OHIO *

Application Date
April 12, 2017

Laura A. Kaster

INTERIM DIRECTOR OF HEALTH

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LITHO IN U.S.A.

TASER

TRAINING ACADEMY

TASER Conducted Electrical Weapon

TASER Certified End User Certificate

[redacted]

*This certifies that the above named individual ("the Student") has completed the training required and has passed a written examination in the use of the TASER_**X26P*** Conducted Electrical Weapon. *By accepting this User Certificate, the Student accepts the terms of the TASER Training Materials License Agreement, incorporated herein by reference, and agrees to be bound by its terms as a Licensee of TASER International, Inc. This certification must be renewed annually.*

Instructor: Sgt. Mike Siney Date: 04/20/2017

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the Webcast course

Trauma Informed Policing

issued on

April 25, 2017

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Police Officer DATE: 04/26/17

LAST NAME: [redacted]

AGENCY: Miami Twp LOCATION: Range

COURSE TITLE: State Qual. HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]
Glock	42	.380	
REMINGTON	870	12GA	
—	—	—	
—	—	—	

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL SHOTGUN QUALIFICATIONS, DISTANCE SHOOTING, MOVE & SHOOT, SHOTGUN TOURNEQUIT DRILL, DOT TORTURE

INSTRUCTOR: SGT. [signature] #45

Miami Township Police Department
RADAR/LIDAR Certification

[redacted]

Has successfully completed a course of instruction 7/5/2017, and practical application 8/29/2017 in RADAR/LIDAR speed measurement.

Officer James Swearingen,
RADAR/LIDAR Certified Instructor

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol DATE: 10/24/17

LAST NAME: [redacted]

AGENCY: Miami Twp LOCATION: Range

COURSE TITLE: State Qual. HOURS ATTENDED: 2

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL QUAL, PISTOL DRILLS

INSTRUCTOR: SGT. [redacted] #45

BASIC LIFE SUPPORT

BLS Provider

American Heart Association®

PEEL HERE →

[redacted]

The above individual has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association Basic Life Support (CPR and AED) Program.

11-1-17 — Issue Date

11-1-19 — Recommended Renewal Date

BASIC LIFE SUPPORT

Training Center Name: Washington Twp F.D. — TC ID #

TC Info: City, State: Centerville, OH 45459 — ZIP — TC Phone

Course Location: 2660 Lyons Rd, Miamisburg

Instructor Name: Russ Sweet #10102094116 — Inst. ID #

Holder's Signature

© 2015 American Heart Association *Tampering with this card will alter its appearance.* 15-1805

This card contains unique security features to protect against forgery.

15-1805 11/15

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules,
using the Intoxilyzer5000 instrument.

Effective Date September 09, 2018
This permit expires **September 09, 2019**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
March 21, 2018

Laura O. Hinds

DIRECTOR OF HEALTH

© GOES 3461

LITHO IN U.S.A.

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Patrol DATE: 04/30/18

LAST NAME: [redacted]

AGENCY: Miami Twp LOCATION: Range

COURSE TITLE: State Qual HOURS ATTENDED: 3

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]
Unlock	42	.380	
Remington	870	12ga	
—	—	—	
—	—	—	

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL, SHOT GUN QUAL

INSTRUCTOR: SGT. [signature] #45

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

January 27, 2019

by completing the following exam:

Inquiry Test

This certificate is good through

January 27, 2021

Certificate of Achievement

Awarded to

[redacted]

MIAMI TOWNSHIP POLICE DEPARTMENT

Who has successfully completed the Instruction for the

Montgomery County
40 Hour – Mental Health
Crisis Intervention Team Certification

April 15-19, 2019

CIT Coordinator
Montgomery County ADAMHS Board

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: Miami Twp

Training Location: Range

Course Title: State Quals Date 05/11/19

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
Glock	17	9	[redacted]	P
Glock	42	380		P
Remington	870	12ga		P
—	—	—	—	—
—	—	—	—	—
—	—	—	—	—

Comments: STATE PISTOL, SHOTGUN QUAL

Instructor: SGT. [redacted] #45

POLICE DEPARTMENT
CHIEF OF POLICE RONALD L. HESS 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: Miami Twp

Training Location: Range

Course Title: Quals Date 05/07/20

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
Glock	17	9mm	[redacted]	P
Glock	42	380		P
Remmington	870	12ga		P
Scatter Gun Technology	870	12ga		P
—	—	—		—
—	—	—	—	—

Comments:

Instructor: SGT. Jason L. Good #445

MIAMI TOWNSHIP POLICE
POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

SILVER STATE PUBLIC SAFETY ACADEMY

Silver State Consulting Group LLC

CERTIFICATE OF COMPLETION

Awarded To

[redacted]

For Completing

Policing in Black & White: Implicit Bias and Racial Profiling

Date: 2020-08-10

Course Credit: 2 HOURS

cert_83m88xx9

SILVER STATE
CONSULTING GROUP LLC

Silver State Consulting Group LLC

CERTIFICATE OF COMPLETION

Awarded To

[redacted]

For Completing

Crisis Response: De-Escalation Techniques

Date: 2020-08-10

Course Credit: 2 HOURS

cert_kwz82118

Certificate

This is to certify that

LGBTQ+ Awareness for Law Enforcement

has been awarded to

[redacted]

Credit Hours: 8

Issued on: 8/10/2020

Grades for [redacted]

Arrange By

Due Date | Apply

NAME	DUE	STATUS	SCORE	OUT OF	
Certificate Date Test			-	0	ⓘ
Course Quiz Test			20	20	
TEST			**100%**	20.00 / 20.00	
TOTAL			**100%**	**20.00 / 20.00**	

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit number [redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules,
using the Intoxilyzer5000 instrument.

Effective Date September 09, 2020
This permit expires **September 09, 2021**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
August 08, 2020

DIRECTOR OF HEALTH

© GOES 3461

LITHO IN U.S.A.

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

January 5, 2021

by completing the following exam:

Inquiry Test

This certificate is good through

January 5, 2023

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numb[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Effective Date September 09, 2021
This permit expires **September 09, 2022**

DEPARTMENT OF HEALTH
STATE OF OHIO

DIRECTOR OF HEALTH

Application Date
August 18, 2021

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LITHO IN U.S.A.

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: MTPD

Training Location: MCSO RANGE

Course Title: STATE QUAL Date 7-14-21

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
GLOCK	17	9MM	[redacted]	PASS
GLOCK	43	9MM		PASS
GLOCK	42	9MM		PASS
REMINGTON	870	12GA		PASS
SHOTGUN TECH LL	870	12GALL		PASS

Comments: STATE QUALIFICATION (PISTOL & SHOTGUN)
BEAN BAG QUAL

Instructor: Lt. [redacted]

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ethics and Professionalism

Date: April 09, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Community Diversity and Procedural Justice

Date: April 09, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Domestic Violence Legal Updates

Date: May 05, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Custodial Interrogation

Date: May 06, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that [redacted]

has successfully met the prescribed program requirements for

Hate Crimes

Date: May 06, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Medical Marijuana

Date: May 07, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Hazing

Date: May 07, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO ATTORNEY GENERAL
PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

New and Updated Criminal Charges

Date: May 10, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ohio Forfeiture Laws

Date: May 10, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Use of Restraints

Date: May 10, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

i. UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. TEMPORARY AIRMAN CERTIFICATE

iii. CERTIFICATE NO.
PENDING

THIS CERTIFIES THAT iv. [redacted]

v. [redacted]

vi.

ix. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of

REMOTE PILOT

RATINGS AND LIMITATIONS

xii. SMALL UNMANNED AIRCRAFT SYSTEM

xiii.

vii. AIRMAN'S SIGNATURE

THIS IS ☒ AN ORIGINAL ISSUANCE ☐ A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE

BY DIRECTION OF THE ADMINISTRATOR

EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.

x. DATE OF ISSUANCE
05/16/2022 03:04:12 PM

xi. SIGNATURE OF EXAMINER OR INSPECTOR
MANAGER, AIRMEN CERTIFICATION BR
IACRA E-SIGNED APPLICATION

DATE DESIGNATION EXPIRES

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

Application Number: [redacted]

IACRA Equivalent

XIV. CONDITIONS OF ISSUANCE

This is an interim certificate issued subject to the approval of the Federal Aviation Administration pending the issuance of a certificate of greater duration. It becomes void –

1. Upon the receipt of a certificate of greater duration to replace it;
2. Upon a finding by the FAA that an error has been made in its issuance;
3. Upon a finding by the FAA that is was issued illegally or as the result of fraud or mis-representation;
4. Upon the refusal or failure by the holder to accomplish a flight check by a Flight Standards Inspector if so requested; and
5. In any case, at the expiration of 120 days from date of issuance.

U.S. DEPARTMENT OF TRANSPORTATION
Federal Aviation Administration
Airman Knowledge Test Report

NAME: [redacted]

FAA TRACKING [redacted]

EXAM ID: [redacted]

EXAM: Unmanned Aircraft General - Small (UAG)

EXAM DATE: 05/16/2022

EXAM SITE: [redacted]

SCORE: 80% **GRADE:** Pass **TAKE:** 2

The Airman Certification Standards (ACS) codes listed below represent incorrectly answered questions. These ACS codes and their associated Areas of Operation/Tasks/Elements may be found in the appropriate ACS document at http://www.faa.gov/training_testing/testing/acs.

A single code may represent more than one incorrect response.

UA.I.A.K5 UA.I.B.K1 UA.I.E.K3c UA.I.F.K4 UA.II.A.K1b UA.II.A.K1c UA.II.B.K5 UA.III.B.K1a UA.III.B.K1d UA.III.B.K1e UA.V.F.K2

EXPIRATION DATE: 05/31/2024

DO NOT LOSE THIS REPORT

AUTHORIZED INSTRUCTOR'S STATEMENT: (if applicable)
On _____ (date) I gave the above named applicant _____ hours of additional instruction, covering each subject area shown to be deficient, and consider the applicant competent to pass the knowledge test.

Name_____

Cert. No._____ *(print clearly)*

Type of instructor certificate_____

Signature _____

FRAUDULENT ALTERATION OF THIS FORM BY ANY PERSON IS A BASIS FOR SUSPENSION OR REVOCATION OF ANY CERTIFICATES OR RATINGS HELD BY THAT PERSON.
ISSUED BY: PSI Services LLC
FEDERAL AVIATION ADMINISTRATION

THIS INFORMATION IS PROTECTED BY THE PRIVACY ACT. FOR OFFICIAL USE ONLY.

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Vicarious Trauma

Date: May 13, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Officer Wellness Seminar

Date: May 13, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Responding to Sexual Assault

Date: June 03, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Sexual Assault Investigations

Date: June 03, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Trauma and the Brain

Date: June 03, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Biological Evidence Collection for Sexual Assaults

Date: June 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Crisis Intervention

Date: June 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

BCI Lethal Use of Force and OIS Investigations

Date: June 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Objective Reasonableness

Date: June 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO ATTORNEY GENERAL
PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Qualified Immunity

Date: June 07, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Use of Deadly Force and Legal Guidelines

Date: June 08, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 10 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Effective Date September 09, 2022
This permit expires **September 09, 2023**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
September 02, 2022

DIRECTOR OF HEALTH

© GOES 3461

LITHO IN U.S.A.

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Communication
Disabilities

Date: October 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Use of Body-Worn Cameras

Date: October 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

[redacted]

has successfully completed the Ohio LEADS testing on

January 10, 2023

by completing the following exam:

Inquiry Test

This certificate is good through

January 10, 2025

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ohio School Threat
Assessment

Date: February 27, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Arrest, Search, and Seizure
2023

Date: March 17, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates 2023 - Part 1

Date: May 31, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates - Part 2

Date: May 31, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates 2023 -
Part 3

Date: June 01, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

NAME: [redacted]

AGENCY: MTPD TRAINING LOCATION: MCSO RANGE

COURSE TITLE: STATE QUALIFICATION COURSE DATE: 06/08/23

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
GLOCK	17	9MM	[redacted]	PASS
REMINGTON	870	12GA		PASS
SCATTERGUN TECH/REMINGTON	870 LESS LETHAL	12 GA BEAN BAG ROUND		PASS
GLOCK	43	9MM		PASS

COMMENTS: STATE PISTOL, SHOTGUN, LESS LETHAL SHOTGUN QUALIFICATIONS

INSTRUCTOR: S. MILLER 58 RHQ 08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

[redacted]

has completed the course and is now certified in

Mental Health First Aid for Public Safety

and has been trained to provide initial help to someone experiencing a mental health or substance use challenge.

Chuck Ingoglia
President & CEO
National Council for Mental Wellbeing

This course is eligible for 6.5 hours of continuing education credits.

6.5 CPT Hours. approval under OAC 109:2-18-03 (A)(4)(C).

Mental Health FIRST AID

from NATIONAL COUNCIL FOR MENTAL WELLBEING

National Council for Mental Wellbeing operates Mental Health First Aid in the USA. The National Council for Mental Wellbeing and the Missouri Department of Mental Health founded Mental Health First Aid USA.

This certificate became **effective** on:

August 24, 2023

Date

This certificate **expires** three years from the date it became effective.

OHIO DEPARTMENT OF HEALTH

ALCOHOL AND DRUG TESTING

This is to certify that

[redacted]

has qualified for and is hereby issued Senior Operator permit numbe[redacted]
under the provisions of section 3701.143 of the Ohio Revised Code and chapter 3701-53-01 through 11 of the Ohio Administrative Code and is authorized to perform breath tests in accordance with such laws and rules, using the Intoxilyzer 5000 instrument.

Effective Date September 09, 2023
This permit expires **September 09, 2024**

DEPARTMENT OF HEALTH
STATE OF OHIO

Application Date
August 15, 2023

DIRECTOR OF HEALTH

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All Rights Reserved

LITHO. IN U.S.A.

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Ethics and Professionalism

Date: September 02, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Distracted Driving

Date: September 02, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Safe at Home

Date: September 02, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Vehicle Inventory

Date: September 02, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

2023 LAW ENFORCEMENT SEMINAR

MONTGOMERY COUNTY PROSECUTOR'S OFFICE

THIS CERTIFIES THAT

[redacted]

Has successfully met the prescribed program requirements
6 General Hours - 23 CPT 723

DATE: SEPTEMBER 28, 2023

PROSECUTING ATTORNEY
MONTGOMERY COUNTY, OHIO

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Concealed Firearm Carry
Changes

Date: October 04, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Preserving Cellphone Evidence

Date: October 04, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Testifying in Court

Date: October 04, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

NIBIN II

Date: October 04, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Interviewing the Crime Victim

Date: October 05, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Effective Communication and Safe Interaction with Persons in Crisis

Date: October 05, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Report Writing 2023

Date: October 05, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Critical Thinking in Use of Force Situations

Date: October 05, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Professionalism • Integrity • Excellence • Dedication • Service • Honor • Courage

Corrective Counseling

TO: [redacted]

FROM: Lieutenant Jay Phares

DATE: November 8, 2023

While on an investigation on 10/12/2023 on private property in West Carrollton, you backed into a parked car causing very minor damage with Car 231. See attached documentation. This is a violation of the Code of Conduct *3.10 All members of the department shall exercise care and proper judgement while operating a township-owned vehicle.*

You have no like and similar situations in the applicable time period.

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

MIAMI TOWNSHIP
VEHICLE ACCIDENT REPORT
(To be Completed by Employee at Time of Incident)

	SSN	DRIVER'S LICENSE NO.	ISSUED	EXPIRES
[redacted]				

DEPARTMENT: Miami Township Police		Patrol officer		
POLICE CALLED ☒ YES ☐ NO	CITATION DESCRIPTION:	JURISDICTION West Carrollton	REPORT NO. [redacted]	CHARGED ☐ Y ☒ N

TWP. VEHICLE YR.	MAKE	MODEL	LICENSE PLATE NO.	VEH. NO.	VEHICLE TOWED	TOWED BY
2023	Ford	Explorer		231	☐ YES ☒ NO	N/A

EMPLOYEE INJURIES DESCRIPTION: (ALSO COMPLETE INJURY REPORTS) None — MEDICAL TRANSPORT ☐ YES ☐ NO

OTHER UNIT

DRIVER OF OTHER VEHICLE (LAST, FIRST, M.)	ADDRESS	
Watters Austin James	1723 Bluff PL Apt C W.Carrollton OH. 45449	
[redacted]	EXPIRES 7-29-29	INSURANCE COMPANY
INJURIES ☐ YES ☒ NO — DESCRIPTION OF INJURIES: N/A		MEDICAL TRANSPORT ☐ YES ☐ NO

PHONE	INSURANCE CO.	VEH. YR.	MAKE	MODEL	LICENSE PLATE NO.
		2011	Infiniti	G37	RET3851

DETAILED DESCRIPTION OF INCIDENT:
Was backing up and did not see Watter's vehicle. Left corner of my vehicle scuffed the right side of Watters vehicle

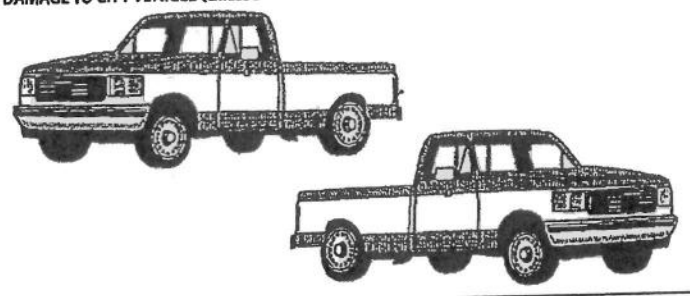
DETAILED DESCRIPTION OF PROPERTY DAMAGE
TO CITY PROPERTY:
Minor scuff on left rear corner of bumper

TO PRIVATE PROPERTY:

PHOTOGRAPHS ☐ NO ☒ YES BY: Lt. Phares — EM [redacted] — [redacted]

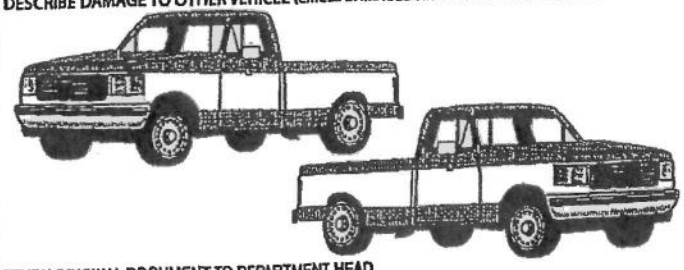
TWP. UNIT

DAMAGE TO CITY VEHICLE (CIRCLE DAMAGED AREA/ADD DETAILS AS NECESSARY):



OTHER UNIT

DESCRIBE DAMAGE TO OTHER VEHICLE (CIRCLE DAMAGED AREA/ADD DETAILS AS NECESSARY):



RETURN ORIGINAL DOCUMENT TO DEPARTMENT HEAD

Rev. 11/2013

PASSENGERS/WITNESSES NAME	ADDRESS	PHONE

ATTACH WITNESS REPORTS TO THIS DOCUMENT

TO BE COMPLETED BY SUPERVISOR

CHECK APPLICABLE BOXES

- ☐ DAMAGE CAUSED BY A TRAFFIC ACCIDENT ON A STREET OR ALLEY
- ☐ BODILY INJURY
- ☐ DAMAGE TO PRIVATELY OWNED PROPERTY OR VEHICLE
- ☐ MORE THAN ONE MOVING TOWNSHIP VEHICLE
- ☒ EXTENUATING CIRCUMSTANCES (SPECIFY) OCCURED ON A PARKING LOT ON PRIVATE PROPERTY
- ☒ EMPLOYEE ACTIONS WHICH CONTRIBUTED TO INCIDENT DRIVER INATTENTION IMPROPER BACKING

SUPERVISOR'S COMMENTS: [redacted] WAS TRYING TO BACK INTO A PARKING SPOT AND RUBBED THE BACK DRIVER'S SIDE BUMPER INTO THE PASSENGER DOOR OF UNIT #2. UNIT #2 WAS PARKED AND UNOCCUPIED. THE OWNER OF UNIT #2 SAID HIS CAR WAS NOT DAMAGED AND IT WOULD WASH OFF.

CAR 231 DOES HAVE AN AREA WHERE THE PAINT RUBBED OFF OF THE PLASTIC BUMPER.

WHAT STEPS HAVE BEEN TAKEN OR RECOMMENDED TO PREVENT A RECURRENCE? I SPOKE WITH [redacted] ABOUT THE IMPORTANCE OF USING HIS MIRRORS AND BACK UP CAMERA TO BACK SAFELY AND VISUALLY CHECK THE SPACE HE IS BACKING INTO PRIOR TO BACKING.

SUPERVISOR SIGNATURE: LT. J.S. Phares DATE OF INVESTIGATION: OCTOBER 12, 2023

SUPERVISOR NAME: LT. J.S. PHARES SUPERVISOR TITLE: LIEUTENANT

RETURN ORIGINAL DOCUMENT TO DEPARTMENT HEAD 10/23/2023

DEPARTMENT HEAD REVIEW

WAS DISCIPLINARY ACTION TAKEN OR IS SUCH ACTION ANTICIPATED?

☐ YES ☐ NO

IF YES, EXPLAIN THE ACTION TAKEN: _____

DEPARTMENT HEAD SIGNATURE: _____ DATE: _____

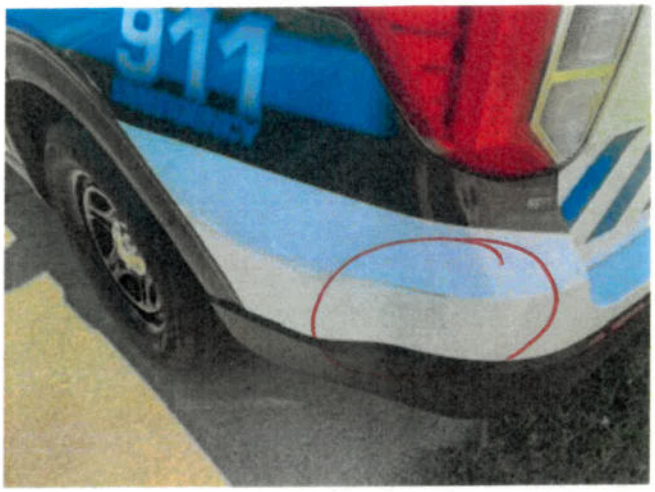
DEPARTMENT HEAD NAME: _____ TITLE: _____

NOTES:

RETURN ORIGINAL DOCUMENT TO DEPARTMENT HEAD

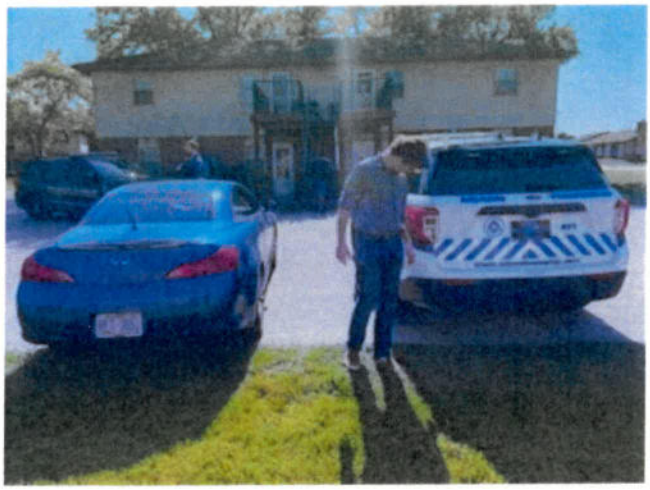
Phares, Jay

From: Detective Sergeant <detectivesergeant33@icloud.com>
Sent: Thursday, October 12, 2023 2:34 PM
To: Phares, Jay
Subject: Car 231 crash


911

MIAMI
TOWNSHIP
#31
www.miamitownship.com

RET-3951



Sent from my iPhone

WEST CARROLLTON POLICE DEPARTMENT
Call Detail [redacted]

Information

Call Type: CRASH
Cleared By:
Incident:
Brief Description:

Call Date: 10/12/2023 13:04
Dispatched By:
Call Number: [redacted]

How Reported: Phone
Primary Disposition: N
Completed Date:

Narrative(s)

(H0437 10/12/2023 13:04:10)
BACKED INTO A PARKED VEHICLE

(W34 10/12/2023 13:16:09) Police Only
Queries run = QV.OH0571599.LIC/RET3851.LIS/SC
RQ.OH0571599.SC.TXTLIC/RET3851.LIY/2018.LIT/PC

(W34 10/12/2023 13:39:10) Police Only
UNIT 1: MIAMI TOWNSHIP CRUISER. OL[redacted] UNIT 2: NC RET3851 DL[redacted]
PRIVATE PROP

CRASH. UNIT 1 BACKED INTO UNIT 2 WHICH WAS PARKED IN LOT BEHIND 1723 BLUFF PL. MINOR DAMAGE TO UNIT 2 PASSENGER DOOR AND MIRROR. MINOR DAMAGE TO UNIT 1 DRIVER SIDE REAR QUARTER PANEL. INFO EXCHANGED.

Unit

Officer: Taylor, Z. C **Badge #:** W34 **Responsibility:** **Primary Officer:**
Received: 13:04 **Dispatched:** 13:04 **Enroute:** **Arrived:** 13:17 **Completed:** 13:40
Description:

Location

Primary Location: **Location Name:**
Business:
Person:
Address Location:
Cross Street(s):
Location Description:

Address: 1723 BLUFF PL
City: WEST CARROLLTON
State: OH **Zip:** 45449
Phone:
Patrol Zone:
Fire District:

Subject

Subject: **Call Subject Type:** **Subject Type:**

Contact Information

Address Line 1: **City:**
Address Line 2: **State:**
Phone: **Zip:**

Person Information

First Name: **Middle Name:** **Last Name:** MIAMI TWP PD **Nickname:**
Birth Date: **Age:**
Driver License: **License State:** **Residency:**
Race: **Ethnicity:** **Sex:** **Skin Color:**
Eye Color: **Hair Color:** **Height:** **Weight:**

Vehicle Information

Plate Number: **Primary Color:**
Year: **Make:** **Model:** **Style:**
License State: **License Year:** **VIN:**

Notes

All Locations

Primary Location: Unk **Location Name:**
Business:
Person:

Address Location:
Cross Street(s):

Location Description:

Address: 1723 BLUFF PL
City: WEST CARROLLTON
Zip: 45449
Phone:
Patrol Zone:
Fire District:

All Subjects

Subject: **Call Subject Type:** **Subject Type:**

Contact Information

Address Line 1: **City:**
Address Line 2: **State:**
Phone: **Zip:**

Person Information

First Name: **Middle Name:** **Last Name:** MIAMI TWP PD **Nickname:**
Birth Date: **Age:**
Driver License: **License State:** **Residency:**
Race: **Ethnicity:** **Sex:** **Skin Color:**
Eye Color: **Hair Color:** **Height:** **Weight:**

Vehicle Information

Plate Number: **Primary Color:**
Year: **Make:** **Model:** **Style:**
License State: **License Year:** **VIN:**

Notes

All Units

Unit Officer: Taylor, Z. C **Badge #:** W34 **Unit Responsibility:** **Primary Officer:** No
Received: 13:04 **Dispatched:** 13:04 **Enroute:** **Arrived:** 13:17 **Completed:** 13:40
Description:

Kaminsky, Sullenberger & Associates, Inc.

Hereby Certifies That

[redacted]

Has Successfully Completed the Requirements Established for the Course Titled:

"FIELD TRAINING OFFICER COURSE"

Consisting of 40 hours of instruction
Completed on May 24, 2024
Troy, Ohio

Robert F. Sullenberger, President

Dennis Saager, Instructor

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

2024 CPT - NIBIN Overview Course

June 06, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

2024 CPT - Victims' Rights - Marsy's Law

July 01, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

CPT 2024 - Responding to Mental Health Issues

July 17, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

HEARTSAVER

Heartsaver® CPR AED

American Heart Association.

[redacted]

has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association Heartsaver CPR AED Program.

Optional modules completed:

Issue Date
7/18/2024

Training Center Name
Kettering Health

Training Center ID
OH03294

Training Center City, State
Dayton, OH

Training Center Phone Number
(937) 395-8619

Training Site Name

Renew By
07/2026

Instructor Name
Symone McElroy

Instructor ID
12160521559

eCard Code
[redacted]

QR Code
[redacted]

To view or verify authenticity, students and employers should scan this QR code with their mobile device or go to www.heart.org/cpr/mycards.

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FIREARMS QUALIFICATION FORM

NAME: [redacted]

AGENCY: MTPD TRAINING LOCATION: FRANKLIN PD RANGE

COURSE TITLE: STATE QUALIFICATION COURSE DATE: 07/18/24

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
GLOCK	45	9MM	[redacted]	PASS
REMINGTON	870	12 GUAGE		PASS

COMMENTS: STATE PISTOL AND SHOTGUN QUALIFICATION. HOLOSUN SCS ON PISTOL

INSTRUCTOR: _____
SGT. SCOTT MILLER REQ08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

THE STATE OF OHIO

KEITH FABER
OHIO AUDITOR OF STATE

The Ohio Auditor of State's Office

certifies that

[redacted]

has successfully completed

Fraud Reporting and Training

July 30, 2024

Keith Faber
Ohio Auditor of State

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

Legal Updates 2024

August 08, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully met the prescribed program requirements for

2024 CPT - Crisis Mitigation

August 21, 2024

Dave Yost
Ohio Attorney General

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

Name: [redacted]

Agency: Miami Township Police Dept

Training Location: Range

Course Title: STATE PISTOL QUAL Date 9/29/24

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
GlocK	43	9mm	[redacted]	Pass

Comments:

Instructor: S. MILLER #58 REQ08684

POLICE DEPARTMENT
TWP OF MIAMI

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

FIREARMS QUALIFICATION FORM

NAME: [redacted]

AGENCY: MTPD TRAINING LOCATION: 8820 KINGSRIDGE DR.

COURSE TITLE: LESS LETHAL SHOTGUN QUALIFICATION DATE: 12/31/24

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
REMINGTON	870	12 GUAGE	RANGE GUN	PASS

COMMENTS: LESS LETHAL SHOTGUN QUALIFICATION.

INSTRUCTOR:_____
SGT. SCOTT MILLER REQ# 08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

[redacted]

has successfully completed the advanced training course

01-004-25-01: First Line Supervision

at the Ohio Peace Officer Training Academy given

January 13 - 16, 2025

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Thomas Quinlan, Executive Director
Ohio Peace Officer Training Commission

DATE CERTIFICATE PRINTED: February 19, 2025

Exhibit 3

PERSONNEL RECORD

NAME: C. RANKINS

DUTY ASSIGNMENTS:		DISCIPLINES & LETTERS OF APPRECIATION/COMMENDATION	
Date:	Position:	Date:	Type:
11/03/2014	FT Patrol Officer	02/09/2015	Written Commendation
04/15/2016	EV Technician	04/27/2015	Citizen Appreciation
01/06/2019	School Resource Ofcr.	09/23/2016	Citizen Appreciation
08/02/2021	Human Trafficking Task Force	01/25/2018	Letter of Appreciation
03/22/2024	Resigned	09/12/2019	Letter of Appreciation
10/21/2024	FT Patrol Officer	10/19/2019	Life Saving Award
		10/19/2019	Proclamation from The State of Ohio, Ohio Senate
		10/19/2019	Safe Driving Award
		05/19/2020	Making a Difference Award-MSBG Schools
		07/13/2020	Thank you card from Miami Valley Leadership Foundation
		09/01/2020	Sick Leave Notice
		04/19/2023	Letter of Recognition
		10/11/2023	Thank You Letter from Ohio Attorney General

DAMAGED EQUIPMENT:

Date:	Type:

MTPD Form #119

COPY

September 16, 2014

[redacted]

Dear Ms. Hart:

It is with great pleasure that I extend to you a conditional offer of employment for the position of Police Officer with Miami Township Police Department. This letter will serve to confirm the terms and conditions of this offer.

- A rate of $28.26 per hour according to the Collective Bargaining Agreement between Miami Township and the Fraternal Order of Police of Ohio, Inc.
- A twelve-month probationary period. Employment during the probationary period does not ensure subsequent continued employment. To continue employment during the probationary period and to successfully complete this period, you must maintain your current certifications, comply with the training regulations of the Miami Township Police Department, and perform as outlined in the department's standard operating procedures.
- Membership in the Ohio Public Employees Retirement System (PERS)
- Access to health insurance benefits through Anthem BC/BS at the following bi-weekly payroll deduction premiums:

  Employee = 49.82
  Employee + spouse = 109.51
  Employee + children = 84.10
  Family = 153.80

- $25,000 in life insurance
- Vacation leave time accumulated in accordance with the Collective Bargaining Agreement
- Three personal business days per calendar year (prorated for 2014)
- Sick leave accrual earned at 4.6 hours per pay period

MIAMI TOWNSHIP POLICE DEPARTMENT
Ronald L. Hess, Chief of Police
2660 Lyons Road · Miamisburg, Ohio 45342
(937) 433-2301 · (937) 433-2337
www.miamitownship.com

- Eleven paid holidays
- Access to Miami Township's Employee Assistance Program
- Access to the Ohio Public Employees Deferred Compensation Program
- Access to Miami Township's Health Savings Account Program (HSA)
- Access to voluntary dental insurance available at the following bi-weekly payroll deduction premiums:

  Employee = 11.39
  Employee + 1 = 23.13
  Family = 39.98

- Colonial voluntary insurance available at group rates
- Direct deposit

Terms and conditions of employment are subject to change as the labor agreement changes.

Your employment is contingent upon the following post-offer assessments: polygraph, psychological evaluation, medical examination; and the Board of Trustees passing a resolution to hire you as a Police Officer.

The medical examination will be with the Franklin office of U.S. HealthWorks (map attached). The attached packet of documents must also be completed in advance and taken to the appointment. The examination includes fasting blood work; therefore, no food consumption is permitted during the 12 hours prior to the appointment. A treadmill stress test will also be performed requiring running shoes and comfortable clothing.

The psychological evaluation will be with Dr. Marzella in Columbus (map attached).

If you have any questions regarding this conditional offer of employment, feel free to call me at (937) 433-2191.

Sincerely,

Ronald L. Hess
Chief of Police

Miami Township
Community of Partnerships

MIAMI TOWNSHIP POLICE DEPARTMENT
Ronald L. Hess, Chief of Police
2660 Lyons Road · Miamisburg, Ohio 45342
(937) 433-2301 · (937) 433-2337
www.miamitownship.com

October 3, 2014

Chief Ron Hess
Miami Township Police Department
2660 Lyons Rd
Miami Township, OH 45342

Dear Chief Hess:

It is with great pleasure that I accept your offer to join the Miami Township Police Department as a Police Officer. The goals you outlined for the department and position are well-matched to my abilities, interests and I consider it a privilege to join your team.

Chief Hess, thank you for making the interview process enjoyable and seamless. I look forward to working with you and the Miami Township Police Officer team. I will report to work on October 28 for my swearing in ceremony. In the meantime, feel free to call me at [redacted]

Sincerely,

Crystal G. Hart

Crystal G. Hart

RESOLUTION #199-2014

RESOLUTION TO APPOINT A POLICE OFFICER

Whereas, there is a need to appoint a Police Officer; and

Whereas, the approved recruitment and selection process was followed; and

Whereas, the Chief of Police has made his recommendation; and

Therefore Be It Resolved, the Miami Township Board of Trustees appoints Crystal G. Hart to the position of Police Officer, at a starting rate of $28.26 per hour, effective November 3, 2014.

Andrew J. Papanek, Trustee President

Robert H. Matthews Jr., Trustee Vice President

Douglas J. Barry, Trustee

Attested:

Ann M. Barhorst, Fiscal Officer
Passed: October 28, 2014
GSR:nsc

emailed 11/03/14

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Ohio Peace Officer Training Commission
Office 800-346-7682
Fax 740-845-2675

P.O. Box 309
London, OH 43140
www.OhioAttorneyGeneral.gov

NOTICE OF PEACE OFFICER APPOINTMENT

1. Within ten days of the appointment or status change, submit one copy of this form either by email, fax or mail.
2. Type or print legibly and complete all blanks. Enter N/A if not applicable.
3. Submit pages 1 and 2 for a New Appointment. A new appointment occurs when an officer is first sworn into your agency, or has previously left the agency and returns.
4. Submit only page 1 for a Status Change. A status change occurs when an officer continues to be appointed by your agency, but has a change from one status, as listed in Box 15, to a different status.
5. Enter any necessary information for a Correction to Record, submitting all affected pages, and attach a letter explaining the requested change.

OFFICER INFORMATION

[redacted]

3. Alias (Last): N/A (First) (Middle)

[redacted]

(Only complete if this is the officer's first appointment or OSP)

AGENCY INFORMATION

9. Agency Name: Miami Township Police Department

10. Agency Email Address: www.miamitownship.com

11. Agency Phone Number: (937) 433-2301

12. Agency Mailing Address (#/Street/PO Box): 2660 Lyons Road

(City): Miamisburg

(Zip Code): 45342

(County Name): Montgomery

APPOINTMENT INFORMATION (*Complete Date, Status and ORC*)

13. New Appointment Date: 11 /03/ 2014

14. Status Change Date: / /

15. Select New Status: ☑ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

16. Select New ORC

- ☐ City/Municipality Full-Time/Part-Time (737.02)
- ☐ City/Municipality Auxiliary/Reserve/Special (737.051)
- ☐ City/Municipality Chief (737.02)
- ☐ Village Full-Time/Part-Time/Special (737.16)
- ☐ Village Auxiliary/Reserve (737.161)
- ☐ Village Chief (737.15)
- ☑ Township Police Officer (505.49)
- ☐ Township Constable (509.01)
- ☐ Other Chief - List ORC/Charter _____
- ☐ Other - List ORC/Charter _____
- ☐ Deputy Sheriff (311.04)
- ☐ Sheriff (311)

ATTESTATION OF REPORTING AUTHORITY

I attest that the information provided on this form is true and correct and is based on my personal knowledge or inquiry.

17. Signature of Reporting Authority

18. Name and Title: Ronald L. Hess, Chief of Police

19. Date: 11 /03/ 2014

NOTARY

Sworn to and subscribed before me this 3rd day of November, 2014 in the county of Montgomery, Ohio.

Connie Depew
Signature of Notary

My commission expires April 20, 2015.

Affix Seal Here

NOTARIAL SEAL ★ STATE OF OHIO

Connie Depew, Notary Public
In and for the State of Ohio
My Commission Expires April 20, 2015

This form may be emailed to: SF400@ohioattorneygeneral.gov

Officer Name (Last)	(First)	(Middle)	Social Security Number
Hart	Crystal	Gayle	[redacted]

20. OATH OF OFFICE

I do solemnly swear or affirm that I will support the Constitution and Laws of the United States of America, the Constitution and Laws of the State of Ohio, and Laws and Ordinances of the political subdivision to which I am appointed and to the best of my ability will discharge the duties of this office.

Signature of Appointee

Signature of Appointing Authority

Ronald L. Hess
Name of Appointing Authority (Typed or Printed Legibly)

Chief of Police
Title of Appointing Authority (Typed or Printed Legibly)

OHIO PEACE OFFICER APPOINTMENT HISTORY

Please list all prior appointments. Use additional copies of page 2, as needed, to list the entire appointment history.

21. Appointed By (Agency Name and County):	22. From(mm/dd/yyyy):	To(mm/dd/yyyy):
Riverside Police Department	06 / 03 / 2013	05 / 09 / 2014

23. Appointment Status (Check Appropriate Box)
☑ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

24. Appointed By (Agency Name and County):	25. From(mm/dd/yyyy):	To(mm/dd/yyyy):
Springboro Police Department	06 / 01 / 2012	06 / 02 / 2013

26. Appointment Status (Check Appropriate Box)
☑ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

27. Appointed By (Agency Name and County):	28. From(mm/dd/yyyy):	To(mm/dd/yyyy):
Sinclair Police Department	08 / 01 / 2010	06 / 01 / 2012

29. Appointment Status (Check Appropriate Box)
☑ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

30. Appointed By (Agency Name and County):	31. From(mm/dd/yyyy):	To(mm/dd/yyyy):
Perry Township Police	10 / 09 / 2009	08 / 01 / 2010

32. Appointment Status (Check Appropriate Box)
☐ Full-Time ☐ Part-Time ☑ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

33. Appointed By (Agency Name and County):	34. From(mm/dd/yyyy):	To(mm/dd/yyyy):
	/ /	/ /

35. Appointment Status (Check Appropriate Box)
☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

36. Appointed By (Agency Name and County):	37. From(mm/dd/yyyy):	To(mm/dd/yyyy):
	/ /	/ /

38. Appointment Status (Check Appropriate Box)
☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

This form may be emailed to: SF400@ohioattorneygeneral.gov

MIKE DEWINE
OHIO ATTORNEY GENERAL

BCI
P.O. Box 365
London, OH 43140
Telephone: (866) 406-4534
Facsimile: (866) 750-0233
www.ohioattorneygeneral.gov
www.ohleg.org

REQUEST FOR ACCESS TO OHLEG

(NOTE: Only applications with this notice will be accepted as of 3/19/14.)

First: CRYSTAL Middle: G. Last: HART

SSN: [redacted]

*Email: chart@miamitownship.com

*Confirmation and instructions will be sent via email. If email is unavailable, please list fax number: _____

Agency Name: MIAMI TOWNSHIP POLICE DEPT.

Agency Address: 2660 LYONS ROAD

MIAMISBURG, OH. 45342

Agency Phone No.: 937-433-2191

Agency ORI: OH0570700

Terms and Conditions

The undersigned is hereby requesting user access to the investigative tools with the Attorney General's Ohio Law Enforcement Gateway (OHLEG) authorized by Revised Code section 109.57. I am requesting access as a representative of my employing criminal justice agency. I acknowledge that the information and data on OHLEG is confidential and sensitive, and must be used for the official purposes of my agency in the administration of criminal justice. I acknowledge and agree that I will utilize this information exclusively for the administration of criminal justice for the official purposes of my agency. I acknowledge that any unauthorized access or misuse of the law enforcement information and data on this site is prohibited by Revised Code section 2913.04, and constitutes a fifth degree felony. I further acknowledge that any failure to abide by the conditions and restrictions in the user agreement and in the OHLEG policy directive will result in a loss of my privileges of access to this tool. I ACKNOWLEDGE THAT I AM RESPONSIBLE FOR READING THE CURRENT VERSION OF THE POLICY, AVAILABLE ON THE OHLEG SITE. Applicant SSN's are used solely for the purpose of maintaining user authentication, and are required for processing requests. SSN's will not be disclosed to individuals or agencies except in accordance with state and federal law and the policy of the Attorney General of the State of Ohio.

Crystal Hart 11-3-14
Requestor's Signature Date

APPROVED BY: Ronald L. Hess
Chief, Sheriff or Supervisor Printed Name

Chief of Police
Title

RLHess Nov 3, 2014
Signature Date

For Office Use Only:
Entered by: _____
Date: _____

Additional authorization by Chief/Sheriff is needed to receive Facial Recognition Tool. Access is limited to those who need it based on specific job assignment and duties.

Ronald L. Hess — Chief/Sheriff Printed Name

RLHess Nov 3, 2014
Chief/Sheriff Signature Date

OHLEG
OHIO LAW ENFORCEMENT GATEWAY

OATH OF OFFICE

I, Crystal G. Hart do hereby swear that I will support the Constitution of the United States, the Constitution and laws of the State of Ohio and the resolutions of Miami Township, Montgomery County, Ohio; and that I will faithfully, honestly and impartially discharge the duties of my position as Police Officer for Miami Township, so help me God.

Officer

Fiscal Officer

Chief of Police

NOVEMBER 25, 2014
Date

Miami TOWNSHIP Community of Partnerships

11/03/2014 12:25
Serial No. A4FJ011002003
TC: 65665

Addressee	Start Time	Time	Prints	Result	Note
718667500233	11-03 12:24	00:00:30	001/001	OK	

Note TMR:Timer TX, POL:Polling, ORG:Original Size Setting, FME:Frame Erase TX, DPG:Page Separation TX, MIX:Mixed Original TX, CALL:Manual TX, CSRC:CSRC, FWD:Forward, PC:PC-FAX, BND:Double-Sided Binding Direction, SP:Special Original, FCODE:F-code, RTX:Re-TX, RLY:Relay, MBX:Confidential, BUL:Bulletin, SIP:SIP Fax, IPADR:IP Address Fax, I-FAX:Internet Fax

Result OK: Communication OK, S-OK: Stop Communication, PW-OFF: Power Switch OFF, TEL: RX from TEL, NG: Other Error, Cont: Continue, No Ans: No Answer, Refuse: Receipt Refused, Busy: Busy, M-Full:Memory Full, LOVR:Receiving length Over, POVR:Receiving page Over, FIL:File Error, DC:Decode Error, MDN:MDN Response Error, DSN:DSN Response Error, PRINT:Compulsory Memory Document Print, DEL:Compulsory Memory Document Delete, SEND:Compulsory Memory Document Send.

MIKE DEWINE
* OHIO ATTORNEY GENERAL *

BCI
P.O. Box 365
London, OH 43140
Telephone: (866) 406-4534
Facsimile: (866) 750-0233
www.ohioattorneygeneral.gov
www.ohleg.org

REQUEST FOR ACCESS TO OHLEG
(NOTE: Only applications with this notice will be accepted as of 3/19/14.)

First: [illegible]
SSN: [redacted]
*Email: chart@miamitownship.com
*Confirmation and instructions will be sent via email. If email is unavailable, please list fax number: _____
Agency Name: Miami Township Police Dept.
Agency Address: 2660 Lyons Road
Miamisburg, OH 45342
Agency Phone No.: 937-433-2191
Agency ORI: OH0570700

Terms and Conditions
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Requestor's Signature 11-3-14 Date

APPROVED BY: Ronald L. Hess
Chief, Sheriff or Supervisor Printed Name
Chief of Police
Title
Signature Nov 3, 2014 Date

For Office Use Only:
Entered by: _____
Date: _____

Additional authorization by Chief/Sheriff is needed to receive Facial Recognition Tool. Access is limited to those who need it based on specific job assignment and duties.

Ronald L. Hess
Chief/Sheriff Printed Name
Chief/Sheriff Signature Nov 3, 2014 Date

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Civilian Identification
Office 877-224-0043
Fax 740-845-2633

P.O. Box 365
London, OH 43140
www.OhioAttorneyGeneral.gov

September 05, 2014

CHIEF RON HESS
2660 LYONS ROAD
MIAMISBURG OH 45342

CRIMINAL HISTORY RECORD CHECK
NO BCI CONVICTIONS ON FILE
AUTHENTICATION NO [redacted]

The Ohio Bureau of Criminal Investigation (BCI) has completed a criminal history record check on the applicant listed below.

When authorized by law, an individual may have their criminal history sealed. In the event that an applicant has a sealed record, certain parties are permitted to receive such information to determine whether an applicant is legally disqualified from performing specific work.

Sealed records are disclosed based upon the **Reason Fingerprinted**, as submitted on the background check transaction and listed below. Sealed criminal histories will be provided in a manner consistent with the reason that the records are requested, regardless of the destination of the result.

There are no convictions on file with this office for this applicant.

Name:	HART, CRYSTAL
Date of Birth:	[redacted]
SSN:	
BCI Completion Date:	
Reason Fingerprinted:	LAW

This letter is valid for one year from the record check completion date. This letter may be photocopied by the prospective employer and retained by the applicant.

Thomas J. Stickrath, Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI can only provide information relating to the criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication was for Aggravated Murder, Murder, or for a sex offense for which the offender still has a duty to register.

FPJ472

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Civilian Identification
Office 877-224-0043
Fax 740-845-2633

P.O. Box 365
London, OH 43140
www.OhioAttorneyGeneral.gov

September 05, 2014

CHIEF RON HESS
2660 LYONS ROAD
MIAMISBURG OH 45342

CRIMINAL HISTORY RECORD CHECK
NO FBI CONVICTIONS ON FILE
AUTHENTICATION NO. [redacted]
ICN [redacted]

The Federal Bureau of Investigation (FBI) has completed a criminal history record check on the applicant listed below.

There are no convictions on file with this office for this applicant.

Name:	HART, CRYSTAL
Date of Birth:	[redacted]
SSN:	
FBI Completion Date:	
Reason Fingerprinted:	LAW

This letter is valid for one year from the record check completion date. This letter may be photocopied by the prospective employer and retained by the applicant.

Thomas J. Stickrath, Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI can only provide information relating to the criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication was for Aggravated Murder, Murder, or for a sex offense for which the offender still has a duty to register.

FPJ472

ENTERED
OCT 02 2017

Miami TOWNSHIP
Community of Partnerships

EMPLOYEE RECEIPT

This Employee Policy Manual is a guideline to help you understand the Township's personnel policies and procedures. The Township reserves the right to change any terms and conditions of this Manual at any time.

This Manual may be changed only in writing. No one has the authority to change any provision of this Manual orally or to make oral promises about your employment. Any statements to the contrary are unauthorized, and you should not rely upon them.

Parts of this Manual are already effective. The Manual in totality is effective August 1, 2014. It supersedes all prior policies and procedures.

Acknowledgement

I acknowledge I have received a copy of the Employee Policy Manual. I understand it is my responsibility to read the Manual and ask questions about anything I do not understand.

I understand that this Manual is Township property and must be returned to the Township upon my employment termination. It is my responsibility to update this Manual as policy changes are distributed.

I understand that failure to return this Receipt does not preclude the Township from applying this Manual's policies or future distributed changes of and to the Manual, to me.

I agree to abide by the Township's policies and procedures.

Date: 12-04-14

Employee Signature

HART

FOP Contract Salary Increases - Effective March 1, 2015 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	PA Hours at New Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	SP OT Hours at Old Rate	OOCIC OT at Old Rate	Court Hours at Old Rate	New Salary with 3% Increase	Reg. Hours at New Rate	Comp Hours at New Rate	Military Leave at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	Dog Care at New Rate	OT Hours at New Rate	SP OT Hours at New Rate	OOCIC OT at New Rate	Court Hours at Old Rate	TOTAL HOURS	Specialty Compensation	Yearly PA
Albert, B.	30.57	31.50	8.50									31.10	40.00							2.50				82.50	[8.5 Comp Hours]	25.5
Beatty, T.	31.08	40.00						2.00				31.62	40.00											82.00	N/A	25.5
Caldwell, K.	27.12	40.00										27.59	31.50		8.50					0.75				80.75	N/A	25.5
Comer, T.	31.08	24.00				16.00						31.62	39.00					1.00						80.00	[8.0 Comp Hours]	24.0
Duffey, S.	30.77	40.00										31.30	40.00											80.00	N/A	25.5
Etter, J.	30.74	40.00									3.00	31.30	38.00					2.00						83.00	$250.40	24.0
Fiebig, J.	31.09	40.00						1.50				31.63	6.00	8.50										56.00	$268.86	25.5
Hart, C.	28.26	40.00										28.75	40.00							1.00				81.00	N/A	25.5
Hesler, D.	30.49	32.00	8.00				1.00					31.02	24.00			16.00			1.50					82.50	N/A	25.5
Hupp, S.	29.35	40.00						2.50				29.87		8.50										51.00	[8.5 Comp Hours]	25.5
Jones, W.	30.41	40.00										30.94						40.00						80.00	N/A	24.0
McCoy, P.	30.78	31.50				8.50		2.00	6.00		3.00	31.31	31.50					8.50						91.00	[8.5 Comp Hours]	25.5
Miller, S.	31.17	39.00	1.00					5.75				31.71	31.50				8.50			2.25				88.00	[8.5 Comp Hours]	25.5
Neer, J.	30.78	31.50				8.50		1.50				31.31	31.50					8.50		0.50				82.00	N/A	25.5
Ooten, D.	30.78	40.00										31.31	40.00											80.00	N/A	25.5
Ratay, D.	31.38	31.50				8.50		2.00				31.92	35.50					4.50		1.25				83.25	$67.03	25.5
Sakal, P.	30.78	36.50	3.50					1.50				31.31	40.00											81.50	N/A	25.5
Samples, J.	29.35	40.00						9.00	12.50		3.00	29.87	8.50											73.00	[8.5 Comp Hours]	25.5
[redacted]	31.07	38.50				1.50		5.00				31.61	38.00					2.00		0.50				85.50	$252.88	24.0
Simpson, T.	28.26	40.00						2.50	3.50			28.75	40.00							4.25	4.00		3.00	97.25	N/A	25.5
[redacted]	30.91	40.00						1.75				31.45	40.00										4.50	86.25	$267.33	25.5
Stites, G.	30.78	40.00						1.50				31.31	21.00	2.00			17.00			0.75				82.25	[8.5 Comp Hours]	25.5
Swallen, R.	30.81	40.00								12.50		31.35	32.00			8.00						11.75		104.25	N/A	24.0
Swearingen, J.	30.21	8.50										30.74	40.00							3.75				52.25	[8.5 Comp Hours]	25.5
Todd, S.	31.05	31.50	8.50					4.25				31.59	40.00							0.25				84.50	$268.52	25.5
Wessling, D.	29.35	40.00						1.25				29.87	8.50											49.75	[8.5 Comp Hours]	25.5
[redacted]	30.21	8.50										30.74	40.00							3.00			3.00	54.50	N/A	25.5
[redacted]	30.77	40.00						1.50				31.30	40.00											81.50	N/A	25.5

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
M	OTHER		0.00	250.40	250.4000
			83.00		
[redacted]	**062 FIEBIG JULIE M**				
R	REGULAR		40.00	0.00	31.0900
K	COMP HOURS	03/07/2015	8.50	0.00	31.6300
R	REGULAR		6.00	0.00	31.6300
R	REGULAR		25.50	0.00	33.1300
O	OVERTIME		1.50	0.00	46.6350
O	OVERTIME		4.25	0.00	49.6950
M	OTHER		0.00	268.86	268.8600
			85.75		
[redacted]	**078 HART CRYSTAL G**				
R	REGULAR		40.00	0.00	28.2600
R	REGULAR		40.00	0.00	28.7500
k	COMP 1.5 EARNED	02/25/2015	1.50	0.00	42.3900
k	COMP 1.5 EARNED	02/23/2015	1.00	0.00	42.3900
O	OVERTIME		1.00	0.00	43.1250
			83.50		
[redacted]	**060 HESLER DOUGLAS W**				
R	REGULAR		32.00	0.00	30.4900
K	COMP HOURS	02/28/2015	8.00	0.00	30.4900
DC	DOG CARE		1.00	0.00	30.4900
R	REGULAR		24.00	0.00	31.0200
P	PERSONAL	03/02/2015	8.00	0.00	31.0200
P	PERSONAL	03/03/2015	8.00	0.00	31.0200
DC	DOG CARE		1.50	0.00	31.0200
k	COMP 1.5 EARNED	03/06/2015	4.00	0.00	46.5300
k	COMP 1.5 EARNED	03/02/2015	3.00	0.00	46.5300
			89.50		
[redacted]	**001 HESS RONALD L**				
	REGULAR		80.00	0.00	45.0900
			80.00		
	504 HOISINGTON PENNY L				
	REGULAR		77.50	0.00	17.4700
	SICK	03/04/2015	2.50	0.00	17.4700
			80.00		
	076 HUPP STEVEN T				
	REGULAR		40.00	0.00	29.3500
	COMP HOURS	03/01/2015	8.50	0.00	29.8700
	COMP 1.0 EARNED	03/01/2015	8.50	0.00	29.8700
	REGULAR		31.50	0.00	30.7400
	OVERTIME		2.50	0.00	44.0250
	COURT		3.00	0.00	46.1100
	OVERTIME		0.50	0.00	46.1100
			94.50		
	002 JOHNSON RUSSELL N				
	REGULAR		80.00	0.00	38.7500
	SAL COMP EARN	01/23/2015	10.00	0.00	38.7500
			90.00		
[redacted]					
	REGULAR		38.50	0.00	31.0700
	VACATION	02/23/2015	1.50	0.00	31.0700
R	REGULAR		38.00	0.00	31.6100
V	VACATION	03/06/2015	2.00	0.00	31.6100
O	OVERTIME		5.00	0.00	46.6050
O	OVERTIME		0.50	0.00	47.4150
M	OTHER		0.00	252.88	252.8800
			85.50		

Depew, Connie

From: Bogner, Penny
Sent: Friday, March 27, 2015 9:14 AM
To: Depew, Connie
Subject: RE: Crystal Hart - PA Days

Changed

From: Depew, Connie
Sent: Friday, March 27, 2015 8:55 AM
To: Bogner, Penny
Subject: Crystal Hart - PA Days

Chief Hess said he spoke with you reference Crystal's PA days. He wants to give her one PA day (8.5 hours) for the months she worked previous to March 1, 2015. (She started November 3, 2014.) He also wanted to let her carry it over past March 1st since she was in training and could not take it. She currently has a balance of 17 PA hours having took 8.5 hours on March 8th. With the extra day she should now have 25.5 hours.

MEMORANDUM

TO: Officer D. W. Hesler
Officer J. R. Samples
Officer C. G. Hart

FROM: Chief R. L. Hess

DATE: February 9, 2015

RE: Written Commendation

On January 10, 2015, at or about 1706 hours, Officers Hesler, Samples, and Hart were dispatched to a subject down call for service in front of 8929 Kingsridge Drive at the RTA bus stop. Officer Samples located a subject with a faint pulse face down in the snow, and while checking the scene, the male became pulseless. Officer Samples initiated CPR with chest compressions, and Officer Hesler retrieved an AED. During this time, Officer Hart assisted with scene control and supported Officers Hesler and Samples. The AED was operated by Officer Hesler and used to deliver two shocks to the patient. CPR was continued until the male's care was turned over to the Miami Valley Fire District. Ultimately, your actions assisted in recovering a pulse as the male was delivered to Sycamore Medical Center.

Officer Samples spoke to bystanders at the scene, and Officers Hesler and Hart responded to Intown Suites all in an effort to identify the male patient. The male was identified, and the information was provided to Sycamore Hospital and Miami Valley Fire personnel. Unfortunately, while in the care of SMC staff the male succumbed to the medical condition and died.

This written commendation is to recognize your efforts in this situation. The Miami Township Police Department takes pride in the delivery of professional service, and it is clear you have supported our mission by providing prompt, proper aid to a person in distress.

FILE

Magill, John

From: Magill, John
Sent: Tuesday, April 28, 2015 12:52 PM
To: Landis, Kevin; Siney, Mike; Etter, Jason; Hart, Crystal
Cc: Hess, Ron
Subject: FW: Thanks

Crustal,

Please take a look at the message below. Thank you for your hard work and dedication. This is a great example of the type of message we want to send to the public. I will drop a copy of this message into your file.

Good Job!

Captain John Magill
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342
Office 937.433.2944
Fax 937.438.2337

From: Hess, Ron
Sent: Tuesday, April 28, 2015 8:09 AM
To: Magill, John
Subject: Fwd: Thanks

Sent from my iPhone

Begin forwarded message:

> **From:** "jetter175 ." <kirchner45@gmail.com>
> **Date:** April 27, 2015 at 10:10:56 PM EDT
> **To:** rhess@miamitownship.com
> **Subject: Thanks**
>
> My name is Richard Kirchner and I live at 2171 Burnside dr. I would like to let you know that I appreicated the policewoman who knocked on my door at 2am Monday morning to let me know that I had left my grarage door open. Some people would have thought that it was an inconvinance, but I was impressed that she took the took the time to assure that my wife and I and our property were safe no matter what time of day.
> I did not get her name, but if you can pass on our appreication to her fot doing a fine job
> Yours Truly
> Richard & Liz Kirchner

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Hart **Title:** Patrol Officer
Evaluator: Mike Siney **Title:** Operations Sergeant First Relief

Evaluation Period: From: 05/01/2015 **Date of Evaluation:** 07/12/2015
To: 07/01/2015

Absence (Number of days/hours) during this rating period: (0)

Absence (Number of occasions during this rating period: (0)

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A.	**Attendance/Punctuality**	☐1	☐2	☐3	☐4	☐5	■6	☐7
B.	**Clothing Appearance**	☐1	☐2	☐3	☐4	☐5	■6	☐7
C.	**Personal Appearance**	☐1	☐2	☐3	☐4	☐5	■6	☐7

Comments: Ofc. Hart is punctual and is always very professional in her appearance.

2. JOB KNOWLEDGE

A.	**Technical Skills**	☐1	☐2	☐3	☐4	■5	☐6	☐7
B.	**Operating Procedures and Regulations**	☐1	☐2	☐3	☐4	■5	☐6	☐7

C.	**Laws and Ordinances**	☐1	☐2	☐3	☐4	■5	☐6	☐7
D.	**Applicability**	☐1	☐2	☐3	☐4	■5	☐6	☐7

Comments: **Ofc. Hart is very much ahead of where she needs to be, Ofc. Hart is doing a great job with laws and ordinances and applying same to her job duties. I have no doubt she will continue to improve as she faces different types of investigations and incidents.**

3. JOB PERFORMANCE

A.	**Quality of Work**	☐1	☐2	☐3	☐4	■5	☐6	☐7
B.	**Quantity of Work**	☐1	☐2	☐3	☐4	■5	☐6	☐7
C.	**Initiative and Innovation**	☐1	☐2	☐3	☐4	■5	☐6	☐7
D.	**Teamwork**	☐1	☐2	☐3	☐4	☐5	■6	☐7
E.	**Planning and Organization**	☐1	☐2	☐3	☐4	■5	☐6	☐7

Comments: **Ofc. Hart is doing a good job here, she has had a few mistakes but after being advised and reminded said issues have not re-occurred.**

4. INTERPERSONAL SKILLS

A.	**Communication**	☐1	☐2	☐3	☐4	■5	☐6	☐7
B.	**Public Relations**	☐1	☐2	☐3	☐4	☐5	■6	☐7

Comments: **Ofc. Hart does an excellent job with both her communication skills and public relations. As she deals more frequent with difficult situations, I have no doubt she will exemplify professional conduct when experiencing more diverse situations.**

5. JUDGEMENT

A.	**Decision Making**	☐1	☐2	☐3	☐4	■5	☐6	☐7

B.	**Problem Solving**	☐1	☐2	☐3	☐4	■5	☐6	☐7

Comments: Ofc. Hart shows good technical skills and problem solving techniques. I have no doubt as she deals with more stressful situations she will do an outstanding job gaining and receiving compliance thru deescalating situations with her poise and professionalism.

6. OFFICE SKILLS (Civilian Personnel Only)

A.	**Clerical Skills**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
B.	**Record Management**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Form/Supply Management**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Data Entry**	☐1	☐2	☐3	☐4	☐5	☐6	☐7

Comments:

7. SUPERVISORY SKILLS

A.	**Leadership**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
B.	**Evaluation Skills**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Employee Relations**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Flexibility**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
E.	**Document Review**	☐1	☐2	☐3	☐4	☐5	☐6	☐7

Comments:

8. ADMINISTRATIVE SKILLS

A.	**Setting Goals and Objectives**	☐1	☐2	☐3	☐4	☐5	☐6	☐7

N/A

B.	**Problem Solving** N/A	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Fiscal Management** N/A	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Policies and Procedures** N/A	☐1	☐2	☐3	☐4	■5	☐6	☐7

Comments: Ofc. Hart when observed has made sound judgements and exercised sound knowledge with policy and procedures. Again I have no doubt as time goes by and she is involved in more diverse situations, she will do great!

N/A

<u>Evaluator's and Reviewer's Overall Comments/Special Considerations:</u> My opinion which is based on the last two months is that Ofc. Hart is doing an excellent job and strives to better herself each and every day. I have no doubts that Ofc. Hart will show great enthusiasm and self-proactivity. Ofc. Hart when asked has always responded positively to constructive criticism thus always and willing to correct. Ofc. Hart has shown great proactivity and often times leads her shift in self-generated activity via traffic enforcement and field interrogations. My only advice to Ofc. Hart at this stage is to continue to do what she has been doing, great police work.

Employee Comments:

Ofc. D. Hart #78 — Employee's Signature * — 7-17-15 — Date

Sgt. M. Sing — Rater's Signature/Rank — 7-17-15 — Date

C J Mill — Operations Captain Signature — 7/13/15 — Date

Chief of Police's Signature — 7-13-15 — Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department
Employee Performance Evaluation

Employee's Name

Employee's strengths

Employee's weaknesses

Employee's career goals for the next year:

Employee's career goals for five years:

Requirements to assist in meeting goals: (specialized training, schools, etc.)

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Hart **Title:** Patrol Officer
Evaluator: Sgt. Mike Siney/ Sgt. Rex Thompson **Title:** Operations Sergeant

Evaluation Period: From: 07/01/2015 **Date of Evaluation:** 11/09/2015
To: 11/01/2015

Absence (Number of days/hours) during this rating period: (0)

Absence (Number of occasions during this rating period: (0)

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A.	**Attendance/Punctuality**	☐1	☐2	☐3	☐4	☐5	■6	☐7
B.	**Clothing Appearance**	☐1	☐2	☐3	☐4	☐5	■6	☐7
C.	**Personal Appearance**	☐1	☐2	☐3	☐4	☐5	■6	☐7

Comments: Ofc. Hart is punctual and is always very professional in her appearance.

2. JOB KNOWLEDGE

A.	**Technical Skills**	☐1	☐2	☐3	☐4	☐5	■6	☐7
B.	**Operating Procedures and Regulations**	☐1	☐2	☐3	☐4	☐5	■6	☐7

C.	**Laws and Ordinances**	☐1	☐2	☐3	☐4	☐5	■6	☐7
D.	**Applicability**	☐1	☐2	☐3	☐4	☐5	■6	☐7

Comments: **Ofc. Hart is very much ahead of where she needs to be, Ofc. Hart is doing a great job with laws and ordinances and applying same to her job duties. Ofc. Hart does very well setting goals and seeing them thru! She has a passion for community service and has attended community camps to prepare her for said roll and to be a peer to children in the community.**

3. JOB PERFORMANCE

A.	**Quality of Work**	☐1	☐2	☐3	☐4	☐5	■6	☐7
B.	**Quantity of Work**	☐1	☐2	☐3	☐4	☐5	■6	☐7
C.	**Initiative and Innovation**	☐1	☐2	☐3	☐4	☐5	■6	☐7
D.	**Teamwork**	☐1	☐2	☐3	☐4	☐5	■6	☐7
E.	**Planning and Organization**	☐1	☐2	☐3	☐4	☐5	■6	☐7

Comments: **Ofc. Hart is doing a good job here, she has had a few mistakes but after being advised and reminded said issues have not re-occurred. Ofc. Hart has continued to progress smoothly and requires very little supervision. She makes sound decisions, she is always willing to assist when and where needed. Ofc. Hart shows great teamwork abilities.**

4. INTERPERSONAL SKILLS

A.	**Communication**	☐1	☐2	☐3	☐4	☐5	☐6	■7
B.	**Public Relations**	☐1	☐2	☐3	☐4	☐5	☐6	■7

Comments: **Ofc. Hart does an excellent job with both her communication skills and public relations. As she deals more frequent with difficult situations, I have no doubt she will exemplify professional conduct when experiencing more diverse situations. Ofc. Hart truly excels in these areas, her communication and public relation skills are beyond approach. She truly is very gifted in these areas and should be utilized by the department as a CRO and/or SRO.**

5. **JUDGEMENT**

A.	**Decision Making**	☐1	☐2	☐3	☐4	☐5	■6	☐7
B.	**Problem Solving**	☐1	☐2	☐3	☐4	☐5	☐6	■7

Comments: Ofc. Hart shows good technical skills and problem solving techniques. I have witnessed on many occasions Ofc. Harts operating procedures and problem solving techniques. I can say with certainty that she excels in these areas.

6. **OFFICE SKILLS (Civilian Personnel Only)**

A.	**Clerical Skills**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
B.	**Record Management**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Form/Supply Management**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Data Entry**	☐1	☐2	☐3	☐4	☐5	☐6	☐7

Comments:

7. **SUPERVISORY SKILLS**

A.	**Leadership**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
B.	**Evaluation Skills**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Employee Relations**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Flexibility**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
E.	**Document Review**	☐1	☐2	☐3	☐4	☐5	☐6	☐7

Comments:

8. ADMINISTRATIVE SKILLS

A.	**Setting Goals and Objectives** N/A	☐1	☐2	☐3	☐4	☐5	■6	☐7
B.	**Problem Solving** N/A	☐1	☐2	☐3	☐4	☐5	■6	☐7
C.	**Fiscal Management** N/A	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Policies and Procedures** N/A	☐1	☐2	☐3	☐4	■5	☐6	☐7

Comments: Ofc. Hart when observed has made sound judgements and exercised sound knowledge with policy and procedures. Again I have no complaints, Ofc. Hart is progressing well in these areas also.

N/A

<u>Evaluator's and Reviewer's Overall Comments/Special Considerations:</u> My opinion which is based on the last several months is that Ofc. Hart is doing an excellent job and strives to better herself each and every day. I have no doubts that Ofc. Hart will show great enthusiasm and self-proactivity. Ofc. Hart when asked has always responded positively to constructive criticism thus always and willing to correct. Ofc. Hart has shown great proactivity and often times leads her shift in self-generated activity via traffic enforcement and field interrogations. My only advice to Ofc. Hart at this stage is to continue to do what she has been doing, great police work.

I can truly not report enough positives about Ofc. Hart, she has truly been a great addition to our department and has championed in a way that I have not seen. She faces both job related and personal diversity as a true professional. I can very easily see if given the opportunities, she will make both our department and community very proud.

Employee Comments:

Ofc. [signature] #78 — 11-15-2015

Employee's Signature * — Date

Sgt. R.A. Thompson 10 — Nov 15, 2015

Rater's Signature/Rank — Date

Operations Captain Signature — Date: 11/16/15

Chief of Police's Signature — Date: Nov 16. 2015

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Employee Performance Evaluation

Employee's Name

Employee's strengths

Employee's weaknesses

N/A

Employee's career goals for the next year:

Employee's career goals for five years:

Paycode Filter: 2 of 3 selected

Payroll Details Report 11/1/2015 - 11/14/2015

Code	Hours	Amount
NH	8.5	380.8425
R	80	2,370.56
	Total:	$2,751.40

HART, CRYSTAL - 9000-172

11/01/2015 - 11/14/2015: Approved\Locked

Base Rate	$28.75
Base Rate	$29.87
OT Rate	$44.805

Code	Hours	Rate	Amount
NH	8.5	44.805	380.8425
R	17	28.75	488.75
R	63	29.87	1,881.81
		Total:	$2,751.40

We just wanted to say thank you to the officers that responded to the fire at Mad River Apartments in the early morning hours of 9-24- Particularly a female officer that assisted my son & his cat. My son has been able to re-locate to another apartment & the cat is alive & well! Thank you for going above & beyond! We regret we don't

Thank You

Thanks again for the gift and for the opportunity to thank me personally. I'm glad it's way past my bedtime.

Happiness,
Stacy & Woody Wisser

Madison Wisser & Benjamin the Cat

MADE WITH PAPER FROM
WELL-MANAGED FORESTS

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Officer C. Hart **Title:** Road Patrol

Evaluator: Sgt. R. A. Thompson **Title:** Sergeant

Evaluation Period: From: January 1, 2015 **Date of Evaluation:** Feb 5, 2016

To: December 31, 2015

Absence (Number of days/hours) 4 days **during this rating period**

Absence (Number of occasions) 3 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

---

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Personal hygiene, proper grooming.

Comments:

Officer Hart always arrives early for duty and is very dependable. She usually keeps her uniform neat and pressed for inspections meeting or exceeding the department requirements.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments:

Officer Hart usually displays a high degree of understanding and utilization of the ever-changing laws, rules techniques and procedures relating to her road patrol duties. She should continue her education and police training to accommodate her departmental desires.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, and works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

Officer Hart was an excellent performer within this organization after transferring to the day watch and her work is generally completed in a timely manner. Her teamwork efforts are in a class of their own and greatly appreciated.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

Hart communicates well with employees, supervisors, and administration personnel. She demonstrates excellent listening skills and offers her opinions when appropriate. Officer Hart is a very enthusiastic person that always goes above and beyond to do her best.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

Officer Hart generally knows where find resources necessary to accomplish most assignments associated with her road patrol duties and usually makes sound decisions.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Over-all Comments/Special Considerations:

Officer Hart should be commended for her professionalism who is an excellent road officer and displays herself well. She uses information and materials effectively to accomplish assignments. She steps up when called upon to handle delicate or sensitive cases involving woman, children and/or the mentally challenged. Hart knows where to find resources available to solve most day-to-day problems and uses the information to thoroughly complete her investigations in a timely manner. Officer Hart goes above and beyond to protect and serve our community. Always a great team player and wants to broaden her knowledge serving our department and has shown a great desire to become a school resource officer or the Miami Township Community Resource Officer. She would be an excellent candidate for all the above and plans to enter evidence technician school this spring. What a great asset to our community and this police department.

Employee Comments:

OFC Christopher Hart #78 — 2-17-16
Employee's Signature * — Date

Sgt. L.A. Thompson — Feb 5, 2016
Rater's Signature/Rank — Date

C/ Mjr MSI — 2/5/16
Deputy Chief's of Police Signature — Date

Chief — Feb 7. 2016
Chief of Police's Signature — Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism Integrity Excellence Honor
Dedication Service Courage

To be completed by the employee and immediate supervisor

Employee's Name: CRYSTAL HART #78 Supervisor: SGT. THOMPSON

Employee's assessment of professional strengths:
I BELIEVE MY PROFESSIONAL STRENGTHS ARE I WORK WELL WITH ALL TYPES OF PEOPLE THAT COME FROM DIFFERENT TYPES OF BACKGROUNDS. I CARRY MYSELF IN A PROFESSIONAL MANNER REGARDLESS OF THE SITUATION. I WORK HARD AND I'M DETERMINED TO MAKE A DIFFERENCE IN SOMEONE'S LIFE WITH HOW THEY PERCEIVE POLICE OFFICERS.

Employee's assessment of professional weaknesses:
TIBERON... I WOULD LIKE MORE TRAINING WITH OVI'S, SEX OFFENSES, DRUGS (TYPES, THEIR AFFECTS, DESCRIPTION) I WOULD LIKE TO HAVE MORE KNOWLEDGE REGARDING RESOURCES WITH HELPING PEOPLE WITH DIFFICULT SITUATIONS, WHEN I CAN'T HELP THEM.

Employee's short term career goals:
GETTING ACCLIMATED TO THE MIDNIGHTS SCHEDULE.
FIND TRAINING THAT WILL HELP ME IN MY CAREER AND MY CAREER GOALS.

Employee's long term career goals:
I PLAN TO RETURN TO SCHOOL AND COMPLETE MY BACHELOR'S DEGREE. BY HAVING MY DEGREE, I CAN PROGRESS WITHIN THE DEPARTMENT. AND ONE DAY BE A GREAT LEADER FOR THE DEPARTMENT.
I ALSO WILL LIKE TO STRENGTHEN THE GAP BETWEEN POLICE AND THE COMMUNITY WE SERVE. WHETHER THATS THROUGH OUT REACH PROGRAMS OR EACH TIME I GET A CALL FOR SERVICE.

Requirements to assist in meeting goals: (specialized training, schools, etc.)
EDUCATION, DETERMINATION, TIME MANAGEMENT.

NAME Hart (LAST) Crystal (FIRST) (MIDDLE) DEPARTMENT PD

DATE OF BIRTH _____ DATE OF HIRE 11/03/14 CLOCK NUMBER _____

SOCIAL SECURITY NUMBER _____ SICK DAYS DUE _____ VACATION TIME DUE _____

2015

EMPLOYEE ATTENDANCE RECORD

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
JAN																															
FEB																															
MAR																															
APR																															
MAY																															
JUN																															
JUL																															
AUG																															
SEP																															
OCT																															
NOV																															
DEC																															

[redacted]

Absence Summary

3/8 - PA day carried over from 2014 because unable to take it while in field training.

[redacted]

[redacted]

AL = ADMINISTRATIVE LEAVE
AS = ADMINISTRATIVE SUSPENSION
C = COMP TIME
DF = DEATH IN FAMILY
I = INJURY LEAVE
J = JURY DUTY
LA = LEAVE OF ABSENCE
PA = PERSONAL TIME
S = SICK
V = VACATION

3 occurrences
34 hours used

FOP Contract Salary Increases - Effective March 1, 2016 - Pay Period #6

OFFICER	Old Salary	Reg. Hours at Old Rate	Comp Hours at Old Rate	Military Leave at Old Rate	PA Hours at Old Rate	Sick Hours at Old Rate	Vac. Hours at Old Rate	Dog Care at Old Rate	OT Hours at Old Rate	OOCIC OT at Old Rate	Court Hours at Old Rate	New Salary with 1.5%	Reg. Hours at New Rate	Comp Hours at New Rate	Military Leave at New Rate	PA Hours at New Rate	Sick Hours at New Rate	Vac. Hours at New Rate	OT Hours at New Rate	SP Detail OT Hours at New Rate	OOCIC OT at New Rate	TOTAL PAID HOURS	Comp Earned (k) Hours	Specialty Compensation	Yearly PA
Albert, B.	31.14	34.00					17.00					31.60	29.00						0.50			80.50		8.5 Comp	25.5
Beatty, T.	31.62	51.00			8.50				1.75			32.08	20.50									81.75		N/A	25.5
Caldwell, K.	28.75	51.00							2.50			29.18	20.50		8.50							82.50		N/A	25.5
Comer, T.	31.62	16.00					32.00					32.08	30.00				2.00		3.00			83.00		$256.64	24.0
Duffey, S.	31.31	59.50										31.77	20.50									80.00	10.50	N/A	25.5
Fiebig, J.	31.67	42.50										32.14	29.00	8.50								80.00	2.50	8.5 Comp	25.5
Hart, C.	29.87	51.00										30.31	29.00									80.00	1.00	N/A	25.5
Hesler, D.	31.06	34.50	8.00					2.00				31.52	37.50									82.00	1.00	N/A	25.5
Hinojosa, M.	26.62	42.50										27.02	37.50									80.00	1.00	N/A	25.5
Hupp, S.	30.74	51.00	8.50									31.20	20.50									80.00		8.5 Comp	25.5
Jones, W.	30.98	16.00				32.00						31.44	32.00									80.00		N/A	24.0
McCoy, P.	31.31	42.50										31.77	35.00					2.50	1.25			81.25		8.5 Comp	25.5
Miller, S.	31.75	34.00				8.50	8.50		5.00			32.22	29.00						0.50			85.50	0.75	273.87	25.5
Neer, J.	31.31	42.50									3.00	31.77	37.50						0.50			83.50		N/A	25.5
Ooten, D.	31.31	42.50							1.00			31.77	29.00			8.50						81.00		N/A	25.5
Powell, S.	26.62			42.50								27.02	19.50		18.00							80.00		N/A	25.5
Ratay, D.	31.92	59.50							0.75			32.39	20.50							2.50		83.25		N/A	25.5
Sakal, P.	31.31	42.50	8.50						0.75			31.77	23.50	5.50								80.75		N/A	25.5
Samples, J.	30.74	48.00							6.00			31.20	32.00						3.00			89.00		$249.60	24.0
Sanders, C.	26.62	42.50			17.00							27.02	20.50									80.00	3.00	N/A	25.5
[redacted]	31.62	40.00					8.00					32.08	32.00						10.50			90.50		$256.64	24.0
Simpson, T.	29.87	59.50							0.75			30.31	20.50						6.00			86.75	1.50	N/A	25.5
[redacted]	31.49	34.00					8.50		3.00			31.95	37.50						2.50			85.50		$271.58	25.5
Stites, G.	31.31	34.00				17.00			1.50			31.77	29.00									81.50		8.5 Comp	25.5
Swallen, R.	31.35	48.00								21.00		31.82	32.00								4.00	105.00		N/A	24.0
Swearingen, J.	30.74	51.00				8.50						31.20	20.50									80.00	5.00	8.5 Comp	25.5
Todd, S.	31.63	42.50			8.50							32.10	29.00									80.00	5.75	$272.85	25.5
Wessling, D.	30.74	34.00					8.50					31.20	37.50									80.00		8.5 Comp	25.5
[redacted]	30.74	59.50										31.20	20.50									80.00	4.50	N/A	25.5
[redacted]	31.31	34.00					17.00					31.77	29.00									80.00		N/A	25.5

Pay Period: 06 **Police Department Time Card Report for Period Ending: 3/5/2016**

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
9000	**Police**				
	057 ALBERT BENJAMIN A				
	COMP 1.0 EARNED	03/01/2016	8.50	0.00	0.0000
	REGULAR		34.00	0.00	31.1400
	VACATION		17.00	0.00	31.1400
	REGULAR		29.00	0.00	31.6000
	OVERTIME		0.50	0.00	47.4000
			89.00		
	037 BEATTY TIMOTHY R				
	REGULAR		51.00	0.00	31.6200
	PERSONAL		8.50	0.00	31.6200
	REGULAR		20.50	0.00	32.0800
	OVERTIME		1.75	0.00	47.4300
			81.75		
	077 BRUN JOHN G				
	COMP 1.5 EARNED		1.00	0.00	0.0000
	REGULAR		57.50	0.00	17.0000
	SICK		22.50	0.00	17.0000
			81.00		
	080 CALDWELL KORY S				
	REGULAR		51.00	0.00	28.7500
	REGULAR		20.50	0.00	29.1800
	GUARD DUTY	03/05/2016	8.50	0.00	29.1800
	OVERTIME		2.50	0.00	43.1250
			82.50		
	029 COMER TODD A				
	VACATION		32.00	0.00	31.6200
	REGULAR		16.00	0.00	31.6200
R	REGULAR		30.00	0.00	32.0800
S	SICK		2.00	0.00	32.0800
O	OVERTIME		3.00	0.00	48.1200
M	OTHER		0.00	256.64	256.6400
			83.00		
	509 DEPEW CONNIE .				
	REGULAR		78.50	0.00	24.1500
	SICK		1.50	0.00	24.1500
			80.00		
	047 DUFFEY SHANE W				
	COMP 1.5 EARNED		10.50	0.00	0.0000
	REGULAR		59.50	0.00	31.3100
	REGULAR		20.50	0.00	31.7700
			90.50		
	045 ETTER JASON L				
	REGULAR		80.00	0.00	34.1000
	OVERTIME		8.25	0.00	51.1500
			88.25		
	062 FIEBIG JULIE M				
	COMP 1.0 EARNED	03/01/2016	8.50	0.00	0.0000
	COMP 1.5 EARNED		2.50	0.00	0.0000
	REGULAR		42.50	0.00	31.6700
	REGULAR		29.00	0.00	32.1400
	COMP HOURS		8.50	0.00	32.1400
			91.00		
	078 HART CRYSTAL G				
k	COMP 1.5 EARNED		1.00	0.00	0.0000
R	REGULAR		51.00	0.00	29.8700
R	REGULAR		29.00	0.00	30.3100
			81.00		

Incident Report

10/17/2016

Miami Township Police Department

Award - Letter of Appreciation

For: Officer Hart, Crystal (078) **Occurred:** 9/23/2016

By: Captain Magill, John (003) **Entered:** 10/17/2016

We received a thank you card from Steve and Judy Wissel. They wanted to thank our employees for helping with their family cay at a fire that happened at Mad River Apartments. This was 09/23/2016 on case number 16-3114. I want to thank both of you for your professional conduct and demeanor. This is a positive reflection on this department and in keeping with our core values.

Captain John Magill

Pay Period: 24 **Police Department Time Card Report for Period Ending: 11/12/2016**

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
9000	**Police**				
[redacted]	**057 ALBERT BENJAMIN A**				
	REGULAR		34.00	0.00	31.6000
	SICK		8.50	0.00	31.6000
	REGULAR		29.00	0.00	31.6400
	HOLIDAY-NA		8.50	0.00	31.6400
	VACATION		8.50	0.00	31.6400
	COMP 1.5 EARNED		1.50	0.00	47.4000
	OVERTIME		1.00	0.00	47.4000
			91.00		
	037 BEATTY TIMOTHY R				
	REGULAR		62.00	0.00	32.0800
	VACATION		18.00	0.00	32.0800
	HOLIDAY-NA		12.75	0.00	32.0800
	OVERTIME		1.75	0.00	48.1200
			94.50		
	077 BRUN JOHN G				
	REGULAR		70.00	0.00	17.0000
	HOLIDAY		8.00	0.00	17.0000
	USED COMP		2.00	0.00	17.0000
	COMP 1.5 EARNED		4.00	0.00	25.5000
			84.00		
	080 CALDWELL KORY S				
	REGULAR		61.00	0.00	29.1800
	USED COMP		19.00	0.00	29.1800
	HOLIDAY-NA		12.75	0.00	29.1800
	COMP 1.5 EARNED		14.50	0.00	43.7700
			107.25		
	029 COMER TODD A				
	REGULAR		72.00	0.00	32.0800
	HOLIDAY		8.00	0.00	32.0800
O	OVERTIME		2.00	0.00	48.1200
			82.00		
[redacted]	**509 DEPEW CONNIE**				
	REGULAR		69.00	0.00	25.1200
	HOLIDAY		8.00	0.00	25.1200
	SICK		3.00	0.00	25.1200
			80.00		
	047 DUFFEY SHANE W				
	REGULAR		63.00	0.00	31.7700
	VACATION		17.00	0.00	31.7700
	HOLIDAY-NA		8.50	0.00	31.7700
	OVERTIME		4.50	0.00	47.6550
			93.00		
	045 ETTER JASON L				
	REGULAR		71.50	0.00	37.8900
	HOLIDAY-NA		8.50	0.00	37.8900
	VACATION		8.50	0.00	37.8900
	OVERTIME		22.00	0.00	56.8350
			110.50		
	062 FIEBIG JULIE M				
	REGULAR		80.00	0.00	34.7800
	HOLIDAY-NA		12.75	0.00	34.7800
	OVERTIME		19.25	0.00	52.1700
			112.00		
	078 HART CRYSTAL G				
R	REGULAR		25.50	0.00	30.3100
S	SICK		8.50	0.00	30.3100

Paycode Filter: All

Payroll Details Report 10/30/2016 - 11/12/2016

Code	Hours	Amount
k	3	0.00
NH	8.5	265.20
R	71.5	2,208.105
S	8.5	257.635
	Total:	$2,730.94

HART, CRYSTAL - [redacted]

10/30/2016 - 11/12/2016: Approved\Locked

Base Rate	$30.31
Base Rate	$31.20

Code	Hours	Rate	Amount
k	3		0.00
NH	8.5	31.20	265.20
R	46	31.20	1,435.20
R	25.5	30.31	772.905
S	8.5	30.31	257.635
		Total:	$2,730.94

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
R	REGULAR		46.00	0.00	31.2000
NH	HOLIDAY-NA		8.50	0.00	31.2000
k	COMP 1.5 EARNED		3.00	0.00	45.4650
			91.50		
	060 HESLER DOUGLAS W				
	NO PAY		16.00	0.00	0.0000
	REGULAR		48.00	0.00	31.5600
	HOLIDAY-NA		8.50	0.00	31.5600
	VACATION		8.00	0.00	31.5600
	USED COMP		8.00	0.00	31.5600
	DOG CARE		2.50	0.00	31.5600
	COMP 1.5 EARNED		6.50	0.00	47.3400
			97.50		
	001 HESS RONALD L				
	VACATION		40.00	0.00	46.9600
	REGULAR		32.00	0.00	46.9600
	HOLIDAY		8.00	0.00	46.9600
			80.00		
	504 HOISINGTON PENNY L				
	REGULAR		72.00	0.00	20.3900
	HOLIDAY		8.00	0.00	20.3900
			80.00		
	076 HUPP STEVEN T				
	REGULAR		71.50	0.00	31.2000
	HOLIDAY-NA		12.75	0.00	31.2000
	USED COMP		8.50	0.00	31.2000
	OVERTIME		8.50	0.00	46.8000
	COMP 1.5 EARNED		6.00	0.00	46.8000
			107.25		
	513 ILO AMY R				
	REGULAR		56.00	0.00	18.3600
	SICK		16.00	0.00	18.3600
H	HOLIDAY		8.00	0.00	18.3600
			80.00		
	002 JOHNSON RUSSELL N				
	REGULAR		54.00	0.00	39.5300
	SICK		18.00	0.00	39.5300
	HOLIDAY		8.00	0.00	39.5300
	SAL COMP EARN		2.00	0.00	39.5300
			82.00		
	[redacted]				
	REGULAR		72.00	0.00	32.0800
	HOLIDAY		8.00	0.00	32.0800
	OVERTIME		3.50	0.00	48.1200
			83.50		
	065 JONES WILEY L				
	SICK		80.00	0.00	34.1000
	HOLIDAY-NA		8.50	0.00	34.1000
			88.50		
	059 LANDIS KEVIN J				
	SICK		80.00	0.00	38.6500
	HOLIDAY-NA		8.50	0.00	38.6500
			88.50		
	003 MAGILL JOHN D				
	REGULAR		70.00	0.00	39.5300
	HOLIDAY		8.00	0.00	39.5300
	SAL COMP USED		2.00	0.00	39.5300
			80.00		
	033 MCCOY PATRICK M				

INVOICE

GALLS

PO Box 54430
Lexington, KY 40555-4430

Billing Questions: AR@Galls.com

BILLING INQUIRIES	(866) 286-1358

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	006569737
INVOICE DATE	12/07/2016
DUE DATE	01/06/2017
SHIP VIA	UPS Ground
PO #	TURTLENECKS
SALES ORDER	7248206
F.O.B. Shipping Point	

24 2 SP 0.675 E0024 I0193 D2065328858 S2 P3733664 0006:0008

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
UN167 BLK MD	UA TAC COLDGEAR INFRARED MOCK Purchased for: HART	LEX	1	44.00	44.00
UA543 BLK MD	UF/X MOCK TURTLENECK SHIRT Purchased for: HART	LEX	1	43.20	43.20

Paid $87.87 cash
2/06/17. cd

Authorization For Payment
Vendor Code 2550
PO#
Acct Code 09-910-50707
Payment Amt. $87.87
Final Pymt.
Sign Date 2/06/17
Approval cd
Turtlenecks

1Z4109850322622979

SUBTOTAL:	87.20
SHIPPING:	0.67
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$87.87**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS

DUE DATE	01/06/2017
INVOICE DATE	12/07/2016
AMOUNT DUE	**$87.87**
ACCOUNT NUMBER	[redacted]
INVOICE NUMBER	**006569737**

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 0000006569737 0 0000008787 0000008787 2

0006:0008

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Hart **Title: Police Officer**
Evaluator: Sgt. Julie Fiebig #62 **Title: Sergeant**

Evaluation Period: 2016 **Date of Evaluation:** 02/10/2017

Absence (Number of days/hours) during this rating period 5/42.5

Absence (Number of occasions) during this rating period 5

Circle the rating for each category.
Not Applicable= NA

***Does Not Meet Standards* - Rating 1-2**
***Meets Standards* - Rating 3-4-5**
***Exceeds Standards* - Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

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1. PROFESSIONALISM

A.	**Attendance/Punctuality**	☐1	☐2	☐3	■4	☐5	☐6	☐7
B.	**Clothing Appearance**	☐1	☐2	☐3	☐4	☐5	■6	☐7
C.	**Personal Appearance**	☐1	☐2	☐3	☐4	☐5	■6	☐7

Comments: Ofc. Hart is always early for duty and reports to roll call ready for her shift. She did have 5 days of sick leave on 5 separate occasions throughout the year. Ofc. Hart maintains her uniform and it is always clean and orderly. She takes pride in her personal appearance.

2. JOB KNOWLEDGE

A.	**Technical Skills**	☐1	☐2	☐3	☐4	■5	☐6	☐7
B.	**Operating Procedures and Regulation**	☐1	☐2	☐3	☐4	■5	☐6	☐7
C.	**Laws and Ordinances**	☐1	☐2	☐3	☐4	■5	☐6	☐7

D.	**Applicability**	☐1	☐2	☐3	☐4	■5	☐6	☐7

Comments: Ofc. Hart went to Evidence Technician training and is doing very well in this capacity. She stays current with Power DMS and learning the new policies and procedures. Ofc. Hart is knowledgeable with the laws and ordinances and has no problem applying the law in the course of her duties. Ofc. Hart volunteered to become a Field Training Officer. Since her training she has sought out advice from current F.T.O.'s on the techniques they use when they are training.

3. JOB PERFORMANCE

A.	**Quality of Work**	☐1	☐2	☐3	☐4	■5	☐6	☐7
B.	**Quantity of Work**	☐1	☐2	☐3	☐4	■5	☐6	☐7
C.	**Initiative and Innovation**	☐1	☐2	☐3	☐4	■5	☐6	☐7
D.	**Teamwork**	☐1	☐2	☐3	☐4	☐5	■6	☐7
E.	**Planning and Organization**	☐1	☐2	☐3	☐4	☐5	■6	☐7

Comments: Ofc. Hart turns in completed reports and citations. She rarely has to be reminded to turn in paperwork. Ofc. Hart is detailed oriented and she takes pride in the work she submits. Ofc. Hart is always willing to help her fellow officers and she is a team player. Ofc. Hart has no issues with planning and organizing. She responded to 549 calls for service as either the primary or back up officer. She made 125 traffic stops and wrote 43 citations.

4. INTERPERSONAL SKILLS

A.	**Communication**	☐1	☐2	☐3	☐4	☐5	■6	☐7
B.	**Public Relations**	☐1	☐2	☐3	☐4	☐5	☐6	■7

Comments: Ofc. Hart communicates well with the citizens of Miami Township, often times she is able to diffuse situations by talking to people. She has no issues speaking to her fellow officers or her supervisors. Ofc. Hart volunteers in the Police and Youth program and she also organized and participated in the Shop with a Hero program. Ofc. Hart does outstanding work with these two programs and her passion for community relations is evident in her daily tasks.

5. JUDGEMENT

A.	**Decision Making**	☐1	☐2	☐3	☐4	■5	☐6	☐7
B.	**Problem Solving**	☐1	☐2	☐3	☐4	■5	☐6	☐7

Comments: Ofc. Hart has no issues in making decisions and following through with the decision she has made. She thinks outside the box when it comes to solving problems and is forward thinking when it comes to finding long term solutions to problems.

6. **OFFICE SKILLS (Civilian Personnel Only)**

A.	**Clerical Skills**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
B.	**Record Management**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Form/Supply Management**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Data Entry**	☐1	☐2	☐3	☐4	☐5	☐6	☐7

Comments:

7. **SUPERVISORY SKILLS**

A.	**Leadership**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
B.	**Evaluation Skills**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Employee Relations**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Flexibility**	☐1	☐2	☐3	☐4	☐5	☐6	☐7
E.	**Document Review**	☐1	☐2	☐3	☐4	☐5	☐6	☐7

Comments:

8. **ADMINISTRATIVE SKILLS**

A.	**Setting Goals and Objectives** N/A	☐1	☐2	☐3	☐4	☐5	☐6	☐7
B.	**Problem Solving** N/A	☐1	☐2	☐3	☐4	☐5	☐6	☐7
C.	**Fiscal Management** N/A	☐1	☐2	☐3	☐4	☐5	☐6	☐7
D.	**Policies and Procedures** N/A	☐1	☐2	☐3	☐4	☐5	☐6	☐7

Comments:

N/A

Evaluator's and Reviewer's Overall Comments/Special Considerations: Ofc. Hart is a well-balanced officer. She is resourceful and attempts to find solutions to problems on her own. If she is unable to find a solution she looks to her fellow officers and supervisors for guidance. She has 10 positive Guardian Tracking entries for the year. She has shown initiative by volunteering for E.V. training and also F.T.O. training. She also participates in several community relations events, such as, Shop with a Hero, National Night Out and Police and Youth. Ofc. Hart has a passion for helping people and she displays this on a regular basis.

Employee Comments:

Employee's Signature * — Date: 2-13-17

Rater's Signature/Rank — Date: 2-13-17

Operations Captain Signature — Date: 2/21/17

Chief of Police's Signature — Date: 3-6-2017

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Employee Performance Evaluation

Employee's Name CRYSTAL HART

Employee's strengths

I WORK WELL WITH THE MANY DIVERSITY IN OUR COMMUNITY. I STILL BELIEVE STRONGLY IN COMMUNITY POLICING AND I SHOW THAT PASSION WHILE ON ROAD PATROL OR SPECIAL EVENTS. I WORK WELL WITH OTHERS IN THE DEPARTMENT AND IN OUR COMMUNITY. I WORK WELL UNDER PRESURE AND I ENJOY DOING MY JOB. I DON'T JUST GO ON CALLS TO TAKE REPORTS, I TAKE TIME OUT TO SHOW I GENUINE CARE ABOUT THEIR SITUATION.

Employee's weaknesses

WORKING MIDNIGHTS. NIGHT TIME PHOTOGRAPHY. BUBBLE WRAP.

Employee's career goals for the next year:

CONTINUE MY EDUCATION BY TAKING ADVANTAGE OF TRAINING OPPORTUNITIES PROVIDED BY THE DEPARTMENT. CHALLENGING MYSELF BY TAKING ON OTHER SPECIAL SKILLS WITHIN THE DEPARTMENT. BECOMING A BETTER POLICE OFFICER FOR OUR DEPARTMENT. MY GOAL IS TO BE A BETTER EV TECH AND A TOP NOTCH FTO.

Employee's career goals for five years:

EACH YEAR AT MIAMI TOWNSHIP I WOULD LIKE TO BE A BETTER OFFICER THAN I WAS OF PRIOR YEARS. I WOULD LIKE TO BE A GREAT ASSET TO OUR DEPARTMENT. I WILL CONTINUE TO BE THE BEST THAT I CAN ON EVERY CALL I'M DISPATCHED TO. I WOULD ALSO LIKE TO BE A PART OF ANY PROMOTIONAL JOB OPENINGS.

Requirements to assist in meeting goals: (specialized training, schools, etc.)

CONTINUING MY EDUCATION IS THE KEY FOR ME TO REACH MY GOALS.
ALSO START BELIEVING IN MYSELF.

Pay Period: 07 Police Department Time Card Report for Period Ending: 3/18/2017

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
9000	Police				
	057 ALBERT BENJAMIN A				
	BACK PAY		0.00	10.54	10.5400
	REGULAR		80.00	0.00	32.2600
	COMP 1.0 EARNED	03/01/2017	8.50	0.00	32.2600
			88.50		
	037 BEATTY TIMOTHY R				
	BACK PAY		0.00	23.08	23.0800
	REGULAR		71.50	0.00	32.7100
	VACATION		8.50	0.00	32.7100
	OVERTIME		6.75	0.00	49.0650
			86.75		
	077 BRUN JOHN G				
	REGULAR		76.00	0.00	17.6800
	USED COMP		4.00	0.00	17.6800
	COMP 1.5 EARNED		1.50	0.00	26.5200
			81.50		
	080 CALDWELL KORY S				
	BACK PAY		0.00	10.37	10.3700
	GUARD DUTY		68.00	0.00	30.9200
	USED COMP		8.50	0.00	30.9200
	REGULAR		3.50	0.00	30.9200
			80.00		
	029 COMER TODD A				
	BACK PAY		0.00	15.12	15.1200
	REGULAR		80.00	0.00	32.7100
	OVERTIME		3.50	0.00	49.0650
	OTHER – Specialty		0.00	261.68	261.6800
			83.50		
	509 DEPEW CONNIE				
	REGULAR		61.25	0.00	25.1200
V	VACATION		16.00	0.00	25.1200
K	USED COMP		2.75	0.00	25.1200
			80.00		
	047 DUFFEY SHANE W				
	BACK PAY		0.00	22.01	22.0100
	REGULAR		79.00	0.00	32.3900
	USED COMP		1.00	0.00	32.3900
	COMP 1.5 EARNED		2.00	0.00	48.5850
			82.00		
	045 ETTER JASON L				
	REGULAR		78.00	0.00	38.6500
	USED COMP		2.00	0.00	38.6500
	OVERTIME		7.00	0.00	57.9750
	COMP 1.5 EARNED		7.00	0.00	57.9750
			94.00		
	062 FIEBIG JULIE M				
	REGULAR		79.00	0.00	35.4800
	VACATION		1.00	0.00	35.4800
	COMP 1.5 EARNED		7.50	0.00	53.2200
			87.50		
	078 HART CRYSTAL G				
	BACK PAY		0.00	10.54	10.5400
R	REGULAR		80.00	0.00	31.8200
k	COMP 1.5 EARNED		13.50	0.00	47.7300
			93.50		
	060 HESLER DOUGLAS W				
B	BACK PAY		0.00	11.16	11.1600

FOP BACK PAY 03/01/17

Employee	New Salary with 2% Increase	1% Educational Incentive Pay	2% Educational Incentive Pay	Longevity Pay	TOTAL NEW SALARY	Old Salary	Salary Difference	Hours at Regular Pay	Back Pay for Regular Hours	Salary Difference x 1.5	Hours at OT Pay	Back Pay for Overtime Hours	TOTAL BACK PAY
Albert, Ben	31.82	N/A	N/A	0.44	32.26	31.64	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Beatty, Tim	31.82	0.32	N/A	0.57	32.71	32.08	0.63	34.00	**21.42**	0.95	1.75	**1.66**	**23.08**
Caldwell, Kory	30.92	N/A	N/A	N/A	30.92	30.31	0.61	17.00	**10.37**	0.92	0.00	**0.00**	**10.37**
Comer, Todd	31.82	0.32	N/A	0.57	32.71	32.08	0.63	24.00	**15.12**	0.95	0.00	**0.00**	**15.12**
Duffey, Shane	31.82	N/A	N/A	0.57	32.39	31.77	0.62	34.00	**21.08**	0.93	1.00	**0.93**	**22.01**
Hart, Crystal	31.82	N/A	N/A	N/A	31.82	31.20	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Hesler, Doug	31.82	N/A	N/A	0.36	32.18	31.56	0.62	18.00	**11.16**	0.93	0.00	**0.00**	**11.16**
Hupp, Steven	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
McCoy, Pat	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Miller, Scott	31.82	N/A	0.64	0.44	32.90	32.26	0.64	17.00	**10.88**	0.96	2.00	**1.92**	**12.80**
Neer, Jim	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Ooten, Dave	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Powell, Sean	28.57	N/A	N/A	N/A	28.57	28.01	0.56	17.00	**9.52**	0.84	0.00	**0.00**	**9.52**
Sakal, Bob	31.82	N/A	N/A	0.57	32.39	31.77	0.62	24.00	**14.88**	0.93	0.00	**0.00**	**14.88**
Samples, Joshua	31.82	N/A	N/A	N/A	31.82	31.20	0.62	24.00	**14.88**	0.93	4.00	**3.72**	**18.60**
Sanders, Craig	28.57	N/A	N/A	N/A	28.57	28.01	0.56	17.00	**9.52**	0.84	0.00	**0.00**	**9.52**
[redacted]	31.82	0.32	N/A	0.57	32.71	32.08	0.63	24.00	**15.12**	0.95	0.00	**0.00**	**15.12**
[redacted]	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
[redacted]	31.82	0.32	N/A	0.48	32.62	31.99	0.63	17.00	**10.71**	0.95	0.00	**0.00**	**10.71**
Stites, Greg	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**
Swallen, Ray	31.82	N/A	0.64	N/A	32.46	31.82	0.64	24.00	**15.36**	0.96	16.50	**15.84**	**31.20**
Swearingen, James	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
Todd, Shawn	31.82	N/A	0.64	0.32	32.78	32.14	0.64	24.00	**15.36**	0.96	0.00	**0.00**	**15.36**
Wessling, Daniel	31.82	N/A	N/A	N/A	31.82	31.20	0.62	24.00	**14.88**	0.93	0.00	**0.00**	**14.88**
White, Eric	30.92	N/A	N/A	N/A	30.92	30.31	0.61	17.00	**10.37**	0.92	0.00	**0.00**	**10.37**
[redacted]	31.82	N/A	N/A	N/A	31.82	31.20	0.62	34.00	**21.08**	0.93	0.00	**0.00**	**21.08**
[redacted]	31.82	N/A	N/A	0.57	32.39	31.77	0.62	17.00	**10.54**	0.93	0.00	**0.00**	**10.54**

Miami Township Police Department
Employee Personal Information
Revision Request

Name: CRYSTAL RANKINS Date Submitted: 7-24-2017

I hereby request the following changes to be made to my personal information:

☐ **Address Change** **Effective Date:** _____
(Please remember to complete City & School Tax Withholding changes if applicable)
Address: _____

City: _____ **State:** _____ **Zip:** _____

☐ **Phone Number Change** **Effective Date:** _____

New Number: _____

☐ **Emergency Contact Information** **Effective Date:** 7-24-17

[redacted]

☐ **City Tax Withholdings** **Effective Date:** _____

City withholdings to be stopped: _____

New City taxes to be withheld: _____

☐ **School Tax Withholdings** **Effective Date:** _____

Public School District of Residence: _____

School District Number (available from Finance Dept.): _____

Employee: Crystal Rankins **Date:** 7-24-17
Supervisor/Sergeant: [signature] **Date:** 7-24-17
~~Deputy Chief of Police:~~ Captain [signature] **Date:** 7/25/17
Chief of Police: [signature] **Date:** 8-1-2017
Admin. Assist (Police): Connie Depew **Date:** 7/25/17
Finance Department: _____ **Date:** _____
Human Resources: _____ **Date:** _____

MTPD # 165

DePew, Connie

From: Harris, Lisa
Sent: Wednesday, January 10, 2018 9:59 AM
To: DePew, Connie; Bogner, Penny
Cc: Magill, John
Subject: RE: Officer Rankins' sick time

Connie,

Crystal Rankin's NEW sick time balance is 225.60...please let me know if you need anything else...thank you!!!

Lisa

From: DePew, Connie
Sent: Wednesday, January 10, 2018 8:58 AM
To: Bogner, Penny <pbogner@miamitownship.com>; Harris, Lisa <lharris@miamitownship.com>
Cc: Magill, John <jmagill@miamitownship.com>
Subject: FW: Officer Rankins' sick time

Officer Crystal Rankins used 25.5 hours of sick time on 2/11/17, 8/06/17, and 8/07/17, and failed to enter the leave into Precinct Manager. We need to deduct 25.5 hours from her sick leave balance.

From: Magill, John
Sent: Wednesday, January 10, 2018 8:53 AM
To: DePew, Connie <cdepew@miamitownship.com>
Subject: FW: Officer Rankins' sick time

FYI

Captain John Magill
Miami Township Police Department
2660 Lyons Road
Miamisburg, Ohio 45342
Office 937.433.2944
Fax 937.438.2337

From: Jones, Bill
Sent: Wednesday, January 10, 2018 6:28 AM
To: Magill, John <jmagill@miamitownship.com>
Subject: Officer Rankins' sick time

Sir,

While going through Officer Rankins' sick usage and Guardian Tracking for employee evaluations, I discovered there were three days of sick time not accounted for in Precinct Manger. The days are logged in Guardian Tracking, but not Precinct Manager. The dates were 2/11/17, 8/6/17, and 8/7/17. I completed sick leave forms in Precinct Manger for those dates. Wanted to make you aware, so it is not confusing when you receive them for approval.

Respectfully,

SERGEANT BILL JONES
MIAMI TOWNSHIP POLICE DEPARTMENT
2660 Lyons Road
Miami Township, OH 45342
937-531-4063
Fax: 937-433-5457

Officer Rankins,
Det. Todd Comer,
& Miami Township
Police Dept

...appreciating them
just comes
naturally.

Thank You

Thanks to all of you for making our Christmas so special! We were so surprised and grateful for all that Miami Township has done for us. You made my son "Haige" have his best Christmas ever.
You all are amazing people.
Sincerely, Barb Kolb & Haige

Tender Thoughts®

18709742

0 68981 66077 4

5633586

$2.75 TTTY23587700H

AMERICAN GREETINGS CLEVELAND, OHIO 44145

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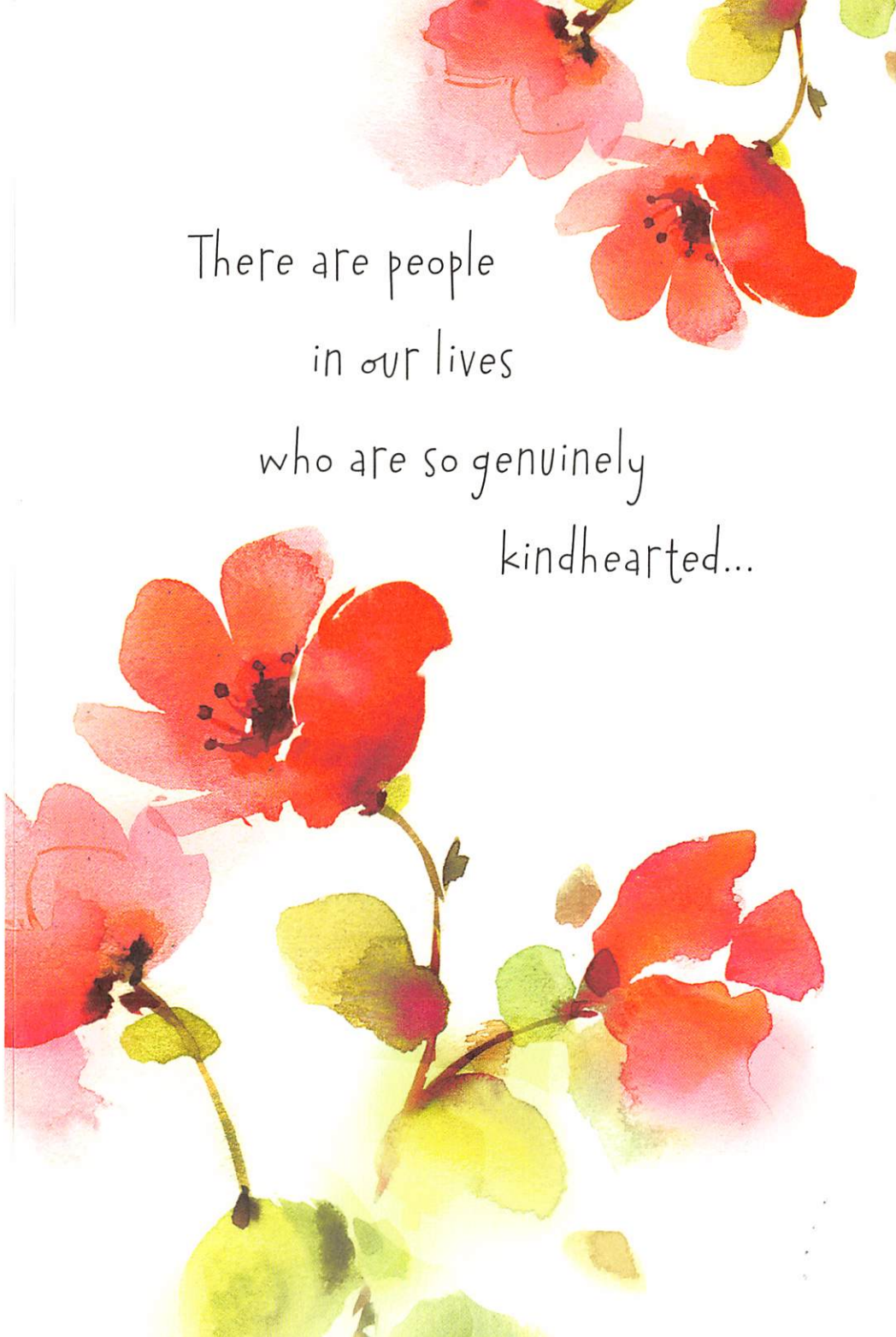
There are people
in our lives
who are so genuinely
kindhearted...



Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Rankins **Title:** Officer
Evaluator: Bill Jones **Title:** Sergeant

Evaluation Period: From: January 1, 2017 **Date of Evaluation:** 2-2-18
To: December 31, 2017

Absence (Number of days/hours) 9 days during this rating period

Absence (Number of occasions) 6 during this rating period

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

---

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐ 5 **X** 6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Personal hygiene, proper grooming.

Comments:
Officer Rankins has proper use of her leave time, which included using sick time to take care of her ill father. She takes pride in her appearance and the way she presents herself to the public. She shows proper grooming and maintains personal hygiene standards, including ensuring her hair and overall appearance is professionally presented. Officer Rankins was recognized by Detective Comer for her professionalism during the Cesar Castorela Sotela trial.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:
Officer Rankins demonstrated her technical skills during a traffic stop where she located drugs and drug paraphernalia by using investigative techniques of questioning a female suspect who had concealed these items inside her body. On a separate incident Officer Rankins located 1.9 grams of unpackaged suspected fentanyl from a traffic stop assist she provided to Officer Powell during a tow inventory of the vehicle.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 **X** 6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, and works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 **X** 7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:
Officer Rankins has taken the initiative the last two years to plan and organize the Shop with a Hero event, which has been extremely successful both years. In doing this she has demonstrated her ability to work effectively with her co-workers and have everyone working towards a common goal. She also took the initiative to organize a donation amongst Department officers to provide additional Christmas gifts for kids. Doing all this with minimum supervision. She has also participated in the Touch a Truck event and National Night Out showing her willingness to accept special assignments. Officer Rankins is well known for her teamwork and willingness to lend a hand.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 **X** 7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:
As mentioned above, Officer Rankins volunteered and organized the Shop with a Hero event, donations for Christmas gifts and participated in NNO and Touch a Truck. All events are community oriented and COP events. She presents and exemplifies a positive role model for young children, especially young women she comes in contact with through these events. She is able to interact with citizens in a proper manner during these events, but also able to switch approaches when necessary in dealing with uncooperative subjects on the street.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:
Officer Rankins is able to work independently and make sound work decisions. If she is doubtful of a situation, she will not hesitate to contact the Supervisor and request advice or suggestions. Officer Rankins is resourceful with the use of necessary means to resolve any problems or issues. She is also willing to give suggestions to fellow officers on ways to resolve problems or issues when assisting on calls for service and uses judgement when to make Supervisors aware of any concerns she may have.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:
I look to have Officer Rankins continue her education and knowledge in applying our laws, policies and procedures to her every day duties. As a Supervisor I consider Officer Rankins a reliable source of how the environment on the shift is operating and getting feedback. She is also open to accepting critiquing and feedback on herself. She should know her positive attitude and assistance in the changes being conducted has made a constructive impact department wide. I look forward to seeing where her career continues and hope she considers moving towards a supervisory role in the future. Her work and dedication to the Department is making a difference in the culture and environment within the shift and Department.

Employee Comments:

Employee's Signature * — Date: 02-02-18

Rater's Signature/Rank: B. Jones Sergeant — Date: 2-2-18

Operations Captain Signature — Date: 1/27/18

Chief of Police's Signature — Date: 3/13/18

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism ┐ Integrity ┐ Excellence ┐ Honor
Dedication ┐ Service ┐ Courage

To be completed by the employee and immediate supervisor

Employee's Name: Crystal Rankins Supervisor: Sgt. B. Jones

Employee's assessment of professional strengths:

I feel my strengths are my professionalism, getting tasks done accurately, being a team player, able to take on new challenges, able to convert to changes in my job task, problem solving and still having the passion for this career.

Employee's assessment of professional weaknesses:

I sometimes lack confidence with my knowledge of the job. (i.e. in regards to applying for a promotional position), Taking work home with me.

Employee's short term career goals:

I would like to strive to be a better officer than I was in 2017.

Employee's long term career goals:

I would like to finish my bachelor's degree in criminal justice. Also work on my confidence by challenging myself to move to other areas in my career besides road patrol.

Requirements to assist in meeting goals: (specialized training, schools, etc.)

I believe everything I need to accomplish all my goals are more training, completing my degree, getting involved in more law enforcement events and believing in myself and my capabilities.

Incident Details Report

1/8/2018

Miami Township Police Department

Employees:	Rankins, Crystal (078)
Date Range:	1/1/2017 - 12/31/2017

Award - Letter of Appreciation

For: Rankins, Crystal (078) **Occurred:** 12/24/2017

By: Fiebig, Julie (062) **Entered:** 12/27/2017

Ofc. Rankins did an outstanding job coordinating the donation effort for providing Christmas to needy families within Miami Township. Ofc. Rankins spoke to the families that were identified and she did the shopping for the wanted items, most of this was done on her own time due to the fact she works the midnight shift. Ofc. Rankins ensured all of the gifts were wrapped and ready for the officers to deliver on Christmas Eve. Due to her efforts two families were able to enjoy Christmas gifts on Christmas morning. Thank you for you compassion and hard work!

By: Magill, John (003) **Entered:** 12/27/2017

Well done.

Captain Magill

By: Johnson, Russ (002) **Entered:** 12/27/2017

Thank you Crystal!

Awards - Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 12/11/2017

By: Hess, Ron (001) **Entered:** 12/15/2017

On the 11th of December the members of the Miami Township Police Department participated in the Meijer "Shop with a Hero". This was once again a tremendous success but it would not have been without all the dedicated hours that you put in to make it what it is.

I can not say enough on how proud I am as the Chief of Police of this department and how proud I am to have you as a member of this great family.

Teamwork

For: Rankins, Crystal (078) **Occurred:** 11/15/2017

By: Jones, Wiley (Bill) (065) **Entered:** 11/25/2017

On 11-16-17 Officer Sanders conducted a traffic stop on a vehicle leaving Intown Suites. The traffic stop would lead to the arrest of Travis Ullery and the finding of syringes, a crack pipe, drugs that are believed to be methamphetamines, and making an arrest on outstanding warrants. Travis Ullery is a known criminal who had recently been on a burglary spree in several surrounding agencies. The traffic stop also lead to possible information useful to the Range Task Force.

During the traffic stop Officers Rankins, Powell and McCarty responded and provided much needed assistance to Officer Sanders in completing a thorough investigation into the vehicle and the subjects inside the vehicle. All officers involved assisted with the search and the locating of evidence, completed the necessary ARS supplements and assisted in booking evidence they had located.

I want to recognize these officers for the teamwork and comradery demonstrated throughout this incident. As a supervisor it was enjoyable to watch fellow officers work as such a team and enjoy doing their job. Thank you all for taking the initiative in traffic enforcement and not stopping there, but continuing to dig deeper into what was present.

Sincerely,

Sergeant Bill Jones

By: Johnson, Russ (002) **Entered:** 11/25/2017

Crystal, time and time again you put team ahead of self. Well done!

By: Hess, Ron (001) **Entered:** 11/27/2017

Crystal

Thank you for the outstanding day to day effort that you put forth. In a short period of time you have become a leader among our officers

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 10/8/2017

By: Jones, Wiley (Bill) (065) **Entered:** 10/8/2017

Officer Rankins called the Sergeant's cell phone at 2105 for use of a sick day for 10-9-17, personal illness.

By: Phares, Jay (015) **Entered:** 10/9/2017

At Officer Rankins called off Sick at 2042 hours on October 9, 2017 due to personal illness for 1st Watch on October 10, 2017.

Teamwork

For: Rankins, Crystal (078) **Occurred:** 8/18/2017

By: Jones, Wiley (Bill) (065) **Entered:** 8/24/2017

On 8-18-17 Officer Powell conducted a traffic stop at 8911 Kingsridge Drive (Pazzazz) parking lot. The traffic stop was for an equipment violation on the vehicle for having no rear taillights. With what could have been a simple and common traffic stop, quickly turned into a complex and rapidly escalating traffic stop, beginning with the driver of the vehicle exiting the vehicle and approaching Officer Powell.

Officer Rankins responded to the traffic stop and provided back up for Officer Powell. Officer Rankins also assisted in completing necessary paper work and collecting / booking evidence. Officer Rankins during a tow inventory search of the vehicle located a 1.9 grams of unpackaged suspected fentanyl in the driver's side door. There was a total of 102 capsules of suspected fentanyl and 1.9 grams located from the traffic stop.

Officer Rankins is always willing to step up and offer a lending hand. She gives guidance and advice to less experienced officers on a consistent basis and encourages them to ask her for assistance. Your teamwork and dedication to your fellow officers makes a difference and sets an example that others should follow. Thank you for your continued support of your fellow officers and the teamwork you provide.

Sincerely,

Sergeant B. Jones

By: Johnson, Russ (002) **Entered:** 8/24/2017

Thank you Crystal for your initiative, your attention to detail and being a leader!

Teamwork

For: Rankins, Crystal (078) **Occurred:** 8/1/2017

By: Phares, Jay (015) **Entered:** 8/14/2017

National Night Out 2017 was a huge success. Leah O'Malley and I want to recognize those officers
and staff members who helped celebrate America's Night Out Against Crime.

Cruiser Video Review

For: Rankins, Crystal (078) **Occurred:** 7/20/2017

By: Jones, Wiley (Bill) (065) **Entered:** 8/7/2017

Required quarterly audio cruiser review. Traffic stop 0143.

By: Johnson, Russ (002) **Entered:** 8/7/2017

ok on dash cam review

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 8/5/2017
By: Etter, Jason (045) **Entered:** 8/5/2017

Ofc. Rankins called off sick for her 8/6/17 midnight shift

By: Etter, Jason (045) **Entered:** 8/6/2017

Ofc. Rankins called off sick for her shift tonight

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 4/30/2017
By: Phares, Jay (015) **Entered:** 4/29/2017

Officer Hart will be off on 04/30/17 (1st Watch) to care for her ill father.

By: Etter, Jason (045) **Entered:** 4/30/2017

at 2000 hrs 04/30 Hart called off for mids due to her father

Cruiser Video Review

For: Rankins, Crystal (078) **Occurred:** 3/1/2017
By: Fiebig, Julie (062) **Entered:** 4/24/2017

Quarterly cruiser review, 03/01/17 at 0027 hours.

By: Johnson, Russ (002) **Entered:** 4/25/2017

ok on review

thanks
Capt. Johnson

Awards - Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 4/11/2017
By: Johnson, Russ (002) **Entered:** 4/12/2017

The recent success of the CALEA On-Site Assessment was due to a variety of reasons and included others not specifically mentioned here. Time restrictions does not permit the CALEA Team Members to speak to everyone at the department. But, I wanted to take just a minute to recognize all of you had some form of conversations with the CALEA On-Site Assessment Team over the last three days. One of our department's strength observed by the Assessment Team is our "commitment to professionalism in an ethical environment". I have no doubt that all of you greatly contributed to this observation through your conversations with the On-Site Team Members.

Thank you!

Capt. Johnson

Awards - Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 4/9/2017
By: Johnson, Russ (002) **Entered:** 4/11/2017

I just wanted to thank all of you for your participation in the Touch A Truck program. The extra efforts of arranging, coordinating, adjusting your schedule or coming in on your own time (and many of you came in with family) was greatly appreciated!

Awards - Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 3/14/2017
By: Comer, Todd (29) **Entered:** 3/15/2017

I appreciate the way you all represented the Miami Township Police Department during the Cesar Castorela Sotela trial this week. I know you all were like ping pong balls responding to the prosecutor's time line for witnesses waiting to testify. All the testimony you provided was complete, concise, and clearly presented to the jurors. The jury has not yet been given the task to determine guilt or innocence; however, your professionalism didn't go unnoticed by myself and the prosecutors. Thanks again for a great job from the incident itself all the way to the court room. You quite possibly saved Margarita Trujillo's life.

By: Johnson, Russ (002) **Entered:** 3/15/2017

Good job Crystal!

Teamwork

For: Rankins, Crystal (078) **Occurred:** 3/7/2017

By: Jones, Wiley (Bill) (065) **Entered:** 3/8/2017

On 3-7-17 Officer Powell and Officer Sanders were dispatched to 3787 Summit Glen Drive, Woodspring Suites, on a possible child abduction and theft o a motor vehicle. On their arrival it was determined the mother of the child had left and was transported to West Carrollton by her father. They spoke with the father, Nathan Dotson, at the hotel and began getting the initial story on what occurred.

On my arrival Officer Powell and Officer Sanders had obtained the initial story from the father and Officer Sanders had prepared to respond to West Carrollton to speak with the mother of the child, Jennifer Ritter. Officer Hart had contacted me and requested to respond to the call for assistance on locating the child.

All officers involved took it upon themselves to ensure all possible means o locating the child were activated and began providing the necessary actions to begin the investigation. There was no hesitation among them on their duties and taking action. With a high stress situation, which involved the welfare of a child, all officers maintained a professional demeanor, sense of urgency and displayed a high level of teamwork and selflessness. Working together to accomplish the common goal amongst them to find the child.

I commend all officers involved, with the least amount of experience on the shift, you displayed the highest level of professionalism, excellence, dedication and service to accomplish the mission set in front of you. With your teamwork and determination to work for the successful locating of a missing child, I commend you.

Sincerely,

Sergeant Bill Jones

By: Johnson, Russ (002) **Entered:** 3/8/2017

Outstanding team effort and most important the child was found safe!

Capt. Johnson

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 2/11/2017

By: Fiebig, Julie (062) **Entered:** 2/10/2017

Ofc. Hart called off sick for 02/11/17 due to taking her father to the emergency room.

Incident Report

1/29/2018

Miami Township Police Department

Award - Letter of Appreciation

For: Officer Rankins, Crystal (078) **Occurred:** 1/25/2018

By: Captain Magill, John (003) **Entered:** 1/29/2018

We received a card from Barb Kolb thanking you for your efforts and those of the police department during the last holiday season. She wanted to let us know that they are grateful for making the best Christmas ever for Gaige. I have attached a copy of the card to this file.

Thank you for your efforts.

Captain Magill

GALLS

INVOICE

BILLING INQUIRIES	(866) 286-1358

PO Box 54430
Lexington, KY 40555-4430

Billing Questions: AR@Galls.com

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	010367652
INVOICE DATE	07/23/2018
DUE DATE	08/22/2018
SHIP VIA	UPS Ground
PO #	JAY PHARESA
SALES ORDER	10961313
F.O.B. Shipping Point	Page 1 of 1

1273 1 MB 0.424 E0362X I0591 D3851051126 S2 P5576412 0001:0001

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
FW594 BLK 75 M	THOROGOOD SIDE ZIP JUMP BOOT	LEX	1	125.00	125.00

RANKINS

Authorization For Payment
Vendor Code 2550
PO# ____
Acct Code 09-910-50707
Payment Amt $130.00
Final Pymt. ____
Sign Date 8/16/18
Approval cd
Uniforms

1Z4109850338764957

SUBTOTAL:	125.00
SHIPPING:	5.00
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$130.00**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

GALLS

INVOICE DATE	07/23/2018
ACCOUNT NUMBER	[redacted]
DUE DATE	08/22/2018
AMOUNT DUE	**$130.00**
INVOICE NUMBER	**010367652**

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 000010367652 0 0000013000 0000013000 8

0001:0001

MIAMI TOWNSHIP GOVERNMENT CENTER

MIAMI TOWNSHIP
MONTGOMERY COUNTY, OHIO

Staff Building Access Form

General Card Information:

Number Associated: [redacted]

Received Date: 8/1/18

Staff Member Information:

Name: CRYSTAL RANKINS

Title: POLICE OFFICER

Terms of use of Access FOB / Card Device

- Device should not be loaned to other employees or third parties to access any Township Buildings;
- Device is to be used during general working hours (or those hours approved by a Department Head or Administrator) to grant access to Township Buildings;
- Device is the sole responsibility of the employee. All lost or broken devices should be reported and returned to inventory for a replacement device to be provided.
- Device shall be returned to inventory at Administration Building when employment is ended with Miami Township.

I have read and accept the terms of use set forth in the Staff Building Access Form.

Signature of Staff Member: Crystal Rankins Date: 8-4-18

FOR OFFICE USE ONLY:

Date Given: _____ Staff Initial Given: _____

Date Returned: _____ Staff Initial on Return: _____

Notes:

Personnel Order

TO: All Personnel

FROM: Chief Ronald L. Hess

DATE: September 11, 2018

RE: Personnel Notice

I am pleased to announce Mr. Charles Stiegelmeyer has been offered and accepted the position of Captain with the Miami Township Police Department. Captain Stiegelmeyer will be assuming the position of professional standards captain with the departure of Captain Johnson which is effective September 30, 2018.

Captain Stiegelmeyer will begin his employment with the township on September 17, 2018.

Ms. Connie Depew has announced her retirement from the Miami Township Police Department effective December 21, 2018. Additional information in regards to a reception will be announced at a later time

Officer Crystal Rankins has been selected to be the School Resource Officer for the Miamisburg Middle School. This transfer will occur at the beginning of 2019.

POLICE DEPARTMENT
CHIEF OF POLICE RONALD L. HESS **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

THE GENERAL ASSEMBLY OF

THE STATE OF OHIO

OHIO SENATE

HONORING
OFFICER CRYSTAL RANKINS
FOR EXEMPLARY DISTINCTION

On behalf of the members of the Senate of the 133rd General Assembly of Ohio, we are pleased to extend special recognition to Officer Crystal Rankins on receiving a 2019 Life Saving Award from the Miami Township Police Department.

You are certainly a remarkable individual, for you have combined humanitarian concern and commitment with selfless initiative in your work as a member of the Miami Township Police Department. You reacted rationally and admirably when you responded to cries for help from an elderly man and saved him from drowning. Your actions merit the esteem of the entire community, for you have upheld the integrity of your position as a law enforcement officer by contributing to the betterment of society.

At a time when many people are content to take a passive role in life, you have willingly involved yourself in helping others, and you are to be commended for your unparalleled altruism. By helping to save the lives of your fellow citizens, you have given back to the community, and we applaud you for your tremendous efforts. You truly are an exceptional Ohioan.

Thus, with great pleasure, we pay tribute to you for your heroic actions and salute the fine example you have set.

Senator Larry Obhof
President of the Ohio Senate

Senator Stephen A. Huffman
5th Senatorial District

Senator Peggy B. Lehner
6th Senatorial District

RESOLUTION #100-2018

RESOLUTION TO AUTHORIZE THE ACTING TOWNSHIP ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE MIAMISBURG CITY SCHOOL DISTRICT TO IMPLEMENT THE SCHOOL RESOURCE OFFICER (SRO) PROGRAM

Whereas, Miami Township and the Miamisburg City School District have formed an effective and successful partnership in providing and promoting school safety; and

Whereas, Miami Township and the Miamisburg City School District wishes to expand the community policing services provided to the District; and

Whereas, the Township and the District have decided to expand the services being provided to include a full-time School Resource Officer (SRO) and wish to enter into an agreement for the SRO program; and

Therefore Be It Resolved, by the Board of Township Trustees of Miami Township, Montgomery County, Ohio, that:

Section 1. The Acting Township Administrator is authorized to take such actions, or to cause such actions to be taken, on behalf of the Board, including signing agreements or other instruments contemplated by this Resolution, or deemed necessary or appropriate by the Board, in order to accomplish the purposes of this Resolution.

Section 2. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board or its committees and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 3. Upon adoption, this Resolution shall be in effect for a period starting on January 1, 2019 through June 30, 2024 and will be renewed each five years thereafter.

SIGNATURE PAGE ONLY FOR RESOLUTION #100-2018

John Morris, Trustee President

Douglas J. Barry, Trustee Vice President

Donald R. Culp, Trustee

Attested:

Aaron F. Newell, Fiscal Officer
Passed: October 23, 2018
RLH:sld

Memorandum of Understanding
(MOU)

This Memorandum of Understanding (MOU) is being executed on October 24, 2018 between the Miamisburg School District and the Miami Township Police Department.

This document will serve as the written agreement between the Miamisburg City School District and the Miami Township Police Department. This agreement establishes the needed commitment and support from both institutions. This document also provides a series of guidelines and policies relevant to the performance of the School Resource Officer, and will be the guiding document officers, school administrators, city administration, and students and their caregivers look to for structure and accountability. This document shall be reviewed, updated, and endorsed annually and takes into account input from all community stakeholders, including caregivers, students, and teachers. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above and all community stakeholders.

I. PURPOSE

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to as the SRO Program, as a joint cooperative effort. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students, promote a safe and positive learning environment.

II. MISSION

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers and staff. SROs will establish a trusting channel of communication with students, parents, and teachers and establish regular feedback opportunities. The role of the SRO is not to enforce school discipline or punish students. SROs will serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. SROs will provide information on community resources available to students and parents. Goals and objectives are designed to develop and enhance rapport between youth, families, police officers, school administrators, and the community in order to promote overall student achievement and success.

III. GOALS OF THE SRO PROGRAM

SRO program goals include:

1. To foster a safe learning environment for all children and adults who enter the building.
2. To prevent and reduce potential harm related to incidents of school violence.
3. To foster a positive school climate based on respect for all children and adults in the school.
4. To create partnerships with behavioral health and other care providers in the community for student and family referral.

This SRO program is unique to the community, based on input from the school administration, teachers, faculty, students, families and community members. The program is designed to fulfill three overall roles:

1) Law Enforcement
2) Fostering Positive School Climate /Crime Prevention
3) Education

Law Enforcement Role – SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity raises to the level of a law enforcement activity shall be made in consultation with a school administrator.

While law enforcement is the role of SROs, alternatives to arrest should be used whenever possible, in the discretion of the officer. The SROs discretion to act remains the same as that of any other police officer/Sheriff's deputy.

Fostering Positive School Climate /Crime Prevention – One of the primary roles SROs fulfill is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and patrolling parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

Education –SROs should participate in the school community by becoming a member of the educational team where appropriate, and by representing the law enforcement community to build positive relationships with youth, their families, and school staff.

Whether talking to students in the hallway or delivering a presentation, SROs are embedded in the education fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

IV. ORGANIZATIONAL STRUCT

A. Composition

The SRO Program will consist of full time Police Department Personnel who are certified Peace Officers for the State of Ohio and meet all requirements as set forth by state law, the School District and Police Department's Rules and Regulations.

B. Officer Recruitment & Selection

School officials and the police department shall agree on guidelines for the selection of officers to serve as SROs. The ultimate selection process and appointment of the SRO is a joint decision by the school district and the law enforcement agency, but the final approval is at the sole discretion of the Chief of Police.

SROs shall meet two general criteria:

1) **Experience as a police officer and commitment to student well-being** – SROs must

have a minimum of two years' experience as a patrol officer, be at least 21 years of age. Experience working with youth and an interest in student success, juvenile justice, child and adolescent development and psychology, and creating a positive school climate are essential.

2) **Successful performance** – All candidates should have proven performance as reflected by prior performance evaluations. Candidates should be free of significant disciplinary action.

C. Training Requirements

Prior to entering service as an SRO, officers shall complete a minimum of 40 hours of school resource officer training, as mandated by O.R.C. 3313.951. In addition, it is recommended that SROs receive additional training each year on topics such as trending school based law enforcement topics, child development, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, juvenile and education law and policy, PBIS, and cultural competence.

V. OPERATIONAL PROCEDURES

Chain of Command for S.R.O's: The S.R.O will be ultimately accountable to the Miami Township Police Department chain of command. However, while at the school, the S.R.O. will be additionally accountable to the principal or their designee. The S.R.O. is expected to cooperate with the school officials, including administrators and faculty. The S.R.O. will abide by school policy and respond to the requests of school officials.

The SRO's activity in the school is guided by the following procedures and supervision and evaluation shall be provided by the school district to effectively support SROs efforts and monitor their progress.

The assigned officer is not an agent or employee of the school district. The SRO is a Township employee and the Township shall have the power and authority to hire, discharge and discipline the SRO in its sole discretion. The SRO will be expected to comply with the established rules and regulations of the school district to the extent they do not interfere with the officer's police duties.

A. Duties

The primary functions of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/ prevent crime, serve as an educational resource, and serve as a liaison between the school and the police department/sheriff's office. Specific daily assignments to accomplish this function will vary by school. The SRO and school principal or designee will meet on a regular basis to discuss plans and strategies to address specific issues or needs that may arise. As required by law, SROs should never be assigned to duties within schools in place of or in lieu of a certified teacher.

Basic responsibilities of the SRO will include but will not be limited to:

1) To enforce criminal law and protect the students, staff, and public at large against criminal activity.
2) Foster mutually respectful relationships with students and staff to support a positive school climate.
3) Provide information concerning questions about law enforcement topics to students and staff.
4) Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.
5) Coordinate investigative procedures between police and school administrators.
6) Handle initial police reports of violent crimes committed on campus.
7) Take enforcement action on criminal matters when appropriate and after consultation with school administrators.

8) Attend school special events as needed.
9) Prepare lesson plans as necessary for the instruction provided.
10) Collect data on SRO activities (arrests, citations, etc.)

B. Uniform

The SRO will be in the police department's uniform of the day unless prior approval is given by the SRO's supervisor.

C. Daily Schedule

To be determined by the police department's command staff and the school administrators consistent with the MOU.

D. Absence/ Substitution

The school district and police department should develop and agree on a protocol for assigning and using substitute SROs when regular SROs are unavailable. Substitute SROs should, at a minimum, have the same requisite experience and training as regular SROs.

E. Special Events

To be determined by the police department's command staff and the school administrators consistent with this Agreement.

F. Summer Activity

SROs should accomplish as much of the required training as possible during the summer months when school is not in session. SROs may still be involved in some summer projects with the school district, however, they will spend the majority of this time on Miami Township Police Department's assignments.

G. Role in Responding to Criminal Activity

One of the roles of SROs, as law enforcement officers, is to engage in traditional criminal investigation and report taking. As a police officer, SROs have the authority to issue warnings, make arrests and use alternatives to arrest at their discretion. SROs, however, perform their duties mindful of the parties' common goal of supporting student success. The following procedures will help SROs be as effective as possible in this role:

1) School staff will contact SROs to inform them of all violent or other criminal activity that creates a safety risk that occurs on the school campus. SROs and school officials shall discuss on what levels of violent activity would prompt school officials to notify the SROs. In turn, SROs will inform school administration of all criminal activity they observe on the school campus, unless such information were to harm the investigation of the incident.

2) For any offense on school property, the SRO, working cooperatively with the school administration, will endeavor to avoid arrest and criminal involvement for misdemeanor activity. Certain offenses (felonies), such as sex offenses, weapons offenses, and any offenses of violence, will normally require the filing of charges in consultation with school officials, but should be evaluated on a case-by-case basis. The SROs powers to arrest will be governed by the Ohio Revised Code.

3) The SRO and school officials shall put into place plans, such as de-escalation techniques, conflict resolution and restorative justice practices, to serve as an alternative

to arrest, which will be distributed to school staff.

H. Role in School Policy Violations

SROs are not school disciplinarians and violations of the student code of conduct or schools rules that are not criminal matters should always be handled by school faculty and staff, not SROs. SROs should not directly intervene unless the situation directly affects an imminent threat to the health, safety, and security of the student or another person in the school and will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator. The SRO, as a staff member, will report school policy violations through the proper channels to be handled by school administration. It is the responsibility of the SRO to become familiar with the Student Handbook or Student Code of Conduct, but it is not the responsibility of the SRO to enforce the rules in these documents.

I. Data Collection

SROs should submit a monthly activity report to the Superintendent of Schools, building principals, and his/her Chief of Police or designee. The report should include descriptions of all activities engaged in by the SRO, including incidents or calls for service, names of students and/or staff involved, student searches, arrests, citations and/or summons issued, and other referrals to the juvenile justice system.

J. Sharing of Information

Communication and information sharing are essential to the success of the SRO program. The following procedures should be followed to facilitate a free flow of information between school officials and the SRO:

1. Sharing of information will be governed by the Ohio Revised Code, the Ohio Administrative Code, Ohio's Public Records Law, and relevant Miami Township Police Department and Miamisburg City School District policies.

2. The sharing of arrest related information by the S.R.O. with school administration upon request or at the direction of the S.R.O. will involve the dissemination of arrest reports and calls for service filed with the Miami Township Police Department or from other Police agencies coming into contact with students from School

3. Juvenile fingerprints and photos as part of the arrest record will not be shared by the S.R.O.

4. If the S.R.O. is aware of information on a student that is officially obtained by the police department, which reflects that the student is in violation of school policies (Student Handbook or Athletic Code), the S.R.O. may forward that information to school administration.

5. If a Juvenile is an uncharged suspect in a crime, his/her information will not be released unless authorized by the Chief of Police or his/her designee.

6. Information which the S.R.O. obtains from school personnel which deals with criminal or possible criminal intelligence will be maintained by the S.R.O. as a criminal justice file. This file may be shared with other Division personnel and Criminal Justice Agencies, but will not be part of the student's school record.

7. Hearsay information or rumors will alone, not be the basis for any formal action by the Miami Township Police Department. It can be used in an intelligence capacity or to validate the need for further investigation.

8. Any information that is obtained by the S.R.O. that pertains to criminal activity occurring outside the jurisdiction of Miami Township shall be relayed to the police department of jurisdiction.

9. When any felony occurs or any crime that prompts a Superintendent or designee response from the schools or the township or if a school building is evacuated the S.R.O. shall contact his immediate supervisor as soon as possible.

10. The S.R.O. shall have access to any public records maintained by the school to the extent allowed by law. The SRO will be provided a student's confidential and personally identifiable information only when the SRO is performing a service or function for which the School District would use its employees, such as conducting threat assessments, promoting school safety, and protecting the physical security of students. The SRO will use this information only as directed and agrees to not re-disclose it without consent or a lawful exception to student privacy laws. The parties agree the SRO's investigation reports, notes and other documents maintained by the SRO ("records") relate to the SRO's role as a Police Department employee. These records will not be maintained by the School District and are not student records.

K. Role in Locker, Vehicle, Personal, and Other Searches

SROs may participate in a search of a student's person, possessions, locker, or vehicle only where there is probable cause to believe that the search will turn up evidence that the student has committed or is committing a criminal offense. SROs will not ask a school employee to conduct a search for law enforcement purposes.

Unless there is a serious and immediate threat to student, teacher, or school safety, the Superintendent of Schools in concert with the building principals shall have final authority in the building.

The SRO may perform searches independent of the school administration only during emergency situations and where criminal activity is suspected.

i. Strip searches of students by SROs are prohibited.

ii. Unless there is a serious and immediate threat to a student, a teacher, or public safety, SROs shall not initiate or participate in other physically invasive searches of a student.

L. Limits on Interrogations and Arrests

1. **Interrogations** –SROs may participate in the questioning of a student about conduct that could result in criminal charges only after informing the student of his or her Miranda rights in age-appropriate language and informing the student's parent(s) or guardian(s). Parents/guardians should be allowed sufficient time to arrive at school to be present for interrogation.

2. **Arrests** –Incidents involving public order offenses, including disorderly conduct, profanity, and fighting that do not involve physical injury or a weapon, if possible, should be considered school discipline issues to be handled by school officials rather than criminal law issues warranting formal law enforcement intervention.

i. Building principals and the Superintendent, or her designee shall be consulted prior to an arrest of a student when practical.
ii. The student's parent(s) or guardian(s) shall be notified of his or her arrest immediately or as soon as practical and in a timely manner.

iii. Unless there is a serious and immediate threat to student, teacher, or public safety, SROs shall not use physical force or restraints on students.

M. Role in Critical Incidents

The SRO will be provided access to the District's emergency management plan and be familiar with the emergency operations manual of the Miamisburg City School District. During critical incidents occurring when the SRO is present, the SRO will normally act as a liaison between school administration, police personnel, and other emergency resources if practical.

N. Role in Truancy Issues

Truancy will be handled by school personnel. The SRO will not take an active role in the tracking of truants. The SRO will act as a liaison between the school and police personnel should police involvement become necessary due to safety concerns.

VI. SCHOOL DISTRICT RESPONSIBILITIES

The School District shall provide the SRO of each campus and any SRO supervisor the following materials and facilities, which are deemed necessary to the performance of the SRO's duties:

1) Access to a properly lighted private office, which shall contain a telephone, a secure computer and printer, which may be used for general business purposes.
2) A location for files and records which can be properly locked and secured.
3) A desk with drawers, chair, work table, filing cabinet, and office supplies.
4) The opportunity for SROs to address teachers, school administrators and student families about the SRO program, goals, and objectives.
5) The opportunity to provide input regarding criminal justice problems relating to students.
6) The opportunity to address teachers and school administrators about criminal justice problems relating to students during in-service workdays.
7) The District Emergency Operations Manual, Emergency Management plan, Crisis Plan, Student Handbook/Code of Conduct and other related materials as deemed appropriate.
8) School staff designee for referrals for counseling and other school-based and/or community based supportive services for students and families.
9) SROs shall respect the sensitive nature of student privacy and shall abide by all applicable confidentiality, privacy policies, and applicable laws.
10) Provide training to teachers, administrators, staff and SROs about when to directly involve SROs with student misconduct and about available alternatives to arrest.

VII. CRISIS PLANNING

The School District and Miami Township Police will collaborate on Crisis planning and training. Plans and training will comply with established laws and regulations for school safety plans.

VIII. REVIEWING THE MOU AND SRO PROGRAM

The assigned parties shall review the SRO Program annually and make adjustments as needed. Any revisions will be reflected in an updated MOU.

Complaints against the SRO shall follow the normal complaint process of the Police Department and include notice to the appropriate school administrators. This process will be made known to parents and students through Miamisburg City School District communications.

IX. PROBLEM RESOLUTION

Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent of the School District and the Police Department or their designees.

X. COMPENSATION AND PAYMENT

The cost of the SRO will be shared on an 80 % (school district) / 20 % (police department) basis. In determining the officers cost, the following salary and benefit items will be included, actual salary, Medicare, health insurance, life insurance, pension and worker's compensation. The police department will be responsible for any overtime and for any uniform and equipment cost. The cost figures to be utilized will be figured on the annual cost of the least senior police officer employed by the police department. Payment will be based on the fiscal year of July 1st through June 30th and both parties will determine the frequency of such payments. An estimate of the annual cost will be provided to treasurer of the school district at least 30 days prior to July 1st of each year.

XI. NON-WAIVER

Nothing in this agreement, including without limitation its insurance provisions, shall in any way serve to supersede, waive, limit and / or otherwise affect any rights, privileges and / or immunities afforded to either party under applicable law, including but not limited to, those contained in Chapter 2744 of the Revised Code of the State of Ohio.

XII. DURATION

This agreement will be in effect for a period starting on January 1, 2019 through June 30, 2024 and will be renewed each five years thereafter. Either party may terminate this Agreement at any time upon ninety days written notice to the other party.

XIII. INSURANCE

The Police Department shall purchase and maintain in full force and effect during the term of this Agreement, a general comprehensive liability insurance policy with coverage in an amount of not less than One Million Dollars ($1,000,000.00) for any acts or omissions that occur, or claims made during the term of this Agreement.

The School District shall purchase and maintain in full force and effect during the term of this Agreement, a general comprehensive liability insurance policy with coverage in an amount of not less than One Million Dollars ($1,000,000.00) for any acts or omissions that occur, or claims made during the term of this Agreement.

XIV. PARTIES RESPONSIBLE FOR THEIR OWN ACTIONS

The Parties as governmental entities/political subdivisions lack authority to indemnify. Accordingly, the School District and the Police Department shall be responsible for their own actions and/or the actions of their respective board members, officials, officers, employees, agents, representatives, volunteers and/or servants resulting from performing and/or providing services or programs under this Agreement.

SIGNATURE OF PARTIES & SIGNATURE DATE

Name, Agency, Title Board Pres Date 10-18-18

Name, Agency, Title Miami Twp Admin Date 10.24.2018

Moseley, Karen

From: Moseley, Karen
Sent: Wednesday, January 16, 2019 3:28 PM
To: Harris, Lisa; Bogner, Penny
Cc: Magill, John
Subject: Change of Work Schedule

Effective [redacted], Crystal Rankins goes from a [redacted] work schedule to a [redacted] schedule. At the end of Pay Period 2, she is accumulating .040865 vacation per pay period, and will change to .038462 per pay period.

Her vacation balance at the end of Pay Period 2 is 19.94. Dividing 19.94 by 1.0625 gives her a converted vacation balance of 18.767.

She has used all of her PA hours.

Susie Moseley
Executive Administrative Assistant | Police Division

MIAMI TOWNSHIP
Montgomery County, Ohio
2660 Lyons Road, Miami Township, Ohio 45342
kmoseley@miamitownship.com
P: 937.438.2333 | F: 937.438.2337

IIAMI TOWNSHIP, MONTGOMERY COUNTY OHIO 000071359

INV NO	INV DATE	PO NUM	DESCRIPTION	ACCOUNT	AMOUNT
RANKINS	02/20/19	20190308	RANKINS - SRO CONFERE	[redacted]	600.00

Safeguard LITHO USA 04/15 W15SF001153M

DOCUMENT INCLUDES VISIBLE FIBERS, CHEMICAL REACTIVE PROPERTIES AND FEATURES A FOIL HOLOGRAM

MIAMI TOWNSHIP, MONTGOMERY COUNTY OHIO
2700 LYONS ROAD
MIAMISBURG, OHIO 45342

FIFTH THIRD BANK OF WESTERN OHIO
DAYTON, OHIO 45449
56-219/422

No. 071359
VOID AFTER 60 DAYS

CHECK NO.	DATE	AMOUNT

0000071359 03/12/19 $******600.00

PAY
SIX HUNDRED AND---------- 00/100 DOLLARS

TO THE ORDER OF
OHIO SCHOOL RESOURCE OFFICERS ASSOC. (71832)
6277 RIVERSIDE DRIVE
SUITE 2N
DUBLIN OH 43017

TOWNSHIP TRUSTEES

Donald R Culp MP
MP
MP
Ann Newell Clerk MP

hereby certify that the amount required to meet the contract, agreement, obligation, payment, or expenditure for the above, was lawfully appropriated for such purpose and was in the treasury or in the process of collection to the credit of the appropriate fund(s) free from any previous encumbrances or obligation.

TRUE WATERMARK PAPER - HOLD TO LIGHT TO VIEW
HEAT SENSITIVE RED IMAGE DISAPPEARS WITH HEAT

[redacted]

Moseley, Karen

Subject: FW: 2019 SRO and DARE conf.

2019 SRO & D.A.R.E. Officer Combined

Conference

JUNE 24 – 26, 2019 Monday – Wednesday

Kalahari Resort & conference Center

7000 Kalahari Dr.
Sandusky, Ohio 44870

Confirmation/Invoice

ENTERED MAR 08 2019

DATE: February 15, 2019

TO: SRO CRYSTAL RANKINS
MIAMI TWP. POLICE DEPT.
2660 LYONS RD.
MIAMISBURG, OHIO 45342

Authorization For Payment
Vendor Code 7183210
PO# ———
Acct Code 209-9112-5331
Payment Amt. $600.00
Final Pymt ———
Sign Date 2/20/19
Approval SM

SRO Training FOR Crystal Rankins

FEB 20 2019

Conference Registration: $600
Total Guest Fee: $0
AMOUNT DUE: $600

(DUE UPON RECEIPT) PURCHASE ORDER #

I am pleased to confirm your registration to the *2019 Ohio School Resource Officer & D.A.R.E. Officer Combined Conference*. This confirmation notice also serves as your invoice for the conference fee of $600 and the guest and family fee of $0. You have chosen the following arrangements **single occupancy**.You have indicated that you will be bringing 0 child(ren) at $117 each and 0 spouse/guest at $150 (Option 2: guest and children eating meals with group to be prepaid by June 14, 2019.)
Registration and Start Times:

- **Conference** registration begins at 3:30 p.m. on June 24 (Monday) with dinner Monday evening at 5:15 p.m. followed by the opening session at 6:30 p.m.

Important information regarding Kalahari Water Park passes: Up to four passes will be issued per overnight
room registration and $30 with each additional person. These passes will be in the form of wristbands that also serve as your room key and will be issued at Kalahari Resort room check-in.

Dress for this workshop is business casual. Meeting room temperatures may vary so please dress accordingly.
If you notice any mistakes in your name or department on this confirmation/invoice, contact me to prevent misspelling on nametags, certificates, etc. Kalahari is located at 7000 Kalahari Dr., Sandusky, Ohio 44870. Any rooming, conference registration and course content question should be addressed to the OSROA office at the phone number at the bottom of this letter.
Note: For planning purposes, registrations must be received by **May 23, 2019.** A late fee of $25 will be assessed if received after this date. Registrations will not be accepted after June 14th. Cancellations must be received no later than **June 14, 2019.** You will receive a cancellation number from our office to confirm. OSROA is committed to Kalahari for all meals on this date and we will not be able to offer refunds after June 14th.

Please make a copy of this invoice to give to the person or department responsible for payment.
We look forward to having you in attendance at the conference!

Eileen

Sincerely,

Eileen Kramer
Membership Programs Director

Checks payable to:

Ohio School Resource Officers Association

6277 Riverside Dr., Ste. 2N
Dublin, OH 43017
614-718-3210 (phone) 614-761-9509 (fax)

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Rankins **Title:** Officer

Evaluator: Bill Jones **Title:** Sergeant

Evaluator: **Title:**

Evaluation Period: From: January 1, 2018 **Date of Evaluation:** 2-27-19

To: December 31, 2018

Absence (Number of days/hours) 8/68 **during this rating period**

Absence (Number of occasions) 5 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 **X** 6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 **X** 6 ☐7
Personal hygiene, proper grooming.

Comments:

Officer Rankins takes great pride in her appearance, both physically and with her uniform. Her uniform is always neat, pressed, and her boots highly polished. She maintains a high standard of personal hygiene and grooming. She had five uses of sick leave through 2018.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 **X**5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 **X**5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 **X**5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 **X**5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

Officer Rankins has continued to educate herself with investigative techniques and procedures; accepting any and all opportunities to attend training. She continually and consistently is eager to learn more about the ways to be successful as a Patrol Officer. As an Evidence Technician she is always willing to step up and accept any scene or evidence to assit in an investigation, as she was recognized for on 9-15-18 in Guardian Tracking, for processing the scene of a homicide at Double Tree Hotel. She also served as an FTO. Attached is a list of self-initiated activity for Officer Rankins in 2018.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 **X**5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 **X**4 ☐5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 **X**6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 **X**7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 **X**5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

Officer Rankins takes a positive attitude when work is corrected or suggestions made to improve her work. She takes great pride in having her work correct and thorough. I consider her an officer who accepts special assignments and tasks without any hesitation. I recognized Officer Rankins on 7-17-18 for her initiative in the discovery of a stolen firearm. Chief Hess also recognized Officer Rankins on 3-8-18 for her thoroughness during a traffic stop which resolved questions from a citizen on their daughter being cited. Officer Rankins works extremely well with her co-workers and assists however she can in achieving a common goal. She is considered by her peers to be an officer they can approach when wanting advice or feedback. Guardian Tracking entries are attached. This is only one of many incidents that Officer Rankins was recognized for her initiative and teamwork. It was a privilege and enjoyable to watch not only Officer Rankins, but the entire First Shift work as the team they did throughout the entire year.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 **X** 5 ☐6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 **X** 7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

Officer Rankins takes great pride in the relationships she builds with citizens and how law enforcement is perceived by the public. She does not hesitate to communicate with her fellow officers, supervisors or management when it is necessary for her to do so. If she is doubtful of a situation she has the ability to communicate well with the necessary personnel. She takes advantage of any opportunity to interact with the public and promote a positive relationship with our community. She has accomplished this by taking a large role in the Shop with a Hero program, and prepared herself to take the first SRO position with the Miamisburg Schools. She received recognition on 2-5-18 for comments made to me, from a wife who just lost her husband, Mrs. Crowell stated Officer Rankins helped her tremendously through a very tough situation and she didn't know how she would have handled it, if it wasn't for the officers.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐ 4 **X** 5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐ 4 **X** 5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

Officer Rankins displayed a strong sense of leadership this year during times of adversity and always encouraged her peers to do the right thing. Many times being a person her peers came to for problem solving advice and resources available to assist in resolving their problems. She has the ability to take control of a scene and ensure it is being handled properly and efficiently, only on occasion needing to contact me for guidance. She is an officer trusted by me in having the strong ability to make sound work decisions.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:
I mentioned in Officer Rankins' 2017 Evaluation that I consider her an officer making a difference in the culture and environment within the shift and department. She strengthened that opinion this year with her willingness to help guide and be there for her fellow officers. She is the future of our Department, and has continued to prove and earn that consideration. Once again, she has made a positive impact on the Department and the direction we are heading. She was able to accomplish a major career goal this year with becoming the first SRO for the Miamisburg Schools. I hope I have expressed enough throughout the year on the appreciation and enjoyment I had throughout 2018 of being the Supervisor for First Shift, and your contribution, if not, thank you!

Employee Comments:

Ofc. Crystal Rankins — Employee's Signature * — 2-27-2019 — Date

B. Jones — Rater's Signature/Rank — 2-27-19 — Date

Rater's Signature/Rank — Date

Operations Captain Signature — 2/11/19 — Date

Acting Chief of Police's Signature — 2/15/2019 — Date

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Officer Rankins – Self-Initiated Activity 2018

- 1-26-18, Friday, traffic stop with warrant arrest, Loffer Court
- 1-26-18, Friday, traffic stop, 14.5 grams of marihuana and warrant. 18-247
- 2-3-18, Saturday, suspicious circumstance, warrant and drug paraphernalia. 18-340
- 2-22-18, Thursday, OVI, solving hit skip out of Moraine the next day. 18-548
- 7-24-18, Tuesday, traffic stop, marihuana found in backpack by Officer Hupp. 18-2206
- 7-25-18, Wednesday, traffic stop with two subjects who had a total of four warrants, two of the warrants were nationwide pick up. Officer Hupp located crack pipe under driver's leg, and additional paraphernalia throughout the vehicle. 18-2221

Incident Details Report

1/19/2019

Miami Township Police Department

Employees:	Rankins, Crystal (078)
Date Range:	1/1/2018 - 12/31/2018

Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 11/30/2018

By: Hess, Ron (001) **Entered:** 12/17/2018

Sgt. Jones

In late November I gave your shift the task of assisting Dan Mayberry (Director of Public Works) will an informational campaign on athletic equipment in the public right-away, specifically portable basketball goals. Within a week over 80 notices had been issued by your shift. I along with Mr. Mayberry want to thank you and your shift in the matter that you handled this. Due to your shift being able to assist, public works was able to continue their other duties.

Cruiser Video Review

For: Rankins, Crystal (078) **Occurred:** 11/12/2018

By: Jones, Wiley (Bill) (065) **Entered:** 11/29/2018

Required quarterly audio cruiser review. Traffic stop 0020 hours.

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 9/30/2018

By: Siney, Mike (061) **Entered:** 9/30/2018

On the the above date at 2051 hrs, Ofc. Rankins sent a text to the sergeants cell phone indicating that she would need another sick day for midnight's shift 10/01/2018.

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 9/29/2018

By: Jones, Wiley (Bill) (065) **Entered:** 9/28/2018

Officer Rankins called the Sergeant's phone at 2132 hours on 9/28, for personal illness.

Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 9/13/2018

By: Siney, Mike (061) **Entered:** 9/15/2018

On 09/13/2018 approximately 2310 hrs, MTPD was dispatched to Double Tree Hotel on a report of a shooting. We were further advised the initial caller indicated a person, who had been shot, was unresponsive in the parking lot. Officers from both third relief and first relief converged on the area and within just a few minutes of the call, had the entire area locked down, with both an inner and outer perimeter secured. Officers worked diligently tending to the victim prior to medics arrival. All person(s) found either walking and/or driving in the area of the shooting were briefly stopped and identified while initial responding officers secured the crime scene. Within minutes the scene was secured, witnesses contacted, potential witnesses being sought, while also broadcasting suspect vehicle info, and request for K9. All three floors of the hotel were checked for possible witnesses, while video and identification of the victim was being confirmed. Contact was made with Capt. Magill, and Det. Sgt. Nienhaus who responded quickly to the scene after he was contacted.

Detective Comer arrived shortly after, and both he and Sgt. Nienhaus went to work without delay. Evidence Technicians Rankins and McCarty did an excellent job processing the crime scene with care and due diligence. Officers conducted a line grid search moving as one line of observers looking for potential evidence which yielded very important evidence for the case, mainly being cell phones discarded from the suspect's vehicle. There is so much more that could be said in reference to the quick, professional response of all officers, supervisors, and detectives responding to the call for service.

I would just like to convey that the professional and diligent response of all involved is no doubt an example and clear indication of the style and culture that the supervisors of said shifts and investigative division ingrain into their respective officers through diligent leadership techniques preparing their squads. The team work exhibited was a true reflection of the professionalism and culture of the MTPD.

Cruiser Video Review

For: Rankins, Crystal (078) **Occurred:** 8/16/2018

By: Jones, Wiley (Bill) (065) **Entered:** 8/19/2018

Required quarterly audio cruiser review. Traffic stop 0349 hours.

By: Johnson, Russ (002) **Entered:** 8/20/2018

Ok on dash cam review.

Initiative

For: Rankins, Crystal (078) **Occurred:** 7/8/2018

By: Jones, Wiley (Bill) (065) **Entered:** 7/17/2018

On 7-8-18 Officer Caldwell located a suspicious vehicle in the lot of Speedway, located at 8023 Springboro Pike, from this encounter there were drugs, cash and a firearm located inside the vehicle. The firearm was ran through LEADS and would later be discovered the model number was run. This was discovered by Officer Rankins locating a second identifying number on the firearm and having it ran through LEADS. By doing this, the firearm was discovered to be stolen out of Dayton. (18-2022)

I wanted to recognize Officer Rankins' attention to detail and willingness to be thorough in her evidence collection, preparation, and booking. I have received many compliments from our Property Clerk on Officer Rankins' evidence submission. Your professionalism and dedication to presenting an outstanding work product does not go unnoticed and is greatly appreciated. Thank you!

Sincerely,

Sergeant Bill Jones

By: Magill, John (003) **Entered:** 7/18/2018

Good work !!

Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 7/9/2018

By: Jones, Wiley (Bill) (065) **Entered:** 7/17/2018

On 7-9-18 Officers McCarty and Rankins were dispatched to I-75 at Austin Boulevard on a check and advise crash. On their arrival they located a vehicle that had driven off the west side of the on ramp to I-75 northbound, down into the ditch line. Officers responded to the vehicle and located an unresponsive driver. Once the driver was removed from the vehicle, Officer Rankins began administering CPR, while Officer McCarty responded to his vehicle to obtain Narcan. The driver would be administered a total of 14 doses of Narcan by our officers, a State Trooper, and Medics, then transported to the hospital. (18-2052)

Officer McCarty made it a point to bring it to my attention that he felt Officer Rankins' actions in administering CPR to the driver, as he retrieved the Narcan, is what saved his life. Officer McCarty stated the driver did not have a pulse until Officer Rankins administered the CPR. So, I want to recognize Officer Rankins for her quick response to a time sensitive situation, where seconds can determine whether a person survives. In this career we can make a difference in someone's life, and this is exactly what you have done.

Thank you for the job you do and how you do it.

Sincerely,

Sergeant Bill Jones

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 6/14/2018

By: Jones, Wiley (Bill) (065) **Entered:** 6/13/2018

Officer Rankins called the Sergeant's phone at 1930 hours on 6/13 to use a sick day for

By: Phares, Jay (015) **Entered:** 6/14/2018

I added a Sick form for Officer Rankins for 06/15/18 for First Watch per Sergeant Jones.

Cruiser Video Review

For: Rankins, Crystal (078) **Occurred:** 6/2/2018

By: Fiebig, Julie (062) **Entered:** 6/2/2018

Quarterly cruiser video review, traffic stop.

By: Johnson, Russ (002) **Entered:** 6/6/2018

Ok on video review.

Thanks

Letter of Appreciation

For: Rankins, Crystal (078) **Occurred:** 4/19/2018

By: Magill, John (003) **Entered:** 4/20/2018

We received the communication below by facebook.

Kaitlyn Sue
Mark a done
THU 8:33PM

On Monday evening I received a phone call from a Miami Township Police officer that he was in contact with the father of my children who was high on meth and trying to find someone to pick him up. I refused to come get him and eventually so did the rest of his family and those officers arrested him for disorderly conduct. You have NO IDEA how much of a blessing that arrest has been. I know the arresting officer was Officer Knight but I believe there may have also been an Officer Jones? Maybe. Unsure of the name. One of them contacted me several times throughout the evening to discuss with me what was going on AND offered advice to protect my children and myself. I will never ever be able to repay those officers for what they did that night... I made a harsh decision to stop enabling that night and now just 3 short days later is the closest I have ever been to getting him the help he needs so my children get their father back!!! THANK YOU FOR ALL THAT YOU ALL DO! Your officers truly went above and beyond for me all while dealing with what I can only imagine was an extremely aggravating situation!

Good work and well done. Thank you for yoyr dedication

Captain Magill

By: Johnson, Russ (002) **Entered:** 4/20/2018

Exceptional effort!
Thank you Crystal

By: Hess, Ron (001) **Entered:** 5/4/2018

Crystal

Thank you for the the outstanding effort you put forth to help not only our citizens but all of those that we come in contact with. You are one of the reasons that the Miami Township Police Department is the outstanding agency we are.
Again, thank you

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 3/30/2018
By: Siney, Mike (061) **Entered:** 3/30/2018

At approximately 2113 hrs, Ofc. Rankins called and notified me that she was not feeling well and that she would be using a sick leave day for her shift on 03/31/2018.

Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 3/30/2018
By: Ilo, Amy (513) **Entered:** 3/30/2018

Congratulations to Officer Rankins for being the top leader on the midnight shift for the most citations(turned into records) in the month of March!!! Great job Crystal!!! Keep up the awesome job!!!

3. Job Performance

For: Rankins, Crystal (078) **Occurred:** 3/5/2018

By: Hess, Ron (001) **Entered:** 3/8/2018

On March 5, 2018, I received a call from Mrs. Lisa Supp inquiring about a citation issued to her daughter Ashton Supp. Mrs. Supp became aware of a pre-warrant letter that the Miamisburg Municipal Court had issued (though not delivered to her residence) for her daughter. She investigated the reason for the letter and found that a citation was issued to Ashton on February 3, 2018 for 4511.12(A) traffic control device. Mrs. Supp is reporting that Ashton has no knowledge of this citation and is questioning if Ashton was the actual driver. In review of your documentation and car video I provided Mrs. Supp with information that she confronted her daughter with. Ashton admitted that she was the driver that was cited and additionally stated that she failed to show up for her court date. I want to commend you for the thoroughness and accuracy of your citation and supporting documentation. In addition the fact that you had Ashton sign the citation, I have no doubt convinced her that she would be unable to deny that she was the driver cited. I want to thank you for the outstanding work that you do day in and day out for the Miami Township

By: Johnson, Russ (002) **Entered:** 3/8/2018

Attention to detail!

Good work Crystal

Sick Leave

For: Rankins, Crystal (078) **Occurred:** 2/28/2018

By: Siney, Mike (061) **Entered:** 2/28/2018

Ofc. Rankins called in sick for her first relief assignment on 03/01/2018.

Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 2/1/2018

By: Jones, Wiley (Bill) (065) **Entered:** 2/5/2018

On 2-1-18 Officers Powell and Rankins responded to 7165 Springboro Pike on a deceased person. I responded to the call after they had been on the call for some time to check their

status. When I arrived I entered the residence and the wife of the deceased, Dianna Crowell, was sitting at the dining room table. She was obviously upset and distraught over the situation. She noticed I was a Sergeant and spoke to me about Officers Powell and Rankins.

Mrs. Crowell stated both officers helped her tremendously through a very tough situation and she didn't know how she would have handled it if it wasn't for the officers. Mrs. Crowell also made the statement that we needed more female officers like Officer Rankins.

In a very difficult call for service, Officers Powell and Rankins provided compassion and empathy to a person who was dealing with one of life's more difficult circumstances a person can deal with. Your professionalism, service and dedication to upholding our duty to the citizens of our community i very much appreciated. I thank you for your actions.

Sincerely,

Sergeant Bill Jones

By: Johnson, Russ (002) **Entered:** 2/5/2018

Thank you for your professionalism and compassion.

By: Jones, Wiley (Bill) (065) **Entered:** 2/6/2018

Here is an e-mail sent by Mrs. Crowell to Chief Hess.

-----Original Message-----
From: Dee [mailto:deanna1cro@yahoo.com]
Sent: Monday, February 05, 2018 4:04 PM
To: Hess, Ron <rhess@miamitownship.com>
Subject: Officer Hart and Powell

I just wanted you to know that these two officers did a outstanding job. My husband passed away at home and they were so compassionate in my time of need. These two went above and beyond.
Deanna Crowell

Sent from my iPad

Letter of Appreciation

For: Rankins, Crystal (078) **Occurred:** 1/25/2018

By: Magill, John (003) **Entered:** 1/29/2018

We received a card from Barb Kolb thanking you for your efforts and those of the police department during the last holiday season. She wanted to let us know that they are grateful for making the best Christmas ever for Gaige. I have attached a copy of the card to this file.

Thank you for your efforts.

Captain Magill

By: Johnson, Russ (002) **Entered:** 1/29/2018

Outstanding Crystal!

Compliment/Recognition

For: Rankins, Crystal (078) **Occurred:** 1/26/2018

By: Jones, Wiley (Bill) (065) **Entered:** 1/28/2018

On 1-26-18 I received an e-mail from Pete, Property Clerk, stating Officers Hupp, Powell, and Rankins had submitted property and it was all done correctly. Although this i an everyday duty of the officers, with the new Motorola system and Property Room procedures being newly implemented, there have been changes the officers must remain aware of. For Pete to take the time and send an e-mail regarding this, it shows the importance it holds with assisting him in operating the Property Room effectively and efficiently.

Thank you officers for staying locked on to your professionalism, no matter how small the task. Your work is greatly appreciated and does not go unnoticed.

Below i the following 1-26-18, e-mail from Pete:

Bill,

Powell, Hupp & Rankins all submitted property to the property room this morning. I just wanted to le you know that they all did a great job on it. Everything was correctly completed on the evidence envelope, the property sheets were correct in Motorola and Powell completed a property receipt for hi property.

Thanks and keep up the good work,

Pete

Sincerely,

Sergeant Bill Jones

By: Johnson, Russ (002) **Entered:** 1/28/2018

Thanks Crystal for excellent attentiveness to your work!

Rankins

The Miami Township Police Department now has 2 School Resource Officers (SRO's). Beginning in January Officer Crystal Rankins was assigned to Miamisburg City Schools primarily at Miamisburg Middle School. She also serves at Jane Chance Elementary and Maddux Lang Preschool. Crystal has been with Miami Township for almost 5 years and has experience as a patrol officer. She is an evidence technician and has been active in a number of community outreach projects including National Night Out, Shop with a Hero and several other programs.

Detective Danielle Schweickart is a 19 year veteran officer and will transfer to the SRO position from our Investigative Section to SRO at Dayton Christian School. Her assignment will begin with the new school year in August of 2019. Danielle is also an evidence technician and is active in a number of community outreach programs. She participates actively on National Night Out and Shop with a Hero. Detective Schweickart has worked with a number of special needs victims in various situations with great success.

The SRO program is the result of cooperation between Miamisburg City Schools, Miami Township and Dayton Christian. Both officers add a new dimension in service, security and commitment to the residents of Miami Township. They will help protect our most valuable asset (children) and educate young minds. Both will also form positive bonds and be a role model for students.

Moseley, Karen

Subject: FW: OACP Education Invoice/Confirmation for Grant Writing for Law Enforcement Agencies May 23, 2019

OHIO ASSOCIATION OF CHIEFS OF POLICE PRESENTS:

Grant Writing for Law Enforcement Agencies
May 23, 2019 (Thursday)

Hilliard Joint Safety Services Building
5171 Northwest Pkwy. ~ Hilliard, OH 43026

Invoice/Confirmation

I AM PLEASED TO CONFIRM THE REGISTRATION FOR:

Officer Crystal Rankins Miami Twp. PD	ATTN Invoice: kmosley@miamitownship.com Email: crankins@miamitownship.com
Amount Due: $200 PO # (if available):	Amount Paid: $ Date Paid: Check #:

This confirmation notice also services as the 1st invoice for the workshop fee. A 2nd invoice will follow with completion of the workshop if payment has not been received. Please forward to the appropriate person for payment.

REGISTRATION FEE INCLUDES PRESENTATION AND MATERIALS. LUNCH IS ON YOUR OWN.

REGISTRATION WILL BEGIN AT 8:30 AM ON MAY 23. PROGRAM BEGINS AT 9:00 AM AND WILL CONCLUDE AT 4:00 PM

Please make a copy of this invoice and mail it along with your check made payable to:
Ohio Association of Chiefs of Police
6277 Riverside Dr., Ste. 2N ~ Dublin, OH 43017

If you notice any mistakes in your name/department/contact information on this invoice/confirmation, please contact me to prevent misspellings on nametags, certificates, etc. If you will be sending an alternate or an additional person, please email me ASAP at renea.collins@oacp.org.

Thank you for supporting the Ohio Association of Chiefs of Police Educational Programs. We look forward to having you in attendance at our workshop.

Sincerely,
Renea Collins

Authorization For Payment
Vendor Code 6385
PO#
Acct Code 209-9112-5331
Payment Amt $200.00
Final Pymt
Sign Date 05/01/19
Approval SM
Grant Writing Class FOR OFC. Rankins

MTPD SIGN-IN SHEET

	LAST NAME	FIRST NAME	SIGNATURE	DATE
1	Albert	Ben		6/21/19
2	Beatty	Tim	T.R. Beatty	06/21/2019
3	Bens	Ethan		6/21/19
4	Brun	John		6/21/19
5	Caldwell	Kory		6.21.19
6	Comer	Todd	Todd Comer	6-21-19
7	Eldridge	Betty		6.21.19
8	Etter	Jason		6/21/19
9	Fiebig	Julie		6-21-19.
10	Hupp	Tom		06.21.19
11	Ilo	Amy		6-21-19
12	Jones	Bill		6-21-19
13	Knight	Justin		6-21-19
14	Magill	John		6/21/19
15	McCarty	James		6-21-19
16	McCoy	Pat		21 JUN 19
17	Miller	Scott		6-21-19
18	Moseley	Susie		
19	Neer	Jim		6-21-19
20	Nienhaus	Paul		6-21-19
21	O'Malley	Leah		6-21-19
22	Olinger	Drew		6-21-19
23	Ooten	David	UAC	
24	Phares	Jay	SCC	
25	Powell	Sean	SEAN POWELL	06/21/19
26	Rankins	Crystal	Crystal Rankins	6-21-19
27	Rieder	Pete		6-21-19
28	Sakal	Bob		6.21.19
29	Samples	Josh		06 21 19
30	Sanders	Craig		6/21/19
[redacted]				
32	Simpson	Tyler		06/21/19

Stiegelmeyer, Charles

From: Hess, Ron
Sent: Thursday, September 12, 2019 9:44 AM
To: Stiegelmeyer, Charles
Subject: FW: Officer Rankins

RLC 9/12/2019

Charlie,

Please see the below email in regards to Officer Rankins.

Please pass on my appreciation for the outstanding job she has done.

Ronald L. Hess
Township Administrator

MIAMI TOWNSHIP
Montgomery County, Ohio
2700 Lyons Road, Miami Township, Ohio 45342
937.433.2191

From: Scott Gilbert <sgilbert@miamisburg.k12.oh.us>
Sent: Thursday, September 12, 2019 8:01 AM
To: Hess, Ron <rhess@miamitownship.com>
Subject: Fwd: Officer Rankins

I wasn't sure who to forward this to so you were selected. Please see below and pass along as needed.

---------- Forwarded message ---------
From: **Kelly Thomas** <kthomas@miamisburg.k12.oh.us>
Date: Wed, Sep 11, 2019 at 10:16 PM
Subject: Officer Rankins
To: Crystal Rankins <crankins@miamisburg.k12.oh.us>, David Vail <dvail@miamisburg.k12.oh.us>, Scott Gilbert <sgilbert@miamisburg.k12.oh.us>

I wanted to take a minute to praise Officer Rankins and the wonderful job she has done at MMS this far. When I heard we were adding a Resource Officer to the middle school I wondered what this person would do to keep busy because I didn't think we had that much going on that we would need a police officer. However she has proven to be much more than a police officer. She has done a great job building rapport with students and being a presence in the building. She helps us maneuver difficult situations / parents and is willing to help with difficult students. When working with students she is patient, kind but firm. She has been a good resource for supports out of the building for students and families. She exudes an energy and enthusiasm for her position at MMS that demonstrates she truly enjoys working with students especially middle schoolers. She is also patient and resourceful for staff members that have come to her with questions or issues.

Officer Rankins has completed our ALICE training with students this week and as I have observed her I realized what a great asset she has been for MMS. I greatly underestimated what a resource we would have in a resource officer but am not sure that anybody but Officer Rankins would have done such a good job.

I'm hoping you can pass on to her Chief that we think she has done a great job and value her presence at MMS every day. We are very lucky to have her!! Thank you for working to bring this resource to our building.

--

Kelly M. Thomas
Building Principal
Miamisburg Middle School
8668 Miamisburg-Springboro Pike
Miamisburg, Ohio 45342
(937)865-0011 x2007

Miamisburg Middle School is a great place to be because staff and students are SAFE, RESPONSIBLE, and RESPECTFUL.

P Please consider necessity, cost, and the environment before printing

--

Scott Gilbert
Director of Business
Office Phone: 937-866-3381 x-3020
Mobile: 513-708-7863

District Mission Statement: The Miamisburg City School District will foster a positive, nurturing, and safe environment to inspire and support ongoing learning and the development of individuals as productive members of society.

District Vision Statement: *Educate *Innovate *Collaborate *Inspire

Business Services Mission: Responsible for the Element and Accountable to the Mission

Business Services Philosophy: We believe that collaboration and open communication will enable us to combine our diverse backgrounds, skills and styles to achieve the district common goals.

NOTICE: This email may be subject to disclosure under the public records law of the State of Ohio. This email and any attachments to it may be confidential and are intended solely for the use of the individual or organization to whom it is addressed. Any views or opinions expressed are solely those of the author and do not necessarily represent those of Miamisburg City School District. Please contact the sender if you believe you have received this email in error.

P Please consider necessity, cost, and the environment before printing

Life Saving Award

Officer Crystal Rankins
Officer Steven "Tom" Hupp

- On August 24, 2015 at approximately 4:49 am, Officer Crystal Rankins and Officer Tom Hupp were dispatched to the area of 6061 Fifth Avenue on a man yelling for help.

- As Officers arrived in the area, they could hear a man yelling for help in the tree line near Fifth Ave. and Cromer Blvd. Officers Hupp and Rankins found a small trail in the tree line and they followed the trail down to the river.

- Once they arrived at the river's edge, Officer Rankin and Officer Hupp observed an elderly male in the river clinging to a rock.

- Without hesitation, both officers worked together and were able to remove the elderly male from the water and bring him safely to land.

- Further investigation revealed this elderly male suffered from Dementia and wandered away from his residence and ended up in the river.

- Because of their quick, decisive actions, Officers Rankins and Hupp were able to save this elderly man from drowning in the river.

It is my distinct honor and privilege to present Officer Crystal Rankins and Officer Steven "Tom" Hupp with the Miami Township Police Department Life Saving Award.

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Miami Township Police Department

Safe Driving Award 2019

Is presented to

Officer Crystal Rankins

This Award is presented to Officer Crystal Rankins

for operating a Miami Township Police Department vehicle

for (5) years without a chargeable accident.

Chief Charlie Stiegelmeyer

Moseley, Karen

From: Kari Parsons <kari.parsons@osroa.org>
Sent: Thursday, February 20, 2020 4:21 PM
To: Moseley, Karen
Subject: Special Needs and Mental Health Training Invoice/Confirmation

THE OHIO SCHOOL RESOURCE OFFICERS ASSOCIATION

SPECIAL NEEDS STUDENTS AND MENTAL HEALTH TRAINING FOR THE SRO

Thursday, February 27, 2020
Hilliard Joint Safety Services Building
5171 Northwest Parkway
Hilliard, Ohio 43026

Confirmation/Invoice

Authorization For Payment
Vendor Code 7183210
PO#2020-209-001
Acct Code 209-9112-5331
Payment Amt. 39.00
Final Pymt. No
Sign Date 02/21/20
Approval SM
Training Fee For
Crystal Rankins

DATE: February 20, 2020

TO: OFFICER CRYSTAL RANKINS
MIAMI TWP PD PURCHASE #
2660 LYONS RD.
MIAMISBURG, OHIO 45342

AMOUNT DUE: $39

I am pleased to confirm your registration to the training identified above. This confirmation notice also serves as your invoice for the training fee of $39. This price includes all materials needed during the workshop and morning coffee. Those who pay the higher fee ($69) will also receive a one year OSROA membership. Your prompt payment is appreciated

Registration is at 8:30 a.m. and class will begin at 9:00 a.m. on Thursday, February 27, 2020 the workshop will conclude at 12:30 p.m. The dress code for this workshop is business casual. Meeting room temperatures may vary so please dress accordingly. If you notice any mistakes in your name or department on this confirmation, please contact me to prevent misspelling on nametags, certificates, etc. **The Hilliard Joint Safety Services Building is located at 5171 Northwest Parkway, Hilliard, Ohio**.

VERY IMPORTANT: Cancellations must be made 72 business hours prior to the training to receive a refund.

Thank you for supporting the Ohio School Resource Officers Educational Programs.
We look forward to having you in attendance at our workshop.

Sincerely,

Kari

Miamisburg City Schools
540 E. Park Avenue
Miamisburg, OH 45342
(937) 866-3381
Fax: (937) 865-5250

Administrative Team

Dr. David S. Vail
Superintendent

Tina Hageman
Treasurer/CFO

Steve Homan, Assistant Superintendent/Director of Human Resources

Amy Dobson, Director of Elementary Education

Scott Gilbert, Director of Business

Katy Lucas, Director of Student Services

Stacie Moore, Director of Secondary Education

Bob Neubauer, Director Alternative Educational Services

May 19, 2020

To: Crystal Rankins

Re: Making a Difference Award

Congratulations Crystal! You have been nominated to receive a Miamisburg City School's "Making a Difference" award.

While we normally present these awards at your building with the nominators there to share the moment with you, the current situation has caused us to deviate from this personal routine and, unfortunately, have to resort to mailing the award and the pin to you instead.

By no means does this diminish the honor of your being nominated or receiving this award nor does it lessen the gratitude we have for the many contributions which you have made and are being recognized for at this time. We are so glad that you are part of the Miamisburg City School family and so thankful for all that you have done.

Please accept this certificate and pin as token of our appreciation for your many accomplishments, your dedication, and your commitment to making Miamisburg City Schools a great place to work and learn.

Take care.

Sincerely,

David S. Vail, Ph.D.
Superintendent

Mission Statement
The Miamisburg City School District will foster a positive, nurturing, and safe environment to inspire and support ongoing learning and the development of individuals as productive members of society.

You Make A Difference

NAME OF STAFF MEMBER Officer Crystal Rankins **BUILDING** Miamisburg Middle School

NAME OF NOMINATOR Kelly Thomas **BUILDING** Miamisburg Middle School

REASON STAFF MEMBER IS NOMINATED

Officer Crystal Rankins started at the middle school during the 18-19 school year. Since then she has proven herself to be an invaluable asset to our building and students. Officer Rankins is present in the halls at the start of the day, between classes, and at the end of the day. She frequently helps out by being a presence in the cafeteria during lunch times for all grades. Officer Rankins does not try to "scare" students by being a police presence in the building but rather works to build relationships and help students feel safe and that they have a resource in talking with her. She teaches cyber safety classes during technology classes, helps out with crisis drills and situations, and provides training for staff in dealing with crisis situations. She has built strong relationships with our students who need extra support and they often seek her out for someone to talk to. She has a calm, assertive, patient, and strong demeanor about her and staff/students see her as a invaluable resource. She is always smiling, is kind to all students regardless of how they are acting, and many times is a calming factor in a anxious situation. She is always willing to talk to parents and provide a resource in the building to the outside police department/resources. The Middle School has come to rely and depend upon Officer Rankins and is not sure what we would do without her.

07/13/20

Crystal,

Thank you for taking time out of your busy schedule to pour into the lives of your mentees. Your commitment to our community is invaluable! You are making a difference. Thank you for all you do! -O-

Sarah Pelphrey (& the MVLF Team)

As an African proverb says, "If you want to go fast, go alone. If you want to go far, go together."

Going farther, together: this is the heart of the Miami Valley Leadership Foundation. We're here to see our communities go from battlegrounds to playgrounds (Zechariah 8:4-5). And we're here for the long haul.

During this unique season, we've confidently said, "Hope Knows No Quarantine," and we've seen our communities embody that. Here are a few ways MVLF and Hope4Communities have supported the message of "Hope Knows No Quarantine":

- More than ~~15,000~~ 40,000 meals have passed through the hands of nearly 100 volunteers to families in Miamisburg. These volunteers gave more than 500 hours of their time to serving Miamisburg families.
- Mentees have received pen-pal letters of hope and encouragement from their mentors after area schools closed.
- Church and nonprofit leaders throughout Dayton have partnered together through weekly calls to communicate, identify, and fill needs throughout the Miami Valley.
- Mentors and mentees will soon re-engage through a new E-Mentoring program.

FILE

Memorandum

To: Officer Crystal Rankins / File

From: Assistant Chief John Magill

Date: September 1, 2020

Subject: Sick Leave Notice

Ofc. Rankins,

The purpose of this letter is to notify you of a problem in your sick leave usage. This problem exists because you have 7 instances of sick leave usage in the prior 12 months.

March 3, 2020	16 hours
May 12, 2020	8 hours
May 18, 2020	8 hours
June 24, 2020	24 hours
July 16, 2020	5 hours
July 29, 2020	24 hours
August 10-11, 2020	16 hours

Please refer to Article 19 Sick Leave, Section 11 in your contract. In accordance with that section be advised that further use of sick leave will require a Physicians statement. All subsequent use of sick leave shall be restricted so that payment for sick leave shall not commence until the second day off (i.e, the first day off shall be unpaid.)

Please feel free to contact me if you have questions.

John Magill
Assistant Chief

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Rankins **Title:** Patrol Officer/SRO

Evaluator: Paul Nienhaus **Title:** 2nd Watch Supervisor

Evaluation Period: From: 1/6/19 **Date of Evaluation:**

To: 1/4/20

Absence (Number of days/hours) 17/90.75 **during this rating period**

Absence (Number of occasions) 15 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Personal hygiene, proper grooming.

Comments:

Ofc Rankins was always on time and prepared for her shift. She always appeared extremely clean and professional.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments:

Ofc Rankins was well versed in state law, as well as in department and school policies. She was able to work quickly yet thoroughly in any incident that occurred within her assignment.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

Ofc Rankins was able to juggle all her tasks and activities among three different schools in MT (and sometimes more, depending on the task), yet kept her work organized and complete. After being assigned the MTPD's first SRO, she quickly became a "go-to" person for both staff and students. Her opinions and positions were very valued, as evidenced by letters and emails sent by upper level school staff. Additionally, when school is not in session she does not hesitate to return to a road patrol assignment and perform exceptionally well.

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

Ofc Rankins has always presented herself as an intelligent, well-spoken individual, and as a well-versed, experienced police officer. This became especially evident in the school setting this year.

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

Ofc Rankins clearly took a leadership role within the schools she was assigned to. Her counsel was sought by staff and children alike.

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

Ofc Rankins performed exceedingly well this year, firmly setting the role of a SRO, and that of the MTPD, in the Miamisburg School System. She had some personal challenges this year that led to an inordinate amount of sick time use, but she overcame those challenges and never let them affect her work. In the end she used a reasonable amount of time considering those challenges.

I expect Ofc Rankins will excel at any assignment she is given, as she always invests herself fully.

Employee Comments:

Employee's Signature * — Date: 3-23-2020

Rater's Signature/Rank — Date: 3-23-20

Operations Captain Signature — Date: 2/28/20

Chief of Police's Signature — Date: 3/3/2020

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Incident List Report

2/12/2020

Miami Township Police Department

Employees:	Rankins, Crystal (078)
Date Range:	1/1/2019 - 12/31/2019

Category	Employee	Occurred	Entered By	Entered
Sick Leave	Rankins, Crystal (078)	12/30/2019	Nienhaus, Paul (014)	12/31/2019
Sick Leave	Rankins, Crystal (078)	12/31/2019	Samples, Joshua (074)	12/31/2019
Officer Commendation	Rankins, Crystal (078)	10/19/2019	Stiegelmeyer, Charlie (001)	10/21/2019
Officer Commendation	Rankins, Crystal (078)	10/19/2019	Stiegelmeyer, Charlie (001)	10/21/2019
Compliment/Recognition	Rankins, Crystal (078)	9/12/2019	Stiegelmeyer, Charlie (001)	9/12/2019
Sick Leave	Rankins, Crystal (078)	7/22/2019	Jones, Wiley (Bill) (065)	7/22/2019
Training History	Rankins, Crystal (078)	7/11/2019	Moseley, Karen (Susie) (511)	7/12/2019
Coaching	Rankins, Crystal (078)	6/19/2019	Fiebig, Julie (062)	7/11/2019
Training History	Rankins, Crystal (078)	7/10/2019	Moseley, Karen (Susie) (511)	7/11/2019
Training History	Rankins, Crystal (078)	6/24/2019	Moseley, Karen (Susie) (511)	7/11/2019
Teamwork	Rankins, Crystal (078)	6/19/2019	Stiegelmeyer, Charlie (001)	6/20/2019
Training History	Rankins, Crystal (078)	5/23/2019	Moseley, Karen (Susie) (511)	5/29/2019
Sick Leave	Rankins, Crystal (078)	2/25/2019	Magill, John (002)	2/25/2019

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Rankins **Title:** Police Officer/SRO

Evaluator: Paul Nienhaus **Title:** Supervisor

Evaluation Period: From: 1/5/20 **Date of Evaluation:**

To: 1/3/21

Absence (Number of days/hours) 12.5/101.5 **during this rating period**

Absence (Number of occasions) 7 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ☐3 ■4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Personal hygiene, proper grooming.

Comments:

Ofc Rankins always looked neat, clean, and professional when on duty. She had numerous instances of sick time usage due mostly to family health issues.

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to apply job knowledge to job.

Comments:

Ofc Rankins not only showed a fine understanding of criminal code and legal procedure, but was able to incorporate that knowledge into her work in the school system and their corresponding procedures.

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration to overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

Ofc Rankins performed extremely well this year (see evaluator comments at the end). She also moved seamlessly between her assignment at the schools and Road Patrol (when the schools were closed).

4. **INTERPERSONAL SKILLS**

A. **Communication** ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. **Public Relations** ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ■7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

Ofc Rankins was an outstanding communicator, especially with the students under her care (see Evaluator Comments at the end for further).

5. **JUDGEMENT**

A. **Decision Making** ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to make sound work decisions independently.

B. **Problem Solving** ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

For all intents and purposes, Ofc Rankins was able to work completely independently. She continued to build on the program of police involvement in school that she created initially.

6. **OFFICE SKILLS (Civilian Personnel Only)**

A. **Clerical Skills** ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. **Record Management** ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. **Form/Supply Management** ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. **Data Entry** ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

Ofc Rankins continued to perform her SRO duties with gusto, getting personally involved with the lives of the students and becoming more relevant as a leader and source of direction for school staff. She learned the needs and motivations for each student in her care individually (eg., she always carried a pack of Skittles candy with her in case she needed to deal with a particular special needs student, knowing that they were the only thing that would motivate the student). Students regularly sought Ofc Rankins out for guidance, and trusted her as much as (and sometimes more) that school counselors.

Ofc Rankins did express interest in being assigned to Investigations, a role she would no doubt excel in. She hesitates, however, as she's not sure she wants to leave "her kids". This simply further shows the value she places on the students and her assignment.

When not in school, Ofc Rankins readily returned to road patrol with enthusiasm. She showed no signs of atrophy, but instead conducted thorough and knowledgeable investigations. She is an extremely valuable member of this police department.

Employee Comments:

Employee's Signature * — Date: 3-09-2021

Rater's Signature/Rank — Date: 3-9-21

Assistant Chief of Police's Signature — Date: 2/25/21

Chief of Police's Signature — Date: 2/25/2021

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Pay Period: 7 Police Department Time Card Report for Period Ending: 3/27/2021

PayCode	PayCodeDescription	Leave Date	Hours	Lump Sum Pay	Salary/Hourly Rate
9000	Police				
[redacted]	057 ALBERT BENJAMIN A				
	REGULAR		80.00	0.00	35.8800
	OTHER Specialty		0.00	358.80	358.8000
			80.00		
	97 BARRIE MATTHEW T				
	REGULAR		10.00	0.00	31.6900
	REGULAR		70.00	0.00	33.0100
			80.00		
	093 BENS ETHAN C				
	REGULAR		80.00	0.00	33.0100
			80.00		
	95 BRENNAMAN BRIAN A				
	COMP 1.0 EARNED Specialty		10.00	0.00	0.0000
	COMP 1.5 EARNED		3.00	0.00	0.0000
	SICK		70.00	0.00	31.6900
	REGULAR		10.00	0.00	31.6900
			93.00		
	077 BRUN JOHN G				
	REGULAR		80.00	0.00	21.8500
			80.00		
	080 CALDWELL KORY S				
	COMP 1.5 EARNED		8.00	0.00	0.0000
	REGULAR		80.00	0.00	35.5500
	OVERTIME		5.75	0.00	53.3250
	COURT		0.75	0.00	53.3250
	OTHER Specialty		0.00	355.50	355.5000
			94.50		
	029 COMER TODD A				
R	REGULAR		59.50	0.00	36.2300
V	VACATION		17.50	0.00	36.2300
S	SICK		3.00	0.00	36.2300
M	OTHER Specialty		0.00	289.84	289.8400
			80.00		
[redacted]	515 ELDRIDGE BETTY F				
	REGULAR		72.00	0.00	18.9400
	SICK		8.00	0.00	18.9400
			80.00		
	045 ETTER JASON L				
	REGULAR		80.00	0.00	45.7700
			80.00		
	062 FIEBIG JULIE M				
	VACATION		40.00	0.00	43.5200
	REGULAR		24.00	0.00	43.5200
	USED COMP		16.00	0.00	43.5200
			80.00		
	078 RANKINS CRYSTAL G				
	COMP 1.0 EARNED Specialty		8.00	0.00	0.0000
	REGULAR		72.00	0.00	35.5500
	SICK		8.00	0.00	35.5500
			88.00		
	101 HOLTRUP MICHAEL J				
	REGULAR		80.00	0.00	31.6900
	OVERTIME		4.50	0.00	47.5350
			84.50		
	076 HUPP STEVEN T				
e	COMP 1.0 EARNED Specialty		10.00	0.00	0.0000
k	COMP 1.5 EARNED		2.00	0.00	0.0000

INVOICE

BILLING INQUIRIES	(866) 286-1358

PO Box 54308
Lexington, KY 40555-4430

Billing Questions: AR@Galls.com

ACCOUNT NUMBER	[redacted]
TERMS	NET 30
INVOICE NUMBER	018521038
INVOICE DATE	06/04/2021
DUE DATE	07/04/2021
SHIP VIA	FEDEX Ground
PO #	RANKINS
SALES ORDER	18372732
F.O.B. Shipping Point	*Page 1 of 1*

258 1 MB 0.450 E0243X I0389 D7687762077 S2 P8325753 0001:0001

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

SHIP TO: JAY PHARES
MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
FT2791 BLK 7.5 M	ALPHA DEFENDER 8IN PT	LEX	1	115.00	115.00

Authorization For Payment
Vendor Code 2550
PO# 2021-130-001
Acct Code 209-9112-5421
Payment Amt. 125.00
Final Pymt. NO
Sign Date 06/28/21
Approval SM
Boots For Ofc. Rankins

516613668230

SUBTOTAL:	115.00
SHIPPING:	10.00
TAX:	0.00
CREDITS/PREPAYMENTS:	0.00
TOTAL CHARGES CURRENT SHIPMENT:	**$125.00**

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.

INVOICE DATE	06/04/2021
ACCOUNT NUMBER	[redacted]
DUE DATE	07/04/2021
AMOUNT DUE	**$125.00**
INVOICE NUMBER	**018521038**

Bill To:

MIAMI TWP POLICE DEPT
2660 LYONS RD
MIAMISBURG OH 45342-4406

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 000004872716 000018521038 0 0000012500 0000012500 7

0001:0001

Personnel Order 21-05

Effective August 2, 2021, at 0800 hours the following personnel change will go into effect:

1. Officer Crystal Rankins will be detailed to a special assignment working in Human Trafficking investigations.

2. Join me in congratulating her in this new assignment.

Chief Charlie Stiegelmeyer

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

NEW HIRE / PERSONNEL FORM

Check ONE box: ☐ New ☑ Update/Correction
Effective Date: 11/03/2021 pay #23

PERSONAL INFORMATION

Last Name: Rawlins First Name: Crystal M.I.: G.

Address: _____ City, State, Zip: _____

Date of Birth: _____ Social Security Number: __XXX__-__XX__-_____

Phone Number: (Home)_____ Cell: _____

Department: _____ Check one: ☑ Full Time ☐ Part Time

TAX INFORMATION

City: _____ Signature:_____

School District: _____ Signature: _____

STATUS CHANGES

MERIT INCREASE: From (Salary) _____ year To (Salary) _____ year

STEP INCREASE: From (Step/Wage) _____ / _____ hour To (Step/Wage) _____ / _____ hour

PROMOTION: From (Job Title) _____ To (Job Title) _____

From (Step/Wage/Salary)_____ To (Step/Wage/Salary)_____

MISCELLANEOUS: From (Step/Wage) _____ / 35.55 hour To (Step/Wage) _____ / 35.59 hour

REASON: ☑ Longevity ☐ Department Transfer

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

_____ _____ 10/28/2021

Employee Signature (Date) Department Head Signature (Date)

_____ _____

Finance Signature (Date) Administrator Signature (Date)

PARF FORM/2021-02
Employee Manual Sections 4:07, 5:03, 7:06

DAVE YOST
OHIO ATTORNEY GENERAL

Ohio Peace Officer Training Commission
Office 800-346-7682
Fax 740-845-2675

NOTICE OF PEACE OFFICER APPOINTMENT

Check Box if: ☐ **Correction to Record** ☑ **Name Change** ☐ **OSHP Trooper to Peace Officer**
(OSHP certificate must be attached)

1. Within ten days of the appointment or status change, **or promotion to Chief**, submit one copy of this form either by email SF400@ohioattorneygeneral.gov, fax, or mail.
2. Type or print legibly and complete all blanks. Officer and Agency email addresses need to be entered to receive training determinations.
3. Submit pages 1 and 2 when an officer is newly-appointed to your agency, or has previously left the agency and returns.
4. Submit only page 1 when an officer continues to be appointed by your agency, but has a change from one status, as listed in Box 15, to a different status, **or is promoted to Chief**.
5. Enter any necessary information for a Correction to Record, submitting all affected pages, and attach a letter explaining the requested change.

OFFICER INFORMATION

1. Name (Last)	(First)	(Middle)	2. [redacted] Number (last 5 only)
Rankins	Crystal	G	[redacted]

3. Previous Name(s) or Alias (Last)	(First)	(Middle)
Hart	Crystal	G

[redacted]

AGENCY INFORMATION

9. Agency Name			
Miami Township Police Department			
10. Reporting Authority's Email Address	**11. Agency Phone Number**		
cstiegelmeyer@miamitownship.com	937-433-2301		
12. Agency Mailing Address (#/Street/PO Box)	**(City)**	**(Zip Code)**	**(County Name)**
2660 Lyons Road	Miamisburg	45342	Montgomery

APPOINTMENT INFORMATION *(Complete Date, Status and ORC)*

13. New Appointment Date: / /

14. Status Change Date: 07 / 08 / 2017

15. Select New Status: ✔ Full-Time ____ Part-Time ____ Auxiliary ____ Reserve ____ Special ____ Seasonal

For the purpose of this form, full-time means those in active pay status (including those on vacation, sick, bereavement, personal or administrative leave; on compensatory time or holidays) receiving compensation and benefits for 40 hours in a work week or 80 hours in a 14-day period.

16. Select New ORC

____ City Full-Time/Part-Time (737.02)	____ City Auxiliary/Reserve/Special (737.051)	____ City Chief (737.02)
____ Village Full-Time/Part-Time/Special (737.16)	____ Village Auxiliary/Reserve (737.161)	____ Village Chief (737.15)
✔ Township Police Officer (505.49)	____ Township Constable (509.01)	____ Other Chief - List ORC/Charter ____
____ Other - List ORC/Charter ____	____ Deputy Sheriff (311.04)	____ Sheriff (311.01)

ATTESTATION OF REPORTING AUTHORITY

I have carefully read this document and fully understand its contents and I sign it of my own free will and volition. I attest that the information provided on this document is true and correct and is based on my personal knowledge or inquiry. I further understand and acknowledge that submission of falsified records is a criminal violation.

17. Signature of Reporting Authority	18. Printed Name and Title	19. Date
[signature]	Charlie Stiegelmeyer, Chief of Police	12 / 01 / 2021
20. Signature of Witness	**21. Printed Name (First, Middle, Last)**	**22. Date**
[signature]	John Magill, Assistant Chief of Police	12 / 01 / 2021

This form may be emailed to: SF400@ohioattorneygeneral.gov

Miami Township Police Department
Employee Performance Evaluation

Employee Name: Crystal Rankins **Title:** Detective

Evaluator: Sergeant Phares **Title:** Detective Sergeant

Evaluation Period: From: 01/01/2021 **Date of Evaluation:** 02/15/2022

To: 12/31/2021

Absence (Number of hours) 88 **during this rating period**

Absence (Number of occasions) 8 **during this rating period**

Circle the rating for each category.
Not Applicable= NA

Does Not Meet Standards **- Rating 1-2**
Meets Standards **- Rating 3-4-5**
Exceeds Standards **- Rating 6-7**

* A does not meet standards Rating of 1 or 2 must have an explanation and suggestions for improvement.
* An exceeds standards Rating of 6 or 7 must have an explanation.
* Sections 7 and 8 apply to supervisors only.

---

1. PROFESSIONALISM

A. Attendance/Punctuality ☐1 ☐2 ■3 ☐4 ☐5 ☐6 ☐7
Reports for duty, meetings, training, etc. Appropriate use of leave time.

B. Clothing Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Complies with uniform requirements - neat, clean and serviceable.

C. Personal Appearance ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Personal hygiene, proper grooming.

Comments:

2. JOB KNOWLEDGE

A. Technical Skills ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Proper investigative techniques and procedures. Proper equipment usage.

B. Division Operating Procedures and Regulations
☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Knowledge and compliance of general orders and section manuals.

C. Laws and Ordinances ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Demonstrates understanding and use of current laws and ordinances and the ability to locate information as related to the employee's classification.

D. Applicability ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to apply job knowledge to job.

Comments:

3. JOB PERFORMANCE

A. Quality of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Thorough, organized and complete performance of work in a timely manner.

B. Quantity of Work ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Work is accomplished to meet goals and objectives in a timely manner, with consideration of overall activity.

C. Initiative and Innovation ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Accepts special assignments, promotes new ideas and techniques, responds to challenges, works with minimum supervision.

D. Teamwork ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Works effectively with co-workers to reach a common goal.

E. Planning and Organization ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Adequate planning and organization of routine work activities, coordination of assignments with co-workers, maintaining accurate records.

Comments:

4. INTERPERSONAL SKILLS

A. Communication ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to communicate clearly and concisely in both written and oral form. Accurate information flow is facilitated inside and outside the Division.

B. Public Relations ☐1 ☐2 ☐3 ☐4 ☐5 ■6 ☐7
Ability to interact with others in a proper manner; promotes a positive relationship with the community.

Comments:

5. JUDGEMENT

A. Decision Making ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Ability to make sound work decisions independently.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ■5 ☐6 ☐7
Awareness of and ability to resolve problems through resources available.

Comments:

6. OFFICE SKILLS (Civilian Personnel Only)

A. Clerical Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Efficient typing and word processing skills.

B. Record Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Processing, filing and purging of all Divisional records.

C. Form/Supply Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Maintaining and stocking of all forms and supplies.

D. Data Entry ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Accurate entry of data in computer system.

Comments:

7. SUPERVISORY SKILLS

A. Leadership ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Sets an example; motivates employees. Ability to set priorities and delegate assignments; follows up to ensure timely completion of assignments.

B. Evaluation Skills ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly evaluates the performance of subordinates using evaluation guidelines; conducts comprehensive inspection.

C. Employee Relations ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Fairly and impartially disciplines employees, clearly instructs and provides two-way feedback among subordinates and administration.

D. Flexibility ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Receptive to suggestions for improvement. Allows subordinates to exercise discretion. Ability to balance between organization and employee interests.

E. Document Review ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Reviews all duty-related documents for accuracy and completeness.

Comments:

8. ADMINISTRATIVE SKILLS

A. Setting Goals and Objectives ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to establish and attain realistic goals and objectives.

B. Problem Solving ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Ability to recognize and rationally address problems that arise.

C. Fiscal Management ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Cost-effective management of available resources.

D. Policies and Procedures ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7
Creation and implementation of Division guidelines and standards.

Comments:

Evaluator's and Reviewer's Overall Comments/Special Considerations:

Crystal Rankins is technically assigned to me as a detective; however, she works directly for Director Josh Walters in the Ohio Organized Crime Human Trafficking Task Force. This is her first year in the task force. I reached out to Director Walters for input on this evaluation.

Employee Comments:

Employee's Signature *	Date 02-22-2022
Rater's Signature/Rank SERGEANT 15	Date FEBRUARY 15, 2021
Lieutenant Signature/Rank 45	Date 2/15/2022
Assistant Chief Signature	Date 2/15/22
Chief of Police's Signature	Date 02/15/2022

*Signature indicates that the employee has seen and discussed this evaluation with a supervisor and has been given an opportunity to add comments. Agreement with its content is not necessarily implied.

Miami Township Police Department

Professionalism ♦ Integrity ♦ Excellence ♦ Honor
Dedication ♦ Service ♦ Courage

To be completed by the employee and immediate supervisor

Employee's Name: Crystal Rankins Supervisor: Lt. Jason Etter

Employee's assessment of professional strengths:

One of my professional strengths is still after so many years in this career, I still have not lost my passion for why I became a police officer. I still truly enjoy what I do and still am eager to be better than I was yesterday.

Employee's assessment of professional weaknesses:

One of my weaknesses is my confidence in my new position as detective. I am learning from my last case and I from any mistakes I made. I know that within time I will get better, however, I want to be the best I can for my victims. I feel mistakes can't be made and confidence is priority when interrogating suspects.

Employee's short term career goals:

In order to not miss a beat from my cases, it's important to stay healthy and strong minded. When my cases get tough, to talk about it with the fellow detectives. To understand I won't get all my charges and that the suspects sentencing is out of my control. As long as they are charged, I did my part.

Employee's long term career goals:

I would like to become a great detective and one that is well respected. I believe strongly in the human trafficking task force and being part of the reason its successful. I will continue to educate myself in all aspects of my position to ensure my cases are strong and justice is sought for my victims. I want to make Miami Township proud of my success.

Requirements to assist in meeting goals: (specialized training, schools, etc.)

God, hard work, dedication, TRAINING, learning from my peers, persistence and courage.

555 Infirmary Rd, Dayton, Ohio 45417
Mobile: 937-313-8244
Email : WaltersJ@mcohiosheriff.org

From: Josh Walters <WaltersJ@mcohiosheriff.org>
Sent: Tuesday, February 8, 2022 4:41 PM
To: Phares, Jay <jphares@miamitownship.com>
Subject: Re: Tyler Simpson and Crystal Rankins 2021 Evaluations

1. Appearance - Crystal always maintains a professional appearance especially when she has an interview with a victim of a crime or court.

2. Attitude/Flexibility - Anytime I need someone to come out for a human trafficking call out, Crystal always makes herself available and is one of the first people to volunteer for any assignment good or bad.

3. Knowledge/Decision Making - Crystal makes good sound decisions when dealing with sensitive cases and if she does not know she is not afraid to ask.

4. Time Management/Prioritizing - Crystal has good time management skills and prioritizes tasks well.

5. Report Writing/Paperwork - Crystal's reports are well written and need very little if any correction.

6. Investigative Skills - Crystal is new in the Detective role but does well with complex investigations. Crystal is always digging looking for the missing piece that can further an investigation.

7. Self-Initiated Activity - Crystal always volunteers to help others on cases even if it is unrelated to her job assignment.

9. Relationships with the Public - Crystal treats victims well and offers the upmost assistance to a victim of a crime.

10. Relationships with Department Members - Crystal gets along well with her team members, and quickly has become a valuable member of the human trafficking team.

11. Care and Maintenance of Equipment - Crystal always keeps her assigned vehicle serviced and clean.

12. Attendance - Crystal is always one of the first employees to arrive at work and often times the last to leave. Crystal vacation day and uses very l always ensures we do not have anything planned before requesting vacation and places the job before herself.

NEW HIRE / PERSONNEL FORM

Check ONE box: ☐ New ☑ Update/Correction
Effective Date: 11/03/22

PERSONAL INFORMATION

Last Name: Rankins First Name: Crystal M.I.: _____

Address: _____ City, State, Zip: _____

Date of Birth: _____ Social Security Number: __XXX__-__XX__-_____

Phone Number: (Home)_____ Cell: _____

Department: _____ Check one: ☐ Full Time ☐ Part Time

TAX INFORMATION

City: _____ Signature:_____

School District: _____ Signature: _____

STATUS CHANGES

MERIT INCREASE: From (Salary) _____ year To (Salary) _____ year

STEP INCREASE: From (Step/Wage) _____ / _____ hour To (Step/Wage) _____ / _____ hour

PROMOTION: From (Job Title) _____ To (Job Title) _____

From (Step/Wage/Salary)_____ To (Step/Wage/Salary)_____

MISCELLANEOUS: From (Step/Wage) _____ / $36.65 hour To (Step/Wage) _____ / $36.69 hour

REASON: ☒ Longevity ☐ Department Transfer

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

_____
Employee Signature (Date)

_____ 10/14/2022
Department Head Signature (Date)

_____
Finance Signature (Date)

_____
Administrator Signature (Date)

PARF FORM/2021-02
Employee Manual Sections 4:07, 5:03, 7:06

Evaluation #2022 Completed

Sworn

CR **Crystal Rankins**
#78

Form Date: 02/01/2023
Shift: Detective

Location: 2660 Lyons Road..

Evaluation Range:
01/01/2022 - 12/31/2022

Snapshot

Incidents

Forms

Performance

Professionalism

Attendance/ Punctuality

1 **2** 3

Comments:
In 2022 Detective Rankins had 1 Sick Leave Occurrence using 32 hours of sick leave.

MAR 2 4 2023

JP15

Clothing Appearance

1 2 **3**

Comments:
Dresses as needed for undercover assignment.

Personal Appearance

1 2 **3**

Comments:
Professional appearance for assignment.

Job Knowledge

Policies and Procedures

1 **2** 3

Technical Skills

1 **2** 3

Laws and Ordinances

1 **2** 3

Applicability

1 **2** 3

Job Performance

Teamwork

1 2 **3**

Comments:
" Detective Rankins is an excellent team player." - Sergeant Walters Detective Rankins is responsive to assist the MTPD Detectives. - Sergeant Phares

Initiative and Innovation

1 2 **3**

Comments:
Detective Rankins focuses on solutions. - Sergeant Walters

Evaluation #2022 Completed

Sworn

Quality/Completeness of Work

1 **2** 3

Quanity of Work

1 **2** 3

Planning and Organization

1 **2** 3

MAR 2 4 2023

JPIS

Interpersonal Skills

Communication

1 **2** 3

Public Relations

1 **2** 3

Judgement

Decision Making

1 **2** 3

Problem Solving

1 2 **3**

Comments:

Sergeant Walters said Detective Rankins looks on how to solve a problem instead of dwelling on the problem.

Summary

Performance Summary. Performance Category Average: 2.3

Performance Summary. Most Acceptable Categories:

3 Clothing Appearance; *Dresses as needed for undercover assignment.*

3 Personal Appearance; *Professional appearance for assignment.*

3 Teamwork;

" Detective Rankins is an excellent team player." - Sergeant Walters Detective Rankins is responsive to assist the MTPD Detectives. - Sergeant Phares

3 Initiative and Innovation;

Detective Rankins focuses on solutions. - Sergeant Walters 3 Problem Solving;

Sergeant Walters said Detective Rankins looks on how to solve a problem instead of dwelling on the problem.

Review History

User Name	Date	Workflow Stage	Action
JP Phares, Jay	02/01/2023	Create	-
JP Phares, Jay	03/02/2023	Start	Submitted
CR Rankins, Crystal	03/02/2023	Employee Review	Accepted
JE Etter, Jason	03/07/2023	Coordinator Review	Accepted

Miami Township Police Department

Professionalism • Integrity • Excellence • Honor
Dedication • Service • Courage

To be completed by the employee and immediate supervisor

Employee's Name: CRYSTAL RANKINS Supervisor: SGT. PHARES

Employee's assessment of professional strengths:
I HAVEN'T FORGOTTEN WHY I WANTED TO BE IN LAW ENFORCEMENT, AND I USE THAT DRIVE TO CONTINUE TO MAKE A DIFFERENCE IN MY COMMUNITY. I'M STILL EAGER TO LEARN NEW THINGS AND ACCEPT NEW CHALLENGES.

Employee's assessment of professional weaknesses:
MY PERSONAL WEAKNESS IS TO STOP STRESSING OVER THE SMALL STUFF. TO ACCEPT THE THINGS I CANNOT CHANGE, COURAGE TO CHANGE THE THINGS I CAN AND WISDOM TO KNOW THE DIFFERENCE.

Employee's short term career goals:
TO RESCUE MORE VICTIMS IN OUR UPCOMING PREDATOR/HT OPERATION. TO NETWORK MORE THROUGHOUT MONTGOMERY COUNTY TO ORGANIZATIONS THAT MAY COME ACROSS HT VICTIMS, WHO CAN ASSIST US WITH LOCATING MORE VICTIMS. TO BE A BETTER PERSON THAN I WAS THE DAY BEFORE.

Employee's long term career goals:
I WOULD LIKE TO CONTINUE TO BUILD MY KNOWLEDGE WITH BEING A DETECTIVE FOR BOTH FEDERAL AND STATE CASES. CONTINUE MY EDUCATION IN REGARD TO SOCIAL MEDIA, CHILD PORN AND DARK WEB CASES.

Requirements to assist in meeting goals: (specialized training, schools, etc.)
SEEK OUT TRAINING AND LEARN FROM EXERIECED DETECTIVES.
EXAMPLE: ILICIT MASSAGE PARLOR, LEADERSHIP, FORENSIC INTERVIEWS, DARK WEB.

MAR 24 2023

JPIS

MIAMI VALLEY HUMAN TRAFFICKING TASK FORCE

Date: 04/19/2023

TO: Detective Crystal Rankins, Miami Township Police Department

CC: Chief Charlie Stiegelmeyer, Lieutenant Jason Etter

FROM: Task Force Director Josh Walters

SUBJECT: Letter of Recognition

Dear Crystal,

I am writing to express my heartfelt thanks and appreciation for your excellent work in helping with "Operation Intercept." Your dedication, professionalism, and expertise have proven invaluable, and I cannot thank you enough for your assistance.

Your knowledge of the latest technology and your tireless efforts to track down and apprehend potential predators have contributed significantly to the success of our operation. You have shown outstanding courage and perseverance in the face of challenging circumstances, and we are immensely grateful for all that you have done.

Your commitment to keeping our community safe and protecting our children from harm is a testament to your exemplary character and sense of duty. Your efforts have undoubtedly made a positive impact on the lives of countless young people, and for that, we are truly grateful.

Once again, I want to express my sincere thanks and appreciation for your outstanding efforts during "Operation Intercept." Your dedication and commitment to protecting our community is greatly appreciated.

This is an example of proactive police work and knowing your job at its finest.

Sincerely,

Josh Walters

Josh Walters, Task Force Director

4-19-23

DAVE YOST
OHIO ATTORNEY GENERAL

Ohio Organized Crime
Investigations Commission
Office 614-277-1000
Fax 614-277-1010

October 11, 2023

Chief Charlie Stiegelmeyer
Miami Township Police Department
2660 Lyons Road
Miamisburg, OH 45342

Dear Chief CHARLIE Stiegelmeyer:

On behalf of the Ohio Organized Crime Investigations Commission, I want to personally "Thank You" and the members of OOCIC Miami Valley Human Trafficking Task Force for coordinating and participating in our statewide initiative, "Operation Buyer's Remorse", on September 25-30, 2023. The Miami Valley Human Trafficking Task Force members, specifically **Detective Crystal Rankins,** did a fantastic job conducting and coordinating their work in Operation Buyer's Remorse.

Chief Stiegelmeyer, this Human Trafficking/Solicitation Sting is a testament to the efficiency of law enforcement efforts when officers from multiple jurisdictions come together and assist each other. Without the level of cooperation shown during this Operation, our outcome would not have been nearly as successful.

Please extend my appreciation to the members of your agency who participated in the operation. I am proud and grateful to have your agency as an Ohio Organized Crime Task Force. We look forward to continuing working with your agency in the future.

Respectfully,

Rocky W. Nelson, Executive Director
Ohio Organized Crime Investigations Commission

NEW HIRE / PERSONNEL FORM

Check ONE box: ☐ New ☑ Update/Correction
Effective Date: 11-03-2023

PERSONAL INFORMATION

Last Name: Rankins First Name: Crystal M.I.: G.

Address: _____ City, State, Zip: _____

Date of Birth: _____ Social Security Number: XXX-XX-_____

Phone Number: (Home) _____ Cell: _____

Department: _____ Check one: ☑ Full Time ☐ Part Time

TAX INFORMATION

City: _____ Signature: _____

School District: _____ Signature: _____

STATUS CHANGES

MERIT INCREASE: From (Salary) _____ year To (Salary) _____ year

STEP INCREASE: From (Step/Wage) _____ / _____ hour To (Step/Wage) _____ / _____ hour

PROMOTION: From (Job Title) _____ To (Job Title) _____

From (Step/Wage/Salary) _____ To (Step/Wage/Salary) _____

MISCELLANEOUS: From (Step/Wage) _____ / $38.53 hour To (Step/Wage) _____ / $38.57 hour

REASON: ☑ Longevity ☐ Department Transfer

SEPARATION

REASON FOR SEPARATION: ☐ Resignation ☐ Retirement ☐ Terminated/Dismissal ☐ Death

_____ _____ 10/29/2023
Employee Signature (Date) Department Head Signature (Date)

_____ _____
Finance Signature (Date) Administrator Signature (Date)

PARF FORM/2021-02
Employee Manual Sections 4:07, 5:03, 7:06

Chief Stiegelmeyer,

Please accept this letter as my formal resignation from my position as a Police Officer with the Miami Township Police Department, effective two weeks from today, March 08, 2024. My scheduled work day will be [redacted]

I appreciate the opportunities for growth and development you have provided during my tenure. Thank you for your repeated guidance and support.

Please let me know how I can help during the transition period. I wish you and the Miami Township Police Department all the best.

Respectfully,

#78

Officer Crystal Rankins #78

Received & Accepted
3/11/2024

POLICE DEPARTMENT
CHIEF OF POLICE RONALD L. HESS 2660 LYONS ROAD MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

June 20, 2019

Photo by Megan Suttles

Bikers break away down the new bike and walking path as the ribbon drops officially opening it.

New pathway provides latest link in Miami Crossing project

By John Cummings
Managing Editor

The ribbon dropped and bicyclist took off down the hill off the bridge on Lyons Road over I-75 in Miami Township.

Only this time, they were doing it from the safety of the new bike and walking path as part of the Miami Crossing District plan.

"This was one of the goals of the Miami Crossing plan," Miami Township Trustee Doug Barry said. "We wanted it to be a walkable community with access to stores."

The project came after the widening of the bridge in 2002.

"When we widened the bridge, we had hoped we would be able to do this," Barry said.

The paved walkway has a barrier next to the road with a small strip of grass.

In 2014, the Township got the funding through the Miami Valley Regional Planning Commission and cost $1.8 million to complete.

"This has always been a problem." Barry said. "We wanted to connected the westside to the restaurants and

Continued on page 10

Pathway

continued from page 1

shopping areas.

"The opportunity arose to get the funding and that was a key process to get it through."

The path winds throughout, from as far east as Kingsridge but works through the neighborhoods to include Crain's Run.

"We have a bike trail all the way out," Barry said. "We wanted to connect the neighborhoods to the mall."

Barry believes the bike path will be well used by people looking to get to the shopping areas and restaurants from people in the neighborhoods as there is a continued trend toward being more active in society.

"It is a big push these days for health and wellness," Barry said. "And, this is a good way to take out one of the barriers from people being able to do that."

The new pathway comes at the same time that the Dayton Mall is undergoing major changes.

A lot of the anchor stores have left the mall, but more of an outside shopping feel has developed, again, something suitable for bicyclists and walkers.

"The mall is changing," Barry said. "It is going through a major change with more outdoor stores and this helps us connect them throughout the neighborhoods."

Oath of Office

State of Ohio)
SS
County of Montgomery)

I, Crystal G. Rankins, do hereby swear that I will support the Constitution of the United States, the Constitution of the State of Ohio and the Resolutions of Miami Township, Montgomery County, Ohio; and that I will faithfully, honestly, and impartially discharge the duties of my position as Police Officer for the Miami Township Police Department, so help me God.

Crystal G. Rankins

Sworn to and subscribed before me this 21st day of October, 2024

Charlie Stiegelmeyer, Chief of Police

POLICE DEPARTMENT
CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

DAVE YOST
OHIO ATTORNEY GENERAL

Civilian Identification
Office 877-224-0043
Fax 866-750-0214

March 29, 2023

Miami Township Police Department
2660 Lyons Rd
Miamisburg, Ohio 45342

CRIMINAL HISTORY RECORD CHECK
NO BCI CONVICTIONS ON FILE
AUTHENTICATION NO [redacted]

The Ohio Bureau of Criminal Investigation (BCI) has completed a criminal history record check on the applicant listed below.

When authorized by law, an individual may have their criminal history sealed. In the event that an applicant has a sealed record, certain parties are permitted to receive such information to determine whether an applicant is legally disqualified from performing specific work.

Sealed records are disclosed based upon the **Reason Fingerprinted**, as submitted on the background check transaction and listed below. Sealed criminal histories will be provided in a manner consistent with the reason that the records are requested, regardless of the destination of the result.

There are no convictions on file with this office for this applicant.

Name:	RANKINS, CRYSTAL GAYLE
Date of Birth:	[redacted]
SSN:	
BCI Completion Date:	
Reason Fingerprinted:	Law Enforcement/Criminal Justice (LAW)

This letter is valid for one year from the record check completion date. This letter may be photocopied by the prospective employer and retained by the applicant.

Joseph A. Morbitzer
Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI is authorized to provide only information relating to criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication meets specific criteria listed in Ohio Revised Code section 109.57(E)(2) & (3).

DAVE YOST
OHIO ATTORNEY GENERAL

Civilian Identification
Office 877-224-0043
Fax 866-750-0214

March 29, 2023

Miami Township Police Department
2660 Lyons Rd
Miamisburg, Ohio 45342

CRIMINAL HISTORY RECORD CHECK
AUTHENTICATION NO: [redacted]
ICN: [redacted]

A criminal history record check was conducted on the applicant listed below.

There are no convictions on file for this applicant.

Applicant Name:	RANKINS, CRYSTAL GAYLE
Date of Birth:	[redacted]
Social Security Number:	
Completion Date:	
Reason Fingerprinted:	Law Enforcement / Criminal Justice (LAW)

Joseph A. Morbitzer
Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI is authorized to provide only information relating to criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication meets specific criteria listed in Ohio Revised Code section 109.57(E)(2) & (3).

DAVE YOST
OHIO ATTORNEY GENERAL

Civilian Identification
Office 877-224-0043
Fax 866-750-0214

March 02, 2023

Miami Township Police Department
2660 Lyons Rd
Miamisburg, Ohio 45342

CRIMINAL HISTORY RECORD CHECK
NO BCI CONVICTIONS ON FILE
AUTHENTICATION NO. [redacted]

The Ohio Bureau of Criminal Investigation (BCI) has completed a criminal history record check on the applicant listed below.

When authorized by law, an individual may have their criminal history sealed. In the event that an applicant has a sealed record, certain parties are permitted to receive such information to determine whether an applicant is legally disqualified from performing specific work.

Sealed records are disclosed based upon the **Reason Fingerprinted**, as submitted on the background check transaction and listed below. Sealed criminal histories will be provided in a manner consistent with the reason that the records are requested, regardless of the destination of the result.

There are no convictions on file with this office for this applicant.

Name:	RANKINS, CRYSTAL GAYLE
Date of Birth:	[redacted]
SSN:	
BCI Completion Date:	February 28, 2023
Reason Fingerprinted:	Law Enforcement/Criminal Justice (LAW)

This letter is valid for one year from the record check completion date. This letter may be photocopied by the prospective employer and retained by the applicant.

Joseph A. Morbitzer
Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI is authorized to provide only information relating to criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication meets specific criteria listed in Ohio Revised Code section 109.57(E)(2) & (3).

DAVE YOST
OHIO ATTORNEY GENERAL

Civilian Identification
Office 877-224-0043
Fax 866-750-0214

March 02, 2023

Miami Township Police Department
2660 Lyons Rd
Miamisburg, Ohio 45342

CRIMINAL HISTORY RECORD CHECK
AUTHENTICATION NO: [redacted]
ICN: [redacted]

A criminal history record check was conducted on the applicant listed below.

There are no convictions on file for this applicant.

Applicant Name:	RANKINS, CRYSTAL GAYLE
Date of Birth:	[redacted]
Social Security Number:	
Completion Date:	
Reason Fingerprinted:	Law Enforcement / Criminal Justice (LAW)

Joseph A. Morbitzer
Superintendent
Ohio Bureau of Criminal Investigation

Pursuant to Ohio Revised Code section 109.57(E)(2), BCI is authorized to provide only information relating to criminal convictions and guilty pleas. BCI is also only permitted to provide information regarding juvenile adjudications if the adjudication meets specific criteria listed in Ohio Revised Code section 109.57(E)(2) & (3).

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: C. RANKINS

DATE	Type of Training/School
10/03/23	Safe at Home
10/03/23	NIBIN
10/03/23	NIBIN II
10/03/23	Distracted Driving
10/04/23	Interviewing the Crime Victim
10/04/23	Concealed Firearm Carry Changes
10/13/23	Critical Thinking in Use of Force Situations
10/13/23	Effective Communication and Safe Interaction with Persons in Crisis
10/13/23	Ethics and Professionalism
10/15/23	Report Writing 2023
10/15/23	Vehicle Inventory
11/11/24	Qualifications
12/31/24	Qualifications

MTPD Form #119a

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: C. RANKINS

DATE	Type of Training/School
02/24/22	Generating Undercover Photos
03/04/22	Domestic Violence Legal Updates
03/04/22	Ethics and Professionalism
03/04/22	New and Updated Criminal Charges
03/04/22	Medical Marijuana
03/04/22	Hazing
03/04/22	Hate Crimes
03/04/22	Custodial Interrogation
05/24/22	Qualifications
12/14/22	Concealed Firearm Carry Changes
12/14/22	Objective Reasonableness
12/14/22	Diversity and Cultural Competency for Law Enforcement
12/14/22	Qualified Immunity
12/14/22	Critical Thinking in Use of Force Situation
12/14/22	Communication Disabilities
12/14/22	Biological Evidence Collection for Sexual Assaults
12/15/22	CAT and Officer Wellness
03/13/23	LEADS Inquiry Test
06/08/23	Qualifications
06/23/23	Legal Updates 2023 – Part 1
06/23/23	Legal Updates – Part 2
06/23/23	Legal Updates 2023 – Part 3
06/26/23	Arrest, Search, and Seizure 2023
06/27/23	Ohio School Threat Assessment
08/24/23	Mental Health First Aid for Public Safety
10/03/23	Preserving Cellphone Evidence
10/03/23	Testifying in Court

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: C. RANKINS

DATE	Type of Training/School
04/20/17	Taser X26P Conducted Electrical Weapon
04/25/17	State Qualifications
05/06/17	2017 Legal Update: Civil Liability for Officers
05/06/17	2017 Legal Update: Search and Seizure Law
05/06/17	Law Enforcement Sexual Harassment Awareness Training
05/06/17	SB 77's Effect on Investigative Procedures
08/10/17	RADAR/LIDAR Certification
09/14/17	Trauma Informed Policing
09/26/17	Procedural Justice & Police Legitimacy
10/22/17	Qualifications
11/01/17	Basic Life Support (CPR and AED) Program
04/29/18	Qualifications
10/08-12/18	SRO (School Resource Officer) Basic Training
10/22-26/18	40 Hours – Mental Health Crisis Intervention Team Certification
12/06/18	LEADS Certification
05/23/19	Grant Writing for Law Enforcement Agencies Workshop
06/13/19	Qualifications
06/24/19 – 06/26/19	2019 School Resource Officer & D.A.R.E. Officer Combined Conference
07/10/19	QPR Gatekeeper – Question, Persuade, Refer
07/11/19	Trauma 101: Understanding Trauma, Resilience and Trauma-Informed Approaches
05/06/20	Qualifications
08/17/20	LGBTQ+ Awareness for Law Enforcement
08/29/20	Policing in Black & White: Implicit Bias and Racial Profiling
08/29/20	Crisis Response: De-Escalation Techniques
05/20/21	Qualifications
02/01/22	Child Sex Trafficking from Suspicion to Disclosure

TRAINING FILE
SPECIAL TRAINING & SCHOOLS

OFFICER: C. RANKINS

DATE	Type of Training/School
11/06/14	State Qualifications
11/2014	Taser X26 Training Program
11/18-20/14	44-001-14-47: Judgmental Firearms Simulator
11/18-20/14	66-001-14-47: Judgmental Driving Simulator
12/06/14	Fraud Against Seniors
12/07/14	Death Notification
12/07/14	Victims with Special Needs
02/18/15	Domestic Violence with Lethality Factors
04/13/15	Awareness of Cultural Diversity
05/23/15	State Qualifications
07/06/15	Ethics and Professionalism
07/06/15	Interviewing the Crime Victim
01/22/16	Disability Training for First Responders
01/22/16	Human Trafficking 2016 Update
01/27/16	Companion Animal Encounters
02/24/16	State Pistol & Shotgun Qualifications
03/07/16	Policing in the 21st Century: Community Relations
03/07/16	Policing in the 21st Century: Use of Force and De-Escalation
04/04-15/16	Evidence Technician
05/11/16	Taser Re-certification
07/01/16	The Ohio Ethics Law: Cultivating Good Governance
09/20/16	EVOC Practical Driving Course
10/20-21/16	FTO – Training You to Train Others
10/30/16	IS-00100.b, Introduction to Incident Command System
10/31/16	IS-00700.a, National Incident Management System (NIMS) An Introduction
02/20/17	State Pistol Qualifications

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Ohio Peace Officer Training Commission
Office 800-346-7682
Fax 740-845-2675

P.O. Box 309
London, OH 43140
www.OhioAttorneyGeneral.gov

November 7, 2014

Chief Ronald Hess
Miami Twp. Police Department - Montgomery
2660 Lyons Road
Miamisburg, OH 45342-4406

Re: Update Training Evaluation for Officer Crystal Hart

Dear Chief Hess:

This letter shall serve as notice that no update training is required.

This determination is based solely upon the information reported to the Commission, and does not relieve this officer or the appointing authority of any obligation to comply with the training requirements of O.A.C. 109:2-1-12. This determination does not relieve this officer of the annual firearms re-qualification and Continuing Professional Training requirements.

Should you have any questions or concerns regarding this determination, please feel free to contact me at the number provided below.

Sincerely,

Brittany Thompson

Brittany Thompson
Certification Officer
Professional Standards Section

cc: Officer

BT/sls

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: OFFICER DATE: 11-6-2014

LAST NAME: HART FIRST: CRYSTAL MIDDLE:

AGENCY: MIAMI TOWNSHIP LOCATION: FRANKLIN

COURSE TITLE: STATE QUALS HOURS ATTENDED: ~~FRANKLIN~~

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
+ GLOCK	22	40	[redacted]
GLOCK	27	40	
REMINGTON	870	12 GA	

SCORE: ~~PASS~~ FAIL

COMMENTS: STATE PISTOL & SHOTGUN QUAL

INSTRUCTOR : Sgt. #45

LITHO. IN U.S.A.
© 1998 GOES 34625
All Rights Reserved

Miami Township Police Department

This Certifies that

Crystal Hart

*is trained in the proper and safe use of the TASER® X26 Electronic Control Device and has passed the requirements of the **Miami Township Police Department** TASER X26 training program under the supervision of a Certified Instructor.*

In Witness Whereof, Certified Instructor

Officer Mike Siney

has certified the successful completion of the training requirements this day:
November 2014

Certified Instructor:

Officer Mike Siney

Certified Instructor ID:

10062149887141287 1346C

Krystal Hall (078)

Recommended TASER® X26 / M26 / X3 User Certification Checklist

These requirements are considered to be the basis for a sound understanding of how and when to use the TASER device and should be completed prior to deployment. A copy of each user's Certification Test should be kept in department records to validate certification.

____ **Complete minimum 6 hours of instruction:**
The user should have completed a minimum of 6 hours of instruction under the guidance of a certified instructor. Coursework shall include all topics in User Lesson Plan, including all drills and functional demonstrations.

____ **Pass Written Examination**
User should pass written examination with a score of 80% or greater.

____ **Pass Functional Test**
User should pass all functional tests listed on the User Certification Application

____ **Discharge two TASER Cartridges or two Smart Cartridges (at least one simulation cartridge for scenario training recommended)**
The user should discharge two (2) cartridges to both familiarize the user with the functions of the system as well as to test aptitude. A minimum of two (2) cartridges must be discharged for certification. The user must be able to hit the target from 8 feet without the laser sight, and must be able to hit the target from 12 feet using a laser sight and discharging two cartridges within 10-second time limit. Students who do not hit the target should be run through aiming drills, and directed to discharge again. Users should not be qualified until they have passed both firing tests.

User Certification is valid for a period of one year. Users must re-certify annually.

Re-certification Checklist

✓ **Pass Functional Test**
User must pass all functional tests listed on the User Certification Application.

✓ **Fire a minimum of two (2) cartridges**
The user must fire a minimum of two (2) cartridges to both re-familiarize the user with the functions of the system as well as to test aptitude. These can be standard duty cartridges fired at a target, or blue (LS) simulation cartridges used in conjunction with the simulation suit.

The time minimum for re-certification is left to each agency. It is suggested Instructors go over tactics, overview of how the devices work, and policy issues.

© 2009 TASER International, Inc. TASER®, Shaped Pulse™ and the Globe & Lightning Bolt Logo are trademarks of TASER International, Inc.

OHIO ATTORNEY GENERAL

PEACE OFFICER TRAINING COMMISSION

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal G. Hart

has participated in the advanced training course

44-001-14-47: Judgmental Firearms Simulator

at the Ohio Peace Officer Training Academy given

November 18 - 20, 2014

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal G. Hart

has participated in the advanced training course

66-001-14-47: Judgmental Driving Simulator

at the Ohio Peace Officer Training Academy given

November 18 - 20, 2014

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Training Commission

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Fraud Against Seniors

Completed on: 12/6/2014 9:32:00 AM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Death Notification

Completed on: 12/7/2014 8:32:59 AM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Victims with Special Needs

Completed on: 12/7/2014 4:56:59 PM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Domestic Violence with Lethality Factors

Completed on: 2/18/2015 4:18:51 PM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Awareness of Cultural Diversity

Completed on: 4/13/2015 4:17:23 AM

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: OFFICER DATE: 5-23-15

LAST NAME: HART FIRST: CRYSTAL MIDDLE: G.

AGENCY: MIAMI TOWNSHIP LOCATION: MTPD / FRANKLIN

COURSE TITLE: STATE QUAL HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
GLOCK	22	.40	[redacted]
GLOCK	23	.40	
REMINGTON	870	12 GA	MTPD
COLT	M16A1	5.56	MTPD
—	—	—	—

SCORE: (PASS) FAIL

COMMENTS: POLICY REVIEW, BUILDING SEARCHES, STATE PISTOL, SHOTGUN, RIFLE (EOTECH) QUALIFICATIONS.

INSTRUCTOR: SGT. J. ETTER SGT. [signature] #45

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Ethics and Professionalism

Completed on: 7/6/2015 2:41:35 AM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Interviewing the Crime Victim

Completed on: 7/6/2015 3:10:16 AM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Disability Training for First Responders

Completed on: 1/22/2016 6:38:55 AM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Human Trafficking 2016 Update

Completed on: 1/22/2016 5:16:09 AM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Companion Animal Encounters

Completed on: 1/27/2016 3:33:00 AM

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: OFFICER DATE: 2-24-16

LAST NAME: HART FIRST: CRYSTAL MIDDLE: G.

AGENCY: MIAMI TOWNSHIP LOCATION: RANGE (FRANKLIN)

COURSE TITLE: STATE QUAL HOURS ATTENDED:

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
GLOCK	17	9MM	[redacted]
GLOCK	27	40 CAL	
REMINGTON	870	12 GAGE	E

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL & SHOT GUN QUALIFICATION

INSTRUCTOR: SMELLER #58

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully completed the Webcast course

Policing in the 21st Century: Community Relations

issued on

March 7, 2016

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully completed the Webcast course

Policing in the 21st Century: Use of Force and De-Escalation

issued on

March 7, 2016

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal G. Hart

has successfully completed the advanced training course

06-228-16-02: Evidence Technician

at the Ohio Peace Officer Training Academy given

April 4 - 15, 2016

Mike DeWine
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Training Commission

HART
(OFFICER NAME)
5-11-2016
(DATE)
(INSTRUCTOR)

TRAINING ACADEMY
TASER

Recommended TASER® X26 / M26 / X3 User Certification Checklist

These requirements are considered to be the basis for a sound understanding of how and when to use the TASER device and should be completed prior to deployment. A copy of each user's Certification Test should be kept in department records to validate certification.

___ **Complete minimum 6 hours of instruction:**
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User Certification is valid for a period of one year. Users must re-certify annually.

Re-certification Checklist

✓ **Pass Functional Test**
User must pass all functional tests listed on the User Certification Application.

✓ **Fire a minimum of two (2) cartridges**
The user must fire a minimum of two (2) cartridges to both re-familiarize the user with the functions of the system as well as to test aptitude. These can be standard duty cartridges fired at a target, or blue (LS) simulation cartridges used in conjunction with the simulation suit.

The time minimum for re-certification is left to each agency. It is suggested Instructors go over tactics, overview of how the devices work, and policy issues.

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The Ohio Ethics Commission

This is to certify that Crystal G. Hart

has successfully completed The Ohio Ethics Law: Cultivating Good Governance course, and is therefore awarded this certificate of completion.

Susan Willeke

Authorized Signature

Date: July 1, 2016

The National Conference for Community and Justice of Greater Dayton

Challenging Stereotypes. Celebrating Differences. Creating Justice

"Police and Youth Together" Support Form

Name: CRYSTAL HART

Law Enforcement Agency MIAMI TOWNSHIP

Address: 2660 LYONS ROAD City: MIAMISBURG State: OH Zip Code: 45342

Work Phone: 937-433-2301 Cell Phone: [redacted]

Email: CHART@MIAMITOWNSHIP.COM

Availability: FLEXABLE

☐ Our Agency will make a donation in support of PAYT 2016:

Amount: $1,200 for 3 youth _____ $1,600 for 4 youth _____ $2,000 for 5 youth

Other $ _____

Payment Method: Check Enclosed _____ Bill Us _____ Purchase Order Number _____

Signature _____ Date _____

Practical Event Score Sheet

Employee Name: Crystal Hart Date(s): 9-20-16

Location: Butler Tech

EVENT	SPO Test Attempt #1 (Initial)		SPO Test Attempt #2 (Initial)	
	Pass	*Fail*	*Pass*	*Fail*
1. Apex (60 Sec.)	✓			
2. Controlled Braking				
3. Controlled Weave (90 Sec.)	✓			
4. Dynamics Park (120 Sec.)	✓			
5. Evasive Maneuver				
6. Fast Back (15 Sec.)	✓			
7. Interchange of Traffic Lanes (30 Sec.)	✓			
8. Pursuit Turns (45 Sec.)	✓			
9. Reverse Curves (60 Sec.)	✓			
10. Shuffle Steering (40 Sec.)	✓			
11. Straight Line Braking Left				
12. Straight Line Braking Right				

Testing Instructor Signature: B. Jones

Employee Signature: Crystal Hart

Additional documentation may be attached to this form concerning student failure and remedial training if necessary.

Miami Township Police Department Training Sheet

Topic: EVOC Pratcial Driving Course

Date	Officer	Signature
9-20-16	Ben Albert	
8-8-16	Tim Beatty	
	John Brun	
7-27-16	Kory Caldwell	
9-22-16	Todd Comer	
8-8-16	Shane Duffey	
7/22/16	Jason Etter	
7/27/16	Julie Fiebig	
9-20-16	Crystal Hart	
7/27/16	Doug Hesler	
	Ron Hess	
8816	Tom Hupp	
	Russ Johnson	
7-27-16	Bill Jones	
8-10-16	Kevin Landis	
	John Magill	
27JUL16	Pat McCoy	
9-22-16	Scott Miller	
7-22-16	Jim Neer	
7-22-16	Paul Nienhaus	
7-27-16	Dave Ooten	
9-22-16	Jay Phares	
07/27/16	Sean Powell	
8-8-16	Dave Ratay	
9.20.16	Bob Sakal	
9-20-16	Josh Samples	
8-8-16	Craig Sanders	
9-22-16	[redacted]	
8916	Tyler Simpson	
9-22-16	Mike Siney	
07-27-16	[redacted]	
9-20-16	Greg Stites	
9-22-16	Raymond Swallen	
8-8-16	James Swearingen	
9/20/16	Shawn Todd	
9-20-16	Dan Wessling	
7-27-16	[redacted]	
9-20-16		

Certificate of Completion

Field Training Officer
"Training You to Train Others"

Crystal Hart

Presented By the
University of Dayton Department of Public Safety

UNIVERSITY of DAYTON
Department of Public Safety

Rodney Chatman, Executive Director/Chief of Police

Scott Hughes/Matt Wilcher, Instructors

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

CRYSTAL G HART

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00100.b
Introduction to Incident Command System
ICS-100

Issued this 30th Day of October, 2016

Tony Russell
Superintendent
Emergency Management Institute

0.3 IACET CEU

Emergency Management Institute

FEMA

This Certificate of Achievement is to acknowledge that

CRYSTAL G HART

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00700.a
National Incident Management System (NIMS)
An Introduction

Issued this 31st Day of October, 2016

Tony Russell
Superintendent
Emergency Management Institute

0.3 IACET CEU

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: OFFICER DATE: 2-20-17

LAST NAME: HART FIRST: CRYSTAL MIDDLE: G.

AGENCY: MIAMI TOWNSHIP LOCATION: FRANKLIN

COURSE TITLE: QUALS (BACK UP) HOURS ATTENDED: 1

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
GLOCK 43	43	9MM	[redacted]

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL QUAL

INSTRUCTOR: S. MILLER #58

TASER
TRAINING ACADEMY

TASER Conducted Electrical Weapon
TASER Certified End User Certificate

OFC. HART

*This certifies that the above named individual ("the Student") has completed the training required and has passed a written examination in the use of the TASER_**X26P*** Conducted Electrical Weapon. *By accepting this User Certificate, the Student accepts the terms of the TASER Training Materials License Agreement, incorporated herein by reference, and agrees to be bound by its terms as a Licensee of TASER International, Inc. This certification must be renewed annually.*

Instructor: Sgt. Mike Siney Date: 04/20/2017

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: Officer DATE: 4-25-2017

LAST NAME: Hart FIRST: Crystal MIDDLE:

AGENCY: Miami Township LOCATION: Franklin

COURSE TITLE: Quals. HOURS ATTENDED: 8

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
Glock	17	9mm	[redacted]
Remington	870	12G	
Colt	M4	5.56	

SCORE: (PASS) FAIL

COMMENTS: State Pistol, Shot Gun, Rifle Qualification, Shotgun Fourmiguet Drill, Distance Shoot, Move & Shoot, Dot Torture

INSTRUCTOR: Sgt. [signature] #45

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

2017 Legal Update: Civil Liability for Officers

Completed on: 5/6/2017 7:39:20 PM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

2017 Legal Update: Search and Seizure Law

Completed on: 5/6/2017 6:23:56 AM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

Law Enforcement Sexual Harassment Awareness Training

Completed on: 5/6/2017 8:00:26 PM

This is to certify that

Crystal Hart

has completed the Ohio Attorney General's online training course on

SB 77's Effect on Investigative Procedures

Completed on: 5/6/2017 9:10:34 PM

Miami Township Police Department
RADAR/LIDAR Certification

Crystal Rankins

Has successfully completed a course of instruction 8/10/2017, and practical application 9/5/2017 in RADAR/LIDAR speed measurement.

Officer James Swearingen,
RADAR/LIDAR Certified Instructor

POLICE DEPARTMENT TWP. OF MIAMI

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Rankins

has successfully completed the Webcast course

Trauma Informed Policing

issued on

September 14, 2017

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Rankins

has successfully completed the Webcast course

Procedural Justice & Police Legitimacy

issued on

September 26, 2017

Mike DeWine
Ohio Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Mary E. Davis, Executive Director
Ohio Peace Officer Traning Commission

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: OFFICER DATE: 10-22-17

LAST NAME: RANKINS FIRST: CRYSTAL MIDDLE:

AGENCY: MIAMI TOWNSHIP LOCATION: FRANKLIN

COURSE TITLE: STATE PISTOL QUALS HOURS ATTENDED: 2

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
GLOCK	17	9MM	[redacted]
MTRD COLT	M4	223	MTPD
T	T	T	T

SCORE: (PASS) FAIL

COMMENTS: STATE PISTOL QUAL, PISTOL DRILLS, STATE CARBINE QUAL WITH NEW SIG ROMEO 4T OPTIC

INSTRUCTOR: SGT. Jason L. Cook #45

BASIC LIFE SUPPORT

BLS Provider

American Heart Association.

PEEL HERE

Crystal Hart

The above individual has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association Basic Life Support (CPR and AED) Program.

11-1-17	11-1-19
Issue Date	Recommended Renewal Date

This card contains unique security features to protect against forgery.

BASIC LIFE SUPPORT

Training Center Name	Washington Twp F.D. TC ID #
TC Info	City, State Centerville, OH ZIP 45459 Phone
Course Location	2660 Lyons Rd, Miamisburg
Instructor Name	Russ Sweet #10102004116
Holder's Signature	

© 2015 American Heart Association *Tampering with this card will alter its appearance.* 15-1805

15-1805 11/15

MIAMI TOWNSHIP

2660 Lyons Road Miamisburg, Ohio 45342
Phone: (937) 433-2301 www.miamitownship.com

Police Department • Ronald L. Hess, Chief

An Equal Opportunity Employer

RANK/TITLE: OFFICER DATE: 4-29-18

LAST NAME: RANKINS FIRST: CRYSTAL MIDDLE: ____

AGENCY: MIAMI TOWNSHIP LOCATION: FRANKLIN

COURSE TITLE: QUAL. HOURS ATTENDED: 4

WEAPON: MAKE	MODEL	CALIBER	SERIAL NUMBER
GLOCK	17	9MM	[redacted]
REMINGTON	870	12G	
COLT	M4	5.56	
GLOCK	43	9MM	
—	—	—	

SCORE: (PASS) FAIL

COMMENTS: COLT - ROMEO4H STATE PISTOL, SHOTGUN, RIFLE (W/ STD ROMEO OPTIC) QUAL

INSTRUCTOR: SGT. [signature] #45

DePew, Connie

From: Hess, Ron
Sent: Friday, June 15, 2018 8:24 AM
To: Magill, John
Cc: Rankins, Crystal; Johnson, Russ; DePew, Connie
Subject: Re: SRO school

Crystal,

This is ONLY to hold a position in the class at this time.

I am still in talks with the school district about the position
One of the following will happen
1) the position is not created and will will cancel the school
2) the position is created and a process to select the SRO is completed
    a) if someone besides you are selected, they will go to the school
    b) you are selected and you will remain in the class.

As I said we are still in talks and a process to select the officer has not be decided

John

Do not put this in precinct manager

Ron

Sent from my iPad

On Jun 15, 2018, at 8:01 AM, Magill, John <jmagill@miamitownship.com> wrote:

> Crystal,
>
> I have you registered for a basic SRO school October 8-12, 2018. This will be at the Columbus Police Academy. This is produced by the Ohio School Resource Officers Association. You should receive a confirmation by email. Please let me know as soon as you receive that.
>
> Thanks,
>
> Captain John Magill
> Miami Township Police Department
> 2660 Lyons Road

The Ohio School Resource Officers Association

present this
Certificate of Recognition
to

Crystal Rankins

for Successfully Completing

SRO Basic Training

October 8 – October 12, 2018

Columbus Police Training Academy, Columbus, Ohio
(40 training hours)

SRO Barry Smith
President, OSROA

OHIO SCHOOL RESOURCE OFFICERS ASSOCIATION
OSROA

Kari B. Parsons, MBA
Executive Director, OSROA

Certificate of Achievement

Awarded to

CRYSTAL RANKINS

MIAMI TOWNSHIP PD

Who has successfully completed the Instruction for the

Montgomery County
40 Hour – Mental Health
Crisis Intervention Team Certification

October 22-26, 2018

Jodi Long

CIT Coordinator
Montgomery County ADAMHS Board

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

CRYSTAL RANKINS

has successfully completed the Ohio LEADS testing on

December 6, 2018

by completing the following exam:

Inquiry Test

This certificate is good through

December 6, 2020

OHIO ASSOCIATION OF CHIEFS OF POLICE

Education Committee

presents this Certificate of Recognition to

Crystal Rankins

for successfully completing the

Grant Writing for Law Enforcement Agencies workshop

on

MAY 23, 2019

Chief David Marcelli

Chief David Marcelli, CLEE
President, OACP

Chief James Willock, CLEE
Education Committee Chair

FIREARMS QUALIFICATION FORM

Name: CRYSTAL RANKINS

Agency: MTPD

Training Location: FRANKLIN

Course Title: STATE QUAL Date 13 JUNE 2019

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
GLOCK	43	9MM	[redacted]	

Comments: PASS

Instructor: S. MILLER #58

POLICE DEPARTMENT

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342

police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

The Ohio School Resource Officers Association &

D.A.R.E. Ohio

present this

Certificate of Recognition to:

Crystal Rankins

for Successfully completing the

2019 School Resource Officer & D.A.R.E. Officer Combined Conference

June 24 - 26, 2019

Kalahari Conference Center- Sandusky, Ohio

(11.5 total classroom hours)

SRO Sara Shaw
President, OSROA

Sgt. Don Wilson and Officer Joann Felton
D.A.R.E. Ohio Co-Chairs

CERTIFICATE OF CONTINUING EDUCATION

Crystal Rankins

(License # _____)

satisfactorily completed

QPR Gatekeeper – Question, Persuade, Refer
July 10, 2019

Learning goals and objectives:

- Recognize someone at risk for suicide
- Demonstrate increased knowledge of intervention skills
- Describe knowledge of referral resources and how to refer someone for help

Sponsored by:

MONTGOMERY COUNTY
Alcohol
Drug Addiction
& Mental Health
Services

409 E. Monument Ave, Ste. 102
Dayton, OH 45402
(937) 443-0416

Montgomery County ADAMHS is an approved provider of continuing education for:

Ohio Counselor, Social Worker and Marriage and Family Therapist Board Provider #RCS111304	Counselors and Social Workers	2 hours
Ohio Chemical Dependency Professionals Board Provider #50-17863	Content Areas: (C7)	2 hours

Adjusted Contact Hours _____

Attendance Verifier

CERTIFICATE OF CONTINUING EDUCATION

Crystal Rankins

(License # _____)
satisfactorily completed

Trauma 101; Understanding Trauma, Resilience and Trauma –Informed Approaches

July 11, 2019

Learning goals and objectives:

- To generate a shared understanding and language around trauma
- Increase participant's awareness of trauma and its prevalence so they are better able to identify examples of traumatic events.
- Create a shift in thinking highlighting that the prevalence of trauma histories among people that you serve.

Sponsored by:

MONTGOMERY COUNTY
Alcohol
Drug Addiction
& Mental Health
Services

409 E. Monument Ave, Ste. 102
Dayton, OH 45402
(937) 443-0416

Montgomery County ADAMHS is an approved provider of continuing education for:

Ohio Counselor, Social Worker and Marriage and Family Therapist Board Provider #RCS111304	Counselors and Social Workers	2.75 hours

Adjusted Contact Hours _____

Attendance Verifier

FIREARMS QUALIFICATION FORM

Name: CRYSTAL RANKINS

Agency: MIAMI TOWNSHIP

Training Location: FRANKLIN

Course Title: QUALS Date 5-6-2020

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
GLOCK	17	9	[redacted]	P
GLOCK	43	9		P
SCATTER GUN TECH.	870	12GA		P
REMINGTON	870	12 GA		P
COLT	M4	556		P
—	—	—	—	—

Comments:

SIG ZEROED ON COLT RIFLE

Instructor: SGT. [illegible] #115

MIAMI TOWNSHIP POLICE

POLICE DEPARTMENT

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342

police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Certificate

This is to certify that

LGBTQ+ Awareness for Law Enforcement

has been awarded to

Crystal Rankins

Credit Hours: 8

Issued on: 8/17/2020

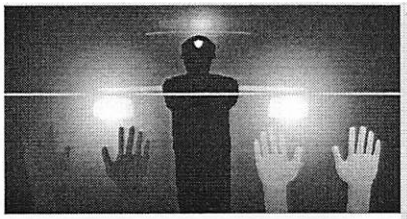
LGBTQ

Grades for Crystal Rankins

Arrange By

Due Date | Apply

NAME	DUE	STATUS	SCORE	OUT OF	
Certificate Date Test			-	0	ⓘ
Course Quiz Test			17	20	
TEST			**85%**	17.00 / 20.00	
TOTAL			**85%**	**17.00 / 20.00**	



Policing in Black & White: Implicit Bias and Racial Profiling

100% COMPLETE

Course Curriculum

Silver State Consulting

Certificate

SILVER STATE PUBLIC SAFETY ACADEMY

Silver State Consulting Group LLC

CERTIFICATE OF COMPLETION

Awarded To

CRYSTAL RANKINS

For Completing

Policing in Black & White: Implicit Bias and Racial Profiling

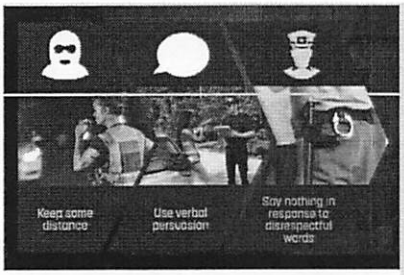
Date: 2020-08-29

Course Credit: 2 HOURS

cert_8hmzfx8l

Download

Toggle navigation



Crisis Response: De-Escalation Techniques

100% COMPLETE

- Course Curriculum
- Silver State Consulting
- **Certificate**

SILVER STATE
CONSULTING GROUP LLC

Silver State Consulting Group LLC

CERTIFICATE OF COMPLETION

Awarded To

CRYSTAL RANKINS

For Completing

Crisis Response: De-Escalation Techniques

Date: 2020-08-29

Course Credit: 2 HOURS

cert_72syplij

Download

FIREARMS QUALIFICATION FORM

Name: CRYSTAL RANKINS

Agency: MIAMI TOWNSHIP

Training Location: MCSO RANGE

Course Title: QUALIFICATIONS Date 5/20/21

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
GLOCK	17	9MM	[redacted]	P
GLOCK	43	9MM		P
AR COLT	M4	5.56MM		P
REMINGTON	870	12G		P
SCATTERGUN TECH	L/L 870	12G		P

Comments:

STATE PISTOL, SHOTGUN, RIFLE QUAL, BEAN BAG QUAL

Instructor: [signature]

POLICE DEPARTMENT

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342

police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Certificate of Training

This training has been provided through funding awarded under the Missing and Exploited Children Training Program from the Office of Juvenile Justice and Delinquency Prevention.

Crystal Rankins

has completed 6 hours of training in

Child Sex Trafficking
From Suspicion to Disclosure

Live, Online Instructor-Led

February 1, 2022

Bradley J. Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College

NCJTC
National Criminal Justice Training Center
Fox Valley Technical College

Jeffrey S. Gersh
Deputy Associate Administrator
Special Victims and Violent Offenders Division
Office of Juvenile Justice and Delinquency Prevention

OJJDP
Office of Juvenile Justice and Delinquency Prevention

NCJTC
National Criminal Justice Training Center
Fox Valley Technical College

Certificate of Attendance

This certificate recognizes that

Crystal Rankins

attended Generating Undercover Photos
on February 24, 2022

Bradley Russ
Executive Director
National Criminal Justice Training Center
Fox Valley Technical College

Jeffrey Gersh
Deputy Associate Administrator
Special Victims and Violent Offenders Division
Office of Juvenile Justice and Delinquency Prevention
Office of Justice Programs
U.S. Department of Justice

Fox Valley TECHNICAL COLLEGE
Knowledge That Works

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Domestic Violence Legal Updates

Date: March 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Ethics and
Professionalism

Date: March 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

New and Updated
Criminal Charges

Date: March 04, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Medical Marijuana

Date: March 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Hazing

Date: March 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Hate Crimes

Date: March 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Custodial Interrogation

Date: March 04, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

Name: CRYSTAL RANKINS #78

Agency: MIAMI TOWNSHIP

Training Location: MCSO

Course Title: QUALS Date 5/24/22

Weapon Information:

Make	Model	Caliber	Serial Number	Pass / Fail
GLOCK	17	9MM	[redacted]	PASS
COLT	M4	5.56		PASS
GLOCK	43X	9MM		PASS
REMINGTON	870	12 GA		PASS
REMINGTON	870 LL	BEAN BAG		PASS

Comments: State Qual with pistols, Range Shotgun + Rifles

Instructor: [redacted]

POLICE DEPARTMENT

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342

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OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Concealed Firearm Carry
Changes

Date: December 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Objective
Reasonableness

Date: December 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Diversity and Cultural Competency for Law Enforcement

Date: December 14, 2022

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Qualified Immunity

Date: December 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Critical Thinking in Use of Force Situations

Date: December 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Communication Disabilities

Date: December 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Biological Evidence Collection for Sexual Assaults

Date: December 14, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

CAT and Officer Wellness

Date: December 15, 2022

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

LEADS

Law Enforcement Ohio Automated Data System

This is to certify that

CRYSTAL RANKINS

has successfully completed the Ohio LEADS testing on

March 13, 2023

by completing the following exam:

Inquiry Test

This certificate is good through

March 13, 2025

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Legal Updates 2023 - Part 1

Date: June 23, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Legal Updates - Part 2

Date: June 23, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Legal Updates 2023 - Part 3

Date: June 23, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Arrest, Search, and
Seizure 2023

Date: June 26, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Ohio School Threat Assessment

Date: June 27, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

NAME: DET. CRYSTAL RANKINS

AGENCY: MTPD TRAINING LOCATION: MCSO RANGE

COURSE TITLE: STATE QUALIFICATION COURSE DATE: 06/08/23

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
GLOCK	17	9MM	[redacted]	PASS
REMINGTON	870	12GA		PASS
SCATTERGUN TECH/REMINGTON	870 LESS LETHAL	12 GA BEAN BAG ROUND		PASS
GLOCK	43	9MM		PASS
GLOCK	43X	9MM		PASS
COLT	M4	5.56MM		PASS

COMMENTS: STATE PISTOL, SHOTGUN, RIFLE, LESS LETHAL SHOTGUN QUALIFICATIONS. SIG OPTIC ON RIFLE.

INSTRUCTOR:_____ [redacted]

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

Crystal Rankins

has completed the course and is now certified in

Mental Health First Aid for Public Safety

and has been trained to provide initial help to someone experiencing a mental health or substance use challenge.

Charles Ingoglia

Chuck Ingoglia
President & CEO
National Council for Mental Wellbeing

Mental Health
FIRST AID

from NATIONAL COUNCIL FOR
MENTAL WELLBEING

This certificate became **effective** on:

August 24, 2023

Date

This certificate **expires** three years from the date it became effective.

This course is eligible for 6.5 hours of continuing education credits.

6.5 CPT Hours. approval under OAC 109:2-18-03 (A)(4)(C).

National Council for Mental Wellbeing operates Mental Health First Aid in the USA. The National Council for Mental Wellbeing and the Missouri Department of Mental Health founded Mental Health First Aid USA.

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Preserving Cellphone
Evidence

Date: October 03, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Testifying in Court

Date: October 03, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Safe at Home

Date: October 03, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

NIBIN

Date: October 03, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

NIBIN II

Date: October 03, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Distracted Driving

Date: October 03, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Interviewing the Crime Victim

Date: October 04, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Concealed Firearm Carry
Changes

Date: October 04, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Critical Thinking in Use of
Force Situations

Date: October 13, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Effective Communication
and Safe Interaction with
Persons in Crisis

Date: October 13, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Ethics and Professionalism

Date: October 13, 2023

Dave Yost
Attorney General

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Report Writing 2023

Date: October 15, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

OHIO PEACE OFFICER TRAINING COMMISSION
&
THE OFFICE OF THE ATTORNEY GENERAL

This is to certify that

Crystal Hart

has successfully met the prescribed program requirements for

Vehicle Inventory

Date: October 15, 2023

Dave Yost
Attorney General

Vernon P. Stanforth, Chairperson
Ohio Peace Officer Training Commission

Dwight A. Holcomb, Executive Director
Ohio Peace Officer Training Commission

FIREARMS QUALIFICATION FORM

NAME: OFC. CRYSTAL RANKINS

AGENCY: MTPD TRAINING LOCATION: FRANKLIN PD

COURSE TITLE: STATE QUALIFICATION COURSE DATE: 11/11/24

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
COLT	M4	5.56MM	[redacted]	PASS

COMMENTS: RIFLE QUALIFICATION. SIG OPTIC ON RIFLE.

INSTRUCTOR: _____

SGT. SCOTT MILLER REQ# 08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com

FIREARMS QUALIFICATION FORM

NAME: OFC. CRYSTAL RANKINS

AGENCY: MTPD TRAINING LOCATION: 8820 KINGSRIDGE DR.

COURSE TITLE: LESS LETHAL SHOTGUN QUALIFICATION DATE: 12/31/24

WEAPON INFORMATION:

MAKE	MODEL	CALIBER	SERIAL NUMBER	PASS/FAIL
REMINGTON	870	12 GUAGE	RANGE GUN	PASS

COMMENTS: LESS LETHAL SHOTGUN QUALIFICATION.

INSTRUCTOR:_____
SGT. SCOTT MILLER REQ# 08684

CHIEF OF POLICE CHARLIE STIEGELMEYER **2660 LYONS ROAD** MIAMI TOWNSHIP, OHIO 45342
police@miamitownship.com phone (937) 433-2301 fax (937) 438-2337 www.miamitownship.com