

# MARSHFIELD POLICE DEPARTMENT 2014 ANNUAL REPORT



MARSHFIELD POLICE OFFICERS AND DEPARTMENT VEHICLES

PHOTO FROM 1961

February 26<sup>th</sup>, 2015

Members of the Police and Fire Commission  
Mayor Chris Meyer  
Members of the Common Council  
Citizens of Marshfield

Ladies and Gentlemen,

We are pleased to provide you with this annual report of police department activities for the calendar year 2014. As you review the information contained within this report, we respectfully remind you that although technology and equipment are essential to performing the necessary public safety functions of your police department, it is the excellent staff of men and women who actually perform the duties and provide the personal service to the residents and visitors of the City of Marshfield. Without our staff's excellence, our services would be average at best. Our staff goes far beyond just performing a task or job, they take ownership in the safety and service provided to their community.

As you peruse this annual report, you may notice some changes as it relates to graphs and charts that were normally not present. New technology has allowed this agency to take a better look at our "numbers" related to calls for service. By taking an analytical look at the numbers, we commit to providing better response and service to our community through data-driven policing strategies.

During 2014, we lost three quality individual police officers through retirement or resignation. Chief Gary Jepsen retired after 32 years of service to the Marshfield community. Gary held the positions of Patrol Officer, Police School Liaison Officer (Marshfield's first PSLO), Detective, Administrative Lieutenant, and Police Chief. Lead Officer Steve Leu served the citizens of Marshfield for 29 years, retiring in June. Steve held positions of Crisis Negotiator, Firearms Instructor, Shotgun Instructor, and an integral part of the Marshfield Professional Police Association. Jen Trelka left the Marshfield Police Department after 3 years of service to the community, also leaving an opening as a Crisis Negotiator.

With loss comes gain and 2014 opened the doors for employment of two female and two male police officers, all eager to serve and protect the citizens of Marshfield. Blake Borchardt began employment with Marshfield on January 6<sup>th</sup>, followed by Libby Abel on June 23<sup>rd</sup>, Cory Christian

on July 21<sup>st</sup>, and Sari Goodness on August 11<sup>th</sup>. These officers were selected from an outstanding pool of candidates for many reasons, but primarily for their character, work ethic, and values-driven leadership abilities.

This past year marked the completion of the first year of the Community Oriented Policing Grant; obtained under the supervision of Chief Jepsen in late 2013, due to the increase in Heroin-related crime and deaths our community was experiencing. This grant allowed for the addition of one patrol officer (Officer Borchardt) and the assignment of an officer (Derek Iverson) to the drug investigation unit within the department. I am proud to announce our community suffered zero deaths as a result of drug overdose in 2014, a trend we hope to see continue for years to come. Other promotions within the department included my promotion to Chief of Police in May, Operations Lieutenant Patrick Zeps' promotion from Sergeant in July, and Sergeant Jody Geurink's promotion from Lead Officer in August. Lead Officers Jason Punke and Travis Sherden along with Police School Liaison Officer Jason Foemmel took on their new assignments this past year as well.

It is our goal as an organization to stay current with the times, and with that has come advances in technology. Marshfield Police Department started its Facebook page in June of 2014 as well as Twitter accounts, Crime Reports crime mapping software, and is about to release a smart phone app through MyPD. This is all in an effort to better service you, the citizens of this great community.

As you review the information contained in this report, please feel free to contact any member of this organization for clarification, further information, or suggestions on how we can better serve you. We sincerely appreciate the support of the community leaders as well as all community members and vow to continue improving upon the service we provide.

Sincerely,



Richard Gramza

Chief of Police

**MARSHFIELD POLICE DEPARTMENT  
ANNUAL REPORT - 2014  
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**ELECTED AND APPOINTED OFFICIALS  
2014**

**MAYOR**

Chris Meyer

**FIRE & POLICE COMMISSION**

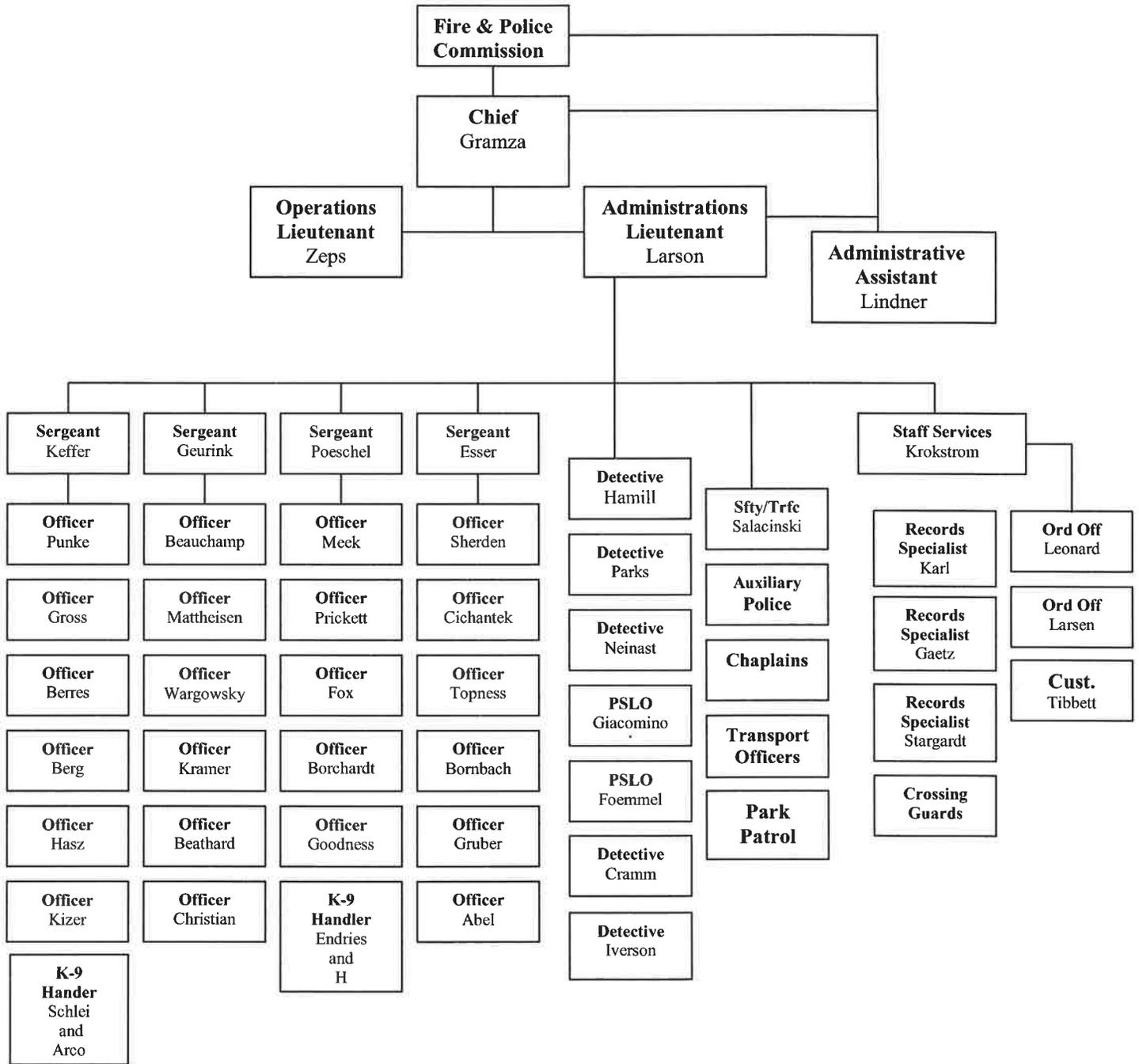
Andrew Keogh	President
Randy Gershman	Vice-President
Nathan Mueller	Secretary
Terry Frankland	
Michael Meyers	

**CITY COUNCIL**

Michael Feirer	1 <sup>st</sup> District
Alanna Feddick	2 <sup>nd</sup> District
Chris Jockheck	3 <sup>rd</sup> District
Gordon Earll	4 <sup>th</sup> District
Edward Wagner	5 <sup>th</sup> District
Charlotte Smith	6 <sup>th</sup> District
Gary Cummings	7 <sup>th</sup> District
Rebecca Spiros	8 <sup>th</sup> District
Tom Buttke	9 <sup>th</sup> District
Peter Hendler	10 <sup>th</sup> District

# MARSHFIELD POLICE DEPARTMENT 2014

## TABLE OF ORGANIZATION



# Administration



Police Chief  
Richard Gramza  
Date of Hire 03/17/97



Lieutenant  
Darren Larson  
Date of Hire 11/28/89



Lieutenant  
Patrick Zeps  
Date of Hire 10/27/97



Administrative Assistant  
Peggy Lindner  
Date of Hire 07/30/97

# Shift 1



Sergeant Dennis Keffer  
Date of Hire 10/02/95  
\*Auxiliary Liaison Officer  
\*Honors Award Committee



Lead Officer Jason Punke  
Date of Hire 01/26/09  
\*Field Training Officer  
\*Special Response Team



Patrol Officer Christopher Hasz  
Date of Hire 07/06/10



Patrol Officer Rochley Gross  
Date of Hire 12/28/05



K9 Officer Scott Schlei  
Date of Hire 06/08/98  
\*U.T.I. Instructor  
\*Field Training Officer  
&  
K9 Arco  
Date of Hire  
11/18/09



Patrol Officer Matthew Berres  
Date of Hire 12/27/06  
\*Firearms Instructor  
\*Special Response Team



Patrol Officer Christopher Berg  
Date of Hire 05/16/07  
\*Special Response Team Negotiator  
\*SFST Instructor



Patrol Officer Jamie Kizer  
Date of Hire 11/28/11  
\*Assistant Auxiliary Liaison  
\*Special Olympics Coordinator

# Shift 2



Sergeant Jody Geurink  
Date of Hire 07/06/98  
\*Defensive Tactics Instructor  
\*EVOC/Vehicle Contacts Instructor



Lead Officer  
Jared Beauchamp  
Date of Hire 09/01/98  
\*Range Officer  
\*Police Department Armorer



Patrol Officer David Mattheisen  
Date of Hire 12/03/90  
\*EVOC Instructor  
\*Firearms Instructor



Patrol Officer Aaron Wargowsky  
Date of Hire 07/26/05  
\*DAAT Instructor  
\*Taser Instructor



Patrol Officer Landon Kramer  
Date of Hire 12/27/07  
\*Special Response Team  
\*Ballistic Shield Instructor  
\*FTO Instructor



Patrol Officer Cory Christian  
Date of Hire 07/21/14



Patrol Officer Robert Beathard  
Date of Hire 08/13/12  
\*FTO Coordinator

# Shift 3



Sergeant Dominic Poeschel  
Date of Hire 02/01/89



Lead Officer Steven Meek  
Date of Hire 01/02/91  
\*Neighborhood Watch  
Coordinator  
\*Firearms Instructor



Patrol Officer Jason Prickett  
Date of Hire 11/27/89



Patrol Officer Samuel Fox  
Date of Hire 09/21/05  
\*Special Response Team  
\*Field Training Officer



Patrol Officer Blake Borchardt  
Date of Hire 01/06/14



K9 Officer Terry Endries  
Date of Hire 01/19/09  
\*Medal Of Honor Recipient  
&  
K9 H  
Date of Hire 06/06/11



Patrol Officer Sari Goodness  
Date of Hire 08/11/14

# Shift 4



Sergeant Travis Esser  
Date of Hire 03/06/02  
\*Special Response Team Leader



Lead Officer Travis Sherden  
Date of Hire 06/01/05  
\*Special Response Team  
\*Field Training Officer



Patrol Officer Jeffery Cichantek  
Date of Hire 01/02/90  
\*Crisis Intervention Team Officer



Patrol Officer Michael Topness  
Date of Hire 04/26/06  
\*Medal Of Honor Recipient  
\*Firearms Instructor  
\*FTO Instructor



Patrol Officer Caleb Bornbach  
Date of Hire 12/27/06  
\*In Squad Video Coordinator  
\*DAAT Instructor



Patrol Officer Tanner Gruber  
Date of Hire 10/15/12



Patrol Officer Libby Abel  
Date of Hire 06/23/14

# Detective Bureau



Detective Jason Parks  
Date of Hire 05/20/02



Detective Kevin Hamill  
Date of Hire 04/07/97  
\*Special Response Team  
\*Evidence Technician



Detective Allan Neinast  
Date of Hire 03/24/97



Police School Liaison Officer  
Jason Foemmel  
Date of Hire 05/13/13



Police School Liaison Officer  
Christine Giacomino  
Date of Hire 03/05/01  
\* Special Response Team Negotiator



Officer Friendly/Court Officer  
Daniel Salacinski  
Date of Hire 12/16/85

# Staff Services



Staff Services Supervisor  
Lorrie Krokstrom  
Date of Hire 11/14/86  
\*Records Coordinator  
\*Technology Liaison & Coordinator



Ordinance/Humane Officer  
Daniel Leonard  
Date of Hire 01/29/90  
\*City Deer Hunt Master  
\*Dog Bite Prevention Presenter



Custodial Maintenance Technician  
Bruce Tibbett  
Date of Hire 03/31/06



Ordinance/Humane Officer  
Robert Larsen  
Date of Hire 10/04/93  
\*Plain Talk Committee



Police Records Specialist  
Cindy Gaetz  
Date of Hire 12/19/05  
\*Police Auction  
\*Plain Talk Committee



Police Records Specialist  
Debbie Karl  
Date of Hire 02/25/82  
\*Police Auction  
\*Records Trainer



Police Records Specialist  
Chris Stargardt  
Date of Hire 01/02/09  
\*Police Auction

**MARSHFIELD POLICE DEPARTMENT  
PERSONNEL CHANGES  
2014**

**NEW HIRES**

Blake Borchardt	Patrol Officer	January 6
Libby Abel	Patrol Officer	June 23
Cory Christian	Patrol Officer	July 21
Sari Goodness	Patrol Officer	August 11

**RESIGNATIONS**

Blake Borchardt	Transport Officer	January 5
Michael Topness	Special Response Entry Team (SRT)	January 17
Christopher Berg	Less-Lethal Instructor	April 3
Gary Jepsen (retirement)	Police Chief	May 15
Rochley Gross	Police School Liaison Officer	June 3
Steven Leu (retirement)	Lead Officer	June 5
Jennifer Trelka	Patrol Officer	June 10
Ronald Schiebe (retirement)	Crossing Guard	July 22
Jacob Schar	Transport Officer	August 4
Patrick Zeps	Officer in Charge – SRT	December 31
Dennis Keffer	Auxiliary Liaison Officer	December 31

**PROMOTIONS**

Derek Iverson	Detective Bureau	January 6
Richard Gramza	Police Chief	May 15
Patrick Zeps	Lieutenant	July 21
Travis Sherden	Lead Officer	August 4
Jody Geurink	Sergeant	August 25
Jason Foemmel	Police School Liaison Officer	September 2
Jason Punke	Lead Officer	September 22

**ASSIGNMENTS**

Robert Beathard	Entry Team – SRT	April 2
Matthew Berres	Less-Lethal Instructor	April 3
Christopher Berg	Flex Officer	June 6
Jamie Kizer	Negotiator – SRT	June 26
Rochley Gross	Negotiator – SRT	June 26
Michael Topness	Field Training Officer	November 5
Landon Kramer	Field Training Officer	November 5
Jason Foemmel	Entry Team – SRT	December 31

**NEW PART-TIME MEMBERS**

Brian Greenwald	Transport Officer	June 6
Alek Wegner	Crossing Guard	October 21
Anthony Wolf	Crossing Guard	October 21

**INTERNSHIP**

Alan Cherney	Mid-State Technical College	February
Lane Schuld	Mid-State Technical College	September

**MARSHFIELD POLICE DEPARTMENT  
2014 SENIORITY LIST**

<u>Name</u>	<u>Rank</u>	<u>Hire Date</u>
Salacinski, Daniel A	Officer Friendly	12/16/85
Cramm, James R	Drug Officer	01/07/89
Poeschel, Dominic D	Patrol Sergeant	02/01/89
Prickett, Jason A	Patrol Officer	11/27/89
Larson, Darren J	Police Lieutenant	11/28/89
Mattheisen, David A	Patrol Officer	12/03/90
Meek, Steven R	Lead Officer	01/02/91
Cichantek, Jeffrey S	Patrol Officer	10/02/91
Keffer, Dennis P	Patrol Sergeant	10/02/95
Gramza, Richard A	Police Chief	03/17/97
Neinast, Allan P	Detective	03/24/97
Hamill, Kevin J	Detective	04/07/97
Zeps, Patrick M	Police Lieutenant	10/27/97
Schlei, Scott R	K9 Officer/FTO	06/08/98
Geurink, Jody R	Patrol Sergeant	07/06/98
Beauchamp, Jared D	Lead Officer	09/01/98
Giacomino, Christine M	Police School Liaison Officer	03/05/01
Esser, Travis E	Patrol Sergeant	03/06/02
Parks, Jason G	Detective	05/20/02
Sherden, Travis S	Lead Officer	06/01/05
Wargowsky, Aaron A	Patrol Officer	07/26/05
Fox, Samuel E	Field Training Officer	09/21/05
Gross, Rochley J	Patrol Officer	12/28/05
Topness, Michael A	Field Training Officer	04/26/06
Berres, Matthew M	Patrol Officer	12/27/06
Bornbach, Caleb J	Patrol Officer	12/27/06
Berg, Christopher C	Patrol Officer	05/16/07
Kramer, Landon J	Field Training Officer	12/27/07
Endries, Terry J	K9 Officer	01/19/09
Punke, Jason L	Lead Officer	01/26/09
Iverson, Derek J	Drug Officer	05/17/10
Hasz, Christopher J	Patrol Officer	07/06/10
Kizer, Jamie B	Patrol Officer	11/28/11
Beathard, Robert J	Field Training Coordinator	8/13/12
Gruber, Tanner J	Patrol Officer	10/15/12
Foemmel, Jason T	Police School Liaison Officer	05/13/13
Borchardt, Blake J	Patrol Officer	01/06/14
Abel, Libby E	Patrol Officer	06/23/14
Christian, Cory L	Patrol Officer	07/21/14
Goodness, Sari A	Patrol Officer	08/11/14

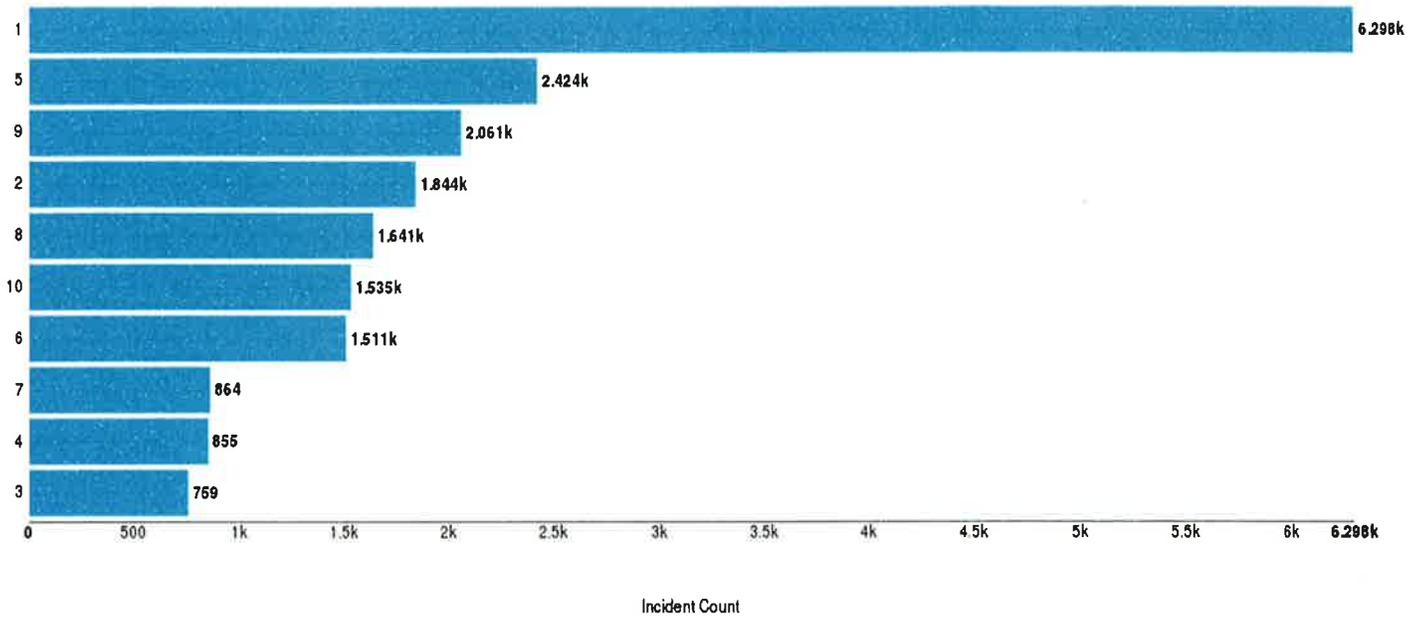
**MARSHFIELD POLICE DEPARTMENT  
INDEX CRIME OF ACTUAL OFFENSES REPORTED  
AND CLEARANCE RATES  
2014**

	<u>2013</u>	<u>2014</u>	<u>% Change</u>	<u>Cleared</u>	<u>% Cleared</u>
<b><u>Violent Crime</u></b>					
Murder	0	0	0%	0	N/A
Manslaughter	1	0	0%	0	N/A
Forcible Rape	1	0	100%	0	N/A
Robbery	3	2	-33.3%	1	50.0%
Aggravated Assault	8	6	-25.0%	5	83.3%
Non-Aggravated Assault	62	46	-25.8%	44	95.7%
<b><u>Total Violent Crime</u></b>	<b>75</b>	<b>54</b>	<b>-28.0%</b>	<b>50</b>	<b>92.6%</b>
<b><u>Property Crime</u></b>					
Burglary	49	38	-22.4%	10	26.3%
Larceny Theft	344	302	-12.2%	178	58.9%
Motor Vehicle Theft	6	1	-83.3%	0	0%
Arson	1	0	100%	0	N/A
<b><u>Total Property Crime</u></b>	<b>400</b>	<b>341</b>	<b>-14.8%</b>	<b>188</b>	<b>55.1%</b>
<b>Total Index Crimes Reported</b>	<b>475</b>	<b>395</b>	<b>-16.8%</b>	<b>238</b>	<b>60.3%</b>

As depicted above, in 2014 total Part 1 (major crimes) submitted to the State Uniform Crime Reporting Program decreased by 16.8 percent, and 60.3 percent of those submitted crimes were cleared (238 of 395).

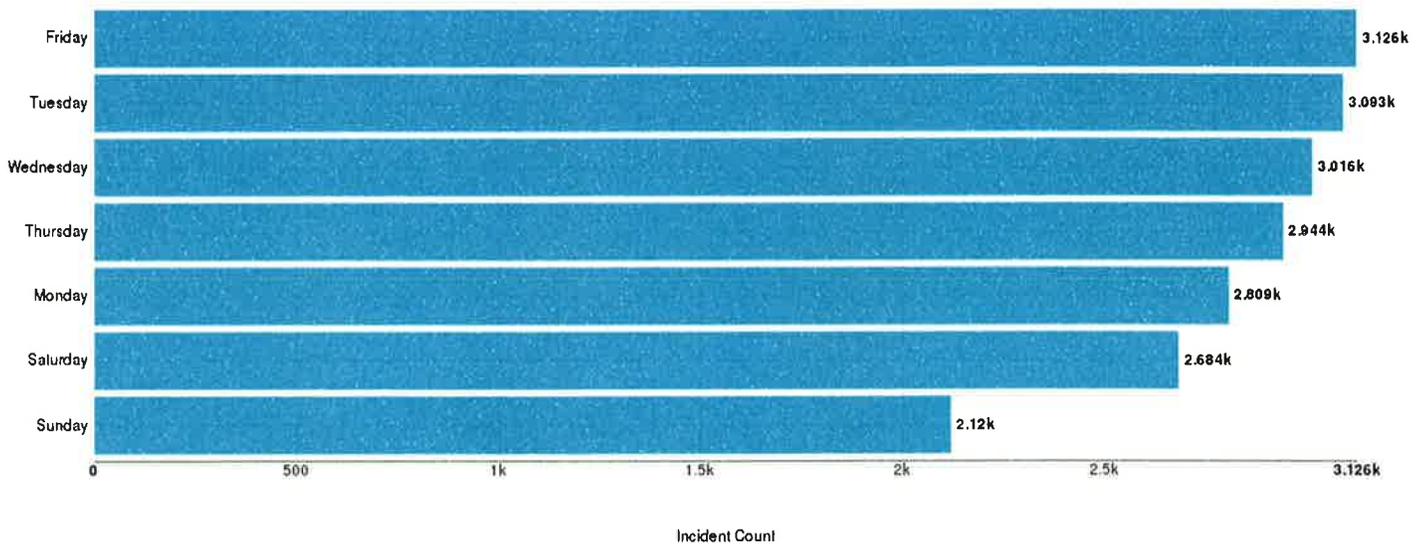
# 2014 Calls for Service

## Aldermanic Districts

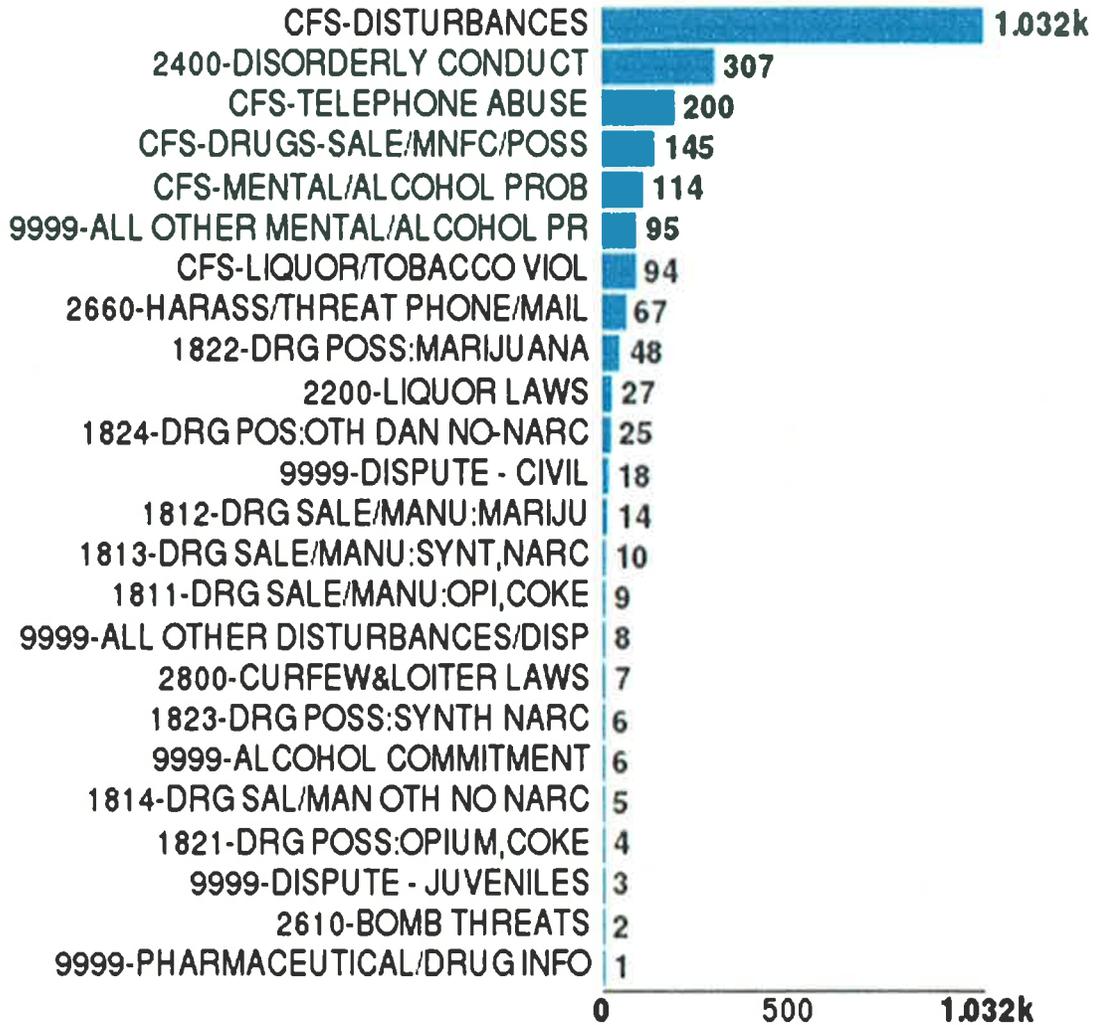


# 2014 Calls for Service

## Day of Week

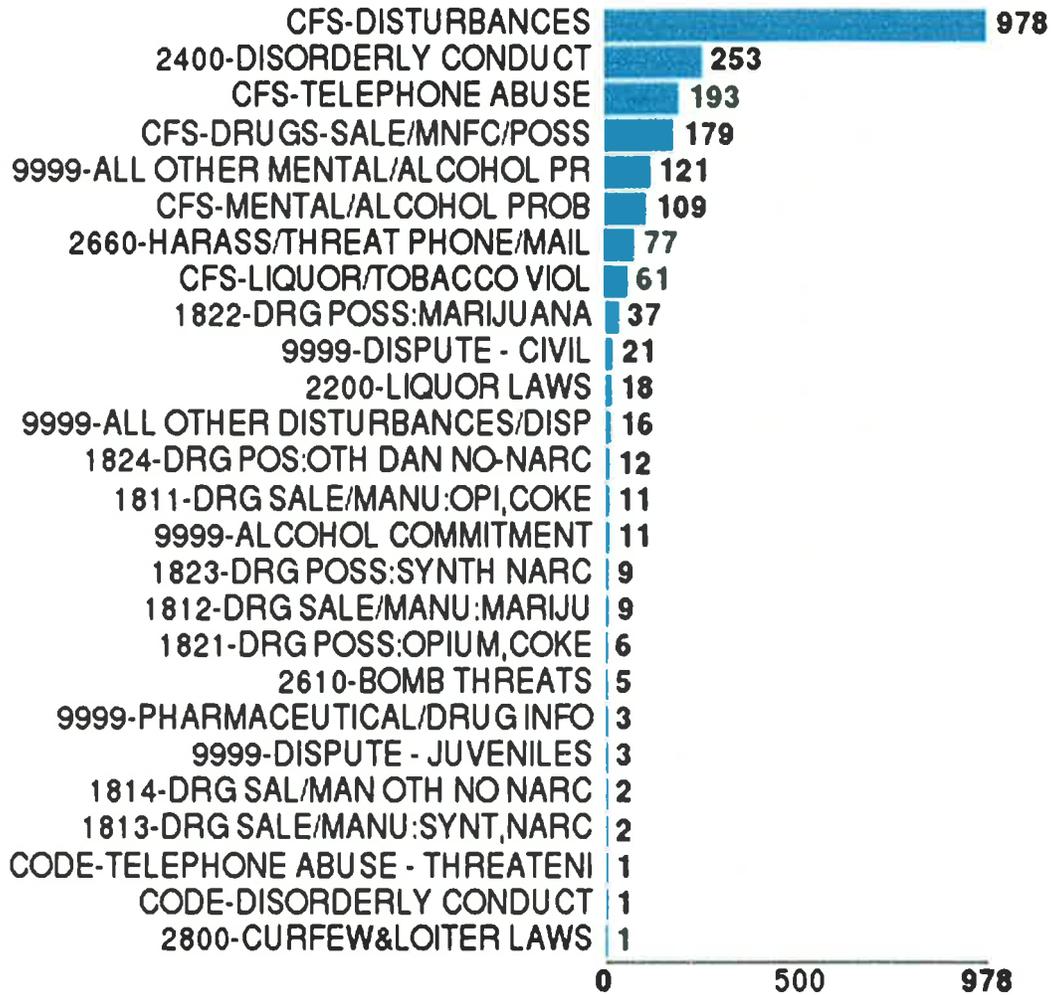


## 2013 Quality of Life Report



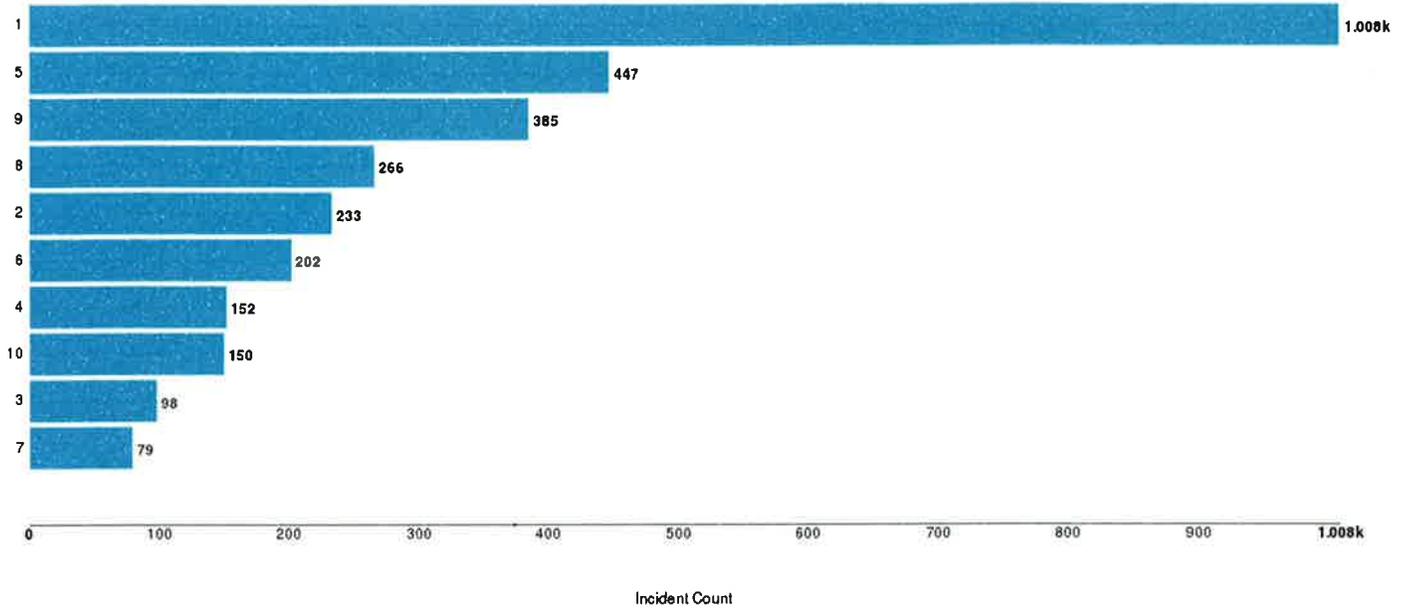
Incident Count

## 2014 Quality of Life Report

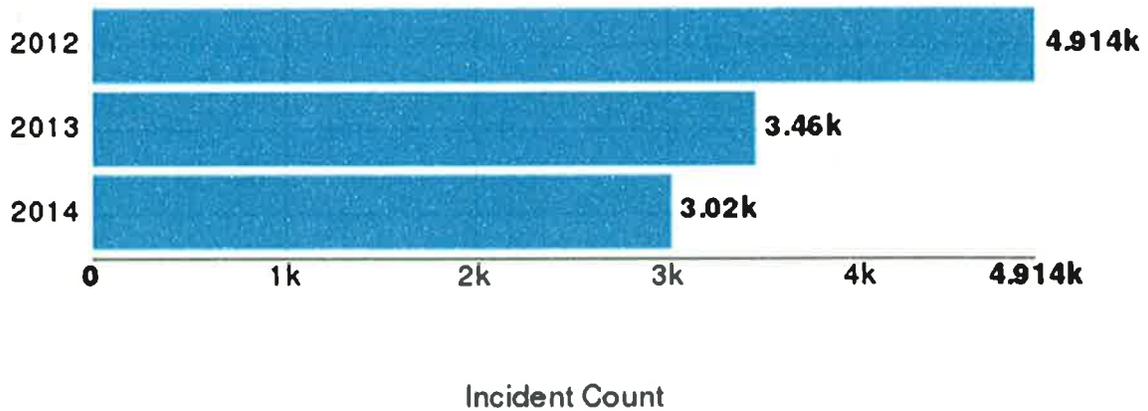


Incident Count

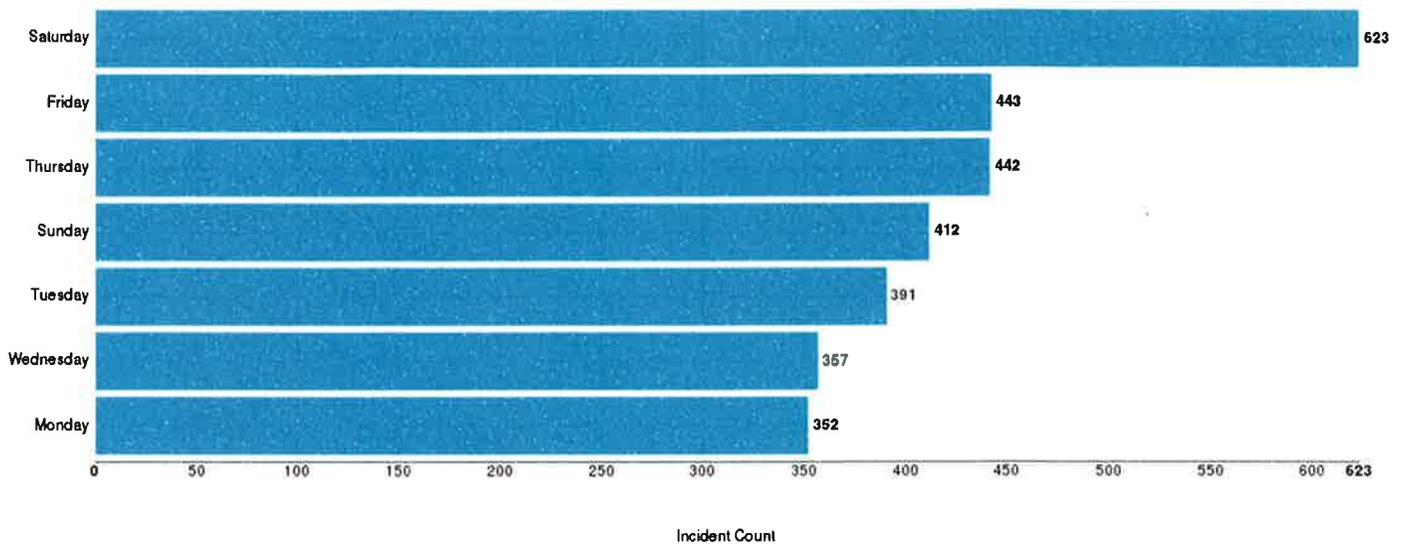
# 2014 Traffic Stop Aldermanic District



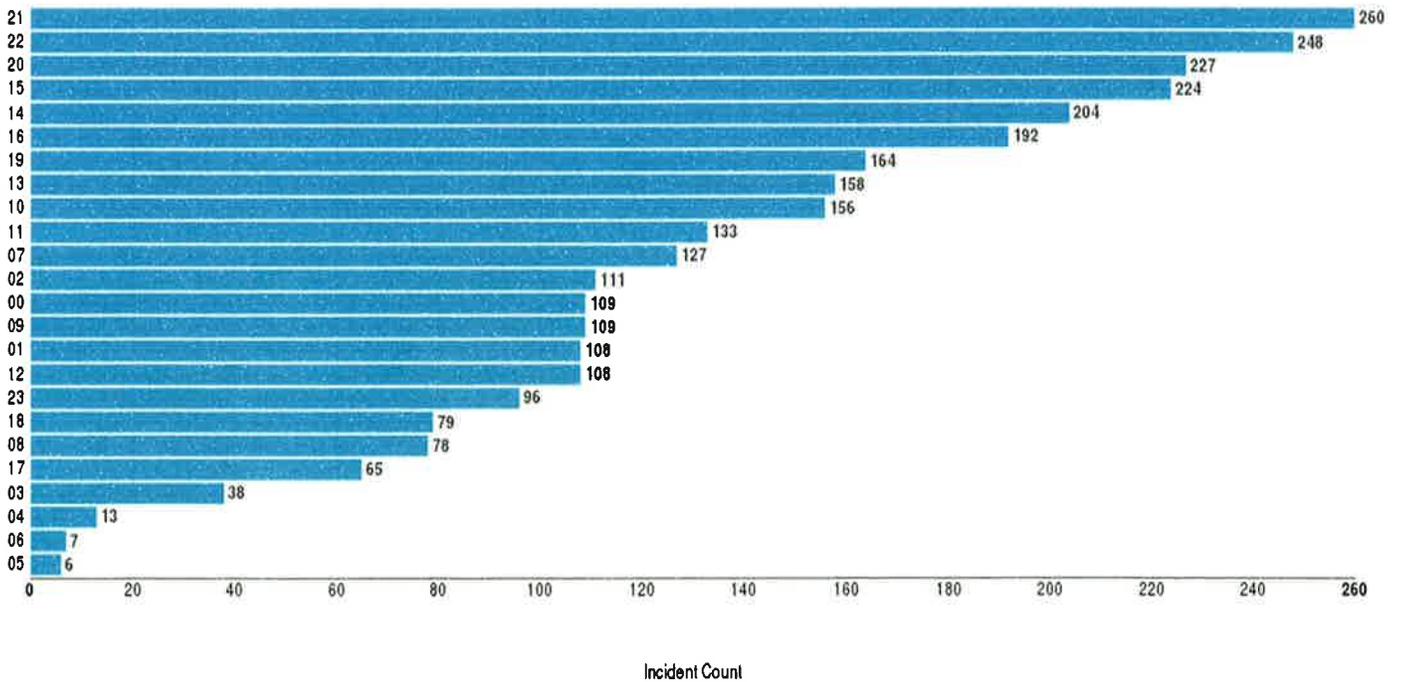
# 2012-2014 Traffic Stops



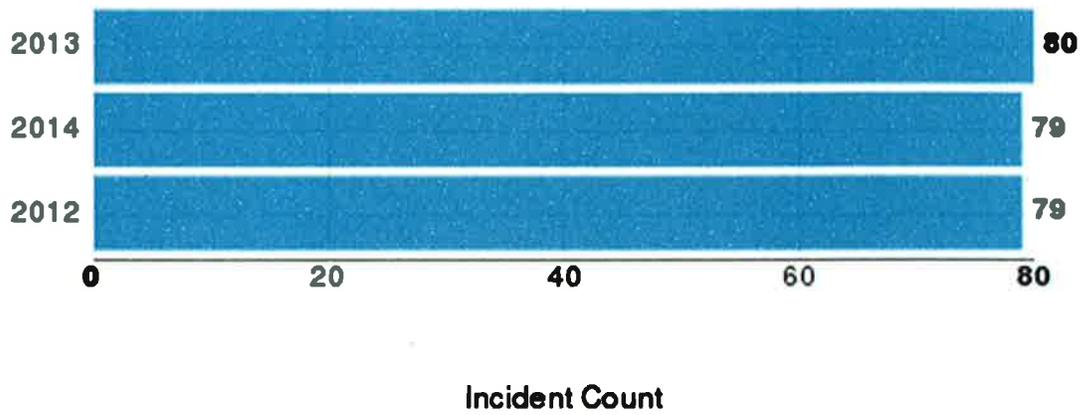
## 2014 Traffic Stop Day of Week



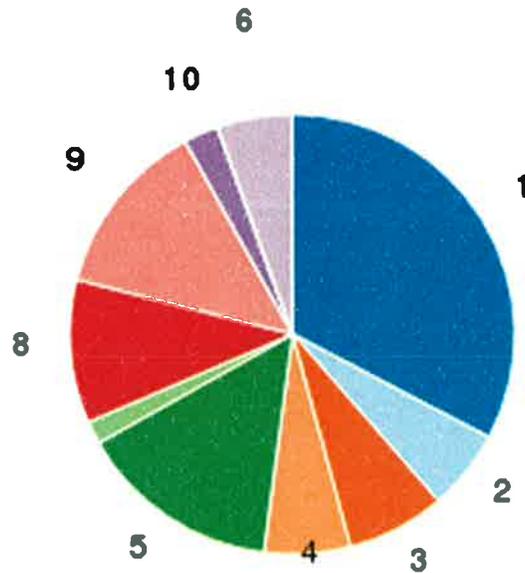
## 2014 Traffic Stop Time of Day



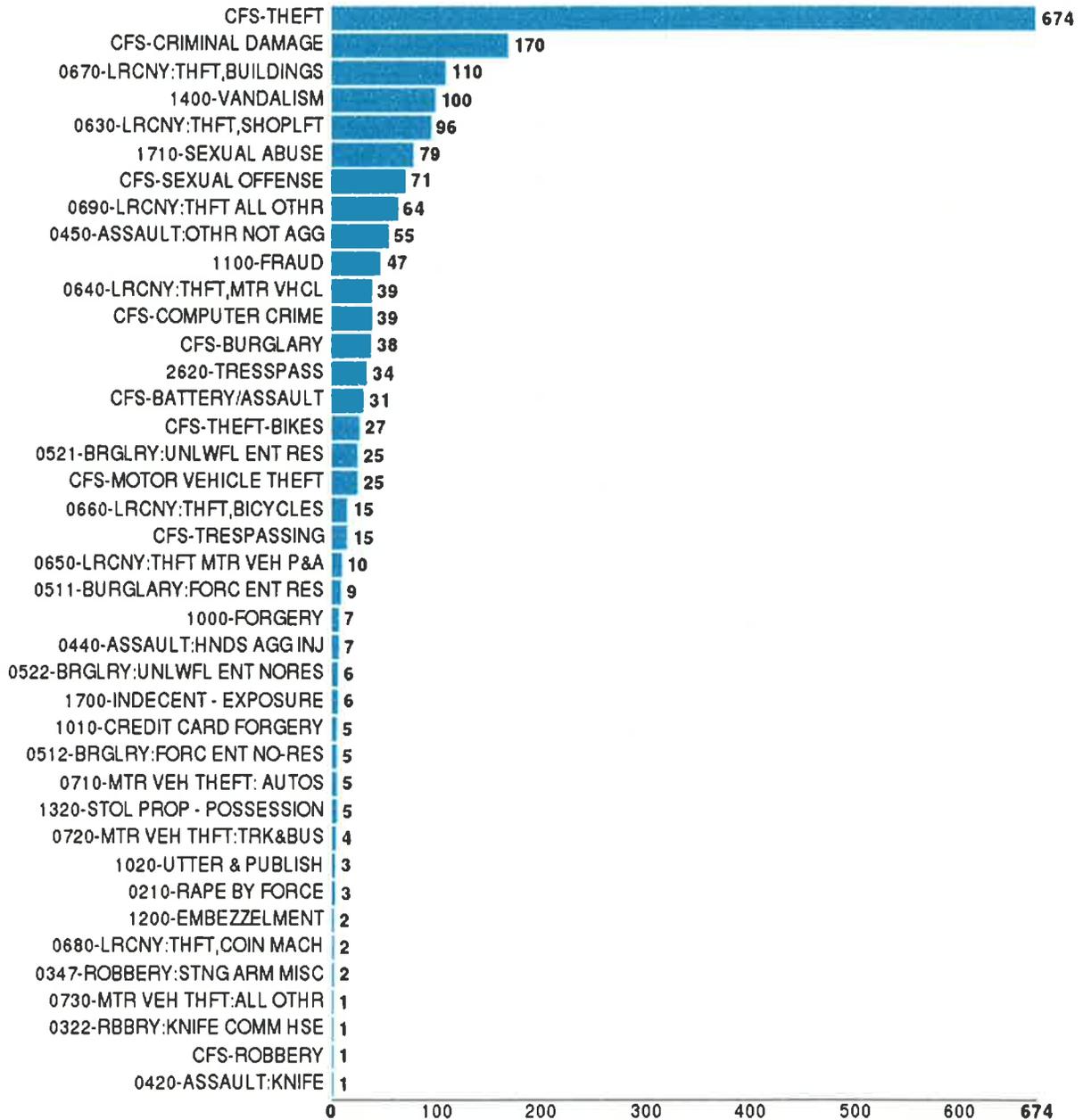
## 2012-2014 OWI Report



## 2012-2014 OWI Arrest Aldermanic Districts

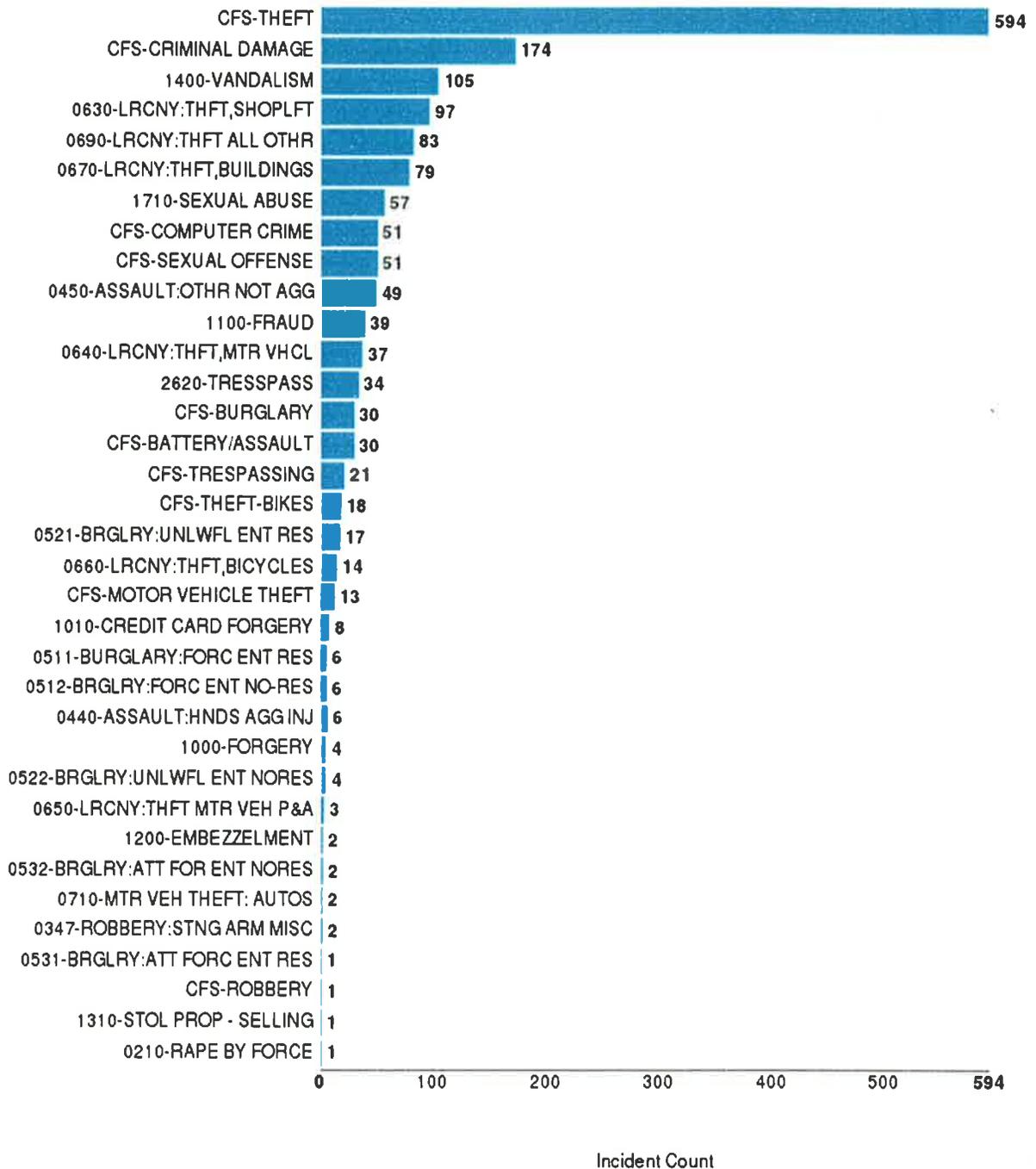


# 2013 Crime Report

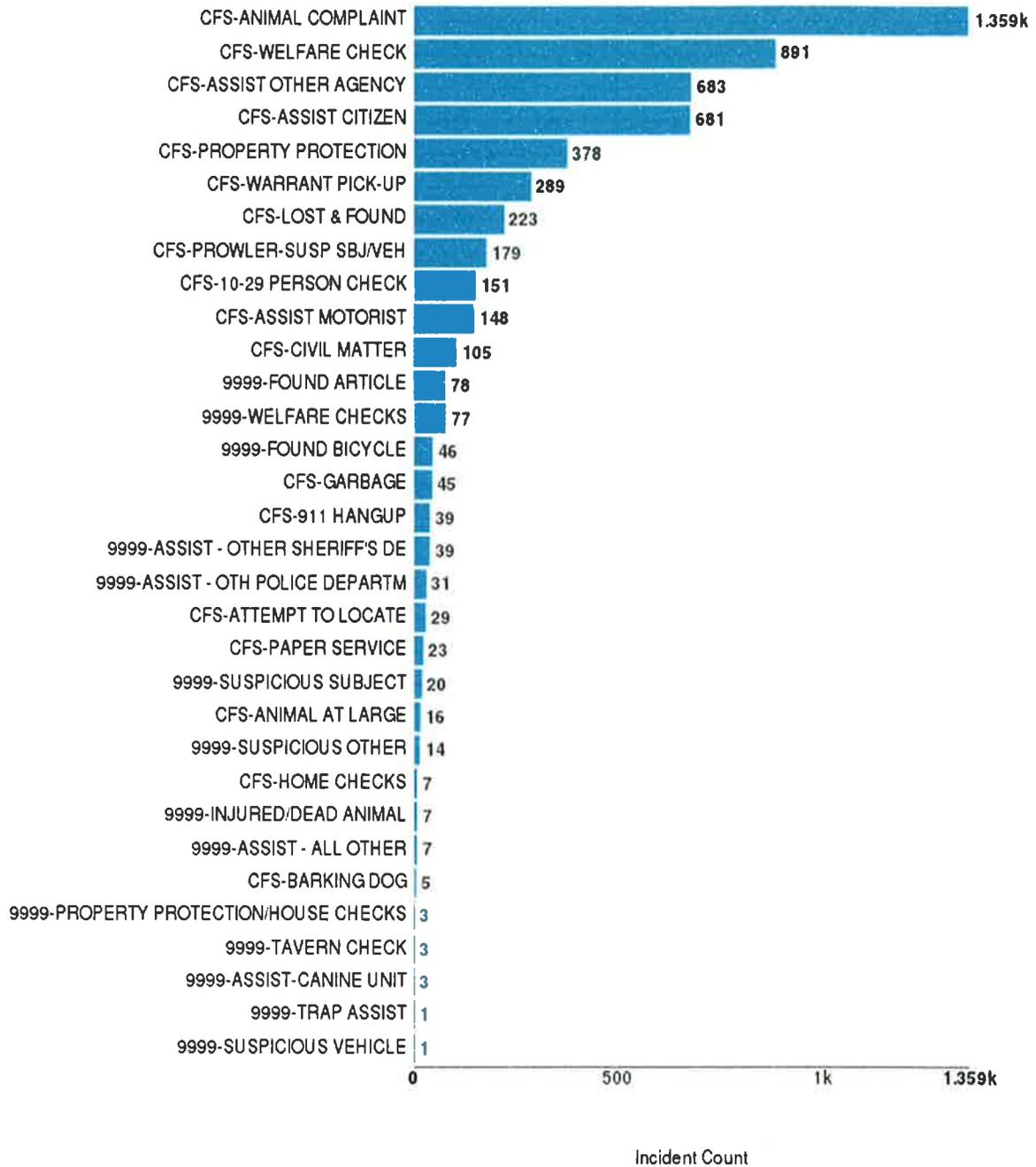


Incident Count

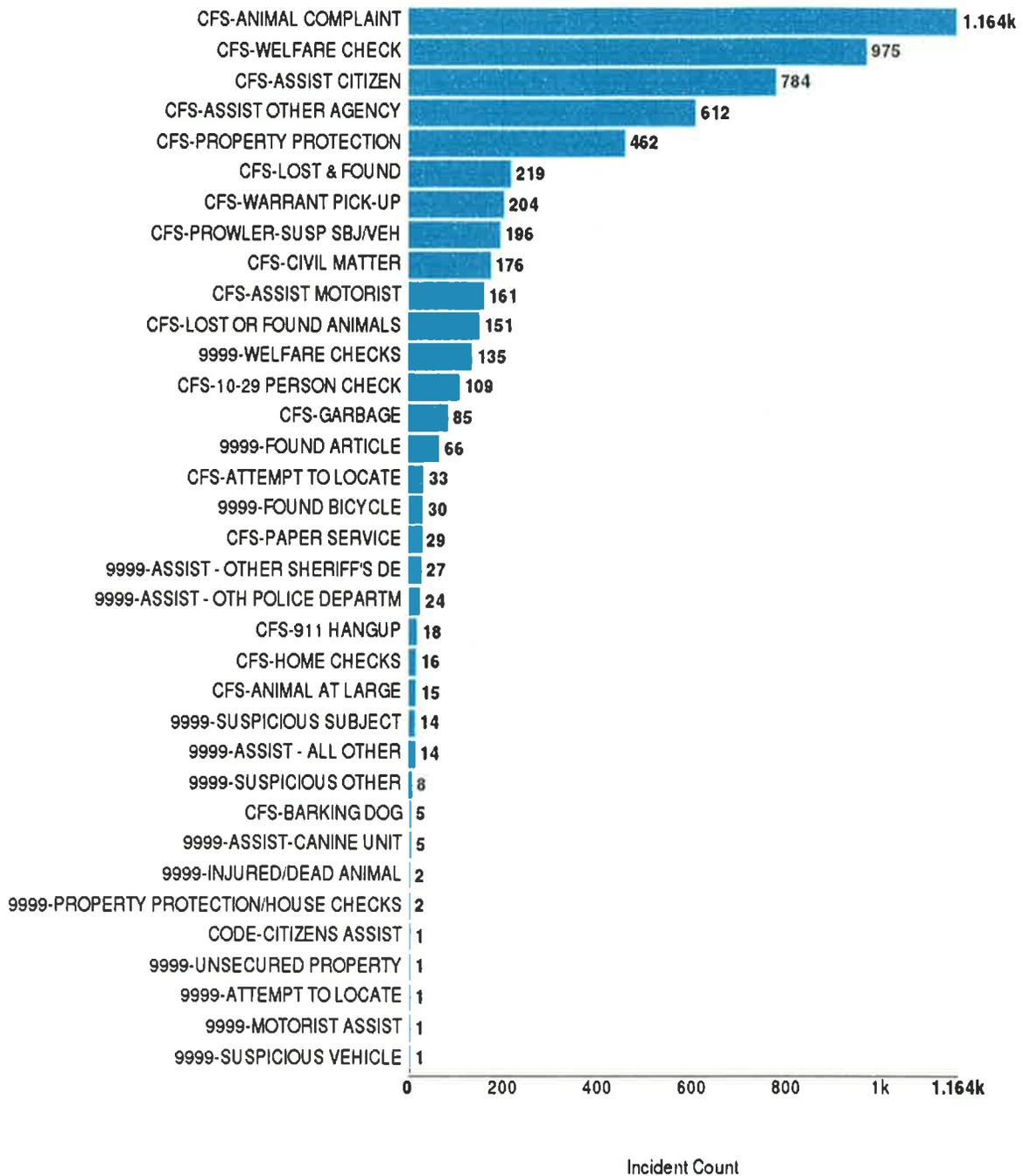
# 2014 Crime Report



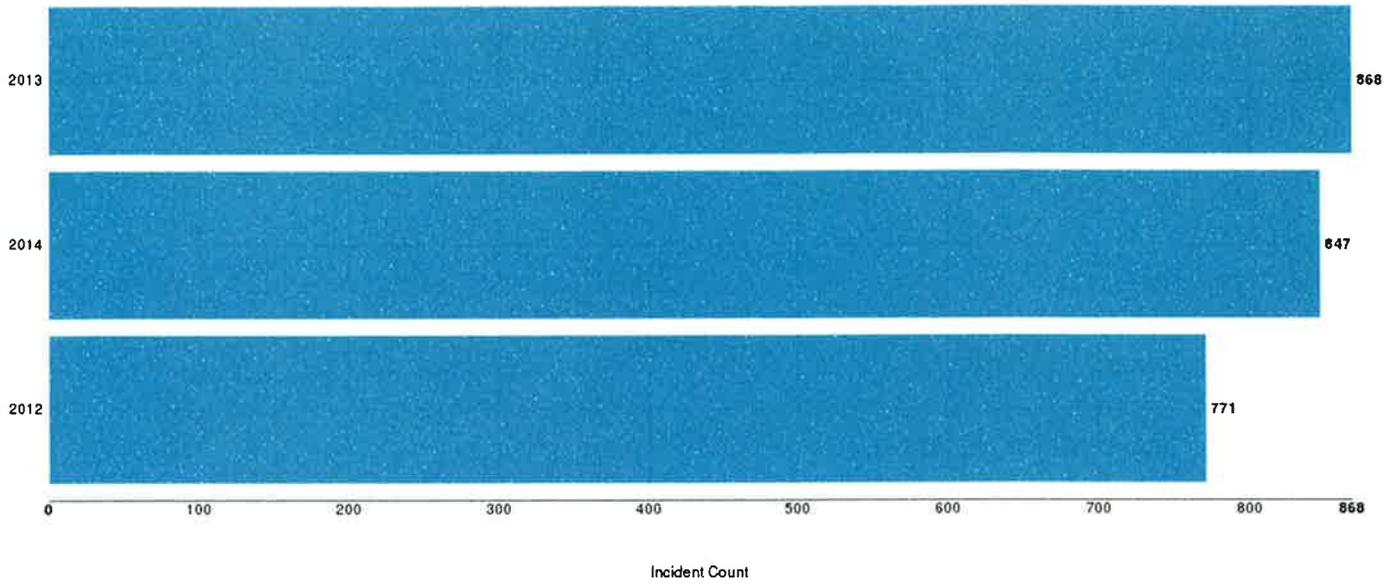
# Miscellaneous Complaints and Assists 2013



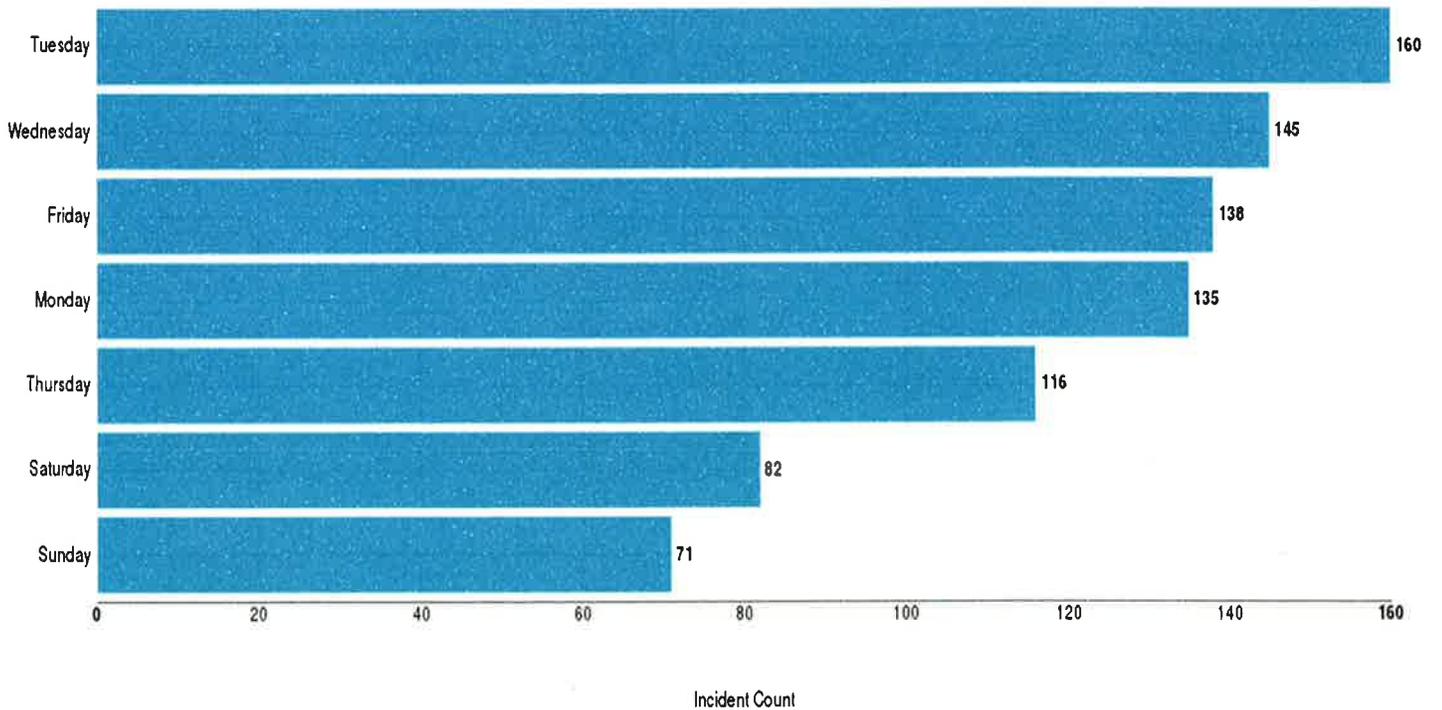
# Miscellaneous Complaints and Assists 2014



# 2012-2014 Traffic Crash Report



## 2014 Traffic Crash Report Day of Week



**MARSHFIELD POLICE DEPARTMENT  
STATE REPORTABLE ACCIDENT TOTALS  
2014**

0600B	Accident/injury	79
0600C	Accident/property damage	26
0600D	Accident/deer	5
0600E	Accident/bike-pedestrian	1
0600F	Accident/drivable	289
0600G	Accident/hit and run	49
0600L	Accident/car fires	2
0600N	Accident/non-reportable	<u>25</u>
	Grand total	<b>476</b>

**MARSHFIELD POLICE DEPARTMENT  
VEHICLE MILEAGE REPORT  
2014**

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Miles Driven	340,838	339,389	353,663	343,894	329,123
Gasoline Used/Gallon	22,744	22,858	22,379	27,904	26,104
Miles/Gallon Average	14.98	14.85	15.80	12.33	12.61
Total Gasoline Cost	\$59,964	\$76,687	\$84,667	\$92,869	80,505
Average Cost/Gallon	\$2.63	\$3.35	\$3.78	\$3.34	\$3.08
Maintenance Cost	\$17,297	\$21,250	\$18,100	\$19,359	\$13,685
Maintenance Cost Per Mile (cents)	5.0	6.2	5.2	5.7	4.2

The diverse fleet of 23 vehicles currently used by the staff of the Marshfield Police Department consists of both very specialized fully marked police vehicles as well as a number of multi-purpose unmarked vehicles that are necessary to serve the community as efficiently and effectively as possible.

Our eight first-line fully marked vehicles are operated essentially 24 hours a day, and the annual mileage on each of these vehicles range from 31,000 to 43,000 miles. This places a great demand upon the vehicles, and maintenance on a single vehicle could easily exceed \$2,000 per year. Due to the type of driving required within a residential community, the majority of repairs to squad cars continue to involve the repair or replacement of brakes, tires, and batteries. Fortunately, many of our vehicles are covered by either a 36,000 mile bumper-to-bumper new car warranty or the factory 100,000 mile power train coverage which limits the potential liabilities of the extensive costs of major repairs. Maintenance of our vehicles is essential, and safety to our officers and others is of the highest concern. We take pride in our fleet of vehicles and attempt to keep them operating as efficiently and safely as possible within a fiscally responsible budget.

Each year we acquire quotes from local shops for our non-warranty repairs and general vehicle maintenance needs. This allows us to receive the best value available for the essential vehicle services that we need. The fleet maintenance contract for 2014 was awarded for the third consecutive year to Associated Sales and Leasing who offered the best overall cost savings of the 18 local service providers who were contacted and submitted quotes.

Vehicle Mileage Report 2014  
Page 2

In a continued effort to minimize costs while ensuring the efficiency of our fleet, we auctioned the following vehicles through Wisconsin Surplus Online Auctions:

- 2008 Impala - \$5,605
  - 2011 Tahoe - \$9,082
  - 1998 Audi - \$2,057
  - 2004 Mustang - \$3,383
  - 2004 Trailblazer - \$4,000
- Total: \$24,127

This is the fourth year we utilized the services of Wisconsin Surplus Online Auctions in order to reach the broadest market possible. We have found great success with this approach as the auction service does essentially all of the administrative work including the listing, processing and collections involved in the process with no cost to the department. As a result of selling these vehicles, \$24,127 in revenue was generated to help offset some of the ever growing tax burdens of the citizens of our community.

**MARSHFIELD POLICE DEPARTMENT  
BOOKING AND OTHER STATISTICS  
2014**

**Detained**

During the year 2014, we had a total of 25 people detained within our jail facility. Normally, we detain a subject only until arrangements can be made for transportation to another facility or until the subject is released to a responsible party.

**Booking Procedures**

In 2014, we physically booked 526 people (383 males and 143 females). The booking process involves the taking of a set of fingerprints from an individual, as well as obtaining a photograph of the individual for our files. This total includes fingerprints taken for probation and parole registration. It should be noted that the number of people booked during the year does not include finger-prints taken for assisting citizens with employment, adoption, and taxicab applications.

**Warrants**

	<u>2013</u>	<u>2014</u>
New warrants issued	264	269
Warrants cancelled	272	229

**Transports**

In 2014 the Marshfield Police Department performed a total 289 transports to jails and health care facilities in the state of Wisconsin. Of those 289 transports, 167 were performed by personnel hired and trained in our transport officer program which began in March of 2011.

**Police False Alarms**

	<u>2013</u>	<u>2014</u>
Commercial	189	242
Residential	<u>14</u>	<u>12</u>
Total	<b>203</b>	<b>254</b>
 Total Revenue Charged	 <b>\$2,355.75</b>	 <b>\$2,948.75</b>

**MARSHFIELD POLICE DEPARTMENT  
CANINE UNIT  
2014**

The year 2014 was not as busy as years past. This was due in part to Officer Schlei and Officer Endries each being unavailable for a portion of the year. Officer Schlei was off due to responsibilities pertaining to his field training officer duties, and Officer Endries was off due to the birth of his child.

K9 Arco turned seven this year. He continues to be in good health with the heart medication he is taking which allows him to maintain his high level of service in training and deployments. K9 "H" is also in good health and turned six this year. Earlier this year K9 "H" had one of his canines removed because the tooth broke off; this has not had any impact on his bite work.

During 2014 K9 Arco was deployed 104 times and K9 "H" was deployed 68 times for a total of 172 deployments. The majority of the deployments were vehicle sniffs. The other deployments consisted of building searches (for narcotics and persons), school searches for narcotics, area searches for persons, tracks for fleeing suspects, criminal apprehension, perimeter security, article searches for evidence, and public demonstrations.

Both handlers and their canines continue to train with Adams, Portage, Marathon, and Taylor County Sheriff Departments, and the Loyal, Kronenwetter, Everest Metro, and Wausau Police Departments.

Officer Schlei and K9 Arco along with Officer Endries and K9 "H" attended the Wisconsin Law Enforcement Canine Handler Association annual conference in Stevens Point this year hosted by Portage County. Since Officers Schlei and Endries train with Portage County they assisted with the conference. In 2014 Officer Schlei and Officer Endries successfully completed and recertified with their canine partners at canine recertification training provided by Vohne Liche Kennels of Denver, Indiana, and hosted by the Wausau Police Department.

Officer Schlei with K9 Arco and Officer Endries with K9 "H" look forward to continuing their high level of service to the City of Marshfield and surrounding communities.

**MARSHFIELD POLICE DEPARTMENT  
OFFICER FRIENDLY PROGRAM  
2014**

The Officer Friendly program has been part of the schools' curriculum for over 40 years. This program allows young children to personally meet a police officer and have direct interaction while learning about designated topics to help keep them safe and out of trouble during their learning years.

Officer Friendly goes into the school setting and instructs with the assistance of videos, visual aids, and personal instruction.

The Officer Friendly program serves the following elementary schools within the Marshfield School District:

- Grant Elementary School
- Lincoln Elementary School
- Madison Elementary School
- Washington Elementary School
- Nasonville Elementary School
- Immanuel Lutheran School
- St. John's School
- Our Lady of Peace School

Many topics are discussed throughout the year with age appropriate content to include:

- Meeting a police officer for kindergarteners
- Alcohol prevention
- Drug prevention
- Bicycle safety
- Bullying prevention
- Cliques and their impact
- Emergency 911 services
- Gun safety
- Pedestrian safety
- Self protection
- Seatbelt safety and usage
- Stranger safety
- Train safety
- Tobacco prevention
- Vandalism prevention
- Internet safety

Officer Friendly is also involved in the student crossing guard program to include two presentations to the student population for the installation program of the crossing guards when school begins in September and the recognition program of the crossing guards just prior to the end of the school year in May.

**MARSHFIELD POLICE DEPARTMENT  
SPECIAL RESPONSE TEAM AND NEGOTIATOR TEAM  
2014**

Officer in Charge: Lieutenant Patrick Zeps

Entry Team:

Team Leader: Sergeant Travis Esser

Assistant Team Leader: Officer Samuel Fox

Entry Team Members: Lead Officer Travis Sherden, and Officers Landon Kramer, Matthew Berres and Robert Beathard

Snipers:

Team Leader: Detective Kevin Hamill

Team Member: Lead Officer Jason Punke

Negotiation Team:

Team Leader: Police School Liaison Officer Christine Giacomino

Team Members: Lead Officer Jared Beauchamp, and Officers Christopher Berg, Jamie Kizer and Rochley Gross

Resignations:

Entry Team: Officer Michael Topness

Negotiation Team: Lead Officer Steven Leu and Officer Jennifer Trelka

The Marshfield Special Response Team (SRT) exists on a call-out basis to handle situations which can be defined as being above and beyond the capabilities of the on-duty patrol shift. There are numerous situations that require specialized training and equipment such as hostage rescue, barricaded subjects, and high-risk warrant service.

The Marshfield Special Response Team members train monthly on a variety of topics including high-risk warrant service, hostage rescue, hostage negotiation, barricaded and suicidal subject negotiation, and various other types of rescue operations. Entry Team members and Snipers are required to pass a physical agility test in order to stay active on the team. The Marshfield SRT also works and trains in conjunction with other local Special Response Teams to include Wood County, Wisconsin Rapids, Marathon County and Clark County.

In 2014 a new SRT vehicle (2001 International ambulance) was purchased and painted to replace the outdated transport truck. This purchase allows updated communications abilities, safety equipment to include seat belts and interior lighting, storage, better reliability, and exterior emergency lighting. Also budgeted for was a new Crisis Negotiator phone, which will replace the obsolete and non-supported one we are currently using. With the technological changes in the cell phone industry, this phone will increase the ability of the negotiation team to communicate in a much wider spectrum of incidents.

**MARSHFIELD POLICE DEPARTMENT  
CITIZENS ACADEMY PROGRAM  
2014**

This year, the Marshfield Police Department hosted a program called “Citizens Academy”. The program is offered to a maximum of twenty students ranging from homemakers to professionals, all of whom have an interest in the criminal justice system and a desire to learn about law enforcement. While offering this opportunity to a relatively small number of students, it allows each member the maximum amount of exposure with regard to what it is we do as police officers, while providing the maximum amount of personalized attention. In 2014, participants met on Tuesday evenings from 6:30 p.m. to 8:30 p.m. for a total of six weeks from April 8 to May 13, during which an informal graduation took place.

Each of the six sessions involved instruction by members of the Marshfield Police Department whom through the process of training and experience, have become experts in their field of instruction. By providing our audience with quality presentations by members of our own department, we offered participants a “hands on” perspective of what we do as police officers to include firearms, defensive tactics, taser deployment, criminal investigations and more importantly, the opportunity to get to know our departmental employees on a personal level.

The following is the list of topics and presenters we utilized during the six-week program:

- Introduction and tour of building: Chief Jepsen and Lieutenant Gramza.
- Ordinance enforcement (parking and stray animals): Ordinance Officer Leonard.
- Patrol officer/special response team equipment/duties: Sergeant Keffer and Officer Foemmel/Sergeant Zeps with Officers Fox and Kramer.
- Criminal investigations/crime scene investigations: Detectives Hamill, Parks, and Neinast.
- K9 units/controlled substance and current trends: Officer Schlei and K9 Arco, and Officer Endries and K9 H/Officers Cramm and Iverson.
- Firearms procedures/shooting at Marshfield Police Department Range: Officer Salacinski and range officers.
- Police auxiliary: Auxiliary Officer Steingraber.
- Graduation: Lieutenants Larson and Lieutenant Gramza.

The financial cost of operating this six-week program is minimal. The overall benefits derived continue to be something that cannot be measured. The perspectives that we received, based upon feedback from our presenters as well as our audience, have suggested that the program increases awareness and support, and builds long-lasting partnerships with the community that we serve. We anticipate the Marshfield Police Citizens Academy to remain a valuable educational program which we can offer to the citizens of Marshfield.

**MARSHFIELD POLICE DEPARTMENT  
POLICE SCHOOL LIAISON OFFICER PROGRAM  
2014**

**PSLO Christine Giacomino  
PSLO Jason Foemmel**

The City of Marshfield's police school liaison officer program has been in existence since 1986. Marshfield has two full-time police school liaison officers (PSLOs) to assist the young people of our community.

In September 2007, Officer Christine Giacomino was appointed to the PSLO position and assumed the duties at the Marshfield Middle School. She also responds to the needs of the Marshfield Elementary Schools as well as the private school sector.

In June 2014, Officer Jason Foemmel was assigned to the PSLO position at the Marshfield Senior High School. He also responds to the concerns of the private sector when requested.

The PSLOs have offices in their assigned public schools. During that time they are accessible to students, staff, and parents. They spend a considerable amount of time investigating youth crimes and youth victimization that occur within the City of Marshfield. These include truancy, thefts, assaults, drug and alcohol violations, weapons, contraband items, and other violations of state laws and local ordinances. Another function of these officers is to use proactive law enforcement efforts to ensure the students' safety and to prevent crimes committed by and against juveniles. By achieving these goals, law enforcement and young people form good working relationships, and our youth become productive members of the community.

Liaison officers also act as mentors by having open and scheduled office hours. They attend extracurricular activities and build relationships that are vital to the success of the school community. Mentoring affords the PSLO opportunities to connect with Marshfield's youth and help them succeed. They receive ongoing training in juvenile issues and other topics to assist them in their responsibilities.

**MARSHFIELD POLICE DEPARTMENT  
TRAINING REPORT  
2014**

We at the Marshfield Police Department strive to provide the highest quality of progressive and current training available while maintaining budgetary constraints. Many of the training courses attended by our staff members are offered by technical colleges and other institutions for little or no tuition fees. Over the last few years, the funds that were once available through Homeland Security have become far less available; however the Wisconsin Department of Justice has continued to provide funding assistance for a variety of specialized training. We continue to make every effort to take advantage of these excellent opportunities to train our personnel with minimal expense to the city. Without these considerations for police training, our training budget would be significantly higher. Almost all of the training that is attended by our officers is within the state of Wisconsin and, oftentimes within 50 miles of Marshfield which eliminates the need for lodging, and in turn the overall training costs. We have also been fortunate enough to have had quality training offered right here in Marshfield. Occasionally, advanced specialized training needs require that staff members travel outside the state of Wisconsin, but that is also limited to essential certifications that are only offered in very limited areas of the country.

To further reduce our training costs, we offer members of our department opportunities to become certified as a trainer in specialized fields of interest. Officers that have received specialized training become “in-house” trainers and consultants for other department personnel. Participative management of this nature allows the department to train more officers while remaining aware of prohibitive costs. It also provides our officers the opportunities to expand their knowledge base and enhance the potential for new career paths within the department.

Marshfield police officers are currently certified in the following areas:

- Taser (Electronic Control Device)
- Firearms Instruction
- CVSA (Computer Voice Stress Analysis)
- Firearms Armorer (Colt, Glock)
- Oleoresin Capsicum (less-than-lethal gas)
- FTO (Field Training Officer)
- EVOC (Emergency Vehicle Operations and Control)
- DAAT (Defensive and Arrest Tactics)
- Certified Evidence Technician
- SFST (Standardized Field Sobriety Testing)
- DRE (Drug Recognition Expert)
- Death Investigation
- Canine Handler Certification
- CIT (Crisis Intervention Specialist)
- Clandestine Lab Specialist
- UTI (Unified Tactical Instructor)
- PIT (Pursuit Intervention Techniques)

A primary concern in today's society is the civil liability that accompanies the failure to adequately train. Our officers are tasked with a wide array of special skills that they must be able to perform on a daily basis and within a moment's notice. Decision-making skills and reactions from continual training efforts are of the utmost importance. For our officers' safety and the safety of our community members they serve, they must be ready to perform each of these skills with precision and a learned response. The manner in which we perform our duties is a direct reflection upon the quality of the training that we have received.

Not only are our officers actively involved in the training of one another for the purpose of safety and efficiency, they are also involved in presentations in a wide variety of educational programs to numerous community organizations to include: schools, the elderly, church groups, youth groups, fraternal organizations, Leadership Marshfield, Citizens Academy, and many others.

The following is a sampling of the types of high quality courses attended by our officers, supervisors, managers, and other staff members in 2014.

- Wisconsin Department of Justice Command College
- Leadership Marshfield
- ICS (Incident Command System) Command and General Staff Functions
- ICS Intermediate/Advanced Incident Command
- Field Training Officer Supervision
- Field Training Officer
- Crisis Negotiations
- Active Shooter
- Clandestine Lab Certification
- Drug Recognition Expert
- Crime Information Bureau
- Drug Investigations
- Drug Endangered Children
- Advanced Highway Drug Investigations
- Pursuit Intervention Techniques
- Unified Tactical Instructor Recertification
- Humane Officer Certification
- Canine Certification
- Safety School Summit
- Trauma Informed Investigations

The State of Wisconsin requires that each sworn officer must receive a minimum of 24 hours of training annually in order to maintain law enforcement certification; and the ordinance enforcement officers are required to receive 32 hours every two years to maintain their certification as humane officers. Each of our 40 sworn officers exceeded this standard by attending an average of 92 hours of training. This represents a total of approximately 3,670 hours of training for department personnel in 2014.

**MARSHFIELD POLICE DEPARTMENT  
FIREARMS TRAINING  
2014**

The firearms training program in 2014 offered training on a monthly basis throughout the year to all officers of the police department. Training consisted of different courses utilizing the pistol, rifle, and shotgun. Emphasis is always placed on movement, use of cover, and accuracy. With the hiring of Officer Blake Borchardt, Officer Libby Abel, Officer Cory Christian, and Officer Sari Goodness in 2014 additional training was conducted to ensure that the newly hired officers were proficient with the police department's firearms.

Firearms Range Coordinator Officer Daniel Salacinski oversees the Firearms Range Program by ensuring the firearms instructors have everything they need to train the officers properly. These items include but are not limited to ammunition, range targets, and hearing and eye protective gear. The firearms range coordinator position is also responsible for the documentation of firearms files for each officer of the police department and ensuring that the development of each monthly range is completed.

The police department now has 10 firearms instructors who are responsible for developing the monthly training plans as well as conducting the firearms training. These instructors are:

Lieutenant Patrick Zeps  
Sergeant Travis Esser  
Lead Officer Steven Meek  
Lead Officer Jared Beauchamp  
Lead Officer Travis Sherden  
Officer David Mattheisen  
K9 Officer Scott Schlei  
Officer Samuel Fox  
Officer Michael Topness  
Officer Matthew Berres

The maintenance of the range house, out buildings, and grounds at the range facility is the responsibility of Officer Landon Kramer. Officer Kramer accomplishes the maintenance with the assistance of the range instructors if needed.

In addition to training for the members of the police department, the range facility was open for hunters to sight in their rifles prior to deer hunting season in November, hunter safety courses, and Department of Natural Resources warden firearms training.

**MARSHFIELD POLICE DEPARTMENT  
TRANSPORT OFFICER PROGRAM  
2014**

In 2011, the Marshfield Police Department implemented the transport officer program. This program was created in an effort to provide a cost savings to the citizens as well as to maintain a safer community by eliminating staffing shortages when a non-combative individual needed to be transported to a facility outside the city of Marshfield.

The civilians used as transport officers are scheduled through the use of the program's coordinator. This individual answers directly to the on-duty sergeant or administrative lieutenant. Transport officers are paid an hourly rate with a two hour minimum. This proves to be a cost savings over the three hour minimum previously paid to sworn officers at 1.5 times the officer's normal hourly rate.

In 2014, transport officers were used for 167 transports, totaling 398.25 hours paid. This equated to a cost of approximately \$4,978 to the city. Had sworn officers been used at their overtime rate of pay, the cost would have been \$25,253. This program shows a potential cost savings of approximately \$20,275 to the citizens of Marshfield in 2014.

<b>Month</b>	<b>Transports 2013</b>	<b>Transports 2014</b>	<b>Transports 2014</b>	<b>Transports 2014</b>	<b>Hours 2013</b>	<b>Hours 2014</b>
	<b>Total</b>	<b>Total</b>	<b>Patrol</b>	<b>Trans. Off.</b>	<b>Total</b>	<b>Total</b>
January	28	18	8	10	36.75	27.25
February	26	17	12	5	31	14
March	34	29	14	15	50.25	36.25
April	23	34	22	12	29.25	25.75
May	26	25	6	19	35	43.5
June	38	27	11	16	52.25	35.5
July	21	35	11	24	30.5	61.5
August	35	21	8	13	45	30
September	20	23	10	13	15.5	31.75
October	30	23	6	17	29.25	37
November	28	17	6	11	44.5	24.25
December	21	20	8	12	18	31.5
<b>Totals</b>	<b>330</b>	<b>289</b>	<b>122</b>	<b>167</b>	<b>417.25</b>	<b>398.25</b>

**MARSHFIELD POLICE DEPARTMENT  
CRIME PREVENTION PROGRAMS  
2014**

**Neighborhood Watch**

The Marshfield Police Department has assisted with the coordination of Watch Programs for a number of city neighborhoods. The members of the watch groups identify the concerns of the neighborhood and the amount and type of participation needed. Their involvement may be as simple as reporting suspicious persons/activities or performing citizen patrols of the neighborhood. The watch group members may also host meetings, during which the Neighborhood Watch Coordinator Officer Meek is available to discuss recent crime trends, answer questions, or provide “training” to new members. There are a total of 198 residences in Marshfield that are active participants in the program, having posted numerous watch signs within the city.

**Apartment Watch**

The Apartment Watch Program is intended to act as a “neighborhood watch” for many apartment complexes located within the City of Marshfield. Although the program is not limited to the elderly communities, it has traditionally targeted apartment complexes designed to house the elderly. This program focuses not only on violent crime prevention, but also on telemarketing scams and other fraud prevention.

**Carrier Alert Program**

The Marshfield Police Department and your local postal service have joined together to offer the City of Marshfield residents the Carrier Alert Program.

This program is designed primarily for the elderly and handicapped who reside alone. Carrier Alert is available free of charge to city residents who live alone and may have difficulty reaching vital services in the event of an accident or sudden illness. If living alone worries you or a loved one, the Carrier Alert Program can offer peace of mind. Your letter carrier will call for help if it appears that it is needed.

**Marshfield Police Department  
Employee of the Year,  
Fred Beell Honors and Service Awards  
2014**

**Fred Beell Service Award**

The Marshfield Police Department honors former employees each year with the presentation of the Fred Beell Service Award on Police Officer Memorial Day in May. The Award is to be presented annually to retired members of the department who have honorably served the City of Marshfield for more than 25 years. Recipients are presented with a commemorative coin with a depiction of fallen Marshfield Police Officer Fred Beell and the words "Service Over Self" inscribed on it.

There were no employees who left the department while meeting the criteria in 2013; thus, no presentation of this award occurred in May, 2014.

**Fred Beell Honors Award**

The Fred Beell Honors award is presented to members of the Marshfield Police Department for acts of bravery beyond the member's basic duty which subject the member to a high risk of serious injury.

Members of the Police Department may be nominated by a coworker or a citizen by submitting a detailed account of the incident to the Chief of Police for consideration. A five member panel then reviews submissions to determine if the award criteria are met prior to making a recommendation to the Chief of Police for final approval.

Recipients are presented with a commemorative coin with a depiction of fallen Marshfield Police Officer Fred Beell and the words "Service Over Self" inscribed on it. The presentation is made at the department's annual honoring of Peace Officer Memorial Day in May of each year.

There were no Fred Beell Honors Awards presented in 2014.

**Marshfield Police Department Employee of the Year**

The Marshfield Police Department Employee of the Year Award is awarded for outstanding achievement by an employee that brings credit to the department, and which involves performance above and beyond that which is required by an employee's basic assignment.

Ordinance Officer Dan Leonard was presented with this award in May, 2014. Ordinance Officer Leonard embodies Integrity, Efficiency, and Teamwork. He is respected for his work ethic and contagious positive attitude.

**MARSHFIELD POLICE DEPARTMENT  
MULTI MEDIA EDUCATION COMMITTEE  
2014**

In 2014 committee members continued their efforts to assist citizens to become more informed about various laws and topics of interest.

Committee members are:

- Administrative Assistant Peggy Lindner, Chairperson
- Staff Services Supervisor Lorrie Krokstrom
- Lieutenant Darren Larson
- PSLO Christine Giacomino
- Officer Dan Salacinski
- Ordinance/Humane Officer Bob Larsen
- Records Specialist Cindy Gaetz

Committee members met regularly throughout the year to draft weekly “POLICE PLAIN TALK” articles. Every week a topic is addressed, and when possible, the topic is presented at a time of year when it is most valuable.

The “Police Plain Talk” appears in the Marshfield News Herald, and the articles are also available on the Marshfield Police Department web site.

The committee welcomes input from department personnel and citizens on what topics to be addressed in observance with its goal of keeping the public better informed about new and current laws as well as other issues that make Marshfield a safe community.

**MARSHFIELD POLICE DEPARTMENT  
ORDINANCE CONTROL  
ANIMAL CONTROL FUNCTIONS  
2014**

In 2014 dogs and cats available for adoption were featured on the Marshfield Area Pet Shelter (MAPS) website <http://marshfieldpetshelter.org> and Facebook. Stray cats are impounded at the Park View Pet Motel and stray dogs at a private kennel, while advertisements are placed in the Marshfield News Herald in an effort to locate the owners of these animals. Other animal types that ordinance handled in 2014 included ferrets, birds, muskrats, owls, ducks, woodchucks, snakes, and opossums.

	<u>2012</u>	<u>2013</u>	<u>2014</u>
<b>DOMESTIC ANIMALS AT LARGE</b>			
Turned over to South Wood Co. Humane Society	7	4	6
Returned to Owner	61	58	31
Turned over to Marshfield Area Pet Shelter	68	153	162
Euthanized	<u>40</u>	<u>19</u>	<u>17</u>
<b>TOTAL AT LARGE</b>	<b>176</b>	<b>234</b>	<b>216</b>
<b>INJURED OR DOWNED</b>			
	19	16	21
<b>ANIMAL BITES</b>	22	17	22
<b>TRAP ASSISTS</b>	96	92	112
<b>OTHER COMPLAINTS HANDLED</b>	<u>1,633</u>	<u>1,700</u>	<u>1,660</u>
<b>TOTAL ANIMAL COMPLAINTS</b>	<b>1,770</b>	<b>1,825</b>	<b>1,815</b>
<b>WARNINGS/CITATIONS ISSUED</b>			
Warnings	85	102	118
Citations	<u>13</u>	<u>18</u>	<u>27</u>
<b>TOTAL ISSUED</b>	<b>98</b>	<b>120</b>	<b>145</b>
<b>TOTAL FINE AMOUNT</b>	<b>\$1,671</b>	<b>\$2,127</b>	<b>\$3,474</b>
<b>ANIMAL IMPOUND SERVICES</b>			
Impounded Animal Fee Collected	\$1,140	\$1,239	\$1,380
Impound Dog Fee Collected	\$1,393	\$ 747	\$1,163
Impound Cat Fee Collected	<u>\$ 261</u>	<u>\$ 646</u>	<u>\$ 475</u>
<b>TOTAL FEES COLLECTED</b>	<b>\$2,794</b>	<b>\$2,632</b>	<b>\$3,018</b>
<b>Park View Pet Motel Fee</b>			
	<b>\$6,092</b>	<b>\$6,213</b>	<b>\$6,303</b>
<b>WCS Kennel (dogs only)</b>			
	<b>\$3,260</b>	<b>\$1,907</b>	<b>\$2,325</b>
<b>South Wood County Humane Society</b>			
	<u>\$ 210</u>	<u>\$ 140</u>	<u>\$ 0</u>
<b>TOTAL FEES PAID</b>	<b>\$9,562</b>	<b>\$8,260</b>	<b>\$8,628</b>

**MARSHFIELD POLICE DEPARTMENT  
ORDINANCE CONTROL  
PARKING REPORT  
2014**

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Parking Citations Issued by Ordinance (includes part-time parking enforcement employee)	800	704	1,029	913
Parking Citations Issued by Patrol	803	535	913	720
Parking Citations Issued by St. Joseph's Hospital/ Marshfield Clinic	619	753	504	472
Total Parking Citations Issued	2,222	1,992	2,446	2,105
Suspension Requests to State	78	87	88	67
* Paid Suspension Fine	\$700	\$740	\$930	\$840

Program Funds Recovered by the City of Marshfield

\* Includes payments of tickets issued from previous years

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**MONEY DEPOSITED WITH CITY TREASURER**

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Parking Tickets	\$29,497	\$27,014	\$36,005	\$30,460
Parking Permits	\$18,689	\$24,367	\$22,278	\$25,332
<b>TOTALS</b>	<b>\$48,186</b>	<b>\$51,381</b>	<b>\$58,283</b>	<b>\$55,792</b>

**MARSHFIELD POLICE DEPARTMENT  
SCHOOL CROSSING GUARDS  
2014**

<u>Full Time Guards</u>	<u>Served Since</u>	<u>Location</u>
Oemig, Rog (am)/Rhodes, Darlene (pm)*		Doege & Peach
Suckow, Dennis	09/05	17 <sup>th</sup> & Palmetto
Scheuer, John	09/98	St. Joseph & Upham
Mills, Pete	12/08	17 <sup>th</sup> & Felker
Cannon, Tom	10/07	14 <sup>th</sup> & Schmidt
Christman, Steven	09/02	Walnut & Upham
Berg, Denise Substitutes: Mon & Wed	10/06	11 <sup>th</sup> & Adams Tu/Th/Fr
Rhodes, Dennis	04/01	Becker & Peach
Neuman, Todd	08/92	8 <sup>th</sup> & Peach

**Substitute Crossing Guards**

Christman, Sandra	09/02	Rhodes, Darlene*	09/05
Weber, Eugene	12/08	Oemig, Rog*	01/13
Wolf, Tony	10/14	Wegner, Alek	10/14

Summer School 2014      Ron Scheibe/Todd Neuman      Upham & Walnut  
    Steve & Sandy Christman/Pete Mills      St Joseph & Upham

Retirement: Ronald Scheibe 08/93 – 07/14

Pete Mills moved to full time duties with Ron Scheibe's retirement and took over the crossing at 17<sup>th</sup>/Felker. Rog Oemig accepted the morning crossing duties at Peach/Doege with Pete's move to full time status.

We welcomed Tony Wolf and Alek Wegner in October as our two newest substitutes.

**Marshfield Police Department  
Police Auxiliary  
2014 Annual Report**

The Marshfield Police Auxiliary is made up of civic-minded community members who volunteer their time to assist the police department with patrol and crowd management functions during times requiring increased departmental presence. These volunteers do not have arrest powers, but they receive training in many police tasks which allow them to assist in maintaining safe and orderly community events.

Members of the community wishing to become members of the Marshfield Police Auxiliary are asked to submit an application, which can be obtained from the police department. Applicants are subject to a background check and then asked to participate in an interview with current members. Successful applicants are then given probationary member status as they are trained by more senior members of the organization over a period of six months prior to becoming full members of the organization.

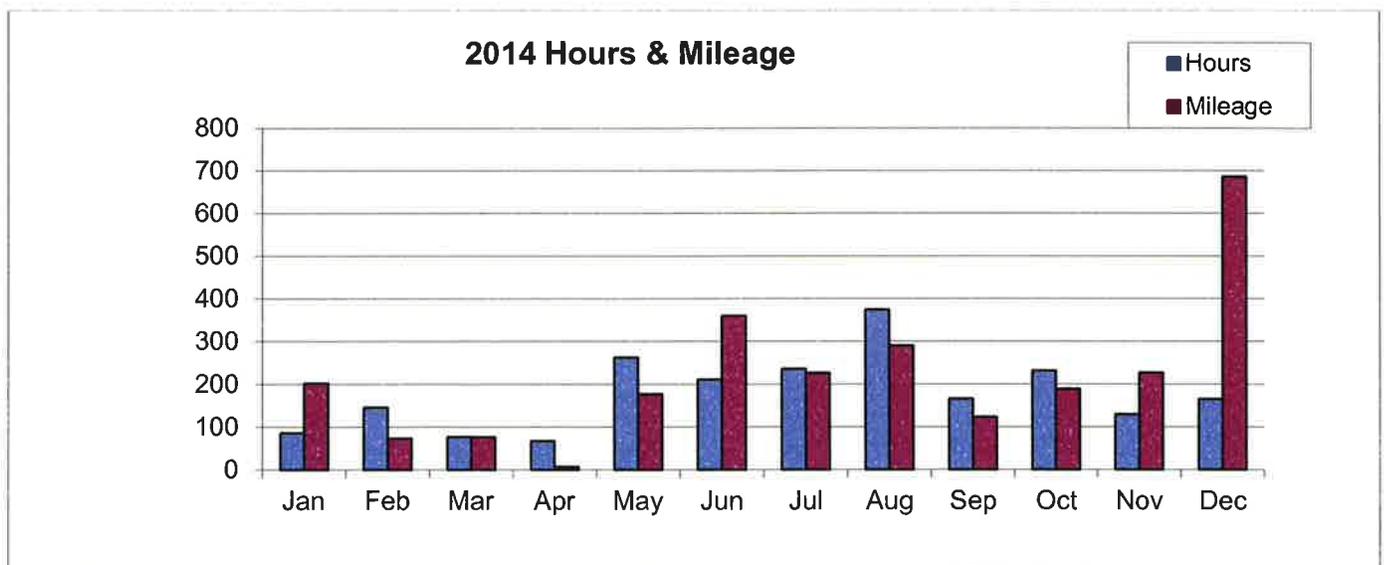
**2014 Highlights**

The Marshfield Police Auxiliary had a busy 2014 with many arrivals and departures. Despite this, the organization kept membership relatively steady during its 37<sup>th</sup> year of existence in support of the police department, ending the year with 23 members. The highlight of the year was seeing Rick Witzel reach 35 years of service with the auxiliary in November. He continues to be a pillar of the auxiliary in knowledge and leadership.

2014 also saw the assignment of Tom Witzel to Meeting Secretary. Rick Witzel, Carolyn Witzel, Jim Shaw, and Robin Ogden also put a great deal of time into refurbishing parts of the police department range this year.

Sergeant Dennis Keffer and Officer Jamie Kizer assisted the Police Auxiliary in 2014 as the department's Auxiliary Liaison Officers. Officer Chris Hasz was selected to replace Sergeant Keffer as Liaison starting in 2015.

The Police Auxiliary donated 2,207.75 hours of service to the Marshfield community and amassed 2,635.06 patrol miles in 2014.



## Events and Activities

<p>Monthly Meetings &amp; Administrative Functions          High School Basketball          High School Wrestling          Role Play Assistance for Officer Training          Marshfield Children's Festival          Distracted Driving Course          Police Officer Memorial Day          High School Graduation          Memorial Day Parade          Law Enforcement Torch Run for Special Olympics          Dairyfest Picnic in the Park          Dairyfest Parade          Mike's Run          Traffic Control at Crash Scenes          Parish Tractor Pull Event          Movies in the Park          Hub City Days Car Show          Relay for Life          Central Wisconsin Fair (204.5 hours!)          Maple Fest Heart Walk          Homecoming Parade          Trunk or Treat Event          Main Street Holiday Parade          Hot Chocolate Fun Run          Safety City          Parking for Empty Bowls</p>	<p>General Patrol          YMCA Kids Day          Officer Ride Alongs          Traffic Assistance at Fire Calls          Car Seat Recycling Event          Ludo Games          CPR Training          Marshfield Sharks Football Games          Severe Weather Watch          Dairyfest Mayor's Breakfast          Dairyfest Cheese Chase          SRT Scenarios          Car Cruise          4<sup>th</sup> of July Fireworks          United Way 5k          Hub City Days Duathlon          Hub City Days Beer Garden Patrol          Marshfield Kids Expo          High School Football          Senior Health Fair          Get Fired Up for Safety Event          Halloween Patrol          Turkey Trot Run          Range Work          Nutz Run</p>
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## Years of Service

<p><u>30+ Years</u>          Rick Witzel (35)          Carolyn Witzel (31)</p>	<p><u>20-25 Years</u>          Len Nyen (25)</p>	<p><u>15-19 Years</u>          Tom Witzel (17)          Bill Meyer (15)</p>	<p><u>10-14 Years</u></p>	<p><u>5-9 Years</u>          Tony Wolf (9)          Sharon Frueh (6)          Steve Steingraber (6)</p>
<p><u>1-4 Years</u>          Tony Kitowski (1)          Karmen Gorman (3)          Travis Schuld (3)          Josh Wecker (3)          Brian Greenwald (2)          Mary Bauer (1)          Robin Ogden (2)</p>	<p><u>New Members</u>          Lane Schuld          Jim Shaw          Chrysta Lentz          Adam Sazama          Todd Schonfeldt          Ethan Kronstedt          Seth Stankowski</p>	<p><u>Resignations</u>          Adam Sternweis (9)          Heather Kieffer (2)          Nate Kieffer (1)          Mason Frost (1)          Rick Slark (4)          Jacob Schar (1)</p>		

## Organization Chart

Rick Gramza, Chief of Police  
Sergeant Dennis Keffer, Liaison Officer  
Officer Jamie Kizer, Assistant Liaison Officer  
Steve Steingraber, Director  
Rick Witzel, Assistant Director  
Sharon Frueh, Hours Secretary  
Tom Witzel, Meeting Secretary  
Karmen Gorman, Treasurer  
Tony Wolf, Training Officer

Carolyn Witzel, Squad Leader  
Len Nyen, Assistant Squad  
Leader  
Rick Witzel (TA)  
Josh Wecker  
Todd Schonfeldt  
Jim Shaw (P)  
Seth Stankowski (P)

Tom Witzel, Squad Leader  
Brian Greenwald, Assistant  
Squad Leader  
Bill Meyer  
Steve Steingraber (TA)  
Travis Schuld  
Ethan Kronstedt  
Lane Schuld  
Adam Sazama(P)

Karmen Gorman, Squad Leader  
Robin Ogden, Assistant Squad  
Leader (TA)  
Tony Wolf  
Sharon Frueh  
Mary Bauer (P)  
Tony Kitowski  
Chrysta Lentz

(P) indicates probationary  
member

(TA) indicates training  
assistant

Respectively Submitted By

  
Sharon Frueh, Secretary

Approved By

  
Steven Steingraber, Director

\* \* \* OBSERVATION \* \* \*

Undersirable or Defective Observations:

Might be those combined with:

1. HASTE. Combine deliberation with observation. Proceed methodically; Omit no details. Remember, patch work is useless.
2. PREJUDICE. See all things equally. Avoid personal and biased points of view which destroy real observations.
3. ABSENT\*MINEDNESS. Avoid day-dreaming, No one is on duty while his observational faculties, the senses, are off duty.
4. CARELESSNESS. Failure to observe and note persons, places, and things and incidents, results in fewer arrests, fewer convictions, and an increase in crime.
5. EXAGGERATION. See a thing as it is without enlarging its importance.
6. EMOTION. The reaction of hope, fear, love, hate, or other strong feelings results in a loss of intelligent thinking, power to observe, and sense of proportion.

RESPONSIBILITY OF A POLICE OFFICER IN THE MATTER OF POLICE OBSERVATION.

1. To improve your observational faculties by constantly exercising them. Fix details in your mind.
2. Associate your observations with police line of duty. The main objects of police observation are to save time and effort, solve crimes more efficiently, and prepare effective evidence for presentation in court.
3. Associate a certain kind of scar with a certain kind of weapon; a certain kind of gait and mannerism with the drug addict, ETC.

REMEMBER:

1. A guilty person will try to act over-naturally, but in many instances will make a wrong mover that will cause his arrest.
2. Those who are about to commit a crime usually look about. Sometimes they will walk into hallways and then walk out boldly.
3. Reward for careful observations is good arrests and pickups.

## MARSHFIELD POLICE DEPARTMENT

### O B S E R V A T I O N

Of the many qualifications demanded of a patrolman, one of the most important to the success of his department is the power of observation. The dictionary defines observation as "the act, power, or habit of observing or taking notice; the act of perceiving or of fixing the powers of sense or intellect on anything."

It has truly been said, "He who knows how to use his eyes, sees much in a little while." Some people are born with a keen sense of observation and need little practice to perfect it; others are not so keen and require considerable practice. Every person can develop his power to observe, if he has the desire to do so. It is surprising what latent power to observe the average police officer possesses and how it can be developed if he realizes its importance. A police officer, to be any real service in preventing and detecting crime should, from time to time, try to develop his power of observation so as to protect life and property and make it difficult for a crime to be committed. If he does not observe what is going on about him he is practically useless as a police officer.

Our power to observe begins at birth and develops with the passing years. Intelligence, memory, and association of thoughts and sensations are important to the development of the power of observation. So important, in fact, that without their guidance, we would have the mentality of the lowest of nature's creatures. The five senses used in observation are:

Sense of sight	(Visual)
Sense of hearing	(Auditory)
Sense of smell	(Olfactory)
Sense of taste	(Gustatory)
Sense of touch	(Tactile)

We have our five senses to begin with, and although we may have neglected them in the past, surprisingly good results will follow patient and systematic exercise and practice.

SIGHT: Do you look without really seeing? Is your mind concentrated on what you see or is it only half directed by intelligence and half wondering from mental laziness? When you look at anything, really look at it; see it, and all about it there is to see. Practice seeing, by doing the same thing over and over again, striving to see more each time, and striving still more to remember what you see. Study rooms and their furnishings, street locations, the relative positions of buildings, automobiles, buses, trucks, hydrants, street lights, house numbers, pavement conditions, directions, signs, etc. Study persons you meet on the street, learning all you can about them, and mentally catalog all information gained. By repetition, more and more repetitive the systematic, thorough habit of seeing and remembering what you see becomes a habit. A very valuable habit, too, for a law enforcement officer.

When officers are on duty, where a crowd has gathered or a picket line has formed, they should observe the following:

- Any disorderly acts
- Approximate number of people
- Approximate number of men, women and children.

Make mental pictures of ring leaders so that they can be identified later, if necessary.

HEARING: Do you listen without really hearing? Is your mind concentrated on what you hear? Do you listen intently to sounds so that you instantly recognize them when heard again? Do you mentally catalog voices of people met? Do you associate certain sounds with the time of the day or night?

The habit of hearing correctly and interpreting what one hears is valuable in developing the powers of observation. Any experienced city policeman readily recognizes every usual sound on his post, and just as readily spots an unusual one. In fact, he makes it his business to find out to his satisfaction just where each sound originates and the reason for it.

An officer on duty where a crowd has assembled or a picket line has formed, should observe the following:

- (a) Language used by persons assembled
- (b) Remarks made to officers and other persons
- (c) What is said over loud speakers

An officer, while on his beat, should be on the alert for the following sounds:

- (a) Water leaks
- (B) Fire burning
- (c) Motor running in garage
- (d) Cry for help
- (e) Moaning of sick people
- (f) Explosions
- (g) Shots
- (h) Glass breaking
- (i) Crash of auto accident

TASTE: There is small use for the sense of taste so far as the law enforcement officer is concerned. Although some detectives readily identify narcotics of various kinds by tasting them, the practice is not recommended. Neither, for obvious reasons, is the practice of testing suspected poisons, by taste.

TOUCH: The ability to identify objects by feeling offers many possibilities and when intelligently applied, is a valuable aid to the other senses of observation. To recognize, load or unload a firearm, to unlock a door latch, locate a light switch or telephone in the dark are a few of the uses to which the sense of touch can be made helpful.

An officer's sense of touch may be utilized in the following:

- (a) Trying doors and windows to see if open
- (b) Radiators of stolen automobiles
- (c) Searching suspicious persons
- (d) Feeling contents of bundles
- (e) Defective floors and walks, hollow streets, pavements, cave-ins.

SMELL: Do you make it a point to identify odors of various kinds? It is a valuable practice for the police officer, and the field is much larger than illuminating gas and burnt gunpowder. Occupational odors afford a large field and in cases of unknown dead or unconscious persons, the officer with a catalog of odors is a valuable asset to any police department.

An officer's catalog of odors should contain the following, and he should be able to identify each:

- |   |                              |
|---|------------------------------|
| (a) Gas   | (e) Liquor                   |
| (b) Smoke   | (f) Manufacturing violations |
| (c) Ammonia                                       | (g) Poisons                  |
| (d) Offensive odors<br>(violation of Health Ord.) | (h) Explosions (powder)      |

There are six words closely associated with observation: They are intelligence, memory, association, conclusions, attention and thinking.

**INTELLIGENCE:** Of what use are our senses if not guided by intelligence? We cannot correctly interpret what we see without the guidance of intelligence, nor what we hear, smell, taste, or touch.

**MEMORY:** Without memory all that we may have experienced, heard or read about, would be lost to us, and because our memory is, ordinarily none too dependable, most of it is lost. It has been said that we remember only ten percent of what we hear, thirty to forty percent of what we see, and we remember eighty percent of what we do only a few minutes after doing it.

No matter how keen our observation, or how retentive our memory, time has the annoying habit of making us forget. First - the little things, and then finally the big ones. It seems that the busier we are, the more cases we handle the less we can trust ourselves to memory. No better friend has the law enforcement officer than his notebook. In order that you may be certain to retain what you have observed, use your notebook continually. Jot down immediately observed facts and any data you may need later on for testimony. Be sure it is accurate! Do not trust to your memory either on the estimation of time or distance, numbers or any other specific data.

Names, addresses, telephone numbers, date and time of day, automobile makes and numbers, weather conditions, etc., should be entered in a notebook at once and never trusted to memory. From notes made contemporaneously with any event, reports may be written for purposes of record and notes may also be consulted by an officer during trial to refresh his memory.

Years may elapse between an event and the need for recalling it to mind, and it is no excuse for an officer to say that he has destroyed his old notebook. It is even a good practice to review old notes occasionally to check on how vividly past events are recalled to mind.

**ASSOCIATION:** Intelligence, memory, plus associations of thoughts and sensations, give us definite impressions and from these conclusions are formed.

**CONCLUSIONS:** A gathering crowd suggests a fight, accident, arrest, raid-- yet, it may be only a couple of tap-dancing urchins. Smoke, fire, a hurrying pedestrian may suggest arson - yet, the blaze may be of accidental origin and the pedestrian not the arsonist, but a passer-by on turning in an alarm at the nearest fire box. By the same rule, we might associate the pedestrian who carries a musical instrument with a home-going musician, yet investigation would show not a horn or fiddle but a good set of burglar tools or valuable loot.

THE SMART POLICE OFFICER WHO IS INTERESTED IN HIS WORK, IF ANYTHING, LEANS HEAVILY ON THE SUSPICIOUS SIDE. THE CARELESS OFFICER IS INCLINED TO FIT HIS CONCLUSIONS TO THE BELIEF THAT ALL IS WELL.

**ATTENTION:** We remember those things best upon which we fairly rivet our attention and forget easily those things upon which we bestow only slight notice. Attention might be defined as, excluding from the mind all things extraneous and concentrating upon the matter in hand.

Be it a crime scene, or an automobile accident, the manner of speech, dress, gait, comportment of a witness or suspect, concentrated attention is demanded if we would not miss important facts. Unless we are able to concentrate we will find our attention wandering and so miss much of value.

Many sounds, many thoughts, clamor for our attention and this interferes with our orderly mental processes. This permitting the mind to be interfered with by extraneous matters is pure habit, and like concentration, it can be mastered by diligent practice.

In baseball, tennis, golf, pistol shooting, or for that matter, any game of skill requiring concentration, the competitor who refuses to let his mind wander from the task in hand may be depended upon to win. Who can say that police investigation is not a game of skill?

THINKING: Said the late Thomas A. Edison, world renowned as the greatest of all inventors; "To think is the hardest thing in the world to do." We have no reason to dispute the opinion of Mr. Edison. Thinking is indeed hard, and the longer we go on without thinking the harder it becomes. It, too, is a habit of mind.

\* \* \*

Developing one's power of observation need not be all work and no play. Many possibilities are afforded by games and competition which, if rightly used, can, in a short time, stimulate latent qualities of mind present in all of us.

Regardless of how keen our observations have been, or how many salient facts we have noted with regard to a given situation, they are of no value to others unless we possess the knack of describing them so accurately that others may understand. To merely describe a man as just a man may separate him from all the women and children in the world, but that is about the extent of the value of such a description. We must give, and as accurately as possible, every detail we possess and use particular emphasis on unusual or striking features that distinguish him from most, if not all, other men.

Do not resent honest and sincere criticism on your observation. It spurs one on to greater heights in the field of observation and description. You should seek it whenever possible. Be your own critic when others are not available to review your efforts and don't spare your feelings. Attention, intelligence, concentration and interest are desirable traits in those who would be good observers. And above all to these must be added will-power and, perhaps, the most important, is an open mind.

Of course, one must be patient; one must be persistent; you must realize that success, insofar as developing your powers of observation cannot be had in a day, a week, or a month. It may require years.

The undesirable traits in the development of observation are: Being in a hurry, carelessness, exaggeration and prejudice. Under no circumstances should our emotions be permitted to influence our judgement, for observations made under prejudice, of friendship, hate, love, and fear very often raise questions as to their value as information.

- End -