Table of Contents
The Sheriff's Message........................................................................................................................................... 4
Sheriff’s Office Senior Command Staff.................................................................................................................. 6
Mission.................................................................................................................................................................... 7
Vision...................................................................................................................................................................... 7
Core Values............................................................................................................................................................ 7
   Integrity.............................................................................................................................................................. 7
   Professionalism................................................................................................................................................... 7
   Trust.................................................................................................................................................................. 7
Organizational Goals and Objectives...................................................................................................................... 8
   Professional Law Enforcement, Court, and Detention Services ...................................................................... 8
   Attentiveness to Public Safety and Public Service ............................................................................................ 8
   Traffic Safety .................................................................................................................................................... 8
   Drug Demand Reduction ................................................................................................................................. 8
   School Safety .................................................................................................................................................... 8
   Management of Detainee Population................................................................................................................... 8
2018 Members of the Quarter and the Year........................................................................................................... 9
   1st Quarter Awards ........................................................................................................................................... 9
   2nd Quarter Awards .......................................................................................................................................... 10
   3rd Quarter Awards .......................................................................................................................................... 11
   4th Quarter Awards .......................................................................................................................................... 12
   2018 Members of the Year ................................................................................................................................ 12
Annual Budget/Finance Division............................................................................................................................. 13
Charlotte County Reported Index Crime Statistics.................................................................................................. 15
Intelligence Division................................................................................................................................................ 15
Professional Standards Division ............................................................................................................................. 18
   Professional Compliance Section ..................................................................................................................... 19
   Internal Affairs .................................................................................................................................................. 20
Law Enforcement.................................................................................................................................................... 22
Patrol Division ....................................................................................................................................................... 22
   District One – Englewood ................................................................................................................................. 23
   District Two – Murdock .................................................................................................................................... 23
   Murdock Village ................................................................................................................................................ 24
District Three – Port Charlotte ................................................................. 25
Sunseeker Resort .................................................................................. 26
District Four – Punta Gorda ................................................................. 26
Babcock Ranch Development ............................................................. 26

Criminal Investigations Division ......................................................... 27
District Investigations ......................................................................... 27
Major Case Investigations ................................................................... 28
Forensics Section ............................................................................... 30
Crime Scene Unit ................................................................................. 30
Evidence Unit ....................................................................................... 30
Special Investigations ......................................................................... 30
Narcotics Unit ....................................................................................... 31
Fugitive Apprehension Unit ............................................................... 31
School Resource Officers/Juvenile ....................................................... 32

Courts .................................................................................................. 34
Detention .............................................................................................. 35

Support Services .................................................................................. 37
Communications Unit .......................................................................... 37

Operational Support Division ............................................................. 38
Special Operations Section ................................................................. 38
Canine Unit .......................................................................................... 38
Special Services Unit ........................................................................... 39
Traffic Unit ........................................................................................... 39
Emergency Response Team ............................................................... 41
Marine Unit .......................................................................................... 41
Volunteer Services Unit ....................................................................... 43

Human Resources Division ................................................................. 44
Management Information Division ...................................................... 45
Sherriff's Office Locations ................................................................... 47
Agency Organizational Charts ............................................................. 48
The Sheriff's Message
When I last addressed you through our quarterly newsletter, we were approaching the Thanksgiving holiday. I covered some serious topics, such as the introduction of our Domestic Violence Unit, an increase in school threats via social media, and the stress many of our residents face during the holiday season. Over the holiday, I announced the addition of our Mental Health Unit, and our mental health clinician provided tips for managing stress as well as resources for help on our blog. I hope this information was helpful to you if you were in need. It seems as though these months flew by, and now it is almost Spring. More so than any other time of the year, many of us feel that we have extra energy and focus to get physically active, take action, and create change. I am excited to see the amount of interest our community has in volunteering and advocating in the name of drug prevention and recovery. You have likely heard me mention my Drug Recovery Initiative, a partnership with Charlotte Behavioral Health Care to provide free addiction treatment to those who request it. Drugs are a root piece in many crimes that we respond to; however, we are not without compassion. As first responders, we see far too often how drugs hurt people, families, and our community. Just since January 1, my deputies have responded to 58 overdose calls, six of which were sadly fatal.

A woman named Lauri Ray, who came and spoke to me in 2016 after losing her son Johnny to an opioid addiction, inspired the Initiative. Private donors and the fundraising efforts of community organizations support the Drug Recovery Initiative. Lauri Ray founded Johnny's Dream in her son's memory, actively raising funds providing scholarships and money for rehab facility assistance for families who are struggling with addiction and who would otherwise never be able to afford it on their own for their loved ones.

The Archway Institute is another organization that is active in our community, raising funds to help treat addiction. They host local fundraisers for the Drug Recovery Initiative, including an upcoming Tennis Mixer and Golf Tournament in the month of March. We are also grateful for local businesses and community partners who continue to support our vision to keep Charlotte County a safe and enjoyable place to visit and live.
Shifting the focus from recovery to prevention, there are several opportunities for you to become involved in advocating healthy choices to our youth. Drug Free Charlotte County is hosting their 2nd Annual Over the Edge for Prevention event in April. I have signed up for the event, raising funds to support Drug Free Charlotte County and rappel over the side of the Charlotte County Center in Murdock! Drug Free Punta Gorda just wrapped up their first 5k fundraiser, and our Englewood Community Coalition is very active in West Charlotte County. These organizations are always in need of volunteers to support their educational efforts in our schools.

Spring naturally invites us to let go of the old to make room for the new. In that spirit, encourage someone you know to seek help with his or her addiction. If you do not already volunteer in the community, consider one of our local drug prevention coalitions.

Prevention and recovery are both important to a healthy and safe community. Let us "spring" into action to continue to make Charlotte County the best place to live and visit.

Be safe.

Bill Prummell, Sheriff

The CCSO STAR - February 2019

Left, Sheriff William Prummell
Right, Chief Pamela Davis

Sheriff Prummell, and Chief Davis speaking with the media after the 2018 Over the Edge event.
Sheriff’s Office Senior Command Staff
Colonel Thomas Rodgers is responsible for the coordination and implementation of agency initiatives, operations, programs, and activities as directed by the Sheriff through the general supervision of his bureau commanders.

Majors Michael Anderson, Earl Goodwyne III, and James Kenville (left to right) serve on the Sheriff’s Command Staff as Bureau Commanders of Detention, Support Services, and Law Enforcement, respectively.
Mission
It is our mission that the Charlotte County Sheriff's Office serve the citizens and visitors of Charlotte County by providing professional law enforcement, detention, and court security that protects and preserves the Constitutional Rights of the people and mandates the fair and impartial enforcement of the law.

Vision
It is our vision that Charlotte County remain one of the safest and most enjoyable places to live and visit in the State of Florida and in the nation and for the Charlotte County Sheriff’s Office to be a leader in public safety. We achieve this through innovation, technology, and community partnerships. We strive to integrate the concepts of community policing with our community and achieve our vision through collaborative problem solving.

Core Values
We, the men and women of the Charlotte County Sheriff’s Office, pledge to infuse our core values in every aspect of our service to our community. Our three core values are:

Integrity
We pledge to maintain a strong sense of honesty, morality, goodness, and ethical character.

Professionalism
We are skilled in the performance of our duties and governed by the code of ethics that demands integrity by word or by act publically and privately, the allegiance to our oath of office and the laws that govern our Nation.

Trust
We must value and nurture the trust we earn through honesty and excellence in service. We pledge to treat those we serve and have sworn to protect with courtesy, respect, dignity, and compassion to achieve that trust.
Organizational Goals and Objectives

Professional Law Enforcement, Court, and Detention Services
To provide the citizens of Charlotte County with the highest degree of professional services by investing in and developing the Sheriff’s Office human capital and resources.

1) Recruit and retain individuals who demonstrate integrity, professionalism, and trust.
2) Train and provide educational opportunities to individuals in relevant and critical areas related to public safety and the proper care, custody, and control of detainee population.
3) Ensure compliance with professional standards.
4) Maintain functionality, security, and efficiency of information technology for the Sheriff’s Office and its ability to serve the public.

Attentiveness to Public Safety and Public Service
To maintain a high quality of life through the effective, efficient delivery of public safety services through Intelligence-Led Policing and community relationships.

1) Reduce crime and enhance quality of life through proactive initiatives, Intelligence-Led Policing, and partnerships with the community.
2) Safe care, custody, and control of detainees.
3) Enhance public awareness.

Traffic Safety
To make the roadways of Charlotte County safe for those who use them.

1) Enforce laws on roadways, concentrating on intersections and roads historically identified as problematic.
2) Reduce traffic crashes.

Drug Demand Reduction
To curtail illegal and synthetic drug, alcohol, and tobacco activities, and reduce the illegal use and demand for these substances.

1) Investigate and arrest individuals who participate in illegal drug trafficking, use, sales, or distribution.
2) Investigate and arrest individuals who participate in illegal alcohol and tobacco use, sales, or distribution.
3) Increase community awareness, especially with Charlotte County youth, about the impact, dangers, and consequences of illegal drug, alcohol, and tobacco use.

School Safety
To aid in the safety and security of students and staff in and around schools, colleges, and universities in Charlotte County.

1) Provide a campus environment where students and staff can feel safe and secure while arriving, attending, and leaving school grounds.

Management of Detainee Population
To improve the jail and court processes and recidivism rates; utilize all resources available to minimize current and future encumbrances on Charlotte County taxpayers.

1) Reduce the recidivism rate of incarcerated individuals by providing educational opportunities and programs.
2) Work as a team member to streamline cases with the primary focus concentrating on an expedited disposition.
3) Implement programs that reduce the tax burden on county taxpayers.
4) Maintain a zero tolerance on sexual abuse and harassment on detainee population through proper implementation of PREA standards.
5) Reduce the rate and time of segregation used in the management of detainee population through proper implementation of Administrative Hearings and alternative housing options.

2018 Members of the Quarter and the Year
Each quarter we recognize sworn and civilian employees along with members of the community who truly embody our core values. Below are the members that made a difference to our community in 2018.

1st Quarter Awards

Special Recognition
Omayra Pabon / Cpl. Joe Eilerman / DFC Joella Moore / Kyle Tucker

Award Recipients
Law Enforcement – DFC Don Woelke
Civilian Team – Communications Squad D
Law Enforcement Team – Narcotics Unit/Sgt. James Vanande/Cpl. Jacob Hawkins
**LifeSaver**
DFC Trista Zimmerman / Cpl. Rebecca Allese / DFC Paul Cignarale / Cpl. Jack Collins / DFC Jacob Patten

**30 Years of Service**
Rose Manfredo

**2nd Quarter Awards**

![Image of award recipients](image-url)

**Award Recipients**
Law Enforcement – DFC Adam Herrey
Detention – CDFC Steven Dargis
Civilian – Beth Mitchell

**Life Saver**
DFC Cody Hollingsworth and DFC Matthew Hauschild

**Special Recognition**
DFC Michael Talbot / Elizabeth Rominger
3rd Quarter Awards

Award Recipients
Law Enforcement – Sgt. Terry Cochran
Detention – Lt. Jeffrey Sisk
Civilian – Ken Skupien

Life Saver Awards
Deborah Maikowski / Steven Perkins / DFC David Brooks / Deputy Josh Cote / Deputy Matt Chandler / DFC AJ Ursomanno

Special Recognition Awards
4th Quarter Awards

Special Recognition Awards

LifeSaver
DFC Joshua Cote

2018 Members of the Year
Recipients will be honored at the Public Safety Appreciation Night scheduled for summer of 2019. The following members were selected as the 2018 Members of the Year;
Annual Budget/Finance Division
By providing accurate fiscal and budgetary information, and data to agency and community stakeholders, the Finance Division, directed by Gio Orbe, is responsible for developing and monitoring the Sheriff’s Office’s budget, payroll, accounts payable, accounts receivable, cash management, purchasing, and financial reporting.

The Sheriff’s Office prepares its own operating budget. The Finance Department develops and monitors the annual budget. This is submitted to the Board of County Commissioners no later than June 1st. After two public hearing in September, the County Commissioners approve the amount of funding for the Sheriff’s Office in the ensuing fiscal year.

The main source of revenue in the Sheriff’s Office budget are transfers from the Board of County Commissioners, consisting mainly of ad valorem revenues. The budget funds salaries and benefits, operating expenses and capital related equipment. The budget is divided into three main functions: Law Enforcement, Corrections/Detention and Court Security.

For the fiscal year 2018/2019, the Sheriff’s Office approved operating budget was $67,190,036. Law Enforcement represents 64% of the total budget, Corrections represents 32% and Court Security 4%. Total funded from the County General Fund was $65,440,036, and the balance of $1,750,000 was funded by Federal Inmate Housing.

The Sheriff’s Office fiscal period runs from October 1st through September 30th. It adheres to the State’s Uniform Accounting System in its financial and budgeting functions. At the end of the fiscal year, Finance prepares the financial reports for all of the Sheriff’s Office activities. Financial Statements are submitted to the Board of County Commissioners along with any excess fees from the approved budget.
The Sheriff’s Office financial records are audited annually by independent outside Auditors. The audited report is submitted to the Board of County Commissioners for inclusion in the overall County Financial Statements.

Salaries and Benefits accounts for 82% of the total approved budget. Operating expenses consist mainly of technology related contracts, liability and auto insurance and other mandated contracts including the Inmate Medical Contract. Vehicles and replacement equipment represent nearly 100% of the capital related budget. The salary budget covers 645 full time employees and 37 part time employees.

For Fiscal Year 2017/2018 our fiscally responsible actions allowed us to return $1,634,076 in excess fees from budget savings. In addition to the excess fees the Sheriff's Office also submitted $1,044,197 in revenues collected from various sources (Federal Inmate Housing, Background Fees, Fingerprint Fees, Investment Interest, Alarm Registrations, Alarm Ordinance Fines, and Insurance reimbursements).

The Finance Department is also responsible for financial operations of all special revenue funds. Special Revenue funds are specific revenue sources that are legally restricted to expenditures for specific purposes. Our special revenue funds include State and Federal grants awarded to the agency. There was a total of $459,543 in grant monies awarded to our agency during Fiscal Year (FY) 2017/2018. This money was able to fund some equipment in our investigation section and some overtime for special operations.

In addition to the above, the Finance Department also maintains the County's Security Alarm Program under County Ordinance #2017-045. The maintenance of this program includes enrolling unregistered alarm holders, annual registration renewals, and educating alarm holders on the prevention of false alarms. For FY 2017/2018 we collected a total of $34,800 in new alarm registrations and alarm renewals, and $4,487 in false alarm violation fines.

**Charlotte County Reported Index Crime Statistics**

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Population</strong></td>
<td>146,980</td>
<td>149,466</td>
<td>152,082</td>
<td>153,882</td>
<td>158,500</td>
</tr>
<tr>
<td><strong>Total Index Crime</strong></td>
<td>2,912</td>
<td>2,664</td>
<td>2,835</td>
<td>2,411</td>
<td>2,113</td>
</tr>
<tr>
<td><strong>Murder</strong></td>
<td>2</td>
<td>0</td>
<td>4</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td><strong>Forcible Rape</strong></td>
<td>25</td>
<td>30</td>
<td>35</td>
<td>33</td>
<td>31</td>
</tr>
<tr>
<td><strong>Robbery</strong></td>
<td>25</td>
<td>25</td>
<td>19</td>
<td>23</td>
<td>17</td>
</tr>
<tr>
<td><strong>Aggravated Assault</strong></td>
<td>234</td>
<td>249</td>
<td>321</td>
<td>303</td>
<td>300</td>
</tr>
<tr>
<td><strong>Burglary</strong></td>
<td>521</td>
<td>400</td>
<td>408</td>
<td>368</td>
<td>227</td>
</tr>
<tr>
<td><strong>Larceny</strong></td>
<td>2,007</td>
<td>1,864</td>
<td>1,948</td>
<td>1,573</td>
<td>1,434</td>
</tr>
<tr>
<td><strong>Motor Vehicle Theft</strong></td>
<td>98</td>
<td>96</td>
<td>100</td>
<td>110</td>
<td>102</td>
</tr>
<tr>
<td><strong>Percent Change</strong></td>
<td>------</td>
<td>-9.7%</td>
<td>4.6%</td>
<td>-16.0%</td>
<td>-12.4%</td>
</tr>
</tbody>
</table>

*Unofficial until the Florida Department of Law Enforcement releases the final 2018 Annual UCR for the state.

**Intelligence Division**

During 2018, the Intelligence Division continued its work building community contacts, developing information received into actionable intelligence, and participated in events throughout the county on behalf of Sheriff Prummell. The Division, headed by Captain John Westlake, is comprised of the Intelligence Section and the Community Affairs Section.
The Intelligence Analysis Section is led by Lieutenant Andres Rodriguez. The division holds the Intelligence and the Community Affairs Section. The Intelligence Section is comprised of Crime Analysis, Community Policing Officers, Planning and Research, the Technical Surveillance Team and Strategic Targeted Area Response Team (STAR). The Community Affairs Sections is led by the Community Affairs Supervisor Skip Conroy, and holds the Crime Prevention Unit, Community Relations, Video Production, and Public Information Office.

The Intelligence Division assisted with the development of policy and procedure guidelines for the Risk Protection Orders, which ultimately allowed the agency to implement their use during on scene investigations. The Intelligence Division established this by working with the Farr Law Firm. The Intelligence Division devised an "on call" process, which allows detectives within the unit to respond to a scene for further processing and completion of the Risk Protection Orders (RPO). During the last quarter of 2018, after implementation of RPO's were completed, eight RPO checklists were completed, four qualified for further processing which were approved, and four did not meet the qualifications to move forward.

The Technical Surveillance Team created an on call schedule for its nine certified installers in 2018. Semi-annual inspections and recertification was completed to include the recertification of a past member with vast knowledge of the equipment. The unit added additional License Plate Reader cameras with an inventory consisting of two mobile trailers, three fixed pole mounted systems, and two mobile units currently installed in STAR members' vehicles.

The Intelligence Analysts administered 794 tips and lead sheets ranging from Crime Stoppers submissions to online crime and traffic tips. To ensure recipients received sufficient information, the Intelligence Analyst provided background for each tip regarding activities of person(s) listed in the tips or information reported on an address listed in the tip. Seventy-five intelligence analyst reports were produced helping to curtail identified crime trends.

The Community Policing Officers continued their focus on developing trends. They participated in 310 meetings to include Neighborhood Watch, Home Owners Association (HOA) and other community meetings with 7,293 attendees. These public interactions allow the agency to be proactive, identify and address concerns, and increase the citizen partnership with the agency.

<table>
<thead>
<tr>
<th>Surveys</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citizen</td>
<td>280</td>
<td>513</td>
</tr>
<tr>
<td>Business</td>
<td>103</td>
<td>165</td>
</tr>
</tbody>
</table>
The Planning and Research Unit has been working on an agency wide staffing model as well as monthly meetings established with Charlotte County for Economic Development Department, zoning department, and members of Babcock Ranch to ensure that the CCSO is equipped to meet the rapidly changing needs of the growing community. The agency Strategic Plan has been revamped and 10 workload assessments have been completed during 2018. Throughout the year, ten grant applications were submitted, of which seven were received. The greatest success was receiving the competitive Florida Coalition Against Domestic Violence (FCADV) grant to be able to begin the Domestic Violence Unit. Three of the ten grants were not awarded.

In 2018, Community Affairs continued their social media presence interacting with our citizens. The number of Facebook responses reflects the tremendous amount of information the agency is provided by citizens through Messenger. In addition, CCSO maintains a presence in five local Facebook groups that share news/information with each other and frequently tags the PIO in conversations to receive an official response from CCSO. Twitter is the Sheriff’s Office primary means of alerting the public/media about crime scenes and other topical news information. The app Nextdoor is utilized for crime, safety, and prevention information. The number of posts will be used as a benchmark for the next reporting cycle.

<table>
<thead>
<tr>
<th>Social Media</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facebook Posts</td>
<td>1418</td>
</tr>
<tr>
<td>Facebook Response</td>
<td>4534</td>
</tr>
<tr>
<td>Tweets</td>
<td>1347</td>
</tr>
<tr>
<td>Instagram Feed (perm)</td>
<td>587</td>
</tr>
<tr>
<td>Instagram posts (temp)</td>
<td>607</td>
</tr>
<tr>
<td>Nextdoor</td>
<td>239</td>
</tr>
<tr>
<td>Everbridge</td>
<td>28</td>
</tr>
<tr>
<td>Records Requests</td>
<td>648</td>
</tr>
</tbody>
</table>

The notable achievements for the year include the Suspect Identification/Tip Creation which is consistently identifying suspects through posts that result in tips to Crime Stoppers. Tracking will begin to measure the success in the future. Development of the CCSO Media Guide was completed and the CCSO App was created throughout 2018, and was released in early 2019.
The Strategic Targeted Area Response Team (STAR) was realigned to focus on those areas which are identified as problematic. Members utilize intelligence distributed through the Intel Unit, Criminal Investigation Unit and Narcotics Unit to identify the geospatial and temporal analytics to direct patrol tactics. In addition to these targeted responses, the STAR team conducts interdiction in areas of reported illegal narcotics activity, as well as land interdiction with U.S. Border Patrol. Members of the STAR team, also being part of the Emergency Response Team (ERT), were deployed to Panama City, Florida to aid in relief efforts for Hurricane Michael. The team was sent to work with the Bay County Sheriff's Office and FDLE for over a week in October. During 2018, there was a 52.14% increase in arrests by the STAR Team. Below is a breakdown of the arrests.

Professional Standards Division
The Professional Standards Division houses the Professional Compliance Section, Training Section, and Internal Affairs. The Professional Compliance Section is led by the Professional Compliance Administrator Michael Williams. The section consist of a four member team; three Professional Compliance Specialists and one Staff Inspector. The Training Section is led by Todd Davis. Within the section there is a Law Enforcement Sergeant, Corrections Sergeant, two Law
Enforcement Corporals, a Corrections Corporal, and a Training Specialist. The Internal Affairs is managed by Sgt. Jason Zakowich.

**Professional Compliance Section**

In accordance with Florida State statute, the Charlotte County Jail is required to undergo a Florida Model Jail Standards (FMJS) inspection on an annual basis to ensure minimum standards regarding the supervision, care, custody, treatment, housing and general handling of the inmates are being met. The FMJS inspection of the Bureau of Detention was conducted by Inspector Michael Altemari and Medical Inspector Ann Juhasz of the Palm Beach County Sheriff's Office on March 2, 2018. During the course of the inspection, observations were made and interviews were conducted with staff and inmates. The staff was commended for being professional and knowledgeable regarding FMJS standards and departmental policies. There were no serious or notable violations in the report and the inspection was deemed to be successful.

The Detention Bureau has been accredited since 2004 by the Florida Corrections Accreditation Commission, Inc. (FCAC), a state-wide accrediting body. To maintain accredited status by FCAC, facilities must undergo an intensive evaluation by a team of assessors to ensure compliance with standards and be re-evaluated every three years. In preparation for the FCAC on-site inspection, the Charlotte County Bureau of Detention held a mock inspection August 22-24th, 2018. Mock assessors Sgt. Sharla Cooley from Orange County and retired deputy Sherri Matthews were on site to review the jail's compliance efforts. During the three days, these assessors toured the jail, interviewed inmates and staff and reviewed accreditation files.

From December 11-13th, 2015, a team of assessors representing the Florida Corrections Accreditation Commission examined all aspects of the Charlotte County Sheriff’s Office Detention Bureau procedures, management, operations and facility. The assessment team consisted of team leader Major Timothy Age of Monroe County Sheriff’s Office and team members Sgt. Julie Satre of the Hernando County Sheriff's Office and Andrea Harger of the Osceola County Sheriff's Office. The assessors were impressed with the knowledge and professionalism of the staff, the cleanliness of the jail and the organization of the documentation. The agency was reviewed for re-accreditation at the state conference which was held in February, 2019 in St. Augustine, Florida and awarded reaccreditation as an Excelsior Agency.

Commission on Accreditation for Law Enforcement Agencies (CALEA) was created in 1979 as a credentialing authority through the joint effort of law enforcement's major executive associations. Those organizations are the International Association of Chiefs of Police, National Organization of Black Law Enforcement Executives, National Sheriffs' Association and
the Police Executive Research Forum. The purpose is to improve the delivery of public safety services. The Charlotte County Sheriff's Office did undergo re-accreditation for both the Law Enforcement and Communications divisions in November of 2017. These on-site assessments were held concurrently from November 27th through November 30th. Assessor Zeta Fail conducted the Communications assessment and assessors William Dean and Kevin Hall conducted the Law Enforcement assessment. As a result of these assessments, the Charlotte County Sheriff's Office did receive re-accreditation at the February 2018 CALEA conference in both Law Enforcement (5th award with Excellence) and Communications (2nd award).

Throughout 2018, numerous inspections and audits were conducted by Professional Compliance and Staff Inspections. Staff Inspections completed the following:

- 8 Formal Inspections (covering 10 units)
- 18 Audits and Ancillary Inspections
- 2 Drug Destructs
- 4 Other Verifications (2 Narcotics buy money and 2 alarm tests)

Professional Compliance also completed 25 on-site detention inspections and 21 file reviews for the purpose of monitoring compliance with FMJS and other accreditation standards and procedures. These inspections were conducted in various areas to include housing units, property, kitchen and medical.

**Internal Affairs**

To safeguard the integrity of the Sheriff's Office, Internal Affairs is responsible for conducting internal investigations of all accusations made against any member of the Charlotte County Sheriff's Office. The citizens of Charlotte County must be able to place their trust in Internal Affairs to ensure any accusation made against the agency or its members are investigated fairly and impartially, with the utmost professionalism and without bias.

The work involves documenting all allegations of misconduct, violations of rules, regulations, and policies directed at members of the Office. A thorough investigation in compliance with the Florida Officer Bill of Rights is completed and final reports are prepared. Findings are reported to the Command Staff and the Sheriff.

Complaints are defined as any investigation, whether formal or informal, documented by the Internal Affairs Unit. This includes Administrative Investigations, Internal Investigations, Supervisory Inquiries, Miscellaneous Investigations, and Citizen Contacts. The Sheriff's Office has made procedural changes in the way complaints are received, reviewed and documented to include Citizen Contacts and closing investigations as "other."

In 2018, the Internal Affairs Unit documented 139 investigations which encompassed 136 charges. The final disposition of those charges are listed below.

- Not Sustained 11
- Sustained 32
- Unfounded 79
- Exonerated 12
- Other 2
Out of the 17 Internal Affairs cases, all cases were sustained except for one, which was closed "other." There were 16 members under investigation with two members who each had two investigations against them. The charges sustained were six violations of law, four violations of policy, three conduct unbecoming, two untruthfulness, two association with criminals, one neglect of duty, one improper processing of evidence, and one discourtesy. The discipline imposed on these cases included four withdrawal of appointments, four members resigned under investigation but with recommendation for withdrawal of appointment, one member retired under investigation but with recommendation for withdrawal of appointment, one member received a 48-hour suspension with one year probation and retraining, one member received a written reprimand and retraining, one member received counseling and retraining, and two members did not receive any discipline.

In an effort to better prepare supervisors to identify, receive, and investigate potential violations of policy and procedure Internal Affairs prepared a PowerPoint presentation and taught a two hour block during a Leadership Academy class held by the Charlotte County Sheriff's Office. The Internal Affairs Sargent has also discussed several Internal Affairs investigations with agency Lieutenants as a group to dispel rumors, clarify reasoning for the outcome of each case, and for use as a learning and teaching tool. The goal is to continue providing training and information to the supervisors and leaders of the Sheriff's Office to help identify and correct potential future violations.

Citizens who have a complaint are encouraged to notify this office by approaching the Sheriff, any member of the agency, or contacting Internal Affairs by telephone, mail, or email. Citizens may also call any district office or the jail, or report in person to any district office and complete a citizen complaint form.

Complaints may remain anonymous if the complainant wishes. Contact information to report complaints include the following:

Telephone – Monday through Friday, 8:00 AM to 5:00 PM

- Internal Affairs Unit – (941) 575-5246
- District One – (941) 475-9005
- District Two – (941) 613-3245
- District Three – (941) 258-3900
- District Four – (941) 575-5372
- Headquarters – (941) 639-2101
- Charlotte County Jail – (941) 833-6310

Email:

- InternalAffairs@ccso.org
Mail:

- Charlotte County Sheriff’s Office
  Internal Affairs
  7474 Utilities Road
  Punta Gorda, Florida 33982

In Person:

- Internal Affairs Unit – 7474 Utilities Road, Punta Gorda
- District One – 11051 Wilmington Boulevard, Englewood
- District Two – 992 Tamiami Trail, Port Charlotte
- District Three – 3280 Tamiami Trail, Suite 505, Port Charlotte
- District Four – 7474 Utilities Road, Punta Gorda
- Headquarters – 7474 Utilities Road, Punta Gorda
- Charlotte County Jail – 26601 Airport Road, Punta Gorda

Law Enforcement

The functions of Law Enforcement are to protect life and property, enforce criminal laws, conduct criminal investigations, enforce traffic laws, maintain crowd control, and conduct other public safety duties as necessary. As the Commander of the Bureau of Law Enforcement, Major James Kenville is responsible for planning, supervising, and coordinating the bureau operation in accordance with these functions; administration of all related laws, rules, and regulations involving those sections, staffing and evaluations of division members, conducting meetings with allied agencies and other interested parties.

Patrol Division

Captain Michael Casarella Commander of the Patrol Division, directly and indirectly supervises sworn and non-sworn personnel assigned to the Patrol Division. The Division consists of four patrol districts and five Watch Commanders.

The Charlotte County Sheriff’s Office Road Patrol units continued with the Intelligence Led Policing (ILP) philosophy over this past year. The continued education of this philosophy has allowed enhanced communication between the deputies on the street, specialty units, Command Staff, and needs of the community. This increased communication has allowed an organizational culture that is able to actively seek the most serious threats to the community and to apprehend them.

The District Commanders and Community Police Officers have been actively participating in community functions and attending community meetings. This participative effort has allowed them to more accurately provide needed services and to educate the community on trending threats. These continued efforts have provided greater opportunities to increase the office legitimacy and include the citizens in gaining needed intelligence.

The District Commanders have continued the utilization of Crime View and TriTech systems to provide tasks/initiatives based on district and countywide indicators. These initiatives are areas of concern that require multiple assets to quell the problem or to gain information. This information has partially been from utilization of actionable intelligence from directed field interviews and
from maintaining open team building conversations that occur during our weekly Actionable Intelligence Meeting (AIM).

During 2018, there were 70,333 calls for service countywide. District Three had the most call volume with 21,250, or 30.21%. District Four had the next highest call volume with 26.32% of the calls. The below chart is a breakdown of the calls for service by each district.

**2018 Calls for Service by District**

- **District 1**: 21%
- **District 2**: 23%
- **District 3**: 30%
- **District 4**: 26%

---

**District One – Englewood**

Lt. John Hamp leads the members of District One. District One encompasses the area west of the Myakka River, to include surrounding waters and the barrier islands.

In November 2018, the 5th Annual Off-Shore Super Boat Grand Prix was held at Englewood Beach, located at 2100 North Beach Road, Englewood, Florida. The Charlotte County Sheriff’s Office plan was specifically designed for the management of expected crowds, with our primary goals focused on public safety. Agency members also handled traffic control and direction on and off Manasota Key – Englewood Beach.

Overall, the event experienced a major increase in attendance, but it didn’t hinder the operations plan of the Sheriff’s Office. Other than a few minor issues, the event was a success for the entire community and visitors.

**District Two – Murdock**

District Two includes the area east of the Myakka River, Murdock, and Port Charlotte from the Midway area, north to the county line. Lt. Joseph Sousa leads this district.
During 2018, District Two has pledged to foster new and continuing relationships with our community and its citizens we serve. Citizens within District Two have noted their highest concern to be residential burglaries. The Community Policing Officers (CPO), District Corporals, zone officers, and our citizens continue to collaboratively work together to pass-on information about local crime, county wide crime, and crime trends while educating the public on how to prevent future crime or becoming a victim. Information is also shared about the current available programs such as the Citizens Police Academy (CPA), Junior Law Academy, Project Life Saver, along with many other programs the Sheriff’s Office has to offer. The Neighborhood Watch Groups, through this partnership have increased neighborhood involvement and decreased crime while improving the quality of life in their respective watch areas.

We continue our proactive approach while we use our ILP philosophies and ensure appropriate resources are dedicated to each incident. District Two has applied proactive measures while enforcing narcotics violations. We continue to educate the public and promote the Drug Addiction Recovery Initiative when given the opportunity.

Throughout the year several vacant homeless camps were selected for clean-up in the District Two area. This location was located in the Murdock Village Phase II area, which runs from Buena Vista Cir., Flamingo Blvd., and Cumberland Ave. Forty yards of debris was collected consisting of narcotics paraphernalia and other garbage. The cleaning has transformed this blighted area, back into a nice clean open space. CPO’s Louis Henyecz and William Miller, Environmental Deputy Phil Traniello, and County Code Enforcement Officer Bill Hill continue to work with Charlotte County Government Officials to find new resolutions for our area homeless issues and population. Code Compliance Officer Bill Hill continues to be a big asset and has been assisting by contacting owners of the vacant properties in order to obtain Trespass Authorizations, to prevent further issues. We continue to reach out to our commercial and retail establishments, who have had continuing problems with area homeless. We encourage our community partners to sign Trespass Authorizations in order to provide a corrective plan to their specific issues. With the collaborative effort between Road Patrol, the CPO’s, and management within our business community, several trespass warnings have been issued. This action has provided a positive impact in hopes to reduce the repeating calls for service and violations of panhandling, loitering, and disturbances.

Murdock Village
There are two different Economic Growth projects occurring in the large area known as Murdock Village. The first project is Private Equinity Group, LLC (PEG). This area will bring, 400 dwelling units, 200,000 square feet of commercial/retail space and a 150-room hotel to the area on the western side of Murdock Village and is near O’Donnell Park. Closing of the property should be in the spring of 2019, and after the closing it will be about 18 months for inspections and permitting. It is not expected that homes will be constructed here for another couple of years.
Representatives from Lost Lagoon Development plan to develop an entertainment district on the eastern portion of Murdock Village. This area encompasses approximately 160 acres in Murdock Village Community Redevelopment Area. It will be called Arrodondo Pointe. This area will include a 45-acre next-generation waterpark for all ages, featuring the newest green and conservation technology. There are no residential components involved in this project.

**District Three – Port Charlotte**

Lt. Eric Burke leads District Three. The District Three area covers Port Charlotte from Midway south to the Gilchrist Bridge. This district is the most densely populated in Charlotte County.

Through Intelligence Led Policing, several areas of concern and residences have been identified as nuisances to the quality of life in those neighborhoods and the community with confirmed concerns of narcotics and other criminal activities. Deputies, Watch Commanders, as well as Intel, Strategic Target Area Response Team (STAR), Criminal Investigations Unit, and Narcotics are continually advised of the situation and provided valuable information about the occupants of these homes to help resolve the issues.

Community Policing Officers continually reach out to the owners of these residences and educate them on eviction processes. Information via tips/tasks has been shared with other units such as Narcotics and STAR. As a result, there have been several drug arrests made from the areas of concern, as well as investigative stops that have led to arrests and assisted the Criminal Investigations Unit, Economic Crimes Unit, and the district in solving community issues.

In addition to the traditional responses to speeding complaints such as traffic enforcement, decoy cars, social media information and sign boards, the CCSO Traffic Unit was notified regarding issues with traffic crashes at problem intersections, such as the Kings Highway/Veterans Blvd., U.S. 41/Conway Blvd., and U.S. 41/Harbor Blvd. areas. The Traffic Unit has attempted to assist the district in these high crash intersections by conducting enforcement during the reported peak times. This has been a hot topic throughout the county and District Three has made an effort to try and do directed patrols when possible, which can be difficult due to the calls for service in the district.

Patrol and traffic units continue to monitor these areas of concern. Online tips are constantly providing information pertaining to vehicles committing traffic violations in residential areas. In most of these cases a tip is created through the Intelligence Unit and assigned to the district or the Traffic Unit for follow up.

District Three continues to use the ILP directives and strives to seek out new and innovative ways to engage the community and mitigate criminal activity through partnerships and education. These actions are in line with the Mission and Vision of the Charlotte County Sheriff's Office.
Sunseeker Resort

Allegiant Air plans on building 783 hotel rooms, 63,171 square feet of restaurants and bars, a 36,300-square-foot convention center, and 37,744 square feet for retail sales, spas, salons and fitness centers. This project will be called "Sunseeker Resort." While there will be no permanent residential units at this location, this will be an entertainment and vacation destination. Construction is expected to begin in 2019 with occupancy starting in fall 2020.

District Four – Punta Gorda

District Four encompasses the south county area to include Harbor Heights, Tropical Gulf Acres, Cleveland, and Punta Gorda south to the county line. Lt. Randy Whitney leads District Four.

Community Surveys received within the district show that residential burglaries were of the top concern, followed by drug activity and speeding. Members of District Four, Intelligence Unit, the Traffic Unit, Criminal Investigations Unit, and Community Policing have commenced district initiatives to address these concerns.

District Four utilized social media, Public Service announcements, and neighborhood watch groups and homeowners associations to help educate the public. Some of the education material used is the "See Something, Say Something" and the “This vehicle is locked” campaigns in efforts to lower the burglary of unlocked vehicles which showed an increase countywide.

Although District Four routinely does not have a high crash location designated by the Crime Analysis Unit, several citizen complaints regarding speeding were received throughout the Deep Creek area and on the county ingress/egress areas of Burnt Store Rd. District Four will continue their efforts with the Intelligence Unit, the Community Policing Unit and the Traffic Unit to combat these complaints and educate the public.

The Punta Gorda Airshow celebrated their 37th year anniversary. Several events associated with but separate from the Airshow were held throughout the weekend. These events included a Make a Wish event and a 5k run. The Airshow had over 35,000 attendees. Seventy deputies and hundreds of volunteers were in attendance to keep everything running safe and smoothly. Collier County K-9 and Bomb Unit assisted with security as they had in years past.

Babcock Ranch Development

Babcock Ranch is America’s first solar-powered town. The groundbreaking for the community was in April of 2016, and the town has been growing ever since. Babcock Ranch will ultimately include 19,500 homes and six million square feet of commercial space. In January 2018, the first residents moved into the community. During 2018, over 100 homes have received a certificate of occupancy with several full time residential occupants. The back portion of the property has been cleared for more builders and more walking trails. The wellness center opened with the grand opening set for the second week of March. The Babcock Ranch Charter School opened at the beginning of the school year with grades K-7 housing approximately 250 students. A full time
School Resource Officer was allocated for the school in efforts to continue the safety and welfare of our students.

**Criminal Investigations Division**
The Criminal Investigations Division has four different sections under its umbrella. District Investigations, Major Case Investigations, Forensics, and Special Investigations. This division is led by Captain Darin Chandler.

**District Investigations**
The District Investigations Section is led by Lt. Jill McBee, and houses the Criminal Investigations Unit (CIU), the Pawn Unit, the Environmental Crimes Unit, and the Agriculture Unit.

During 2018, the Criminal Investigations Unit handled approximately 1,348 cases. Several of these cases were identified as either organized crime ring activity or ongoing schemes to defraud citizens. In certain cases, the elements met a threshold where either the Office of the Attorney General assumed them for Statewide Prosecution, or the Florida Department of Law Enforcement. In one such case, a suspect was identified in thirteen incidents where he had sold counterfeit gold bars in Charlotte County, Brevard County, New Port Richey, and Pinellas County. Another case, occurring across the state, involved a series of burglaries to bingo halls with theft of monies. Similarly, a local cell phone business was burglarized during a state-wide crime trend, and eight of our local gas stations fell victim to the theft of monies from their coin operated air/vacuum machines. With an increase in criminal activity along interstate corridors, we continue to combat these types of crimes with thorough investigations that lead to the best possible courses of prosecution.

Members of the Criminal Investigations Unit investigated seven residential burglaries that occurred in the Englewood area. Within the day, a suspect was identified and apprehended. The subject confessed and was charged for multiple Burglary and Violation of Probation charges.

The Criminal Investigations Unit arrested three subjects on seventeen vehicle burglary charges and grand theft of a motor vehicle. The subjects had burglarized several unlocked vehicles in the area, ultimately stealing a Lexus. After locating the Lexus, burned in Desoto County, the Criminal Investigations Unit further assisted Desoto County in the arson investigation and locating the suspects.

As CCSO sees an increase in persons crossing jurisdictional lines to commit crimes, the agency works with our local State Attorneys to issue warrants, arrest, and prosecute those individuals. We want to ensure that criminal elements in other communities know if they come to Charlotte County they will be identified, apprehended, and prosecuted to the fullest extent of the law.
Each year the Criminal Investigations Unit also receives several cases from the Department of Children and Families in reference to elderly abuse. This year, detectives have arrested five suspects, most of which are the victims' caretakers. One suspect, who was working in a nursing home, was charged with abuse of the elderly in two separate battery cases.

The Agricultural Unit currently consists of two detectives. In 2018, these detectives attended LECALE (Livestock Education and Certification for Agriculture Law Enforcement) Training. This program provides law enforcement and state attorney personnel rigorous and relevant training curriculum regarding generally accepted livestock production practices, skills to discern acceptable animal well-being, and ability to apply acquired knowledge and skills in the field and during litigation proceedings.

The Agricultural Unit also attended the Citrus Expo in Lee County and provided educational information in reference to the unit. They also are a part of the Florida Agricultural Crimes Intelligence Unit (FACIU) and attend monthly meetings to facilitate the exchange of agricultural related intelligence to fellow law enforcement agencies. They continue to expand the Charlotte County Sheriff's "Ag Watch" program.

The Criminal Investigations Unit has three detectives who are certified in Computer Voice Stress Analysis (CVSA). This program is designed to measure changes in voice patterns caused by the stress, or the physical effort of trying to hide deceptive responses. The Charlotte County Sheriff's Office implemented this program as a tool to deter subjects from making false police reports concerning the theft of medication. Recognizing that addiction can drive both illegal use along with possible sales of illegally obtained narcotic refills, these types of reports require a mandatory CVSA.

In 2018 the Criminal Investigations Unit was notified of approximately thirty-five potential cases that would require a CVSA. Of those thirty-five cases, thirty contacted the Unit to schedule a CVSA, and fifteen either cancelled/did not show/or were shown to be deceptive. We strive to accommodate legitimate reporters as quickly as possible to ensure valid prescription holders are provided with the case number necessary to obtain their medication.

**Major Case Investigations**


During 2018, the units were assigned 1,878 cases for investigation or review. The Florida Department of Children and Families (DCF) sent 1,755 reports for review. Out of those 1,755 reports, 338 were adopted and assigned for investigation. Three homicides were investigated. Theses consisted of a murder/suicide, a justified officer involved shooting, and a domestic stabbing.
that resulted in a death. Members of the Economic Crimes Unit investigated several counterfeit cases, resulting in the arrest and federal prosecution of the individuals involved.

Members of the Cold Case Unit have focused their attention to two cases with new information obtained or learned. Another case was closed based on statements obtained from numerous subjects across the country advising the suspect had confessed to numerous people about the murder. The suspect had passed away prior to any arrest and the case was closed based on the statements and the offender's death.

In October of 2018, the Sheriff's Office was awarded a grant from the Florida Coalition Against Domestic Violence (FCADV) to help implement a dedicated domestic violence detective. The Sheriff's Office partnered with The Center for Abuse and Rape Emergencies in the creation of the Domestic Violence Unit with the addition of a victim advocate. To complete the unit, a crime analyst was added to assist in the review and tracking of domestic related calls the Sheriff's Office responds to daily.

Intelligence Led Policing helped foster updated or new partnerships with local, state, and federal agencies. These partnerships allowed members to gather intelligence to assist in current and future investigations. Economic Crimes worked on several cases with the Federal Bureau of Investigation (FBI), Secret Service, and Florida Department of Law Enforcement.

Computer Crimes members work closely with Internet Crimes Against Children (I.C.A.C.) in reviewing possible child pornography to develop local cases against the individuals in possession of or sharing this material across the internet. A member from Major Crimes is also assigned to the FBI Child Exploitation Task Force based in Fort Myers.

The Forensic Child Interviewer conducted hundreds of specialized interviews with children during this year to help detectives working cases involving a child as a victim or witness. Interviews were also conducted for surrounding agencies at their request when one was not available through DCF.

Economic Crimes members conducted several presentations throughout the year informing the citizens of Charlotte County on the dangers associated with current financial scams targeting our area. During the presentation, pamphlets are handed out to the attendees providing resources for their review, hoping to keep them from being victimized.

Economic Crimes members partnered with Charlotte County Code Compliance to help develop, educate and enforce the county's gas skimmer ordinance. As part of the educational process members contacted over 30 gas stations within the county to advise them on the gas skimmer ordinance and the fines associated if not in compliance.

Major Crimes and Economic Crimes members presented to the Civilian Police Academies that were held in 2018. This allowed members to interact with the citizens and provide a glimpse into
the cases handled by each unit, and some of the hurdles faced during investigations. Members were tasked with participating in interviews with the media on cases, topics of interest, and crime prevention set up by the Public Information Officer.

Major Crime's detectives assisted with the implementation of Code Teal Boxes that were presented to local hospitals by the Sexual Assault Response Team (S.A.R.T.). The boxes provided help in the recovery of evidence from a victim of sexual assault, while also providing clothing and items normally needed after their release from a hospital.

Forensics Section
The Forensics Section houses the Crime Scene and Evidence Units and is led by Criminalistics Manager, Ivan Kiselev.

Crime Scene Unit
The Crime Scene Unit has one Supervisor, two Crime Scene Analysts, one Crime Scene Specialist, three Crime Scene Technicians, and one Criminalistics Technician. During 2018, the Crime Scene Unit responded to 584 scenes. This is a 3.54% increase over 2017, where the unit responded to 564 scenes. During 2018, there were 396 items processed by the Crime Scene Unit.

Evidence Unit
The Evidence Unit has three Evidence Technicians with a combined 25 plus years of knowledge and one Evidence Supervisor.

The Evidence Unit has had a very busy year. At the end of 2018, the Evidence Unit had 81,276 items in inventory. This is a 14% increase in the number of items held over 2017. Based on the inventory control report, the Evidence Unit moved, touched, released, added internally, or returned 81,628 items. The unit received 18,550 new items to be added to inventory for 2018. The unit completed one drug destruct where 2,700 pounds of evidentiary and non-evidentiary drugs and paraphernalia were disposed of. The unit also collected and destroyed 1,896.32 pounds of drugs from Operation Medicine Cabinet.

During 2018, Evidence team members Supervisor Cruttenden and Technician Tolman went to Orlando to renew their Property and Evidence Association of Florida Certification (PEAF). Evidence team members attended three different PEAF Chapter meetings hosted by various agencies within the region. Evidence Technician Jay McNeill was instrumental in the Evidence portion of the agency database and program TriTech.

Special Investigations
The Special Investigations Section includes the Narcotics, Fugitive Apprehension, School Resource Officers (SRO), and Warrants Units.
Narcotics Unit

The Narcotics Unit executed a total of 21 Search Warrants in 2018. Each search warrant was conducted for a variety of reasons; to eliminate drug trafficking, drug cultivation, and "Nuisance" drug houses from Charlotte County. All the search warrants combined, resulted in a total of 42 arrests, with 23 of those arrests being prolific offenders. Regarding the search warrants alone, the unit seized over $27,000 in drug money, acquired numerous weapons from convicted felons, and removed an assortment of drugs from the streets, including a large quantity of Marijuana, Steroids, Xanax, Methamphetamine, Cocaine, and Morphine.

The Narcotics Unit earned the "Team of the Quarter" Award for arresting two individuals who were selling heroin laced with possible fentanyl. The team learned about the tainted drug deals after two separate subjects overdosed within a mile of each other. Members of the Narcotics Unit quickly tracked down one of the subjects and obtained the information for the source of the narcotics causing these overdoses. The Narcotics Unit then began developing a surveillance plan, intelligence gathering, and threat assessment on the target location. A search warrant was written, submitted, approved, and executed that same night. During initial entry, members located a suspicious powder substance leading to the belief that it was possibly Fentanyl. Contact was made with our Meth Investigation Group, requesting their assistance. The Meth Investigation Group responded to the scene where they worked alongside the Narcotics Unit to safely remove evidence piece by piece, ensuring the safety of our members, as well as neighboring residents.

The Narcotics Unit also handles a plethora of other investigations such as prostitution, lewd/lascivious behavior in public parks, illegal gambling, and the sale of spice and other related substances from various retail stores. The Narcotics Unit also assists other division in initiatives where an undercover capacity is required, due to our detective being trained to "Fit In" to any situation.

Besides assisting our own agency departments, the Narcotics unit has helped with investigations for other local agencies including, North Port Police Department, Punta Gorda Police Department, Drug Enforcement Agency, Homeland Security Investigations, and especially the State Attorney's Office. The Narcotics unit has spent countless hours at the State Attorney's Office for depositions and trials. The Narcotic Unit, and the State have been able to prosecute eight prolific offenders and send them to prison for an accumulated time of 136 years.

Fugitive Apprehension Unit

The Charlotte County Sheriff’s Office Fugitive Apprehension Unit (FAU) serves many of the felony warrants issued in the county. The Fugitive Apprehension Unit worked diligently throughout the year to locate and apprehend those subjects that were wanted for crimes within our county. The FAU had a total of 1,448 arrests in 2018. This data includes warrants and summons served, and narcotics arrests. Members of the Fugitive Apprehension Unit were involved in several high profile apprehensions. The Fugitive Apprehension Unit also worked closely with the U.S.
 Marshals in Charlotte County, and surrounding counties. Members of the unit were deployed as part of the Emergency Response Team to Bay County as part of Hurricane Michael recovery. As part of the Sheriff’s Intelligence Led Policing initiative, members of the Fugitive Apprehension Unit took an active role in addressing those prolific offenders where intelligence existed indicating they were actively committing crimes. By prioritizing these offenders through available intelligence, members were able to remove these prolific offenders from the community so they could no longer re-offend. The Fugitive Apprehension Unit was also able to work with the US Marshals to adopt several high profile cases where the suspect fled the immediate area, thereby making an apprehension out of county more likely.

School Resource Officers/Juvenile
The School Resource Officer (SRO)/Juvenile Unit is a multi-faceted component of the Charlotte County Sheriff’s Office. The SRO's primary focus is keeping the children safe while teaching them integrity and respect. The SRO's complete this mission by patrolling the schools on foot, while at the same time interacting with the children, so they're not frightened in the presence of law enforcement.

In 2018, five new SRO's joined the Juvenile Unit due to the Marjory Stoneman Douglas High School Public Safety Act. The Act requires each district school board and school district superintendent to cooperate with law enforcement agencies to assign one or more safe-school officers at each school facility. With the additional SRO's, the Charlotte County Sheriff's Office can appoint one deputy to the elementary and middle schools and two deputies to the high schools. Since there is an exclusive deputy assigned to each school, the School Resource Officer concentrates their efforts by walking the school property to conduct security. This purposeful patrol assists the deputy in detecting any variance of routine or suspicious behavior. In between patrols, the SRO deputies are required to teach a wide variety of educational classes to the students. These classes are a compilation of both state required courses and the curriculum approved by the sheriff.

The SRO's do not stop teaching while the students are on break. The SRO's conduct the Sports Clinic during spring break and the Junior Law Academy during summer break. These classes allow the deputies to build strong relationships, mentor, and bring opportunities for the children to work together with Law Enforcement in a positive atmosphere.

The Sports Clinic is conducted during the week of spring break. The clinic is available to boys and girls, ages eight through fourteen. The Sports Clinic
offers several physical activities including soccer, volleyball, basketball, and weightlifting. This event raises money for several programs that the Juvenile Unit offers throughout the school year, such as the Teen Driving Challenge, Respect Our Schools, Fresh Start, and the Junior Law Academy.

There were four Junior Law Academy sessions scheduled during summer break. Each session is held Monday-Friday for two weeks. This program is available to young adults, ages 11 – 14. The Junior Law Academy is designed to give young people the opportunity to learn about the Charlotte County Sheriff’s Office and its operations, and to demonstrate the benefits of law enforcement and community policing in our county. During the two-week program, School Resource Officers and other members of the Sheriff’s Office interact with the youth soliciting their feedback and ideas through discussions of relevant issues. The camp is based out of Port Charlotte High School for classroom presentations, and the students take field trips to tour different divisions of the Sheriff’s office including the Jail, Courthouse, Communications Center, and the Crime Scene Unit. It is the intention of the Charlotte County Sheriff’s Office, through this two-week law camp, to provide students with the knowledge and understanding of the functions and responsibilities of providing law enforcement services in Charlotte County. There is a fee associated with this event which pays for two t-shirts and a couple of fun days, such as a pool party, a trip to Don Pedro Island, bowling, movies, roller skating, and a trip to Jump and Fun in Sarasota.

The SRO/Juvenile Unit's educational fun does not stop at spring and summer camps. The Explorers, which are part of Juvenile Unit, hold weekly classes at a CCSO District Office. The intent of these classes are to educate the Explorers of real life Law Enforcement situations. The Explorers take this classroom training to compete with other Explorers Posts throughout Florida. During June 2018, at the Florida Sheriff’s Explorer Association State Competition, the Charlotte County Explorers took 2nd place for both Domestic Violence Scenarios, and Felony Traffic Stops.

The members of the Juvenile Unit continue to keep the children safe by conducting enforcement sweeps targeting the sales of tobacco and alcohol to minors. The goal of this enforcement is to
curb illegal sales of alcohol and tobacco to minors and encourage proper checks of identification. The Charlotte County Sheriff's Office will continue to work constructively with retail establishments where violations occur to ensure that employees are educated regarding Florida Law.

Courts

The function of the Court Security Section is to ensure the safety and security of the Charlotte County Justice Center while providing a safe environment for all those who work and appear in it. Court Security facilitates and maximizes the efficiency of all judicial and other courthouse functions. Their primary responsibility is to guard the nine judges assigned to the Charlotte County Justice Center, as well as their staff members and any visiting judges or hearing officers. The personnel assigned to the Court Security Section receive and guard in-custody persons accused of crimes. This involves dealing with people in a courteous, professional manner from those who have never been convicted of a crime to those individuals convicted of the most heinous of crimes. These deputies must also maintain the decorum of the courtroom while ensuring all parties present are in compliance with the basic rules and guidelines set forth by the judge.

Because the Charlotte County Justice Center houses three elected officials, the Court Administration Office, and the Probation Office, Court Security personnel interact with non-law enforcement related issues on a daily basis. Deputies are required to maintain excellent customer service and people skills, which complement their law enforcement skills and training.

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individuals Entering Justice Center through Security</td>
<td>411,101</td>
<td>397,227</td>
<td>356,007</td>
<td>312,825</td>
<td>322,765</td>
</tr>
<tr>
<td>Contraband Found in Lobby</td>
<td>3,277</td>
<td>4,110</td>
<td>3,714</td>
<td>4,950</td>
<td>14,450¹</td>
</tr>
<tr>
<td>X-Ray Scans in Lobby</td>
<td>171,174</td>
<td>173,845</td>
<td>166,508</td>
<td>156,271</td>
<td>149,510</td>
</tr>
<tr>
<td>Warrant Arrests at Justice Center</td>
<td>162</td>
<td>150</td>
<td>134</td>
<td>99</td>
<td>131</td>
</tr>
<tr>
<td>New In-Custody Arrests at Justice Center</td>
<td>307</td>
<td>202</td>
<td>288</td>
<td>169</td>
<td>171</td>
</tr>
<tr>
<td>Warrantless Probation Arrests at Justice Center</td>
<td>4</td>
<td>1</td>
<td>93</td>
<td>195</td>
<td>127</td>
</tr>
<tr>
<td>Inmates Transported to Courts</td>
<td>4,898</td>
<td>4,127</td>
<td>4,026</td>
<td>3,966</td>
<td>4,616</td>
</tr>
</tbody>
</table>

¹-in 2018, Contraband items have been re-defined to include items such as cigarette lighters. This has caused the increase noted above.
Detention
The Charlotte County Sheriff’s Office Bureau of Detention consists of Jail Operations, Civil, and Court Security. The Bureau is dedicated to providing security and safety for all citizens of Charlotte County. The Bureau of Detention implemented new programs incorporating the use of Life Skills training, increased Mental Health Care, and more formalized Discharge Planning to help properly identify needs and transition inmates back into the general public more successfully.

The Bureau of Detention has continued its contract with the U.S. Marshal Service to house federal inmates. This contract brings in additional revenue to the county and reduces taxpayer support for detention operations. We are able to accommodate our local needs as well as offer service to other agencies that may benefit from our facility.

On March 02, 2018, our facility passed the Florida Model Jail Standards Inspection which is an annual re-inspection and scored exceptionally high. On March 28, 2017, our facility passed PREA with no violations. In addition, we received a tri-annual Florida Corrections Accreditation Commission inspection and were in 100 percent compliance of the applicable mandatory standards on December 13, 2018.

The following information has been compiled to give an overview of the Bureau of Detention for the year 2018.

<table>
<thead>
<tr>
<th>Inmate Population Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Average Daily Inmate Population (ADP)</td>
<td>691</td>
</tr>
<tr>
<td>Average Length of Stay (ALOS)</td>
<td>38.5</td>
</tr>
<tr>
<td>Individual Bookings</td>
<td>8,341</td>
</tr>
<tr>
<td>Individual Releases</td>
<td>8,325</td>
</tr>
</tbody>
</table>

2014- Present Formula (ALOS): Actual hours in custody divided by total releases, divided by 24 (hours).

<table>
<thead>
<tr>
<th>Booking Data</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Bookings</td>
<td>6,555</td>
<td>6,290</td>
<td>6,043</td>
<td>6,045</td>
<td>6,689</td>
</tr>
<tr>
<td>Juvenile Bookings</td>
<td>574</td>
<td>516</td>
<td>445</td>
<td>364</td>
<td>341</td>
</tr>
<tr>
<td>Criminal Registrants</td>
<td>678</td>
<td>537</td>
<td>680</td>
<td>788</td>
<td>816</td>
</tr>
<tr>
<td>Weekender Bookings</td>
<td>6</td>
<td>65</td>
<td>32</td>
<td>87</td>
<td>35</td>
</tr>
<tr>
<td>Federal Inmate Bookings</td>
<td>277</td>
<td>282</td>
<td>323</td>
<td>286</td>
<td>460</td>
</tr>
<tr>
<td>Total Bookings</td>
<td>8,090</td>
<td>7,790</td>
<td>7,523</td>
<td>7,570</td>
<td>8,341</td>
</tr>
<tr>
<td>Individual Releases</td>
<td>8,049</td>
<td>7,702</td>
<td>7,509</td>
<td>7,562</td>
<td>8,325</td>
</tr>
</tbody>
</table>
The Charlotte County Bureau of Dentation offers many different programs at the Jail. In 2017, the Charlotte County Jail was without a GED teacher for the majority of the school year. A new GED teacher was selected and began teaching for the 2017/2018 school year. 363 Students attended for 2018. Below is a listing of the programs offered and how many inmates attended each program.

<table>
<thead>
<tr>
<th>Total Inmate Attendance</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>GED Male</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>696</td>
</tr>
<tr>
<td>GED Female</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>311</td>
</tr>
<tr>
<td>Anger Management</td>
<td>1,157</td>
<td>1,168</td>
<td>1,510</td>
<td>1,145</td>
<td>758</td>
</tr>
<tr>
<td>Substance Abuse Male</td>
<td>476</td>
<td>400</td>
<td>396</td>
<td>398</td>
<td>617</td>
</tr>
<tr>
<td>Substance Abuse Female</td>
<td>545</td>
<td>464</td>
<td>403</td>
<td>391</td>
<td>623</td>
</tr>
<tr>
<td>Batterer’s Intervention</td>
<td>521</td>
<td>824</td>
<td>914</td>
<td>1,115</td>
<td>1,028</td>
</tr>
<tr>
<td>Alcoholics Anonymous Male</td>
<td>1,035</td>
<td>947</td>
<td>727</td>
<td>547</td>
<td>960</td>
</tr>
<tr>
<td>Alcoholics Anonymous Female</td>
<td>1,154</td>
<td>954</td>
<td>927</td>
<td>939</td>
<td>1,007</td>
</tr>
<tr>
<td>Parenting Class Male</td>
<td>352</td>
<td>625</td>
<td>574</td>
<td>630</td>
<td>539</td>
</tr>
<tr>
<td>Parenting Class Female</td>
<td>475</td>
<td>604</td>
<td>610</td>
<td>547</td>
<td>571</td>
</tr>
<tr>
<td>Discharge Planning</td>
<td>116</td>
<td>108</td>
<td>208</td>
<td>163</td>
<td>53</td>
</tr>
<tr>
<td>Faith Based</td>
<td>3,976</td>
<td>3,966</td>
<td>3,041</td>
<td>2,694</td>
<td>716</td>
</tr>
<tr>
<td>Survivors</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>620</td>
<td>320</td>
</tr>
<tr>
<td>Habitat for Humanity</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>49</td>
<td>80</td>
</tr>
<tr>
<td>Grand Total</td>
<td>9,807</td>
<td>10,060</td>
<td>9,310</td>
<td>9,238</td>
<td>8,279</td>
</tr>
</tbody>
</table>

1 - Faith based classes (bundled classes) were discontinued in July, (due to vendor change) and were absorbed by the non-bundled courses.
Survivor's class went from two (2) classes per week to just one in July.

Electronic programs were offered via Inmate Communication devices beginning February 26, 2018 to portions of the inmate population that could not attend classes. Reflected are the number of inmates that received their certificates for completing the course.

<table>
<thead>
<tr>
<th>Electronic Programs 2018</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Anger Management</td>
<td>11</td>
</tr>
<tr>
<td>Drug and Alcohol Awareness</td>
<td>19</td>
</tr>
<tr>
<td>Parent Education and Family Stabilization</td>
<td>14</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>18</td>
</tr>
</tbody>
</table>

The Charlotte County Jail has coordinated with local retailers to accept donations of wilted or dying plants. These plants are then revitalized and repurposed to non-profit and county events throughout the year to defer costs. During this year, the inmate program has provided plants to the Charlotte County Government sites, Habitat for Humanity, Team Punta Gorda, and Center for Abuse and Rape Emergencies (CARE) events. The Charlotte County Jail coordinates with code compliance to complete cleanup.
efforts throughout Charlotte County. Officers are Department of Transportation (DOT) certified to complete roadside and homeless camp clean ups. During 2018, there were seven site clean ups with 19,860 pounds of debris removed.

Support Services
The function of the Bureau of Support Services assists law enforcement, courts, and detention operations by providing administrative, information technology, training, and communications resources for the members of the Charlotte County Sheriff’s Office. Major Earl Goodwyne, Commander of the Bureau of Support Services is responsible for planning, supervising and coordinating the administrative operations to ensure effective and efficient service delivery within the Sheriff’s Office. Under his purview are the Operational Support Division, Human Resource Division, and the Management Information Division.

Communications Unit
The Communications Unit is the primary answering point for 911 and non-emergency callers who require assistance for Law Enforcement, Fire & EMS related services. Communications serves as an after hour point of contact for additional County services in case of emergencies. The unit provides and maintains two-way radio communications for Law Enforcement, Fire & EMS. Telecommunications tools utilized to provide services include telephones, assorted radios, teletype, computers, and automated data communications devices.

During 2018, training included the following to either obtain initial certifications or maintain current ones: 911 State Certification, Charlotte County Sheriff’s Office Communication’s Academy, FCIC, Emergency Medical Dispatch, ICS (Incident Command Courses), CTO (Certified Training Officer), Telecommunications Emergency Response Team (TERT), Police Legal Science. Text to 911 training was conducted and the agency began receiving 911 Text messages.

<table>
<thead>
<tr>
<th>Measure of Workload</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Calls for Service</td>
<td>192,816</td>
<td>305,849</td>
<td>233,287</td>
<td>249,101</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>165,256</td>
<td>257,471</td>
<td>203,218</td>
<td>216,551</td>
</tr>
<tr>
<td>Fire/EMS</td>
<td>26,821</td>
<td>47,536</td>
<td>31,335</td>
<td>32,061</td>
</tr>
<tr>
<td>Animal Control</td>
<td>-----</td>
<td>842</td>
<td>643</td>
<td>489</td>
</tr>
<tr>
<td>Total Inbound Calls (includes 911)</td>
<td>197,453</td>
<td>204,517</td>
<td>208,404</td>
<td>197,229</td>
</tr>
<tr>
<td>Inbound 911 Calls</td>
<td>67,198</td>
<td>76,184</td>
<td>77,818</td>
<td>75,726</td>
</tr>
<tr>
<td>Inbound Admin Calls</td>
<td>130,255</td>
<td>128,333</td>
<td>130,586</td>
<td>121,503</td>
</tr>
<tr>
<td>Outgoing Admin Calls</td>
<td>49,726</td>
<td>61,850</td>
<td>65,141</td>
<td>62,657</td>
</tr>
</tbody>
</table>
Operational Support Division
Captain Matthew Dowling manages sworn and non-sworn personnel assigned to the Operational Support Division. The division encompasses the Special Operations Section, and the Aviation Section.

Special Operations Section
Lieutenant Chris Williams oversees various units under the umbrella of the Special Operations Section. Under his command are the Canine Unit, Special Services Unit, and the Volunteer Services Unit.

Canine Unit
Consisting of one Sergeant, two Corporals, four Deputies, and seven working canines, the Canine Unit, supervised by Sergeant Jason Doherty, searches for narcotics, criminal suspects, and lost persons. This seven-member unit is utilized to support and assist other units within the agency using their specialized training and unique abilities.

The Canine Unit searches for narcotics, criminal suspects, and lost persons. This seven-member unit is utilized to support and assist other units within the agency using their specialized training and unique abilities. The Canine Unit supports local schools by conducting regular narcotics sniffs and demonstrations. The Canine Unit supports our community by participating in numerous public demonstrations throughout the year for the Sheriff’s Office Civilian Police Academy as well as leadership groups, civic groups and daycares.

Members of the Canine Unit conducted public demonstrations throughout the County to include: Vineland Elementary School, Lashley Park, Fellowship Church, Charlotte Federation Trust, Harley Davidson, Port Charlotte High, Punta Gorda Middle, Murdock Middle School, Charlotte Preparatory School, Wintergarden Presbyterian Church, Murdock Baptist Church, Deep Creek Elementary School, Cheney Brothers, Charlotte County Soccer Federation, Myakka Elementary School, and numerous civilian police academies.

In addition to maintaining a nightly shift, the Canine Unit maintained an on call Canine team at all times. The Unit completed required monthly training as well as patrol and narcotics certifications of all dogs within the Canine Unit, Narcotics Unit and STAR Unit this year. For 2018, the Canine Unit conducted three CCSO Canine schools with Cpl. Mills taking over as lead Canine trainer for the agency.

On the following page are some highlights of the activity for the Canine Unit.
### Canine Performance Indicators

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calls</td>
<td>648</td>
</tr>
<tr>
<td>Backups</td>
<td>1,092</td>
</tr>
<tr>
<td>Traffic Stops</td>
<td>903</td>
</tr>
<tr>
<td>Arrests</td>
<td>99</td>
</tr>
<tr>
<td>Arrest Assist</td>
<td>162</td>
</tr>
<tr>
<td>Narcotics Sniff</td>
<td>344</td>
</tr>
<tr>
<td>Narcotics Finds</td>
<td>334</td>
</tr>
<tr>
<td>Tracks</td>
<td>55</td>
</tr>
<tr>
<td>Man Find (Surrender)</td>
<td>21</td>
</tr>
<tr>
<td>Man Find (Bite/use of force)</td>
<td>4</td>
</tr>
<tr>
<td>Building Searches</td>
<td>7</td>
</tr>
<tr>
<td>Area Searches</td>
<td>16</td>
</tr>
<tr>
<td>Article Searches</td>
<td>6</td>
</tr>
<tr>
<td>School Sniffs</td>
<td>5</td>
</tr>
<tr>
<td>K9 Demonstrations</td>
<td>21</td>
</tr>
<tr>
<td>Field Interviews</td>
<td>22</td>
</tr>
<tr>
<td>Training Hours</td>
<td>1,344</td>
</tr>
</tbody>
</table>

### Special Services Unit

The Special Services Unit is comprised of the Traffic Unit, Emergency Response Team, and the Marine Patrol Unit. Sergeant William Maymon leads these units.

### Traffic Unit

The primary goal of the Traffic Unit is to reduce traffic crashes and provide safe thoroughfares for all those traversing in and through Charlotte County. The Office has established the following
objectives and functions for the delivery of law enforcement traffic related services by the Traffic Unit:

1) Analyze crash reports and records.
2) Provide selective traffic enforcement of determined high crash areas.
3) Develop and coordinate the Office's selective enforcement program, to include specialized DUI, and speed enforcement efforts.
4) Operate the speed-measuring device, radar.
5) Provide traffic congestion and parking control during peak traffic hours.
6) Establish traffic safety education and public information.
7) The Office will meet with local traffic safety groups and agencies to discuss ways to develop or improve joint traffic safety programs for the county.

The Traffic Unit conducted enforcement daily at locations predetermined through the analysis of crash report records, citizen complaints, and communication with each District as to problem areas. These locations were provided weekly to the PIO to inform the public of our intentions. Message boards were utilized using various messages that concerned traffic safety. These message boards were frequently rotated throughout the county to locations identified as hotspots. Speed trailers were utilized to coincide with our hotspot areas for speed and was also used in response to quality of life complaints. The data gathered identified potential problems and enhanced enforcement efforts.

The Traffic Unit throughout the year continued to support Road Patrol in handling calls for service as well as investigating traffic crashes. The Traffic Unit also maintained a week of night shifts every six weeks to conduct selective enforcement such as DUI enforcement. These night shifts were predetermined and scheduled during popular holidays, and other events to assist by providing extra coverage on the road.

During 2018, in addition to traffic enforcement, the Traffic Unit attended several classes as well as taught several classes. All Traffic Unit members are part of this ERT team. In October 2018, members of the Traffic Unit, as part of the ERT team, were deployed to the Panhandle to assist with Hurricane Michael relief efforts. Members of the Traffic Unit taught two standardized field sobriety classes, as well as hosted a one-day class on Drugged Driving. The Traffic Unit attended and provided demonstrations and presentations at community events throughout the county. These presentations included the Citizen's Police Academy, Trunk or Treat, Harley Davidson Memorial Run, and Rotonda Christmas Parade. Additionally, members provided coverage on Road Patrol due to manpower shortages.

On the following page is a sampling of the performance indicators from the Traffic Unit.
<table>
<thead>
<tr>
<th>Traffic Performance Indicators</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Arrests</td>
<td>13</td>
</tr>
<tr>
<td>Drug Arrests</td>
<td>9</td>
</tr>
<tr>
<td>DUI Arrests</td>
<td>16</td>
</tr>
<tr>
<td>Other Arrests</td>
<td>18</td>
</tr>
<tr>
<td>Criminal Citations</td>
<td>35</td>
</tr>
<tr>
<td>Traffic Citations</td>
<td>860</td>
</tr>
<tr>
<td>Traffic Stops</td>
<td>2995</td>
</tr>
<tr>
<td>Warning Citations</td>
<td>2887</td>
</tr>
<tr>
<td>Crashes Worked</td>
<td>120</td>
</tr>
</tbody>
</table>

Emergency Response Team
The Emergency Response Team (ERT)/Mobile Field Force (MFF) is an Ancillary Unit and is used as needed. The primary goal of this 25-man team is to provide support during those incidents/events that exhaust normal manpower and resources. The team is on standby not only within county but also for the state of Florida.

In 2018, we experienced some personnel changes, which in turn required the specialized training of new members. The Sheriff’s Office was able to send two members to Alabama for MFF training hosted by the Center for Domestic Preparedness. The Team maintained their bi-monthly training.

During October 18th-29th, the team was deployed to Bay and Gulf counties to help with the relief from Hurricane Michael.

Marine Unit
The Marine Unit is a four-member unit with the primary goal of the preservation of life and property on the waters of Charlotte County through education and enforcement. The unit is responsible for patrolling and enforcing laws in the 285 approximate miles of waterways, which are utilized by fishermen, boaters, and vacationers year round. During 2018, the Marine Unit patrolled the waterways and performed vessel stops while enforcing speed restricted zones/manatee zones. The unit addressed areas of concern that were reported by citizens and other aiding assets, such as the marine volunteer units and the marine neighborhood watch groups throughout the county.

The Marine Unit worked closely with the U.S. Coast Guard and the U.S. Border Patrol during operations related to boat thefts and human trafficking. The Marine Unit also worked closely with the Fish and Wildlife Commission with
the enforcement of fishery laws and marine-life conservation. The Unit worked closely with Mote Marine personnel with the recovery of stranded animals as well as marine life removal from waterways. The Marine Unit worked hand in hand with the County Department of Natural Resources with identifying and assisting with the removal of derelict vessels due to major storms, at risk vessels or illegal dumping of vessels.

The Marine Unit maintains night shifts as well as day shifts to remain vigilant and proactive to the continuing boat and motor theft trend throughout the state. The Marine Unit also continued to attend monthly Marine Intel meetings along with multiple local, state, and federal agencies to exchange valuable information regarding marine related crimes. Members of the Marine Unit continued to support Road Patrol daily with the handling of calls for service while maintaining their duties. Members support with the Traffic Unit, providing proactive enforcement in high crash / complaint areas throughout the county.

The Marine Unit aided citizens in getting a better understanding of boating and navigational laws through teaching Boater Safety Courses. The unit also educated the public about the daily duties and activities of the unit by teaching a block of the Civilian Police Academy held throughout the year. The Marine Unit maintained a close working relationship with all marine retail stores, marinas, and mechanical shops in regards to combatting thefts of boats, boat motors, and various marine related items. The unit accomplished this by making personal contact with different businesses each month in an effort to gather Intel and assist business owners on keeping their businesses safe.

In 2017, a plan was presented to the Marine Advisory Committee (MAC) and the County Commissioners on the goals of the unit over the next five years. This plan discussed equipment needs as well as training and manpower within the Marine Unit, which two additional members have been selected. The Marine Unit and members of the MAC as well as commissioners continue to work together as this plan moves forward. During 2018, the MAC assisted with a grant allowing the Sheriff’s Office to purchase a new 28’ offshore search and rescue boat. The plan was also put in motion concerning training needs and during year 2018 the final Marine Patrol Deputy attended Captain’s School and obtained his Captain’s license. The Marine Unit also attended local marine related training that became available, more specifically, meetings/training held by West Coast Island Navigation District (WCIND) in Venice, Fl.

Members of the Marine Unit provided presentations to local boating clubs within the County to include the Punta Gorda Marine Watch and Punta Gorda Sailing Club. Marine Unit members and/or members of the Marine Volunteer Unit also provided public demonstrations or participated in public events to include: CCSO job fair, Halloween event display at the Charlotte County Fairgrounds, Englewood Boat Parade, Rotonda Christmas Parade, Englewood Pioneer Days Parade, and display at Vineland Elementary for the kids.
Volunteer Services Unit
Sgt. Alfred Sacco leads the Volunteer Services Unit. The essential mission of the Volunteer Services Unit is to serve as a volunteer support service to the Charlotte County Sheriff's Office, enhancing the effectiveness of intelligence-led policing through the provision of administrative and support services.

The Volunteer Services Unit (VSU) made up of Citizens Observation Patrol (COP), Marine (VM), Parking Enforcement (PE), Administration (Admin), Aviation and Reserve Deputies recorded a total of 24,162.80 hours in the 2018 calendar year, an increase of 2,231.60 hours from 2017. The 2017 total hours (21,931.20) have been corrected to subtract Explorer and Detention hours as they do not report to Volunteer Services.

The five volunteers with the highest recorded number of volunteer hours in 2018 were: Jack Mehl (COP, Marine, Admin), 1,728 hours; Denise McGee (Admin) 1,701.25 hours; John Harnden (COP, Marine) 1183 hours; Gene Rhoad (PE and COP Coordinator), 1,142.50 hours; Bob Church (C.O.P.), 679.50 hours.

<table>
<thead>
<tr>
<th>Service</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citizens Observation Patrol</td>
<td>6,621.90</td>
<td>8,547.60</td>
</tr>
<tr>
<td>Administration</td>
<td>6,639.30</td>
<td>8,058.05</td>
</tr>
<tr>
<td>Parking Enforcement</td>
<td>3,883.55</td>
<td>3,200.00</td>
</tr>
<tr>
<td>Marine Patrol</td>
<td>3,800.70</td>
<td>3,194.80</td>
</tr>
<tr>
<td>Aviation</td>
<td>156.00</td>
<td>84.00</td>
</tr>
<tr>
<td>Reserves</td>
<td>813.50</td>
<td>1072.35</td>
</tr>
<tr>
<td>Chaplains</td>
<td>16.25</td>
<td>6.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>21,931.20</strong></td>
<td><strong>24,162.80</strong></td>
</tr>
</tbody>
</table>

1 - Hours but were just beginning to enter hours, so the unit will have an accurate number for 2019. VSU has estimated the Chaplain hours for 2018 as about 120 hours, though their hours were not recorded in VIMS so therefore not included in the grand total.

A Volunteer Emergency Response Team (VERT) was instituted in July of 2018. The Team Leader is the primary contact for Dispatch. There are 14 members (one Admin and 13 COPs) that will respond to a scene to assist deputies on a 24/7 basis. The Team responded to seven call outs in 2018.

During 2018, 13 new volunteers joined the VSU. Five in COP, six in Administration and two Reserve Deputies (one of which has been hired by CCSO). Of the 13 new volunteers, ten were graduates of the Citizen’s Police Academy. COP completed the mail run 278 days in 2018. Volunteers assisted with 23 abandoned vehicles (up 6 from 2017), performed 384 VIN checks, 264 disabled vehicle assists, along with many more activities. Parking Enforcement issued 113 warnings and 346 citations. Admin volunteers assisted in Supplies, HR, Logistics, Citizen's Police
Academy, E-911, Economic Crimes, Evidence, and Lobbies in D-1, D-3, D-4, the Mall, and several other departments. The Volunteer Unit assisted with special events such as Cops and Goblins, Shop with a Cop, Waterfest, the Rotonda Christmas Parade and other activities.

**Human Resources Division**

Directed by Kevin Ostrowsky, the Human Resources Division (HR) has the primary responsibility for handling, assisting, and dealing with all employee related matters including light duty and FMLA. HR handles a variety of work products and creates and processes several different data documents.

At the end of 2018, the Charlotte County Sheriff’s Office employed 594 full-time employees. This is compared to the end of 2017 the Charlotte County Sheriff’s Office employed 606 full-time employees. These numbers include all employee positions: Law Enforcement Officers, Detention Officers, Detention Operators, Public Safety Operators, and civilian support staff. HR recruits, retains, and provides employment support to the men and women employed at Charlotte County Sheriff’s Office.

CCSO continues to hire quality personnel in order to maintain the level of work force to effectively meet the needs of our community. In an attempt to attract qualified candidates of diverse background, HR has worked together with Command Staff to have section leaders available to attend recruitment functions. This has allowed the CCSO to attend and have representation at a variety of recruitment functions. Specific functions attended during this recruitment period has been: attending the Southwest Florida Criminal Justice Academy and Sarasota Criminal Justice Academy classrooms and graduations on multiple occasions, make strong connection and contact with the Charlotte County Veterans Services along with several other veteran service resources, attend multiple local college job fairs, host a county and CCSO Open House/Job Fair, attend local college open forums, partake in FGCU’s open table to be available to students for questions, attend the Hillsborough Community College Criminal Justice job fair. The Sheriff’s Office is also recruiting at major military bases on the East Coast.

As CCSO continues in recruitment efforts, we have also targeted the younger population within Charlotte County in attempt to prepare them for and to describe the types of careers available within the CCSO. The CCSO attended a job fair at the Charlotte County Vo-tech/Academy, continued to maintain contact with the High School / High Tech Program put on through Goodwill, coordinate efforts with local high schools and vocational colleges.
In 2018, four individuals were promoted to a supervisory level position within Communications. The Sheriff’s Office offers career ladder advancement within the job class that an employee is currently in. Thirteen Corrections Officers were promoted to the Corrections Officer First Class rank, 18 Deputies were promoted to Deputy First Class, and nine civilians were promoted within their job class to the next level. The CCSO conducts new hire, promotional and annual performance evaluations each year on each member of the office. In 2018, 726 evaluations were completed.

Labor turnover is equal to the number of employees leaving, divided by the average total number of employees, multiplied by 100 (in order to give a percentage value). The number of employees leaving and the total number of employees are measured over one calendar year. There were 51 full-time employees, and 2 part-time employees who left CCSO in 2017. During 2018 there were 71 full-time employees, and 2 part-time employees who left the agency. The U.S. State Government Industry annual separation rate as of November 2017 was 16.7%. The 2018 rate was not released at the time of this report. The U.S. Unemployment rate as of June 2018 was 4.0% (Source: BLS). Agency turnover for 2017 data was 7.9%, and for 2018 was 11.8%. The voluntary turnover rate for 2017 was 4.6%, with the voluntary turnover rate for 2018 was 6.83%.

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retirement</td>
<td>18</td>
<td>24</td>
</tr>
<tr>
<td>Resigned</td>
<td>29</td>
<td>41</td>
</tr>
<tr>
<td>Terminated</td>
<td>4</td>
<td>6</td>
</tr>
<tr>
<td>Deceased</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Totals</td>
<td>51</td>
<td>71</td>
</tr>
</tbody>
</table>

Management Information Division
The Management Information Division (MIS) or the Information Technology (IT) Unit is directed by Director Bryon Catlin and is responsible for planning, acquiring implementing and developing information technology solutions to facilitate the agency’s mission. Technologies supported by MIS include Financial Management, Human Resource Management, Risk Management, Records Management, Jail Bookings and Arrests, Civil Process, Computer Aided dispatch (CAD), Fleet Management, Warrants, email, cloud services and the CCSO public website. The Information Technology (IT) Unit implements and maintains mobile and desktop computers, servers and mobile phones. MIS provides technical support 365 days a year, 24 hours a day for a wide array of devices and platforms.

MIS is responsible for providing effective systems that are also reliable and secure. Additionally, MIS provides guidance to the CCSO regarding the acquisition of new technology. Due to rapid changes in technology, MIS must constantly research and evaluation emerging technologies to determine which should be acquired, as well as evaluating and recommending upgrades to current systems as they approach the end of their life cycle. The primary reason for obtaining new technology and upgrading current technology is to ensure that CCSO members are provided with tools to perform their jobs in the most efficient, secure and safe manner possible.
Additionally, the agency must remain in compliance with the Criminal Justice Information Services (CJIS) Security Policy as set forth by the Federal Bureau of Investigations (FBI) and Florida Department of Law Enforcement (FDLE). Administered through a shared management philosophy, the CJIS Security Policy contains information security requirements, guidelines and agreements reflecting the framework for law enforcement and criminal justice agencies for protecting the sources, transmission, storage and generation of Criminal Justice Information (CJI). MIS plays a critical role in ensuring compliance with these requirements. The FBI Audit Compliance Unit performed a CJIS Technical Compliance Audit of the Agency in August 2018. This is an exhaustive audit of agency CJIS security practices as well as reviewing the findings of the 2017 FDLE audit. The FBI found CCSO to be compliant in all but two areas in their audit. These issues were promptly acknowledged and addressed by MIS. There are several other projects MIS worked on throughout 2018.

TriTech Inform Record Management System (RMS) – The implementation of the TriTech RMS system went live in September 2018 as planned, with the agency now completing all new incidents and offence reports using the new system. Since the CCSO was the first agency to adopt the Florida build of the Tritech RMS, opportunities for improvement were found in both the Uniform Crime Reporting (UCR) module as well as the process for migrating data. MIS will continue to work on the final implementation of UCR and migration of legacy data from ACISS. The corrective actions in UCR are scheduled to be completed in Q1 2019 and data migration is anticipated to be complete in Q2 2019. The work effort in these two areas are anticipated to benefit other Florida and national agencies.

Tyler Content Manager (TCM) - An integrated document management component, Tyler Content Manager, was acquired in 2017 to further move the agency forward in digital document management. This project implementation began in October 2017 and the implementation phase was completed in the fall of 2018. This system allows for the centralization of several document types and is directly integrated to the Tyler MUNIS system.

Jail Tablets – The paperless initiative at the jail was furthered with the implementation of the use of tablets. The tablets are now used to track and/or document several areas of jail operation, including inmate property, classification, release, Prison Rape Elimination Act (PREA) review, as well as the cell inspection.

Security – In an effort to bolster the agencies security profile, MIS implemented Microsoft’s Windows Advanced Threat Protection (ATP) and BitLocker Drive encryption technologies. The Windows ATP software now allow MIS to gain visibility on possible active threats experienced
by the agency's workstations, while the BitLocker technology helps protect the data found on local hard drives in the event the hardware fell into the wrong hands.

**Cadet Program** – In 2018, the agency developed a cadet program/policy allowing the agency to recruit students to work in various areas of the agency. The MIS department was the first department to be assigned a cadet. Though this program, a local student is gaining active knowledge of what is required to support the technology leveraged within a law enforcement agency. As the cadet gains proficiency in discrete areas of technology they are exposed to new systems with the goal of aiding them in where to focus their career aspirations.

MIS continues to embrace emerging technologies and plays a critical role in implementing all software and hardware resources within CCSO. Additionally, MIS will continue to assist the agency in pursuit of its goal of greater efficiency, reliability and security of operations.

**Sheriff's Office Locations**
There are several ways to reach the Charlotte County Sheriff’s Office. Below is listing of physical locations of District offices and phone numbers.

**Emergencies - 911**

*William H. Reilly Administration Building (Headquarters)*
7474 Utilities Road, Punta Gorda – (941) 639-2101

*Englewood - District 1 Office*
11051 Wilmington Boulevard, Englewood - (941) 475-9005

*Murdock - District 2 Office*
992 Tamiami Trail, Suite A, Port Charlotte - (941) 613-3245

*Port Charlotte - District 3 Office*
3280 Tamiami Trail, Suite 505, Port Charlotte - (941) 258-3900

*Punta Gorda - District 4 Office*
7474 Utilities Road, Punta Gorda - (941) 575-5372

*Charlotte County Jail*
26601 Airport Road, Punta Gorda - (941) 833-6300
Agency Organizational Charts