

Ohio State Highway Patrol Mission Review Task Force

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Final Report & Recommendations
June 30, 2010

June 30, 2010

The Honorable Ted Strickland, Governor
The Honorable Bill Harris, President of the Senate
The Honorable Armond Budish, Speaker of the House of Representatives

Dear Governor Strickland, President Harris and Speaker Budish:

On behalf of the members of the Ohio State Highway Patrol Mission Review Task Force it is my pleasure to present our final report. This document offers a comprehensive overview of the work done on a daily basis by the Highway Patrol as well as our recommendations pertaining to improving operational efficiency, identifying overlapping services and consolidating operations.

Through the course of the Mission Review Task Force's 14 meetings, two overarching themes — efficiency and cooperation— emerged. Many of our recommendations address one of these two focus areas.

It was evident that tight budgets are greatly affecting most if not all law enforcement agencies in Ohio. The Task Force identified some specific areas where we believe additional, and more detailed reviews by the Colonel of the Highway Patrol are warranted to ensure that state tax dollars are being used most efficiently.

Cooperation between law enforcement personnel was frequently cited as a critical factor in the ability to protect the public and keep officers safe. We recommend ways to promote dialogue between the Ohio State Highway Patrol, county sheriffs and police agencies. We also offer support for amending the Ohio Revised Code if needed to allow Troopers the ability to assist other agencies when requested in emergency as well as non-emergency situations.

Speaking for all of the members of the Task Force, I offer my appreciation to the staff of the Ohio State Highway Patrol. They remained professional and always willing to accommodate our requests for additional presentations and information throughout this process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Pete Tobin', with a long horizontal flourish extending to the right.

Pete Tobin
Chairman

cc: The Honorable Capri Cafaro, Senate Minority Leader
The Honorable William Batchelder, House Minority Leader

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INTRODUCTION

The Ohio State Highway Patrol Mission Review Task Force was created as part of the state transportation budget in House Bill 2. The Task Force was directed by the legislature to “review the operations and functions of the State Highway Patrol to explore opportunities to improve operational efficiency, identify overlapping services, and consolidate current operations.” This report endeavors to share with the reader what the Task Force has learned about the Ohio Highway Patrol, provide a window into the discussions that occurred and present the group’s final recommendations.

LAW ENFORCEMENT IN OHIO

For many Ohioans, the public face of law enforcement in the state is made up of police departments (including specially focused agencies such as the Ohio Department of Natural Resources’ Wildlife Officers, and university and airport police), sheriffs’ offices and the Ohio State Highway Patrol. What they may not realize is that each type of agency has a unique role in protecting Ohio’s citizens. Generally speaking, County Sheriffs conduct investigations of criminal matters and property crimes as well as traffic issues in unincorporated areas of a county. They provide security, serve warrants, and conduct property sales for the county courts and are responsible for the operation of the jail. Police Departments are focused on traffic enforcement and investigation of criminal and non-criminal matters within their jurisdiction. The Ohio State Highway Patrol is primarily focused on enforcement of traffic laws on state highways and protection of state properties. As the name of the agency makes clear, the Highway Patrol is not a state police agency. Limitations exist on their ability to intervene on matters that occur on private property.

Table 1 provides a snapshot of the different law enforcement agencies in Ohio and the number of sworn personnel.

Table 1:

TYPE OF AGENCY	NUMBER OF AGENCIES	NUMBER OF FULL-TIME SWORN PERSONNEL
Municipal, Village and Township Police Departments	784	24,550
Sheriffs Office	88	6,194
Highway Patrol	1	1,587

[Ohio State Highway Patrol, Ohio Peace Officer Training Commission, Ohio Public Employees Retirement System]

OVERVIEW OF THE OHIO STATE HIGHWAY PATROL

Authority:

The Highway Patrol is a division of the Ohio Department of Public Safety. It was first created by the legislature in 1933 to focus on enforcement of laws relating to the licensing and registration of motor vehicles, operation of vehicles on highways and protection of the highways. Today the powers and duties of the organization remain largely unchanged. The Highway Patrol is tasked in Ohio Revised Code Section 5503.02 to:

- 1) Enforce criminal laws on all properties owned or leased by the state.
- 2) Enforce laws relating to the operation and use of vehicles on all roads and highways.
- 3) Investigate and report all traffic crashes on all roads and highways outside of municipal corporation limits.
- 4) Render emergency assistance to another peace officer having arrest authority under ORC Section 2935.03.

[Ohio State Highway Patrol Policy Number: OSP-203.03]

The Patrol is also given the duty of providing security for the Governor and other dignitaries. At the request of certain local officials or the Governor, the Patrol can provide assistance with a civil disturbance except for a strike or labor dispute. The Governor may order the State Highway Patrol to undertake major criminal investigations that involve state property interests. The complete text of ORC 5503.02 is available in Appendix A.

Organization:

Since 2004-2005 the internal ceiling for staffing at the Ohio State Highway Patrol has been 1,583 sworn officers and 1,202 civilian employees. Because of normal turnover it is unusual for the Patrol to reach either of these employee limits. The organization is led by a Colonel who is appointed by the Director of the Department of Public Safety. Table 2 offers a snapshot of the number of sworn personnel by rank according to statistics from 2008-2009. It also shows the number at each rank who are assigned full time to the core duty of road patrol. Those officers assigned to operational based offices are considered to be assigned full time to road patrol duties.

Table 2:

RANK	NUMBER OF PERSONNEL	NUMBER ASSIGNED TO FULL TIME PATROL DUTIES
Trooper	1,061	984
Sergeant	293	255
Lieutenant	86	69
Staff Lieutenant	43	25
Captain	19	10
Major	5	0
Lieutenant Colonel	1	0
Colonel	1	0
Totals	1,509	1,343

[Statewide Summary Statistics, 2008-2009]

The Ohio Highway Patrol is organized into four offices that are each led by a Major. Within each office are a number of operational units. There are also ten regional districts that the 55 patrol post locations are aligned under. These patrol posts are home for the Troopers assigned to road patrol duties and those working on functions aligned with other operational units. In 2009 there were 17 Captains, 43 Staff Lieutenants, 86 Lieutenants, 292 Sergeants, and 1095 Troopers assigned to the ten districts. There were also 791 civilian employees working from these locations as of April 2010.

The following is brief synopsis of each unit. The Unit Fact Sheets that were provided to Mission Task Force are provided in Appendix B and are a source for additional information. A table of organization that is reflective of the set up of the Ohio State Highway Patrol at the time of this review can be found in Appendix C.

1) **Office Of Training, Selection and Standards**

- a. **Administrative Investigations Unit** – This unit is tasked with performing administrative investigations including review of citizen complaints and patrol car crashes. On average they review over 300 crashes annually. In the period from July 1, 2008 to July 1, 2009 they conducted 36 administrative investigations that took 1,442 hours.
 - i. Staffing: one Staff Lieutenant, three Sergeants
 - ii. Pay and Benefits FY-09: \$452,236.14

- b. **Standards Unit** – Tasks for this unit include recommending discipline for administrative investigations, processing grievances, administering the employee assistance program, administering the four collective bargaining agreements and reviewing employment applications.
 - i. Staffing: one Staff Lieutenant, one Lieutenant
 - ii. Pay and Benefits FY-09: \$253,037.26

- c. **Recruitment and Selection Unit** – The recruitment of all prospective troopers is the focus of this unit. They administer all aspects of the selection and screening process. They average 2,500 applications per year from those interested in becoming a Trooper.
 - i. Staffing: one Staff Lieutenant, one Sergeant, five Troopers, three civilian staff
 - ii. Pay and Benefits FY-09: \$425,926.22

- d. **Employee Development** – The ongoing development of employees within the Highway Patrol and other divisions of the Department of Public Safety is the focus for this unit. They provide courses in a variety of areas including leadership development, customer service, and communication. Individualized training to meet the needs of particular staff members is also offered.
 - i. Staffing: one Staff Lieutenant, one Sergeant, one Trooper, one part-time Sergeant, one part-time civilian staff person
 - ii. Pay and Benefits FY-09: \$328,748.46

- e. **Training Unit** – This unit provides the training classes for Highway Patrol Cadets as well as others looking to obtain their peace officer certification. The basic peace officer training is offered for 19 weeks twice per year. In 2009, 32 cadets were trained over a 32 week period. They also offer a range of advanced training on topics such as traffic crash investigation, apprehension of impaired drivers, criminal patrol and firearms. These classes are open to Troopers and individuals from other law enforcement agencies. Members of the unit provide the physicals required of each sworn Highway Patrol Officer. Staff in this unit also are responsible for the maintenance and security of the academy facility in Columbus.
 - i. Staffing: one Captain, one Staff Lieutenant, three Lieutenants, five Sergeants, and seven Troopers. Six of the sworn personnel are assigned part-time to this unit as training classes are occurring. There is 15 civilian staff assigned to the unit on a full-time basis and one part-time civilian staff member.
 - ii. Training Pay and Benefits FY-09: \$1,669,178.58
 - iii. Maintenance Pay and Benefits FY-09: \$384,173.91
 - iv. Health and Wellness Pay and Benefits FY-09: \$452,556.44

- 2) **Office of Business Services** – This office is divided into the Strategic Services, Financial Services and Technology Services Sections.
 - a. **Strategic Services**
 - i. Central Records Unit – All public records maintained by Department of Public Safety are stored by this unit. They manage the record retention schedules, public records requests, law enforcement record check requests, and orders to expunge or seal records. In 2009 they completed 853 public records requests.
 - 1. Staffing – seven full-time civilian staff
 - 2. Pay and Benefits FY-10: \$465,688.96

- ii. **Photographic Services Unit** – This unit is responsible for all photographic and digital imaging services for the Ohio Department of Public Safety. They manage, authenticate and secure more than one million electronic evidentiary image files annually. Staff also takes photos when needed for investigative purposes.
 - 1. Staffing: eight full-time civilian staff
 - 2. Pay and Benefits FY-10: \$473,826.04
 - iii. **Forensic Video Analysis Unit** – They analyze recorded evidence and provide advice on how to handle recorded materials. They prepare copies of videos in response to public record requests. Since July 2009 they have processed more than 150 requests for service.
 - 1. Staffing: two full-time civilian staff and one part-time student intern
 - 2. Pay and Benefits FY-10: \$165,194.21
 - iv. **Accreditation and Policy Unit** – The Highway Patrol has been accredited by the Commission on Accreditations for Law Enforcement Agencies; this unit ensures compliance with accreditation standards. They also maintain all printed materials that are produced for the Patrol.
 - 1. Staffing: three full-time civilian staff
 - 2. Pay and Benefits FY-10: \$246,997.80
 - v. **Risk Management Unit** – This unit is responsible for analyzing the operations of the Patrol with the goal of minimizing losses and liabilities. The result of this work is transmitted directly to Patrol leadership so that recognized issues can be addressed. On-site assessments are conducted in each district annually.
 - 1. Staffing: one Staff Lieutenant
 - 2. Pay and Benefits FY-10: \$135,267.76
 - vi. **Statistical Analysis Unit** – The large amount of data captured in everyday Patrol activities is analyzed by the unit to help with identifying trends, making predictions and strategic planning.
 - 1. Staffing: one Sergeant, seven full-time civilian staff
 - 2. Pay and Benefits FY-10: \$670,381.68
 - vii. **Special Events Unit** – The unit is responsible for organizing divisional special events and recognition ceremonies.
 - 1. Staffing: one full-time civilian employee
 - 2. Pay and Benefits FY-10: \$96,635.00
- b. **Financial Services**
- i. **Facilities Management Unit** – This unit oversees the lease agreements for 119 locations as well as the maintenance and repair of all 59 owned facilities. They manage the capital planning program as well as capital

- improvement projects.
1. Staffing: eight full-time civilian employees
 2. Pay and Benefits FY-10: \$637,635.21
- ii. **Fleet Management Unit** – The Ohio Department of Public Safety’s fleet of over 1,800 vehicles is managed by this unit. They are responsible for coordinating repairs and for the purchase of approximately 300 vehicles per year. They administer vehicle fuel efficiency programs.
1. Staffing: eight full-time civilian employees
 2. Pay and Benefits FY-10: \$547,146.30
- iii. **Tailor Shop/Stock Room Unit** – The unit is responsible for the purchase of uniforms and employee equipment. They research and make recommendations on equipment and uniform needs.
1. Staffing: six full-time civilian employees
 2. Pay and Benefits FY-10: \$371,391.20
- iv. **Fiscal Services Unit** – The preparation of division budgets, the processing of invoices, and financial recordkeeping duties are performed by this unit.
1. Staffing: sixteen full-time civilian employees
 2. Pay and Benefits FY-10: \$1,200,997.95
- c. **Technology Services**
- i. **Communications Unit** – This unit is responsible for functions such as computer aided dispatch, dispatch operations, and installation of communication equipment in vehicles. They also coordinate telephone services for the entire Patrol and some Department of Public Service offices.
1. Staffing: one Staff Lieutenant, one Lieutenant, 41 full-time civilian employees
 2. Pay and Benefits FY-10: \$3,717,047.48
- ii. **Systems/LEADS** – This unit is responsible for management of the LEADS law enforcement information tool. They update the system as well as provide technical support for users. They are also responsible for all computers in the Department of Public Safety.
1. Staffing: one Staff Lieutenant, one Sergeant, 41 full-time civilian employees
 2. Pay and Benefits FY-10: \$4,252,474.04
- 3) **Office of Special Operations**
- a. **GHQ Vehicle Theft Unit** – This unit investigates statewide, in-depth criminal activity involving vehicle theft and fraud, odometer fraud, and vehicle title violations and provide training on these subjects. In 2009 they handled 38 auto theft investigations in Columbus.

- i. Staffing: one Sergeant and one Trooper
 - ii. Pay and Benefits FY-10: \$200,886.21
- b. **Investigative Operations** – Individual investigative units are located in each of the Division’s districts. Duties include investigating crime on state owned or leased property, and assisting with dignitary protection.
- i. Staffing:
 1. GHQ: one Major, one Captain, three Staff Lieutenants, three Sergeants, 12 Troopers
 2. District 1: one Sergeant, five Troopers
 3. District 2: one Sergeant, four Troopers
 4. District 3: one Sergeant, five Troopers
 5. District 4: one Sergeant, five Troopers
 6. District 5: one Sergeant, two Troopers
 7. District 6: one Sergeant
 8. District 7: one Sergeant, two Troopers
 9. Cincinnati: one Lieutenant, one Sergeant, six Troopers, one full-time civilian employee
 10. District 9: one Sergeant, three Troopers
 11. Cleveland: one Lieutenant, three Sergeants, eight Troopers, two full-time civilian staff
 - ii. Pay and Benefits FY-10: \$8,020,988.53
- c. **Crime Lab** - The lab performs alcohol and drug testing as well as trace analysis related to auto accidents. In 2008 they received 14,981 submissions from Patrol officers and outside agencies.
- i. Staffing: one Captain, one Lieutenant, 12 full-time civilian staff
 - ii. Pay and Benefits FY-10: \$1,338,567.14
- d. **Polygraph** – This unit provides polygraph criminal examinations at no cost to any law enforcement agency, prosecutor or court. Since 2004 they have conducted 3,145 exams, a majority of which (55.6%) were for outside agencies.
- i. Staffing: one Sergeant, three Troopers, one full-time civilian staff member
 - ii. Pay and Benefits FY-10: \$441,745.34
- e. **Homeland Security** – The members of this unit help to staff the Strategic Analysis & Information Center that is a partnership between the Director of Public Safety, the Colonel of the Highway Patrol and Director of Ohio Homeland Security.
- i. Staffing: one Lieutenant and one Sergeant
 - ii. Pay and Benefits FY-10: \$228,320.97
- f. **Criminal Intelligence Unit** – This unit provides information and intelligence to uniformed personnel with a focus on improving officer safety. Information produced by this unit is often shared with other law enforcement agencies.

- i. Staffing: one Lieutenant, two Sergeants, two full-time civilian staff
 - ii. Pay and Benefits FY-10: \$512,398.11
 - g. **Computer Crimes Unit** – This unit conducts forensic analysis on computers and related media as part of Patrol investigations. They also provide technical expertise to aide with investigations and prosecutions.
 - i. Staffing: one Sergeant, one Trooper, two full-time civilian employees
 - ii. Pay and Benefits FY-10: \$401,671.23
 - h. **Capitol Operations Unit** – Security and the investigation of criminal matters at the Ohio Statehouse, Riffe Center, Rhodes Tower and Ohio Judicial Center are the responsibility of this unit. The division's explosive detection canines are also part of the detail.
 - i. Staffing: one Lieutenant, four Sergeants, twenty-six Troopers, six full-time civilian employees.
 - ii. Pay and Benefits FY-10: \$3,257,773.80
 - i. **Executive Protection Unit** – This unit is responsible for the security of the Governor, others as deemed appropriate by the Governor and the Governor's Residence.
 - i. Staff: one Lieutenant, two Sergeants, multiple Troopers (exact number withheld for security purposes)
 - ii. Cost would imply number of personnel.
- 4) **Field Operations**
- a. **Crash Reconstruction and Analysis Unit** – This unit provides training on collision investigation and crash reconstruction. In 2009, 848 hours of instruction were provided. They investigate cases in District 6 as well as in other regions as requested.
 - i. Staffing: one Sergeant, two Troopers
 - ii. Pay and Benefits FY-09: \$268,440, Overtime \$8,615.26
 - b. **Special Response Team Unit** – This unit is utilized for missions including high risk warrant service, executive protection, barricade and riot situations. They also train other agencies on topics including active shooter response. The unit on average serves 85 Ohio State Highway Patrol warrants per year. In 2009 there were 112 callouts that were in response to both the needs of the Patrol and outside agencies. The majority of the members of the unit perform other duties until called to respond for a mission and as such most of their vehicles are kept at a central location in Columbus.
 - i. Staffing: one full-time Lieutenant, 27 part-time Troopers
 - ii. Pay and Benefits FY-09: \$887,555.22, Overtime: \$129,252.73
 - c. **Criminal Patrol Unit** – The members of this unit and their canine partners are located across all 10 districts. They perform regular patrol functions but have

extra training in drug interdiction. In 2009 they seized over \$28 million of narcotics. They are involved with the Multi-Agency Police Saturation Program (MAPS) that bring extra enforcement to targeted problem areas.

- i. Staffing: one Lieutenant, seven Sergeants, 17 Troopers
- ii. Pay and Benefits FY-09: \$2,223,431.34

- d. **Inspections Unit** – This unit ensures that the formal expectations for the division are actually occurring by promoting accountability and communication. Administrative items such as record keeping, training and interagency cooperation are evaluated. Operational items such as enforcement programs and recovery of property are reviewed. Support services including uniforms, equipment, and facilities are surveyed. Each year 90 posts and facilities are inspected.

- i. Staffing: two Staff Lieutenants
- ii. Pay and Benefits FY-10: \$267,660.80

- e. **Ohio State Patrol Police Officers** – This unit is comprised of police officers who provide security in Columbus at the Ohio Exposition Center, the Department of Public Safety Building as well as a facility on Alum Creek and the Center School. They are OPOTA certified and have full police powers on state property.

- i. Staffing: one Lieutenant, fourteen Police Officers, one full-time civilian employee
- ii. Pay and Benefits FY-10: \$1,442,084.40

- f. **Aviation Unit** – This unit utilizes fourteen fixed wing aircraft and two helicopters to provide statewide aviation police services including traffic enforcement, aerial photography, and surveillance. Troopers assigned to this unit spend 65% of their time on aviation related duties and 35% performing road patrol duties when weather makes it not possible to fly. From 2008 to 2009, 79% of flight time was spent on traffic enforcement which resulted in 49,459 enforcement contacts. On an annual basis, the two AStar helicopters are flown 213 hours each, the thirteen Cessna 172/182s are flown 424 hours each and the Cessna Caravan is flown 167 hours. The Cessna 172/182s are primarily used for traffic enforcement. The Cessna Caravan and helicopters are special mission aircraft that can be used for searches or surveillance.

- i. Staffing: one Staff Lieutenant, two Lieutenants, one Sergeant, eleven Troopers, one full-time civilian employee
- ii. Pay and Benefits FY-10: \$1,774,218.97

- g. **Licensing and Commercial Standards Section**

- i. **Motor Vehicle Inspection Unit** – This unit annually performs 43,000 school bus inspections and 1,400 church bus inspections. They also perform roadside safety inspections, license private pupil transportation providers and inspect driver training schools.

- 1. Staffing: thirty-three Troopers, forty-eight full-time civilian employees.

2. Pay and Benefits FY-10: \$6,810,260.19
- ii. **Licensing and Testing Unit** – The responsibility for overseeing driver license and CDL testing is given to this unit. In 2008 they administered 681,536 knowledge tests as part of the licensing process as well as 539,856 driving tests and 50,008 CDL skills tests.
 1. Staffing: 222 full-time civilian employees
 2. Pay and Benefits FY-10: \$13,517,885.60
- iii. **Motor Carrier Enforcement Unit** – This unit performs commercial bus inspections, do post crash inspections when requested, and design and plan the annual size and weight plan as required by the Federal Highway Administration.
 1. Staffing: nine Lieutenants, ten Sergeants, forty-one Troopers, 75 full-time civilian employees

Recent Organizational Changes:

It is important to note that since the Highway Patrol Mission Review Task Force began its work, a new Colonel, David Dicken, was appointed to lead the organization in January of 2010. The Colonel reported that he has already implemented changes that are designed to improve operational efficiency, eliminate overlapping services and consolidate operations.

To summarize generally, the number of offices has been reduced by one and the units realigned with an eye towards bringing like functions together and streamlining oversight. As part of this change, the number of majors was reduced to six.

In a letter to the Task Force, the Colonel highlighted some of specific rational behind the changes. Within the new Office of Special Operations Eastern and Western Commands were created to improve the link between the field and General Headquarters. The staff inspection process has also been modified to focus on the most mission critical areas. The elimination of unnecessary inspection points will reduce the administrative burden on the Post Commanders. Administrative functions were consolidated under the Office of Business Services so that common problems could be identified and fixed more quickly.

Appendix D provides a list of the Offices and which Units now report to them.

Real Estate:

The Ohio State Highway Patrol owns and leases a variety of facilities to meet operational needs. There are a total of 119 leased facilities and 59 that are state owned. Of these, there are 64 that are classified at posts, 86 that are driver exam stations, seven that are for Blue Title, five CDL facilities, one for the investigative unit, one BMV reinstatement station, three EMA facilities, 26 communication towers, and 15 scales. Some facilities house multiple functions.

The patrol posts are nearly all housed at Division owned facilities. The drivers' exam stations are nearly all found in leased buildings. One post location that is owned by the Patrol in Preble County was noted as being closed. Annual lease costs range from zero dollars for the Training Academy to \$110,720 for the post located in Cuyahoga County. The scale facilities are owned by ODOT but managed and maintained by the Ohio Department of Public Safety.

Vehicles:

The Ohio State Highway Patrol has a fleet of 1,623 vehicles (data obtained 11/18/09). Of these 1,254 are in the marked enforcement fleet. They have established a replacement schedule that seeks to turn vehicles when they reach 120,000 miles. This results in 1/5 of the fleet being replaced per year. The vehicle replacement schedule for FY-10 is presented in Table 3. It should be noted that the costs provided below do not reflect the expense of the equipment that is added to each marked vehicle. Items such as light bars and communication equipment are often reused. The cost to buy and fully outfit a unit with all new equipment would be just over \$59,000.

Table 3: FY 10 Vehicle Replacement Schedule

TYPE OF VEHICLE	NUMBER EXPECTED	COST PER VEHICLE	TOTAL
Cruiser (CVPI)	214	\$21,745	\$4,653,430
LE Mid-Size Sedan	5	\$19,000	\$95,000
Mid-Size Sedan	34	\$15,600	\$530,400
Mini Cargo Van	1	\$19,500	\$19,500
1/2 Ton Pickup	1	\$18,000	\$18,000
3/4 Ton Cargo Van	5	\$16,300	\$81,500
1 Ton Cargo Van	2	\$19,700	\$39,400
SUV	3	\$27,500	\$82,500
Total	265		\$5,519,730

Budget:

Due to the Patrol's vital role in highway safety their budget is handled along with the Ohio Department of Transportation (ODOT) in the biennial transportation budget. As part of this process federal funds received by ODOT are sometimes provided to the Patrol for specialized enforcement work such as in construction zones. In contrast to many local law enforcement agencies, the monies in the Patrol's main operating account, the Highway Safety Fund, do not come from the state's general revenue fund. Instead they are funded through a series of earmarked sources including fees on drivers' licenses, license plates,

vehicle registrations, and the vision screenings that are part of the process to obtain a drivers license.

The focus on fee revenue intensified with the 2004/2005 Transportation Budget which removed the organization from receiving gas tax dollars. Similar to county and municipal general funds, the economic downturn has also impacted on the ability for these sources to generate revenues at the levels once anticipated and raised concerns about the long term solvency of the Highway Safety Fund.

To address anticipated issues with the Highway Safety Fund, the Ohio State Highway Patrol Funding Task Force was created in 2008. Their recommendations were focused on what was predicted to be a \$143 million shortfall in the Highway Safety Fund at end of the next biennium. Cuts in the amount of \$18.5 million for personnel, \$4.8 million for facilities, \$19.5 million for equipment and \$187,500 for training were suggested to be made during the 2008 to 2011 fiscal years.

Six revenue generating recommendations were also made. These were characterized in the report as being a “dedicated and stable and long-term funding source.” These recommendations are illustrated in Table 4.

Table 4: Ohio State Highway Patrol Funding Task Force Recommendations

TRANSACTION TYPE	PROPOSED FEE INCREASE	ESTIMATED OSP REVENUE
International Registration Plan Registrations (from other states)	2.5%	\$1,740,880
Vision Screening	\$1.00	\$1,840,013
Temporary Tags	\$5.00	\$9,455,975
Late Renewal Transaction Fines (Drivers Licenses and Vehicle Registrations)	\$10.00	\$21,026,426
Vehicle Registrations (Excluding Commercial Trucks)	\$5.75	\$61,798,510
Vehicle Registrations (Including Commercial Trucks)	\$19.00	\$10,504,644
	Estimated Total Revenue Generated:	\$106,366,448

[Ohio State Highway Patrol Funding Task Force, Final Report]

Only a portion of the Funding Task Force’s recommendations were implemented by the Legislature. Monies from a gasoline evaporation credit were temporarily allocated to the Highway Safety Fund to help in balancing the current biennial transportation budget. Should all of the fees have been enacted as proposed, it is estimated that an additional \$30 million in revenues would be available to now fund the Patrol. The recommendations

of the Task Force were estimated to generate \$106 million. The Legislative Service Commission estimated that the provisions in the current biennial transportation budget would generate \$69.8 million. Table 5 shows what was enacted as part House Bill 2.

Table 5: Highway Safety Fund Revenue Sources in H.B. 2

TRANSACTION TYPE	PRE-H.B. 2 FEE AMOUNT	ENACTED AMOUNT OF FEE INCREASE	ESTIMATED ANNUAL REVENUE GAIN
Late Fee (vehicle registration and driver license renewal)	None	\$20.00	\$34.5 million
Commercial Vehicle Registrations (in-state)	Varies by weight and class (\$59.50 to \$1,354.50)	\$19.00 for each weight class	\$10.5 million
Temporary License Placard (tags)	\$10.50	\$8.00	\$10.2 million
Special Reserve License Plates	\$35.00	\$15.00	\$4.2 million
Vision Screening	\$1.00	\$1.75	\$3.2 million
Initial Reserve License Plates	\$10.00	\$15.00	\$2.0 million
Duplicate Driver's License	\$15.00	\$5.00	\$1.9 million
International Registration Plan	Varies by vehicle type and weight class (\$10.00 to \$1,630.00)	Varies by vehicle type and weight class (\$1.00 to \$33.50)	\$1.7 million
Replacement License Plates (2 plates)	\$2.00	\$5.50	\$1.4 million
Replacement License Plate (1 plate)	\$1.00	\$5.50	\$.02 million
Estimated Total Annual Public Safety Revenue Generated			\$69.8 million

[Legislative Service Commission Green Book]

The budget reduction strategy outlined by the Funding Task Force remains intact, and on pace to achieve the overall target. In FY-09 alone, over \$20 million in budget reduction was achieved. In FY-10, \$24 million in budget reduction is anticipated. This includes all Patrol employees taking two weeks of unpaid vacation as part of a state government cost savings initiative.

Should the same gas tax funding formula that previously existed still be in place today,

estimates show that a revenue shortfall would still exist in the Highway Safety Fund. The Patrol had received 2.68 cents of the fuel tax. This generated \$188 million and \$185 million in FY-02 and FY-03 respectively. According to the Legislative Service Commission's FY 10-11 Greenbook on the current Transportation Budget, consumption of motor fuel is expected to remain flat at around 6.5-6.7 billion gallons. Using the lower usage estimate, this would generate \$174 million per year for the Highway Safety Fund.

The Ohio State Highway Patrol has a current biennial operating budget of \$636 million (\$319,264,004 for FY 10 and \$317,553,993 for FY 11) and a current biennial capital budget of \$1.7 million.

Aside from fee income, the Patrol's operating budget also receives on an annual basis \$5.5 million in revenue from federal grants, \$500,000 from OMVI fines, \$7,256,095 in LEADS user fees, and \$11,553,959 for providing services on the Ohio Turnpike. The amounts received from federal and state contraband funds vary based on the seizures that occur. A breakdown of the 17 appropriation line items that fund the Patrol in the state budget can be reviewed in Appendix E.

Table 6 illustrates the last five biennial budgets for the Ohio Highway Patrol. The Task Force learned that the increases were due to new programming as well as inflation on wages, maintenance and equipment. Wage increases can account for 4% to 5 ½% of budget growth.

Table 6: Highway Patrol Biennial Funding History

BIENNIUM	TOTAL
FY10-FY11	\$636,817,997
FY08-FY09	\$613,085,180
FY06-FY07	\$560,636,991
FY04-FY05	\$509,342,156
FY02-FY03	\$451,071,331

In particular, it was reported that for the 2004-2005 biennium, personnel was increased by 38 employees which accounted for an additional \$5 million. In the 2006-2007 biennium, two new funds were created that accounted for a \$9 million increase. These were for a traffic safety initiative in northern Ohio as well as a new fund for contraband revenues. The 2008-2009 biennial budget saw the continuation of the traffic enforcement initiative and funds for in-car cameras that totaled approximately a \$9 million increase.

Separate from the operating budget, in the current capital budget the Patrol received \$1,696,345 for maintenance at the academy facility. Table 7 provides a look at the capital dollars that have been allocated to the Division in recent years. The Patrol is not seeking capital funds for the 2011/2012 biennium because weakness in the Highway Safety Funds has raised concerns about ability to support debt service on any new bonds that would be issued.

Table 7: Capital Expenditures

BUDGET YEAR	PURPOSE	AMOUNT
FY 2011/2012	No funding sought	
FY2009/2010	Academy Maintenance	\$1,696,345
FY2007/2008	Academy Maintenance	\$433,000
FY2005/2006	Academy Maintenance	\$750,000
	Ironton Post	\$1,900,000
	Repeaters/Portables	\$2,500,000
FY 2003/2004	Platform Scales	\$20,000
	ADA Compliance at Posts	\$250,000
	Van Wert Patrol Post	\$1,700,000
FY 2001/2002	Platform Scales	\$200,000
	ADA Compliance at Posts	\$250,000
	Construct Georgetown Post	\$1,900,000
	Academy Improvements	\$800,000
	Massillon District Renovation	\$600,000
	Construct Warren District Blue Title Facility	\$500,000
	Cambridge District Renovations	\$500,000

OVERVIEW OF TASK FORCE PROCESS AND DISCUSSIONS

The Ohio State Highway Patrol Mission Review Task Force was designed by the Legislature to bring together elected officials, representatives from statewide law enforcement organizations and other key stakeholder groups to “explore opportunities to improve operational efficiency, identify overlapping services, and consolidate current operations” of the Ohio State Highway Patrol. The Task Force met 14 times from November 2009 through June 2010.

To achieve its mission, the Task Force invested significant time to gain an understanding of all functions performed by the Patrol. At the request of the Chairman, the Highway Patrol prepared and presented information on each of the five Offices and the many associated Units that comprised the organization.

These presentations offered the opportunity for all members to gain a common understanding of exactly what was being done in the front line as well as support units of the Patrol. Presentations included information on how a Unit was organized, the type of work that was done, partnerships that may exist with other agencies and how the work contributed to the overall mission of the Division.

Fact sheets for each Unit were also prepared to ensure that specific detailed information that was of special interest to the members of the Task Force was conveyed in a clear manner. The Unit Fact Sheets documented when the unit was created, where it is located, duties performed, workload, span of control, numbers of sworn and civilian staff assigned, number of vehicles, and the training required of staff members. All of these documents are included as a part of this report in Appendix B.

The Task Force received an overview of the history of the Patrol, which included information on its current statutory authority. An in-depth budget presentation regarding how the Highway Patrol is currently funded, the previous funding model, and recommendations that had been made by the Ohio State Highway Patrol Funding Task Force in 2008 to address imbalances in the Highway Safety Fund were also received.

During the time that the Task Force was in operation, a new Colonel, David Dicken, was appointed to lead the Highway Patrol. Colonel Dicken provided the group with an update on the changes he was starting to implement as part of the transition process so that they could be accounted for as the Task Force entered their deliberations. The organizational changes are seen in Appendix D.

To help place in better context the information that was presented by the representatives from the Highway Patrol, the Task Force sought testimony from local law enforcement agencies and others with interest in the work of the organization. Presenters included representatives from the Buckeye State Sheriff’s Association, the Ohio Association of Chiefs of Police, the Ohio State Troopers Association, the Ohio Trucking Association and

the Ohio State Highway Patrol Retirees' Association. A complete list of those is provided in Appendix F.

Sheriffs representing the Buckeye State Sheriffs Association provided a window in to the work they do on a daily basis. They offered a historical context, illustrated the wide range of duties assigned to sheriffs in state law and highlighted how the recession has been particularly hard on their operating and capital budgets. In some cases the number of sworn staff has been reduced and plans to buy new equipment deferred. The difference in cost for a deputy in comparison to the Patrol and other large law enforcement agencies operating in Ohio was noted.

The Ohio Association of Chiefs of Police shared with the Task Force the results of a survey of their members that was done to gain a better understanding of the relationship that exists between local agencies and the Ohio State Highway Patrol. From the survey, the working relationship was generally seen to be a good one. Chiefs who testified expressed interest in ensuring that police departments can easily call upon the Patrol for assistance when necessary.

Representatives of the Ohio State Troopers Association, which represents Sergeants, Troopers, Dispatchers and Electronic Technicians, expressed their interest in making sure that Troopers have arrest authority when witness to a crime. They did not advocate for the Patrol to become a state police. It was also noted that the specialized work of the Patrol in areas such as weight enforcement and school bus inspection offers a cost savings to local law enforcement as they do not need to purchase special training and equipment to perform these functions.

The Ohio Trucking Association offered their endorsement of uniform application of state and federal laws for vehicle inspection and drivers license testing. In particular, they recognized the work done by the Motor Carrier Inspection Program and the fact that inspection data is entered into a national registry which helps to create safety ratings for drivers and motor carriers.

Members of the Ohio State Highway Patrol Retirees' Association showed strong interest in the work of the Mission Review Task Force. They sought to reinforce for the members of the Task Force the high level of professionalism that exists within the Patrol and their desire to see the organization remain an effective and highly respected part of law enforcement in Ohio.

Complete copies of the written testimony as well as the meeting minutes can be accessed on the Ohio Department of Public Safety's website,
http://www.publicsafety.test.ohio.gov/oshp_mission_tf.stm#tog.

The final recommendations of the Task Force appear in the following section. Those items that received support from a majority of the members when votes were cast during the final Task Force meeting are included. Potential recommendations were submitted by

Task Force members as well as were drawn by staff from the discussions that occurred and the questions that had been raised throughout the process. The list of proposed recommendations was the subject of debate and amendment. The By-Laws adopted by the Task Force did allow for individual members to draft and submit a minority report that would be included as part of this document.

RECOMMENDATIONS

The members of the Ohio Highway Patrol Mission Review Task Force have adopted the following 17 recommendations. They are arranged under the three topic areas the Task Force was asked to investigate, the improvement of operational efficiency, identification of overlapping services, and consolidation of current operations. We recommend the following:

Operational Efficiency

1. The Colonel of the Ohio State Highway Patrol should commission a review of state facility security strategies to determine if technology or staff strategies are available that would provide improved protection. Special attention should be given to the role of the divisions' police officers and state troopers.
2. The Colonel of the Ohio State Highway Patrol should commission a position by position review of the organization to determine the knowledge, skills and abilities needed for each. The results of this study should be used to help better determine if a particular role can be best filled by sworn or civilian personnel and the appropriate rank for a sworn officer. This review is not intended to reduce the total number of sworn OSP personnel.
3. The Colonel of the Ohio State Highway Patrol should commission a review of all paper intensive processes such as ticket writing, to ensure that the use of technology is being maximized to save money and eliminate redundancies. The goal of implementing a paperless ticket writing and issuing system should be considered.
4. The Colonel of the Ohio State Highway Patrol should review all services provided by his organization including where the Colonel can cut or combine posts or services provided and make the best uses of available technology.
5. The Colonel of the Ohio State Highway Patrol should consider the economical feasibility of changing the existing policies on replacement of marked patrol vehicles to keep units in service for a longer period of time and to consider purchasing more fuel efficient vehicles where operationally feasible.
6. The Colonel of the Ohio State Highway Patrol should work to establish better communication between OSP and local law enforcement so there is a better understanding on the part of all parties regarding what services are available and welcomed. The OSP should develop a position paper or policy that would go out to other law enforcement agencies, stating what assistance OSP can give as well as to what is available. Example: weighing, inspections, SRT, aircraft, patrolling, dispatching, MARCS, etc.

7. The Ohio State Highway Patrol and Buckeye State Sheriffs Association should collaborate in developing a brief questionnaire to be given to all 88 county sheriffs regarding the sheriff's working relationship with OSHP. The questions would include that which is positive and working, that which is negative and not working, and what is the Sheriff's opinion as to what is needed to improve communication and develop a healthy professional working relationship with the OSHP. The outcome of the questionnaire is to put on the table specific issues that could be addressed and worked upon by both OSHP and the BSSA so that the EFFICIENCY of the OSHP and sheriff's offices would be improved relative to the professional working relationships with the county sheriffs and the issues would be clear and specific. The Ohio State Highway Patrol and Buckeye State Sheriff's Association shall include an impartial third party with appropriate expertise to write the questions after items and issues have been identified and mutually agreed upon to include in it.
8. The Colonel of the Ohio State Highway Patrol should commission a study to determine whether all non-uniform (civilian employees) funded by the Ohio State Highway Patrol Fund 36, are actually working for the Division of the Ohio State Highway Patrol.
9. The General Assembly should regularly review the current funding for the OSHP and should take measures, including increased fee based options or alternative funding sources to maintain an adequate funding of the Highway Safety Fund and the services provided by the OSHP.

Identification Of Overlapping Services

1. The Ohio General Assembly should amend the Ohio Revised Code to allow properly trained local law enforcement officers to enforce current motor carrier safety programs. The PUCO's civil forfeiture system should be used for violations instead of the county courts. Results of all roadside inspections should be uploaded to the PUCO and the Federal Motor Carrier Safety Administration.
2. The Ohio General Assembly should amend the Ohio Revised Code to allow county governments or municipal corporations to contract with the Ohio State Highway Patrol, other county governments or municipal corporation, in order to fulfill existing legal mandates that require weights and measures enforcement to be completed by the sheriff using county road funds. The board of county commissioners shall enter into the contracts with the concurrence of the county sheriff and county engineer.
3. Have the General Assembly request an opinion from Ohio Attorney General to clarify the authority of Ohio State Highway Patrol Troopers to act in non-emergency situations outside of their jurisdiction.

4. If the Ohio Attorney General's formal opinion states that the OSHP troopers do not have authority to assist local law enforcement agencies in "non-emergencies", that the Task Force recommends that the General Assembly amend the current Ohio Revised Code to "enable" OSHP troopers and local law enforcement agencies to enter into "Request for Assistance Agreements" to enable OSHP troopers to have peace officer authority to take lawful enforcement action outside their jurisdiction if:
 - a. an OSHP trooper, while in the performance of his/her regular duties observes a crime of violence, theft, or felony taking place outside his/her lawful jurisdiction while the local law enforcement agency is not on-site; and that there is an immediate risk of physical harm to a person or that there is a risk that the perpetrator of said crime would flee the scene prior to the arrival of local law enforcement, the OSHP trooper may render immediate law enforcement action pending notification and arrival of the local law enforcement agency; and
 - b. the OSHP trooper notifies the local law enforcement agency of the situation at the earliest opportunity, and
 - c. an OSHP trooper may render emergency or non-emergency law enforcement assistance to the local law enforcement agency if the local law enforcement agency requests said assistance for the purpose of OSHP acting in support of the local law enforcement agency; and
 - d. a "Request for Assistance Agreement" has been previously agreed upon between the two agencies.
5. A recommendation to review the feasibility of collaboration between the Special Response Team Unit and local law enforcement agencies.

Consolidation Of Current Operations

1. The Colonel of the Ohio Highway Patrol should review all facilities that are leased and owned by the division to determine if they continue to meet current operational needs. In particular as part of this analysis, consider the impact that improved technology has had that would allow for consolidation of posts and if divers license testing stations are properly located to best serve their targeted communities.
2. The Colonel of the Ohio Highway Patrol should review the aviation operations to ensure that each aspect of the unit, the AStar helicopters, the Cessna 172/182s and Cessna Caravan are each producing results that justify the continued investment of operating dollars.
3. The Colonel of the Ohio State Highway Patrol should commission a review of the staff assigned to full time patrol duties and the supervisory staff overseeing their work.

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Ohio Revised Code Section 5503.02

5503.02 State highway patrol - powers and duties.

(A) The state highway patrol shall enforce the laws of the state relating to the titling, registration, and licensing of motor vehicles; enforce on all roads and highways, notwithstanding section 4513.39 of the Revised Code, the laws relating to the operation and use of vehicles on the highways; enforce and prevent the violation of the laws relating to the size, weight, and speed of commercial motor vehicles and all laws designed for the protection of the highway pavements and structures on the highways; investigate and enforce rules and laws of the public utilities commission governing the transportation of persons and property by motor carriers and report violations of such rules and laws to the commission; enforce against any motor transportation company as defined in section 4921.02 of the Revised Code, any contract carrier by motor vehicle as defined in section 4923.02 of the Revised Code, any private motor carrier as defined in section 4923.20 of the Revised Code, and any motor carrier as defined in section 4919.75 of the Revised Code those rules and laws that, if violated, may result in a forfeiture as provided in section 4905.83, 4919.99, 4921.99, or 4923.99 of the Revised Code; investigate and report violations of all laws relating to the collection of excise taxes on motor vehicle fuels; and regulate the movement of traffic on the roads and highways of the state, notwithstanding section 4513.39 of the Revised Code.

The patrol, whenever possible, shall determine the identity of the persons who are causing or who are responsible for the breaking, damaging, or destruction of any improved surfaced roadway, structure, sign, marker, guardrail, or other appurtenance constructed or maintained by the department of transportation and shall arrest the persons who are responsible for the breaking, damaging, or destruction and bring them before the proper officials for prosecution.

State highway patrol troopers shall investigate and report all motor vehicle accidents on all roads and highways outside of municipal corporations. The superintendent of the patrol or any state highway patrol trooper may arrest, without a warrant, any person, who is the driver of or a passenger in any vehicle operated or standing on a state highway, whom the superintendent or trooper has reasonable cause to believe is guilty of a felony, under the same circumstances and with the same power that any peace officer may make such an arrest.

The superintendent or any state highway patrol trooper may enforce the criminal laws on all state properties and state institutions, owned or leased by the state, and, when so ordered by the governor in the event of riot, civil disorder, or insurrection, may, pursuant to sections 2935.03 to 2935.05 of the Revised Code, arrest offenders against the criminal laws wherever they may be found within the state if the violations occurred upon, or resulted in injury to person or property on, state properties or state institutions, or under the conditions described in division (B) of this section.

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(B) In the event of riot, civil disorder, or insurrection, or the reasonable threat of riot, civil disorder, or insurrection, and upon request, as provided in this section, of the sheriff of a county or the mayor or other chief executive of a municipal corporation, the governor may order the state highway patrol to enforce the criminal laws within the area threatened by riot, civil disorder, or insurrection, as designated by the governor, upon finding that law enforcement agencies within the counties involved will not be reasonably capable of controlling the riot, civil disorder, or insurrection and that additional assistance is necessary. In cities in which the sheriff is under contract to provide exclusive police services pursuant to section 311.29 of the Revised Code, in villages, and in the unincorporated areas of the county, the sheriff has exclusive authority to request the use of the patrol. In cities in which the sheriff does not exclusively provide police services, the mayor, or other chief executive performing the duties of mayor, has exclusive authority to request the use of the patrol.

The superintendent or any state highway patrol trooper may enforce the criminal laws within the area designated by the governor during the emergency arising out of the riot, civil disorder, or insurrection until released by the governor upon consultation with the requesting authority. State highway patrol troopers shall never be used as peace officers in connection with any strike or labor dispute.

When a request for the use of the patrol is made pursuant to this division, the requesting authority shall notify the law enforcement authorities in contiguous communities and the sheriff of each county within which the threatened area, or any part of the threatened area, lies of the request, but the failure to notify the authorities or a sheriff shall not affect the validity of the request.

(C) Any person who is arrested by the superintendent or a state highway patrol trooper shall be taken before any court or magistrate having jurisdiction of the offense with which the person is charged. Any person who is arrested or apprehended within the limits of a municipal corporation shall be brought before the municipal court or other tribunal of the municipal corporation.

(D)(1) State highway patrol troopers have the same right and power of search and seizure as other peace officers.

No state official shall command, order, or direct any state highway patrol trooper to perform any duty or service that is not authorized by law. The powers and duties conferred on the patrol are supplementary to, and in no way a limitation on, the powers and duties of sheriffs or other peace officers of the state.

(2)(a) A state highway patrol trooper, pursuant to the policy established by the superintendent of the state highway patrol under division (D)(2)(b) of this section, may render emergency assistance to any other peace officer who has arrest authority under section 2935.03 of the Revised Code, if both of the following apply:

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(i) There is a threat of imminent physical danger to the peace officer, a threat of physical harm to another person, or any other serious emergency situation;

(ii) Either the peace officer requests emergency assistance or it appears that the peace officer is unable to request emergency assistance and the circumstances observed by the state highway patrol trooper reasonably indicate that emergency assistance is appropriate.

(b) The superintendent of the state highway patrol shall establish, within sixty days of August 8, 1991, a policy that sets forth the manner and procedures by which a state highway patrol trooper may render emergency assistance to any other peace officer under division (D)(2)(a) of this section. The policy shall include a provision that a state highway patrol trooper never be used as a peace officer in connection with any strike or labor dispute.

(3)(a) A state highway patrol trooper who renders emergency assistance to any other peace officer under the policy established by the superintendent pursuant to division (D)(2)(b) of this section shall be considered to be performing regular employment for the purposes of compensation, pension, indemnity fund rights, workers' compensation, and other rights or benefits to which the trooper may be entitled as incident to regular employment.

(b) A state highway patrol trooper who renders emergency assistance to any other peace officer under the policy established by the superintendent pursuant to division (D)(2)(b) of this section retains personal immunity from liability as specified in section 9.86 of the Revised Code.

(c) A state highway patrol trooper who renders emergency assistance under the policy established by the superintendent pursuant to division (D)(2)(b) of this section has the same authority as the peace officer for or with whom the state highway patrol trooper is providing emergency assistance.

(E)(1) Subject to the availability of funds specifically appropriated by the general assembly for security detail purposes, the state highway patrol shall provide security as follows:

(a) For the governor;

(b) At the direction of the governor, for other officials of the state government of this state; officials of the state governments of other states who are visiting this state; officials of the United States government who are visiting this state; officials of the governments of foreign countries or their political subdivisions who are visiting this state; or other officials or dignitaries who are visiting this state, including, but not limited to, members of trade missions;

(c) For the capitol square, as defined in section 105.41 of the Revised Code;

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(d) For other state property.

(2) To carry out the security responsibilities of the patrol listed in division (E)(1) of this section, the superintendent may assign state highway patrol troopers to a separate unit that is responsible for security details. The number of troopers assigned to particular security details shall be determined by the superintendent.

(3) The superintendent and any state highway patrol trooper, when providing security pursuant to division (E)(1)(a) or (b) of this section, have the same arrest powers as other peace officers to apprehend offenders against the criminal laws who endanger or threaten the security of any person being protected, no matter where the offense occurs.

The superintendent, any state highway patrol trooper, and any special police officer designated under section 5503.09 of the Revised Code, when providing security pursuant to division (E)(1)(c) of this section, shall enforce any rules governing capitol square adopted by the capitol square review and advisory board.

(F) The governor may order the state highway patrol to undertake major criminal investigations that involve state property interests. If an investigation undertaken pursuant to this division results in either the issuance of a no bill or the filing of an indictment, the superintendent shall file a complete and accurate report of the investigation with the president of the senate, the speaker of the house of representatives, the minority leader of the senate, and the minority leader of the house of representatives within fifteen days after the issuance of the no bill or the filing of an indictment. If the investigation does not have as its result any prosecutorial action, the superintendent shall, upon reporting this fact to the governor, file a complete and accurate report of the investigation with the president of the senate, the speaker of the house of representatives, the minority leader of the senate, and the minority leader of the house of representatives.

(G) The superintendent may purchase or lease real property and buildings needed by the patrol, negotiate the sale of real property owned by the patrol, rent or lease real property owned or leased by the patrol, and make or cause to be made repairs to all property owned or under the control of the patrol. Any instrument by which real property is acquired pursuant to this division shall identify the agency of the state that has the use and benefit of the real property as specified in section 5301.012 of the Revised Code.

Sections 123.01 and 125.02 of the Revised Code do not limit the powers granted to the superintendent by this division.

Effective Date: 10-26-1999

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UNIT NAME: ADMINISTRATIVE INVESTIGATIONS UNIT (AIU)

When created: In 1995, HRM was assigned the responsibility to perform all HR activities, including administrative investigations. Prior to 1995, AIU was part of Inspection and Standards.

In July 2008, AIU was moved from HR to Office Training, Selection, and Standards. AIU is one of the units under Standards.

Location of unit: Office of Training, Selection and Standards; 740 E. 17th Avenue, Columbus, OH 43211

Summary of duties performed:

- Unit Commander:
 - Direct/oversee administrative investigations conducted by OSP supervisors
 - Review administrative investigations from all posts/sections
 - Review complaints handled from all posts
 - Conduct classes of instruction for cadets and supervisors
 - Oversee the Employee Incident Reporting System (EIR)
 - Field citizen complaints
 - Oversee/manage the review of RTRs and pursuit cases
 - Oversee/manage the review of patrol car crashes
 - Review/identify trends in employee actions which result in rule/policy violations
 - Provide guidance to Sections/Districts concerning the AI process
 - Conduct in-depth administrative investigations
 - Assist supervisors in the interview process
 - Identify possible training needs for employees involved in AIs, pursuits/RTRs and crashes
 - Attend pre disciplinary hearings and arbitrations for employees involved in AIs
 - Liaison with Standards, Legal, Colonel, OIS, and Operations for significant cases
 - Review and recommend policy and procedure changes
 - Prepare correspondence for TSS Commander

- Sergeants:
 - Conduct in-depth AIs
 - Assist posts/sections with AIs
 - Review patrol car crashes
 - Review RTRs/Pursuits and identify training deficiencies/officer safety issues
 - Field citizen complaints
 - Conduct training classes for OSP supervisors
 - Identify potential wrong-doing that may result in OIS involvement
 - Assist unit commander in handling correspondence relating to investigative matters
 - Assist in preparing reports
 - Advise and make recommendations to the unit commander of needed changes to meet Division Goals/objectives

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- Essential skills of AIU employees
 - Thorough knowledge of organizational structure, functions, purpose
 - Ability to analyze and correct problems to assist in more efficient and effective operations
 - Ability to communicate verbally and in writing in a clear, concise, persuasive manner
 - Knowledge of sexual/racial discrimination and civil rights laws
 - Display a positive, sincere and constructive attitude toward maintaining or improving Division
 - Integrity
 - Ability to resolve controversies without injustice

Workload (interested in relevant statistics that are used to measure the unit): For the time period of July 1, 2008 thru July 1, 2009, 818 AIs have been processed through AIU.

July 1, 2008 thru July 1, 2009, AIU has conducted 36 administrative investigations, a minimum of 1,442 hours were spent on these investigations. Many of these investigations required extensive/time consuming review of various reports generated from CAD and by IT Security.

During the past 3 years, an average of 530 RTRs was reviewed, annually by AIU. Average time spent reviewing RTR videos was 1,658 hours.

In addition, all patrol car crashes are reviewed by AIU, 3 year annual average, 386 crashes, and YTD 331 crashes.

Budget for last fiscal year in the following categories:

- ****Note**** Figures include costs associated for Recruitment, Standards, Administrative Investigations Unit and Employee Development Unit
- Pay and Benefits: \$1,462,948.08
- Overtime: \$24,438.13
- Training: N/A
- Equipment: N/A

Number of vehicles assigned to the unit: 4 unmarked

Supervision structure/Span of control: Staff Lieutenant and 3 sergeants

Number of full time sworn staff assigned: 4

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average of hours of staff training in what areas: Four AIU employees conduct training

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on an average of 80 hours annually which includes: training in the areas of administrative investigations and response to resistance cases for sergeants and lieutenants, and provide 2 hours of training for Cadets, specific to sexual harassment/discrimination.

UNIT NAME: EMPLOYEE DEVELOPMENT UNIT

When created: July 2008

Location of unit: Office of Training, Selection and Standards; 740 E. 17th Ave., Columbus, OH 43211

Summary of duties performed:

- Unit Commander
 - Creates, develops and presents training to OSP employees & other agencies within ODPS.
 - Develops and presents courses for the OSP promotional process
 - Trooper to Sergeant
 - Sergeant to Lieutenant
 - Assesses training needs for all individualized training
 - Oversees EIP program
 - Assesses training needs for employees that Commanders recommend for training because of deficiencies their employees may be experiencing
 - Coordinates In-Service for Professional Staff employees
 - Supervisors and subordinates
 - Employee Relations Commander
 - Sits on ODPS Cultural Competence Steering Committee
- Assistant Unit Commander
 - Creates, develops and presents training to OSP employees & other agencies within ODPS.
 - Coordinates Milestone Leadership Elective Training
 - Oversees Sergeant Training Officer Program
 - Develops and presents courses for the OSP promotional process
 - Trooper to Sergeant
 - Sergeant to Lieutenant
 - Assesses training needs for all individualized training
 - Assesses training needs for employees that Commanders recommend for training because of deficiencies their employees may be experiencing
 - Manages EIP Program
 - Develops training for In-Service for Professional Staff employees
 - Supervisors and subordinates
 - Employee Relations Officer Assistant Commander
- Employee Development Unit Training Officer
 - Creates, develops and presents training to OSP employees & other agencies within ODPS.

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- Assesses training needs for employees that Commanders recommend for training because of deficiencies their employees may be experiencing
- Develops training for In-Service for Professional Staff employees
- Supervisors and subordinates
- Statewide CPR Coordinator
- Employee Relations Officer

Workload (interested in relevant statistics that are used to measure the unit):

- Cultural Competence Seminars
- Cultural Competence Steering Committee
- OSP Veterans Day Display
- Individualized Training
- Team Building Sessions
- Roll Call Training Project
- Streamlining process and integration with Virtual Roll Call
- Early Intervention Program
- Returning Veterans Program
- New Course Development
- Great Leaders (8th Habit)
- Crucial Confrontations (Follow-up to Crucial conversations)
- New Course for Disciplinary Process
- Employee Relations Program
- Milestone Courses / Electives
- Current Courses of Instruction
- Emotional Intelligence
- Building Commitment
- Qualities of Leadership
- Leadership through Communication
- What Matters Most
- Accepting Responsibility
- Conflict Resolution
- Team Building
- Advanced Communication
- Cultural Diversity/Cultural Competence
- Emotional Survival
- People Skills
- Crucial Conversations
- 7 Habits of Highly Effective People
- Great Leaders (8th Habit)
- Customer Service
- CPR
- Workplace Violence

Budget for last fiscal year in the following categories:

- ****Note**** Figures include costs associated for Recruitment, Standards, Administrative

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Investigations Unit and Employee Development Unit

- Pay and Benefits: \$1,462,948.00
- Overtime: \$24,438.13
- Training: N/A
- Equipment: N/A

Number of vehicles assigned to the unit: 3 – 2 unmarked, 1 marked

Supervision structure/Span of control: Staff Lieutenant 1, Sergeant 1 and Trooper 1

Number of full time sworn staff assigned: 3

Number of sworn staff assigned on a part-time basis: 1 - Sergeant

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: One 1

Average of hours of staff training in what areas: Average of 80 hours a week between four instructors. Remaining hours spent on development and other duties also noted above. All courses taught listed above in workload area.

UNIT NAME: RECRUITMENT & SELECTION

When created: Since the inception of The Ohio State Highway Patrol

Location of unit: The Office of Training, Selection and Standards; 740 E. 17th Avenue, Columbus, Ohio 43211

Summary of duties performed: The Recruitment & Selection Section is responsible for all Trooper and Police Officer recruitment efforts for the Ohio State Highway Patrol. The main focus of the section is to provide direction and coordination to minority and female recruiting activities, in an effort to assist the Division in maintaining a workforce reflective of the State of Ohio demographics. Section personnel are responsible for administering the entrance process for all applicants for the position of Trooper. Staff members maintain all recruiting and applicant records, along with preparing all correspondence related to recruitment and the application process. Employees assist in establishing Division policies and procedures related to recruitment and associated topics. Recruitment & Selection personnel coordinate necessary details with the Department of Public Safety, Human Resource Management for hiring and processing cadet trainees, police officers and dispatchers. Administratively, staff members maintain "PeopleSoft" program reports and records, while coordinating all of the necessary forms needed to administer polygraph, background and medical examinations. Personnel administer physical fitness testing to prospective trainees, as well as coordinating medical and psychological examinations for applicants for all uniformed positions within the Division. In

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2009, Recruitment & Selection staff members created and implemented an orientation program for incoming trainees, in an effort to reduce the number of trainees that drop out within the first two weeks of training. Recruiters are responsible to maintain contact with patrol posts within their respective regions. They are also responsible for meeting with all interested people in order to educate them about the hiring process and inform them about what the job of Trooper entails. Recruiters visit colleges, career centers, high schools, military bases and many other businesses and schools in an effort to locate and recruit the best possible candidates to become the future Troopers of the Ohio State Highway Patrol.

Workload (interested in relevant statistics that are used to measure the unit):

- Total applications processed in 2009, as of 11/24/09 = 3,461.
- On average for the last four years, 2,500 applications for the position of trooper have been received and processed through the Recruitment and Selection Section. Every person applying is guaranteed an opportunity to complete the first step of the process, if they meet the minimum requirements.
- In 2009, 158 job fairs attended; 1,127 applications issued and 125 applications denied.
- Annual Law Enforcement Expo - Entails coordinating and directing on average 35 Law Enforcement Agencies and 1,000 participants, along with all media advertising, set up and implementation for this annual event.
- Ohio State Fair – State Highway Patrol booth. Since 2008, Recruitment & Selection personnel have been responsible for the design, set up and staffing of the Bricker Building – Market Place booth within the Department of Public Safety area. Every hour of operation for the 13 day State Fair is covered by personnel in order to answer questions and speak with citizens and fairgoers about the State Highway Patrol. The hours are covered without the use of overtime.

Budget for last fiscal year in the following categories:

- ****Note**** Figures include costs associated for Recruitment, Standards, Administrative Investigations Unit and Employee Development Unit
- Pay and Benefits: \$1,462,948.08
- Overtime: \$24,438.13
- Training: N/A
- Equipment: N/A

Number of vehicles assigned to the unit: 2 @ GHQ plus 5 for regional Trooper recruiters

Supervision structure/Span of control: 1 Staff Lieutenant and 1 Sergeant @ GHQ, 5 regional Troopers

Number of full time sworn staff assigned: 2 @ GHQ plus 5 regional Trooper recruiters assigned to area patrol posts

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 3

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Number of civilian staff assigned on a part-time basis: 0

Average of hours of staff training in what areas: The Recruitment & Selection personnel are responsible for providing training in the following areas:

- 18 hours of initial orientation training to each incoming Cadet class
- On average, 5 hours per week are spent training prospective applicants of requirements for hiring, by personnel assigned to the GHQ office. Trooper recruiters spend approximately 20 hours per week conducting this type of training
- Staff members assist, on average, of 32 hours per year with interactive training in various classes held at the Training Academy.

UNIT NAME: STANDARDS UNIT

When created: The Highway Patrol has had uniformed officers in Labor Relations since 1986 as part of Human Resource Management. In July of 2008, those officers were re-assigned to the Office of Training, Selection and Standards.

Location of unit: Office of Training, Selection and Standards; 740 E. 17th Ave., Columbus, OH 43211

Summary of duties performed:

- Recommend discipline for administrative investigations
- Draft paperwork associated with discipline
- Process grievances through all steps of the grievance procedure
- Serve as an Employer Advocate at arbitration/mediation
- Write closing briefs/arguments for arbitral hearings
- Facilitate Labor/Management Committee Meetings
- Complete annual analysis of grievances
- Administer Employee Assistance Program (EAP) participation agreements
- Serve as a state board member for EAP
- Review applicant background investigations
- Review employment applications
- Review and draft changes to Division policy and procedure
- Represent the employer during Unemployment Compensation hearings
- Participate in the disability review committee
- Instruct courses dealing with Labor Relations and the Rules and Regulations to exempt and bargaining unit personnel
- Administer four collective bargaining agreements
- Serve as Employer representatives on the contract negotiation team
- Write proposals for new contractual language
- Administer the Drug Free Workplace Random Testing Program for the Division statewide
- Assist with administration of the Health and Physical Fitness Program
- Represent the Department of Public Safety at the statewide Labor Relation Advisory Committee

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- Provide contractual and policy advice to field commanders on a statewide basis
- Maintain responsibility for responding to situations that require a law enforcement presence (e.g. state of the state address, presidential visits, demonstrations)

Workload (interested in relevant statistics that are used to measure the unit): Review on average 780 administrative investigations annually, reviewed approximately 3, 372 dispatcher applications for 15 positions to date, processed approximately 120 grievances through the grievance process to date, and served as an advocate or second chair for approximately 65 mediations/arbitrations to date.

Budget for last fiscal year in the following categories:

- ****Note**** Figures include costs associated for Recruitment, Standards, Administrative Investigations Unit and Employee Development Unit
- Pay and Benefits: \$1,462,948.08
- Overtime: \$24,438.13
- Training: N/A
- Equipment: N/A

Number of vehicles assigned to the unit: 2 – unmarked

Supervision structure/Span of control: One Staff Lieutenant and one Lieutenant- Offer statewide guidance and advice to all field and headquarters command staff. Serve as an Employer contact for the Office of Collective Bargaining and the Employer concerning contractual issues. Serve as the Employer contact for the Union.

Number of full time sworn staff assigned: 2

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average of hours of staff training in what areas: The Standards Unit, on a quarterly, or as needed basis, instructs the following:

- A 90 minute block of instruction to new dispatchers on labor relations, work rules, discrimination, and the Employee Assistance Program.
- A two hour block of instruction to cadets regarding the rules and regulations and touch on labor relations and contractual issues.
- A one hour block on labor relations to newly promoted lieutenants during their supervisory skills training once or twice a year as needed.
- A one hour block on performance evaluations to field training officers as needed.
- Conduct a two hour block of training regarding new contractual language upon the negotiation of a new labor agreement.
- Conduct a two hour block of instruction to dispatcher supervisors regarding contractual

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language and supervising unionized employees.

UNIT NAME: TRAINING

When created: OSHP began training officers in 1933 at Camp Perry. In September of 1965, training moved to its current location in Columbus.

Location of unit: Office of Training, Selection and Standards; 740 E. 17th Ave., Columbus, OH 43211

Summary of duties performed:

- Training Component
 - Training
 - Conduct training needs, analyze and update student performance objectives and lesson plans.
 - Manage and conduct basic peace officer training, complying with all OPOTC regulations.
 - Develop and administer contemporary in-service training courses for division officers.
 - Develop and prepare multi-media training programs.
 - Coordinate the field training officer program.
 - Administer all communications relating to training of Division sworn officers.
 - Attend staff meetings and seminars on state and district level and represent the Division at the State and Provincial Police Academy Directors Association (SPPAD) conferences and other recognized training associations.
 - Direct and administer the policing of the Ohio State Fair and other Ohio Expositions Center details as directed by the Superintendent.
 - Direct all activities relating to the training of personnel from other law enforcement agencies through elective courses.
 - Health and Wellness
 - Conduct comprehensive physicals for uniformed staff and cadets
 - Provide medical services for cadets, basics, visiting/training personnel during training
 - Create, educate and present fitness and nutrition classes to cadets
 - Plans, organizes, develops and instructs clients in prescribed exercise programs
 - Maintenance
 - Service all hot water boilers, replace filters, electric motors, maintains kitchen supplies and training tank.
 - Snow removal, carpet cleaning, assist in maintaining or firing range, strip and wax floors.
 - Make basic repairs and work with contractors.
 - Security
 - Provides 24 hour security coverage of Academy
 - Checks facility and mechanical systems

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- Front desk duties – sign in/out, answer phones, relay information, assign dorm rooms

Workload (interested in relevant statistics that are used to measure the unit):

- Training
 - Basic Peace Officer Training
 - Twice annually, 19 week training program
 - 582 mandated OPOTC training hours
 - 173 additional OSHP training hours
 - 2009: 1,511 hours, 28 basics, 17 departments
 - OSHP Cadet Training
 - Approximately 1,200 hours, 30 week training program
 - 2009: 38 students trained, 32 weeks
 - 2004-2009: 8,311 hours, 266 graduates
 - Elective Training
 - Traffic Crash
 - 8 levels of crash investigation courses
 - 2009: 848 hours, 261 students representing 99 departments, 60 OSP officers trained
 - 2005-2009: 3,472 hours, 1,017 students representing 173 departments, 591 OSP officers trained
 - ESMD - Electronic Speed Measuring Device
 - 4 courses levels offered
 - 2009: 216 hours, 256 students
 - 2005-2009: 1,050 hours, 821 students
 - A.D.A.P – Advanced Detection, Apprehension and Prosecution of Persons Under the Influence of Alcohol
 - 4 course levels offered
 - 2009: 344 hours, 196 students trained
 - 2006-2009: 1,256 hours, 914 students trained
 - Emergency Vehicle Operations
 - 4 course levels offered
 - 2009: 4,708 hours, 570 students
 - 2008: EVO in-service training – 1,436 trainees, 11,488 student hours, 8,960 instructor hours
 - F.A.S.T – Firearms, Arrest, Self-Defense Tactics
 - 2009: 200 hours, 102 participants, 16 departments, 13 OSP officers
 - Criminal Patrol
 - 2009: 32 hours, 67 students representing 28 agencies
 - 2005-2009: 496 students representing 66 agencies
 - Commercial Vehicle Safe Courses
 - 2009: 48 hours, 35 students attended one of the two 3-day courses offered
 - 2005-2009: 279 officers trained
 - Firearms

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- 632 hours annually
- 2009: 209 students representing 81 different agencies
- 2005-2009: 1,223 students representing 259 different agencies
- Police Instructor Training
 - 2009: 240 hours, 37 students trained representing 14 departments
- Divisional In-Service Schools
 - 2009: Commander (1 day), Sergeant (2 days), Trooper (2 days) – 23,600 hours
- OSHP Leadership Course
 - 3 week course – 120 hours
- Division Honor Guard
- State Fair
 - 12 days, 24 hours a day coverage – 288 hours
- S.P.S.C. – School of Police Staff and Command
 - 337 students trained in 6 years
 - 10 week course
- Auxiliary Training
 - 8 hour annual in-service training
 - 2009: 40 hours training for 15 new auxiliaries
- Boys/Girls State
 - 2009: 6 OSP officers assigned to the week-long detail; 45 students trained
- Junior Cadet Week
 - 5 day training experience at the Academy
 - 2009: 39 students
 - 2008: 35 students
 - 2007: 36 students
- Penta Career Center/EHOVE
 - Two day school
 - 2009: 30 students
 - 2008: 25 students
 - 2007: 18 students
- Health and Wellness
 - Physicals
 - 2009: 1,140 physicals scheduled, 775 completed
 - Estimated work hours for testing in 2009: 1,938 (2.5 hours/physical)
 - 2004-present: 4,293 graded exercise tests completed, 4,115 physical exams completed
 - Medical services
 - Teaching
 - Exercise Physiology: 6 hours – cadets
 - PT follow-up/Nutrition review – 1 hour - cadets
- Maintenance
- Security

Budget for last fiscal year in the following categories:

- ****Note**** Figures include costs associated for Training, Health and Wellness, Maintenance

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and Security

- Pay and Benefits: \$3,109,691.48
- Overtime: \$47,667.02 (includes State Fair overtime)
- Training: N/A
- Equipment: N/A

Number of vehicles assigned to the unit: 3 unmarked vehicles, 11 marked vehicles

Supervision structure/Span of control:

- Training
 - Captain
 - Staff Lieutenant
 - Lieutenant (3)
 - Sergeant (5)
 - Trooper (7)
 - Professional staff

Number of full time sworn staff assigned: 11

Number of sworn staff assigned on a part-time basis: 6

Number of full-time civilian staff assigned:

- Training – 2
- Health and Wellness – 5
- Maintenance – 4
- Security – Four 4

Number of civilian staff assigned on a part-time basis:

- Training – 1

Average number of hours of staff training in what areas: The current training curriculum requires a minimum of 18,000 instructor hours annually.

UNIT NAME: AVIATION SECTION

When created: May 1948 with the purchase of the Patrol's first aircraft.

Location of unit: The Ohio State University Airport, 2829 West Dublin-Granville Road, Columbus, Ohio 43235. District 2 Remote Aircraft is located at the Griffing-Sandusky Airport in Sandusky, Ohio. District 8 Remote Aircraft is located at the Clinton County Airport in Wilmington, Ohio.

Summary of duties performed: The Section provides statewide police aviation services to law enforcement agencies throughout the State of Ohio utilizing fixed-wing and rotor-wing aircraft. These services include traffic enforcement from the air, aerial searches (criminal/

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missing person), aerial photography, marijuana eradication, aerial surveillance, and support flights. In addition to aviation related duties, which encompass 65% of the hours worked by Aviation Section Troopers, Section Troopers spend 35% of their hours worked performing road patrol duties during inclement weather when they cannot fly.

Workload (interested in relevant statistics that are used to measure the unit): Aviation Section pilots logged 12,764 flight hours in 2008 through 2009. 79% or 10,027 flight hours were spent on traffic enforcement from the air. The enforcement flight time resulted in 49,459 enforcement contacts, of which 21,970 (44%) were for aggressive driving violations. In addition to traffic enforcement flights, Section pilots logged 2,736 flight hours (21% of total flight hours logged) conducting non-enforcement flights. The non-enforcement flight time resulted in 823 mission flights. These mission flights include reconnaissance, surveillance, photography, marijuana eradication, criminal searches, missing person searches, and support flights.

Budget for last fiscal year in the following categories:

- Pay and benefits \$1,614,484.50
- Overtime \$ 159,734.47
- Training N/A
- Equipment N/A

Number of vehicles assigned to unit:

- 14 marked patrol cars
- 1 unmarked car
- 14 fixed-wing aircraft
- 2 rotor-wing aircraft

Supervision structure/Span of control: The Section Commander holds the rank of Staff Lieutenant and oversees the entire operation. There are two Assistant Section Commanders and each of them holds the rank of Lieutenant. One Assistant Commander oversees operations and the other Assistant Commander is the Flight Safety/Training Officer. There is one night shift supervisor which holds the rank of Sergeant and oversees all night shift operations. There are 11 Troopers assigned to the Section. There is one Civilian Office Assistant assigned to the Section.

Number of full time sworn staff assigned: 15

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 1

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: All sworn officers receive a minimum of 16 hours of training per year (In-Service/Civil Disturbance/Roll Call). Officers assigned to the Aviation Section have varied amounts of training, which is dependant upon

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the types of aircraft they are qualified to operate. Rotor-wing pilots receive annual recurrent training which consists of 8 hours of ground school and 2 hours of flight training. . Six of the fifteen officers assigned to the Section are qualified to fly the rotor-craft. Cessna Caravan pilots also receive annual recurrent training which consists of 19 hours of ground training and 12 hours of flight training. Six of the fifteen pilots assigned to the Section are qualified to fly the Cessna Caravan. All other Section pilots receive an annual flight review conducted in-house by the Flight Safety/Training Officer or his designee. This training consists of 2 hours of ground training and 2 hours of flight training.

UNIT NAME: OFFICE OF OPERATIONS / INSPECTIONS SECTION

When created: An inspection process has always been part of the history of the Highway Patrol since its inception. The first formal inspections unit was formed by the second superintendent of the highway patrol George Mingle. Inspections of posts took place semi-annually, and were a military-style inspection examining in great detail vehicles and equipment connected with the patrol post operations. Inspections focused on items from the shine on patrolmen's shoes, cleaning and maintenance efforts at the posts; to include the painting of vehicles – even the engines. The inspection process has undergone many changes in the past 77 years and continues to evolve. The process has been modified many times to best serve the mission and direction of Divisional goals. The most recent changes to the inspection section occurred in 2005. This is when the process changed to inspections being conducted annually by a two-member team from the Office of Field Operations. These inspecting officers are required to visit each post, district and section in the state and evaluate their compliance in the areas listed on their inspection report. This process not only looks at compliance issues, but provides exposure and training to troopers, sergeants and commanders by involving them in the process giving them a better understanding to why we do things the way we do. This evaluation and teaching outlook also shares best practices from all areas of the state to increase proficiency and streamline Divisional operations.

Location of unit: General Headquarters / 4th Floor Shipley Building, 1970 West Broad Street.

Summary of duties performed:

- Perform evaluations of the component being inspected.
- Submit an inspection report to the Superintendent through the Office of Field Operations.
- Monitor inspection reports for trends that may indicate a training need, and forward this information to the Field Operations Commander.
- Training of troopers, sergeants and commanders in the areas of the inspection including best practices, and idea sharing to increase Divisional proficiency.
- Bring any deficiencies relating to accreditation to the attention of the Accreditation Manager, to initiate steps necessary to correct deficiencies.
- Brief the District Commander and Senior Staff on the inspection results.
- Conduct re-inspections at the discretion of the Field Operations Commander.

Workload (interested in relevant statistics that are used to measure the unit): During the

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course of each year the unit inspects:

- 90 posts and facilities, this includes 8 sections inside General Headquarters.
- 1,566 inspection items are checked for compliance outside GHQ, plus an additional 255 inspection items inside; for a total of 1,821 inspection items checked for compliance.

Budget for last fiscal year in the following categories:

- Pay and benefits
- Overtime
- Training
- Equipment

Number of vehicles assigned to unit: 2

Supervision structure/Span of control: Lieutenants, Sergeants, and Troopers in attendance for inspection process.

Number of full time sworn staff assigned: 2

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- 16 Hours - Yearly In-service
- 8 Hours - Yearly Civil Disturbance Training
- 24 Hours - Monthly Roll Call Training / Policy Review

UNIT NAME: OFFICE OF FIELD OPERATIONS / LICENSING AND COMMERCIAL STANDARDS SECTION

When created: In the 1970's the Driver Vehicle Services (DVS) section of the Office of Field Operations was created to oversee licensing/testing and the inspection of school buses. DVS became Licensing and Commercial Standards a stand alone Office in 1997. This move was initiated by then Major Richard Rucker of the Office of Field Operations who felt that the LCS Office was needed due to the increased work load. It was during this time the patrol assumed Motor Carrier Safety Assistance Program (MCSAP) responsibilities for all roadside commercial inspections and the commercial driver license (CDL) testing functions. In 2007 LCS was expanded to include salvage inspections at ten facilities across the state. In May 2009, the LCS section was absorbed back into the Office of Field Operations.

Location of unit:

- GHQ LCS / 4th Floor Shipley

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- LCS D-1 / Findlay District Headquarters
- LCS D-2 / Bucyrus District Headquarters
- LCS D-3 / Massillon District Headquarters
- LCS D-4 / Warren District Headquarters
- LCS D-5 / Troy Facility
- LCS D-6 / Columbus District Headquarters
- LCS D-7 / Cambridge District Headquarters
- LCS D-8 / Wilmington District Headquarters
- LCS D-9 / Jackson CDL/LCS Facility
- LCS D-10 / Berea District Headquarters

Summary of duties performed:

Motor Vehicle Inspection Unit

- School Buses
 - Chair the Ohio School Bus Construction Standards Committee
 - Writes and updates the Ohio School Bus Construction Standards (Ohio Administrative Code (OAC) 4501- 5)
 - Works with the manufacturers and dealers of school buses to be compliant with the OAC
 - Currently working on the required five year review of the OAC
 - Reviews and as needed updates Ohio Revised Codes in the area of school buses
 - Most recent update which is still pending is the use of the Multifunction School Activity Bus which was created by new Federal Motor Vehicle Safety Standards (FMVSS)
 - Annually issues a school bus inspection manual to the MVI teams and the school bus operators providing information for the safe maintenance of school buses
 - Works directly with the manufacturers, dealers, school and operators on issues relating to the inspection and maintenance of school buses
 - Maintains school bus inspection reports through the computerized school bus program
 - Works with I.T. to continue to improve and update the computer program
 - National School Transportation Specifications and Procedures.
 - Involved in the National Congress on School Transportation which produces recommendations in school bus construction and operations
 - Involved in two committees
 - Bus Body Specifications Committee
 - School Bus Inspection Committee
 - Sits in on the Bus Chassis Specifications Committee but not directly involved
- Private Pupil Transportation Providers
 - Currently there are 224 licensed providers
 - Reviews and as needed updates Ohio Revised Codes in the area Private Pupil Transportation Providers
 - Annually reviews each provider's information to verify that they are operating within the rules and regulations
 - Works with Legal Service and Attorney General's office to revoke license of non-

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- compliant providers
- Motor Vehicle Inspections
 - Reviews and as needed updates Ohio Revised Codes (ORC) and Ohio Administrative Code (OAC) in all areas concerning motor vehicle standards and inspection
 - ORC 4513 section and OAC 4501-15, 4501:2-1.
 - As required under ORC 4503.07, writes the standards for the inspection of church buses for safe operation and conducts these inspections
 - Conduct salvage, self-assembled, title verification and duplicate VIN vehicle inspections
 - Trains and licenses Motor Vehicle Fleet Inspection Stations
- Liaison
 - Ohio Department of Education
 - Governors Highway Safety Office
 - Ohio Association for Pupil Transportation (OAPT)
 - National Association for Pupil Transportation
 - National Insurance Crime Bureau
 - Ohio School Bus Mechanics Association (OSBMA)
 - Ohio Department of Developmental Disabilities
 - Ohio Bureau of Motor Vehicles
 - Ohio Job and Family Services
 - Ohio Medical Transportation Board
 - Ohio Traffic Safety Office
 - National Highway Traffic Safety Administration
 - Motorcycle Ohio
- Training/Instruction
 - Annual in-service training for Motor Vehicle Inspectors
 - Annual regional meetings in-partnership with the OSBMA to review school bus inspection procedures with the mechanics prior to the annual school bus inspections
 - Semi-annual regional meetings with the Private Pupil Transportation Providers to review reporting procedures to maintain their licenses
 - Semi-annual church bus meetings in-partnership with Ohio Operation Life Saver covering church bus inspections and safe operation of church buses and church vehicles
 - Attends and speaks at the annual OAPT and OSBMA conferences
 - Produced two instruction videos
 - For the Department of Corrections a video on the inspection, safe loading and operation of large vans and buses
 - School Bus Inspection Video
 - Meets with the inspection teams in the field to review their inspection process/operations
 - Annual inspection of the District MVI units
- Ohio Revised Code/Ohio Administrative Code
 - Assists other departments/agencies with updating/reviewing and/or interpreting ORC and OAC
 - BMV on Moped rules/regulations

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- Motorcycle Ohio on helmet laws and operation of motorcycles
- Committee with Legal Services and BMV on new types of vehicles
 - Low Speed
 - Under Speed
- Supervision
 - Oversees 23 Motor Vehicle Inspection teams
 - 23 troopers
 - 37 inspectors
 - The teams inspect over 20,000 school buses at least twice a year
 - Inspect over 1000 church buses annually
 - The teams inspect over 900 driver training schools on a biennial basis
 - Oversees 10 Motor Vehicle Inspection Teams (Salvage)
 - 10 Troopers
 - 11 Inspectors
 - The teams inspect over 30,000 vehicles annually
 - Guidance to the District LCS units
- Other
 - Keeps current in the following areas:
 - Federal Motor Vehicle Safety Standards
 - Society of Automotive Engineers standards
 - The above standards are used in school bus construction standards and guide motor vehicle safety requirements
 - Response to surveys from the American Association of Motor Vehicle Administrators (AAMVA)
 - Daily in-office operations
 - Answer public's questions
 - Email
 - Letter
 - Phone
 - Review and update OSP policy and procedure
 - Five year review of OAC as directed by Legal Services.
 - The following have been updated within the last five years:
 - Transportation of Pupils
 - Rural Mail Delivery Vehicles
 - Worked with the US Postal Service on this review and update
 - Funeral Escort Vehicles
 - Worked with the Ohio Funeral Directors Association and Funeral Police Escorts.
 - Slow Moving Vehicle Emblem
 - Worked with OSU Department of Food, Agricultural, and Biological Engineering.
 - Motor Vehicle Lighting
 - Vehicle Transporting Pre-School Children
 - Snowmobiles and All-Purpose Vehicles
 - Worked with the Ohio Department of Natural Resources and National Forest

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Service.

- Animal Drawn Vehicles
- Window Tinting
 - Worked with Ohio Chiefs of Police and Buckeye State Sheriffs Association.
- Bumper Heights

Licensing and Testing Unit

- Oversight of the driver license testing unit
 - Over 220 examiners at 91 different facilities containing 530 testing kiosks
 - 3 mobile DX units
 - 681,029 knowledge tests and 539,675 driving tests in 2008
 - Conduct in-service training for all DX Examiners
 - Serves as the liaison with Solutions Through Software(STS), this is the company that supplies all the driver license testing kiosks for the state of Ohio
 - Annual inspection of all DX stations
- Oversight of all technological advances at the DX sites to include hardware and software
 - Transition to the plastic permit, interface STS with BASS
- Oversight of the CDL Testing Program for Ohio
 - 5 State and 10 third party exam sites employing 56 total CDL examiners
 - April 2006 we switched to the 2005 AAMVA CDL Testing Model
 - CDL covert operation at all CDL test sites
 - Annual re-certification of all CDL examiners
 - Annual on-site inspection of all 3rd party test sites
 - Annual training class for new CDL examiners
 - Verifies and approves CDL receipts for refunds
- Responds to public inquiries via e-mail, telephone, and US mail
- CDL Coordinator for the State of Ohio
 - Liaison between the OSHP and the Federal Motor Carrier Safety Administration (FMCSA) on all CDL related issues
 - Coordinator between the BMV, IT and the Division for the Federal CDL Review that is conducted every 3 years and the related follow-up
 - FMCSA grants, over \$1,818,315 over the last 5 years for kiosks and other CDL related issues
 - Serves as the liaison with American Association of Motor Vehicle Administrators (AAMVA)
 - Chairs the CDL compliance committee for DPS
 - Liaison with other States when it comes to CDL issues
 - Works with Ohio Traffic Safety Office (OTSO) on driver training school issues (i.e.: transgender OL, security features, etc.)
 - Works with the BMV and IT on BMV vehicle registration and driver license issues
 - Revises the ORC and the OAC on CDL related issues and laws
 - Oversight of all DPS license publications (Digest, CDL Driver Handbook, Motorcycle book, handouts)
 - Liaison with Ohio Trucking Association (OTA) on CDL related issues, conduct seminars around the State for OTA and others reference 4506 and CDL skills tests

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Motor Carrier Enforcement Unit

- Size and Weight area:
 - Ensure all portable scales are calibrated annually by the department of agriculture
 - Conduct in-service training for all Portable Load Limit personnel
 - Conduct in-service training for all Stationary Load Limit Personnel
 - Develop and submit Ohio's annual size and weight plan by July 1 to the Federal Highway Administration
 - Ensure OSHP is on target to meet size and weight plan goals during the year
 - Reporting of all activity generated by any agency involved with weighing trucks by means of portable and platform operations
 - Submit Ohio's annual size and weight certification by Jan 1 to the Federal Highway Administration (FHWA)
 - Audit computerized activity of all trucks weighed monthly
 - Submit size and weight activity on a monthly basis
 - Review all permits voided by field personnel
 - Develop / modify / update all policies relating to size and weight
 - Host a size and weight seminar for judges and prosecutors on a biennial basis
 - Teach size and weight at 3-day CVSAFE course at Academy
 - Develop inter-agency liaison with ODOT, FHWA, and other law enforcement agencies conducting weight enforcement
 - Answer e-mail, telephone, and other correspondence dealing with size and weight questions.
 - LCS representative on the Highway Safety Planning committee for the annual Bureau Workers Compensation Safety Congress.
 - Monitor the platform scale facilities and operations.
- Motor Carrier Enforcement
 - Personnel involved with MCE Unit (full strength)
 - 2 GHQ Personnel (Lt. Warner, MCEM Feddern).
 - 9 District LCS Lt's
 - 10 CEC sergeants
 - 29 CMV Troopers
 - 59 MCE Inspectors
 - 8 MCE Supervisors
 - 9 Secretaries
 - 12 CMV LLI Troopers
 - 24 Portable LLI Civilian employees
 - 36 Stationary LLI Civilian employees
- Motor Carrier Safety Alliance Program (MCSAP)
 - Coordinate OHSP involvement in MCSAP portion. The Public Utilities Commission of Ohio (MCSAP lead agency for Ohio) has an annual MCSAP budget of about \$6.3 million of which 69% is earmarked for OSHP's program
 - Develop, apply and coordinate all MCSAP High Priority Grants.
 - 4 grants currently active
 - Work zone enforcement
 - Rural area enforcement

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- MCT grant to upgrade 131 MCTs.
- 1 Pending HP grants awaiting approval from FMCSA
- PrePass – for annual participation assessment
- Develop the annual CVSP – Commercial Vehicle Safety Plan. This is developed with personnel from PUCO, FHWA, OTA, OTSO, FMCSA
 - CVSP State and federal objectives include:
 - CMV Crash reduction to meet Federal LifeStat goal of .16 fatalities per 100 million VMT (all vehicles) CMV involved by 2011
 - Work zones inspections/enforcement
 - CMV High Crash Corridor inspections / enforcement
 - CMV High volume enforcement / inspections
 - Multi-State details- CMV Safety with MI, IN, KY, WV. Programs targeting specific areas such as Food, Plant, Animal, Weights, Dyed Fuel, Traffic violations, load securement....
 - Airbrake – annually
 - Roadcheck – annually
 - Brake safety week – annually
 - Utilize truck stops to deliver information to drivers
 - Operation Safe Driver
 - Review CMV inspections conducted statewide for quality control
 - Using Federal Motor Carrier Safety Regulations (FMCSR) violations correctly
 - Discover numerous issues to correct through training, AI, policy changes
 - CMV traffic enforcement / Inspections
 - Non CMV traffic enforcement
 - Educational programs
 - 3-Day CVSAFE
 - State fair display
 - Dayton Air Show
 - Several County fair displays
 - Safety meetings at trucking companies (about 100 annually)
 - Conduct district annual inspections dealing with size and weight, motor carrier enforcement, and mandatory bus inspection program
 - Inspect scale facilities during annual inspections of districts
 - Conduct PrePass surveys / special MCE inspections to ensure quality of program
 - Create, modify, and ensure all policies are up-to-date dealing with the motor carrier enforcement unit
 - Answer all inquires (phone, letter, e-mail) about truck questions
 - Oversee the annual mandatory passenger-carrying vehicle inspection program.
 - Order decals
 - Approve refund requests via ODPS refund management system (computerized program)
 - Develop programs to conduct roadside (destination) inspections of passenger-carrying vehicles (rarely conducted while en-route) Conduct inspections at locations such as Cedar Point and Kings Island
 - Coordinate training for MCEI / CMV troopers / Supervisor to become certified at

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inspecting passenger-carrying vehicles and any updated training as needed

- Training:
 - Coordinate all training for MCE Unit
 - Annual in-service for MCEI, CMV, MCES, MCEM, LT, CEC.
 - North American Standards training for:
 - Part A - Driver
 - Part B – Vehicle
 - General HM Course
 - HM Cargo tank
 - HM Other Bulk
 - Motor Coach
 - Instructor training
 - Part A: James Feddern, CEC Sgt. Mike Schneider
 - Part A: James Feddern, Lt. John Thompson
 - HM General – Lt. Gordon Jackson
 - HM Cargo tank / Other bulk – Lt. John Thompson, MCES Gregg Massie
 - HM Other bulk – Lt. John Thompson, MCES Gregg Massie
 - Motor Coach – None (attempting to get 2 trained)
 - Teach cadets
 - General HM / CMV enforcement
 - Scale Field trip (size and weight, School bus, CMV inspections, CMV awareness)
- Inter agency cooperation
 - Motor Carrier Enforcement Unit meets with the following agencies to conduct enforcement, training, and other activities. Share information to improve CMV Safety
 - PUCO - Daily interaction
 - FMCSA - Daily interaction
 - ODOT -Weekly interaction
 - Ohio / US Department of Agriculture
 - Plant – emerald ash bore / gypsy moth
 - Animal – transportation of livestock across state lines, quarantine of certain livestock
 - Food – adulterated food being transported
 - D-1 found two incidents where non-refrigerated food was being transported for human consumption
 - Transportation Security Administration (TSA)
 - Behavior Detection training and joint enforcement efforts
 - Visible Intermodal Prevention and Response(VIPR)
 - CVSA member (former Vehicle Committee Chair)
 - Federal High Priority Grants
 - CVSP
 - YRC (Roadway) is very involved with OSHP in CMV safety with such topics as:
 - CMV “No Zone” display
 - Local District one day Commercial Vehicle Safety and Familiarization Education (CVSafe)
 - State Fair

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- Technical Crash Investigation at academy
- Crash Reconstruction training at the academy
- 3 Day CVSAFE course at academy (spring and fall)
- Cadet Field trip at scales as needed

Note: CVSafe course was copied by Kentucky Vehicle enforcement division and will be part of their CMV programs.

Workload (interested in relevant statistics that are used to measure the unit):

Salvage Vehicle Inspection Program

Year	Salvage Inspections	Title Verification Inspections	VIN	Out of State Inspections	Self Assembled Inspections	Total Inspections
2008	29,175	328	68	168	596	30,335
2009*	30,586	333	81	119	459	31,578

MVI Bus Inspections

Year	School Bus Inspected	Church Bus Inspections
2009* Jan-Oct	39,886	1,467
2008	47,622	1,588
2007	46,672	1,462
2006	48,568	784
2005	52,852	948

DX Testing

Year	Written Class-D License Tests	Driving Class-D License Tests	Motorcycle Tests	CDL Written Tests	CDL Skills Tests
2009* Jan-Oct	497,444	224,278	13,531	118,457	41,837
2008	568,441	259,233	19,128	138,028	49,256
2007	549,707	263,729	16,817	144,021	54,425
2006	547,362	263,235	14,741	152,414	58,046
2005	548,254	258,539	14,930	139,959	51,660
Total	2,711,208	1,269,014	79,147	692,879	255,224

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Commercial Motor Vehicles Weighed and Overweight (OSHP only)

Year	Trucks Weighed Stationary Scale Facilities	Trucks Overweight Stationary Scale Facilities	Trucks Weighed Portable Scale Teams	Trucks Overweight Portable Scale Teams
2009* Jan-Oct	3,325,687	6,268	4,962	3,911
2008	4,515,864	8,741	6,375	5,301
2007	4,821,282	9,031	7,142	6,103
2006	4,978,063	10,267	7,264	6,236
2005	5,187,641	10,665	7,042	5,851
Total	22,828,537	44,972	32,785	27,402
Average (2005-2008)	4,875,713	9,676	6,956	5,873

Commercial Motor Vehicle Inspection Activity 2005-2009

	2009	2008	2007	2006	2005	TOTAL	AVERAGE
Total Inspections	82,825	86,204	84,773	84,523	73,530	411,855	82,371
HazMat Inspections	6,369	6,233	6,771	7,385	6,627	33,385	6,677
Bus Inspections (MABI)	3,804	3,761	3,486	3,402	3,179	17,632	3,526
Vehicle OOS	15,269	17,446	18,055	20,000	18,050	88,820	17,764
Driver OOS	4,065	5,162	5,860	6,319	5,244	26,650	5,330
Traffic Enforcement Inspections	11,622	11,162	10,687	9,922	7,941	51,334	10267
Safety Meetings Conducted	91	93	92	110	90	476	95
Safety Meeting Attendees	4555	3300	3076	3650	3606	18,187	3637
"NO-ZONE" Safety Displays	1	5	7	7	0	20	4
"NO-ZONE" Visitors	40173	46092	49501	47933	387	184,086	36817

Budget for last fiscal year in the following categories:

- Pay and benefits
- Overtime
- Training
- Equipment

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Number of vehicles assigned to unit:

- LCS GHQ - 7 cars
- LCS D-1 - 18 cars / 3 vans / 1 mobile DX
- LCS D-2 - 18 cars / 4 vans
- LCS D-3 - 24 cars / 4 vans / 1 mobile DX
- LCS D-4 - 22 cars / 4 vans
- LCS D-5 - 21 cars / 3 vans
- LCS D-6 - 25 cars / 5 vans
- LCS D-7 - 19 cars / 4 vans
- LCS D-8 - 21 cars / 4 vans
- LCS D-9 - 16 cars / 3 vans / 1 mobile DX
- LCS D-10 - 12 cars / 1 van

Supervision structure/Span of control:

- LCS Captain (Executive Officer)
 - LCS Staff Lieutenant (Administrative Officer)
 - LCS Licensing & Testing Lieutenant
 - Driver License Manager
 - Assistant Driver License Manager
 - LCS Motor Vehicle Inspection Lieutenant
 - Staff Specialist Sergeant
 - LCS Motor Carrier Enforcement Lieutenant
 - Motor Carrier Enforcement Manager
 - D-1 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (2)
 - Portable Load Limit Trooper
 - Motor Vehicle Trooper (2)
 - Salvage Inspector Trooper
 - Driver Examiner Station Supervisor
 - Driver Examiner Two (2)
 - Driver Examiner One (18)
 - Portable Load Limit Inspector (2)
 - Motor Carrier Enforcement Inspector (5)
 - Motor Vehicle Inspector (4)
 - Stationary Load Limit Inspector (8)
 - Salvage Inspector
 - LCS Secretary
 - D-2 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (3)

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- Portable Load Limit Trooper (2)
- Motor Vehicle Trooper (2)
- Salvage Inspector Trooper
- Driver Examiner One (14)
- Portable Load Limit Inspector (4)
- Motor Carrier Enforcement Inspector (5)
- Motor Vehicle Inspector (4)
- Salvage Inspector
- LCS Secretary
- D-3 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (3)
 - Portable Load Limit Trooper
 - Motor Vehicle Trooper (3)
 - Salvage Inspector Trooper
 - Driver Examiner Station Supervisor (2)
 - Driver Examiner Two (4)
 - Driver Examiner One (23)
 - Portable Load Limit Inspector (2)
 - Motor Carrier Enforcement Inspector (10)
 - Motor Vehicle Inspector (6)
 - Stationary Load Limit Inspector (2)
 - Salvage Inspector
 - LCS Secretary
- D-4 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (3)
 - Portable Load Limit Trooper
 - Motor Vehicle Trooper (3)
 - Salvage Inspector Trooper
 - Driver Examiner Station Supervisor
 - Driver Examiner One (19)
 - Portable Load Limit Inspector (2)
 - Motor Carrier Enforcement Inspector (7)
 - Motor Vehicle Inspector (5)
 - Stationary Load Limit Inspector (7)
 - Salvage Inspector
 - LCS Secretary
- D-5 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor

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- Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (3)
 - Portable Load Limit Trooper
 - Motor Vehicle Trooper (2)
 - Salvage Inspector Trooper
 - Driver Examiner Station Supervisor
 - Driver Examiner One (18)
 - Portable Load Limit Inspector (2)
 - Motor Carrier Enforcement Inspector (6)
 - Motor Vehicle Inspector (3)
 - Stationary Load Limit Inspector (4)
 - Salvage Inspector
 - LCS Secretary
- D-6 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (3)
 - Portable Load Limit Trooper (2)
 - Motor Vehicle Trooper (3)
 - Salvage Inspector Trooper
 - Driver Examiner Station Supervisor
 - Driver Examiner Two (2)
 - Driver Examiner One (16)
 - Portable Load Limit Inspector (4)
 - Motor Carrier Enforcement Inspector (5)
 - Motor Vehicle Inspector (4)
 - Salvage Inspector
 - LCS Secretary (2)
- D-7 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (2)
 - Portable Load Limit Trooper (2)
 - Motor Vehicle Trooper (2)
 - Salvage Inspector Trooper
 - Driver Examiner Two
 - Driver Examiner One (14)
 - Portable Load Limit Inspector (4)
 - Motor Carrier Enforcement Inspector (4)
 - Motor Vehicle Inspector (3)
 - Stationary Load Limit Inspector (7)
 - Salvage Inspector
 - LCS Secretary

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- D-8 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (3)
 - Portable Load Limit Trooper
 - Motor Vehicle Trooper (3)
 - Salvage Inspector Trooper
 - Driver Examiner Station Supervisor (3)
 - Driver Examiner Two (4)
 - Driver Examiner One (29)
 - Portable Load Limit Inspector (2)
 - Motor Carrier Enforcement Inspector (8)
 - Motor Vehicle Inspector (5)
 - Stationary Load Limit Inspector (8)
 - Salvage Inspector (2)
 - LCS Secretary
- D-9 LCS Lieutenant
 - Commercial Enforcement Coordinator Sergeant
 - Motor Carrier Enforcement Supervisor
 - Commercial Motor Vehicle Trooper (2)
 - Portable Load Limit Trooper
 - Motor Vehicle Trooper (2)
 - Salvage Inspector Trooper
 - Driver Examiner Two (4)
 - Driver Examiner One (9)
 - Portable Load Limit Inspector (2)
 - Motor Carrier Enforcement Inspector (4)
 - Motor Vehicle Inspector (3)
 - Stationary Load Limit Inspector (2)
 - Salvage Inspector (2)
 - LCS Secretary (2)
- D-10 LCS Commercial Enforcement Coordinator Sergeant
 - Driver Examiner Supervisor
 - Commercial Motor Vehicle Trooper (6)
 - Motor Vehicle Trooper
 - Salvage Inspector Trooper
 - Driver Examiner Station Supervisor
 - Driver Examiner Two (3)
 - Driver Examiner One (23)
 - Motor Carrier Enforcement Inspector
 - Motor Vehicle Inspector

Number of full time sworn staff assigned: 99 sworn officers* are assigned to LCS statewide

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Number of sworn staff assigned on a part-time basis: 0 sworn officers* are assigned to LCS statewide on a part-time basis

Number of full-time civilian staff assigned: 404 full time civilian staff* are assigned to LCS statewide

Number of civilian staff assigned on a part-time basis: 6 civilian staff* are assigned to LCS statewide on a part-time basis

*All numbers are based including pending vacancies

Average number of hours of staff training in what areas:

UNIT NAME: OFFICE OF FIELD OPERATIONS/OHIO EXPOSITION CENTER/HILLTOP – POST 98/ALUM CREEK FACILITY

When created: The Ohio State Highway Patrol Police Officers started in 1987 when the OSP assumed policing responsibilities of the Ohio Expositions Center. Prior to this, a group of non-sworn security guards patrolled the facilities. The problem with this was whenever an incident occurred; these security guards would call the Columbus Police Department to handle the incident.

When the Patrol took control of the police function, the guards that worked at the Fairgrounds were sent through the Basic Police Officer program at the Academy. There was also several hired from other agencies that were already OPOTA certified. These Police Officers were under the command of the Columbus District 6 Staff.

Location of unit: The Police Officers are responsible for all police duties on State property. Annually, Police Officers have contact with nearly two (2) million patrons and vendors at the Ohio State Fairgrounds during one hundred forty (140) events. Additionally, the Officers are assigned to the Alum Creek Facility. Officers assigned at the Department of Public Safety Building check the security of each floor; provide security for the Center School Facility that houses LEADS and a childcare center.

Summary of duties performed:

- **Duties of Police Officers:** Officers' duties include criminal and crash investigations, recovery of lost property, and provide security for the employees working at the Department of Public Safety Building as well as millions of dollars of State property. Patrols grounds and buildings on foot and in car, protects lives of consumers/clients, visitors and employees, checks property for open doors, gates, windows, fires or other hazards, prevents crime and enforces laws, rules and regulations, checks identity of persons on grounds and nature of business, monitors traffic conditions and parking facilities to ensure efficient flow of traffic, checks parking permits, issues traffic tickets as necessary, carries firearms.

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Investigates complaints, conducts criminal and accident investigations, makes inquiries, documents findings and communicates with general public regarding sensitive issues.

Performs variety of service functions (e.g., performs security duty at special events, responds to emergencies and makes emergency runs in patrol car, escorts, protects and assists visitors, assists nursing, medical or direct care personnel in handling/restraining, transporting.)

Performs routine administrative duties related to police work (e.g., keeps logs of security conditions, writes unusual incident reports, answers telephone, relays messages via radio and telephone, files and types reports; plans daily duties for self and others to include fire drills, vehicle inspections, fire extinguisher inspections and other safety/security inspection) and reviews changes in law enforcement and emergency procedures.

- **Police Officer Staffing:** Currently there is one Lieutenant, fourteen (14) Police Officers assigned to three (3) facilities. A Staff Lieutenant is assigned to Field Operations is responsible for overseeing the department.

Vehicles assigned to units:

- Two (2) 2007 Ford Crown Vic's Post 96
- Four (4) 2005 Ford Crown Vic's Post 96, Post 98 and Alum Creek Facility
- One (1) 2008 Ford Crown Vic Post 98
- Two (2) 2008 Dodge Durango's Post 96
- One (1) 2006 Ford Crown Vic Post 96

Supervision structure/Span of control:

- Ohio State Highway Patrol Staff/Lieutenant
- Police Officer Lieutenant
- Police Officers
- Secretary

Number of full time sworn staff assigned: 15

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 1

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training:

- Trooper In-Service – 16 hours per service year
- CD Training Spring and Fall –8 hours per service year
- Commander In-Service – 8 hours per service year
- Roll Call – 1 hour monthly

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UNIT NAME: COMPUTER CRIMES UNIT

When created:

Location of unit: 1970 West Broad Street, Columbus, Ohio 43223

Summary of duties performed: The Computer Crimes Unit conducts investigations into criminal activity where a computer has been used as an instrumentality of the crime or contains evidence relative to the investigation within the jurisdiction of the Division. The Computer Crimes Unit also assists other law enforcement agencies when requested.

The Computer Crimes Unit has a multi-tiered approach and can be utilized in an investigatory capacity, crime scene processing capacity, or in an analytical capacity. The Computer Crimes Unit collaborates with the other components of the Office of Special Operations and provides services to all Posts and Sections through that interface.

The Computer Crimes Unit receives computers and related media from the posts, criminal patrol units, and District Investigators for the purpose of conducting forensic analysis. Once completed the Computer Crimes Unit provides the requestor with the results of the analysis. The Computer Crimes Unit also provides technical expertise in the investigation and prosecution of high tech crimes.

Workload (interested in relevant statistics that are used to measure the unit): In 2009 the Computer Crimes Unit conducted 87 investigations and analyzed a total of 11.78893 terabytes of information. This is a 52% percent increase in the total amount of data received and analyzed from 2008.

Number of vehicles assigned to unit: 2

Supervision structure/Span of control: Sergeant, Trooper, 2 Analysts

Number of full time sworn staff assigned: 2

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 2

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

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The Computer Crimes Unit attends specialized training as needed and available specific to computer crime investigation and forensic analysis of computers and related media.

UNIT NAME: CRIMINAL INTELLIGENCE UNIT

When created: 2004

Location of unit: 1970 West Broad Street, Columbus, Ohio 43223

Summary of duties performed: The Criminal Intelligence Unit is a sub unit of the Office of Special Operations. This unit is charged with providing information and intelligence to uniformed personnel within the Division to enhance officer safety. Subsequently, the Criminal Intelligence Unit's primary responsibility is to gather information and intelligence and, disseminate it to the Districts and Posts within the Division so that it can be acted upon. The unit also provides investigative analysis and intelligence products and conducts assessments of persons wanted by the Division. The Unit produces a number of intelligence and analytic products which are also shared with other law enforcement agencies at no cost.

Workload (interested in relevant statistics that are used to measure the unit): From 2004 to 2009, (based upon current projected totals for 2009), the volume of yearly requests has increased 13,233% - from 15 requests in 2004 to a projected total of more than 2,000 requests for assistance in 2009. Requests for warrant assistance by patrol posts and investigative requests by OIS Troopers have accounted for the majority of the increase.

Requests for assistance over the last three years show a steady increase. In 2007, there were 749 internal (OSHP) requests and 520 external (other agencies); in 2008, there were 968 internal and 605 external; through the end of October 2009, there were 1220 internal and 361 external requests. (This number is only through October of 2009 and the 2008 number reflects the remaining three months.)

Impact of Intelligence Product Distribution: While the main focus for CIU is to support the efforts of the Division's personnel, CIU distributes or shares intelligence information with other law enforcement agencies across Ohio, the United States and even internationally. This distribution is a three tier process. Tier 1 products are distributed to only OSP personnel. Tier 2 products contain Ohio-specific information and are distributed to Ohio law enforcement agencies outside of the OSP. Tier 3 products contain information that is relevant to all law enforcement personnel and are distributed to law enforcement agencies outside of Ohio and internationally.

Agencies on the CIU dissemination list have requested to be placed on the list. The option in / option out process allows agencies to be placed on or removed from the list at any time. Many agencies on the list post or redistribute these products to officers within their own agencies and to other agencies that they have developed through their own intelligence partnerships. Based upon a recent CIU customer survey, it has been established that products from the Ohio

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State Highway Patrol's Criminal Intelligence Unit are shared on a regular basis with over 6,600 law enforcement agencies. This is provided at no cost and effectively shares officer safety and awareness information throughout the law enforcement community.

Number of vehicles assigned to unit: 3

Supervision structure/Span of control: Lieutenant, 2 Sergeants, 2 Analysts

Number of full time sworn staff assigned: 3

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 2

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: GHQ VEHICLE THEFT UNIT

When created:

Location of unit: 1970 West Broad Street, Columbus, Ohio 43223

Summary of duties performed: The Ohio State Highway Patrol Vehicle Theft Unit investigates statewide, in-depth criminal activity involving vehicle theft and fraud, odometer fraud, and vehicle title and registration violations. These investigations routinely branch out into other forms of criminal activity, such as insurance fraud, heavy equipment theft, cargo theft and drug trafficking.

Workload (interested in relevant statistics that are used to measure the unit): The Columbus Vehicle Theft Unit is comprised of one Sergeant. Beginning in February, 2009, one investigator was assigned to assist with investigations.

In 2008, the Columbus Vehicle Theft Unit handled 30 auto theft related investigations, resulting in the recovery of over 30 stolen vehicles valued at \$252,000.

In 2009, the Columbus Vehicle Theft Unit handled 38 auto theft related investigations, resulting

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in the recovery of 38 stolen vehicles valued at \$287,000.

Over the past 2 years, the Vehicle Theft Unit has initiated and participated in several vehicle theft “task force” style operations in the Columbus area. These investigations have resulting in the recovery of over \$1 million dollars in vehicles and other stolen property.

Number of vehicles assigned to unit: 2

Supervision structure/Span of control: Sergeant and Trooper

Number of full time sworn staff assigned: 2

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: The Vehicle Theft Unit is responsible for training O.S.P. personnel in the latest auto theft trends and techniques. The Vehicle Theft Unit has trained over 1000 Troopers and Sergeants across the state over the last three years and has conducted six, eight-hour auto theft classes to the OSP Academy Cadet classes. The Vehicle Theft Unit has also been instrumental in conducting three-day auto theft training classes at the OSP Academy; through it’s partnership with the Ohio Auto Theft Investigators Association. This training is open to all law enforcement officers and insurance company personnel. Through this partnership, three, free one-day training classes, using OSP Vehicle Theft Unit personnel, are conducted across the state in various locations.

The Vehicle Theft Unit provided a free, 4-hour outreach presentation to the Ross County Sheriffs Department. This training was comprised of information on title laws, salvage vehicle laws, and ATV/ Motorcycle identification. The training was conducted on August 19 of this year, prior to the Easy riders Rodeo in Chillicothe, Ohio, at the Sheriff’s Office request.

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: HOMELAND SECURITY

When created: 2005

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Location of unit: 2855 Dublin Granville Road, Worthington, Ohio

Summary of duties performed: The SAIC (Homeland Security) was the result of a partnership between the Director of Public Safety, the Colonel of the Ohio State Highway Patrol, and the Executive Director of Ohio Homeland Security. In order for the Strategic Analysis & Information Center (SAIC) to be successful Ohio Homeland Security requested a representative from law enforcement be a part of the development and implementation of the unit. Through the direction of the Ohio Department of Public Safety and from the support of OSHP, a Lieutenant from OIS was assigned in March of 2005 to support OHS and the initiative of the Strategic Analysis & Information Center (SAIC). OIS supports this initiative with a lieutenant and a sergeant respectively.

The SAIC is a team of local, county, state, federal and private sector jurisdictions that serves to facilitate effective information and intelligence sharing, while working with and supporting local, state, and federal governmental agencies as well as the private sector. The SAIC has 19 fulltime members that are either OHS employees or contractors, or individuals that have been detailed to the SAIC on a fulltime basis from their agencies.

Workload (interested in relevant statistics that are used to measure the unit): The distribution of situational awareness and threat information is the key to the unit being successful. The SAIC produces bulletins and intelligence products disseminating the information to 6,168 users vetted of which 3,386 are law enforcement users.

The center has been a fore runner in the fusion center field and has been nationally recognized as such. In 2008 the center was awarded the "Fusion Center of the Year" award by the United States Department of Homeland Security. In 2009 the center was awarded the National Honorary Intelligence Award by the Transportation Security Administration.

Number of vehicles assigned to unit: 2

Supervision structure/Span of control: Lieutenant and Sergeant

Number of full time sworn staff assigned: 2

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

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UNIT NAME: DISTRICT 1

When created: 1934

Location of unit: 3201 N. Main Street, Findlay, Ohio 45840

Summary of duties performed: The Findlay District Headquarters, Office of Special Operations, Investigations, is responsible for investigating criminal matters for 12 counties in Northwest Ohio. Inside these 12 counties are 6 Patrol Posts and the following state agencies; Department of Rehabilitation and Correction, Department of Mental Health, One Government Center, State Colleges, BWC and National Guard bases.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	1674	1723	3,397

Number of vehicles assigned to unit: 6

Supervision structure/Span of control: One sergeant oversees the investigators/troopers and reports to the District One Commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: 1 Sergeant and 5 Troopers.

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

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UNIT NAME: DISTRICT 2

When created: 1934

Location of unit: 3665 SR-4, Bucyrus, Ohio 44820

Summary of duties performed: The Bucyrus District Office of Investigative Services (D-2 OSO) is located in Crawford County, which is located about an hour north of Columbus. The Bucyrus District is comprised of nine (9) counties, Marion, Wyandot, Crawford, Richland, Seneca, Huron, Sandusky, Erie, and Ottawa. The D-2 OSO is responsible for investigating criminal activity occurring on state owned or state leased property which consists of six (6) prisons, a mental health facility, a veteran's home, four (4) State Parks, the state owned or leased property on the Islands located in Lake Erie, two (2) State Colleges, a Bureau of Worker's Compensation Office, numerous driver examination stations, and rest areas.

D-2 OSO is also responsible for investigating any complaint/crimes, and responsible for providing security during hearings or other activities upon request, for all state agencies located in District 2. The D-2 OSO is responsible for providing dignitary protection for the Governor, Lieutenant Governor, and any dignitary deemed necessary by the Governor in visits to District 2. D-2 OSO strategies assisted District 2 in working towards the 24/7 Initiative, as well as, the goals that support the Office of Special Operations.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	2840	1831	4671

Number of vehicles assigned to unit: 5

Supervision structure/Span of control: One sergeant oversees the investigators/troopers and reports to the District 2 Commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: (5 total) – A Sergeant and (4) troopers

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40

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- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: DISTRICT 3

When created: 1934

Location of unit: 4300 Lincoln Way West, Massillon, Ohio 44647

Summary of duties performed: The D-3 OSO unit is responsible for criminal investigations in seven counties. Each county has a designated investigator who is responsible for investigating all non-institution cases occurring in that county. The investigator is also the OSO liaison for the patrol post responsible for that county and is responsible for providing OSO assistance to the troopers and supervisors assigned to that post. The assistance may include case review and guidance, assisting with case interviews, surveillance requests and forensic examination and/or collection of evidence. If warranted, D-3 OSO may even adopt a case from the post if the time and resources necessary to investigate the case will adversely effect post operations.

D-3 OSO provides full time investigatory services to eight state owned institutions including four Ohio Department of Rehabilitation and Corrections facilities, two Ohio Department of Youth Services facilities and two Ohio Department of Mental Health Facilities.

In addition to the full-time services provided to DRC, DYS and ODMH, D-3 OSO also investigates crimes at the State owned Ocasek Office Building in Akron and crimes occurring on property owned or leased by various other state agencies including, but not limited to, the Ohio Industrial Commission, the Ohio Environmental Protection Agency, the Ohio Bureau of Motor Vehicles, the Ohio Department of Job and Family Services, the Ohio Department of Disability Services Commission, the Ohio Department of Taxation and the Ohio Department of Transportation.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	1686	3515	5201

Number of vehicles assigned to unit: 6, EPU car and a surveillance van

Supervision structure/Span of control: One sergeant oversees the investigators/troopers and reports to the District 3 Commander as well as the Office of Special Operations Commander in Columbus.

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Number of full time sworn staff assigned: 1 Sergeant, 4 Troopers, and a Polygraphists

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: DISTRICT 4

When created: 1934

Location of unit: 3424 US-422, Southington, Ohio 44470

Summary of duties performed: Warren District 4 Office of Special Operations is responsible for investigating criminal activity occurring on state owned/leased property within the Warren District.

District 4 has three State of Ohio correctional institutions.

District 4 has a home for the developmentally disabled, Youngstown Developmental Center (YDC). The majority of people who reside at YDC are diagnosed with severe and profound mental retardation and need extensive supports in the areas of daily living, health care, and social skills development.

District 4 has numerous state parks and state wildlife areas that are within the district. These state parks and wildlife areas often times require Investigators to respond to crimes on these state owned properties.

In addition to the 10 state parks, District Four has 16 state wildlife and gaming areas spread throughout the seven county regions. In recent years, Investigators from District Four have responded to these state parks and wildlife areas to investigate a homicide and several suicides.

District 4 has two state owned universities located in the district; Youngstown State University and Kent State University.

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District 4 Investigators continue to provide support to the six patrol posts in the district. District 4 Investigators routinely assist or take over in-depth investigations of motor vehicle fatal crashes, motor vehicle hit/skip crashes, seizures of narcotics and money from drug couriers, counterfeit merchandise, identity fraud/identity theft investigations and any other long term investigation. Investigators from District Four have assisted the district post troopers in the preparation and execution of search warrants related to recovery of trace evidence from crashes. Investigators assist field troopers in photo line-ups and in depth interviews of suspects. This collective effort has allowed posts to maximize their staffing levels for traffic safety initiatives related to the 24/7 Initiative.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	1455	2605	4060

Number of vehicles assigned to unit: 6 and 3 specialty vehicles

Supervision structure/Span of control: One sergeant oversees the investigators/troopers and reports to the District 4 Commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: 1 Sergeant and 5 Troopers

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

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UNIT NAME: DISTRICT 5

When created: 1934

Location of unit: 401 US-36 East, Piqua, Ohio 45356

Summary of duties performed: D-5 OSO is responsible for investigating complaints of criminal activity occurring on state owned or leased property. The section offers investigative assistance to the five Patrol Posts, the Salvage Inspection Station and Driver Exam Stations within District 5, as well as, over 40 state entities within their eleven county areas. D-5 OSO also provides security for state agencies upon request. Dignitary protection is also provided by this section to the Governor and to any dignitary deemed necessary by the Governor's office.

The section is responsible for criminal investigations at three Ohio Department of Rehabilitation and Corrections facilities; the Ohio Reformatory for Women, Dayton Correctional Institution and the Montgomery Education and Pre-Release Center. D-5 OSO is also responsible for investigating incidents at a facility for the Department of the Developmentally Disabled; the Montgomery Developmental Center.

D-5 OSO is also responsible for background investigations on all new civilian and uniform applicants for hire, as well as any requests made by outside law enforcement agencies.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	941	1322	2265

Number of vehicles assigned to unit: 3

Supervision structure/Span of control: One sergeant oversees the investigators/troopers and reports to the District 5 Commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: 1 Sergeant and 2 Troopers

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40

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- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: DISTRICT 6

When created: 1934

Location of unit: 2855 West Dublin-Granville Road, Columbus, Ohio 43235

Summary of duties performed: The Columbus District 6 Office of Special Operations is responsible for investigating criminal activity occurring on state owned/state leased property within the Columbus area. The Columbus District encompasses a total of nine counties and includes the City of Columbus. Due to the close proximity with the City of Columbus, each of the 6 patrol post within the District is tasked with a diversified area of patrol related duties.

The District 6 investigator acts as the liaison for the District with the Office of Special Operations, pertaining to the Department of Rehabilitations and Corrections (DRC) and the Juvenile Corrections facilities (DYS) within the District. The General Headquarters section handles the DRC and DYS institutions.

District 6 has a total of 6 patrol posts. The District investigator's job responsibilities include the review of cases generated by troopers assigned to those posts. A quarterly quality review of case investigations, evidence lockers and victims of crime programs related to criminal investigations, are reviewed during the inspections. If an in depth case investigation is required within the District, the District investigator completes the case.

The District investigator acts as the coordinator for the National Integrated Ballistics Identification Network (NIBIN.) Each month on two scheduled dates, each seized handgun within District Six is test fired and the evidence is submitted to the Bureau of Investigation and Identification for entry into the National Integrated Ballistic Identification Network.

The District investigative supervisor serves as the District Evidence Custodian, District Forfeiture Officer, District Blue Max Coordinator, Warrant Officer, Firearms Armory and District Range Officer.

The District investigator also serves as the District Intelligence Officer (DIO) and is responsible for gathering and disseminating information to the posts within the District and to the Criminal Intelligence unit located at General Headquarters. The District investigator participates in the Automated Critical Asset Management System for the Ohio Homeland Security office. The facilities within the District are assessed with the assistance of the State Homeland Security office.

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The District investigator is also responsible for the eight Drivers License Exam stations in the District.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	18	9	27

Number of vehicles assigned to unit: 1

Supervision structure/Span of control: One sergeant reports to the District 6 Commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: Sergeant

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: 0

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: DISTRICT 7

When created: 1934

Location of unit: 7501 Glenn Hwy, Cambridge, Ohio 43725

Summary of duties performed: District 7 is comprised of 12 counties in southeastern Ohio. There are six (6) patrol posts located throughout the district, each with a resident county.

District 7 investigators assist post personnel throughout the district. The District 7 Investigation Section is a resource for the road units who routinely call for guidance and questions related to evidence collection and case investigation. Investigators assist post troopers by taking over

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criminal investigations which require expertise or extensive time that road officers cannot dedicate.

There are two state correctional institutions located in District 7; Belmont Correctional (BeCI) and Noble Correctional (NCI.) Investigators conduct investigations on a daily basis at each institution. Many of the cases which are investigated involve assaults, illegal conveyance of drugs, rape, extortion, etc. Investigators have arrested numerous inmates and visitors for crimes committed at each facility.

There are eight (8) state parks located throughout District 7. Although the parks are staffed with Ohio Department of Natural Resource (ODNR) officers; the investigators have assisted ODNR state officers with suicide, theft, and criminal damaging cases.

District investigators conduct and review all background investigations completed on potential employees.

District investigators provide executive protection to Governor Strickland, the First Lady and other dignitaries. Investigators have participated in protection details for the President of the United States, Vice President, as well as, presidential and vice presidential candidates.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	988	1354	2342

Number of vehicles assigned to unit: 3

Supervision structure/Span of control: One sergeant oversees the investigators/troopers and reports to the District 7 Commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: (3 total) – A Sergeant and (2) Troopers

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40

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- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: CINCINNATI OPERATIONS

When created: 1934

Location of unit: 9971 Cincinnati-Dayton Road West, West Chester, Ohio 45069

Summary of duties performed: Cincinnati Operations is the District 8 investigative unit responsible for investigating criminal activity occurring on state owned/state leased property within the Wilmington District. This includes 10 counties, 6 patrol posts, 2 state prisons, 2 mental health facilities, numerous driver examination stations, rest areas, and state parks.

Cincinnati Operations is also responsible for investigating any complaint/crimes, and responsible for providing security upon request for all state agencies located in District 8.

Cincinnati Operations maintains the salvage inspection station for southwest Ohio, a polygraph operator used by police agencies throughout the tri-state area, and has an investigator assigned full time to the FBI Joint Terrorism Task Force.

Cincinnati Operations is responsible for providing dignitary protection to the Governor, Lieutenant Governor, and any dignitary deemed so by the Governor who visits southwest Ohio.

Cincinnati Operations continues to support District 8 posts by assisting in or taking over in-depth case investigations. This collective effort has allowed posts to maximize their staffing levels for traffic safety initiatives related to the 24/7 Initiative.

Cincinnati Operations continues to provide dignitary protection to the Governor, Lieutenant Governor, and all dignitaries deemed by the Governor's office.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	1084	961	2045

Number of vehicles assigned to unit: 8 and a specialty vehicle

Supervision structure/Span of control: One Lieutenant oversees the investigators/troopers and reports to the District 8 Commander as well as the Office of Special Operations Commander

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in Columbus.

Number of full time sworn staff assigned: 1 Lieutenant, 1 Sergeant, 4 Troopers, a Polygraphists and a JTTF member.

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 1 Secretary

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: DISTRICT 9

When created: 1934

Location of unit: 10179 Chillicothe Pike, Jackson, Ohio 45640

Summary of duties performed: The section is responsible for overseeing all criminal investigations in a total of eight institutions. These facilities include five Ohio Department of Rehabilitation and Correction facilities, two Ohio Department of Mental Health facilities, and one Ohio Department of Youth Services facility.

D-9 OIS is responsible for investigating criminal activity throughout the 10 county Jackson District. In addition to the facilities previously mentioned, there are six patrol posts, seven drivers' exam stations, numerous state parks, rest areas, other state agencies and universities.

D-9 OIS provides dignitary protection to the Governor, Lieutenant Governor and any dignitary designated by the Governor, traveling throughout the District Nine area.

D-9 OIS is called upon for assistance from the Ohio Bureau of Workers Compensation Office in Portsmouth, Ohio to provide security for hearings where an injured worker may have made threatening comments regarding an upcoming hearing they may have.

D-9 OIS is also tasked with investigating criminal cases on a regular basis at Shawnee State University in Portsmouth, Ohio and the Ohio University branch in Ironton, Ohio. These two campuses do not have a police department; therefore, D-9 OIS is their point of contact anytime

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something of a criminal nature arises.

D-9 OIS has also assisted the following agencies with outstanding warrants: Ross County Sheriff's Office, Jackson County Sheriff's Office, Scioto County Sheriff's Office, Gallia County Sheriff's Office, Washington County Sheriff's Office, Pike County Sheriff's Office and Greene County Sheriff's Office. In most cases, these other agencies had outstanding warrants on individuals who the posts also had outstanding warrants on. Therefore, we notified these other agencies so they could in turn ensure they were able to clear their warrants too.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	2234	1960	4194

Number of vehicles assigned to unit: 5 and a specialty vehicle

Supervision structure/Span of control: One sergeant oversees the investigators/troopers and reports to the District 9 Commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: 1 Sergeant and (3) Troopers

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

UNIT NAME: DISTRICT 10

When created: 1934

Location of unit: 12323 Broadway Avenue, Garfield Heights, Ohio 44125

Summary of duties performed: Cleveland Operations conducts criminal investigations on the Ohio Turnpike as well as providing guidance to the road officers who are involved in criminal investigations or in depth crash investigations. The office has conducted over 30 investigations at the request of the Governor's office in the past three years. Thus far in 2009, they have assisted with 51 dignitary visits to the Cleveland area including the President, Vice President, Speaker of the House, Secretary of Energy, Secretary of Treasury, Secretary of

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Commerce, U.S. Parks Director, U.S. Congressmen, the Governor and Lieutenant Governor. In 2008, investigators were involved in 140 protective details, including President Elect Obama, Senator McCain, Former President Clinton, Senator Clinton, Governor Strickland, Lt. Governor Fisher and Governors visiting Ohio.

Additionally Investigators are responsible for Identity Theft investigations at the BMV and the Drivers Exam (DX) Stations and conduct criminal investigations at the following state agencies and facilities: Department of Rehabilitation and Corrections, Division of Youth Services, Ohio Department of Mental Health, the Lausche Building, and other state owned or leased properties. Cleveland Operations is involved in several joint task forces with both Federal and State law enforcement agencies. They operate the northern Vehicle Theft Unit and have an investigator assigned to the Joint Terrorism Task Force.

Workload (interested in relevant statistics that are used to measure the unit): From January 1, 2006 to present Investigators generated the following offense and incident reports.

	Offense Reports	Incident Reports	Total
Totals	1613	1932	3545

Number of vehicles assigned to unit: 4 VTU vehicles, 6 Bait vehicles, 1 undercover vehicle, 1 ELSAG vehicle, 4 VTU vehicles, 2 EPU vehicles, and 12 investigator vehicles.

Supervision structure/Span of control: One Lieutenant oversees the investigators/troopers and reports to the Berea District commander as well as the Office of Special Operations Commander in Columbus.

Number of full time sworn staff assigned: (12 total) – A Lieutenant, (2) Sergeants, JTTF Sergeant, (2) VTU Troopers and (6) Troopers.

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: Executive Secretary and a Maintenance Repair Worker

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

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UNIT NAME: CRIME LAB

When created: 1958

Location of unit: 1583 Alum Creek Drive, Columbus, Ohio 43209

Summary of duties performed:

Workload (interested in relevant statistics that are used to measure the unit): In 2002, the Ohio State Highway Patrol Crime Laboratory received 12,838 submissions from Troopers of the Division and assisted 22 external law enforcement agencies with 486 submissions for forensic analysis. The total for 2002 was 13,324 submissions.

In 2008, the Ohio State Highway Patrol Crime Laboratory received 12,643 submissions from Troopers of the Division and assisted 184 external law enforcement agencies with 2,338 submissions for forensic analysis. The total for 2008 was 14,981 submissions.

Through October 30th, 2009, the Ohio State Highway Patrol Crime Laboratory has received 10,968 submissions from Troopers of the Division and assisted 175 external law enforcement agencies with 3,713 submissions for forensic analysis. The total submissions as of October 30th, 2009 are 14,681 submissions with two months remaining for years end.

Number of vehicles assigned to unit: 4

Supervision structure/Span of control: Captain, Lieutenant, Crime Lab Director, Quality Assurance Administrator, 8 Criminalists, 2 Administrative Support Personnel

Number of full time sworn staff assigned: 2

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 12

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Training Fund:
 - Provided through Coverdell Grant
 - All Criminalists and Professional Staff receive annual training at no cost to the Division through the use of the Coverdell Grant and NIJ Grants as they become available.

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UNIT NAME: GHQ INVESTIGATIVE OPERATIONS SQUAD ROOM

When created: 1934

Location of unit: 1970 West Broad Street, Columbus, Ohio 43223

Summary of duties performed: The Squad Room is directly responsible for the investigation of criminal activity that occurs on state owned or leased property within the central Ohio area. This area includes Delaware, Fairfield, Franklin, Knox, Licking, Madison, Morrow, Pickaway and Perry Counties. There are a total of six (6) State Correctional Institutions, two (2) Juvenile Detention Centers, three (3) Mental Health Facilities and two state schools for the handicapped located within the area. The unit also handles incidents that occur at the vast number of various state offices and agencies within the Columbus area. Investigators also respond to and investigate crimes that occur at the State House, the Vern Riffe Center and the James Rhodes State Office Tower.

Squad Room investigators are also frequently asked to investigate crimes committed against the State of Ohio or employees and criminal offenses committed by state employees during the course of their official duties.

There are six (6) patrol posts located within the Columbus District area. Squad Room investigators are occasionally requested to assist with post level incidents; however, those are normally handled by the Columbus District Investigator.

In addition to criminal investigations, the Squad Room also handles employee background checks, dignitary protection details and assists other sections with covert or electronic surveillance operations. These operations also include counter surveillance details where investigators coordinate operations to search and check state government offices for hidden listening devices.

The Squad Room is also frequently called upon to provide plainclothes security for hearings held at the various state agencies or licensing boards. These details are done at the request of the agency conducting a hearing when they feel that a law enforcement officer is needed due to previous behavior of the subject or past history of violence or disorderly behavior.

Workload (interested in relevant statistics that are used to measure the unit):

	Offense Reports	Incident Reports	Total
Totals	3522	4911	8433

Number of vehicles assigned to unit: 18 investigator vehicles, 1 EPU vehicle, 2 undercover vehicles and 4 specialty vehicles.

Supervision structure/Span of control: Major, Captain, 3 Staff Lieutenants, Lieutenant, 3

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Sergeants, 12 Troopers

Number of full time sworn staff assigned: 21

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 3

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: EXECUTIVE PROTECTION UNIT

When created: 1964

Location of unit: 77 S. High Street, Riffe Tower, 30th Floor, Columbus, Ohio 43215

Summary of duties performed: The Executive Protection Unit is a sub unit of the Office of Special Operations. This unit provides security to the Governor and other members of state government deemed appropriate by the Governor. The Executive Protection Unit also provides security for the Governor's Residence 24 hours a day 365 days a year. Examples of persons who receive protection from this unit are The President of the United States, members of the President's cabinet, members of Congress, the heads of Foreign States, and others.

Workload (interested in relevant statistics that are used to measure the unit):

Number of vehicles assigned to unit: Security issue

Supervision structure/Span of control: Lieutenant, 2 Sergeants, and a compliment of Troopers.

Number of full time sworn staff assigned: Lieutenant, 2 sergeants, and a compliment of Troopers.

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

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Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT NAME: GHQ POLYGRAPH

When created: 1956

Location of unit: 1970 West Broad Street, Columbus, Ohio 43223

Summary of duties performed: The Ohio State Highway Patrol Polygraph Unit conducts polygraph criminal examinations for any law enforcement related agency, prosecutor, court, or federal agency at no cost. This is a service provided to any agency in need of assistance during a criminal investigation that the agency is involved in.

Workload (interested in relevant statistics that are used to measure the unit): The Polygraph Unit has conducted 3,145 polygraph examinations from January 2004 through November 2009. Of this total, 1,748 examinations were conducted for outside agencies. The average percentage of polygraph examinations conducted for outside agencies since 2004 is 55.6%. The second highest percentage of outside agency examinations was 67% in 2008. The highest percentage year was 69%, which occurred in 2009 through November 6.

The Polygraph Unit conducts an array of tests ranging from simple assaults and thefts to child molestations and homicides. The Polygraph Unit conducts a high number of adult and child sexual assault cases from which the following numbers were taken.

Of the 1,748 examinations conducted for outside agencies since 2004, 676 were for some type of sexual assault on adults and children. In 354 of the examinations, the test subject had non-deceptive reactions, or was truthful to the allegations. In 309 of the examinations, the test subject had deceptive reactions, or was lying to the allegations, which led our polygraphists to glean a confession in 209 of these examinations. This converts to a 67% confession rate on lying child molestation and sexual assault suspects.

Number of vehicles assigned to unit: 4

Supervision structure/Span of control: Sergeant, 3 Troopers, Administrative Assistant

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Number of full time sworn staff assigned: 4

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 1

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas:

- All Polygraphists trained
- National Academy for Credibility Assessment. Formally Department of Defense Polygraph.
- All examiners certified by the Ohio Polygraph examiners.
- All examiners are recognized by the American Association of Police Polygraphists.
- Basic Investigator Course (In – House): 40
- Officer Involved Shooting Course (In – House): 40
- Basic Surveillance Course (In – House): 40
- Advanced Homicide Training: 40
- Executive Protection Training: 40
- Reid Interview & Interrogation Course: 24

UNIT: ACCREDITATION AND POLICY UNIT

Location of unit: Office of Business Services, Shipley Bldg, 4th Floor

Summary of duties performed: Manage OSHP Accreditation process through CALEA to include policy and procedure updates and the collection of proofs of compliance in accordance with CALEA standards. Facilitate the review and revision of all forms, manuals, and brochures used by the OSHP. Justify OSHP needs for printing services. Manage user accounts for all OSHP employees in the Policy and Procedure site.

Workload (interested in relevant statistics that are used to measure the unit: Perform maintenance to user accounts on weekly basis. Maintenance is required whenever an employee is transferred, promoted, retires, or has a name change. Conduct revisions to Policies, Procedures and Forms routinely to include a biennial review of all Division policies. Facilitate CALEA assessment process once every three years. Process entails a full evaluation by three assessors assigned by CALEA to assess the OSHP over a 3 day period. Initial Accreditation awarded 1989. Most recent accreditation in 2008 (Flagship recognition).

Budget for last fiscal year in the following categories:

- Pay and Benefits: Salary (AA4 and two AA2)
- Overtime: 0
- Training: None in last fiscal year
- Equipment: \$130 user fee – CACE Management Software

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Number of vehicles assigned to unit: 0

Supervision Structure/Span of Control: 1 Staff Lieutenant

Number of Full Time Staff Assigned: 0

Number of Sworn Staff Assigned on Part-Time Basis: 0

Number of Civilian Staff Assigned: 3

Number of Civilian Staff Assigned on Part-Time Basis: 0

Average number of hours of staff training in what areas: 8 – 24 hours annually per staff member in areas of self improvement, technology, improving efficiency and managing the Accreditation process.

UNIT NAME: CENTRAL RECORDS

When created:

Location of unit: 1st Floor / Room 126

Summary of duties performed:

Workload (interested in relevant statistics that are used to measure the unit): Central Records activity for calendar year 2009

• OSHP Investigated Crashes	68,501
• Property Damage	47,287
• Injury Crashes	20,716
• Fatal Crashes	498
• Air Craft	34
• Case Investigations	8,946
• On Line/Mail, OH-1 Requests	70,201
• Expungements/Sealed Records	1248
• Background Checks	908
• Completed Public Records Requests	853

The totals above were compiled on January 7, 2010 from Central Records Personnel Monthly Activity Report and the Document Imaging/Retrieval System.

Budget for last fiscal year in the following categories:

- Pay and benefits
- Overtime

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- Training
- Equipment

Number of vehicles assigned to unit: 0

Supervision structure/Span of control: AAIII – PRA (Public Records Administrator) / Direct supervision of six personnel. 5 – CSA2, 1 - AAI

Number of full time sworn staff assigned: 0

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 7

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: 9

UNIT NAME: PHOTOGRAPHIC SERVICES UNIT

When created:

Location of unit: Office of Business Services - Room 025 (Lower Level)

Summary of duties performed: The Ohio State Highway Patrol's Photographic Services Unit is responsible for providing all of the photographic and digital imaging services for the Ohio Department of Public Safety. The laboratory's principal responsibilities include image acquisition, image management, file security, image authentication and printing of images from crashes and crime scenes investigated by troopers statewide.

Workload (interested in relevant statistics that are used to measure the unit: Division technicians manage, authenticate, and secure more than one million electronic evidentiary image files annually as well as honor nearly 15,000 requests for photographic prints. Last year, \$98,232.00 was recuperated from evidentiary print requests that were initiated by insurance companies, attorneys and private citizens. Technicians are also responsible for creation and issuance of all identification credentials for the Department of Public Safety.

Division photographers provide photographic documentation for criminal investigations, identification, crime scenes, crash reconstruction, gross specimen and pathology photography, as well as editorial, portrait, and aerial surveillance photography. They were dispatched to provide photographic support for fifty-three separate critical incidents for forensic image capture and crash reconstruction photography this past year.

Budget for last fiscal year in the following categories:

- Pay and benefits

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- Overtime
- Training
- Equipment

Number of vehicles assigned to unit: 2

Supervision structure/Span of control: Major, Captain and AA4

Number of full time sworn staff assigned: 0

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 8

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: 0

UNIT NAME: RISK MANAGEMENT

When created: 2002

Location of unit: Office of Business Services 4th Floor

Summary of duties performed: The Risk Management Unit is used to minimize the adverse effect of accidental losses upon its employees, the Community and the State. Risk Management is vital to the health and safety of the employees and the public. It is vital to our ability to pursue our goals and mission, to conduct our operations and to perform our duties in a manner which will be recognized as professional by those we serve. The unit detects liabilities, hazards or threats and their causes; systematically evaluates the probability of occurrence and the potential severity should they occur; and attempts to prevent these incidents from occurring. Risk Management is a decision-making process to systematically evaluate possible courses of action, identify risk and benefits and determine the best course of action for a given situation to minimize all dimensions of risk which safeguards the health and welfare of personnel, minimizes liability and preserves the State's assets.

Risk Management establishes levels of performance expected for each risk measure as defined by respective reporting units. Its goals are established to enhance the effectiveness of the Division and to avoid exposures to unnecessary risks and losses by not undertaking functions, programs or activities that present a potential for unnecessary risks or losses greater than the benefit to be derived from the function, program or activity. The unit prevents unnecessary risk and losses by identifying the risks, implementing techniques to reduce them, monitoring the success of those techniques and adapting them to changing conditions.

The Risk Manager sits on several OSP committees which include the Patrol Car Crash Review

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Committee, Response to Resistance Committee, Early Intervention Program, and the CVPI Committee. In addition, the risk manager assists HR/TSS with individualized training, and reviews administrative investigations / discipline to ensure it is fair and consistent to limit potential liabilities.

The Risk Manager also conducts Risk Assessments throughout the state. These assessments are conducted independently but in cooperation of the Division's annual inspection by Field Operations. Prior to the actual assessment, the Risk Manager meets with the inspectors from Field Operations to review the recent inspection and the Commander of the Administrative Investigation Unit to review recent administrative investigations. The Risk Manager visits two randomly selected posts within each district annually. The Risk Manager can also conduct an additional or special review if need is determined and substantiated by the Superintendent and/or Senior Staff. As part of the assessment, the Risk Manager also makes local public contacts with organizations and agencies that have work-related interactions with the respective patrol post, i.e. (Courts, Prosecutors, Coroner, Sheriff's Department, ODOT, Judges etc...) During the assessment, the following are some of the items that will be evaluated for compliance:

- MCT Messaging
- GroupWise emails
- Dictaphone Recordings
- In Car Video Review (officer safety / training issues)
- Management Accountability
- Ethical Standards / Cultural Environment / Public Perception / Potential Liability Issues
- Review of recent Post Administrative Investigations

The Risk Manager will prepare a written report to be forwarded to the Superintendent's Office, Training Selections and Standards, and the Field Operations Commander, with a file copy maintained in the Risk Management Unit of Strategic Services. Upon completion of each District's inspection, if requested, the Risk Manager will review the written report with post commanders and district staff to clarify any issues and give the commanders direction on issues to be addressed in future assessments which will limit or reduce potential liability issues.

Workload (interested in relevant statistics that are used to measure the unit: Oversees the Central Records Section, Policy and Procedure Unit, Accreditation, Photo Lab, and the Forensic Video Analysis Units in addition to the above.

Budget for last fiscal year in the following categories:

- Pay and benefits
- Overtime
- Training
- Equipment

Number of vehicles assigned to unit: 1

Supervision structure/Span of control: Major, Captain and Risk Manager

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Number of full time sworn staff assigned: 1

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 0

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: 36

UNIT NAME: CAPITOL OPERATIONS

When created:

Location of unit: Rhodes Office Tower

Summary of duties performed: State troopers assigned to the Capitol Operations Unit provide security and conduct criminal investigations in the Ohio Statehouse, Vern Riffe Government Center and the Rhodes State Office Tower as well as the Ohio Judicial Center which houses the Ohio Supreme Court. The division's explosive detection canines are assigned to this detail. The Patrol's explosive detection canines are available on statewide bases for all law enforcement agencies.

For at least three decades the Ohio State Highway Patrol has had a presence in the Ohio State House and Ohio Supreme Court providing security and investigating criminal activity.

In 1991 the Ohio State Highway Patrol began provided a greater presence in the Ohio Statehouse with Ohio State Highway Patrol Police officers. In early 2000 due to difficulties of retaining viable Police Officer candidates "State Troopers" were slowly implemented into the security detail.

After the devastating attacks on the twin towers in New York City and other National terrorists' attacks in 2001, the Patrol was asked by Capitol Square members to increase the security presence in the Capitol Square area. The demand for additional security in the Riffe and Rhodes buildings required the allocation of additional troopers assigned to the Post 97 detail.

In 2007, the Patrol took an evolutionary step by changing how we provide security and safety services while also reducing, by at least \$700,000 per year, the resources expended on this effort. This step was executed by down sizing the number of troopers assigned to the Post 97 detail and returning those troopers back to road patrol duties.

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Workload (interested in relevant statistics that are used to measure the unit):

2007

Crash Investigations = 25

Case Investigations = 99

Recovered Property cases = 5

Response to Injured or Ill Persons = 26

Apprehensions or Assistance to other agencies = 10

2008

Crash Investigations = 21

Case Investigations = 66

Recovered Property cases = 15

Response to Injured or Ill Persons = 24

Apprehensions or Assistance to other agencies = 5

2009

Crash Investigations = 17

Case Investigations = 50

Recovered Property cases = 4

Response to Injured or Ill Persons = 46

Apprehensions or Assistance to other agencies = 25

Statehouse Events in 2009

Total events = 471

Number of people attending events = 122,154

Number of Statehouse tour visitors = 81,556

Number of vehicles assigned to unit: 22 marked cars

Supervision structure/Span of control: 1 Lieutenant acts as the Post Commander and reports directly to the External Communications Commander. Four Sergeants act as Assistant Post Commanders and report directly to the Post Commander

Number of full time sworn staff assigned: 26 Troopers

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 5 Dispatchers and 1 executive secretary

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: All assigned sworn personnel receive annual weapons qualifications and mandatory in-service training. (16 hrs) All also receive annual Disturbance control training. (8 hrs)

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In addition to mandatory annual training units assigned to the Statehouse Capitol Operations receive training specific to the mission of the Statehouse. This training is conducted bi-annually in house by post supervision. Approximately 16 hours.

UNIT NAME: FORENSIC VIDEO ANALYSIS UNIT

When created: 2007

Location of unit: Lower Level – Room 028

Summary of duties performed: The Forensic Video Analysis Unit's purpose is to scientifically examine, compare, and/or evaluate video in legal matters. Personnel primarily assist law enforcement agencies in all matters related to recorded evidence upon request. The Unit advises the Division and other agencies on best practices when handling recorded evidence, forensically analyze and enhance aforementioned evidence and present the work in court if necessary. Along with forensic examination, still frame isolation and printing, video clarification, video reformatting, audio clarification and the creation of presentation ready CD/DVD's are performed. Logo insertion and video duplication are also done within the Unit in support of numerous public records requests.

Workload (interested in relevant statistics that are used to measure the unit: Since July 2009, the Forensic Video analysis Unit has processed more than 150 requests for service. Along with numerous internal requests to support the Division with traffic crashes, prison investigations and public records requests, many requests for assistance from outside agencies are honored from the State Fire Marshall's office, Columbus Fire and Arson Investigations, Columbus Division of Police, county prosecutor's offices and municipal police departments.

Budget for last fiscal year in the following categories:

- Pay and benefits
- Overtime
- Training
- Equipment

Number of vehicles assigned to unit: 0

Supervision structure/Span of control: Major, Captain, Staff Lieutenant, AA4

Number of full time sworn staff assigned: 0

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 2

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Number of civilian staff assigned on a part-time basis: 1 college intern

Average number of hours of staff training in what areas: 72 hours in 2007 (Forensic Video Analysis and the Law / Avid software (Detective))

UNIT NAME: OFFICE OF STRATEGIC SERVICES / STATISTICAL ANALYSIS UNIT

When created: 1993

Location of unit: Shipley Building (1970 W. Broad St., Columbus, OH, 43223)

Summary of duties performed:

- Information center / planning and statistics
- Research and evaluation – surveys (internal and external, e.g., equipment studies, citizen polling, partnerships with outside agencies, etc.)
- Statistical analysis / trend identification / data mining and reporting / statistical recaps
- GIS mapping and analysis / location-based enforcement planning / hotspot identification
- Planning support / strategic support / program planning & development
- Operations/Field support services
- Line Inspection support services
- Data systems – development of collection, analysis, and reporting systems
- Risk management support services (e.g., patrol crash reporting; professional operations reporting)
- Training functions / training development / training manual development
- Internal affairs support services
- Data quality monitoring for Division
- Support for outside agencies (e.g., data requests; database and form application development; Division policy and other information; etc.)
- Support for public/media requests
- Grant support services (technical and statistical support)
- Development of presentations for senior staff
- Research support for legislative affairs affecting Patrol operations
- Assistance in implementation of new technological resources to improve operational efficiencies

Workload (interested in relevant statistics that are used to measure the unit): Please refer to the Statistical Analysis Unit's 2009 Annual Report for a summary of projects and products.

Budget for last fiscal year in the following categories:

- Pay and benefits
- Overtime
- Training
- Equipment

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Number of vehicles assigned to unit: 1

Supervision structure/Span of control: 1 Sergeant with 7 direct reports

Number of full time sworn staff assigned: 1

Number of sworn staff assigned on a part-time basis: 0

Number of full-time civilian staff assigned: 7

Number of civilian staff assigned on a part-time basis: 0

Total number of hours of staff training in what areas:

- SQL Server 2008 software: 144 (36 hours x 4 employees) – 100% of training cost paid for using Union Education Trust funding.
- Statistical Analysis Software (SAS): 36 (1 employee) – 70% of training cost paid for using Union Education Trust funding; remaining cost paid by Division.
- In-service Cultural Competency training: 64 (8 hours x 8 employees)

UNIT NAME: OFFICE OF STRATEGIC SERVICES – TECHNOLOGY & COMMUNICATION SERVICES SECTION

When created: Currently, TCS is a section within the Office of Business Services, with two sub-sections: Communications & Systems/LEADS.

- Communication: 1930's – This section has been in existence in some form since the OSHP began to use radios.
- Law Enforcement Automated Data System (LEADS): 1967 – LEADS was created, resulting in some form of computer staff.

Location of unit:

- Shipley Building
 - Section Administration
 - Communications and Electronics Administration
 - Computer Aided Dispatch Administration
 - AMBER Alert Coordinator
 - Post 98 Dispatcher
- Alum Creek
 - Central Install Facility
 - GHQ Radio Shop
- EOC/JDF
 - Dispatch Operations
 - State Communications Center
 - AMBER Alert
- Centre School

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- Systems Operations and LEADS
- Statehouse
 - Post 97 Dispatchers

Summary of duties performed:

- Shipley Building
 - Section Administration:
 - Captain – Section Commander
 - Overall responsibility for TCS Section personnel, programs, projects and operations
 - Staff Lieutenant – Communications Commander
 - Responsible for personnel, programs, projects and operations within the following work groups:
 - Communications & Electronics
 - Computer Aided Dispatch
 - Dispatch Operations
 - Central Installation
 - Serves as OSHP representative on the Ohio AMBER Alert Steering Committee and as the State AMBER Alert Operations Coordinator
 - Staff Lieutenant – Systems / LEADS Commander
 - Responsible for personnel, programs, projects, and operations within the following work groups:
 - Programming
 - Network
 - Equipment
 - Auditing & training
 - Control Room
 - Lieutenant – Communications Center Commander
 - Responsible for the day-to-day operations of the Communications Center
 - Sergeant – LEADS Security Officer
 - Responsible for the day-to-day operations of the LEADS Auditing and Training work group and LEADS Control Room.
 - Dispatcher Manager – Dispatcher Field Operations
 - Responsible for directing and coordinating statewide dispatcher program.
 - Executive Secretary
 - Serves as secretary for TCS Section and provides the full range of clerical duties for all section personnel.
 - Communications/Electronics Administration:
 - Electronics Technician Manager
 - Serves as technical liaison with MARCS
 - Directs projects, solves technical issues, and provides statewide support to field electronic technicians.
 - Supervises the activity, personnel, and work products of the GHQ radio shop, which services GHQ, State Communications Center, Academy, Aviation, Post 97, Post 98, and Alum Creek Facility

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- Supervises all activity, projects, work product, and personnel within the telephone operations unit.
- Telephone Service Request Coordinator (AA3)
 - Coordinates telephone service for all OSHP service locations, as well as all DPS Divisions within the Shipley Building.
 - Coordinates all cellular telephone service requests.
 - Coordinates Shipley Building telephone service, fax and copier equipment.
 - Coordinates and directs the work of the Asst. Telephone Service Request Coordinator (AA2) and the Electronics Technician 2 assigned to the Shipley Building.
- Assistant Telephone Service Request Coordinator (AA2)
 - Assists in the coordination of telephone service for all OSHP service locations, as well as all DPS Divisions within the Shipley Building.
 - Assists in the coordination of cellular telephone service requests.
 - Assists with the coordination of Shipley Building telephone service, fax and copier equipment.
 - Coordinates telephone billing statements.
- Electronic Technician 2 – Telephone Technician
 - Handles all technical work to support telephone operations, changes, new service requests, maintenance, and repair of all Shipley Building telephones.
 - Handles additional duties as an electronics technician such as sound system set-up at the Academy and other venues for special events.
- Electronic Technician 3 – GHQ Radio shop (Alum Creek based)
 - Coordinates GHQ Radio Shop team's technical work, operations, and scheduling of projects.
 - Leads team in handling car and other equipments repairs for all GHQ sections, Aviation, State Communications Center, Statehouse, and Fairgrounds.
 - Coordinates Command Vehicle scheduling, deployment, maintenance, and inspections.
- 2 - Electronic Technician 2's – GHQ Radio Shop (Alum Creek based)
 - Completes all technical work such as radio programming, inventory control, repairs, maintenance, and installation activities for areas supported by the GHQ Radio Shop.
- Field Electronic Technicians
 - Each District has a team of Electronic Technicians to handle technical work within their district. The GHQ ETM is the liaison to these teams on statewide projects and also supports the teams' needs associated with training, equipment, and performance.
- Computer Aided Dispatch Administration:
 - Dispatcher Manager
 - Supervises and assigns work to the Dispatcher Supervisors – CAD Specialists.
 - Oversees all CAD programs, training, database administration and activity.
 - Serves as CAD liaison with MARCS and ensures maintenance, upgrades, and repairs are coordinated with the field and OSHP Network Administrators / Electronic technicians.
 - 3 Dispatcher Supervisor – CAD Specialists

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- Support the CAD databases by entering, editing, and repairing corrupted data.
- Support the field dispatchers on any CAD trouble tickets by troubleshooting the issue on a 24/7/365 basis.
- Coordinate and respond to report requests for CAD data associated with court actions, public record requests, and field commander needs.
- Conduct CAD and MARCS system training
- Alum Creek Facility
 - Electronics Technician Manager – Central Install
 - Oversee the installation of all Division vehicles with electronic and communications equipment, cages, and specialty equipment.
 - Oversee all personnel training, activity, and work product for ET2's and ET1's.
 - Oversee the installation of Ohio Investigative Unit and BMV vehicles, as well as other agencies we provide occasional installation service.
 - Oversee the inventory used to install vehicles.
 - Electronics Technician 3 – Central Install
 - Supervise the ET2's and ET1's in their work area and provide technical leadership to those lower level technicians.
 - Coordinate installation activity with employee schedules.
 - Initiate inventory orders to ensure equipment is on hand to install cruisers assigned to the field.
 - 5 Electronics Technician 2's – Central Install
 - These positions handle advanced installation and troubleshooting/design duties, as well as assisting ET1's with technical guidance.
 - 6 Electronics Technician 1's – Central Install
 - These positions install cars with electronic, communication, and other equipment.
- Columbus Communications Center
 - 4 Dispatcher Supervisors – Columbus Communications Center
 - These positions serve as a shift supervisor for State Communications Center.
 - 25 Dispatchers
 - Responsible for all dispatching duties on shift to support field operations in defined area.
 - Serve State Communications Center functions such as answering other agencies after-hours phones (EMA, EPA, HLS, etc.), AMBER Alert, Chempack, LERP, etc.
 - 5 Dispatchers assigned to statehouse
 - 5 Dispatchers assigned to Post 98 (Shiple Building).
- LEADS Auditing and Training
 - The four civilian LEADS Auditors conduct bi-annual audits of LEADS user agencies for compliance with NCIC/LEADS requirements. This includes managing the sanction process for areas that are out of compliance.
 - Create quarterly newsletters, manual updates, annual In-Service training for approximately 900 students, and specialty training classes for about 300 more upon request.
- LEADS Programming
 - Led by an Information Technology Supervisor 3. She is supported by a staff of 5 programmers who are responsible for working with user and state agencies, vendors,

APPENDIX B

regional systems, and national systems to make our system useful.

- There are approximately 40,000 LEADS certified users who must re-test every 2 years to maintain their access.
- The system averages 5,000 active sessions and 2 million messages (both in and out) daily. The message switch averages 99.94% uptime.
- Maintain 1,000 message switch forms
- There are approximately 190,000 warrants in the system on average.
- Other Initiatives
 - Recently stolen vehicle hot list reports
 - Electronic retrieval of monthly validations for agencies
 - License plate reader files
 - Maintenance of the electronic crash program and files for the Highway Patrol as well as development of the on-line warrant follow-up and towed vehicle files.
 - Protection Order Registry: records from some county courts generate a pre-populated protection order record and notify the proper sheriff's office to complete and transmit the entry.
- ODPS Network Services
 - The Network Services Supervisor leads a team of 6 Network Service Technicians in maintaining the entire Department of Public Safety computer network including the LEADS sites. The network averages 99.99% uptime
 - Manage a total of over 2,100 network devices supporting circuits for; 440 LEADS sites, 180 Deputy Registrars, 170 Titling sites, 80 OSHP facilities
 - Along with managing; LANs, WANs, VPNs, and firewalls, they manage the enterprise level core network infrastructure equipment.
- Equipment Support
 - The Information Technology Supervisor 2 in charge of this dispersed group of 22 end-user support staff take care of over 3,600 computers at over 180 ODPS sites around the state including BMV, Ohio Investigative Unit, and Highway Patrol installations.
 - In addition to the computer support for 'normal' office applications, they also support specialized systems such as; License Plate Readers, TACNET cars, digital dash-cam systems, aviation video systems, building access, and voice recorders.
 - In 2009 this group began direct support of LEADS user agencies for network equipment. This service replaced a \$1 million service contract by AT&T.
- LEADS Control
 - The Telecommunication Network Supervisor manages the staff of 10 Network Services Technicians on a 24 hour - 7 day per week help desk for LEADS users, BMV sites, OSHP users, and provides network support for the other ODPS help desks.
 - This is the Ohio State Control Terminal for messages from out of state and the point of contact for NCIC and NLETS for service related questions.
 - Handle approximately 1,000 trouble tickets per year - not counting issues resolved on the first call such as password resets or users needing to retest.
 - The help desk receives approximately 4,000 calls per month on average.

Workload (interested in relevant statistics that are used to measure the unit): January – November 2009

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- Communications/Electronics Administration
 - Researched new portable breath testing equipment
 - Researched new MPH RADARs and LASERs
 - Researched new wireless portable radio microphones
 - Researched portable radio video microphones
 - Researched Panasonic Arbitrator camera systems
 - Researched light bar vendor products
 - Initiated 19 agreements for interoperability with Federal, state and local agencies
 - Completed technical work for interoperability system with Indiana and Michigan
 - Continued work toward an interoperability solution with Cincinnati Police Department
 - Communications detail for Ohio State Fair
 - Communications detail for All American Quarter Horse Congress
 - Communication details for OSU football games
 - Coordinated Command Vehicle for the following details:
 - Dayton Air Show
 - Farm & Science Review
 - Summit County NHRA Motorsports event
 - Buckeye Boys and Girls State
 - EMA training drills and events
 - MARCS training drills and events.
 - VIPR details in association with TSA
 - Cleveland Metro Detail
 - Cleveland Arena Detail
 - A variety of other smaller events.
 - LEERN and Inner-City radio license coordination
 - 12.5 KHz Narrow banding mandate planning
 - Sprint/NEXTEL re-banding planning
- Computer Aided Dispatch Administration
 - Nine 40-hour CAD training sessions
 - Four 2-hour B/I Web training sessions
 - Two 8-hour Supervisor CAD Familiarization sessions
 - One 1-hour Dispatcher Supervisor Course
 - Eleven 1-hour Sergeant In-Service sessions
 - Thirty-Four 1-hour Trooper In-Service sessions
 - Twelve 6:30-hour Dispatcher In-Service sessions
 - Two 6-hour Dispatcher Orientation Course sessions
 - Two 4-Day Field Training Dispatcher Course sessions
 - One 2-hour Cadet Class session
 - One 2-hour DX Supervisor Radio training session
 - Six 2-hour HP53B, HP-54, and HP-7B training sessions
 - Eleven 2-hour CAD Training/Testing for State Fair
 - Four 1-hour Dispatcher Roll Call sessions
 - CAD Data Entry Activities
 - MARCS radio ID's = 3,239
 - Tow Contractor/Rotation = 12,090

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- Aliasing Common Places & Streets = 1,961
- Console Security = 968
- Incident Status/Disposition = 204
- Ready Reference = 1,022
- Response Messages & Resources = 290
- Personnel = 947
- Vehicles = 950
- Other Activity
 - 27 CAD Data Public Record Requests
 - 124 CAD Data Internal Division Requests
 - 41 Help Desk tickets entered
 - 63 GeoFile submissions
 - 122 change requests
- Alum Creek Facility
 - 250+ Crown Vicotria's installed
 - 17 Tahoe's installed
 - 11 Charger's installed
 - 3 Ram 500's installed
 - 2 Durango's installed
 - 2 Econoline Van's installed
 - 2 Impala's installed
 - 2 Motorcycles installed
 - 1 E350 Van installed
 - 1 Mountaineer installed
 - 1 Savanna installed
 - 1 Taurus installed
 - 1 Van installed
 - 157 repairs completed
 - 191 radio repairs completed
 - Solar panels installed in marked fleet
 - Rear panel and LED lights installed
- Columbus Communications Center
 - MARCS COLUMBUS TALK GROUP = 568,053 radio transmissions sent/received.
 - MARCS P25 TALK GROUP = 346,523 radio transmissions sent/received.
 - SRT1 TALK GROUP = 194,117 radio transmissions sent/received.
 - SRT2 TALK GROUP = 4,744 radio transmissions sent/received.
 - Telephone calls (614) 466-2660 = 51,932
 - 9-1-1 calls from Franklin County state buildings = 1,041
 - 800-GRAB-DUI calls = 2,562
 - 877-7PATROL calls = 1,299
 - *DUI calls = 45

APPENDIX B

UNIT NAME: FINANCIAL SERVICES

When created: The Financial Services arm of the Office of Business Services was created on February 5, 2010. Prior to that it was a stand-alone office with a major as a commander, and was titled as the Office of Finance and Logistic Services.

Location of unit: General Headquarters (Shipley Building and Alum Creek Warehouse)

Summary of duties performed: Manages Division's financial resources and real estate assets; Prepares and administers Division's Operating and Capital Budget; Manages ODPS Fleet of over 1,800 vehicles; Manages uniform purchase and issue; Maintains stock of critical and large quantity supply items.

Workload (interested in relevant statistics that are used to measure the unit): Financial Services staff are responsible for processing all invoices and accounting transactions for the Division, while managing a budget of over \$319 million. Fleet management manages the repairs of Division vehicles that exceed \$2 million annually, and coordinates the purchase of approximately 300 vehicles per year. Facility Management oversees the lease agreements for 119 locations, as well as the maintenance and repair of all 59 owned facilities. The Tailor Shop maintains uniform equipment for over 2,000 uniformed employees.

Budget for last fiscal year in the following categories:

- Pay and benefits
 - Fiscal Year 2009 Payroll costs, including fringe and excluding overtime, were \$3,404,226.59.
- Overtime
 - Fiscal Year 2009 overtime costs totaled \$47,689.14.
- Training
 - Training costs for seminars and conferences attended by professional staff
 - In Fiscal Year 2009 totaled \$1,032. Sworn officers did not attend any training outside of the normal course required, which were attended at the Academy.
- Equipment
 - No equipment budget is prepared for Financial Services

Number of vehicles assigned to unit: There are three assigned vehicles within Financial Services, one for each officer.

Supervision structure/Span of control: The organizational structure included in the presentation best illustrates the breakdown of Financial Services personnel. The fiscal services commander has 24 subordinates, and the facility management commander has 14 subordinates.

Number of full time sworn staff assigned: 3

Number of sworn staff assigned on a part-time basis: 0

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Number of full-time civilian staff assigned: 37

Number of civilian staff assigned on a part-time basis: 2 (one part-time and one intermittent)

Average number of hours of staff training in what areas: Staff training hours for sworn officers are consistent with the rest of the Division. The professional staff training hours range widely due to unique job duties, with an estimate of 10 training hours per employee annually.

UNIT NAME: SPECIAL EVENTS

When created: 1998

Location of unit: Shipley Building

Summary of duties performed:

- Responsible for division special event (i.e. cadet and basic graduations; promotions, open houses, Ace ceremonies, awards ceremonies, staff & command, annual OSP Memorial ceremony, etc.).
- Coordinate internal recognition for division employees (i.e. , certificates of appreciation / recognition), as well as external recognition (i.e., Attorneys General recognition program, IACP).

Workload (interested in relevant statistics that are used to measure the unit):

Budget for last fiscal year in the following categories:

- Pay and benefits
- Overtime
- Training
- Equipment

Number of vehicles assigned to unit: 0

Supervision structure/Span of control: Supervised by S/Lt. Daniel Springs

Number of full time sworn staff assigned: 0

Number of sworn staff assigned on a part-time basis: 0

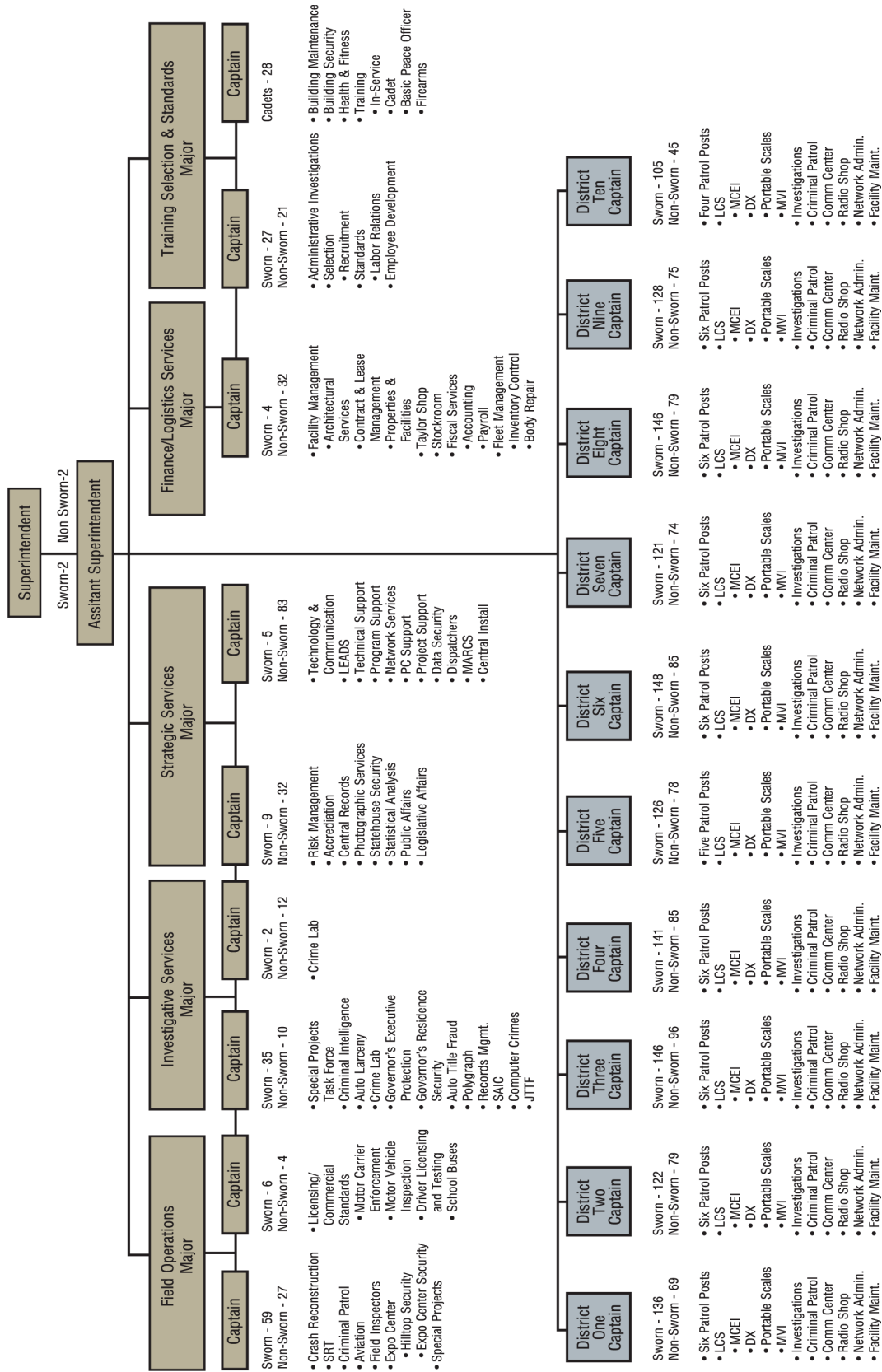
Number of full-time civilian staff assigned: 1

Number of civilian staff assigned on a part-time basis: 0

Average number of hours of staff training in what areas: Eight – Professional Staff in-service.

APPENDIX C

TABLE OF ORGANIZATION



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CURRENT REPORTING STRUCTURE

Office of Business Services

Financial Services

- Facilities Management
- Fiscal Services
- Fleet Management
- Logistics
- Procurement

Strategic Services

- Accreditation & Policy Development
- Risk Management
- Central Records
- Photographic Services
- Special Events
- Forensic Video Analysis
- Statistical Analysis
- Auxiliary
- Technology and Communication Services

Technology Services

- Auditing & Training
- Central Install
- Communications Support
- Computer Operations
- Data Security
- LEADS
- LEADS Control
- MARCS
- Network and Equipment Support
- Programming
- System Operations

Office of the Chief of Staff

Professional Standards Unit

- Administrative Investigations Unit
- Labor Relations

Communication & Governmental Affairs Unit

- Public Affairs
- Legislative Affairs

Staffing Services

Office of Special Operations

Security & Investigations

- Computer Crimes
- Capitol Operations
- Criminal Intelligence & Counter-terrorism
- Executive/Dignitary Protection
- Polygraph

Operations

- Crime Lab/Forensic Services
- Special Response Team
- Aviation
- Licensing & Commercial Standards
- Special Programs
- Crash Reconstruction

Office of Field Operations - Eastern & Western Command

- Western Command
- Eastern Command

Office of Training, Recruitment & Employee Relations

- Training
- Recruitment & Employee Relations

APPENDIX E

OVERVIEW OF PATROL BUDGET LINE ITEMS

1) 7036 Operating: This fund covers the majority of the operating, maintenance expenses and equipment purchases.

7036 Operating	FY-10	FY-11	Biennium
Personnel	\$212,554,556	\$213,555,330	\$427,109,886
Purchase Personal Service	\$2,023,987	\$2,027,092	\$4,051,070
Judgments	\$6,500	\$6,500	\$13,000
Maintenance	\$41,656,481	\$41,720,568	\$83,337,049
Equipment	\$12,646,313	\$12,665,769	\$25,312,082
Total	\$296,887,828	\$269,975,259	\$539,863,087

2) 7036 Minor Capital: This fund is used for minor capital projects at Patrol facilities such as roof replacement.

7036 Minor Capital	FY-10	FY-11	Biennium
Maintenance	\$1,250,000	\$1,250,000	\$2,500,000
Total	\$1,250,000	\$1,250,000	\$2,500,000

3) 7036 Motor Carrier Enforcement: These funds support the Commercial Motor Vehicle Safety Enforcement Unit.

7036 Motor Carrier Enforcement	FY-10	FY-11	Biennium
Personnel	\$2,600,805	\$2,600,805	\$5,201,610
Purchase Personal Service	\$2,000	\$2,000	\$4,000
Maintenance	\$313,591	\$313,591	\$627,182
Equipment	\$424,072	\$424,072	\$848,144
Total	\$3,340,468	\$3,340,468	\$6,680,936

4) 83C0 Contraband, Forfeiture: This is the State Contraband Fund. It is used to support drug task force activities and expenses related to seizure of contraband and forfeited property.

83C0 Contraband, Forfeiture	FY-10	FY-11	Biennium
Personnel	\$435,000	\$435,000	\$870,000
Purchase Personal Service	\$20,000	\$20,000	\$40,000
Maintenance	\$93,358	\$93,358	\$186,716
Equipment	\$74,536	\$74,536	\$149,072
Total	\$622,894	\$622,894	\$1,245,788

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5 and 6) 83J0 Justice and 83T0 Treasurer: These are the Federal Contraband Funds. They are used to support drug task force activities and expenses related to seizure of contraband and forfeited property.

83J0 Justice	FY-10	FY-11	Biennium
Personnel	\$210,000	\$210,000	\$420,000
Maintenance	\$1,260,000	\$1,260,000	\$2,520,000
Equipment	\$630,000	\$630,000	\$1,260,000
Total	\$2,100,000	\$2,100,000	\$4,200,000
83T0 Treasurer	FY-10	FY-11	Biennium
Maintenance	\$21,000	\$21,000	\$42,000
Total	\$21,000	\$21,000	\$42,000

7) 83F0 Law Enforcement Automated Data Systems (LEADS): These funds support the LEADS information system for law enforcement.

83F0 LEADS	FY-10	FY-11	Biennium
Personnel	\$2,229,396	\$2,287,291	\$4,516,687
Purchase Personal Service	\$342,680	\$343,207	\$685,887
Maintenance	\$4,762,234	\$4,769,560	\$9,531,794
Equipment	\$3,650,668	\$1,653,208	\$5,303,876
Total	\$10,984,978	\$9,053,266	\$20,038,244

8) 83G0 OMVI Fines: These funds are used for supplemental funding for enforcement, education, equipment, and officer training to remove alcohol impaired drivers from the roadways.

83G0 OMVI Fines	FY-10	FY-11	Biennium
Personnel	\$388,857	\$388,857	\$777,714
Maintenance	\$250,400	\$250,400	\$500,800
Equipment	\$10,743	\$10,743	\$21,486
Total	\$650,000	\$650,000	\$1,300,000

9) 8310 Patrol – Federal (NHTSA and Other Grants): These grant funds are used to reduce alcohol-related fatalities and provide target enforcement on roads where speeding is an issue.

8310 Patrol – Federal (NHTSA and Other Grants)	FY-10	FY-11	Biennium
Personnel	\$1,472,976	\$1,472,976	\$2,945,952
Purchase Personal Service	\$146,387	\$146,387	\$292,774
Maintenance	\$126,432	\$126,432	\$252,864
Equipment	\$709,689	\$709,689	\$1,419,378
Total	\$2,455,484	\$2,455,484	\$4,910,968

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10) 8310 Transportation Enforcement Federal MCSAP: These grant dollars are used for commercial motor vehicle enforcement.

8310 Transportation Enforcement Federal MCSAP	FY-10	FY-11	Biennium
Personnel	\$5,573,146	\$5,573,146	\$11,146,292
Purchase Personal Service	\$8,063	\$8,063	\$16,126
Maintenance	\$511,383	\$511,383	\$1,022,766
Equipment	\$40,000	\$40,000	\$80,000
Total	\$6,132,592	\$6,123,592	\$12,265,184

11) 8370 Turnpike Policing: These are funds from a contract with the Ohio Turnpike to police the Turnpike.

8370 Turnpike Policing	FY-10	FY-11	Biennium
Personnel	\$9,600,000	\$9,600,000	\$19,200,000
Maintenance	\$1,084,631	\$1,084,631	\$2,169,262
Equipment	\$869,328	\$869,328	\$1,738,656
Total	\$11,553,959	\$11,553,959	\$23,107,918

12) 8380 Patrol Reimbursement: These funds can only be used to pay rent and other expenses of the driver's license examination stations.

8380 Patrol Reimbursement	FY-10	FY-11	Biennium
Maintenance	\$100,000	\$100,000	\$200,000
Total	\$100,000	\$100,000	\$200,000

13) 8400 State Fair Security: These funds pay for security before, during and after the state fair.

8400 State Fair Security	FY-10	FY-11	Biennium
Personnel	\$1,239,283	\$1,239,283	\$2,478,566
Maintenance	\$157,000	\$157,000	\$314,000
Total	\$1,396,283	\$1,396,283	\$2,792,566

APPENDIX E

14) 8400 Security and Investigation: This line-item is the source of funding for the Governor's security, security at state facilities and major investigations involving state property interests.

8400 Security and Investigation	FY-10	FY-11	Biennium
Personnel	\$5,669,880	\$5,793,305	\$11,453,185
Maintenance	\$396,210	\$397,554	\$793,764
Equipment	\$251,440	\$251,827	\$503,267
Total	\$6,317,530	\$6,432,686	\$12,750,216

15) 8400 State Fairgrounds Police Force: This fund supports the officers who provide year-round security at the Ohio Expositions Center.

8400 State Fairgrounds Police	FY-10	FY-11	Biennium
Personnel	\$736,974	\$755,872	\$1,492,846
Maintenance	\$79,885	\$80,080	\$159,965
Equipment	\$13,910	\$13,931	\$27,841
Total	\$830,769	\$849,883	\$1,680,652

16) 8410 Salvage and Exchange: Moneys from the sale of motor vehicles and equipment are deposited in this fund. It is used for purchase of replacement motor vehicles and related equipment.

8410 Salvage and Exchange	FY-10	FY-11	Biennium
Equipment	\$1,339,399	\$1,339,399	\$2,678,798
Total	\$1,339,399	\$1,339,399	\$2,678,798

17) 5Y10 Continuing Professional Training: This fund pays for continuing professional training for uniform officers.

5Y10 Continuing Professional Training	FY-10	FY-11	Biennium
Personnel	\$28,082	\$28,082	\$56,164
Maintenance	\$112,328	\$112,328	\$224,656
Equipment	\$140,410	\$140,410	\$280,820
Total	\$280,820	\$280,820	\$561,640

APPENDIX F

INDIVIDUALS WHO PROVIDED TESTIMONY TO THE OHIO STATE HIGHWAY PATROL MISSION REVIEW TASK FORCE

1. David W. Bailey, Chief of Police, Lancaster Police Department
2. R. Steven Bailey, Chief of Police, Miami Township Police Department, President, Ohio Association of Chiefs of Police
3. Richard Curtis, Executive Director, Highway Patrol Retirement System
4. Sylvester Daughtry, Jr., Executive Director, Commission on Accreditation For Law Enforcement Agencies Incorporated
5. Larry A. Davis, President, Ohio Trucking Association
6. Walter Davis III, Delaware County Sheriff
7. Conrad "Smokey" Everett, United State Secret Service Cleveland District
8. James D. Foltz, Ohio State Troopers Association
9. Charles H. Horner, Chief of Police, Portsmouth Police Department
10. Jim Karnes, Franklin County Sheriff
11. Rob Marvin, Public Utilities Commission of Ohio
12. Michael McCauley, Guernsey County Sheriff
13. David M. Olds, Chief of Police, Upper Sandusky Police Department
14. Larry Phillips, President, Ohio State Troopers Association
15. Mark E. Piepmeier, Chief Assistant Prosecuting Attorney, Hamilton County Prosecuting Attorney's Office
16. Thomas W. Rice, Ohio State Highway Patrol, Retired
17. Timothy L. Rogers, Coshocton County Sheriff, President Buckeye State Sheriffs Association
18. Doug Scoles, Executive Director, MADD Ohio
19. Shel Senek, President, Ohio State Highway Patrol Retirees Association
20. Herschel Siegel, Ohio State Troopers Association
21. Thomas H. Streicher, Jr., Chief of Police, Cincinnati Police Department
22. Nicholas L. Thompson, Chief of Police, Hillsboro Police Department

