

ANNUAL REPORT



2016

Bothell Police Department

*To protect life and property through professional service
and a proactive partnership with our community.*

A MESSAGE FROM THE CHIEF OF POLICE

The last decade has been one of evolution for the law enforcement profession. What policing in America should do and be has been the topic of on-going and passionate discussion in the media, political arenas and communities across the nation. A common theme, but certainly not the only one, has been both hope and demand that officers work to build positive and respectful relationships between themselves and the communities they serve.

The specific challenges facing law enforcement have also been changing. The spread of homelessness, the increasing number of people with mental health challenges and inadequate services, and the epidemic of addiction to prescription drugs (with the criminal activity that often results from their use) are examples of many calls for service that are outside what had been considered “traditional” law enforcement work. Some Court rulings increasing the due process rights of suspects, such as requiring more search warrants be served, have resulted in greater complexity and longer duration for investigative processes.

The Bothell Police Department has closely followed these conversations and is very familiar with the new challenges mentioned above. We are working to respond to our community's expectations. We recognize that we will have to adjust our practices and deployment to ensure we can meet emerging needs. For that reason, we conducted an internal review in 2016 that looked carefully at our staffing and processes to find ways to improve our efficiency within available resources.

As a result of this study, followed by analysis and consideration of all options, two major changes were made to patrol operations. Patrol operations are now organized in six districts rather than four to better balance and manage workload. The second outcome was to change the shift configurations for patrol officers. We have created a new swing shift to augment the day and night shifts we previously employed. This helps us better respond to periods of peak demand.

Flexibility, creativity and adaptation are values the Bothell Police Department embraces. We intend to be responsive and transparent in our service.


Carol Cummings, Chief of Police



Table of Contents

Message from the Chief of Police	1
Table of contents	2
Department & City Statistics	3
Organizational Chart	4
Division Reports	
Operations	5
Special Operations	8
Investigations	12
Risk Management	16
Support Services	19
Citations and commendations	23
New and retiring employees	25
Bothell Police in the Community	27



Introduction

The City of Bothell has a population of 41,630 spanning 13.7 miles is served by 62 Commissioned officers and 27 civilian employees.

Bothell Police Department

Commissioned Personnel

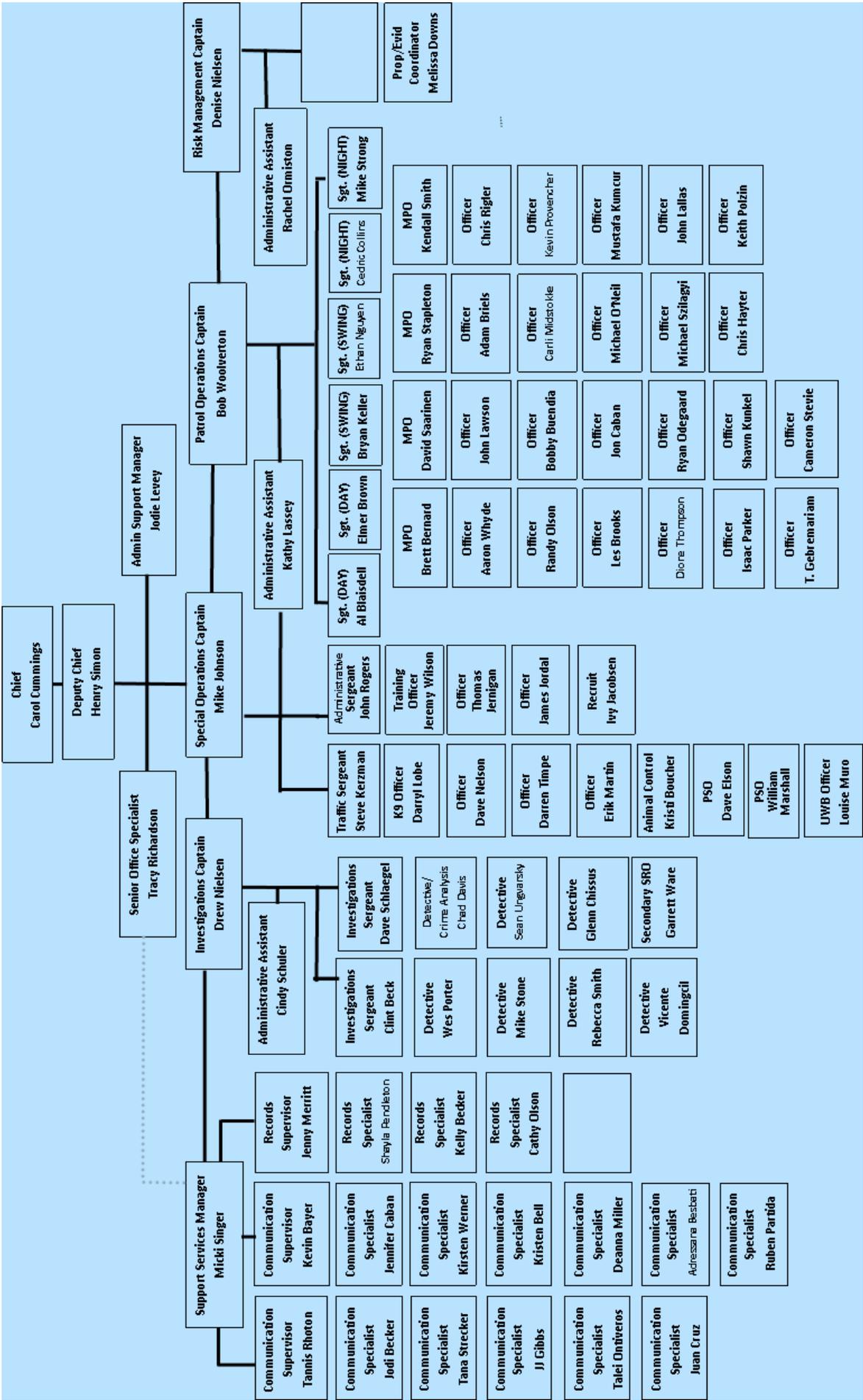
- 1 Police Chief
- 1 Deputy Police Chief
- 4 Captains
- 11 Sergeants
- 4 Master Police Officers
- 28 Patrol Officers
- 3 Traffic Officers
- 7 Detectives
- 1 K9 Officer
- 1 School Resource Officer
- 1 Training Officer

Bothell Police Department

Civilian Personnel

- 1 Support Services Manager
- 1 Public Safety Admin Coordinator
- 3 Administrative Assistants
- 1 Senior Office Specialist
- 2 Communications Supervisors
- 10 Communications Specialists
- 1 Records Supervisor
- 4 Records Specialists
- 1 Animal Control Officer
- 1 Evidence and Property Coordinator
- 2 Police Support Officers





OPERATIONS

The Operations Division is the largest and most visible arm of the police department because these are the uniformed men and women who patrol the streets of our community twenty-four hours a day, seven days a week. The primary mission of the Operations Division is to maintain order throughout all parts of our community, from residential family neighborhoods to the business districts, and on all state highways that pass through our city.

The officers in this division work a twelve-hour shift because this is the most efficient shift configuration for a twenty-four-hour operation. Other than efficiency, the specific shift configuration used by the division has two additional benefits, it schedules officers to be off-duty every other weekend to facilitate family time, and reduces the number of commute trips by the employee thereby reducing the department's overall carbon footprint.

The Operations division is staffed by one Captain, six Sergeants, four Master Police Officers, and twenty-four police officers. The average age of our officers in Operations is 41 years of age, with a high age of 59, and a low age of 22. The average length of police experience in Operations is 11 years, with a high of 36 years of experience and a low of 1 year (fresh out of the police academy).

Detecting and deterring crime is only part of what the Operations division does. The scope of work that a patrol Officer is expected to do is more complex than just the enforcement of laws. Working to find Social Services for the mentally ill and the homeless, resolving neighbor disputes, helping a distraught family of a missing teen file a report are just a few of the myriad ways a patrol officers work extends beyond that of investigating criminal activity.

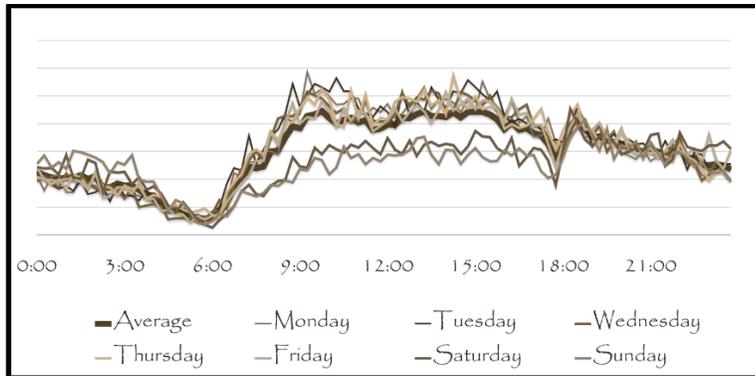
We categorize our calls for service as Criminal Reports, and Incident Reports. Incident reports are every other call for service that is not a crime. These graphs show the most recent five-year trend in these two categories.



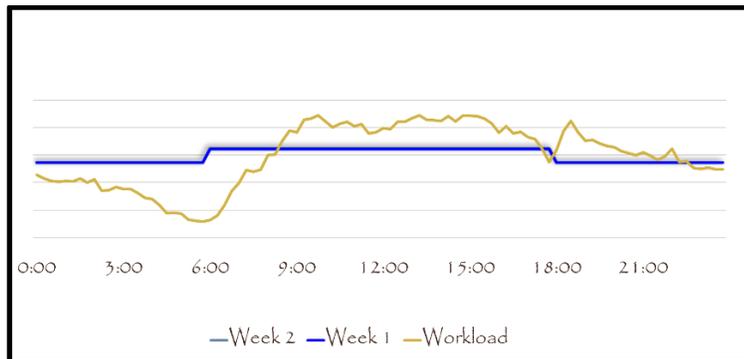
EFFICIENCY IN SCHEDULING

In 2016, the Operations division hired a consultant to evaluate our workload data and make recommendations on ways to use our existing resources more efficiently. Essentially asking how to do more with a static amount of human resources. The consultant extracted more than one million data points from our Computer Aided Dispatch system analyzing workload data from 2011 through 2015 and projecting workload through the year 2020. That data was analyzed by the consultant to make several efficiency recommendations.

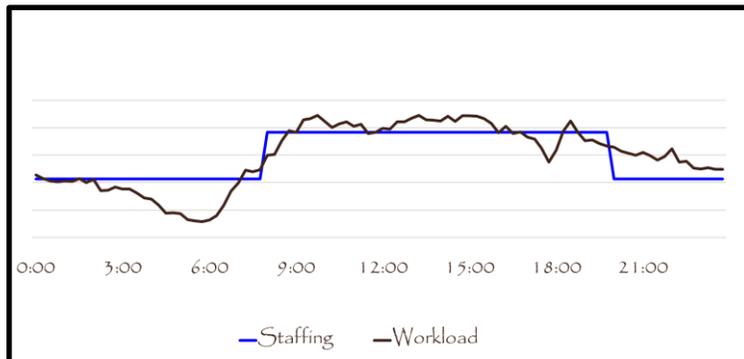
The data showed our workload is relatively consistent by time of day, regardless of the day of the week.



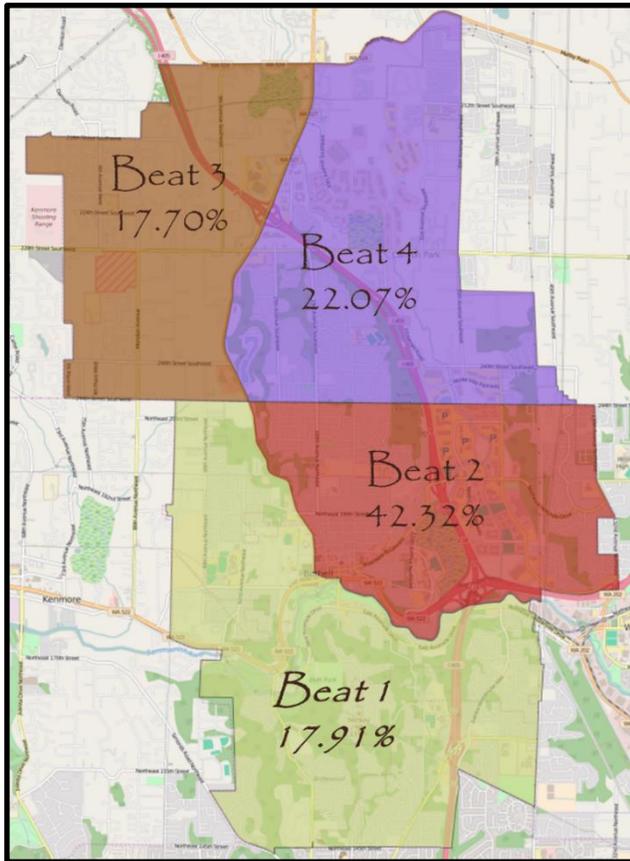
While our workload had peaks and valleys, we staffed our police beats in a nearly flat line configuration.



In 2017, Operations will test-drive and analyze the reduction of staffing during times of low activity and schedule them during peak activity (creating a swing shift) to balance our ability to be responsive to the community.



EFFICIENCY IN PATROL BEAT DESIGN

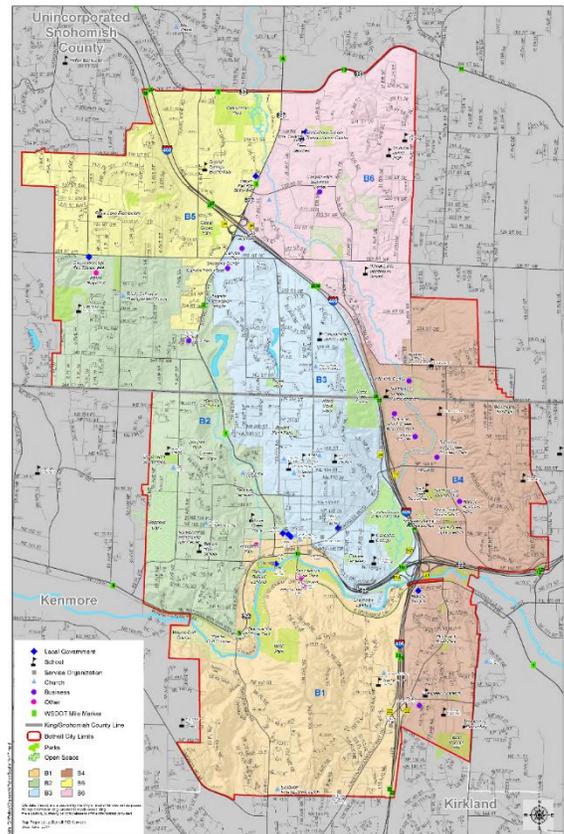


For decades the Operations division used a four patrol-beat configuration. The data analysis showed the old system did not properly balance the workload generated by the community, where Beat 2 accounted for 42% of the workload, and other beats only had 17% of the workload. This imbalance resulted in disparate workload for officers and increased response times to citizens as a result of “cross-beat dispatching.” In essence, officers were not positioned where we needed them most.

Going into 2017 the Operations division will test drive a new six patrol-beat configuration that is designed to balance workload and improve response times to service requests.

OVERALL PHILOSOPHY

We recognize we police our community with the permission and authority granted to us by our citizens, and we hold that trust bestowed upon us in the highest regard. Because of that, we strive to treat every person with respect, dignity, and the highest level of professionalism our industry has to offer.



City of Bothell Police Beats



SPECIAL OPERATIONS

Special Operations is comprised of the Traffic Unit, the Police Support Officer (PSO) Unit, and Property & Evidence management

Traffic Unit

The Traffic unit is staffed by one Sergeant and three traffic officers. Two of the traffic officers and the Sergeant are assigned to motorcycles, and one traffic officer is assigned to an unmarked car.



The philosophy of the traffic unit is to solicit voluntary compliance with the law when appropriate and utilize all of the Three-E's of traffic enforcement as much as possible to the given situation – Education, Engineering, and Enforcement. Not all traffic problems can be resolved through police enforcement, in some instances problems may be resolved through proper signage, pavement markings, or other engineering matters. The Traffic Unit works very closely with the City's Traffic Engineer to determine when engineering is the proper solution rather than issuing tickets. Additionally, respectful education/reminders can be more effective than issuing a ticket in gaining voluntary compliance of drivers in their future driving behavior.

In 2016, the Traffic Unit made 5,168 traffic stops. Of those stops, 1,814 (35%) resulted in a ticket being issued, and the remaining 3,354 (65%) resulted in warning.



Police Support Officers

The department has two Police Support Officers (PSO). These are civilian positions whose primary responsibilities are to transport prisoners between jail and court. Since the Department contracts with numerous jails (King County Jail, Snohomish County Jail, Lynnwood Municipal Jail) the PSO's drive across the region in the morning picking up prisoners, and then reversing the route in the afternoon returning the prisoners to jail after their court appearance.

In 2016, the PSO's made 521 trips transporting 855 prisoners, driving a total of 30,720 miles.



Property & Evidence Management

The Bothell Police Department maintains a separate building with multiple layers of security that houses all items of evidence needed for courtroom presentation. That room is staffed with one civilian employee with the title of Property Room Manager. It is the responsibility of the Property Room Manager to maintain an accurate chain-of-custody record for each and every item. During 2016 the department embarked on a new inventory project for the evidence room. This necessitated every item to be repackaged and relabeled with a bar code. It took nearly the entire year for the Property Room Manager, with the assistance of two additional employees to complete this project, while simultaneously doing their normal day-to-day work.

In January of 2017, a handheld barcode scanner was used to conduct a 100% inventory of all the newly repackaged and labeled items stored in the evidence building. This was a major milestone for the Department and the property room because this was the first time in the history of the Bothell Police Department that a 100% inventory of the property room was ever completed.

Moving forward a 100% inventory of the property room will be conducted on an annual basis.

The total number items stored in the property room changes on a daily basis because items are constantly coming in, and going out. Currently the property room stores approximately 12,000 individual items.



2016 DRUG BURN

SWAT, Disturbance Response Team, and Hostage Negotiation

While day-to-day life in Bothell is usually peaceful, the police department is also charged with the responsibility of being prepared to respond to and mitigate any crisis event that may occur. Those crisis possibilities could include such high risk calls as civil disturbances, active gunman incidents, or armed barricaded suspects, with or without hostages. In the interest of efficiency, several local police departments pool resources to assemble regional teams to be prepared for these types of crisis should they occur. The Bothell Police Department participates and trains with a regional SWAT team, a regional Disturbance Response Team, and a regional Crisis Negotiation team.



The Bothell Police Department trains, utilizes, and maintains a Narcotics K9 team to locate controlled substances and items commonly used for the transportation, manufacture, or distribution of narcotics. K9 Karma and Officer Lobe assist in the execution of search warrants where there is a likelihood of narcotics to be found. Additionally, K9 Karma and Officer Lobe assist many neighboring police agencies in their efforts to curb illicit narcotics throughout the region.

Here are some key statistics for K9 Karma and Officer Lobe for 2016:

- Total Applications of the Team: 128
- Total Arrests for Narcotic Violations: 56
- Search Warrant Service and/or Application: 42
- Total Training Hours: 136



Kid's Day – Bothell Library

On October 30th, Chief Cummings, Officer Lobe, and K9 Karma attended the Bothell Library Kid's Day.

The kids enjoyed meeting Officer Lobe and the Chief, however they loved meeting Karma who was showing off for all.



INVESTIGATIONS

The Major Crimes Investigations Division includes a Captain, two Detective Sergeants, seven major crimes detectives, a Crime Analysis Detective, an Administrative Assistant, and a School Resource Officer.

The Major Crimes detectives' primary duty is to conduct secondary investigations for felony crimes. Examples include homicides, robberies, sexual assault, arsons, prostitution, and identity theft. They also investigate Child Protective Services referrals, Adult Protective Services referrals, and coordinate the registered sex offender notification and monitoring program.

The Crime Analysis Detective analyzes crime trends and provides timely information that assists Department members and the community with targeted enforcement and strategy development.

The School Resource Officer serves the Bothell High School. The SRO strives to bridge gaps between police officers and young people, helping to increase positive attitudes toward law enforcement. During the summer months, the officer is busy preparing for the next school year, working on special projects, and assisting with regular Patrol duties. The SRO program provides:

- Visible, active law enforcement on the high school campus
- Classroom resources for instruction in law enforcement related education, violence diffusion, safety programs, and alcohol and drug prevention.
- A team approach with the officer, faculty and administration working together to solve problems in the school community.
- A safer school environment.

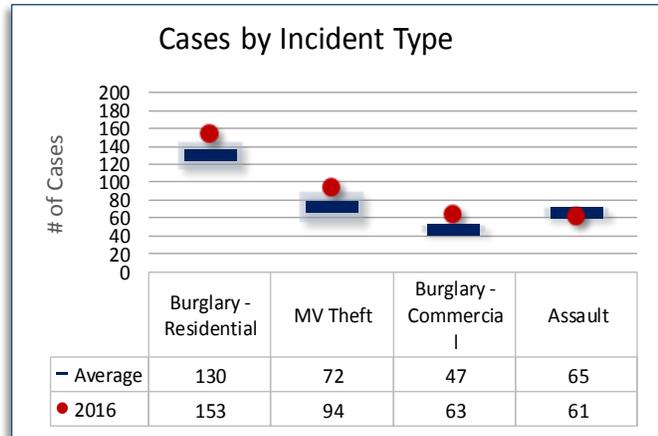


Crime Statistics

For the 2016 Annual Report, the Bothell Police Department is providing crime statistics for major groups of crimes against persons, crimes against property, drug related offenses and traffic related incidents. These crime groups include homicide, sex offenses, assaults (domestic and non-domestic), robberies, thefts, vehicle thefts, vehicle prowls, residential burglaries and commercial burglaries.

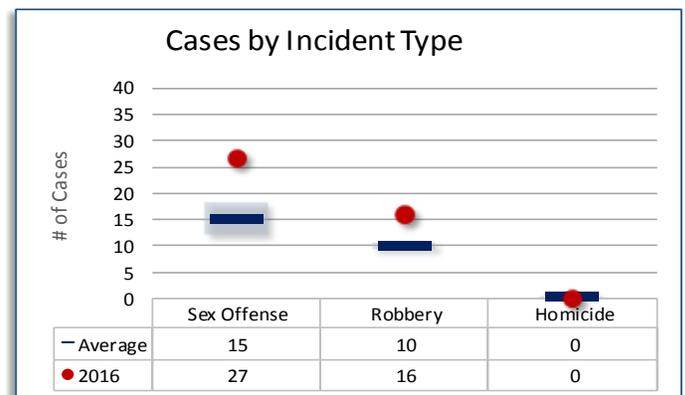
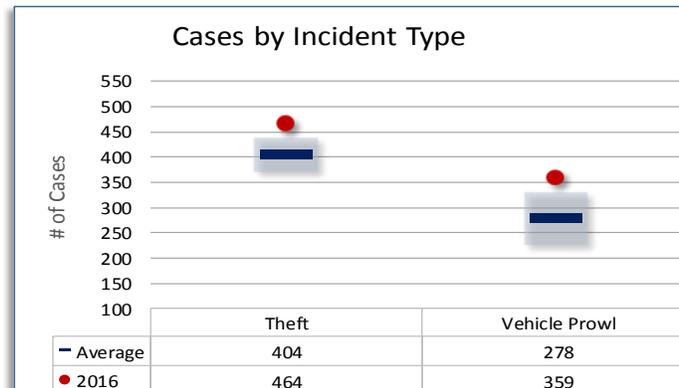
There are many different ways to collect crime statistics. For this report, the occurred incident type was used. This type provides a single category that best describes each investigation. For example, a vehicle that is broken into with property stolen would be categorized with an occurred incident type of "Theft from Vehicle." However, the offenses listed for the case may include both vehicle prowl, malicious mischief and theft.

Police departments are also required to provide statistics to the federal government as part of the National Incident-Based Reporting System (NIBRS). This federal system uses different reporting methods while comparing crimes from departments from all states. Because of this, NIBRS statistics are different from the categories in this report.



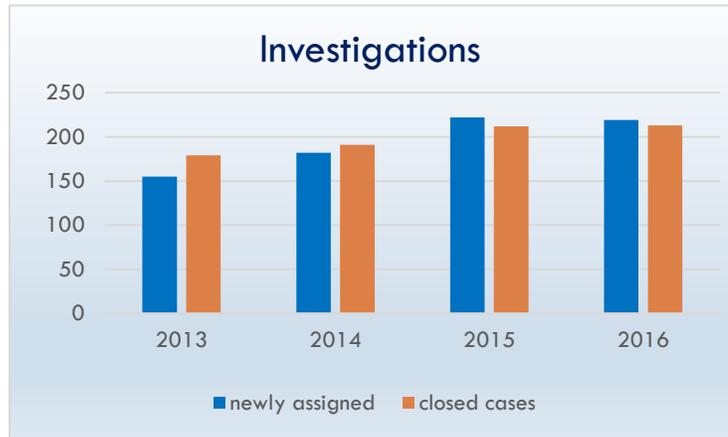
Crime Trends

For 2016, the data shows significant increases in residential burglary and vehicle prowling cases. The majority of residential burglaries occurred during the mid-morning to mid-afternoon hours while the residents were away from home. The most common method of entry was by forcing or prying rear doors or windows. However, many cases involved residences that were not secured. Additionally, many of the vehicle prowls reported involved cars that were not locked.

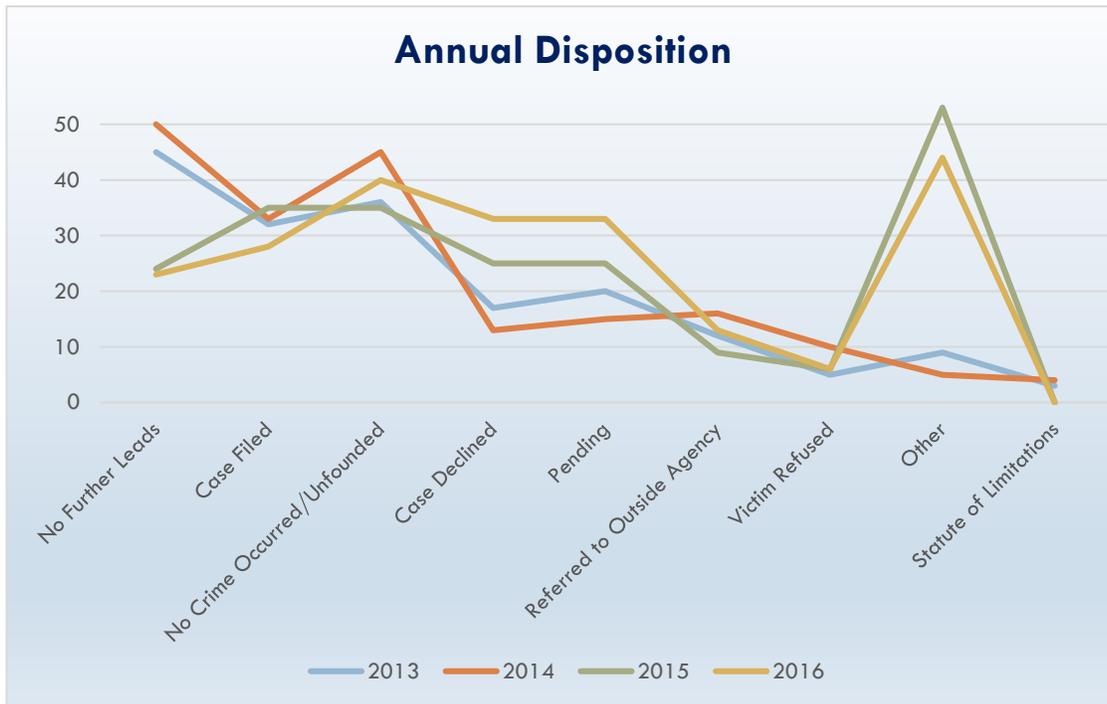


The charts depicted above show the numbers of cases by occurred incident type for 2011 through 2016. The blue colored boxes on the charts represent the range between the five year low and the five year

high values (2011 through 2015). The blue line represents the five year average (2011 through 2015), while the red dot represents the 2016 value.



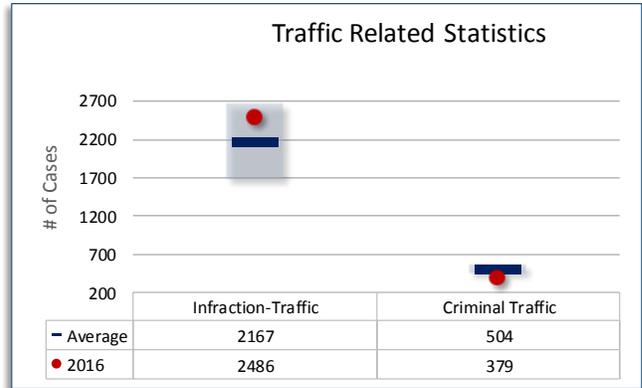
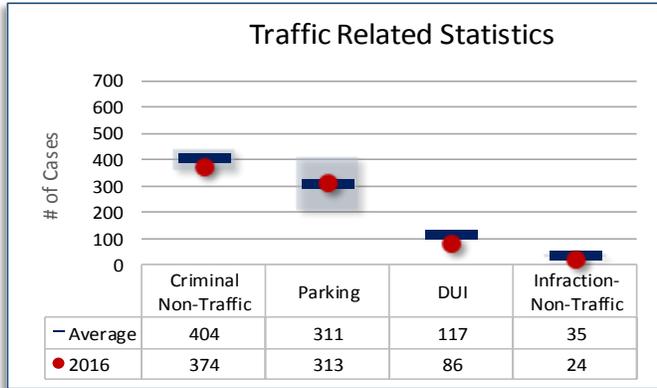
In 2016, detectives were assigned 219 cases. This was in addition to the 52 cases



detectives were actively investigating at the end of December 2015, for a total of 271 cases investigated in 2016.

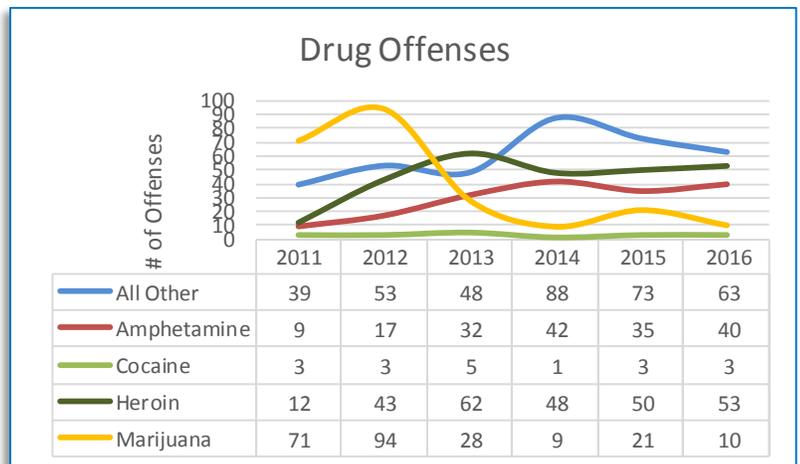
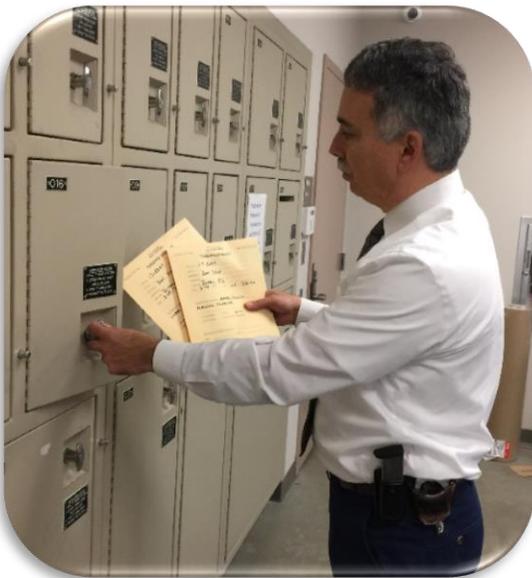


The following charts show the number of traffic related criminal offenses (i.e. Reckless Driving), infractions (i.e. Speeding), parking infractions, traffic collision reports and DUI reports.



The following chart shows the number of drug related offenses, including marijuana, amphetamines, cocaine and heroin and all other drug related offenses. The trends show continued overall increases in the number of amphetamine and heroin related offenses, which is consistent with regional and national trends. The legalization of marijuana has resulted in a steep drop in the number marijuana offenses.

Most drug offenses are categorized by drug type. However, some cases are entered using a generic drug offense that does not categorize the specific drug type. Additionally, some offenses are categorized, but the number of offenses were very low. In these cases, the offenses were combined and shown as “All Other”.



RISK MANAGEMENT

The Risk Management Division is responsible for the management of the Police Department Accreditation Process, Professional Standards (policies, internal investigations, complaints, pre-employment background investigations, and Department audits), Training, and Contract Management.

Accreditation

The Bothell Police Department is a State-accredited agency under the Washington Association of Sheriffs and Police Chiefs (WASPC) Program. The purpose of law enforcement agency accreditation is to professionalize the law enforcement industry by providing a review process for agencies to be certified as operating under industry best practices and standards. The Department's participation in this process sends a clear message to the community that the Bothell Police Department is committed to providing services of the highest quality.

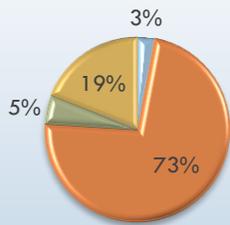
Animal Control



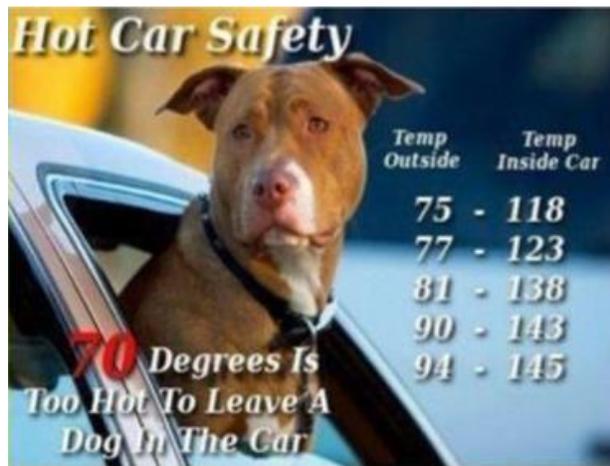
2016 Animal Control Graphs/Charts/Stats:

2016 PET LICENSE SALES	TOTAL SALES	LATE FEES	DONATIONS
	2,488	201	
	\$66,564	\$3,015	\$1,021

Pet License Type Breakdown

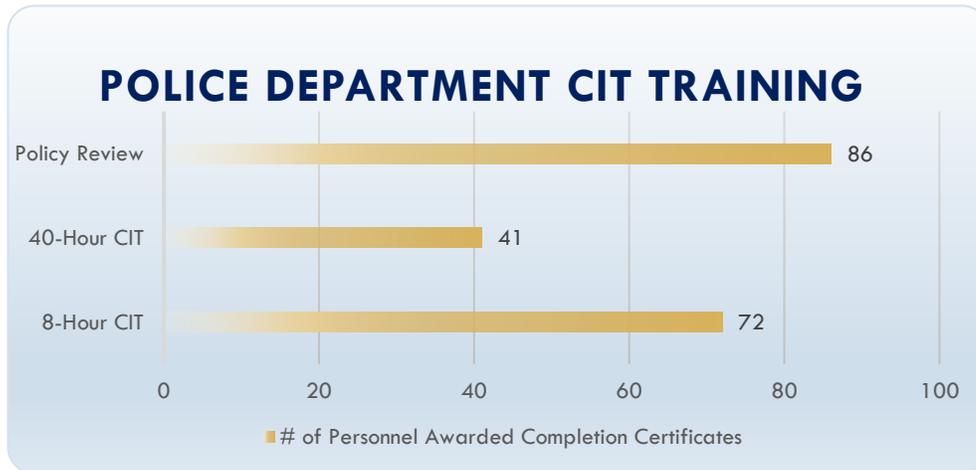


■ Unaltered Pet
 ■ Altered Pet
 ■ Senior - Initial
 ■ Senior - Renewal

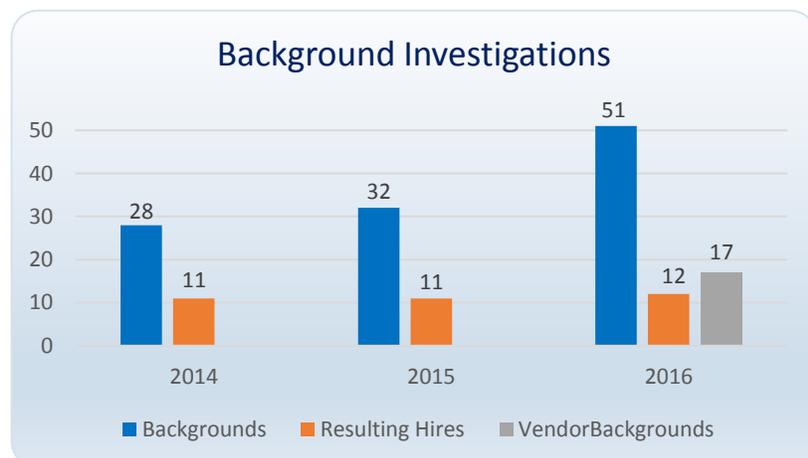


Training

Goal for Police Department employees to complete 8-hour Crisis Intervention Training and for all Patrol Officers and Sergeants to complete 40-hour Crisis Intervention Training. This goal was achieved and the Department continues to ensure all employees receive on-going Crisis Intervention Training in order to ensure that members of the Department are prepared to interact with persons experiencing crises.



Complete thorough background investigations for new PD employees and other City employees and contractors with Police Department access.



Professional Standards Unit

The Professional Standards Unit is responsible for a variety of professional services including policy development and implementation, background investigations, internal investigations, audits, complaint investigations, and review boards. This unit also handles recruitment, testing and hiring. The PSU also provides annual overall review and periodic analysis of vehicle pursuits and use of force by Department personnel.

The following graph shows the number of complaints and internal investigations investigated during 2016, along with the investigative findings. Findings fall into the following categories:

Sustained: The allegation has been investigated and the facts show that the allegation is true and the action taken was not consistent with the Bothell Police Department’s policies, procedures, or values.

Not sustained: The allegation has been investigated and there is insufficient proof to either confirm or refute the allegation.

Unfounded: The allegation has been investigated and either the allegation is demonstrably false or there is no credible evidence to support it. This finding also applies when individual personnel named in the complaint were not involved in an act that occurred.

Exonerated: The allegation has been investigated and the facts indicate that the action was consistent with agency policy.



SUPPORT SERVICES

COMMUNICATIONS CENTER

The Bothell Communications Center is the primary answering point for all police, fire and medical calls coming from within the city limits of Bothell, and Lake Forest Park. Any calls for a fire or medical emergency are then transferred to NORCOM. The Communications Specialist will stay on the line to determine if a police or AED response might be needed.

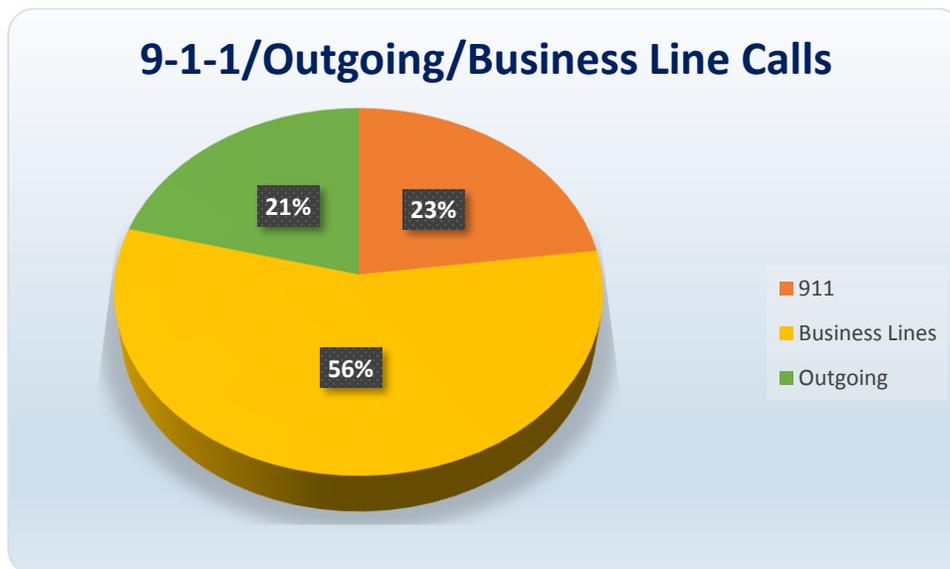
The 9-1-1 Communication Center is staffed 24 hours a day, 7 days a week. There are currently 11 full-time personnel with a minimum staffing of two on at all times. There are two Communications Supervisors who oversee the daily operations of the Center.

The Center has eleven 9-1-1 trunks, and six business lines. The Center also has the ability to receive Smart911 data. Smart911 is a free service that allows citizens to provide more information about themselves or their household to 9-1-1 in case of emergencies. To sign up for Smart911, please refer to Smart911.com.



In addition, the Center answers all administrative calls that come in through the main ten digit Police Department number, along with Lake Forest Park Police main business lines after hours or when requested.

In 2016, the Center received and answered 16,617 - 911 calls and 40,821 business line calls. Communications personnel prioritize all the calls that come into the Center. The Center also made 15,168 outgoing phone calls to request services or assistance on calls they were handling.



Over 7,779 calls for service came in on a business line. A call for service is when action is taken, such as police and/or fire being dispatched to the call, or something that was handled by the Communications Center, such as a warrant confirmation.

The Communications personnel provide radio communications for approximately 83 commissioned officers from the City of Bothell and Lake Forest Park Police Departments, along with Animal Control and Transport Officers.

Each work station is comprised of a CAD (computer aided dispatch) monitor, where calls are typed up and the status and location of officers are tracked. Two phone monitors, one being a map and one where calls are answered and processed. One State and internet computer which is a direct link to the state for DOL inquiries and entries. In addition the Communications Center also monitors and controls a variety of different cameras, internal alarms and access points located throughout the department and municipal court. The Communication Center performs a variety of different queries and entries using statewide systems.



Some tasks include entries of misdemeanor warrants, orders from the court, missing persons, stolen/impounded vehicles, stolen firearms, vehicle repossessions, pawned articles, and other time sensitive entries. The center is the contact point for outside agency confirmations on any of the listed entries.

RECORDS SECTION

The Records Section is the first point of contact citizens have when visiting the police department. This section is staffed with one Records Supervisor and four Records Specialists providing coverage Monday through Friday from 7:00am-7:00pm. In December, the department began the process of hiring a Records Specialist to fill an open position created through attrition.



Records staff process and maintain all police reports, citations and arrest reports generated by the department and forward case materials to prosecutors for filing. Because Bothell is geographically located in two counties, materials are provided to either King County or Snohomish County prosecutors or to the Bothell Prosecutor, depending on type of case and where the incident occurred.

Concealed Pistol License (CPL) applications and renewals are accepted and processed by the Records Section. There were 535 CPLs processed in 2016. All original CPLs require the applicant to be fingerprinted. In addition to fingerprinting for CPLs, Records staff provide fingerprinting to the public for employment and other purposes. In 2016, 518 citizens were fingerprinted by Records staff for purposes other than CPLs. In 2016, we began using live-scan digital printing for CPLs.



Public records requests for police-related records are fulfilled by the Records Section. Requests range from 3-page collision reports to requests involving thousands of pages. Requests are processed according to the state Public Records Act and many requests involve the redaction of certain information prior to release. There were 1571 individual requests received in 2016.

As a community service and in cooperation with MED-Project, the Records Section serves as one of four drop-off locations in Bothell for unneeded and expired medications, which are then disposed of in a safe and secure manner. Other drop-off locations are QFC on Bothell Way, Group Health and HealthPoint.

2016 Awards

Employee of the Year

Tracy Richardson

Officer of the Year

MPO Kendall Smith

Top Gun Award

Officer Erik Martin

Chief's Citation

Deputy Chief Henry Simon

Meritorious Service Award

Officer Erik Martin

Commander Citations

Officer Isaac Parker

Officer John Lallas

Officer Aaron Whyde

Officer Gebremariam

Lifesaving Award

Sergeant Mike Strong

Sergeant John Rogers

Sergeant Ethan Nguyen

Officer Garrett Ware

Officer John Lallas -2

Officer Cameron Stevie

Dispatcher Kristen Bell

Dispatcher Heather Craig





Commander Burt Marsh, Officer John Lallas,
Bothell Police Chief Carol Cummings

John Lallas was honored as Police Officer of the year at the Bothell American Legion annual First Responder banquet on January 11th. John has been in law enforcement for 4 years and has been a member of the Bothell Police Department for the past year. On May 14, 2016 while on patrol he was dispatched to a vehicle accident in Bothell, an SUV went into a water retention pond. The driver that was trapped sent an email to Chief Cummings, “without regard for his own safety he dove into the pond and swam to my vehicle. He cut my side airbag free and struggled to get the door open. He eventually was able to help free me and saw that I got to shore safely. I can tell you without a doubt that night I might have drowned without his quick actions.”



Bothell Police @BothellPolice · 23 Sep 2016

We are proud of Officer Martin who was recently named Washington State Crisis Intervention Team Officer of the Year. bit.ly/2d6Frz4



2016 Retirements

Detective Janine Henkel

Officer Frank Havens

2016 New Hires

Officer Terbinos Gebremariam

Recruit Keith Polzin

Recruit Thomas Jernigan

Recruit James Jordal

Recruit Ivy Jacobsen

Communications Specialist Juan Cruz

Communications Specialist Jason Hunt

Chaplain Susan Timpe



RECRUITING SUPERHEROS



Bothell Police @BothellPolice · 29 Apr 2016

BHS Law & Justice students enjoyed their tour today w/ DC Simon. Hopefully we're looking @ future cops/prosecutors.



Service to the Bothell Police Department

Years of Service Awards

5 Years

Officer Erik Martin

15 Years

Officer David Nelson

Officer Jeremy Wilson

Sergeant John Rogers

20 Years

Sergeant Cedric Collins

Officer Les Brooks

Detective Sean Ungvarsky

35 Years

Sergeant Bryan Keller



Bothell Police in the Community



Bothell Police @BothellPolice · 30 Apr 2016
Happy to hang out w/ BFD today @ymca Healthy Kids Day. Kids are having a great time learning about healthy living.



Bothell Police @BothellPolice · 6 Jul 2016
We enjoyed celebrating with everyone today at #EidMubarak at the Islamic Center of Bothell. Thanks for inviting us.



Bothell Police @BothellPolice · 6 Oct 2016
Coffee w/ a Cop (roadshow edition) was a success. Lots of people, cops, & donuts. We chatted a lot & the Chief handed out tons of stickers.





CARE DAY WITH BOTHELL FIRE DEPARTMENT



Bothell Police @BothellPolice · 31 Oct 2016

We are having a lot of fun on Main St handing out candy to all of great costumed kids as they trick or treat. Please drive safe tonight.



Bothell Police @BothellPolice · 7 Feb 2016

Chief Cummings, w/ cops from region, jumped in Puget Sound to raise \$ for @SO_Washington. Thx to all who supported.



Edmonds Police, UW Police Department and WSCJTC



NATIONAL NIGHT OUT



Bothell Police @BothellPolice · 22 Apr 2016

Always fun to read w/ the kindergartners. Cpt Johnson enjoyed "Officer Buckle & Gloria" almost as much as kids did.

