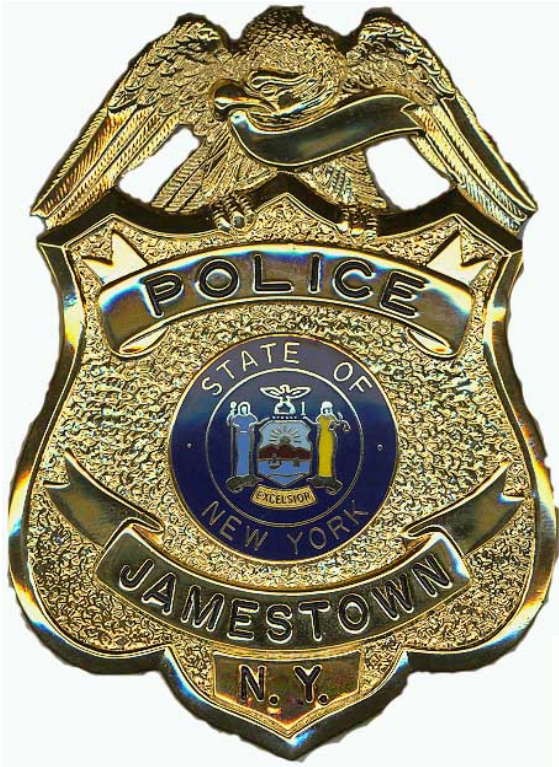


**Director of Public Safety  
Harry L. Snellings**



**2013 Annual Report  
City of Jamestown  
Office of Public Safety**



# Table of Contents

## Police Department

Message from Police Chief, Director of Public Safety	Page	1
Mission Statement	Page	2
Operations Division		
Description – Operations Division Sections	Page	3
Call for Service Statistics	Page	7
Part I Crime Totals & Statistics	Page	9
Arrest & Warrant Services	Page	10
Holding Facility	Page	11
Vehicle & Traffic Enforcement Statistics	Page	12
S.W.A.T.	Page	13
Crisis Resolution Team	Page	14
Animal Control Unit	Page	15
Grants	Page	16
Administrative & Support Services Division		
Description – Administrative & Support Services Division	Page	20
Investigative Section Summary	Page	25
Juvenile Unit	Page	31
Drug Enforcement Unit	Page	32
Domestic Violence Intervention Unit	Page	33
Building & Court Security Unit	Page	34
Personnel Highlights & Achievements	Page	35

## Fire Department

Message from Deputy Chief	Page	36
Mission Statement	Page	37
Stations & Communications	Page	38
Maintenance Division	Page	39
Fire Investigation Report 2013	Page	41
Fire Safety Education	Page	43
Code Enforcement Office	Page	44
2013 Notable Incidents	Page	46
Training	Page	48
Assistance to Firefighters Grant	Page	50
Staff Photos	Page	52
Calls for Service & Run Statistics	Page	55



# Jamestown Police Department

On behalf of the Jamestown Police Department, I am pleased to deliver the 2013 annual report. This document presents an overview of the hard work and dedicated service provided by our officers to the Jamestown community.

The City of Jamestown experienced a drop in crime over the previous year. Overall Part 1 crimes were down by 4.3%, violent crime was down by 7.8%, and property crimes fell by 3.7%. To assist with our efforts in addressing Part 1 Crimes, the City of Jamestown was once again awarded the Operation Impact grant for 2012-2013. The grant provides an additional \$92,900 to support initiatives and details that address targeted crimes.

As with many areas throughout the Country, Jamestown has experienced a significant rise in the use and distribution of heroin. Our strategy in addressing this issue, as a law enforcement agency, has included increased and targeted enforcement along with an active role in educating the public of heroin use and heroin related crimes. The statistics outlining the department's drug enforcement unit's activities clearly demonstrate the surge of heroin use over the previous year. We will continue to work with all of our partners and the community to address this growing epidemic.

As an agency we want to pass on our sincere appreciation to the community for their continued support and we look forward to providing public safety to the City of Jamestown in the coming year.



Harry Snellings  
Chief of Police & Director of Public Safety



# Jamestown Police Department

## Mission Statement

The Mission of the Jamestown Police Department is to ensure peace, safety, and a sense of well being to the culturally diverse Jamestown Community. The goals of a high quality of life, crime prevention and racial harmony are shared with community members.

This Mission shall be accomplished through the preservation of peace, building community partnerships, the safeguarding of all individuals' personal liberties, and the prevention and resolution of crime.

The Jamestown Police Department is committed to this mission and each member is individually sworn to conduct themselves in a manner of excellence and professionalism in the service and dedication to the Jamestown Community.



# Operations Division

The Operations Division is responsible for providing direct police services to the public. The members of the Operations Division are committed to our citizens through the protection of life and property, protection of the constitutional guarantees of all people, reduction of opportunities for the commission of crime, resolution of conflict, identification of criminal offenders and criminal activity, apprehension of offenders and coordinated efforts of the Jamestown Police Department with other police agencies. The division is commanded by Captain Todd Isaacson.

There are 47 sworn police officers, a Dog Control Officer, and five Crossing Guards assigned to the Operations Division. These members are the front-line members of the agency that have initial contact with the public when law enforcement services are requested.

The statistical data contained in this report indicates the numerical data that can be applied to the calls for service and officer activity that can be tracked. What is not evident in this report is the number of crimes that were prevented by the prompt actions of the members of the agency.

In 2013, our agency responded to 32,300 calls for service which was 74 more calls than the department responded to in 2012.

Members of the Division have continued to increase their proactive patrol activity. This has resulted in the officers being more visible and accessible to the community and is a contributing factor in the timely arrest of offenders. With the increase in officer initiated activity you will see statistics in this report showing that we have seen a decrease in Part I Crime. The City of Jamestown is the largest municipality in the County and continues to experience over half of the violent crime that is committed countywide.

The Operations Division encompasses the Patrol Section, the Special Operations Section, and the Operational Administration Section and are under the direction of a Captain, who is designated as the Operations Division Commander.

The Captain is responsible for coordinating the agency's commitment to New York State Division of Criminal Justice Service's grant funded programs and the New York State's Governor's Traffic Safety Council grant programs as well.

## **The Patrol Section:**

The Patrol Section consists of three Platoons of uniformed officers who staff three shifts each day as well as a Traffic Investigations, DWI and K-9 Units.

In each Platoon, a Lieutenant serves as the Platoon Commander. The lieutenant has overall responsibility for the administrative and daily supervision of platoon activities. Each platoon is divided into three squads with three or four officers assigned to each. In addition, two sergeants are assigned to every platoon as supervisors.



The Patrol Section is responsible for traffic and parking enforcement, conducting initial and follow-up investigations, crime prevention and suppression activities, community relations, neighborhood awareness and reaction to neighborhood problems.

Additionally, the Patrol Section provides a **Communications Officer** for each shift. Usually a Sergeant, the Communications Officer is responsible for operating the Command Center at Jamestown Police Department, answering phone calls, monitoring and assisting the Dispatch Center, operating E-Justice and computer systems, and assisting the public at the station.

The Patrol Section also operates the **City Jail** during each shift, being responsible for the control of incarceration, safekeeping and humane treatment of prisoners in custody, booking and related processing of prisoners in custody, assisting the Court Security Unit with persons they arrest, and coordinating transportation of prisoners to the County Jail.

The **School Resource Officer** is under the direct supervision of the Operations Division Commander and is responsible for the coordination and development of the School Resource Officer Program and School Safety Programs, and assists with any other programs and patrol duties when necessary.

The **Dog Control Officer**, a full-time civilian officer, is also under the direct supervision of the Operation Division Commander. This civilian officer is responsible for executing all laws and ordinances governing domestic animals, interviewing citizens and animal owners in connection with animal control matters and counseling or rendering assistance as appropriate; conducting or supervising dog enumerations; impounding stray dogs, and responding to dangerous animal complaints. The Dog Control Officer also handles matters relating to animal control; maintaining records on all animals brought by him to a veterinary hospital or the designated confinement center; and coordinating with the Health Department and SPCA on matters relating to animal complaints and vaccinations.

The agency has six part-time civilian employees hired as **Crossing Guards** who are charged with the safe crossing of our elementary school students. The crossing guards report illegal and suspicious activity to patrol units to assure students have a safe environment.

### **Special Operations Functions:**

The Operations Division Commander directs the functions of the agency's **K-9 Team, Accident Investigation Officer, DWI Officer and Special Operations Units.**

The **K-9 Team** consists of one uniformed officer and a German Shepherd Dog. The team conducts routine patrol and responds to calls for service. The K-9 team is called upon to conduct human tracking, crowd control, building and narcotics searches and is utilized to support the agency's S.W.A.T. Team.

One **Accident Investigation Officer** is responsible for investigating motor vehicle accidents, conducting specialized or pro-active traffic enforcement on a citywide basis, investigation of all fatal and life-threatening traffic accidents, conducting "leaving the scene of motor vehicle accident" investigations, escorts, Scofflaw, revocations and suspension actions, and performing



all patrol duties assigned. This officer is also called upon to conduct traffic studies relative to traffic problems and motorist compliance with vehicle and traffic laws such as use of seatbelts.

The **DWI Officer** is charged with the enforcement of the vehicle and traffic laws of New York State with a special emphasis on alcohol related offenses. The officer maintains agency records and equipment required for the enforcement of DWI related crimes including maintenance of breath analysis equipment.

There are three **Special Operations Units** in the department. The Special Weapons and Tactics Team (**SWAT**), Crisis Resolution Team (**CRT**) and **Color Guard** are staffed by officers as an “additional duty.” SWAT and CRT Units plan for responses to unusual occurrences and emergency incidents. Color Guard is utilized on an as needed basis, primarily for parades, funerals, and special events. The Operations Commander assumes command of all Special Operations.

### **The Operational Administration Functions:**

The Operations Division Commander also manages the Operational Administration of the Operations Division consisting of the **Personnel and Management Services**, and **Internal Affairs**.

Some of the **Personnel Management** duties consist of maintaining department personnel records and time records, the preparation of job descriptions, background investigations of prospective employees, recruiting, coordination of the field training program for newly hired or promoted officers, and assigning personnel to the various shifts and sections based on the needs of the department.

**Management Services** encompasses a variety of staff services including coordinating the department’s contractual services, inventory control and distribution of department property, maintaining supplies of departmental forms, reports, etc., and ordering, issuing and maintaining records of departmental uniforms, equipment and supplies. The Management Services is also comprised of Fleet Management and Range Management services.

Fleet Management Services includes the research, acquisition and maintenance of all department vehicles and vehicle equipment.

Range Management Services includes the acquisition and maintenance of all department firearms and ammunition, maintaining documentation of all range and firearm activities and firearms training, planning evaluation of firearms and associated equipment, and the selection, training, and supervision of range training staff.

The **Equipment Maintenance** function is performed by On-duty Police Officers who are responsible for the daily and weekly maintenance of the department’s fleet of vehicles. The Operations Division Commander monitors and directs vehicle and equipment repairs with appropriate contractors.

The Operations Division Commander is responsible for the coordination and administration of the departments **Training** programs. This includes in-service and firearms training. Also, planning and developing training programs and is charged with preparing and distributing bulletins to notify agency personnel of training, maintaining the training records, as well as selecting, advising, assisting, and supervising instructors.

It is also the responsibility of the Operations Division Commander for conducting and coordinating departmental **Internal Affairs** administrative investigations relating to complaints of police actions or allegations of misconduct on the part of members of the department. These investigations are related to possible violations of departmental policies and procedures; while allegations that could lead to criminal prosecution of members of the department are directed to the Administrative and Support Services Division Commander.

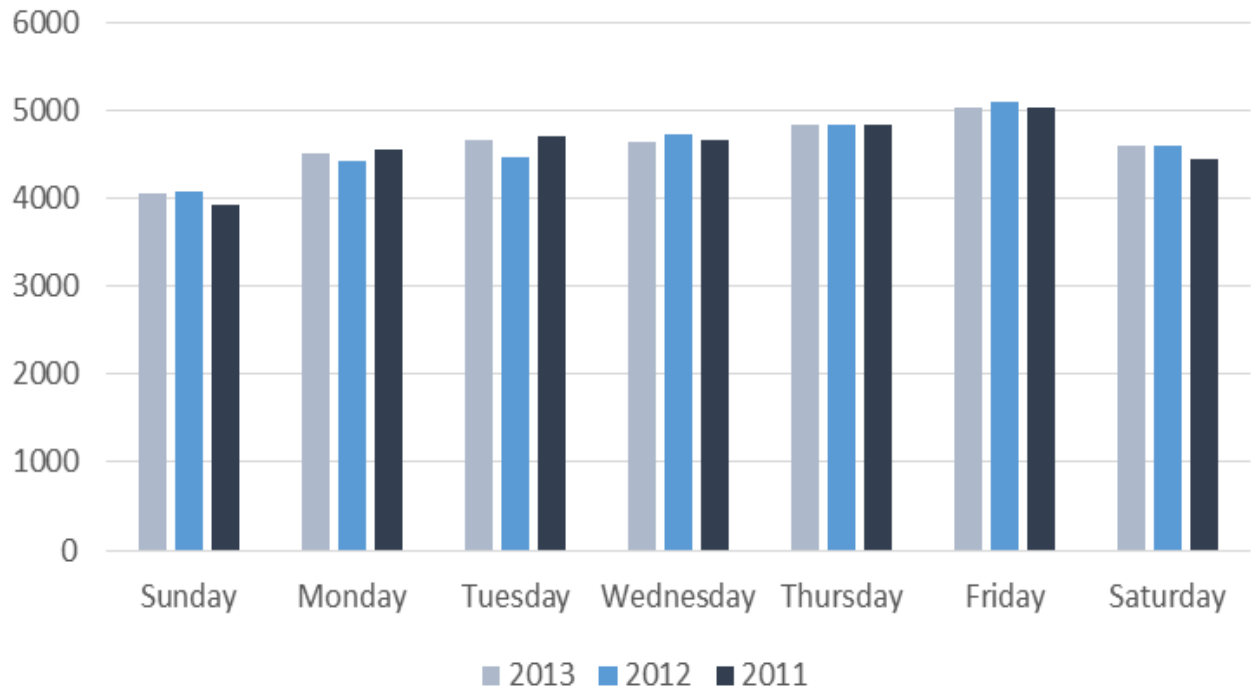


## Call for Service Statistics

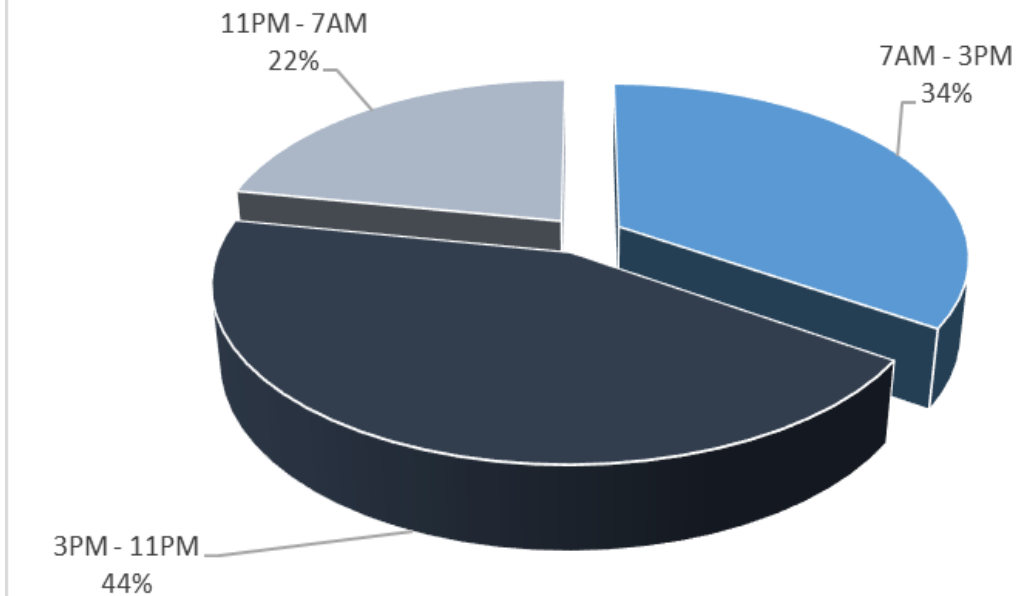
### By Time of Day

	<b>2013</b>	<b>2012</b>	<b>2011</b>
12 AM - 12:59 AM	1461	1345	1393
1 AM - 1:59 AM	1222	1228	1154
2 AM - 2:59 AM	1193	1140	1138
3 AM - 3:59 AM	689	645	663
4 AM - 4:59 AM	394	445	462
5 AM - 5:59 AM	319	357	358
6 AM - 6:59 AM	245	281	317
7 AM - 7:59 AM	745	718	666
8 AM - 8:59 AM	1268	1225	1114
9 AM - 9:59 AM	1291	1263	1164
10 AM - 10:59 AM	1488	1443	1447
11 AM - 11:59 AM	1531	1508	1590
12 PM - 12:59 PM	1597	1526	1575
1 PM - 1:59 PM	1538	1558	1677
2 PM - 2:59 PM	1654	1682	1620
3 PM - 3:59 PM	1959	2044	2150
4 PM - 4:59 PM	1939	1975	1999
5 PM - 5:59 PM	1854	1855	1954
6 PM - 6:59 PM	1724	1717	1679
7 PM - 7:59 PM	1692	1674	1594
8 PM - 8:59 PM	1655	1750	1638
9 PM - 9:59 PM	1811	1801	1819
10 PM - 10:59 PM	1454	1483	1517
11 PM - 11:59 PM	1577	1563	1445
Subtotals:	<b>32300</b>	32226	32133

### Calls for Service by Day of Week



### By Shift



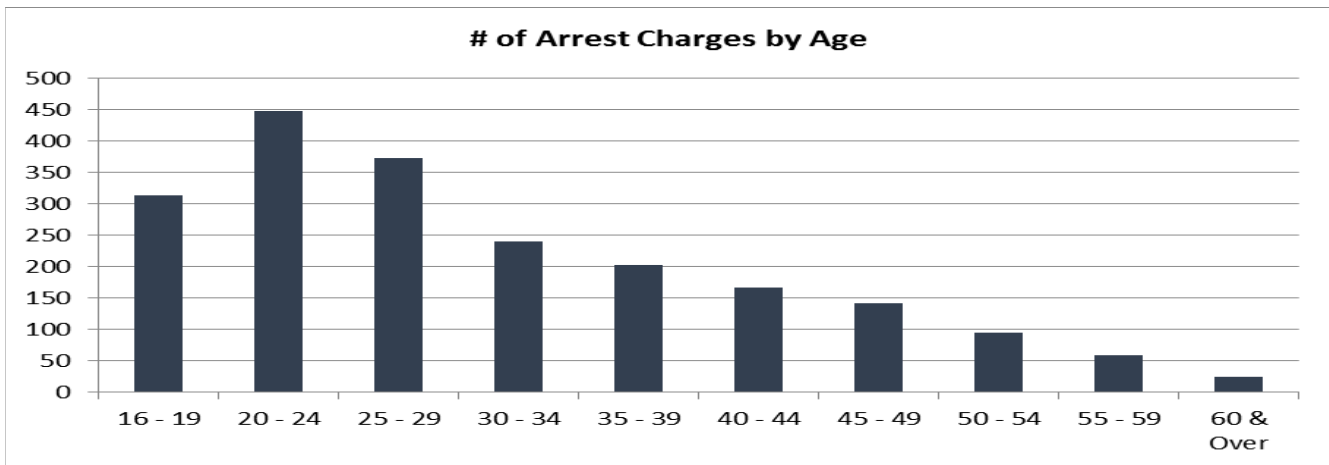
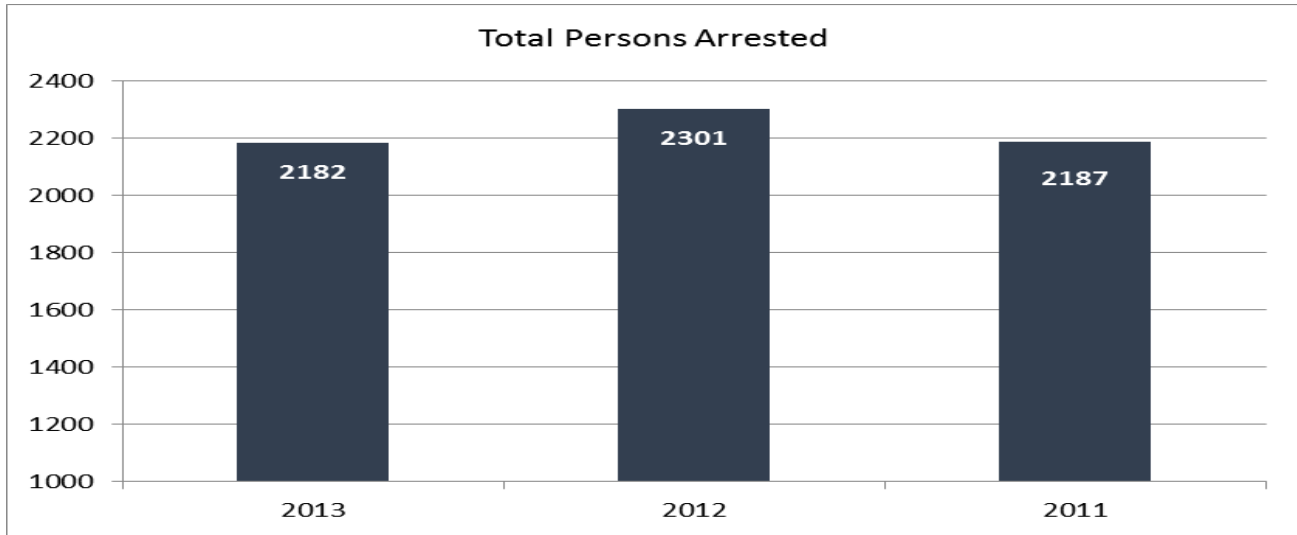
## Part I Crime Totals & Statistics

Part I Crime Totals *			
	<u>2013</u>	<u>2012</u>	<u>2011</u>
Murder	0	0	0
Rape	19	14	22
Robbery	39	39	36
Aggravated Assault	110	129	145
<b>Violent Crime Subtotal</b>	<b>168</b>	<b>182</b>	<b>203</b>
Burglary	281	359	335
Larceny	829	784	758
Motor Vehicle Theft	30	38	31
<b>Property Crime Subtotal</b>	<b>1140</b>	<b>1181</b>	<b>1124</b>
<b>Index Total</b>	<b>1308</b>	<b>1363</b>	<b>1327</b>
Crime Rate Per 1,000**	42	44	43

\*The above statistics are based on the NYS Incident Based Reporting data. Data reported as of 03/06/2014.

\*\* The 2011-2013 Crime Rates are based on the 2010 US Census Population figure of 31,146.

# Arrest & Warrant Services



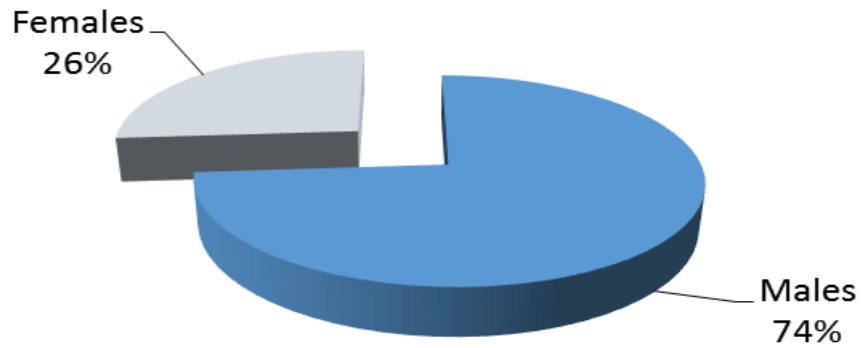
\*The above statistics are based on the NYS Incident Based Reporting Data as of 03/06/14.

## Warrant Services

Warrant Type	2013			2012			2011		
	<u>Issued</u>	<u>Closed</u>	<u>Open</u>	<u>Issued</u>	<u>Closed</u>	<u>Open</u>	<u>Issued</u>	<u>Closed</u>	<u>Open</u>
Violations	143	128	15	185	154	31	143	114	29
Misdemeanor	495	422	73	604	487	117	682	543	139
Felony	169	151	18	180	165	15	212	187	25
Failure to Appear	734	461	273	597	376	221	577	385	192
Failure to Pay	621	354	267	557	345	212	810	518	292
V & T	12	8	4	11	11	0	15	13	2
Bench	120	98	22	136	112	24	170	126	44
Probation/Parole	74	55	19	53	39	14	50	40	10
Arrest	38	33	5	35	25	10	21	19	2
Other	9	7	2	15	9	6	9	4	5
<b>TOTALS</b>	<b>2415</b>	<b>1717</b>	<b>698</b>	<b>2373</b>	<b>1723</b>	<b>650</b>	<b>2689</b>	<b>1949</b>	<b>740</b>

# Holding Facility

## 2013 Holding Facility Report



	<u><b>2013</b></u>	<u><b>2012</b></u>	<u><b>2011</b></u>
Males	1989	1985	2091
Females	705	732	713
<b>TOTAL</b>	<b>2694</b>	<b>2717</b>	<b>2804</b>





# Vehicle & Traffic Enforcement Statistics

## Traffic Tickets Issued

	<b>2013</b>	<b>2012</b>	<b>2011</b>
Red Light	165	157	147
Speeding	410	334	418
DWI Related	274	229	290
Aggravated Unlicensed	414	300	297
Seatbelt	161	197	297
Uninsured Motorist	46	41	39
Unregistered Vehicle	128	82	110
Unlicensed Operator	186	163	162
Other Violations	1286	1031	1139
Mobile Phone	68	57	95
<b>TOTAL TICKETS:</b>	<b>3138</b>	<b>2591</b>	<b>2994</b>



## Reported Accidents

	<b><u>2013</u></b>	<b><u>2012</u></b>	<b><u>2011</u></b>
<b>Property Damage</b>	<b>787</b>	786	902
<b>Personal Injury</b>	<b>117</b>	141	134
<b>Hit &amp; Run</b>	<b>280</b>	269	295
<b>Other</b>	<b>15</b>	14	13
<b>TOTAL</b>	<b>1199</b>	<b>1210</b>	<b>1344</b>

# S.W.A.T.

The Jamestown Police Department Special Weapons and Tactics Team (S.W.A.T) is a volunteer group of specially trained personnel assigned specialized weapons, supplemental safety equipment and other specialized devices to effectively overcome prolonged life-threatening situations, such as barricaded gunman situations, hostage situations, anti-sniper incidents, drug interdictions, high risk warrant service and security for visiting dignitaries. The team is commanded by Lt. Gregory Wozneak.

The Jamestown Police Department S.W.A.T. Team participated in a total of 21 details in 2013. SWAT participated in 19 details in support of the Drug Enforcement Unit which involve search and arrest warrants. There was one incident that involved an armed and barricaded subject in which the entire team was deployed along with negotiators. The team also conducted a search of a home that a violent felon was possibly hiding in.

Yearly Detail Activity	
1997	6
1998	22
1999	5
2000	3
2001	10
2002	21
2003	22
2004	27
2005	19
2006	15
2007	15
2008	13
2009	13
2010	13
2011	7
2012	14
2013	21



Monthly Activity	
January	3
February	1
March	3
April	3
May	2
June	0
July	2
August	1
September	2
October	2
November	2
December	0
<b>Total:</b>	<b>21</b>

Activity Type			
	2013	2012	2011
Search Warrants (Drug Related)	19	13	6
Barricade/Stand Off	1	1	1
Arrest Warrants (High Risk)	1	0	0
<b>Total:</b>	<b>21</b>	<b>14</b>	<b>7</b>

# Crisis Resolution Team

The Jamestown Police Department Crisis Resolution Team (CRT) is a six member team that is specially trained and equipped in the management of crisis situations such as hostage incidents, barricaded subjects, or suicidal subjects. The purpose of the team is to bring crisis situations to a peaceful conclusion through the use of negotiations, thereby minimizing the potential for injury to citizens and officers.

Negotiators are state certified, have completed the F.B.I. Crisis Negotiations School and train on a regular basis jointly with S.W.A.T., New York State Police, Immigrations and Customs Enforcement, and numerous other Western New York law enforcement agencies.

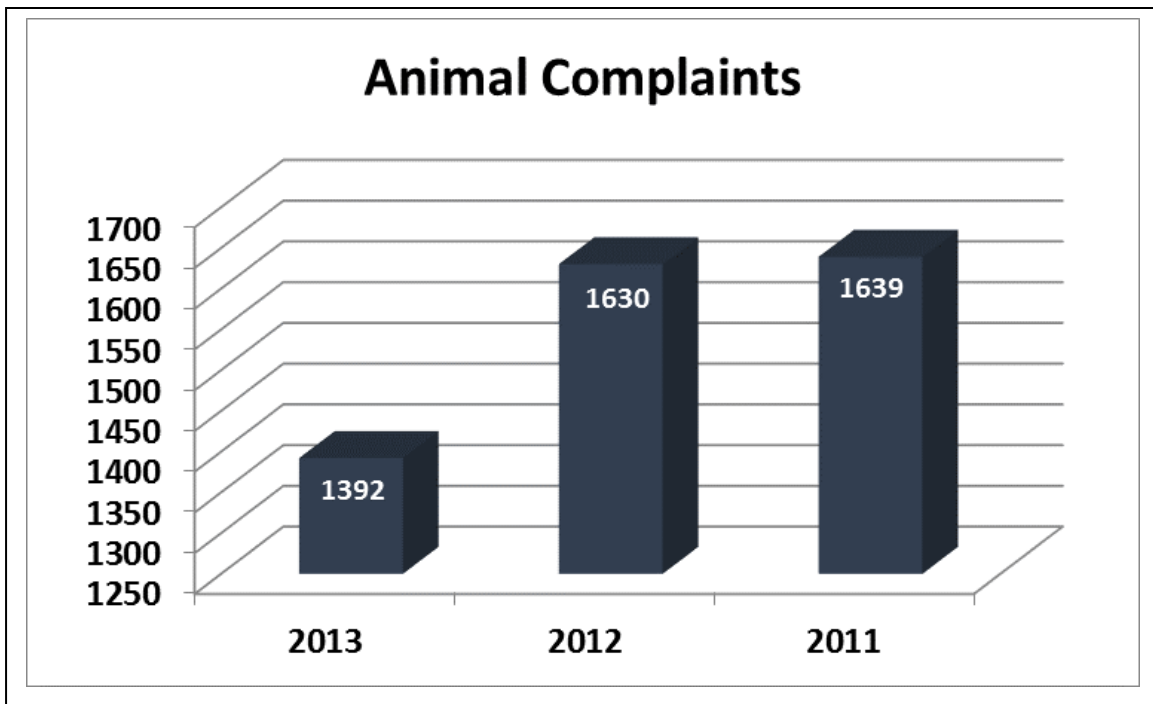
The Jamestown Police Department Crisis Resolution Team is under the command of Detective Lori Buchanan and includes Sgt Shane Swan, D/V Officer John Rader, Detective Michael Kianos, PO Matthew Kachermeyer and PO Jamie Russell.



## Animal Control Unit



The ACO responds to multiple types of calls throughout the City. Throughout 2013 he responded to many calls regarding animals that were not being cared for properly, as well as a Rooster Fight Call and a dog that was found inside a garage in the City.





# Grants

## GOVERNOR'S TRAFFIC SAFETY COMMITTEE GRANTS

All *GOVERNOR'S TRAFFIC SAFETY COMMITTEE GRANTS* run from October 1<sup>st</sup> through the end of September annually.

### Buckle Up New York (BUNY)



The BUNY Grant is awarded annually and provides funding to support seatbelt and occupant restraint enforcement during specified statewide “enforcement waves” and expanded enforcement efforts directed by our department. In the 2012 – 2013 grant our agency was awarded \$2,499.00. During this grant period, officers conducted 56 additional patrol hours dedicated to seatbelt enforcement that were funded by this grant. In 2012, there were 59 seatbelt tickets issued, and 41 issued in 2013.

### Child Passenger Safety



The Child Passenger Safety Grant provides funding for child restraint seats that we provide to needy citizens free of charge. The child seats are installed and inspected by specially trained police officers at fitting stations at JPD and at remote sites around the city during advertised events. In the 2012 – 2013 grant our agency was awarded \$5000.00. This grant does not provide funding for salaries and due to increased financial limitations we experienced in 2010, our agency eliminated an educational program we had conducted for several years at WCA hospital for expecting parents. We remain committed to Child Passenger Safety by providing our citizens with a minimum of two courtesy checkpoints each year and a fitting station at the Jamestown Police Department, which, citizens can schedule appointments with one of our certified technicians.

In 2013, the Jamestown Police Department partnered with Shults Ford and Chautauqua Opportunities Inc. (COI) wherein child safety seat inspections were conducted. A total of 48 child safety seats were inspected, with 32 child safety seats being replaced without cost to the parents or the community. The Jamestown Police Department's partnership with Shults Ford and COI illustrate the value of working together to help protect the children in our community.

## Operation Safe Stop



Operation Safe Stop is a statewide enforcement initiative that it is not funded by any grant. Our agency and the Jamestown Public School District participate in this program annually in the spring of each year. The goal of the initiative is to ensure motorists are not passing stopped school busses and cite motorists who violate this law. During our 2013 operation there were 18 traffic tickets issued.

## Selective Traffic Enforcement Program (STEP)



The STEP Grant is awarded annually and provides funding for targeted traffic enforcement violations of speeding, aggressive driving, and other violations at specific intersections and roadways identified by the State as high risk based on crash data. In the 2012 – 2013 grant, our agency was awarded \$4,018.00. During the 2012 -2013 grant period, officers conducted 57 additional patrol hours, issuing 9 traffic citations, enforcing vehicle and traffic laws specific to aggressive driving that were funded by this grant.

## EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)

The JAG Grant is awarded annually by the US Department of Justice to large agencies nationwide based on their Part I Crime Statistics. Since 2005, the grant is awarded jointly to JPD and the Chautauqua County Sheriff's Office, who split the funding. The grant is used to purchase equipment that is used by both departments to improve coordination and sharing of services. In 2005, the grant paid for new radio headsets for all members of the City and County SWAT Teams to aid in interoperability of radio equipment. In 2006, the grant paid for installation of digital electronic recording and monitoring systems for interview rooms at JPD and CCSD. The grant money in 2007 was used to purchase tasers and holsters to equip all JPD patrol officers. There was no funding provided in 2008. In 2009, the grant money was used to purchase a new Crime Scene Investigation vehicle for JPD and to purchase Tasers for the CCSD. The funding in 2010 allowed the department to purchase new tactical headsets for the JPD and CCSD SWAT Teams. The new headsets replaced older equipment the teams were using. JPD used their portion of the 2011 funding to purchase two in-car digital video camera systems. The cameras were installed and are in use on a daily basis. The 2011 funding allowed the CCSD to purchase a specialized remote digital surveillance camera. In 2012, the funding provided by the JAG grant was used towards the purchase of a used sedan for use as a Drug Investigation vehicle, and the CCSD used their portion of funding to put towards the purchase of a new marked patrol vehicle. In 2013, JPD used their portion of the funding to purchase four in-car cameras, and the CCSD purchased 32 pair of binoculars for their patrol department.

## **OPERATION IMPACT**

During 2013 our agency participated in Operation IMPACT IX and X. The program and funding year for Operation IMPACT begins on July 1<sup>st</sup> each year and ends on June 30<sup>th</sup> of the following year. We were successful in securing a \$92,900.00 allocation for our agency, a slight increase in the funding received for 2012. This is the ninth consecutive year we have been successful in securing funding from the State for Operation IMPACT efforts. The funding we receive from this grant provides the support we require to assist us in addressing Part I Crime in our City. Our allocation is utilized to increase the number of patrol and special details required to address designated violent and property crimes that are committed in our City. The grant also provides funding for a Crime Analyst and supports our K-9 and Drug enforcement initiatives.

The Chautauqua County IMPACT partnership increases the number of patrols that are conducted jointly with agencies such as the NY State Police, Chautauqua County Sheriff's Department, NY State Parole, County Probation, Department of Homeland Security (DHS), Border Patrol and U.S. Immigration and Customs Enforcement (I.C.E.). Officers from these agencies work with JPD Officers to patrol targeted locations, conduct inspectional visits of parolees and probationers, and address emerging crime trends. Numerous high profile arrests have resulted from the program, as well as an increased ability for the department to identify and track criminals to assist in deploying resources more effectively.



## **DOMESTIC VIOLENCE GRANT**

The Project Crossroads program is funded through a grant administered by the New York State Division of Criminal Justice Services. The funds allow the office to staff one full time Domestic Violence Educator/Advocate to work along with the Jamestown Police Department. The funds also allow Project Crossroads to assist in establishing a uniform community response to domestic violence, enhance the coordinated community-wide effort to target and reduce violent crimes in domestic situations, help victims and offenders become aware of the signs indicating involvement in an abusive relationship and to promote the ability to recognize the various types of domestic violence, including physical, emotional, verbal, sexual, financial and psychological.



## **VIOLENCE AGAINST WOMEN (VAWA) AMERICAN RECOVERY AND REINVESTMENT ACT (AARA) GRANT**

The Violence Against Women (VAWA) grant was awarded by New York State Division of Criminal Justice Services through the Federal Government Stimulus Act. The award was a one-time award for 12 months of funding support in the amount of \$60,200. VAWA monies are utilized to fund Project Crossroads. Project Crossroads was established in 1996 as a domestic violence education program with the specific goal to reach out into the community to provide intervention through education for the prevention of domestic violence. In 2005, Project Crossroads partnered with Family Service of the Chautauqua Region, Inc. VAWA funding allows the Jamestown Police Department to assign one (1) full time officer to the Domestic Violence Investigative Unit. VAWA funding also allows Family Services to assign one (1) full time employee as Project Manager. Funding allows both of these individuals to maintain an office which is located at the Jamestown Police Department. Funding also allows Project Crossroads the opportunity to conduct trainings, execute targeted police details, and helps maintain the Chautauqua County Coalition Against Domestic Violence & Sexual Assault. Project Crossroads also works closely with many other organizations to ensure that the needs of victims are met.

## **BULLET PROOF VEST (BPV) GRANT**

The BVP Grant is awarded annually by the US Department of Justice and pays one-half of the cost of purchasing bulletproof vests for all newly hired police officers or replacement of defective or unserviceable vests for existing officers. Additionally, State funding pays the remaining one-half of the purchase price for vests for newly hired officers, resulting in no cost to the City for initial issue of bulletproof vests. The State funding does not support replacement vests for existing officers.

## **STOP DWI**

In an effort to discourage driving while intoxicated or impaired, the STOP DWI program is contracted through the county for a period of one year. The funds allow for Officers to detect, apprehend and arrest individuals who are driving while intoxicated or impaired within their jurisdiction. The funding also allows for prosecution at court appearances, participation in public relations and public education programs to heighten the awareness of the seriousness of DWI, and impaired driving; and to pursue training in skills and use of equipment necessary to carry out and implement the STOP DWI program.



# Administrative & Support Services Division

Captain Robert F. Samuelson is the commander of the Administrative and Support Services Division. The Administrative and Support Services Division is responsible for providing ancillary services to support department functions. These services include management of department resources, management of the investigative section and non-sworn support staff. The Administrative Assistant to the Chief also provides support and has responsibilities with the Administrative and Support Services Division. The Administrative and Support Services Division is divided into four sections, the Investigative Section, the Administrative Services Section, the Support Services Section and the Internal Affairs Section.

## **Administrative Assistant to the Chief:**

The Administrative Assistant to the Chief is required to maintain all personnel files, contracts, and internal investigation records; therefore it is a confidential position. It is also this employee's responsibility to complete all paperwork relative to new hires, active personnel and retired personnel. The Administrative Assistant is also accountable for answering the telephone, handling inquiries, writing correspondence, and scheduling appointments for the Chief of Police.

Financial responsibilities include entering and remitting invoices for payment, as well as reconciling budgetary accounts with the Comptroller, and assisting in budget preparation. The Administrative Assistant also oversees purchasing supplies, creating purchase orders, handling petty cash and requesting checks.

Clerical duties include submitting personnel change forms and travel/expense reports. Updating rosters, flow charts, and weekly schedules is also a constant task of the Administrative Assistant.

## **The Investigative Section:**

The Investigative Section has a Lieutenant, 9 Investigators, 1 Police Officer and 2 civilian personnel assigned to the Section. Investigative personnel follow-up on cases that require more time or are too entailed for the patrol officers to conduct as part of their duties.

## **The Detective Unit:**

This unit has three detectives assigned and their primary function is to conduct investigative follow-ups of major crimes and incidents after the patrol officers complete preliminary investigations.

## **The Juvenile Unit:**

There are two detectives who staff the Juvenile Unit. They investigate crimes involving victims and suspects who are 15 years of age or less, as well as felony assaults and sexual assaults where the victim is under 18 years of age. These detectives work closely with Child Protection, Social Services, Probation and Family Court.

**The Drug Enforcement Unit:**

Three detectives are assigned, as Drug Enforcement Officers (D.E.O.). These investigators conduct drug investigations reported in the City. The D.E.O.'s also assist the Investigative Section in investigations requiring surveillance and shared confidential informants. The actions of these investigators have a direct impact on the narcotics trade.

**The Evidence and Property Management Unit:**

An Identification Detective is assigned to the Evidence and Property Management Unit. This detective performs crime scene processing, which includes photography, evidence collection, finger printing and proper storage of forensic evidence. The Detective, along with two other patrol officers, are members of the Forensics Investigations Team (FIT), which is a countywide task force of Evidence Technicians. Members of the FIT are called out to process major incidents within our region. In addition, this detective is the evidence technician, maintaining all collected evidence and ensuring it is properly forwarded to a lab for examination and or analysis.

**The Domestic Violence Intervention Unit:**

One Patrol Officer and one civilian employee, who is an employee of Family Services, staff this Unit. The Unit is responsible for facilitating the Chautauqua County Coalition Against Domestic Violence and Sexual Assault by assisting and providing follow-up to victims of domestic violence.

**Detective Secretary/Property Management:**

Assigned to the Investigative Section is a full time secretary. The secretary enters reports and completes data entry on warrants and maintains the files. The Secretary is also responsible for tracking court appearance subpoenas sent or received. Additionally, ensuring the proper assembly of cases for the District Attorney's office is one of the Secretary's duties. This civilian is also assigned as the property clerk to the evidence and property management unit to assist with the storing and tracking of evidence.

**The Administrative Services Section:**

**Payroll/Grants Administration** is staffed by one full-time civilian employee, who is employed by the City and is responsible for monitoring, calculating, recording and maintaining all department employees' payroll and time attendance records. Other duties associated with this position consist of maintaining shift logs; creating databases for payroll, time attendance and grants tracking; and coordinating department payroll with the City Finance Department. The responsibilities associated with grants administration include coordinating the writing of and application process involved with grants; researching and preparing State and Federal grant applications; maintaining all grant files; maintaining financial records pertaining to all State and Federal grant applications; preparing grant reports; and preparing all grant files for audits.

**Research and Development** is managed by the Divisional Commander who works with the Technical Services Unit and solicits personnel with expertise in areas of the specific program or project. The responsibilities include developing policies and procedures, managing special improvement projects or experimental programs, and providing staff assistance to the department as required, including the dissemination of analytical reports to affected organizational units.

**Personnel Records** are maintained by the Administrative Assistant to the Chief of Police. This includes processing paperwork for new hires as well as personnel changes for current employees. Once paperwork is completed, it is forwarded to the Chautauqua County Department of Human Resources. It is also necessary to securely retain records regarding background investigations, medical histories, training certificates, awards, internal investigations, and disciplinary actions.

**Accreditation** is also managed by the Divisional Commander. The Captain is responsible for program management and the coordination of departmental compliance with accreditation standards of the New York State Accreditation Program. The purpose of this program is to maintain records relating to departmental accreditation, periodically review departmental orders and directives, and review policy and development. The Jamestown Police Department has been an accredited agency since 1990 and achieved reaccreditation in 2010.

### **The Support Services Section:**

The **Reception** area is staffed by one full-time, one part-time and three on-call typists who are responsible for receiving phone calls for general information and answering questions or referring calls to the appropriate office; receiving phone calls and taking messages for departmental units when those units are not attended; receiving walk-in complaints and taking appropriate action or making appropriate referrals; and typing correspondence, reports, form letters, memos, records and similar material. This unit is also accountable for filing duties; distributing various motor vehicle department forms; taking non-emergency complaints by telephone or in person; and completing offense reports on walk-in complaints.

**Information and Technology** duties are performed by one-full time civilian employee who is responsible for compiling, preparing and disseminating the department's performance statistics; performing certain computer programming services; entering, reviewing and monitoring the quality of information in the department's computer database; and coordinating officer automation services. This employee also provides technical assistance and instruction to department employees in the operation of computer and technical systems; acts as liaison with city and county data processing personnel; establishes, coordinates and maintains schedules and inventories for the utilization of equipment in the department; and troubleshoots, analyzes problems and implements solutions to software and hardware problems. This person's duties also include coordination of software purchases and associated training; periodic analysis of department records management processing; assistance with data analysis; generation of internal and external reports relating to information technology systems and applications; as well as identification and evaluation of computer and technical systems problems. This unit is also responsible for making periodic data backup files for the department; assisting programmers in technical aspects of interfacing computers to networks or mainframe computers; and researching and recommending new software and hardware applications for department activities.

One **Crime Analyst**; a full-time civilian; is funded through the Operation IMPACT grant. The Crime Analyst is responsible for compiling and analyzing data related to criminal incidents, investigating results; assembling, disseminating crime trend data and investigative results to authorized personnel; developing programs aimed at improving the linkage of similarities

among the incidents, offenses, suspects and victims; and acting as liaison with non-departmental resources for analytical data.

**Community Relations** is managed by the Divisional Commander collaboratively with the Operations Division Commander who makes recommendations to promote a positive public image of the department and is responsible for coordinating media relations activities; coordinating department promotional activities such as web pages, departmental newsletters and brochures; participating in collaborative community activities that support departmental objectives; releasing to the local news media any information they are entitled to have access to; providing local news media with information that may prevent, reduce or assist in solving crime(s) or assist the police department in its mission.

**Records Management** is staffed by three full-time civilian employees who are responsible for the repository of all department arrests record reports, case history reports, vehicle and traffic tickets and auto accident reports; the release of these records to the public; payroll, microfilm processing, mail and petty cash; liaison with UCR Reports, compensation, TSLED; budget duties; stenographic duties; and the maintenance of the Sex Offender Registry.

**Court/Building Security** is staffed by one full-time and ten part-time sworn Court Security Officers who are responsible for protecting and guarding judges, non-judicial employees, jurors, parties, attorneys, witnesses, and the general public in the designated security screening equipment; collecting and securing property of persons entering court facilities; maintaining decorum in the court; and answering questions and directing the general public as necessary. These individuals are also accountable for guarding prisoners awaiting court action; maintaining order and assisting with judicial proceedings; and carrying out the directions of the court.

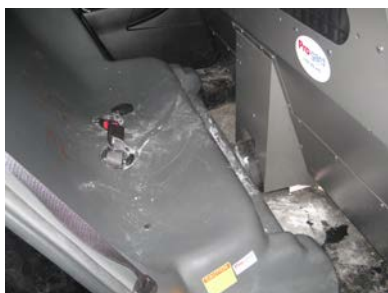
**Jail Management** is managed by the Divisional Commander who is responsible for the administration of the city jail; compliance with regulations pertaining to the operation of the City Jail; completion of required reports to the NYS Commission of Corrections; coordination of operational functions with the administrative functions of the City Jail; selection and training of jail matrons; and maintenance of jail records.

**Communications** is provided by Chautauqua County. Overall monitoring of this function is done by the Divisional Commander and on a daily basis by one on-shift police supervisor who are responsible for the coordination of delivering services with the 911 Emergency Communications Center, acting as a liaison with County Dispatchers; participating in the EMS Quality Assurance Program; assisting dispatch personnel with communications duties; coordinating the maintenance of communications equipment; controlling NYSPIN and eJustice NY; and controlling communications audiotape.

**Data Processing** is performed by a combination of support units listed above and is responsible for computer input and management of all department records; coordination of computer database information; the compilation, preparation and dissemination of certain department performance statistics; management of department programming services; and the task of entering, reviewing and monitoring the quality of information in the department's computer database.

## The Internal Affairs Criminal Section:

**Internal Affairs** involves conducting and coordinating department criminal investigations relating to complaints of police actions or allegations of criminal activity on the part of members of the department and directing investigations into allegations of, or that could lead to, criminal prosecution of members of the department to the Investigative Section Commander for investigation.



# Investigative Section Summary

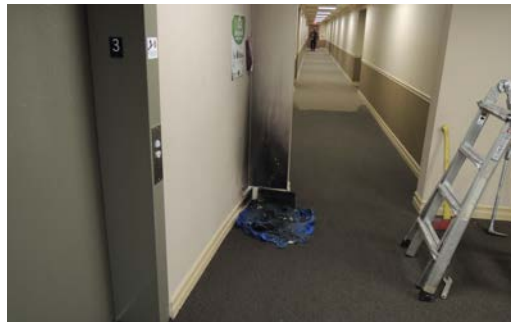
In 2013, there were 1,215 cases assigned to the Detective and Juvenile Units. The Detective Unit was assigned 794 cases throughout the year, while the Juvenile Unit was assigned 421 cases.

## Some Significant Cases to note in 2013:

**In January of 2013** JPD Investigators were assigned nine (9) burglaries for investigation. One of the burglaries took place on January 3<sup>rd</sup> at 118 Forest Avenue where the victim reported he was accosted while outside shoveling, then dragged into his home where he was subsequently robbed. In another burglary on January 7<sup>th</sup>, several guns were taken from a north side home.

On the 29<sup>th</sup> of January the 7-11 store on North Main Street was robbed by a subject who reached across the counter and forcibly stole money out of the register as the clerk tried to stop him.

Amongst the major events in **February** were two arsons. The first one occurring on February 20<sup>th</sup> at Jamestown Community College where debris outside a dorm was set on fire and the second was on February 25<sup>th</sup> at a Newland Avenue home where an incendiary device was thrown onto the porch of the residence causing a minor explosion, no person was injured in either case.



The investigative section continued to see a problem with reported robberies in **March of 2013**, however two robberies, one reported on the 12<sup>th</sup> and one on the 18<sup>th</sup>, were both deemed unfounded through our investigations. The complainants were charged for falsely reporting an incident.

Investigators did discover a scheme being run through the internet where thousands of dollars' worth of property was being fraudulently obtained through internet sales and sent to a Euclid Avenue address. A majority of the property was recovered however the suspect in this case did flee the state.

On **April 29<sup>th</sup>** at 104 W 2<sup>nd</sup> Street, The Q, an incident took place which set off a series of investigations for our detectives. It was reported that an unknown subject had fired off a gun at that location during an altercation. About twenty four hours later, subjects who had reportedly been involved with the altercation at the Q were involved in an incident at 627 E 2<sup>nd</sup> Street during the middle of the day. At least one subject had been stabbed in the street outside of 627



E 2<sup>nd</sup> Street. Several suspects and participants were named however all parties involved were uncooperative including the victim.



Also in April, on the 18<sup>th</sup>, a shooting incident took place at 1250 E 2<sup>nd</sup> Street, the Roadhouse. Investigators came in and obtained a search warrant for a separate address. Investigators were able to obtain a search warrant for a Northside residence where the gun used in the shooting was located. Later that morning Investigators found the alleged shooter at a separate address on the west side of town. The subject of that investigation had been arrested just months earlier by our agency for receiving several pounds of marihuana at a small business he owned and operated. The prosecution of this incident was taken over by the ATF.



We continued to experience a number of burglaries and twelve new cases were assigned for investigation during the month.

On **May 12<sup>th</sup>** 2013 the doctor's offices at 23 Ivy Street were burglarized and an arson/explosion resulted in the total loss of the building. The incident took place in the early morning hours and fortunately no parties were hurt however there were no witnesses to the incident until after the explosion. The Jamestown Police worked with Jamestown Fire Investigators, County FIT members, New York State Fire Investigators and private Insurance company investigators during the investigation.



On May 13<sup>th</sup> Investigators were assigned a suspected drug related Kidnapping and menacing that took place.

In late May, Jamestown Police investigated a string of residential and commercial burglaries. The multiple events were related and three subjects were arrested for working in tandem. The events were particularly alarming as two of the residences were burglarized at night while the owners were home asleep.



Burglaries highlighted investigative assignments for **June of 2013** as thirteen cases were assigned for investigation including an apparent daytime burglary on the Northside of the city where a large safe was removed from the basement of a residence. A second such burglary took place just days later, also on the Northside where a safe was removed from a basement.

On June 26<sup>th</sup> a subject walked into the Carlson's Jewelers on N. Main Street and after engaging a clerk there in a conversation, the subject ran out with a handful of jewelry taken from a display. Based on the information of eyewitnesses and officers, investigators were able to locate a suspect later that same day. The subject did later confess and was charged by detectives.





And in the early morning hours of June 30<sup>th</sup> one subject was stabbed and another subject was shot inside an E 2<sup>nd</sup> Street apartment. The incident took place as the result of a continuing dispute related to an incident from months earlier at a downtown bar.



Two adults were assaulted and robbed in the area of Willard and Allen Street in **July of 2013**. The couple was walking in the area and were approached by two subjects not known to them. One victim was struck with a brick while the other was also struck numerous times without a weapon. Investigation led to the arrest of two subjects who were charged with robbery, Assault 2<sup>nd</sup> and Assault 3<sup>rd</sup>.

Later in the month two subjects were apprehended and charged with the burglary of Aaron's rental on Washington Street in the city. The subjects had brought a bowling ball from their nearby residence and threw the bowling ball through a large plate glass window in order to gain access to the business.



In **August of 2013** Investigators handled a fatal drug overdose on the south side of the city. A male subject in his 30s overdosed on heroin. A few days' later detectives handled an investigation of an assault and menacing complaint where a person attending the visitation of the overdose subject was threatened in the parking lot of the funeral home with a handgun and was then subsequently assaulted by a party there.

Also in August Investigators handled a large number of property crimes. Burglaries and larcenies were on the increase including three separate commercial burglaries in the downtown area. In all, twenty five property crimes were assigned for investigative follow-up in August, including ten burglaries.

Property crimes continued to be the trend in **September of 2013**. Again there were ten residential burglaries assigned for investigation. A safe was broken into in one of the cases and in a separate burglary over \$5,200 in property was reported as stolen.



In three separate forgery incidents over \$80,000 was taken in money or merchandise. In one instance a business had a number of checks fraudulently cashed at various places around the country through a series of electronic transfers. An individual's estate was taken for thousands of dollars when a number of checks were cashed in their name after they had passed and in the third case a city woman had her purse stolen from her vehicle and had thousands of dollars of merchandise purchased by using her credit cards.



An Arson incident at an E 5<sup>th</sup> Street apartment building on September 8th led to the arrest of a female subject. The same perpetrator had been arrested by Jamestown Police Investigators for three separate Arsons during the winter of 2012-2013.



Late in the evening of **October 7**, 2013 Jamestown Police responded to 19 Winsor Street on a reported gunshot. Investigators recovered spent ammunition inside an apartment at 19 Winsor Street. A round had entered the residence from a person shooting from a passing vehicle.

Also in October Investigators were assigned a theft from an elderly Jamestown woman. Individuals took advantage of the woman due to her state of dementia and had taken over \$5,000 from her bank account. Detectives were able to track the perpetrators down and a subject was arrested and the money was returned to the woman.

An area retailer was the victim of counterfeiting when a number of counterfeit twenty dollar bills were discovered in a bank deposit.

In **November** another downtown business was the victim of a burglary when unknown person(s) broke into a trailer being used to store excess merchandise. Several hundreds of dollars' worth of property was taken.

On November 7<sup>th</sup> Investigators were assigned a burglary/criminal mischief that took place at Jefferson School and the Martin Road complex. The perpetrator broke into the area under the stands of Strider Field and once inside took a golf cart out and drove it all over the baseball fields causing thousands of dollars' worth of damage.

Three robberies occurred all within a ten day span from November 8<sup>th</sup> through the 18<sup>th</sup>. The robberies all occurred on private property and two of them were drug related. In two of the cases the victims were 'partying' with their eventual attackers and in the third instance the victim had people over and when the guests were observed attempting to leave the residence with property belonging to the victim, they attacked the victim.

Lastly, another downtown business was the victim of counterfeiting when more \$20 bills were discovered.

The Jamestown Gateway Train Station was the victim of two burglaries in the month of **December**. A good deal of electronic equipment was taken. Through the investigation it was discovered that throughout the remodeling of the facility a good number of keys existed that would allow access to the building. Aside from the investigative results the Gateway Center has made modifications to make entry more limited and to improve the security and surveillance system in place.

An Arson took place in an abandoned house on E 1<sup>st</sup> Street near Institute. Neighbors stated that the house is frequently occupied by high school students in the morning hours and possibly homeless people in the evenings and it is believed that somebody was starting a fire for heat when the arson occurred.



Two more robberies were investigated in December, one of which was a robbery of two subjects at gunpoint. An arrest was made in the robbery with a gun however in the other robbery the victim was uncooperative and the investigation could not be developed properly.

It is unfortunately sometimes a problem when certain crimes occur such as robbery and the victims are not fully cooperative or honest as there is a drug connection to the robbery.

# Juvenile Unit

The Juvenile Unit is responsible for coordinating and conducting investigations, arrests and/or diversions in matters involving persons under the age of 16. This Unit is also responsible for preparing cases, collecting, maintaining and disseminating information on juvenile records. The unit interacts and maintains as a liaison with family court, schools, group homes and other social service agencies to enable effective referrals involving juveniles. They participate in the coordination of investigations of sexual exploitation incidents involving children; investigate missing persons under the age of 18, and patrol places where youths gather and places that attract youths.

The Juvenile detectives conduct interviews with juveniles and their parents/guardians to follow the rules of Family Court. When interviewing or holding a juvenile, the area must be separate and secluded from public access to minimize exposure to the public and the adult detainees; and the parent/guardian must be present, but not in the interview room. They conduct public speaking assignments concerning juveniles, participate in programs aimed at the prevention of juvenile delinquency, and assist the Detective Unit on major cases.

## Juvenile Unit Yearly Statistics

	2013	2012	2011
<b>Complaints Received</b>	479	378	459
<b>Complainants Interviewed</b>	344	319	381
<b>Arrests (Juveniles &amp; Adults)</b>	201	249	229
<b>Suspects Interviewed</b>	88	62	56
<b>Reports Written by Detectives</b>	141	123	118
<b>Referrals to Family Court</b>	87	147	111
<b>Missing Persons Returned</b>	49	53	69



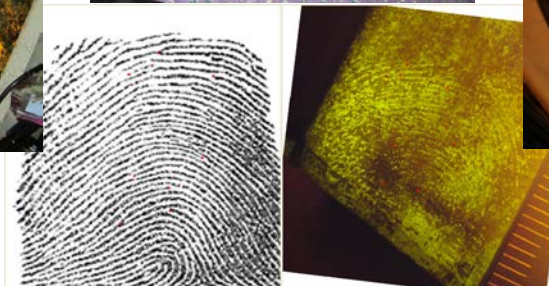
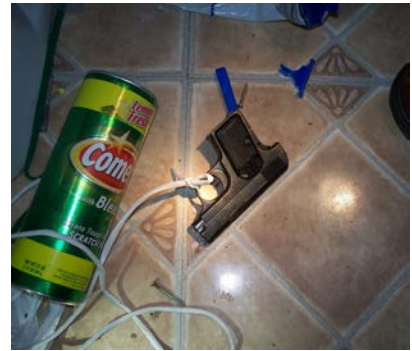
# Drug Enforcement Unit

The Drug Enforcement Unit (D.E.U) took over as the primary unit to investigate drug investigations in the city, when the Department withdrew their partnership from The Southern Tier Regional Drug Task Force in March 2012. The D.E.U investigates narcotics cases assigned to them, conducts surveillance and works with confidential informants. The D.E.U is often assisted by SWAT, the NYSP CNET Investigators, other local police agencies and other departments from the Federal Government.

In 2013, the D.E.U. executed 54 search warrants, which resulted in seizing four handguns and two shotguns. The unit also conducted 149 controlled drug transactions in which \$11,035.00 was spent on purchasing narcotics. Through the cases assigned to the D.E.U. over \$16,700.00 was seized and \$5,365.00 was paid to confidential informants for controlled buys and information for the investigations.

Drugs purchased and seized by the D.E.U. include:

- 13.76 ounces – Cocaine/Crack Cocaine
- 826 bags – Heroin
- 19.32 ounces – Marijuana
- 4.03 ounces – Methamphetamine
- 51.5 dosage units – Prescription Pills
- 2 capsules – Molly
- 1.75 grams – Ecstasy (MDMA)
- 18 strips – Fentanyl
- .5 grams – Bath Salts

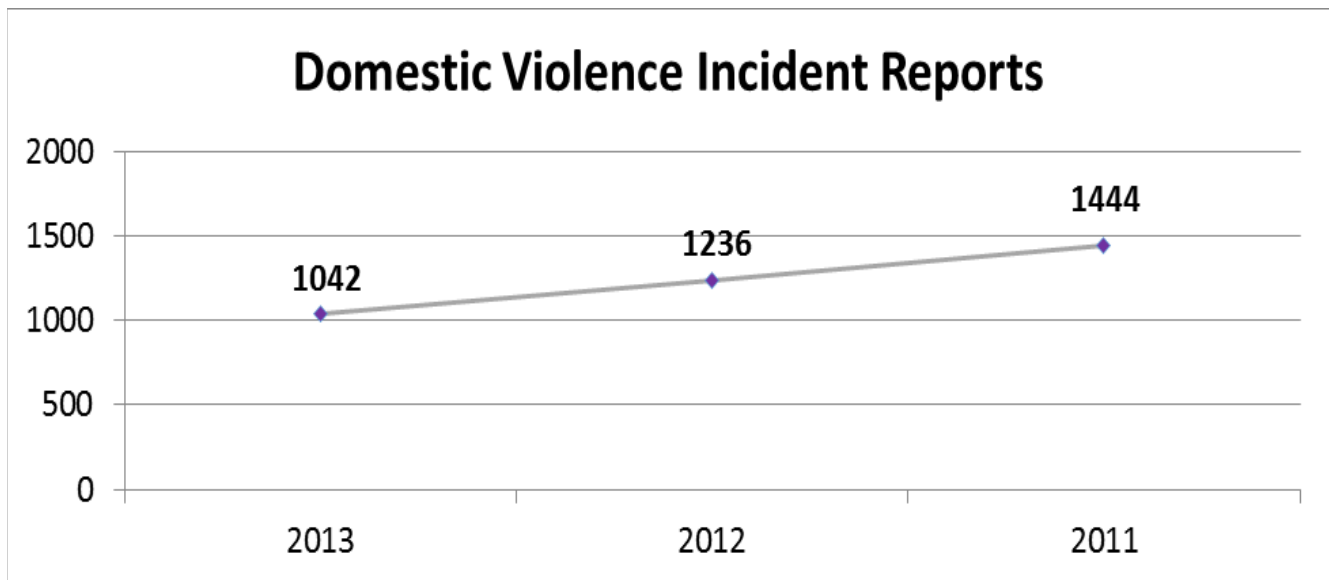


# Domestic Violence Intervention Unit

In 2013, the Domestic Violence Intervention Unit (DVIU) received 1,042 Domestic Incident Reports that were taken by Jamestown Police Department officers. Through Project Crossroads within the DVIU, staff was able to serve 1,093 victims and provide over 2,400 referrals through the Victim and Domestic Violence Court Follow-up Programs. The Project Crossroads Domestic Violence Officer assigned 140 cases to the DVIU with 91 clients having been assisted directly with office-based visits and several other victims with home follow-ups. Of the 140 cases assigned, the Domestic Violence Officer completed 113 Domestic Incident Reports. Staff maintained a 90% contact rate in the Victim Follow-up Program while having maintained a 53% contact rate in the Domestic Violence Court Follow-up Program.

Domestic Violence educational in-service presentations were provided 22 times throughout Chautauqua County. Participants include individuals from human service agencies, social service providers, health and elder care professionals, law enforcement officials, members of the clergy, business professionals, and high school staff. Over 7,500 pieces of Project Crossroads and domestic violence service provider literature were disbursed.

The DVIU is responsible for facilitating the Chautauqua County Coalition Against Domestic Violence and Sexual Assault, which implements a Coordinated Community Response system to the epidemic of domestic violence while enhancing efficient delivery of services to victims. Through the Coalition, staff has developed and implemented community awareness initiatives and events throughout Chautauqua County including domestic violence and sexual assault screenings, Silent Witness displays, the 16<sup>th</sup> Annual Walk against Domestic Violence, and the 11<sup>th</sup> Annual Unity Day Event.





## Building & Court Security Unit

The Jamestown Police Department continues to operate our Municipal Building/Courthouse security program. The number of courts operating within the City Hall facilities is significant, which makes the Court/Building Security Unit an important component of the department. Courts operating within City Hall include City Court, Housing Court, Drug Court, Mental Health Court, Family Court, Surrogates' Court, Domestic Violence Court, and DWI Court.

The Court Security Unit includes one full-time Court Security Supervisor and ten part-time Court Security Officers, all of which are funded by the New York State Office of Court Administration.

Building and Court Security follow a 100% screening policy. The number of people who entered City Hall and were screened in 2013 was 132,609.

The Building and Court Security Unit seized 2,296 prohibited items during their regular screenings of those entering the building. While this demonstrates that the vast majority of people entering the building legally possess the items they are carrying, it remains obvious that such a screening is critical to maintaining the security of the building and the courts. Those items seized and returned to their owners included 50 firearms, 1,719 knives, 40 chemical agents, 52 razors, 169 scissors, 46 other weapons, and 216 other prohibited items. Two items not returned to their owners was drug paraphernalia and two items were contraband that resulted in an arrest.



# Personnel Highlights & Achievements

## Retirements



Detective T. Wright  
Over 25 Years of Service



Sergeant J. Oleniacz  
Over 20 Years of Service



Sergeant P. Nelsen  
Over 19 Years of Service

## New Hires



P/O M. Morganti  
Hired February 2013



P/O S. Bentley  
Hired June 2013



P/O N. Narraway  
Hired July 2013

## Promotions



P/O Bender to Sgt



P/O M. Kianos to Detective

# JAMESTOWN FIRE DEPARTMENT

Once again, I take great pride in presenting to you the Annual Report of the Jamestown Fire Department for 2013. Each statistic herein represents something that is important to the safety of the citizens of The Pearl City. The charts and graphs represent the day-to-day and, in some cases, the hour-by-hour work of the members of the Jamestown Fire Department.

Also included is information on the daily routine work that is done at our fire stations, sometimes inside, unseen by the public, but very necessary to the safety and well-being of Jamestown residents and our firefighters. Hours are spent in training, practicing, doing truck inspections and inventories and preparing, replacing and checking every piece of equipment. This all ensures that we can be ready on a moment's notice for whatever emergency arises. The next time you see a fire vehicle going down the street without its lights and siren, know that those firefighters are doing some of those necessary tasks and training that allow us to be ever-prepared. ***When disaster strikes, the time to prepare has passed.***

In addition, we are always ready and willing to train the public. Many school and civic groups regularly schedule tours of the fire stations, and our firefighters and officers work with these groups to make the tours relevant to their age group. Many school-age children come for a tour in the midst of a study in their schools about a particular item, and their tour is tailored to their studies. Hopefully each child, whatever their age, can be impressed by some piece of information that may help them or their family in an emergency.

2013 was a busy year for the Jamestown Fire Department. As in all City departments, the Fire Department is called on to do more work with less resources. We are committed in our efforts to give the citizens of our City the best service while seeking safer, more efficient and more cost-effective methods of operation.

During the year we answered 3,893 calls for service, including fires involving different types of structures. There was a total of emergency medical and rescue calls. Also, we were awarded an Assistance to Firefighters Grant from FEMA and used it to purchase a new ambulance and a new pumper truck.

As well as fighting fires and responding to emergency medical situations, our firefighters are also trained in hazardous materials mitigation, confined space and high angle rescues, cold and swift water rescues, mass casualty events and terrorism response. It seems that no corner of the world is truly safe anymore, and our first responders must be on high alert and aware of their surroundings on every call, whether it be a downed power line in a storm, a motor vehicle accident or a person stuck in an elevator.

***We are not just firefighters, we are Jamestown's first responders for incidents of all types and hazards.*** We will continue to be prepared to handle your emergencies, and we promise to give our citizens the best service. It is an honor and a privilege to serve you.



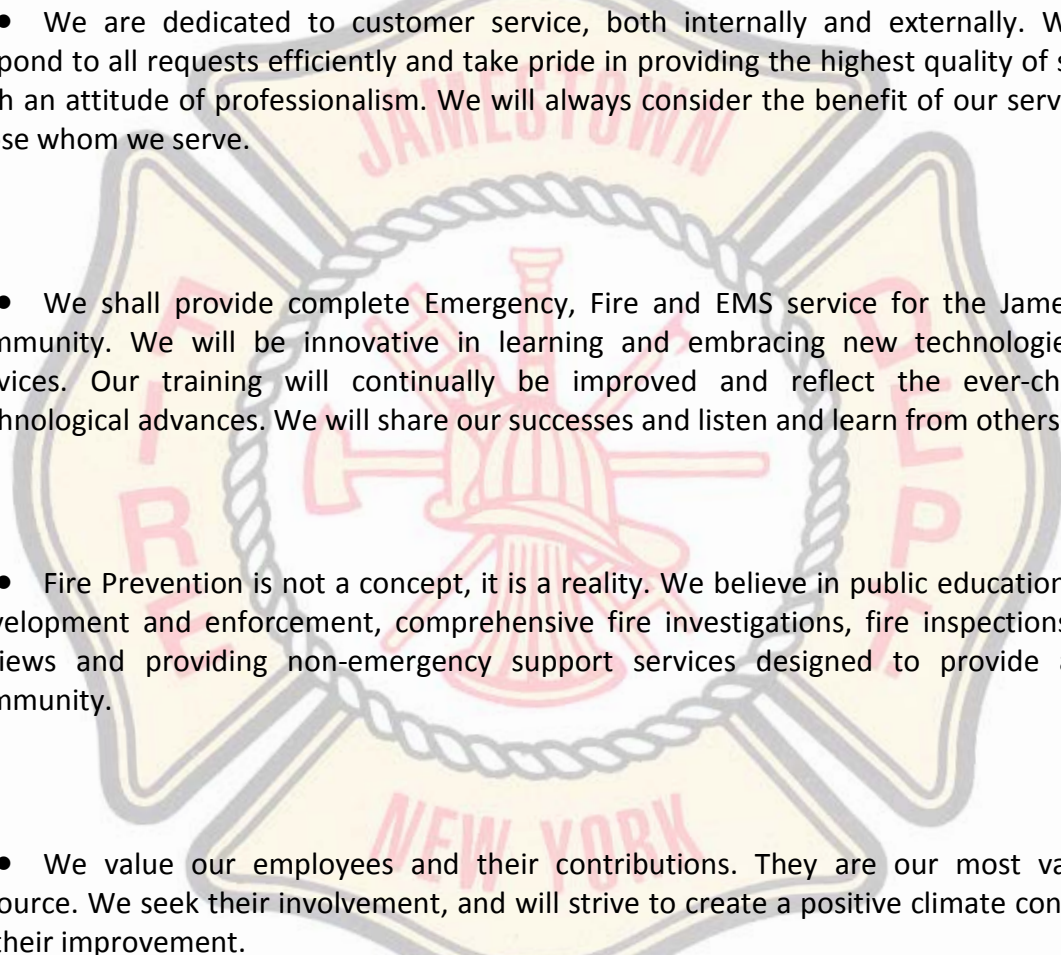
CHESTER R. HARVEY JR.  
Deputy Fire Chief





# Mission Statement

The mission of the Jamestown Fire Department is to foster a philosophy which values employee contribution, promotes teamwork and participation, provides the highest quality of customer service and assures a positive atmosphere directed towards a service-oriented delivery system with a vision for the future.

- 
- The logo is a Maltese cross with a yellow background and a grey border. Inside the cross, the words "JAMESTOWN" and "NEW YORK" are written in red, arched letters at the top and bottom respectively. In the center of the cross is a red fire helmet. The cross is set against a light grey background.
- We are dedicated to customer service, both internally and externally. We will respond to all requests efficiently and take pride in providing the highest quality of service with an attitude of professionalism. We will always consider the benefit of our services to those whom we serve.
  - We shall provide complete Emergency, Fire and EMS service for the Jamestown community. We will be innovative in learning and embracing new technologies and services. Our training will continually be improved and reflect the ever-changing technological advances. We will share our successes and listen and learn from others.
  - Fire Prevention is not a concept, it is a reality. We believe in public education, code development and enforcement, comprehensive fire investigations, fire inspections, plan reviews and providing non-emergency support services designed to provide a safe community.
  - We value our employees and their contributions. They are our most valuable resource. We seek their involvement, and will strive to create a positive climate conducive to their improvement.

## Stations

**Fire Station 1** is at Jamestown City Hall, and houses the Department's Ladder trucks as well as the Medic 35 unit, Ambulance 1, Marine 1 water rescue craft and the heavy-duty rescue unit. All the Department's administrative offices are at Station 1.

**Fire Station 3** is at 422 Newland Avenue. Station 3 was built in 1949 and was dedicated to Firefighter Elmer R. Berry, who was killed in action in Luxembourg during World War II. It serves the south side of the City.

**Fire Station 4** serves the eastside of the City from its location at the corner of Allen and Buffalo Streets. Station 4 was built in 1930 and replaced the old Station 4 which was at 2<sup>nd</sup> & Kipp Streets as well as Station 6 at Allen near Tiffany Street.

**Fire Station 5**, at 195 Fairmount Avenue, serves the west side of the City. This historic building was part of Chief Wilson's station reorganization and relocation plan in 1911. It was built in 1913 to accommodate Engine Company No. 5, which moved from West Fifth Street to this location. It was from this station that Walter H. Kastenhuber and Harold Anderson responded to the Atlantic-Richfield fire on June 19, 1934. They, along with two other firefighters and three civilians were killed as a result of this terrible fire. Many others were injured, including Chief Clifton Beatty.

## Communications

"KEC 503" are the Jamestown Fire Department's call numbers on the Chautauqua County radio system. All 911 and non-emergency calls received from the City of Jamestown automatically go to the Chautauqua County Sheriff's Department Dispatch Center in Mayville where trained dispatchers determine the problem, send the appropriate assistance and, if necessary, contact other companies such as the City of Jamestown BPU and DPW and National Fuel Gas.

Our administrative offices are located at Station One at City Hall. Our offices are open from 8 a.m. to 4 p.m., Monday-Friday for non-emergency information or help. This includes our Fire Prevention Office, Inspection and Investigative offices. Our non-emergency office number is 483-7598.

# Maintenance Division

Fire Alarm Maintenance Supervisor (FAMS) Cris Dahlgren, oversees the maintenance of all the Department's vehicles as well as the 48 miles of alarm circuits in the City.

FAMS Dahlgren is a trained mechanical engineer and he is able to repair and upgrade many of the vehicles in-house without incurring costly outside fees. He supervises two lieutenant mechanics on opposite battalions who perform mechanical work while they are on duty, and is sometimes assisted by other JFD members. He performs maintenance and upgrade work to all the City's fire stations, reducing the need for private contractors and associated costs.



FAMS Cris Dahlgren working on the overhead door at

In 2013, FAMS Dahlgren:

- Coordinated mechanical services and inspections on our fleet of seven cars, Rescue 3, Ambulance 1, Ladders 1 and 2 and five fire engines. Most services and repairs on the seven smaller vehicles were performed in-house. The old Ambulance 1 was kept running despite major fuel system and brake issues.
- Instituted a "Rust Inhibitor" program on all apparatus. This is coordinated with the DPW tool house.
- Coordinated and participated in the annual fire hose testing in May.
- Did pump maintenance on all vehicles including multiple valve replacements and a seal replacement on E1.
- Performed major disc brake repairs in-house on Engine 5.
- Degreased several engines and Ladder 1 as well as annual cleaning and re-greasing of the Ladder aerial device with assistance from 2nd Platoon.

- After much work, finally diagnosed a rough run problem on an engine with the assistance of the DPW tool shop. The apparatus had a failed fuel injector control unit and loose wiring to the dash-mounted trouble alarm system.
- Available 24/7 for emergency response to handle vehicle emergencies such as the blown coolant hose on Ladder 1 at 2100 hours at E. 2nd and Weeks streets.
- Coordinated replacement of L-1 leaf springs at a local truck repair shop.
- Replaced L-2 batteries.
- Replaced brakes on C-1.
- Performed annual pump certifications.
- Multiple Gamewell System Services: clearing of branches, replacement of old wire, moving of wire for other utilities, transfer of our alarm wire to new poles placed by the BPU or Windstream.
- Assisted in the installation our new SCBA compressor and helped write the department's Standard Operating Practice document.
- Addressed multiple fire station issues including coordinating overhead door operator repairs, clearing clogged drain pipes, servicing the heating system at Station 5 and assisting Station 5 personnel in replacing the flagpole.
- Installed a Temporary Mobile Radio in the new ambulance until new radio system is in service.



Working on Ladder 2 on Spring Street at Station 1



# Fire Investigation Report 2013

In 2013 we saw a decrease in arson fires. The Jamestown Fire and Police Departments continue to work together to control arson. Co-training and multi-department coordination between the Police, Fire and the Code Enforcement Office has led to an overall 28% decrease in fires.

Over the past five years arson continues to be the leading cause of fires, followed by electrical and smoking. Between 2008 and 2013 JFD responded to 149 set fires in the City in all types of buildings, from vacant structures to commercial buildings.

On May 13, 2013, the Fire Department responded to a possible structure fire at 23 Ivy Street. Upon arrival, fire crews found flames had burned through the roof of the Krempa Medical Associates building. Upon further observation, fire crews noticed that several windows had been blown out of the building and there was a large debris field of the building's contents scattered around the perimeter. Investigators were assisted by two explosive-detecting canine units from the Chautauqua County Sheriff's Office and an accelerant-detecting canine from the New York State Office of Fire Prevention and Control. The subsequent investigation showed that a side door was broken into and a large amount of flammable liquid had been poured in the main office and waiting room area. The liquid ignited with enough force to blow the windows and debris out of the building. The investigation is still open.



The 2013 arson rate decreased by 8%. The following is a summary of the last five years:

2009	63 FI Team investigated fires, 34 were ruled arson
2010	41 FI Team investigated fires, 18 were ruled arson
2011	59 FI Team investigated fires, 22 were ruled arson
2012	50 FI Team investigated fires, 24 were ruled arson
2013	36 FI Team investigated fires, 14 were ruled arson

In 2013 there were no civilian fire-related injuries or fatalities compared to 2012 that showed 10 civilian fire-related injuries with no fatalities.

The Fire Investigation Team is led by Lieutenant Tim Glenn and consists of 11 investigators, nine of which are members of the Fire Department, and two are from the Police Department. Three of the investigators are nationally registered and have passed the NFPA 1033 Professional board exam. The team has three investigators in training that have completed the instructional requirement and are currently working on their apprenticeship. The team has also been working closely with the Police Department's Crime Scene Detective.

The Fire Investigation Team investigated 36 fires in 2013. The following is a list of the investigated fires.

14 Arson

- 4- Occupied homes
- 4-Vacant houses
- 2- Public restrooms
- 1-College dorm
- 1-Medical complex
- 1-Public school restroom
- 1-Combustibles at the curb side

4 Smoking

3 Undetermined

- 1-Multiple ignition sources
- 1-Possible smoking

2 Electrical

2 Cooking fires

2 Unattended candles

1 Meth lab

1 Furnace malfunction

1 Faulty wood stove

1 Combustibles too close to an open flame

1 Combustibles too close to a hot water tank

1 Illegal burn (juvenile)

1 Spontaneous combustion

1 Overheated oven

1 Combustibles too close to a light

# Fire Safety Education

Many school children as well as adult care clients toured the City Fire Stations in 2013. Programs are personalized for each group, and fire safety is emphasized so that each participant, no matter how old, can be reminded of what they need to do in the event of a fire.

Fire crews also visited many schools and public events during the year, and especially during Fire Prevention Month in October to talk about fire safety and distribute safety materials.

The following businesses and organizations are among those that received fire safety education from the Jamestown Fire Department in 2013:

- Jamestown Cub and Boy Scout Troops
- Jamestown area Girl Scouts
- Jamestown Neighborhood Coalition
- Jamestown YWCA Daycare
- Fletcher School Ice Cream Social
- GA Home
- The Princess Club
- A Children's Place Daycare
- Superior Street Block Party
- Hillcrest Baptist Church Preschool
- Lincoln Elementary School students
- Fletcher Elementary School students
- Fletcher School Pre-K
- Ring Elementary School students
- Ring School Pre-K
- Love Elementary School students
- JHS Life Skills Class students
- Love Elementary School Pre-K
- Just My Imagination Preschool



Firefighters from the 4<sup>th</sup> Platoon demonstrate what they look like in their turnout gear



Left: FF Vincent Capizzi at Station 3 demonstrating fire safety to preschoolers. Right: Visitors at Station 3.

# Code Enforcement Office

The Office of Fire Prevention & Code Enforcement is staffed by Code Enforcement Officer Shawn D. Tibbitts.



During the year, Officer Tibbitts handles many complaints and questions covering a wide range of topics. Some of these are:

- Smoke detector placement and lack of smoke detectors
- Blocked emergency exits
- How to store flammable liquids
- Acceptable building materials
- Illegal burning
- Carbon monoxide detectors
- Inspection of public assemblies
- Chimney, fireplace and woodstove inquiries
- Portable heating units
- Electrical problems
- Fire extinguisher use
- Obstructed or blocked fire hydrants
- Responding to general fire code questions from city residents



The Fire Prevention Bureau/Code Enforcement Office is mainly responsible for the enforcement of the New York State Uniform Fire Prevention and Building Code and Jamestown City Building Codes. The primary goal is protecting the public's safety through education of safe practices and the enforcement of State and City building codes.

The Fire Prevention/Code Enforcement Office worked on these special projects during 2013:

- Tim Horton's renovation projects
- Marco's Pizza
- Taco Hut expansion project
- The Resource Center's renovation project of the Cappa Building
- Commons Mall Apartments
- Former Dahlstrom's demolition project
- Member of the Chautauqua County Smoke Free Housing Task Force
- Conducted fire prevention classes for new Resource Center employees
- Fire inspections of all manufacturing businesses
- Fire inspections of all bars and restaurants

Officer Tibbitts also participated in several seminars and training sessions during the year:

- NYS Code Enforcement seminar in Rochester.
- Monthly meetings of the City of Jamestown Electrical Board.



Code Enforcement Officer Tibbitts at JCC Career Night in November 2013

## 2013 Notable Incidents

- On January 8, fire crews responded to 329 Baker Street where the ceiling around a wood stove chimney pipe was on fire. The fire was confined to a 6x6-foot area and was caused by the improper installation of single-wall pipe.
- A recycling bin on the third floor at the JCC Hillside Dorms was intentionally set on fire on February 17. The fire was contained by the automatic sprinkler system.
- A dangerous situation was narrowly averted on March 10 at 26 Royal Avenue when firefighters arrived at that address to find a garage fully engulfed in flames. The owner of the building told first responders that a propane grill was in the garage. The cause of the fire was undetermined.
- On March 29 fire crews responded to 151.5 Prather Avenue to a report of a structure fire near the Heritage Park Daycare facility. The cause was undetermined due to several possible causes.
- Combustibles too close to a hot water tank was the cause of a fire on April 9 at 14 Bishop Street. When fire crews arrived tenants of the building were on the second floor trying to remove pets. Four residents were evaluated for smoke inhalation. Officials from the City DOD were called to the scene to evaluate and later condemn the home due to there being no water, gas or electric services.
- Two juvenile boys started a small fire in a vacant house at 192 Falconer Street on April 27. The two boys were apprehended.



- On a very cold May morning fire crews were dispatched to the offices of Dr. Jeffrey and David Krempa at 23 Ivy Street. Upon arrival they found a large amount of fire in the center of the building and a vast debris field consisting of skylights, window glass and medical records. It took over an hour for the fire to be brought under control. The investigation is still continuing into this blaze that was intentionally set.
- On June 7 a fire in a window air conditioner was reported at the Hotel Jamestown Apartments in Room 802. The building was evacuated, and the fire was extinguished with a dry chemical extinguisher.
- A guinea pig cage with a plastic bottom was set on top of a space heater on June 13 at 507 W. 7<sup>th</sup> Street. The plastic melted and dripped into the heater, causing it to catch on fire and creating a large amount of smoke in the building.

- Crews were called to 864 Spring Street on July 6 where they found smoke coming from the first floor windows. The fire had started on a living room wall and had extended into the wall below the room. The cause of the fire was found to be arson.
- An unattended candle left too close to combustibles was the cause of a fire at 116 Water Street on August 2. Two dogs perished in the fire. The first floor of the structure sustained heavy fire damage and the rest of the building was damaged by smoke.
- The home at 72 Linwood Avenue was damaged by fire on September 20. The fire was started by an unattended candle.
- JFD was the first on scene at a structure fire at 57 Spruce Street on October 17 which quickly turned into a massive police and federal investigation as a meth lab was discovered in the basement of the home. The initial call to the address was because of a fire in the basement where meth chemicals had caught on fire.



- Fire crews arriving at 508 W. 8<sup>th</sup> Street on November 10 found black smoke coming from the eaves on all sides of the building. It was found that clothing in the attic was on fire caused by resistive heating in knob and tube wiring. The building sustained smoke and water damage throughout.
- Another fire caused by careless smoking and home oxygen was reported on November 16 at 153 Prospect Street. The fire was extinguished prior to JFD's arrival, but had burned part of the carpeting and the bottom of a couch.
- Careless smoking caused a fire at 129 S. Main Street, Apartment 1 on November 22. The tenant fell asleep with a lit cigarette and it ignited a futon-style couch.
- Arson was the cause of a fire in a vacant house at 219 E. 1<sup>st</sup> Street on December 3. The house had no utilities, and the fire was found to have started in the center of a first-floor room.
- Tenants using a cooking stove to heat their home reported a fire in the kitchen at 210 Barrett Avenue on December 5. The floor underneath the stove was severely charred.
- A fire two days before Christmas damaged 420 Falconer Street. The fire apparently was started by cooking materials, but the investigation is ongoing.





# Training

One constant in the life of any firefighter is training. New York State law mandates a minimum of 100 hours of training per year for each professional firefighter. Training classes are held frequently in every fire station and at the platoon level. Topics routinely covered include fire behavior and fire protection, personnel safety, which includes topics such as ropes and knots, tools and equipment, ladder safety, hose practices, forcible entry, ventilation and rescues, equipment training including fire pumps and aerial ladders, hazardous materials handling, first aid and CPR, the cause and origins or arson fires, driving and apparatus maintenance and sprinklers and fire alarms.

Specialty classes are held on various types of rescues and equipment, as well as confined space training and hazardous materials, flammable gasses, high angle rescue, ice water rescue and emergency vehicle operations.

This year, the Department reinstated internal EMT training classes with in-house instructors certified by the State of New York. The Jamestown Fire Department has a total of 46 EMTs, 39 Basic, 4 Paramedics and 3 Critical Care certified.



Coldwater rescue training at the Boat Landing, February 2013



EMS training at Station 1



Lt. Andrew Finson conducting the annual in-house servicing of the SCBA (Self-Contained Breathing Apparatus) equipment. The servicing includes testing of the air regulators and air packs.

## Assistance to Firefighters Grant

In December, the Department was notified by the Department of Homeland Security Federal Emergency Management Agency (FEMA) that it had been awarded an Assistance to Firefighters Grant of \$60,000. This Grant request was written by Battalion Chief Matthew J. Russo and enabled our department to replace a 20-year-old Self-Contained Breathing Apparatus (SCBA) Compressor and fill station.

The Compressor bid was awarded to Triad Synergy Group, Inc. of Tonawanda in the amount of \$57,049. The Bauer Unicus II 19H-E3 compressor/fill station was installed in September and greatly increases our ability to replenish vital breathing air to our firefighters.

In April, the Department was notified by the Department of Homeland Security Federal Emergency Management Agency (FEMA) that it had been awarded an Assistance to Firefighters Grant of \$515,960. This Grant, also written by Battalion Chief Matthew J. Russo, will enable our department to replace both a 20-year-old ambulance and a 33-year-old open cab fire engine.

Much work was needed in preparation for the Request for Bid proposals for both the new pumper truck and ambulance. Specifications had to be drawn up, and as part of that process, Deputy Chief Harvey, Battalion Chief Sigular and FAMS Dahlgren visited several manufacturers and inspected many new and in-service vehicles. Great effort was made to bid a vehicle that would corrode less, last longer and better protect the taxpayer's investment.

The ambulance bid was awarded to Northeastern Rescue Vehicles of Syracuse in the amount of \$114,500. Northeastern Rescue Vehicles of Syracuse provided a Braun Type III 150 module on a 2013 Ford E-350 V-10 Chassis. The Braun aluminum modular body carries a life of the vehicle warranty against defects and workmanship. It was delivered in September and put in service immediately.

The pumper bid was awarded to Four Guys Fire Trucks of Meyersdale, PA in the amount of \$397,722. The new pumper truck is a Spartan Metro Star cab and chassis with an all stainless steel body which carries a 30 year anti-corrosion warranty. When delivered, it will replace Engine 2, which has been in service with the Fire Department since 1980. It is expected that the new pumper will be completed in May 2014.

Purchase of this life savings equipment was only made possible through the tireless support of Senators Kristen Gillibrand and Charles Schumer and Congressmen Tom Reed and Brian Higgins. Our firefighters and community thank you!







New Ambulance



New SCBA Compressor Fill Station



New Pumper currently in production

## Command Staff



From left: Battalion Chiefs Sam Salemme and Don Woodfield; Deputy Chief Chet Harvey; Battalion Chiefs Matt Russo and Roger Sigular



Administrative Assistant  
Cynthia Dustin



## Platoon Photos



1st Platoon

Back: FF Gary Ingerson, FF Joshua Benson, Battalion Chief Matthew Russo, FF Brian Achterberg, Lt. Andrew Finson, FF Peter Volpe.

Front: FF Alex Clifford, FF Russ Ferraloro, FF Eric Herman, FF Ben McLaughlin, Lt. Matthew Coon, FF Vincent Capizzi



2<sup>nd</sup> Platoon

Back: Lt. Michael Garvey, FF Robert Bailey, FF Milton Johnson, FF Mark Federko, FF Shawn Shilling, FF Andrew Caruso, Lt. Nathan Alm.

Front: Battalion Chief Samuel Salemme, FF Jon Winchester, FF Nicholas Amatuzzo, FF James Russo, FF Ryan Roush. Missing from photo: Lt. Donald Mowry.



#### 3<sup>rd</sup> Platoon

Back: FF Paul Volpe, Lt. Paul Williams, Lt. Timothy Glenn, FF Kyle Sholl, FF Chris Hendrickson, Lt. Keith Olson, Battalion Chief Donald Woodfield, FF Steven Johnston.

Front: FF Brock Wadsworth, FF Ryan Waid, FF Ben Sample, FF George Schwob, FF Anthony Gullo, FF Chris Swanson.



#### 4<sup>th</sup> Platoon

Back: FF Chris Jackson, FF Robert Walburg, FF Dan Balling, FF Jason Winchester, Lt. James Gatto, FF Nicholas Grunert, Battalion Chief Roger Sigular, Lt. Bruce Sheldon.

Front: FF Dan Mangione, FF Ryan DiDomenico, Lt. Philip Hanlon, FF John Johnston.



# Calls for Service

