



DIVISION OF POLICE

Calvin Williams, Chief

Mission Statement

*The mission of the Cleveland Division of Police is to serve as guardians of the Cleveland community. Guided by the Constitution, we shall enforce the law, maintain order, and protect the lives, property, and rights of all people. We shall carry out our duties with a reverence for human life and in partnership with members of the community through professionalism, respect, integrity, dedication and excellence in policing.*

The highest priority of the Division of Police is providing basic police services to the community. The Division is organized into three main functional operations in order to deliver these services in the most efficient and cost effective manner possible.

Administrative Operations provides the necessary support services that enable Field Operations and Homeland Special Operations to function as effectively as possible. Administrative Operations provides warrant, subpoena, and property processing; radio and telephone communications; management of information and human resources. Additional functions include the reporting and recording of crimes and incidents and the continued development of the Division through planning and training of all personnel.

Field Operations provides response to citizen calls for assistance through uniformed patrol activities in five districts and interacts with citizens via community programs, Community Relations, and the Auxiliary Police. The District support sections assist uniformed patrol efforts through the investigation of major offenses, concentrated enforcement action on specific complaints and crime pattern analysis. The Bureau of Traffic provides crowd control and traffic control at major events and investigates serious traffic accidents. Quality of life issues are addressed by the Community Services Unit.

Homeland Special Operations is composed of three main sections which provide a variety of investigative, technical, and preventive services along with establishing security initiatives. Investigations are completed by detective bureaus that specialize in specific crimes such as homicides, sex crimes, and domestic violence crimes. Support units such as SWAT handle volatile situations where specialized training is required. Technical support provides forensic and crime scene analysis as well as photographic and lab services. Homeland Services prevents, responds, and investigates terror activities in our City and the Greater Cleveland area by securing our airports, analyzing crime data for future preventive crime and terrorist trends. Homeland Services coordinates and shares law enforcement intelligence with local, state, and federal law enforcement agencies.

**PROGRAM NAME: ADMINISTRATIVE OPERATIONS**

**OBJECTIVES:** Provide all necessary support activities for the Field Operations and Homeland Security Operations

**ACTIVITIES:** Establish operating policies and procedures for the Division of Police. Prepare and manage the operating and capital budgets for the Division of Police. Recruit, hire and train both uniform and civilian employees. Record and maintain payroll and personnel records. Collect and record all criminal incident reports. Handle open record requests. Operate and maintain radio and telephone communications. Oversee the storage of recovered, confiscated, and forfeited property and vehicles.

**PROGRAM NAME: FIELD OPERATIONS**

**OBJECTIVES:** To provide protection against loss of life, bodily injury, and property loss, and to empower the community and Divisional personnel in their combined efforts to reduce crime and the fear of crime with an emphasis on joint planning, evaluation and operations. To reduce traffic



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accidents in the community and provide safer conditions for motorists, pedestrians, and citizens using public streets within The City of Cleveland.

**ACTIVITIES:** Investigate all major offenses against persons and property. Provide Patrol and Community Based Policing activities. Participate with citizens on Community Relations Committees, the Auxiliary Police Program, crime prevention fairs, Night Out Against Crime, the Task Force on Violent Crime and similar projects in response to community needs. Develop close working relationships with residents by interacting while on patrol and attending community functions.

Provide neighborhood patrols to areas that could benefit from close on-going interaction between the Police and the community. Participate in Community Services program which aggressively investigates and focuses on deterring crimes that occur on the streets in highly populated, distressed neighborhoods. Conduct DARE programs, Child Accident Prevention Programs, Crime Watch Training, and other programs in response to the needs of the community. Alleviate traffic congestion, restore normal traffic flow, and provide traffic and crowd control at special events. Respond to scenes of traffic accidents and prepare traffic reports.

**PROGRAM NAME:** *HOMELAND SPECIAL OPERATIONS*

**OBJECTIVES:** To target the perpetrators of specific crimes such as financial crimes, homicides, sexual assaults, drug trafficking, threats and criminal actions against the security of our City for arrest and prosecution.

**ACTIVITIES:** Aggressively investigate crimes that occur in the City of Cleveland. Conduct enforcement activities against specific crimes within a target neighborhood using decoy surveillance or search operations based upon crime analysis and trends.

Maintain contact with and enlist the assistance of community leaders and residents to identify those responsible for neighborhood criminal activity. Perform crisis intervention; handle hostage negotiations and other highly dangerous and volatile situations where specialized training or equipment is required. Provide support to district operations in improving the quality of life in neighborhoods through the enforcement of drug laws and by suppressing juvenile crime. Detect offenders through crime processing and the use of the Automated Fingerprint Identification System (AFIS) and the use of firearms through the National Integrated Ballistic Imaging Network (NIBIN).

Establish homeland security initiatives within the City of Cleveland and the Greater Cleveland area. Prevent, respond, and investigate terrorist activities in our City and the Greater Cleveland area. Provide security and patrols of Cleveland Hopkins Airport, City Hall, and the borders of the City. Participate in Law Enforcement Partnerships with Federal Agencies in an effort to combat drugs, arrest violent fugitives, identify sexual predators, and control illegal firearms.



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Expenditures

	2015 Actual	2016 Actual	2017 Unaudited	2018 Budget
<b>Salaries and Wages</b>				
Full Time Permanent	\$ 8,791,146	\$ 9,230,782	\$ 8,461,997	\$ 10,701,894
Seasonal	21	—	—	—
Military Leave	45,531	33,724	41,618	30,000
Part-Time Permanent	208,023	181,222	127,472	974,158
Injury Pay	5,435	—	—	—
Student Trainees	326,472	775,511	1,178,554	2,100,000
School Guards	1,306,396	1,093,903	1,086,605	1,500,000
Uniformed Personnel	88,542,658	93,987,121	87,831,456	97,637,580
Uniformed Overtime	12,368,508	15,570,707	14,742,362	12,750,000
Longevity	874,600	849,925	824,800	829,850
Wage Settlements	21,719	794	37,720	—
Vacation Conversion	—	—	5,125	—
Separation Payments	3,696,940	4,790,382	4,158,533	5,000,000
Bonus Incentive	—	—	31,500	—
Overtime	1,771,719	1,873,445	2,074,500	1,500,000
Deferred Overtime Payments	455,476	461,943	457,596	450,000
	<b>\$ 118,414,643</b>	<b>\$ 128,849,458</b>	<b>\$ 121,059,836</b>	<b>\$ 133,473,483</b>
<b>Benefits</b>				
Hospitalization	\$ 17,381,810	\$ 18,086,165	\$ 18,312,032	\$ 19,164,046
Prescription	4,305,299	3,700,760	3,357,190	3,986,223
Dental	1,066,520	953,592	910,740	1,090,024
Vision Care	97,856	94,005	94,591	117,614
Public Employees Retire System	1,701,528	1,754,601	1,645,462	2,059,960
Police & Firemens Disab & Pens	21,155,608	21,569,331	20,305,242	22,578,508
Fica-Medicare	1,579,305	1,746,013	1,665,800	1,948,168
Workers' Compensation	2,785,132	2,772,825	4,550,668	3,430,250
Life Insurance	70,230	63,683	57,466	93,820
Unemployment Compensation	24,975	71,070	11,500	60,000
Clothing Allowance	663,995	630,187	774,787	887,030
Clothing Maintenance	1,155,771	1,147,016	1,106,417	1,161,950
	<b>\$ 51,988,028</b>	<b>\$ 52,589,249</b>	<b>\$ 52,791,895</b>	<b>\$ 56,577,594</b>
<b>Other Training &amp; Professional Dues</b>				
Travel	\$ 862	\$ 1,475	\$ 11,785	\$ 15,000
Tuition & Registration Fees	300	—	1,250	5,000
Professional Dues & Subscript	3,634	6,987	2,174	5,000
	<b>\$ 4,796</b>	<b>\$ 8,462</b>	<b>\$ 15,209</b>	<b>\$ 25,000</b>



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Expenditures (Continued)

	2015 Actual	2016 Actual	2017 Unaudited	2018 Budget
<b>Utilities</b>				
Brokered Gas Supply	\$ 75,279	\$ 47,155	\$ 44,410	\$ 62,174
Cellular Services	1,343	—	—	—
Gas	39,101	35,419	33,768	47,275
Electricity - Cpp	1,076,262	1,049,367	1,081,276	1,189,403
Electricity - Other	80,138	63,022	48,417	53,258
Steam	675,670	588,059	696,657	766,323
	<b>\$ 1,947,795</b>	<b>\$ 1,783,022</b>	<b>\$ 1,904,527</b>	<b>\$ 2,118,433</b>
<b>Contractual Services</b>				
Professional Services	\$ 656,616	\$ 670,741	\$ 662,646	\$ 816,640
Referee Services	52,659	81,082	127,337	75,000
Mileage (Private Auto)	5,520	3,591	4,455	9,000
Medical Services	55,324	—	8,040	—
Advertising And Public Notice	3,509	3,140	1,984	8,000
Parking In City Facilities	88,939	73,492	75,194	100,000
Insurance And Official Bonds	—	—	1,758	—
Property Rental	19,750	19,750	37,075	46,000
Towing	16,000	85,515	98,375	120,000
Equipment Rental	—	1,155	—	—
Other Contractual	38,369	209,916	743,827	140,000
Local Match-Grant Programs	—	22,401	(20)	—
	<b>\$ 936,686</b>	<b>\$ 1,170,783</b>	<b>\$ 1,760,671</b>	<b>\$ 1,314,640</b>
<b>Materials &amp; Supplies</b>				
Office Supplies	\$ 1,538	\$ 2,265	\$ 2,965	\$ 10,000
Postage	1,530	897	1,326	1,200
Computer Software	2,983	4,345	—	20,000
Fuel	21,263	24,121	31,629	92,225
Clothing	27,039	74,222	1,795	75,000
Small Equipment	74,179	60,816	59,550	85,000
Office Furniture & Equipment	999	—	3,795	10,000
Ammunition	100,640	103,481	143,333	200,000
Hygiene And Cleaning Supplies	3,213	2,375	5,689	4,000
Lumber, Glass, And Drywall	—	—	634	2,000
Medical Supplies	—	4,207	—	—
Food	—	—	990	—
Laboratory Supplies	16,347	13,634	10,825	10,000
Photographic Supplies	5,000	15,368	88	11,000
Printed Materials	11,732	14,884	13,074	15,000
Other Supplies	100,970	80,413	101,881	110,000

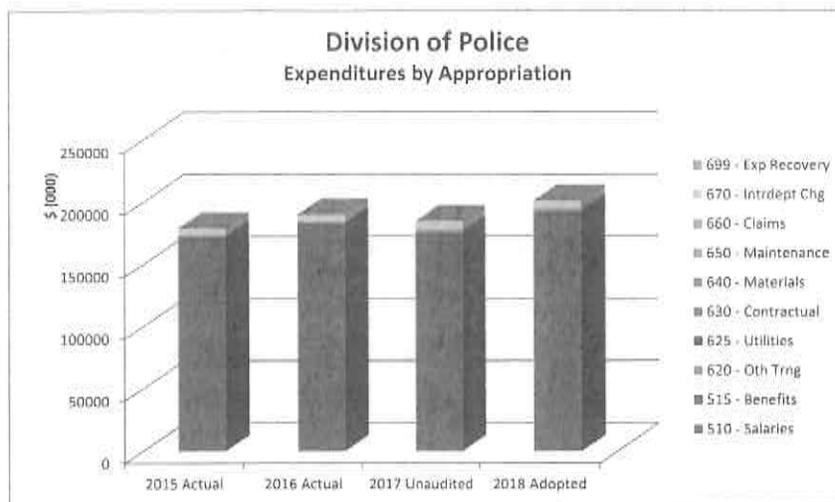


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Expenditures (Continued)

	2015 Actual	2016 Actual	2017 Unaudited	2018 Budget
Batteries	2,023	5,473	1,600	2,000
Just In Time Office Supplies	64,655	68,529	52,254	65,000
Misc Maintenance Supplies	1,674	1,789	—	3,000
	<b>\$ 435,786</b>	<b>\$ 476,820</b>	<b>\$ 431,427</b>	<b>\$ 715,425</b>
<b>Maintenance</b>				
Maintenance Office Equipment	\$ —	\$ 850	\$ —	\$ 2,000
Maintenance Contracts	90,698	60,196	163,942	937,457
Maintenance Machinery & Tools	—	—	—	2,000
Car Washes	18,723	33,239	34,026	40,000
Maintenance Misc. Equipment	6,520	8,642	24,208	20,000
Maintenance Building	45,791	72,206	158,110	80,000
	<b>\$ 161,731</b>	<b>\$ 175,133</b>	<b>\$ 380,285</b>	<b>\$ 1,081,457</b>
<b>Claims, Refunds, Maintenance</b>				
Judgements, Damages, & Claims	\$ 17,515	\$ 49,438	\$ 125,250	\$ 100,000
Police Chief Expense Fund	229,000	122,000	107,000	250,000
	<b>\$ 246,515</b>	<b>\$ 171,438</b>	<b>\$ 232,250</b>	<b>\$ 350,000</b>
<b>Interdepart Service Charges</b>				
Charges From Telephone Exch	\$ 1,678,932	\$ 1,490,001	\$ 1,963,128	\$ 1,802,626
Charges From Radio Comm System	872,166	1,318,589	1,459,425	1,199,184
Charges From Light And Power	—	1,146	—	—
Charges From W.P.C.	1,230	—	154	—
Charges From Print & Repro	324,084	355,734	365,204	417,158
Charges From Central Storeroom	81,786	81,560	78,756	103,125
Charges From M.V.M.	2,270,540	2,144,730	2,600,365	2,149,300
	<b>\$ 5,228,738</b>	<b>\$ 5,391,761</b>	<b>\$ 6,467,031</b>	<b>\$ 5,671,393</b>
<b>Expenditure Recovery</b>				
Expenditure Recovery	\$ 9,283	\$ —	\$ 3,002	\$ —
	<b>\$ 9,283</b>	<b>\$ —</b>	<b>\$ 3,002</b>	<b>\$ —</b>
	<b>\$ 179,374,002</b>	<b>\$ 190,616,125</b>	<b>\$ 185,046,134</b>	<b>\$ 201,327,425</b>
<b>Revenues</b>				
	2015 Actual	2016 Actual	2017 Unaudited	2018 Budget
Charges For Services	\$ 708,791	\$ 648,749	\$ 581,047	\$ 549,688
Fines, Forfeitures & Settlements	1,115	490	1,275	—
Grant Revenue	363,001	101,594	1,056,689	416,666
Miscellaneous	9,888,207	9,094,554	12,673,749	10,293,077
Sale Of City Assets	—	102,783	1,999,749	—
	<b>\$ 10,961,115</b>	<b>\$ 9,948,170</b>	<b>\$ 16,312,509</b>	<b>\$ 11,259,431</b>

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COMPARISON OF STAFFING LEVEL

Budget 2017	No. of Employees		Position	Salary Schedule	
	December 2017	Budget 2018		Minimum	Maximum
<b><u>ADMINISTRATORS &amp; OFFICIALS</u></b>					
1	1	1	Chief of Police	69,682.20	184,847.09
17	15	17	Captain of Police	90,596.28	91,096.28
12	11	12	Commander of Police	105,171.70	105,671.70
1	1	1	Commissioner of Traffic Control	105,671.70	105,671.70
4	3	4	Deputy Chief of Police	63,966.00	155,730.30
57	57	57	Lieutenant of Police	78,031.28	78,531.28
207	198	211	Sergeant of Police	67,199.38	67,699.38
299	286	303			
<b><u>ADMINISTRATIVE SUPPORT</u></b>					
2	1	1	Accountant Clerk I	10.00	17.55
0	0	1	Accountant Clerk II	10.00	18.95
4	3	4	Chief Clerk	22,050.00	52,504.47
6	6	0	Junior Clerk	11.97	15.16
1	1	1	Messenger	10.00	16.33
2	2	8	Principal Clerk	14.88	21.54
3	3	3	Private Secretary	10.00	22.73
4	4	4	Secretary	10.00	18.96
1	1	1	Stock Clerk	13.11	19.54
2	2	2	Telephone Operator	10.00	18.35
6	4	4	Typist	12.02	16.49
31	27	29			
<b><u>PARA-PROFESSIONALS</u></b>					
2	1	1	Docket Clerk	20,800.00	40,109.95
2	1	1			
<b><u>PROFESSIONALS</u></b>					
1	0	1	Accountant I	14.39	21.65
1	0	1	Administrative Manager	27,193.55	115,424.36
2	2	2	Administrative Officer	20,800.00	58,499.94
0	0	1	Aviation Unit Manager	88,000.00	108,000.00
0	0	4	Crime Analyst I	38,000.00	54,641.81
0	0	1	Crime Analyst III	66,000.00	84,064.32



DIVISION OF POLICE

COMPARISON OF STAFFING LEVEL

Budget 2017	No. of Employees		Position	Salary Schedule	
	December 2017	Budget 2018		Minimum	Maximum
0	0	1	Mounted Unit Train Instr-Hndlr	38,000.00	54,641.81
0	1	1	Personnel Assistant	20,800.00	52,381.41
1	0	1	Photographer	10.00	23.77
2	2	1	Project Coordinator	27,325.56	99,702.63
1	1	1	Project Director	22,333.40	88,646.98
1	1	1	Systems Analyst	20,800.00	68,251.13
<u>9</u>	<u>7</u>	<u>16</u>			
<b><u>PROTECTIVE SERVICES</u></b>					
1,021	1,005	1,005	Patrol Officer I	53,922.22	58,361.54
98	29	29	Patrol Officer II	48,815.46	52,834.34
31	89	89	Patrol Officer III	47,116.49	50,995.50
152	19	179	Patrol Officer IV	45,904.64	49,683.88
4	2	4	Police Safety Aide	23,890.36	31,826.74
100	49	250	Police Trainee*	15.00	15.00
0	0	8	Security Officer	14.16	21.96
26	22	26	Traffic Controller	15.55	16.34
<u>1,332</u>	<u>1,166</u>	<u>1,340</u>			
<b><u>SERVICE &amp; MAINTENANCE</u></b>					
1	0	0	Hostler	15.66	16.45
<u>1</u>	<u>0</u>	<u>0</u>			
<b><u>TECHNICIANS</u></b>					
8	6	10	Chief Radio Dispatcher	47,070.48	51,328.22
2	2	5	Communication Specialist - Bilingual	26,282.65	40,828.63
2	1	2	Computer Operator	10.00	24.99
1	0	1	Data Conversion Operator	12.02	16.49
3	3	3	Data Conversion Supervisor	20.47	21.73
4	2	4	Fingerprint Examiner	22,440.00	45,456.15
1	1	1	Forensic Video Specialist	50,000.00	78,810.30
98	80	85	Police Radio Dispatcher	26,286.18	44,706.04
14	4	25	Safety Telephone Operator	24,425.64	35,180.95
3	1	2	Scientific Examiner	25,500.00	63,063.40
58	39	50	Senior Data Conversion Operator	13.47	19.76
<u>194</u>	<u>139</u>	<u>188</u>			



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COMPARISON OF STAFFING LEVEL

Budget 2017	No. of Employees		Position	Salary Schedule	
	December 2017	Budget 2018		Minimum	Maximum
<b><u>NON EEO REPORTING</u></b>					
0	0	1	Intelligence Analyst I	38,000.00	54,641.81
0	0	1			
1,868	1,626	1,878	<b>TOTAL FULL TIME</b>		
<b><u>PART TIME</u></b>					
0	0	4	Helicopter Pilot	60,000.00	72,000.00
1	0	0	Hostler	15.66	16.45
1	0	0	Project Coordinator	27,325.56	99,702.63
355	308	355	School Crossing Guard	20.50	31.09
14	9	32	Traffic Controller	15.55	16.34
371	317	391	<b>TOTAL PART TIME</b>		
<b>2,239</b>	<b>1,943</b>	<b>2,269</b>	<b>TOTAL DIVISION</b>		

\* Denotes amount not included in Total Headcount

