

## CITY OF NORFOLK OFFICIALS 2005

### MEMBERS OF CITY COUNCIL

Paul D. Fraim  
Mayor

Daun Sessoms Hester  
Vice Mayor

Anthony L. Burfoot  
Paul R. Riddick  
Donald L. Williams  
Barclay C. Winn  
W. Randy Wright

### CITY MANAGEMENT

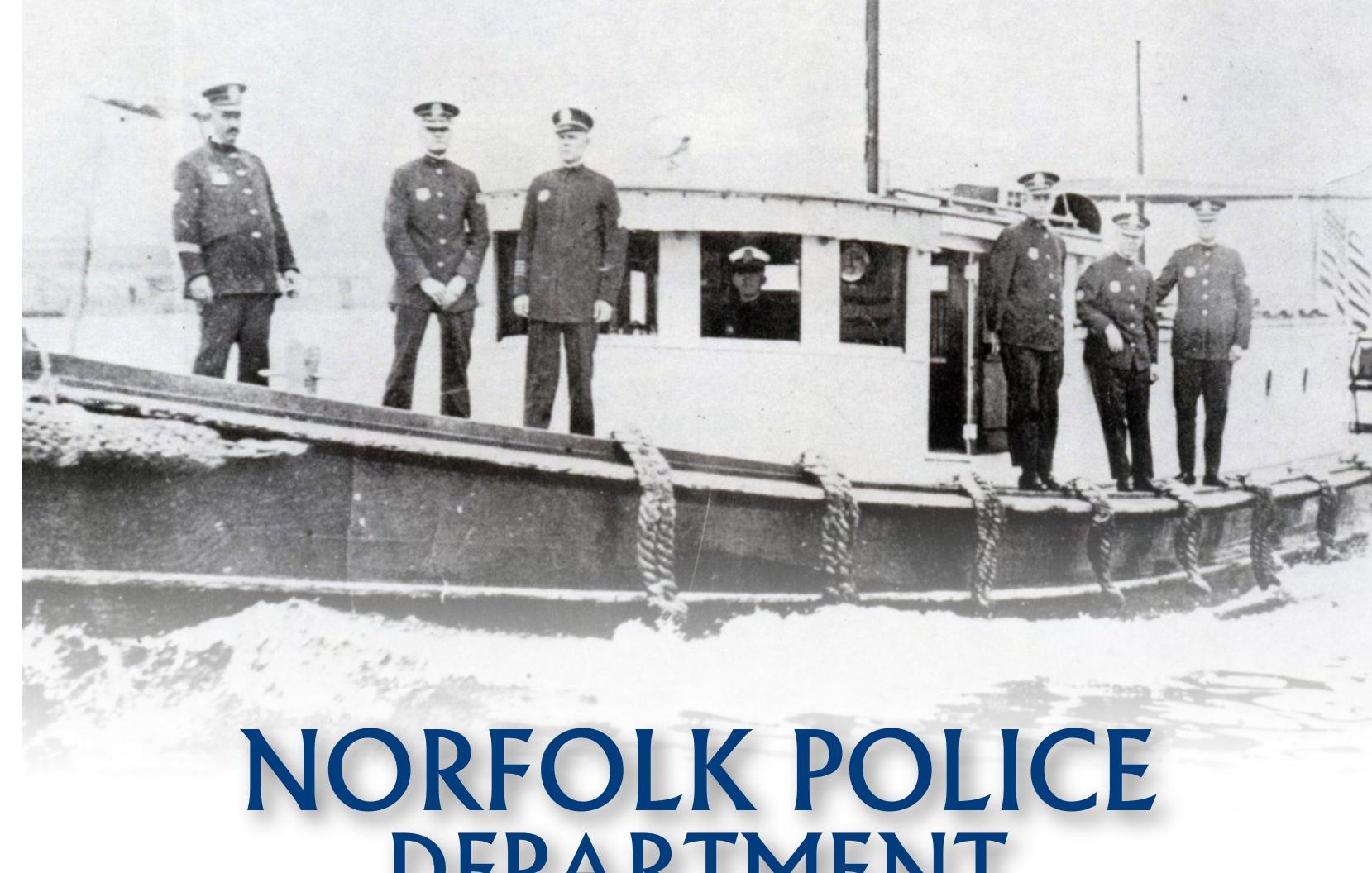
Regina V. K. Williams  
City Manager

Nancy Johnson  
Assistant City Manager

Sharon Laisure  
Assistant City Manager

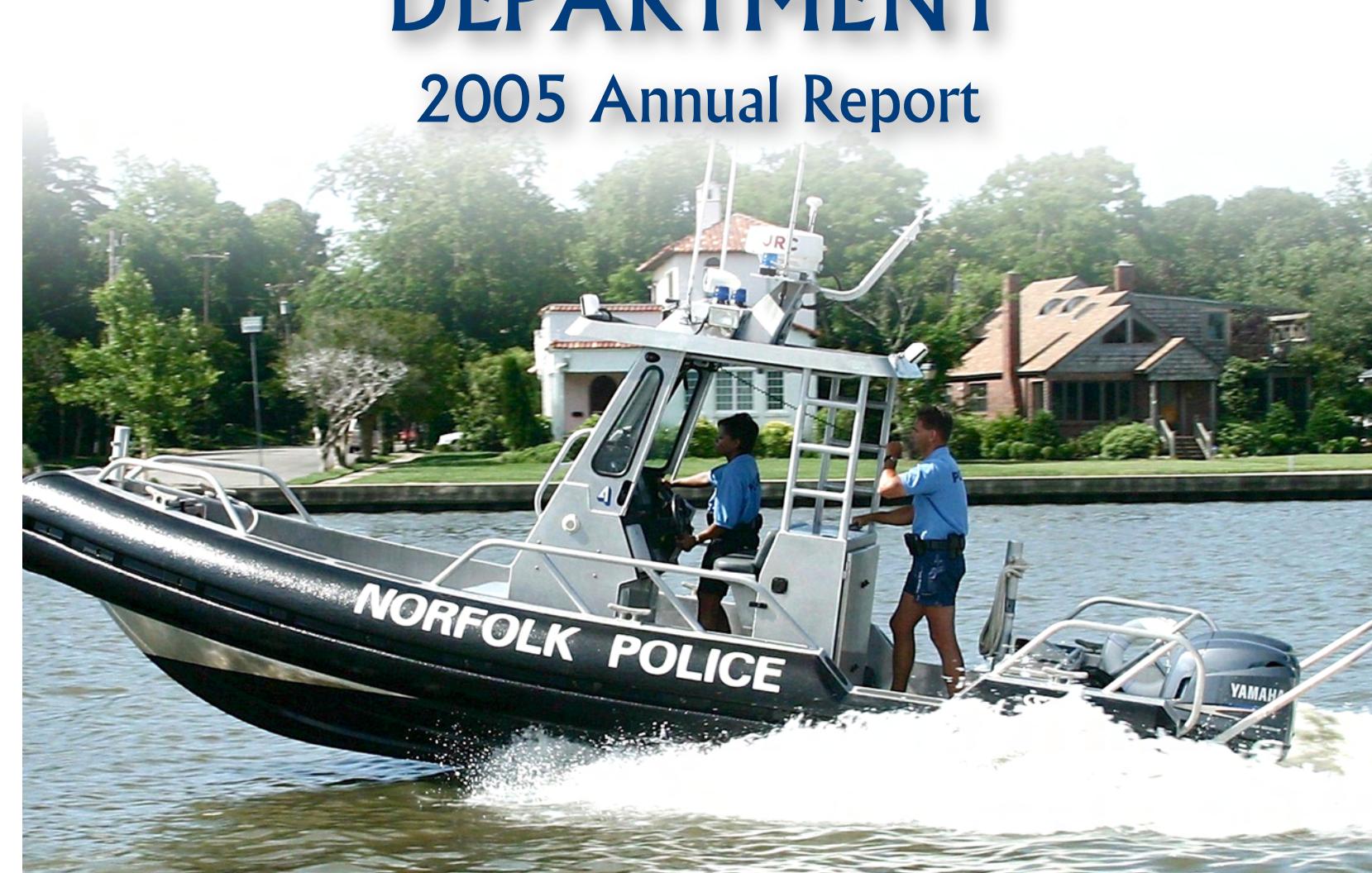
Jeffrey Muzzy  
Assistant City Manager

Stanley Stein  
Assistant City Manager



# NORFOLK POLICE DEPARTMENT

## 2005 Annual Report



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PHOTOGRAPHERS: Mary Heitman & Joe Riplinger

*Thanks to all City of Norfolk employees who contributed to the production of this publication.*



# City of Norfolk

Department of Police

The Honorable Regina V. K. Williams  
City Manager  
City of Norfolk  
Norfolk, Virginia 23510

Dear Mrs. Williams:

Captured within this Annual Report are major accomplishments and events in the life of the Norfolk Police Department from 2005, a year full of history for our department. Reflective of departmental restructuring, "Change: A Mandate for Progress" is the publication theme.

In mid-2005, we began preparing for the departure of 89 veteran officers due to the Public Safety Retirement Enhancement Program. With much support from elected officials, department heads, other city employees, family and friends, we organized a well deserved farewell celebration for the retirees, replete with memorable fanfare. To mitigate the losses, we stepped up recruitment efforts and doubled the number of Basic Recruit Academies for the foreseeable future.

In 2005, Norfolk officers, as well as other law enforcement agencies throughout South Hampton Roads, faced a significant surge in street violence. Norfolk finished the year with a 5.05 increase in crime, driven in part by a marked increase in the homicide rate. Homicide investigators worked relentlessly to solve some 61 cases during the year. Regrettably, one of the homicides was that of our own Officer Stanley C. Reaves.

In the midst of these challenges, we moved forward and accomplished a major goal for the department and for city administration. We relocated staff from the Sewells Point Road site and established the Norfolk Police Department Training Center following the acquisition and renovation of the former TWA building on North Military Highway. This state-of-the art facility is the temporary home for the Second Patrol Division administrative offices and houses other units, as well. We appreciate the support of city management in the realization of our training facility.

With the continued backing of city management and City Council, we will dutifully and successfully implement the changes mandated for a progressive and increasingly effective police department.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bruce P. Marquis".

Bruce P. Marquis  
Chief of Police

BPM/me





**Bruce P. Marquis**  
**Chief of Police**

# 2005 NORFOLK POLICE DEPARTMENT AWARD RECIPIENTS

## Distinguished Service Award



Officer S. C. Jacobs



Officer C. D. Rutherford



Officer W. M. Bailey



Officer G. B. Klein



Officer G. S. Hoggard



Officer E. J. Killian



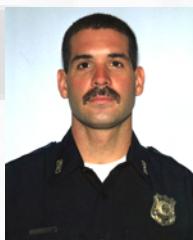
Officer R. M. Jackson



Officer W. T. Gibson



Officer D. R. Porter



Officer J. V. Natiello



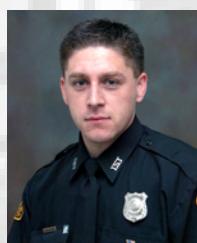
Corporal K. F. Callis



Sergeant C. D. Moore



Investigator M. E. Lovely



Officer W. P. Caracci



Officer J. E. Parobeck

## Lifesaving Award



Officer L. R. Hand

# 2005 NORFOLK POLICE DEPARTMENT AWARD RECIPIENTS

## Police Commendation



Officer D. S. Barber



Officer A. M. Stock



Officer W. L. Edwards



Officer R. W. Gillespie



Officer J. J. Clevenger

## Police Officers of the Quarter – NPD

### First Quarter



Officer T. L. Busby



Officer D. N. Howard

### Second Quarter



Officer S. A. Maxey



Officer B. M. Hines

### Third Quarter



Officer R. A. Cosca



### 2005 Police Officer of the Year



Officer R. A. Cosca

# 2005 NORFOLK POLICE DEPARTMENT AWARD RECIPIENTS

## Civilian Employees of the Quarter

### First Quarter



Ms. Kay Hollandsworth

### Second Quarter



Ms. Kevin Eason

### Third Quarter



Ms. Monique Lynch

### Fourth Quarter



Mr. Chris Jones

## 2005 Civilian Employee of the Year



Mr. Chris Jones

# 2005 COMMUNITY AWARD RECIPIENTS

## Police Officer of the Year

VFW  
(Veterans of Foreign Wars)  
Lodge 3160



Investigator K. L. Tennis

American Legion  
Post 327



Officer R. J. Creamer

Norfolk Lodge #38  
Benevolent and Protective  
Order of Elks



Officer T. L. Busby

VFW  
(Veterans of Foreign Wars)  
Lodge 4809



Officer R. E. Chambers

Norfolk Neighborhood  
Crime Prevention  
Coalition



Officer W.T. Gibson

## Outstanding Public Servants Award

# NORFOLK POLICE DEPARTMENT ORGANIZATION



# OFFICE OF THE CHIEF OF POLICE

The Office of the Chief of Police, in addition to the Chief, includes his executive staff, the Internal Affairs Division, the Public Information Office, and the Animal Protection Unit/Animal Management Center. Executive staff members afford key support to the Chief as he provides leadership and direction to the department. This support includes, but is not limited to, assisting with the Chief's internal and external communications; coordinating his scheduling; handling the customer support function of the reception desk in the Police Administration Building; responding to citizen inquiries; and coordinating a myriad of administrative details.

Given the importance of assuring that the department's integrity remains sound and its customers' trust is well placed, it is vitally important that the Chief have close oversight of investigations into matters of professional standards. Thus, the Internal Affairs Division is directly responsible to the Chief of Police. Media relations is likewise of the utmost importance and the Public Information Office is located within the Office of the Chief of Police attesting to that standing and affording the Chief close proximity to the media relations function. The Animal Protection Unit/Animal Management Center remained a part of the Office of the Chief of Police in 2005 during a period of restructuring.



*Vehicle stops by patrol car officers contribute to personal and public safety*

## INTERNAL AFFAIRS DIVISION

The Internal Affairs Division is committed to maintaining the integrity of the Norfolk Police Department by administering an internal system in which objectivity, fairness, and justice are assured by intensive and impartial investigation and review.

IAD personnel investigate complaints received from inside or outside the department involving any sworn or civilian employee assigned to the Norfolk Police Department. Additionally, alleged or suspected violations of City of Norfolk Employee Policies and Procedures and Civil Service Commission rules are investigated. It is IAD's policy to encourage citizens and co-workers to report legitimate complaints of inadequate police service or misconduct by any member of the Norfolk Police Department.

During calendar year 2005, the Internal Affairs Division processed a total of 306 complaints.

Administrative Investigations .....	52
Citizen Complaints.....	66
Command Handled Complaints.....	114
Chief of Police Inquiries .....	20
Criminal Investigations .....	3
Firearm Discharges .....	17
Inquiry/Referral .....	21
Use of Force .....	0
Vehicle Accidents .....	13
<b>TOTAL.....</b>	<b>306</b>

# PUBLIC INFORMATION OFFICE

Public Information Office personnel continued to satisfy a variety of communication needs in 2005. This office was responsible for providing vital information in a timely manner throughout the year to both the citizens of Norfolk as well as print, television, radio, and internet media representatives. Also, personnel assisted in interdepartmental communications, communicating with other city departments as well as outside agencies, and facilitating communications for the Chief of Police.

In fulfilling the office's mission, staff members continued their involvement in the Hampton Roads Regional AMBER Alert program, the Hampton Roads Regional Media Council, and the Hampton Roads Regional Crime Line Association.

The Norfolk Crime Line remained a powerful and effective tool, providing investigators valuable information on a variety of cases. The Public Information Officer continued as the Norfolk Police Department's Crime Line Coordinator and was responsible for collecting information from active cases and relaying that information to the general public through local media outlets.

Additionally, the Public Information Officer continued to serve as the Chaplaincy Corps Liaison assisting the Corps with scheduling, training and recruitment. The chaplains' duties include participating in various department ceremonies, aiding officers and their families when requested, assisting the general public as needed, and participating in the department's ride-along program wherein they interact with the officers and the public.

*New recruits must keep their feet firmly on the ground, once they make the decision to protect and serve.*



## NORFOLK ANIMAL MANAGEMENT CENTER

The Norfolk Animal Management Center is comprised of the street enforcement section, Animal Protection Unit and the Animal Management Shelter. The Animal Protection Unit provides animal care and control programs that seek to ensure public safety through enforcement of animal related laws within the City of Norfolk. Responsibilities of the Animal Protection Unit include stray animal apprehension, animal license enforcement, and animal cruelty and dog fighting investigations.

Providing shelter to lost, stray, abandoned, sick and injured animals as well as adoption services for unclaimed animals are among the responsibilities of the Animal Management Shelter. The shelter also provides community education services, obedience classes, and serves the community with low cost spay and neuter referrals, rabies and microchip programs. The Animal Management Shelter has the capacity to hold 250 animals and averages approximately 9,000 per year, mostly lost or stray dogs and cats. Management controls are in place to ensure that animal capacity is effectively and efficiently managed. The center maintains animals held for pending court cases and animals quarantined by the Health Department. The center also supports the department by holding and processing animals in conjunction with community policing activities.

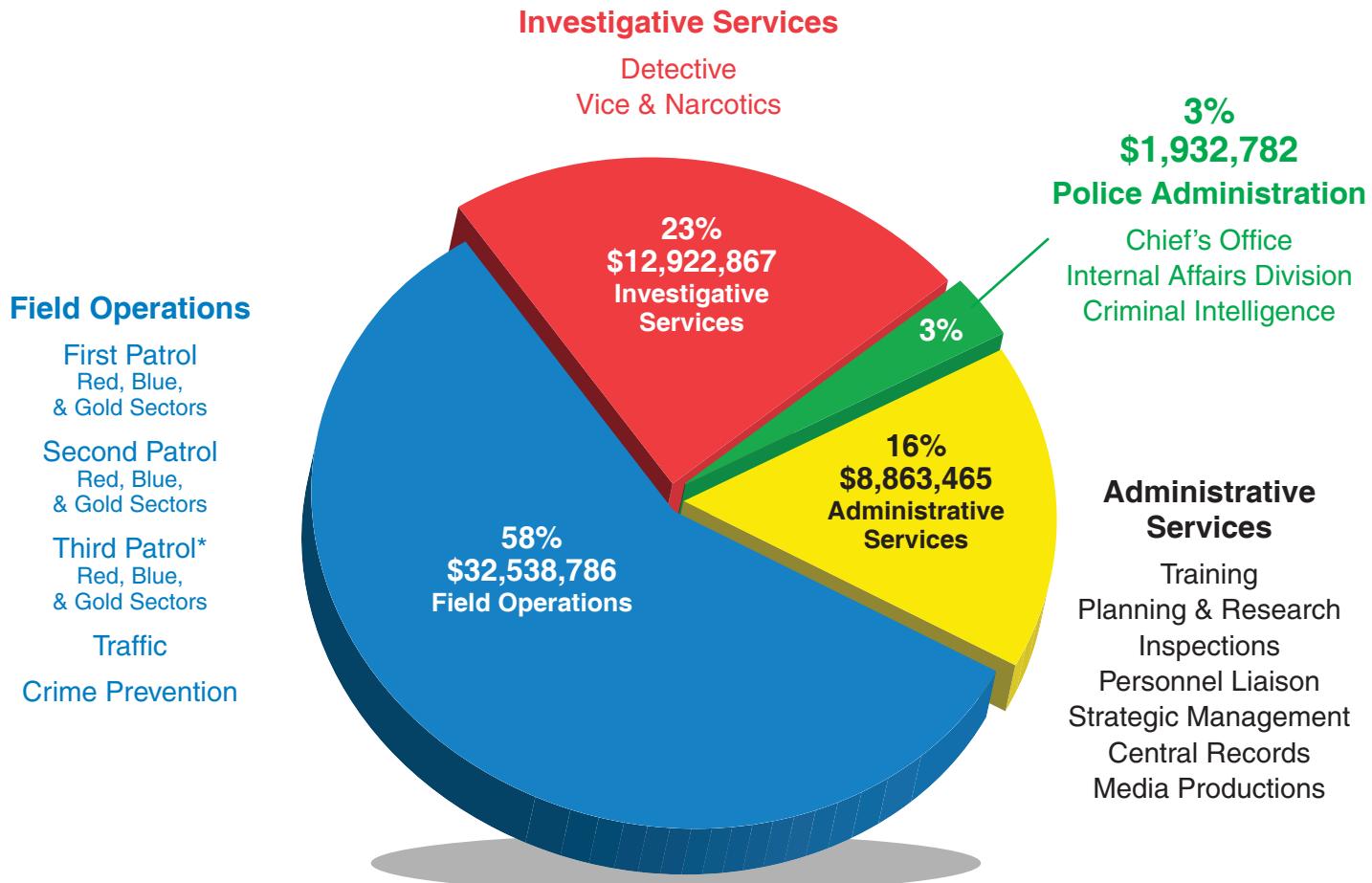
The Animal Protection Unit/Animal Management Shelter works closely with the community, other city agencies, and a number of private humane organizations such as People for the Ethical Treatment of Animals (PETA), the Norfolk Society for the Prevention of Cruelty to Animals (NSPCA), Animal Rescue of Tidewater (ART) and the Animal Welfare Coalition of Hampton Roads (AWCHR). These partnerships provide a more efficient approach to addressing the pet overpopulation and education issues in the City of Norfolk. The shelter also provides instruction in the Norfolk Police Academy, Citizens Environmental Codes Academy, and through presentations to community/civic organizations.

Led by a civilian animal services supervisor since early 2005, the Animal Protection Unit/Animal Management Shelter has completed 76% of the recommendations made in the Humane Society of the United States (HSUS) report issued in February 2005.

The Animal Management Shelter's volunteer program that began in March 2005 recorded more than 2,100 hours of volunteer service for the year. This program increases community awareness of adoptable animals and animal care needs.

# NORFOLK POLICE DEPARTMENT

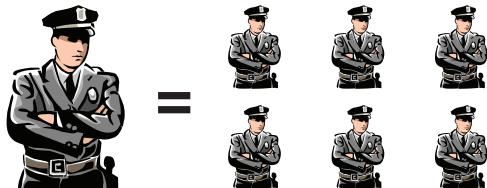
## FY-06 OPERATING BUDGET



\*Effective March, 2006

**Total Budget**  
**\$56,257,900**

Police officer's salary with benefits	\$53,468
plus uniform, radio, and weapon	<u>5,368</u>
	<u>\$58,836</u>

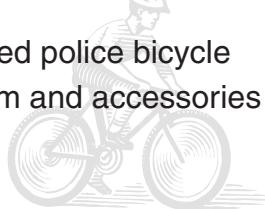


It requires six officers to staff one position,  
24 hours a day, seven days a week.

A fully equipped, marked  
police car costs \$31,803.



A fully equipped police bicycle  
Bicycle uniform and accessories      \$1,105  
    \$1,255  
    \$2,360



## CENTRAL RECORDS DIVISION

The Central Records Division is divided into eight separate units: the Public Service Counter, Word Process Center, Photo Lab, Warrant Section, Property and Evidence Unit, False Alarm and Funeral Escort Desk, Identification Section and the Central Desk. These units have independent responsibilities but depend on each other for various forms of support.

### Central Desk

The Central Desk is a 24-hour, seven day a week operation staffed by police officers and operations officers. Many changes were effected in this area during 2005. With the completion of the holding cells renovation project, the eight holding cells and sally port are now remotely controlled and constantly monitored from the Central Desk. Computerized cell locks and the video monitoring system are equipped with a dedicated server and digital video recorder (DVR). The Central Desk has a dedicated computer to remotely access the main server and DVR in the computer room, to control the cell locks and monitor video images. This new system uses 12 video cameras to digitally record activity within the cells, hallway, hallway access doors, and the Police Operations Center sally port. The video can be used to review recordings from any of the cameras using time and date search criteria for at least the past 90 days and longer if little is being saved to the DVR; it records only when motion is detected on the cameras. The digital video can be saved to a compact disk as the video is needed for future reference.

An additional monitor was added to the main computer work station which allows I/Mobile to be constantly displayed on one monitor while the second monitor is used for other software applications. Thus, information sent to the Central Desk via I/Mobile is immediately noted and can be acted upon as necessary.

The improvements and additional equipment enhanced the security of the building, making for a safer environment both for employees and the 4,347 persons held in custody at this facility in 2005.

### Public Service Counter

The Public Service Counter services the general public and private agencies on a fee-for-service basis. These services include concealed weapons criminal background checks, taxi permits, accident reports, offense records, fingerprinting and other criminal record checks. Staff collected \$176,250 in fees, processing more than 10,000 requests. Adjoining this section is the Summon Desk, which processes all criminal summonses issued.

### False Alarm and Funeral Escort Section

In 2005, the False Alarm and Funeral Escort Section processed 4,650 false alarm reports and 543 funeral escort requests, resulting in a total revenue fee collection of \$63,855.

According to City Code, CRD personnel collect a service fee from residents upon the third false alarm within a six month period. Officers responding to and arriving at the scene of a false alarm file a False Alarm Report and forward to the False Alarm/Funeral Escort Administrator in the Central Records Division. The City bills the resident and notifies the City Attorney when an account is more than 30 days in arrears.

Another service that the department affords citizens is that of providing police escorts for funerals upon request, facilitating movement for bereaved families and adding dignity to funeral processions. The Funeral Escort Administrator receives paperwork from the escorting officer. In this case, the City bills the funeral homes and notifies the City Attorney when an account is more than 30 days in arrears.

### **Identification Section**

Identification Section personnel handle a number of responsibilities mandated by the City of Norfolk, the Commonwealth of Virginia and the United States Government. These duties include the fingerprinting of felons, police applicants, fingerprinting for identification of suspects, and performing record checks for outside agencies as well as this department. The total number of transactions recorded during 2005 was 93,256.

In February, 2005, the Livescan connection with the Virginia State Police was activated. Since that time, fingerprints for criminal justice applicants, identification bookings, and misdemeanor criminal bookings have been electronically transmitted to the state. Turnaround time has been dramatically decreased and responses are received within hours versus weeks. In December, Livescan software was upgraded to conform better to the State Police configuration. This upgrade has made the overall application easier and has paved the way for future upgrades to include photograph transmissions.

In December, the identification card printer and software were installed. The new equipment is smaller, faster and more efficient and has greatly assisted in the transition to proximity identification cards.

Throughout 2005 the Identification Section logged 1,500 hours of overtime to correct problems generated by Pistol 2000 (records management system). For example, approximately 6,000 duplicate records were researched, merged and verified.

### **Property and Evidence Section**

Property and Evidence personnel receive, document and store all property and evidence acquired by Norfolk police officers. Employees maintain and protect the chain of evidence of all items in their custody and properly dispose of it by returning same to the rightful owner or disposing of it if so required by law. In addition, this is where the appropriate types and numbers of forms used by the various police commands are stocked.

It is also in the Property and Evidence section that police officers are issued their uniforms, badges, bullet-proof vests, rain gear, etc. Personnel account for the issue of each piece of such equipment.

### **Photo Laboratory**

Responsibilities of the Photo Laboratory's two photographers include processing crime scene photos and photographing special events such as promotional and awards ceremonies. Transition to the digital realm of photo processing from that of film photography saved the unit the cost of purchasing film and chemicals for developing pictures. Photos are now stored on disc rather than in cabinet drawers, saving space. Eliminating the use of chemicals has also reduced the employee's exposure to harmful fumes and helps protect the environment.

### **Warrant Section**

Officers assigned to the Warrant Section handle warrants, summonses, protective orders, subpoenas and related legal documents received from the courts and from out of city agencies. Documents are entered into Pistol, VCIN (Virginia Criminal Information Network) and NCIC (National Crime Information Center) as necessary. Before entering

felony warrants into VCIN/NCIC, officers research criminal histories and Norfolk Police records system entries.

In addition to voluminous paperwork, officers arrange for the transportation of persons who are "wanted" in Norfolk and detained by the Department of Corrections in other in-state jurisdictions. On the average, the Warrant Section maintained more than 7,062 warrants on file in 2005.

### Word Process Section

The Word Process Section was responsible for 237,603 transactions during 2005 and is comprised of several sub-units: Word Process Center, Error Management and Quality Control, Closing Clerk/Statistician, and Accident Desk.

Working 7 days per week 24 hours per day in three rotating shifts, the Word Process Center staff entered 34,156 Incident Based Reports into the records management system, 8,567 of which were reports received from citizens over the telephone. In addition, 3,146 teletypes were received, processed, and sent to requesting agencies. Word Process Center support technicians received, logged, and entered 21,768 towed vehicles reports into the VCIN computer system; 7,204 additional NCIC/VCIN entries were also made.

The Error Management and Quality Control functions are assigned to two police officers whose responsibilities include inspection of all 34,156 reports entered by the Word Process Section for accuracy and compliance with NCIC/VCIN regulations before being electronically submitted to the Virginia State Police for statistical collection. The officers annually maintain and monitor 2,400 vehicle files, 1,500 runaway/missing persons files, and 12,000 article reports that are inspected bi-annually by a Virginia State Police Auditing Authority.

The Closing Clerk/Statistician functions are assigned to a support technician who submits about 18,000 closings of reports into the supplemental module of the Records Management System and makes any corrections or additions presented on closings. The Closing Clerk/Statistician completed 6,410 updates, cleared 1,165 runaways, entered 3,800 IBR corrections, and recorded 1,577 NCIC/VCIN entries in 2005. This employee also gathers and prepares crime statistics and submits the information for the Uniform Crime Report.

The Accident Desk logged more than 4,000 accident reports in 2005; processed more than 7,000 drivers' transcript requests and processed 4,500 suspended drivers' licenses for forwarding to the Department of Motor Vehicles.

*The holding cells in the Police Operations Center underwent major renovations in 2005. Monitoring capabilities were enhanced by the installation of audio and visual features in each holding cell. Individual toilets, equipped with running water, free police personnel of some interaction with the prisoners.*



# PERSONNEL LIAISON DIVISION

The Personnel Liaison Division (PLD) is responsible for all aspects of personnel records management for the Norfolk Police Department. Personnel and medical files are maintained on all employees. The division also monitors workers compensation claims to ensure that reports are properly filed and employees receive the benefits to which they are entitled.

PLD manages the Career Development Program which provides enhanced recognition and compensation for officers who demonstrate an enhanced level of training, education and experience, thereby achieving the designation of SPO (Senior Police Officer) or MPO (Master Police Officer).

A major focus of the PLD is the recruitment and retention of quality employees. As such, the Recruitment, Application and Orientation Center (ROAC) operates as a one stop, full service office dedicated to the recruitment of a highly qualified and diverse work force. ROAC personnel rose to the challenge when the Public Safety Retirement Enhancement Program resulted in the retirement of 89 senior employees. Personnel assigned to the ROAC worked closely with the Department of Human Resources in administering written examinations, physical agility, behavioral and psychological testing, and scheduling medical examinations for 855 police applicants. This resulted in a total of 94 recruits starting the 74th, 75th and 76th sessions of the Norfolk Police Academy. Recruiting efforts were significantly enhanced as ROAC personnel sought additional venues through which to recruit quality personnel.

The division explored untried avenues for recruiting. Funding was significantly increased for this purpose and many advertising venues with diverse audiences were explored. Personnel attended more than 100 job fairs with a focus on minority recruiting. Among the various advertising media utilized were two local cable television networks, Cox Cable and Prime Media; WTKR Channel 3; four local radio stations; The Virginian-Pilot, and The New Journal and Guide. PLD developed new partnerships with Langley Air Force Base, Cherry Point, Camp Lejeune, and Fort Eustis.

ROAC also participated in WTKR's "Your Future Campaign," partnering with the police departments of Chesapeake, Portsmouth, and Virginia Beach in developing a feature commercial for each department. The campaign included:

- 200 commercials to be aired over the course of one year on WTKR Channel 3
- Two half-hour feature shows with news broadcaster Kurt Williams
- A commercial featuring the Norfolk Police Department
- Norfolk Police Department recruiting information posted on the WTKR Careers Super Site
- Law Enforcement Career Fest at the Hampton Convention Center

ROAC also participated in recruiting efforts at numerous festivals and events throughout the City of Norfolk including Harborfest, Afr'Am Fest, Norfolk State University's Homecoming Parade, Tidewater Tides home games at Harbor Park, the Latin festival, the Black Expo, and many others.

In addition to normally assigned tasks, staff completed 119 special projects and/or assignments. Among these projects was planning the "Pioneers" celebration in February which honored Officers Horace Case and Thomas Weaver, recognizing their contributions as the first African-American police officers to be hired by the Norfolk Police Department. PLD staff also played a major role in the annual Police Officers Memorial Services held in May.

*Opposite page:*

*The department held its first Black History Month program February 28, 2005 at the Attucks Theatre, recognizing its first two black police officers, the late Horace C. Case and Thomas D. Weaver, both hired on November 11, 1945. Other African-American pioneers, retired and those still serving, were also honored.*

*Pictured are members of the Case family listening along with Chief Marquis as Lieutenant Wally Driskell, program chairman, reads the inscribed plaque. Officers Case and Weaver, depicted on the plaque, were not only the first minorities hired by the Norfolk Police Department; they were the first minority law enforcement officers hired in the Commonwealth of Virginia.*

## PLANNING AND RESEARCH DIVISION

The Planning and Research Division (PARD) is responsible for managing the police department's budget, analyzing and rectifying payroll issues, overseeing the full spectrum of grant-related activities, and coordinating financial functions.

During FY06, PARD administered a \$56,257,900 operating budget and a \$14,289,300 revenue budget. Overall, revenue funding increased from FY05 by 7% mainly due to an increase in HB599, State Aid to Local Law Enforcement funding. The operating budget increased from FY05 by 3%. Increased personnel and retirement costs were the major factors driving this increase. Budget highlights include the approval of funding for a 1.5% general wage increase; step increments at 2.5%; vehicle replacement; gun replacement; technology equipment; replacement bicycles for Bike Patrol; and funds required for the third year cash match of the COPS UHP (Community Policing Services – Universal Hiring Program) grant for the Harbor Patrol unit.

The Norfolk Police Department has more than 950 employees. PARD continually troubleshoots and resolves complex pay issues, provides interpretation of city benefits, coordinates the annual open enrollment, and reviews and processes payroll related changes for all NPD employees.

The department received more than \$2,379,000 in grant awards during FY05 for ten school resource officers for the middle schools; police overtime; formation of a bomb squad; crime prevention initiatives; a fingerprint database; training; and homeland defense equipment and supplies. During the same fiscal year, PARD monitored the activities, expenditures, and financial reporting for grant appropriations exceeding four million dollars. Additionally, PARD has played an active role in seeking funding for homeland defense, law enforcement, and crime prevention efforts.



# STRATEGIC MANAGEMENT DIVISION

Formulating, evaluating and monitoring the policies, procedures, and technology that support the department in achieving its vision and mission continued to be the focus of the Strategic Management Division in 2005. As the department studied reorganization options to enhance service delivery, SMD personnel performed key roles in the configuration of proposed boundaries for the formation of a third patrol division, taking into consideration projected response times, calls for service, and traffic conditions and patterns, among other factors.

SMD reviewed departmental directives and procedures to ensure currency, relevancy, and efficiency of operations. Directives editorial staff facilitated the prescription of four new general orders; 13 general orders were revised and prescribed. In addition, five special orders and 192 memoranda were disseminated during the year. A number of other directives remained in various stages of progress by year's end.

Through the dissemination of departmental directives along with the distribution of the quarterly employee newsletter and preparation of the department's annual report, SMD personnel continued its mission of facilitating communications for employees.

## Systems Development Unit

The Systems Development Unit (SDU), a component of SMD, continued to coordinate and manage the integration of the Intergraph Public Safety ILEAD System. In 2005, the department transitioned to the new VCIN/NCIC regulations to comply with the required security and authentication standards. Aging computer systems in the patrol cars were replaced with newer, more capable computers; integrated GPS (global positioning system) receivers provided better vehicle location functions. The department made considerable advancements in existing technology and implementation of new systems that required the allocation of substantial resources for training and integration.

SDU also managed VCIN re-certification training for the department's employees plus members of several local and federal agencies.

## Inspections

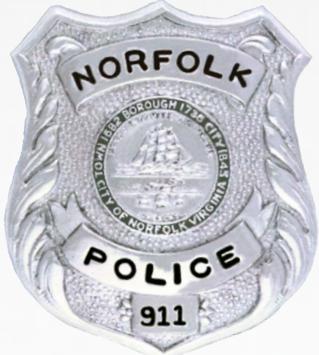
Inspections, assigned as a separate entity of the Strategic Management Division, is responsible for providing the Chief of Police with a means for assessing the police department's efficiency, effectiveness and the assimilation of information essential for change. This regular assessment serves to ensure that multi-million dollar operating budgets are prudently managed and wisely expended. The inspection process monitors and evaluates the quality of operations, thereby serving to validate that the department's mission and goals are being pursued.

Inspections is currently staffed by one corporal serving as the department's Safety Officer and two civilian compliance inspectors who are generally responsible for inspection and audit activities associated with city policies and department directives. The Safety Officer monitors the department's responsibilities for abiding by city, state and federal safety regulations.

Compliance inspectors performed three inspections and two audits in 2005. Several of these activities, such as Recreation Committee and Museum/Yearbook audits, examined cash handling procedures for conformity to city policy. Other activities, such as conducting background investigations for police applicants, aided the department's progress in the recruitment of quality police officers.

*Officer Barry Clark of the Systems Development Unit tests mobile classroom equipment for use in the Training Division.*





## CRIME PREVENTION UNIT

The Crime Prevention Unit was moved from the Field Operations Bureau to the Administrative Services Bureau in 2005. Personnel continue to provide services responsive to the needs of the citizens of Norfolk.

The Crime Prevention Unit's core function is administering the Neighborhood Watch program throughout the city. Officers assigned to Block Security achieve this task through interaction with the city's neighborhood civic leagues. In addition to continuing involvement with existing Neighborhood Watch programs, Crime Prevention officers regularly attend civic league meetings in neighborhoods that do not have the program and introduce the philosophy of Neighborhood Watch. Through these presentations, officers demonstrate how partnering with the Norfolk Police Department can help the community to empower itself in the fight against crime. Members of the Norfolk Neighborhood Crime Prevention Coalition, in their role of crime prevention partners, conduct training for Neighborhood Watch coordinators and block captains.

Members of the Crime Prevention Unit coordinate the department's Speaker's Bureau through which presentations are made to various community groups, businesses and schools in the ongoing effort to educate the public about strategies they can use to help prevent crime in general and to help prevent themselves from being victimized. Topics addressed are varied and include personal safety, identity theft, burglary prevention, and work place violence, to name a few. Crime Prevention coordinated with the Gang Squad to put together a gang awareness presentation to meet the growing demand for information on one of the newest threats to our community. Through this presentation citizens learn about the warning signs they can look for to determine whether or not gang activity is present in their community.

Another service provided by the Crime Prevention Unit is that of conducting residential and commercial security surveys. These surveys, at no charge to the requestors, utilize principles of CPTED (Crime Prevention Through Environmental Design) and make recommendations to the requesting home and business owners which reduce the opportunity for crime to occur on their properties. A Crime Prevention Specialist participates in the city's Site Plan Review Committee which oversees plans for new development. Through this involvement CPTED principles can be applied before the construction process begins.

In 2005 Crime Prevention assumed the responsibilities of the Environmental Crimes Task Force to assist with the clean-up of the city by attending Spot Blight meetings and partnering with officers in the patrol divisions and other local agencies.

Engaging our youth continues to be a priority of Crime Prevention; this is accomplished in part by our sponsorship of the Law Enforcement Explorers' Post #191 in conjunction with the Boy Scouts of America. Officers provide guidance and training to current members between the ages of 14 and 20 who desire a career in law enforcement. This group of senior scouts participated in activities fostering competency of critical skills and developmental training, as well as community service. The Post is open to new members; recruiting posters have been strategically placed in schools to assist with this effort. Crime Prevention also engages youth through recreational and educational programs conducted in partnership with Norfolk Neighborhood and Leisure Services, Norfolk Redevelopment and Housing Authority, Boys and Girls Clubs of America and the Hunton YMCA.

The senior community is also engaged through participation in TRIAD, a partnership between the AARP, the Norfolk Police Department and the Norfolk Sheriff's Department. A member of the Crime Prevention Unit attends regularly scheduled SALT (Seniors and Law Enforcement Together) meetings and FACT (Fire Warden and Apartment Watch Community Team) meetings. These meetings are held in senior communities to educate senior citizens on preventing crime targeted at their community.

For more information, contact the Crime Prevention Unit at 664-6901.

# CITIZENS' POLICE ACADEMY AND CPAAAN

The Citizens' Police Academy, a program designed to provide Norfolk residents first-hand information about how their police department works, graduated 88 citizens in 2005 from two academies. The first, held from March through June, graduated 42 students; the second academy was conducted from September through December and graduated 46 students. The program has continued to increase in popularity; more than 900 citizens have received training in the Academy, which requires the commitment of one night a week for a 12-week period.

To enroll in the academy, participants must: be 18 years of age or older, complete an application for enrollment, and pass a limited background investigation. Instruction includes topics such as patrol techniques, terrorism, domestic violence and child abuse investigations, dispatch center operations, traffic enforcement and DUI procedures, use of force, criminal investigations, narcotics investigations, and forensics and crime scene investigations. Learning is reinforced by practical exercises and, if desired, a ride-along program.

Upon graduation from the academy, citizens have the opportunity to join CPAAAN, the Citizens' Police Academy Alumni Association of Norfolk, whose mission is "to support law enforcement in Norfolk, Virginia through education, information, networking, community service and volunteerism." CPAAAN members are very active within their communities and assist the police department during the Citizens' Police Academy sessions as well as with a variety of other events such as the Basic Recruit Academy graduation ceremonies.

CPAAAN members organize monthly "Straight from the Heart" trips for children to tour the Norfolk jail. The goal of this eye opening experience is to make a lasting impression on youth and influence them to lead productive, crime free lives. In 2005 during the Christmas holidays, CPAAAN's annual toy drive assisted 150 families with children who attend Oceanair and Bay View elementary schools.

Proceeds from sales of the cookbook *Beyond Donuts*, a compilation of favorite recipes of Norfolk police officers and firefighters, CPAAAN members, family and friends, benefit the John Roger Scholastic Scholarship Award. Each year, three children of active police officers receive a \$500 scholarship from this fund. Award winners are selected, based on their grades and an essay contest entry, via a screening process facilitated by the Virginia Tidewater Consortium for Higher Education.

CPAAAN's community outreach includes presentations to organizations such as the Ocean View Lion's Club, the Optimist Club and civic leagues. The CPAAAN president visited a number of organizations in 2005 primarily to talk about CPAAAN and recruit citizens for the Citizens' Police Academy, but also to assist in recruitment efforts for the police department.

CPAAAN members participate in National Night Out, serve as underwriters for the Norfolk Crime Prevention Coalition Awards banquet and donate to the Police Unity Tour. Activities are captured in a monthly newsletter, CPAAAN News, which is distributed not only locally but to destinations across the country.

The association also names a Police Officer of the Year who, at their request, is selected by the Chief's command staff.

*Top left: What would you call a NPD graduation ceremony without cake?*

*Unheard of!*

*A member of the graduating class baked this cake.*

*Top right: Chief Marquis presents diploma to graduating citizen Ms. Kim Carney.*

*Middle left: Coronado Civic League president Garnzie West receives his diploma from Chief Marquis.*

*Middle right: A participant presents wall-hanging to Officers George Whitley and Rose-Marie Gurdon, thanking them on behalf of the class for their dedication and enthusiasm.*

*Bottom: Chief Marquis addresses class participants one Thursday evening.*



To commemorate the combined 2,716 years of service of 89 long serving officers retiring via the Public Safety Retirement Enhancement Program, the department hosted a memorable evening of entertainment and enjoyment for the retirees and guests on Saturday, August 20, 2005, at the Norfolk Waterside Marriott.



*Clockwise from top left:*

*Members of the Retirement Celebration Committee greet honorees and guests arriving for the celebration.*

*Chief Marquis presents retirement plaque to Sergeant Robert C. Stephens, the youngest retiring officer.*

*Mrs. Florence Votava pins a corsage on Investigator Richard R. Johnson.*

*"Uncle Pete," the Honorable Judge Peter G. Decker, Jr., who served as master of ceremonies for the retirement celebration, announces plans for his wall-hanging of the 89 retirees, one of the thank-you gifts that Chief Marquis presented to him.*

*Officer Frank Meekins, the oldest retiree, receives his retirement plaque from Chief Marquis.*



# NORFOLK POLICE MUSEUM

The Norfolk Police Department, formed in 1797, is one of the oldest police departments in the United States. The Norfolk Police Museum, a unit within the Norfolk Police Department, was established in 1919; it is the oldest museum in Norfolk. From its inception until around 1960, the museum was housed in the old First Precinct in downtown Norfolk on Court and Cove (later City Hall Avenue) streets. When the First Precinct moved from its old home at Court and Cove to its new location at 811 City Hall Avenue, the museum collection was placed in storage. Later, portions of the Norfolk Police Museum collection were informally displayed at the Second Patrol Division on Sewells Point Road.

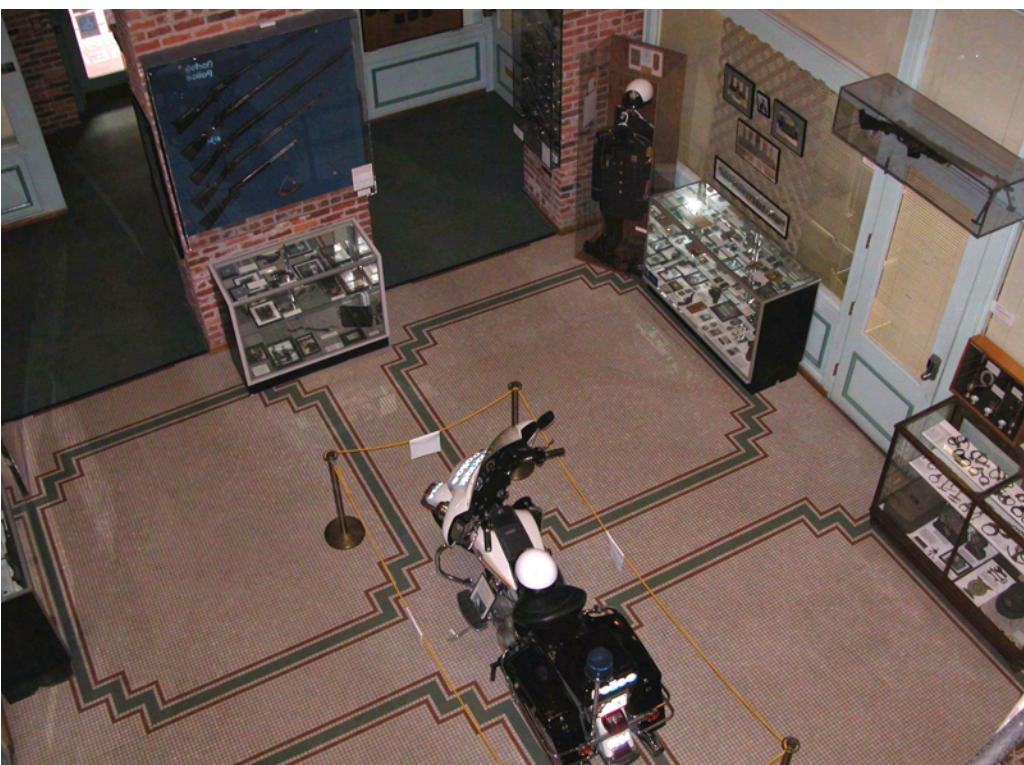
During the planning process for the 1997 bicentennial celebration of the Norfolk Police Department, Chief Melvin High directed that the Norfolk Police Museum be revived. As part of the planning for this celebration, the Norfolk Police Historical Exposition (NPHE), a small, non-profit corporation consisting of volunteers from within the Norfolk Police family and from the community at large, was incorporated to advise the department, support the bicentennial celebration, and to oversee the revival of the museum. A Norfolk Police captain chairs NPHE.

After the successful completion of the bicentennial celebration, NPHE turned its attention to the museum. In 2000, following the advice of NPHE, a full-time professional curator, Jim Melchor, joined Norfolk Police Department and a part-time professional historian, Jim's wife Marilyn, followed a year later. The commanding officer of the Norfolk Police Museum is the same captain who chairs NPHE. The museum staff consists only of these three individuals, who donate their time to the department for the museum. Now, NPHE exists solely to advise the museum staff and to provide financial and other support to the museum. NPHE support is critical to the success of the museum, as the museum receives no funding from the department. NPHE raises funds for the museum through the sale of items such as challenge coins and miniature badges and through donations, primarily from NPHE members.

In 2000, the museum collection consisted of roughly 300 Norfolk Police and Norfolk history related items. At the end of 2005, the collection had grown to roughly 5,000 Norfolk Police related artifacts, documents, and photographs, mostly gifts from active and retired members of the Norfolk Police family and from transfers from other units within the department. With the exception of a few loaned items, all other items in the Norfolk Police Museum collection belong to the Norfolk Police Department. The collection

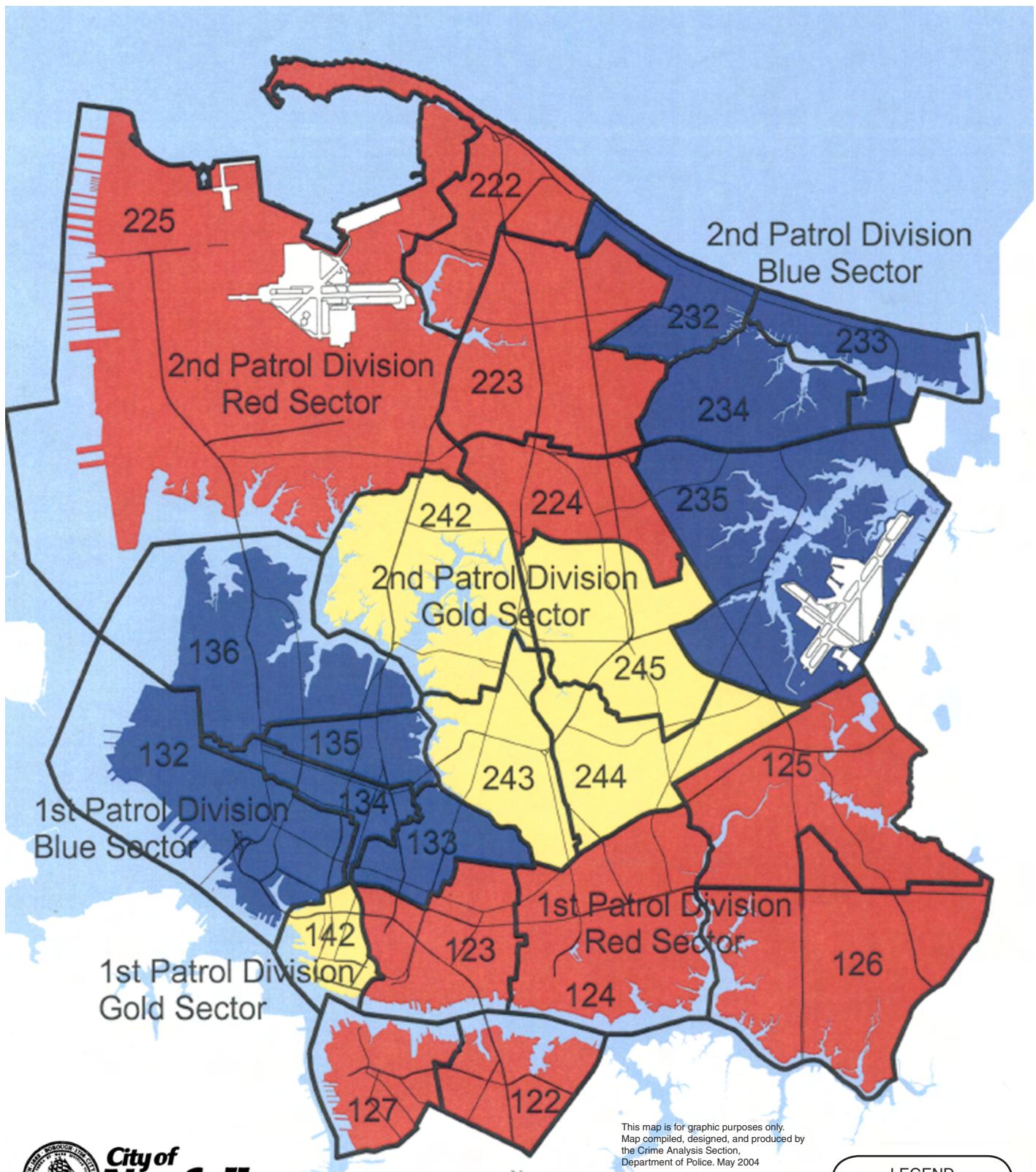
is managed to accepted standards of museums nationwide, and the Norfolk Police Museum collection database is second to none.

The Norfolk Police Museum is housed in the atrium of the Police Administration Building at 100 Brooke Avenue, Norfolk. While the museum is open to the public, is listed on Norfolk's Cannonball Trail as a site to visit in downtown Norfolk, and visitors from the public are welcome, the primary mission of the Norfolk Police Museum is to preserve the history of the department for the Norfolk Police family.



An overhead, partial view of the Norfolk Police Museum.

# NORFOLK POLICE DEPARTMENT SECTOR AND CAR DISTRICT MAP



**City of  
Norfolk**



This map is for graphic purposes only.  
Map compiled, designed, and produced by  
the Crime Analysis Section,  
Department of Police, May 2004.

Digital street centerline map compiled  
from aerial photography obtained in  
2002 by the Geographic  
Information System Bureau. Updated  
and maintained by the Surveys Division,  
Department of Public Works.

Police Car District map compiled  
from data supplied and maintained  
by the Department of Police.



## FIRST PATROL DIVISION

Members of the First Patrol Division responded to 99,091 calls for service in 2005 compared with 96,969 calls for service in 2004. Personnel delivered a core of service to diverse neighborhoods by establishing directed patrol (assigning additional patrols to designated areas to combat specific problems) in all sectors.

Police officers assist residents in identifying security improvements and serve as a visible and approachable support system. Beyond meeting emergency needs, the officers also help residents locate social services and educational opportunities that can help them to improve their lives. These officers actively solicit involvement from residents in targeted areas and use available resources to address community concerns and accomplish common goals. Community members are encouraged to take an active role in implementing programs that help identify problems and find solutions through effective partnerships.

The First Patrol Division is divided into three geographic sectors:

### **Gold Sector**

The Gold Sector, bounded to the north by West Virginia Beach Boulevard, on the west and south by the Elizabeth River and on the east by Saint Paul's Boulevard, had approximately 24 officers and five supervisors assigned for most of 2005 to handle calls for service. This area of Norfolk continues to establish itself as a premier destination in the city for shopping, employment, entertainment, and residential opportunities. With innovative businesses continuing to maintain a steady stream of customers from local residents, company employees, and tourists, the growth in patronage to these dining and entertainment establishments is readily apparent. Police personnel working the Gold Sector remain ever diligent in their efforts to maintain a safe and friendly environment in the midst of increased demand for police service. Officers regularly meet with business owners and residents to listen to their concerns and address any underlying issues that may arise within this ever evolving district.

Continued efforts to educate citizens in crime prevention techniques, along with the expansion of operations with bike, walking beat, and patrol officers, is showing positive results overall. Officers maintain important contacts with citizens, businesses owners, and the Downtown Norfolk Council by sharing information on significant occurrences. Through the analysis of offense patterns and this exchange of information, officers are able to apprehend suspects before they become a long-term problem.

Officers continue to keep themselves regularly scheduled for training classes such as Code Enforcement updates, to keep apprised of important changes in building and environmental codes and to assist with maintaining buildings, streets, sidewalks, and business/residential areas so that they are safe, neat, and visually appealing. These are important elements to an area drawing literally thousands of visitors annually to events within the downtown area. Visitors experiencing this sector for the first time will see an area as safe and clean with a friendly environment, thanks to the efforts of municipal employees and private organizations working together. Police continue their proactive approach to problem solving by maintaining close working relationships with other city agencies, especially within an area of such rapid growth.

The Nauticus expansion project, which includes a new cruise terminal and dock retrofit, has begun making the area even more desirable as a premier destination for vacationers. Literally thousands of additional passengers and crew members will be visiting the area — shopping, eating, and visiting the sights and historical districts throughout the region. This positive promotion of tourism and trade will undoubtedly produce advantageous reasons to re-visit this vital area. There have also been many major attractions/events held in the downtown area that promoted great opportunities for police/citizen interaction. Some of these events included Harborfest 2005, Afr'Am Fest, Bayou Boogaloo, and the Latino Music Festival, all of which served to promote

interaction among the diverse backgrounds represented by residents of Norfolk and surrounding areas. Downtown Norfolk is quickly becoming well known for sharing its rich heritage and cultural diversity.

New construction within the downtown area has caused some minor annoyances, but the positive results far outweigh temporary inconveniences. With several residential and commercial expansion projects underway, the growth and demand for more business and residential space sends a clear sign that downtown is a desirable place in which to live, work, and spend leisure time.

The development and convenience of downtown Norfolk has created an area that is not only popular with the residents and visitors of Hampton Roads, but has produced a uniquely diverse and desirable location. Security and law enforcement remain a high priority as the popularity of the district increases.

### **Blue Sector**

The Blue Sector is composed of a workforce of approximately 45 patrol officers and six supervisors that provide coverage in five patrol districts comprising a mix of commercial and residential development. The Blue Sector is bounded to the north by the Hampton Boulevard Bridge, to the west by the Elizabeth River, to the south by Brambleton Avenue and to the east by Tidewater Drive. Patrol in these areas is accomplished utilizing a combination of vehicle patrol supplemented by proactive and reactive walking and bicycle patrol. High intensity patrol together with extra patrol operations continues to be implemented to enhance and target problem areas in the neighborhoods of Park Place, Huntersville, Colonial Place and Larchmont. Criminal activities are the focus of these patrols as well as quality of life issues. Officers identify blighted areas in the Blue Sector and work closely with Code Enforcement personnel and the City Attorney's Office.

During 2005, neighborhood sweeps were jointly conducted in the Lamberts Point, Huntersville and Park Place neighborhoods with Vice and Narcotics, K-9, Gang Squad personnel, Red and Gold bike units and employees from the Norfolk Division of Property Maintenance.

### **Red Sector**

The Red Sector is composed of a workforce of approximately 50 patrol officers and six supervisors that provide coverage in five patrol districts. The Red Sector is bounded to the north by East Princess Anne Road, to the west by Tidewater Drive and east by Newtown Road. The Elizabeth River forms the boundary to the south.

Community Resource Officers met with a large area of businesses in reference to emergency response plans for disaster situations. Officers conducted environmental sweeps in the Broad Creek and Campostella areas resulting in several autos being towed, abandoned autos removed from the community, homes written up for codes violations, and health code violations cited.

Criminal sweeps in the Berkley neighborhood and public housing areas resulted in several misdemeanor and felony arrests.

First Patrol Division officers along with traffic control and roving patrols provided 24-hour security during Homearama 2005, which was a great success. No significant incidents occurred during this event. Police coordinated efforts with the Tidewater Builders Association (TBA), Homearama's primary organizer/sponsor.

*Family and friends of police personnel enjoy the annual Police Picnic held on the grounds of the FOP Lodge on Harmony Road.*

*Held rain or shine, it's always extra nice when the weather cooperates as it did on June 5, 2005.*



## SECOND PATROL DIVISION

2005 can be characterized as a year of change for the Second Patrol Division. However, despite numerous changes in personnel, leadership and even location, the Second Patrol Division remained committed to providing exemplary protection and service to the citizens of Norfolk.

The most exciting change for Second Patrol Division personnel was the move from our facility on Sewells Point Road. During the first week in November, furniture, cars, equipment and more than 150 sworn and civilian personnel relocated to a newly refurbished facility at 2500 North Military Highway.

Throughout the year, members of the Second Patrol Division responded to 92,228 calls for service compared with 92,576 in 2004. In addition to responding to calls for service, the officers of the Second Patrol Division worked diligently to address both the public safety and "quality of life" issues that impact our neighborhoods. Direct patrol techniques were deployed for traffic, crime and disorder conditions. Officers conducted high visibility traffic enforcement using radar, foot patrols geared toward reducing disorder, and targeted sweeps to enforce State and City codes. Neighborhood "cleanups" were coordinated in partnership with private citizens and city departments. Patrol officers spent many hours on foot patrol in targeted areas, helping to establish and maintain order.

Among the initiatives implemented by the Second Patrol division was the designation of three overtime zones aimed at reducing criminal activity in our most troubled neighborhoods. By utilizing off duty officers we were able to provide these neighborhoods with an extra police presence, targeting street level narcotics dealing as well as violent and property crimes. We were also focused on preventing criminal activity from gaining a foothold in areas that are relatively free of such activity. To that end, members of the division initiated opportunities to foster relationships with the citizenry through various community based efforts. We formed active partnerships with our citizens, exchanging information through interactions with civic league, community and business meetings. The presence of Second Patrol Division personnel at these gatherings fosters community oriented government by developing trust, diminishing fear and facilitating communication.

Additionally, the division was responsible for coordinating and hosting the Citizens' Police Academy. Because of its continued growth and popularity, this annual report for the first time devotes a section exclusively to the academy and its legacy, the Citizens' Police Academy Alumni Association of Norfolk (CPAAAN).

The Second Patrol Division is divided into three geographic sectors:

### **Red Sector**

The Red Sector encompasses the largest sector in the City of Norfolk, covering 22 planning districts. Bounded on the north by Norfolk Naval Base, extending south on Hampton Boulevard to the Lafayette River Bridge, east to Military Highway and north to East Ocean View Avenue, the Red Sector continues west to Willoughby Spit.

Among this year's changes was the enactment of an agreement between the City of Norfolk and the U.S. Navy that added a large area of Naval Housing, previously serviced by Base Police, to the Red Sector's area of responsibility. Beginning in August 2005, Norfolk police began handling reports and calls for service in the military housing areas. During the August through December time frame, the Red Sector handled an increased demand for calls for service and generated an additional 157 reports for crimes committed in this area.

## Gold Sector

The Gold Sector is bordered on the east by I-64, on the north side by Louisiana Drive, on the west side by the Elizabeth River ending in an imaginary line to Ballentine Boulevard, and on the south by East Princess Anne Road.

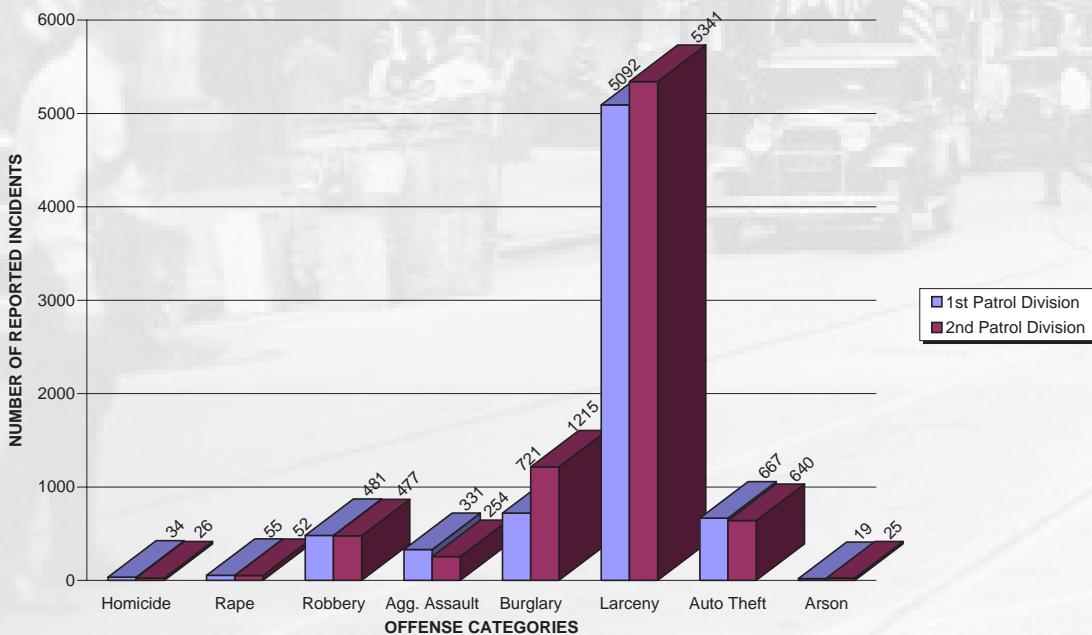
The Wellington Oaks and Alexander Street neighborhoods were identified as potential "hot spots" for crime and disorder. Efforts were undertaken by the Gold Sector Community Resource Officers (CROs) as well as the regular district cars to address the overall appearance of the neighborhoods. A number of abandoned or inoperable automobiles were towed from these areas. In addition, several codes violation sweeps were conducted. These resulted in a number of criminal charges being placed against the owners of certain property. Additionally, "spot blight" letters were issued by the City Attorney's office for these properties. Another problem area, the billiards hall Shooters, was a constant source of complaints from the surrounding neighborhoods. This establishment was operating 24 hours a day. The owner of this hall worked with the Five Points Task Force, the City Attorney's office, and the Police Department in an effort to curb the complaints. City codes were found which determined that the billiards hall could not operate as a 24-hour establishment. Along with increased security efforts on the part of the owner, the complaints and calls for service at this establishment became almost non-existent.

## Blue Sector

The Blue Sector encompasses the area from Norfolk International Airport, west along Military Highway to East Little Creek Road; the western boundary runs into the Mason Creek waterline and continues to Sturgis Street until it reaches East Ocean View Avenue. Bordering the sector to the north is the Chesapeake Bay, from which the boundary extends east along East Ocean View Avenue to Shore Drive, and south to the Virginia Beach City limits.

Neighborhoods of the Blue Sector have undergone tremendous change in the last year. The development of the East Beach Community has boomed, revitalizing the east end of Ocean View and ushering in new development along the entire Ocean View Avenue corridor. Blue Sector officers have been busy responding to the many challenges that accompany such rapid change. Through close cooperation with the ABC Board, City Attorney's office and other city agencies, officers have been successful in closing several establishments that fostered crime and disorder.

## MAJOR CRIME CATEGORIES BY PATROL DIVISION FOR 2005



# CRIME ANALYSIS SECTION

The Crime Analysis Section supports the department's operations and administration by collecting, analyzing, and disseminating information on crime pattern detection, crime/suspect correlation, and target profile analysis. Personnel also forecast crime potential, trends, and patterns.

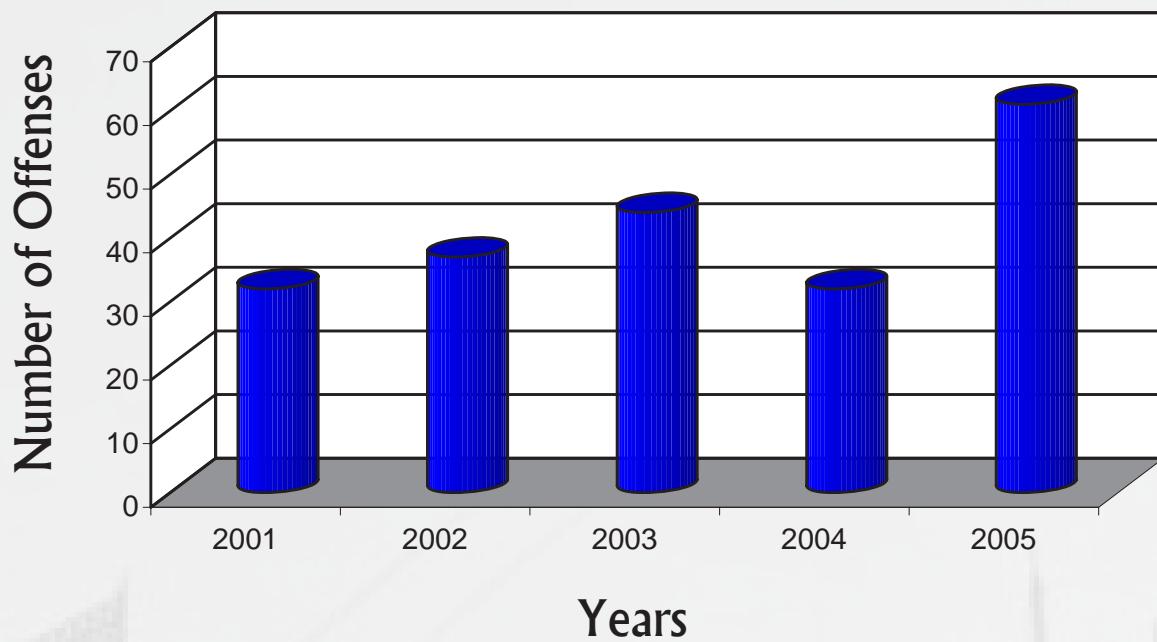
Crime analysis is defined as a set of systematic, analytical processes directed at providing timely and pertinent information relative to crime patterns and trend correlations. These processes assist operational and administrative personnel in planning the deployment of resources for the prevention and suppression of criminal activities, aiding the investigative process, and increasing apprehensions and case clearances. Within this context, crime analysis supports a number of departmental functions including patrol deployment, special operations, investigations, planning and research, crime prevention and administrative services (budgeting and program planning). This is accomplished by formally organizing and developing files, analysis procedures and techniques, and establishing communication channels with the users. During 2005 the Crime Analysis Section issued crime alerts and responded to requests for statistics totaling more than 500.

Staff moved from the Police Operations Center to the Training Center on Military Highway which houses the department's new COMPSTAT (computerized statistics) room. Crime Analysis staff were tasked with planning the advent of COMPSTAT, a process used to enhance analysis of crime trends, rapidly deploy resources and analyze results. COMPSTAT is also a means to achieve maximum accountability of management in responding to the needs of our citizens.

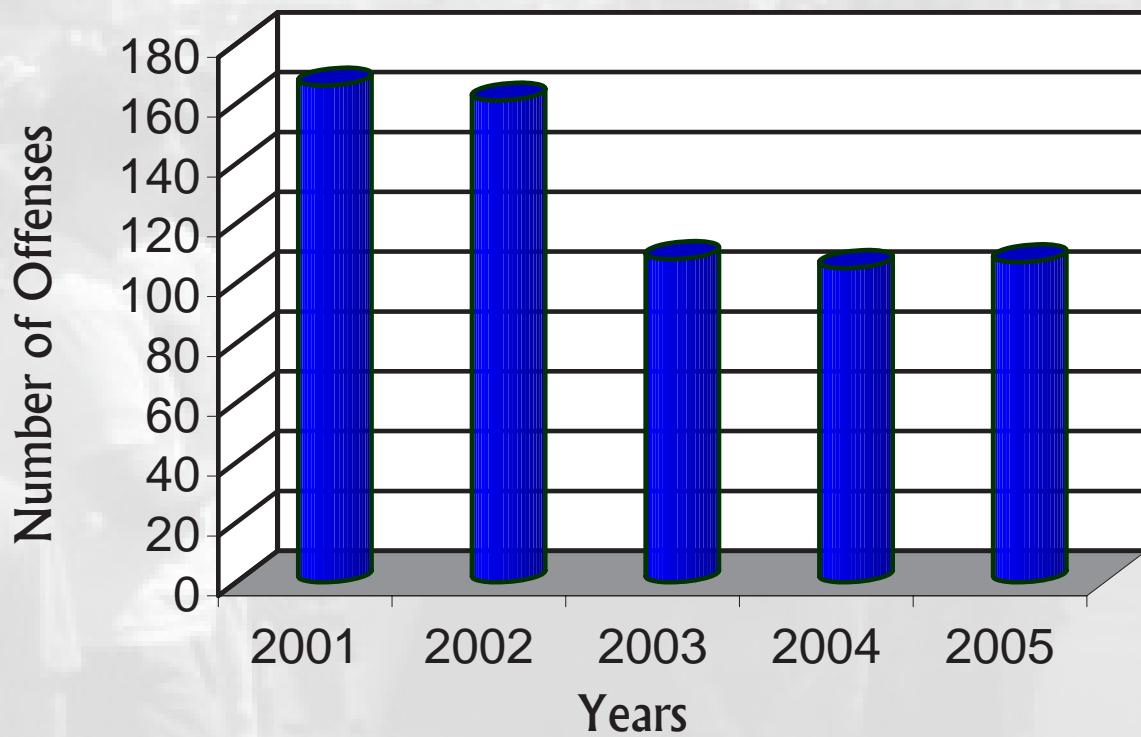
## JANUARY - DECEMBER Crime Comparison 2005/2004

OFFENSES	2005	2004	Percent of Change
Murder	61	35	74.29
Rape	78	79	-1.27
Robbery	771	656	17.53
Aggravated Assault	817	548	49.09
Assault Non-Aggravated	3,398	3,304	2.85
Burglary	1,784	1,468	21.53
Larceny	10,107	9,967	1.40
Auto Theft	1,094	1,177	-7.05
Arson	43	46	-6.52
<b>GRAND TOTAL</b>	<b>18,153</b>	<b>17,280</b>	<b>5.05</b>

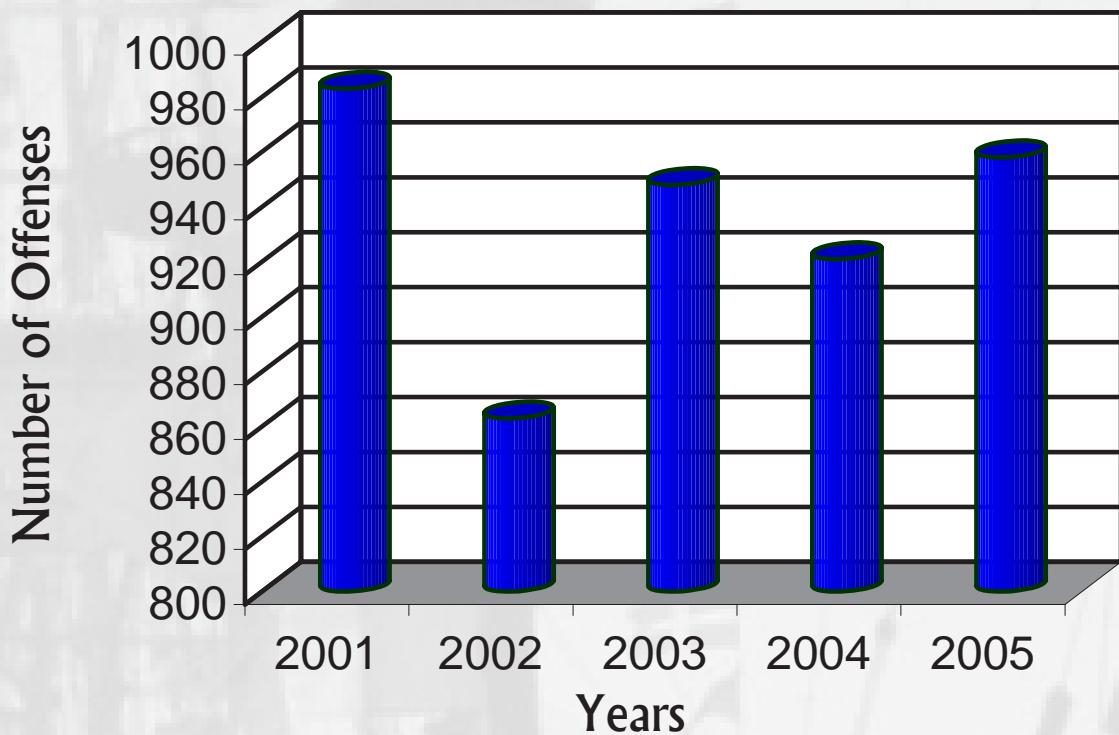
# HOMICIDE OFFENSES



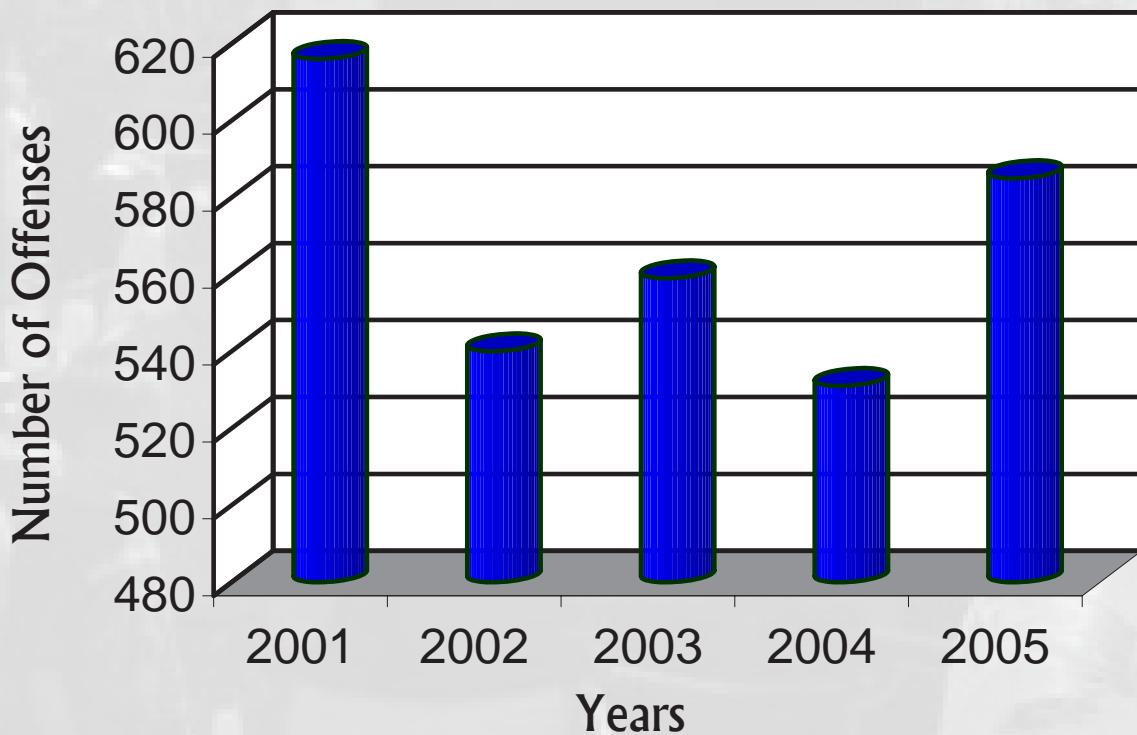
# RAPE OFFENSES



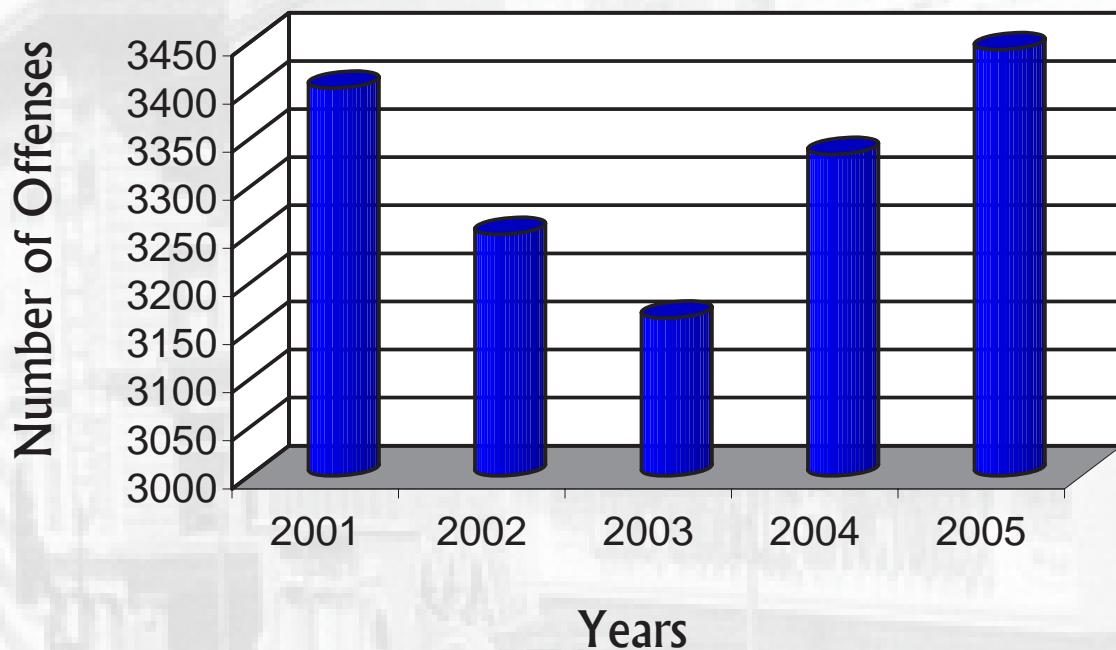
## ROBBERY OFFENSES



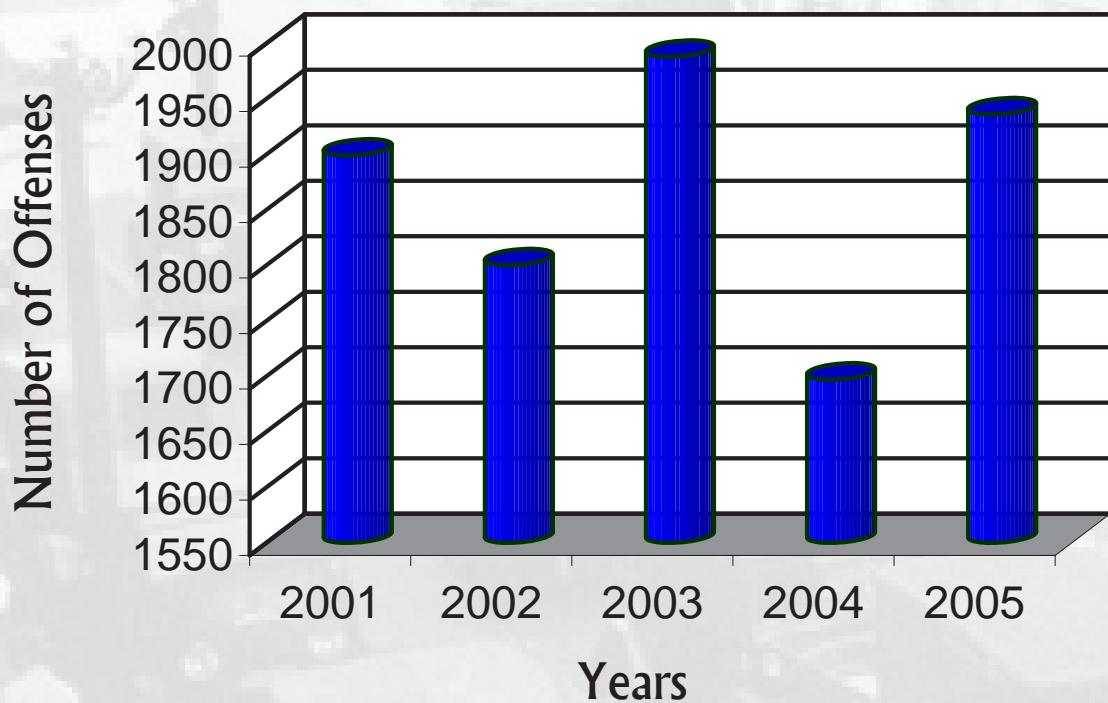
## AGGRAVATED ASSAULT OFFENSES



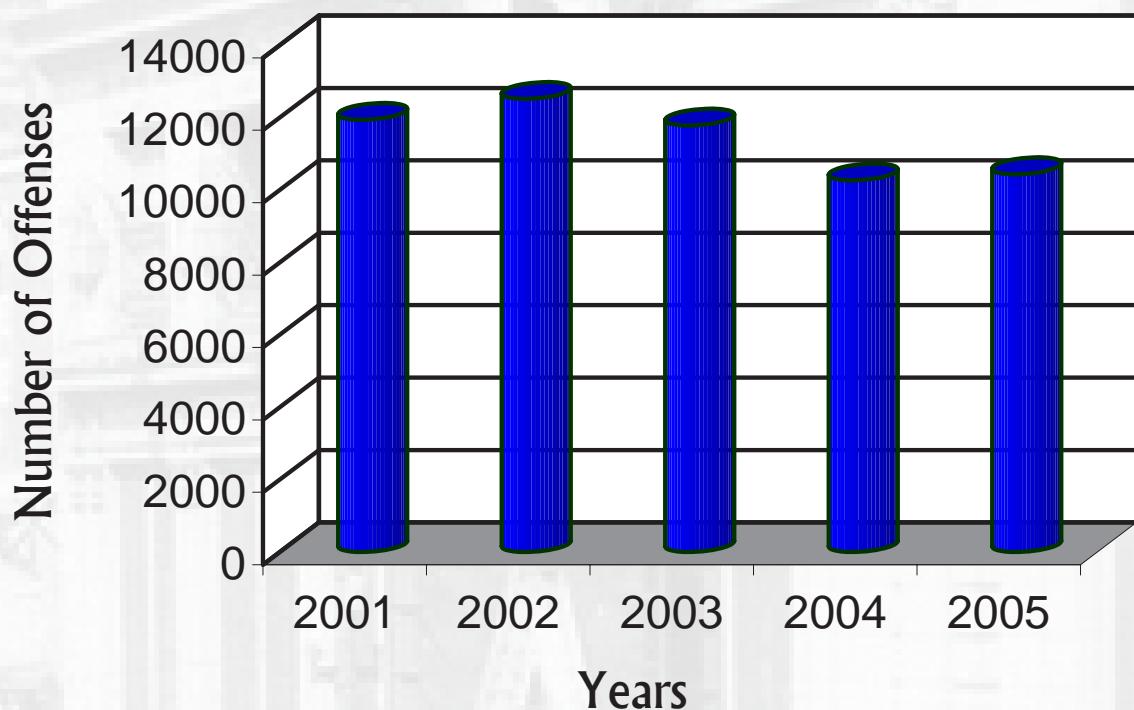
# NON-AGGRAVATED ASSAULT OFFENSES



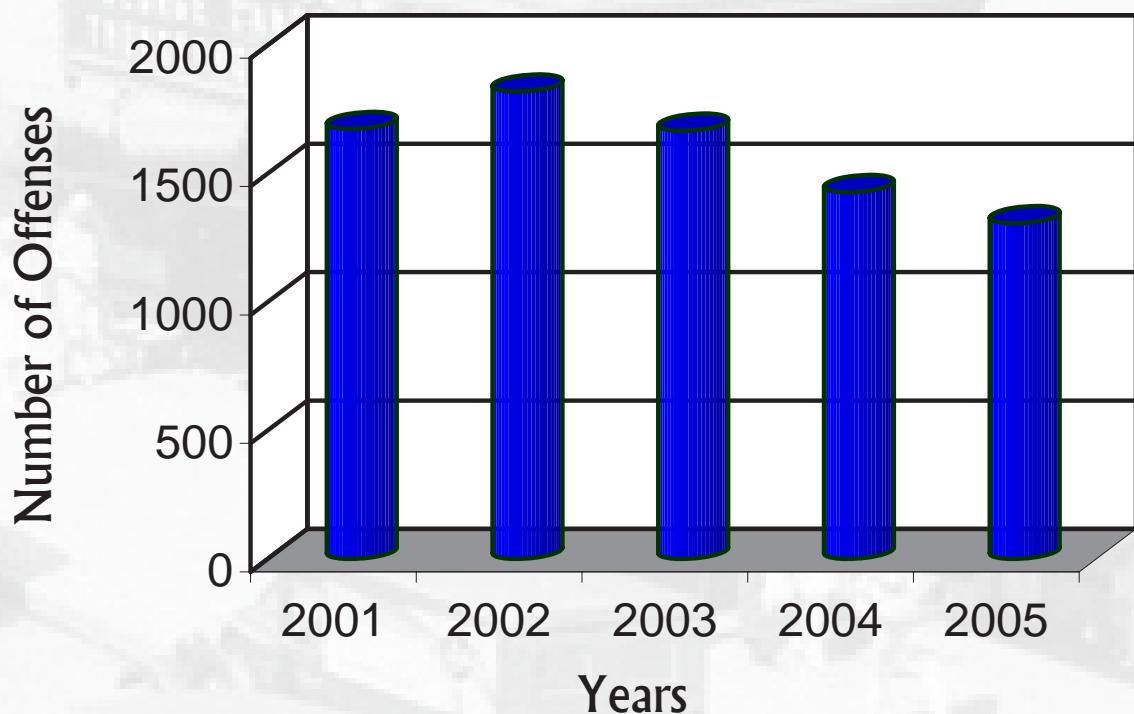
# BURGLARY OFFENSES



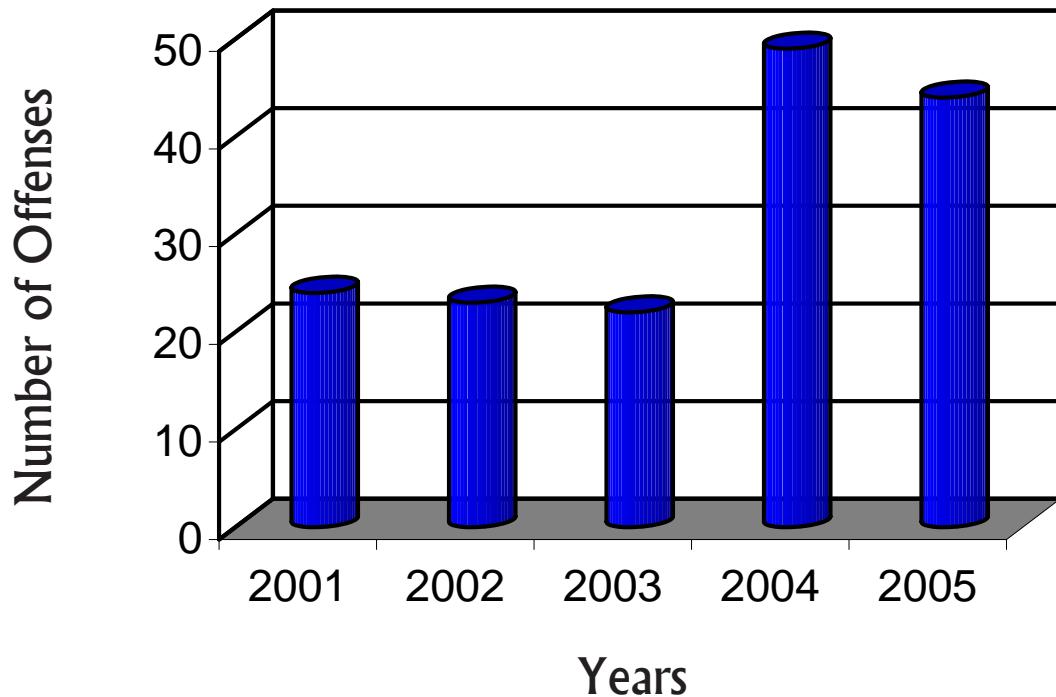
## LARCENY OFFENSES



## STOLEN AUTO OFFENSES



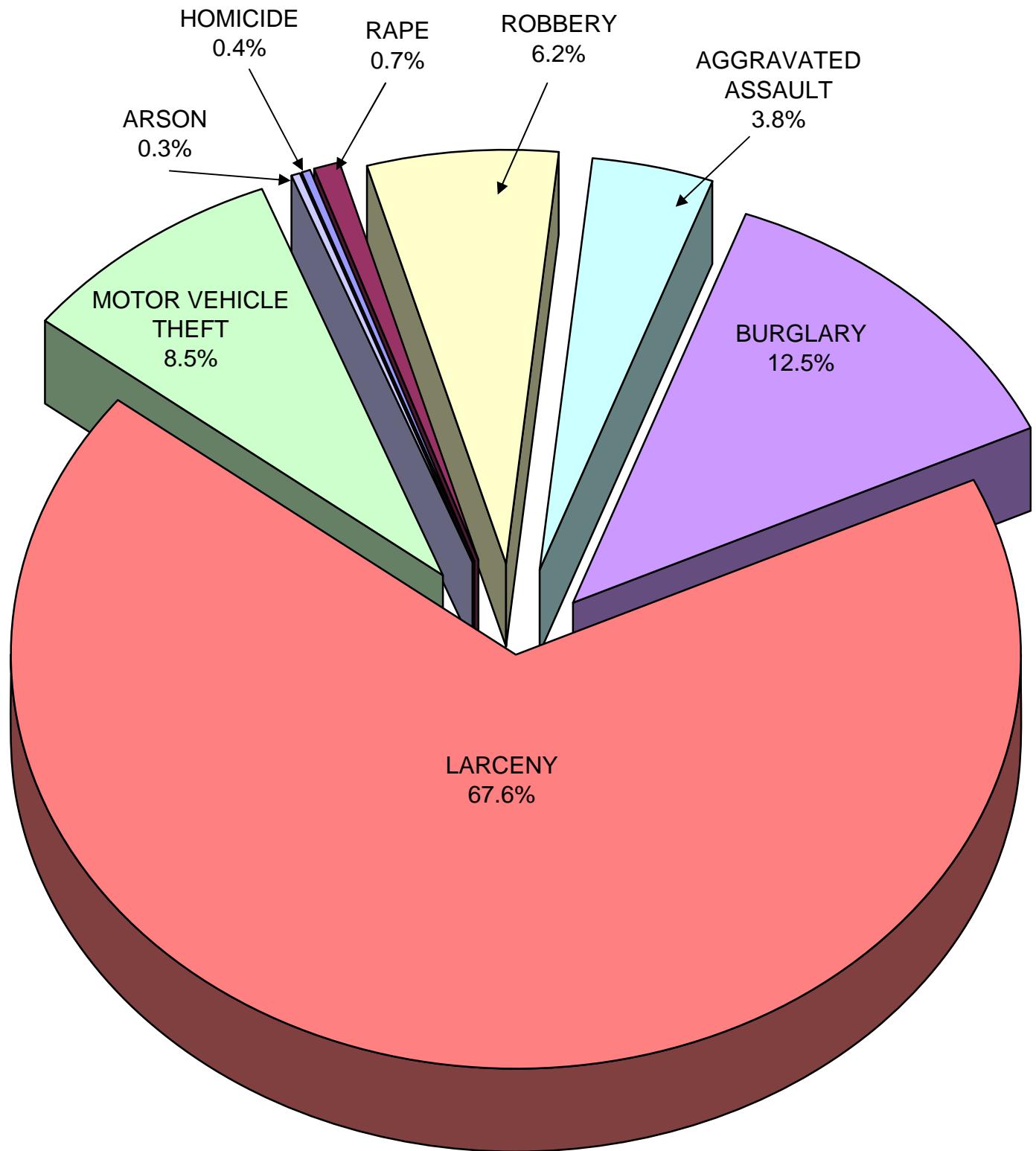
# ARSON OFFENSES



*A police motorcycle helps to light up the night while the Police Honor Guard leads the police contingent during the Grand Illumination Parade, one of Norfolk's favorite end-of-year festivities.*



# 2005 DISTRIBUTION OF TOTAL CRIME INDEX



Source: PISTOL 2000 Records Management System

# SPECIAL ENFORCEMENT DIVISION

Special Enforcement Division personnel coordinate the handling of special functions and events throughout the city.

## Traffic Unit

The Traffic Unit facilitates safe movement of traffic, accident investigation, escort functions and special events traffic management in addition to augmenting the operational functions of the patrol divisions. The 28 officers and supervisors of the Traffic Unit also serve as an integral part of the Crowd Management Team and coordinate DUI detection and enforcement certification programs for the department.



During 2005 the Traffic Unit handled 38 special events including Harborfest, Afr'Am Fest and the Grand Illumination Parade. In addition, the unit handled numerous traffic details at city sponsored venues such as Harbor Park, Scope, Chrysler Hall, and the Attucks Theatre. The Traffic Unit responded to and handled more than 200 complaints regarding traffic related issues. The speed trailer was deployed 74 times and spent more than 2,500 hours collecting traffic speed data and logging complaints.

Traffic officers issued 9,491 summonses for moving violations, 4,061 summonses for non-moving violations, arrested 48 individuals for DUI, arrested 28 persons for traffic related offenses, and arrested another 65 persons for committing other crimes.

The Motor Carrier Safety Team issued summonses for overweight truck violations resulting in the collection of \$89,355 in fines. Taxi cab inspections were conducted twice during 2005 in which more than \$26,000.00 in fees was collected. Operations officers assigned to the Traffic Unit monitored towed vehicle and abandoned vehicle concerns throughout the city.

The Fatality Response Team investigated 12 fatal accidents within the city in 2005. Traffic officers also handled more than 900 funeral escorts and several dignitary escorts, including one for President George W. Bush.

Ninety-three authorized school crossing guards assigned to the Traffic Unit serve to maintain safe passage to and from Norfolk's public schools. School Crossing Guards augment the regular patrol functions of the patrol divisions.



## Accident Statistics

Accident Year	Reportable Accidents	Fatalities	Pedestrian/Auto
2005	7580**	12	123
2004	5703	13	121
2003	5810	11	117
2002	5705	10	N/A
2001	5359	25	N/A

\*\*2005 figures include non-reportable accidents.

N/A means not available.

## DUI Arrests

First Patrol	122
Second Patrol	216
SED - Traffic	43

## Traffic Summons Issued

	Moving Violations	Non-Moving
Patrol Divisions (Combined)	6370	8634
SED - Traffic	9491	4061

## K-9 Unit

In 2005, the K-9 Unit continued to strive to increase its responsiveness to the needs of Norfolk citizens. To do this, the unit stepped up direct patrol efforts in neighborhoods where an increase in crime was apparent. Accordingly, officers became more visible in these neighborhoods and were positioned to respond quicker to crimes in progress. The level of training within the unit also increased. Emphasis was placed on realistic, incident based training to ensure that both the officers and the dogs were better equipped to handle a larger variety of situations. The basic K-9 School graduated five new handlers in 2005. Members learned to respond more effectively to crisis situations through the completion of several FEMA-sponsored online courses in Incident Command Systems. The K-9 Unit continues to enhance its explosive detector dog program and serves as an integral part of the Crowd Control Team.



## K-9 Unit Statistics

Felony Arrests.....	185
Misdemeanor Arrests.....	142
Commercial Buildings Searched .....	536
Residential Buildings Searched.....	574
Criminal Tracks Conducted .....	372
Citizen Demonstrations Conducted .....	46

In addition to these statistics, the explosive detector dogs were utilized 23 times. The explosive detector dog teams assisted members of the Norfolk Police Department, Virginia State Police, NATO, U.S. States Navy, U.S. Marshals Service, State Department Diplomatic Security Service, and the Old Dominion University Police Department.



Celebrations along the way mark the achievements and boost the morale of employees.

A motorcycle troupe from the Berlin Police Department visited the United States in April 2005 as part of Norfolk's International Tattoo. SED members served as escorts during their visit. Here, some SED members pose with the German officers (in green uniform) outside Norfolk's Scope. In photo at left, Sergeant Richard McDaniel tries out one of the Berlin officers' low riding motorcycles.

# DETECTIVE DIVISION

The Detective Division investigates reported felonies and serious misdemeanors occurring within the City of Norfolk and provides forensic support throughout the department. For most of 2005 the Detective Division had 103 sworn personnel and six civilians assigned. The division reorganized, establishing four distinct investigative units: Investigative Support Unit, Violent Crimes Unit, Special Crimes Unit, and Property Crimes Unit. Each unit is supervised by a lieutenant and is further subdivided into sections which are managed by a first line supervisor. Most of the sections provide investigative coverage from 8:00 a.m. to 3:00 a.m., while the General Assignment Section provides investigative services 24 hours a day. Some of the “drawing board” initiatives of 2004 such as establishing a computer forensic capability and the deployment of the “bait car” were fully implemented in 2005.

## Investigative Support Unit

### Civilian Staff

The civilian support staff is made up of a command secretary, three stenographers, one office assistant, one operations officer, and one part-time employee responsible for data entry and retrieval. Civilian staff handle administrative matters to include all command related paperwork, criminal statements, overtime, and payroll. Additionally, the operations officer performs limited investigative responsibilities consistent with civilian status. Although the civilians normally work a day shift, the three stenographers are subject to on-call duties as needed.

### Commonwealth's Attorney Section

The assigned first line supervisor and investigators provide limited investigative support to the Commonwealth's Attorney. They also serve as a daily liaison between the Police Department and the Commonwealth's Attorney's Office.

### Forensic Section

This section is made up of a forensic computer expert, latent print examiners and investigators who respond to process crime scenes. Although assigned to the Detective Division, these investigators also provide forensic support to the Patrol and Vice & Narcotics divisions. All members of the Forensic Section must first successfully complete a three-month screening process in the General Assignment Section where they become familiar with criminal investigations, interrogation techniques, case management, and administrative paperwork. Once assigned to the section a long-term mix of technical schools and on-the-job training reinforce the investigator's preparation for this technical police function.

## Violent Crimes Unit

### Homicide Section

The Homicide Section is responsible for handling all murders, unattended and in custody deaths, all assaults, and police involved shootings where an injury or death occurs. This section is usually populated by senior investigators who are subject to call back at any time. Because of the serious and complex investigations undertaken by this section, two first line supervisors are assigned. These supervisors routinely respond to crime scenes to coordinate the significant investigative effort and interaction with other responding police and medical resources.

### Robbery Section

The Robbery Section is responsible for investigating all robberies and jail escapes. Because of the recidivist nature of this offense, significant investigative time is allocated to documenting patterns of behavior, analyzing scientific evidence, and interviewing victims and witnesses. Additionally, this section often turns to the public to assist in the identification of suspects using the broadcast and print media in conjunction with Crime Line. Robbery investigators also maintain regular contact with other local police department robbery sections and federal authorities by attending the monthly Hampton Roads Regional Robbery meetings. Generally, robbers are not restrained by jurisdictional boundaries and

the exchange of information that takes place at these meetings has had a significant impact on apprehensions.

### **Gang Section**

The Gang Section has been moved under the Violent Crime Unit to better coordinate the information exchange between it and the Homicide and Robbery Sections as well as with the newly designated Gang Prosecution Unit in the Commonwealth's Attorney's Office. The State Legislature has enacted laws for the prosecution of gang related criminal activity and the realignment of the section will facilitate such case development. Additionally, there has been an increase in the number of assigned personnel to this section as well as improvements to the allotted work space. Newly acquired computer software access will also improve the section's ability to identify, track, and prosecute gang members.

## **Special Crimes Unit**

### **Sexual Assault/Family Violence Section**

The Sexual Assault/Family Violence Section is responsible for the investigation of all cases of sexual assault, indecent exposure, child pornography, stalking, domestic assault, child abuse, and lost children under the age of nine. The range of investigative responsibilities requires significant investigative expertise in the art of interviewing traumatized adult and juvenile victims, and in recognizing the value of scientific evidence. Personnel constructed an interview room specifically designed to provide a comfortable, colorful and familiar environment for the questioning of young victimized children. It appears to be working.

### **Economic Crimes Section**

This section handles all of the crimes generally considered "white-collar" as well as bigamy and lottery offenses. Because its primary contacts are with business institutions the assigned investigators with few exceptions work a day shift from 8:00 a.m. to 5:00 p.m.

### **Fugitive Section**

This section is the custodian of the divisional fugitive folders and is the point of contact within the division when one of Norfolk's fugitives is arrested outside our jurisdiction. It also serves as the liaison between the Commonwealth's Attorney's Office and the Sheriff's Office when facilitating the extradition of Norfolk fugitives. On occasion the section will corroborate with other members of the division in an attempt to pick up wanted fugitives within the city.

## **Property Crimes Unit**

### **Auto Section**

The Auto Section is responsible for investigating all stolen autos and hit and run offenses. During 2005 the Bait Car Program was put into effect. The bait car is a vehicle equipped with remote monitoring and control that is placed in an area where car thieves are believed to be operating. By controlling the bait car, police are able to make quick and safe apprehensions. This program had a number of successes in 2005.

### **Burglary Section**

The Burglary Section is responsible for the investigation of all reported burglaries and Pawn Shop enforcement. The volume of incidents handled by this unit can be overwhelming but with efficient and regular forensic processing of the crime scenes, neighborhood canvasses, sound interview techniques, and community assistance reasonable clearance rates have been achieved. Enforcement of the Pawn Shop statutes and ordinances are the responsibility of this section. Regular reporting of pawned items to the Police Department is mandated by ordinance and monitored by the use of a computer program while routine visitations by investigators to the shops ensure statutory compliance.

## **General Assignment Section**

The General Assignment Section is the only section in the division with 24-hour investigative responsibility. Personnel newly assigned to the Detective Division must spend three months in this section learning the basics of investigation and the myriad of administrative and case related paperwork. Candidates for transfer into the division are interviewed and selected by the first line supervisors and lieutenant in charge of this section. Although primarily responsible for the investigation of all larcenies and runaways, the General Assignment Section regularly handles additional reported crimes when other sections are unavailable.

# **VICE AND NARCOTICS DIVISION**

The Vice and Narcotics Division consists of the Narcotics Unit, Street Response Unit, Criminal Intelligence Unit, Major Case Unit, Special Operations Team, Hostage/Crisis Negotiation Team, Harbor Patrol Unit and the Bomb Squad. The primary function of the Vice and Narcotics Division is to investigate cases involving narcotics activities throughout the City of Norfolk. In the summer of 2005, the Vice and Narcotics Division was also assigned the primary responsibility of Homeland Security for the police department. As part of this Homeland Security initiative, the Metro Tactical Unit and the Harbor Patrol were reassigned to the Vice and Narcotics Division and the Bomb Squad was formed under this command. Candidates for positions within the Vice and Narcotics Division must be highly motivated self-starters who are willing to put in the extra time needed to conduct high quality investigations which lead to the convictions of individuals and groups involved in the narcotics trade. Members of the division undergo training in search and seizure, interrogation as well as tactical entry procedures.

### **Narcotics Unit**

The Narcotics Unit is commanded by a lieutenant and is comprised of two sections. The Narcotic Squad is responsible for conducting mid level narcotics investigations. These investigations are designed to target the individual supplier or group of suppliers who are responsible for providing narcotics to the street level drug dealers. The operations of this section consist of covert surveillance, intelligence gathering, use of informants and search warrants. The Criminal Interdiction Team is responsible for stemming the flow of illicit narcotics into the city through the interdiction of local bus stations, highways and roadways, airport and seaport terminals, package delivery services, storage complexes, motels and hotels. The Criminal Interdiction Team also serves as the home of the Narcotic Detection Dog Teams. These dogs are certified reliable to detect the odors of cocaine, heroin, methamphetamine, ecstasy, marijuana and their derivatives as well as United States currency contaminated with drug odors.

### **Street Response Unit**

The Street Response Unit is commanded by a lieutenant and is comprised of two sections. Street Response Platoons are responsible for the identification, suppression, and control of illegal street level narcotic activities (open-air markets). The platoons conduct short and mid level investigations and undercover operations. Street level drug dealers are besieged by street surveillance, consensual arrests, jump-out arrests, buy/bust arrests and takedown arrests. The Street Response Platoons also use the unconventional method of drug reversal operations in which undercover police officers pose as drug dealers in an effort to catch the drug buyers. Secondary responsibilities of the Street Response Platoons consist of perimeter support for the Special Operations Team on large scale events or incidents. The Vice Squad is responsible for the suppression and control of illegal vice related activities. The squad conducts undercover vice operations which target both the prostitute and the "john."

## Criminal Intelligence Unit/Major Case Unit

The Criminal Intelligence Unit/Major Case Unit is commanded by a lieutenant and is comprised of two sections. The primary function of the Criminal Intelligence Unit is to collect, collate, evaluate and disseminate data on terrorist individuals or groups, organized crime, contraband trafficking and numerous radical groups that include, but are not limited to, MS-13, outlaw motorcycle gangs and hate groups. Members work closely with other local, state and federal agencies and representation on the Joint Terrorism Task Force is handled by this unit. Additionally, the unit provides security for City of Norfolk dignitaries as well as assists in the security arrangements for visiting dignitaries. During 2005 the Criminal Intelligence Unit provided assistance to the Department of State for two visits by Secretary of State Condoleezza Rice. In October 2005 the same assistance was provided to the Secret Service during the visit of President George W. Bush.

The Major Case Unit is responsible for the collection, analysis and dissemination of intelligence pertaining to the importation, distribution, and financing of major illegal narcotics. Personnel conduct major long term historical investigations into individuals and organizations involved in these activities in conjunction with federal agencies for prosecution in the federal judicial system. Investigators under the purview of the Major Case Section are detailed to the Drug Enforcement Agency and Bureau of Alcohol, Tobacco, Firearms and Explosives as Task Force Agents. In 2005 the Major Case Unit implemented the use of a new computer program designed to track and link intelligence information. This information makes it easier to collate information from different sources for use in investigations.



## Special Operations Team

Special Operations Team (SOT) members provide a rapid tactical response to emergency and critical incident situations that are beyond the training and weapons capabilities of uniformed police personnel. The Special Operations Team has transitioned into a full-time tactical unit responsible for responding to all matters concerning homeland security. Team members are equipped and trained as a Hot-Zone Entry Team to rapidly respond and assess incidents which may involve a chemical or biological attack. In addition to their own training, the Special Operations Team is tasked with conducting all tactical training for members of the Vice and Narcotics Division. They are also responsible for the training and the qualifications of all special weapons utilized throughout the department such as the M-4 Patrol Rifle, the M14 Marine Rifle and the Chemical Agents Launchers utilized by the Crowd Management Team. Members of the team are also utilized to

conduct and update the threat and vulnerability assessments maintained for facilities throughout Norfolk. The Special Operations Team has achieved Level 1 Tactical Team Status per guidelines from the Department of Homeland Security Emergency Management Agency.

## Hostage/Crisis Negotiation Team

The Hostage/Crisis Negotiation Team is commanded by a lieutenant. As a collateral duty, members from throughout the police department volunteer for this assignment. The mission of the Hostage/Crisis Negotiation Team is to diffuse volatile crisis situations that could result in serious injury or loss of life. This goal is accomplished through skilled negotiation. The secondary goal of the Hostage/Crisis Negotiation Team is to serve and assist the Special Operations Team in preparing for and carrying out emergency tactical action.

## Harbor Patrol Unit

The Harbor Patrol Unit is commanded by a lieutenant. Harbor Patrol officers are assigned to enforce both city and state laws as they pertain to recreational boating

in the Chesapeake Bay, Lafayette River, and the Elizabeth River and its tributaries. Within the past year, Harbor Patrol members worked with the State Legislature in expanding jurisdictional boundaries in the Chesapeake Bay. As of July 1, 2005 the increased jurisdiction provided safer waterways for the citizens of Norfolk. As part of the Homeland Security mission, the Harbor Patrol assists the United States Coast Guard by providing escorts and establishing both moving and stationary security zones for large vessels. These vessels include fuel tankers, cruise ships, and highly combustible liquid petroleum gas ships. In addition to Harbor Patrol responsibilities, supervisors and officers make up the Police Dive Team which is responsible for searching and recovering drowning victims and evidence within the waterways surrounding Norfolk. Additionally, Harbor Patrol officers are assigned to perform police enforcement and security duties for all the fresh water lakes and utility pumping stations located in the cities of Norfolk, Suffolk, Portsmouth, and Courtland.

### Bomb Squad

The Norfolk Bomb Squad is a joint operation between the Norfolk Police Department and Norfolk Fire Rescue with operational command falling under the Executive Officer of the Vice and Narcotics Division. The mission of the Bomb Squad is to provide a rapid and technical response to emergency and critical situations involving actual or suspected explosive devices, chemical bombs, ordnance recovery and disposal, hazardous material incidents, suspicious packages, homeland security matters and providing supporting resources for the Special Operations Team. The Bomb Squad is also involved with training in matters of explosives, hazardous materials and homeland security. Unit members are available to respond to other localities as needed in support of a multi-jurisdictional incident.



Norfolk Police Safe Boat on patrol



Special Operations Team member conducting an Australian Rappel



Members of the Special Operations Team (SOT) receive specialized training for responding to intense critical incidents.

# TRAINING DIVISION

Police recruits learn the academics and skills required to perform their jobs as police officers through an intensive basic recruit academy conducted by the Training Division. To meet the challenges of filling vacancies resulting from the retirement incentive offered in 2005, the Norfolk Police Department was tasked with recruiting and training the finest candidates to fill almost 10% of the department's complement of rank and file.

In view of the staffing needs, the department increased the number of academies from two to four per year with approximately 30 students in each class. Recruit classes 73, 74, and 75 began in 2005. Each class faced 23 weeks of intensive training to hone their knowledge, skills and abilities to perform at peak levels of professionalism. The Training Division trained more than 90 new recruits in 2005 who emerged prepared, ready and willing to take on the tasks of serving the community with pride and professionalism.

The Norfolk Police Department has gained the reputation of a department that others in law enforcement look up to as a leader in quality training. In November of 2005, the Training Division along with other police personnel moved into a state-of-the-art, newly renovated Training Center on North Military Highway. With the new facility, the department can conveniently host training seminars for the law enforcement community. This increases our ability to share information and groom our professional leadership role among law enforcement peers.

The knowledge and expertise of our training staff, undeniably "the best of the best," is passed on to each and every new recruit who enters the doors of the academy. Instructors emphasize high ethical standards, respect, and excellence in knowledge, skills and abilities. New recruits take classes such as Patrol Techniques, Ethics in Policing, Community Policing, Civil Unrest and Crowd Management, Civil Liability, and Basic Criminal Law. Class members are challenged mentally, physically and academically to reach their goal of graduation.

Once a new officer has been trained and dispatched to perform official duties, the officer is armed with not only the physical tools needed but also with integrity, respect, knowledge, and an appreciation for the community. This is reflected in the highly favorable reputation that Norfolk police have gained in the communities we serve and in our interactions with neighboring police departments.

*Below: Officer Jo Ann Hughes is pinned by her daughter, Brook, after being sworn in with the 72nd Basic Recruit Academy. Right: Investigator Jacqueline Munoz pins her brother, Officer Melvin Williams, who sings opera. Officer Williams impressed guests at the 72nd Basic Recruit Academy graduation with an a capella rendition of The National Anthem.*





Officer Stanley C. Reaves

FEB 18, 1972 - OCT 28, 2005

Tragedy struck the NPD family when on October 28, 2005 Officer Stanley C. Reaves was killed in the line of duty.