

Program Narrative;

Operation Clean Slate: Overtime for Criminal Investigators

The Beaufort County Sheriff's Office is the applicant agency, seeking \$15,789.00 through the *Edward Byrne memorial Justice Assistance Grant Program*. . The mission of the Beaufort County Sheriff's Office is to protect and serve the citizens of Beaufort County, North Carolina, a large, rural county located on the state's coastal plain. The Sheriff's Office supports a staff of 83, including 47 sworn Deputy positions, and administers an annual budget of \$3,873,842. The Sheriff's Office is located in the city of Washington, the county seat and largest municipality, with a population of 9,583 (Census 2000). Beaufort County contains approximately 828 square miles.

The Beaufort County Sheriff's Office is divided into six Divisions; Patrol, Criminal Investigations, Narcotics Investigations, Communications, Administration, and Detention. The Criminal Investigations Division is responsible for all follow-up investigation of crimes reported in Beaufort County that do not pertain to Narcotics. This can include harassing phone calls, bomb threats, thefts, fraud, break-ins, robberies, sexual assaults, homicides and many others. Because the number of reports outpaces our Investigative manpower, we currently prioritize cases by seriousness of the offense, solvability, and whether or not the suspect is a repeat or serial offender. New reports are reviewed each morning, Monday through Friday, and then assigned by the Investigative Captain or Lieutenant to Investigators for follow-up. Investigators maintain an open case load of fifteen to thirty cases at any given time. Investigators try to

focus their energy on felony cases; however, many misdemeanor cases are reported that could be solved through follow-up.

The Criminal Investigations Division at the Beaufort County Sheriff's Office has a significant need to increase manpower and/or work hours available to work criminal cases. Many factors have contributed to this need including increased duties for the current staff in Investigations, increases in fraud cases such as Identity Theft and Financial Card Fraud, a more thorough approach to handling cases, and population growth in the county. Currently, we do not have enough Criminal Investigators to keep pace with the number of Felony cases that are reported to the Sheriff's Office. We now have a backlog of approximately twenty-two solvable Felony cases that are up to three years old. These cases are predominantly fraud cases that have potential leads and/or a suspect identified. We keep these cases in an inactive status until an Investigator can work them into his/her case load. We also have several unsolved homicides that need more attention. Case load over the last two years has not allowed us to spend adequate time on these cases. Other less serious cases that may have been solved with Investigator effort have not been assigned or even held inactive in recent years.

The current economic situation in our rural county has caused the County Manager's Office to cut the County budget in order to maintain fiscal responsibility. These cuts required a freeze in hiring of four positions at the Sheriff's Office. One of these positions is a Criminal Investigator slot. The County Manager also requested a significant reduction in overtime usage. To meet this logistical challenge, the command staff at the Sheriff's Office has taken many steps to improve efficiency within the unit. Instead of just asking for more people, we have made it a

point to get the most out of what we have been given. Some examples are as follows: Each Investigator's case load is reviewed monthly by the Captain. A Records Clerk position from the front office staff has been transferred to Investigations to handle tasks that do not require a sworn Deputy (fingerprinting, filing, copying, and data entry). More effort has been put into case review before cases are assigned to ensure only those that are the most deserving are investigated. Although every case may not be solvable, we have found that the effort we put into them can have a positive effect on the victim's sense of safety and satisfaction, regardless of the outcome.

Major deliverables include:

1. \$15,789.00 to be used to fund overtime pay for Criminal Investigators

Based on this information, the Sheriff's Office Criminal Investigations Division and the citizens of Beaufort County would benefit greatly from an increase in man hours worked by the current staff in Criminal Investigations.

BUDGET DETAIL

A. Personnel

Name/Position	Computation	Cost
Jamie Cahoon / Lt. Investigator	\$31.88 x 80 hrs. = \$2550.40	\$ 2550.40
Steven Lane / Sgt. Investigator	\$32.24 x 80 hrs. = \$2579.20	\$ 2579.20
James Martin, Jr. / Investigator	\$28.39 x 80 hrs. = \$2271.20	\$ 2371.20
Wesley Waters / Investigator	\$23.85 x 80 hrs. = \$1908.00	\$ 1908.00
Robert Voliva / Investigator	\$32.51 x 80 hrs. = \$2600.80	\$ 2600.80
Earnest Moore / Investigator	\$23.85 x 80 hrs. = \$1908.00	\$ 1908.00
Karen Ball / Investigator	\$27.67 x 80 hrs. = \$2213.60	\$ 2213.60
SUB-TOTAL		<u>\$ 16031.20</u>

B. Fringe Benefits

Name/Position	Computation	Cost
N/A		\$ 0.00
SUB-TOTAL		<u>\$ 0.00</u>

C. Travel

Purpose of Travel	Location	Item	Computation	Cost
N/A				\$ 0.00
SUB-TOTAL				<u>\$ 0.00</u>

D. Equipment

Item	Computation	Cost
N/A		
SUB-TOTAL		<u>\$ 0.00</u>

E. Supplies

Supply Items	Computation	Cost
N/A		
SUB-TOTAL		\$ <u>0.00</u>

F. Construction

Purpose	Description of Work	Cost
N/A		
SUB-TOTAL		\$ <u>0.00</u>

G. Consultants/Contracts

Name of Consultant	Service Provided	Computation	Cost
N/A			
SUB-TOTAL			\$ <u>0.00</u>

Consultant Expenses

Item	Location	Computation	Cost
N/A			
SUB-TOTAL			\$ <u>0.00</u>

Contracts

Item	Cost	
N/A		
SUB-TOTAL		\$ <u>0.00</u>

H. Other Costs

Description	Computation	Cost
N/A		
SUB-TOTAL		\$ <u>0.00</u>

I. Indirect Costs

Description	Computation	Cost
N/A		

SUB-TOTAL \$ 0.00

Budget Summary

<u>Budget Category</u>	<u>Amount</u>
A. Personnel	\$ 16031.20

B. Fringe Benefits	\$ 0.00

C. Travel	\$ 0.00

D. Equipment	\$ 0.00

E. Supplies	\$ 0.00

F. Construction	\$ 0.00

G. Consultants/Contracts	\$ 0.00

H. Other	\$ 0.00

Total Direct Costs	\$ 0.00

I. Indirect Costs	\$ 0.00

TOTAL PROJECT COSTS	\$ 16031.20

Federal Request	<u>\$ 15,789.00</u>
Non-Federal Amount	<u>\$ 242.20</u>

Budget Narrative:

The Beaufort County Sheriff's Office Safety Initiative will require the following budgetary items:

- A. **Personnel:** Each of Beaufort County Sheriff's Office Investigators will be allocated 80 hours of overtime for working backlogged cases, paperwork, and new cases as they arise. It is noted that some investigators will not work all of the 80 hours allocated and others will work more than 80 hours due to case load management.
- B. **Fringe Benefits:** Additional fringe benefits will be absorbed by the county budget.
- C. **Travel:** No travel expense will be incurred.
- D. **Equipment:** No equipment will be purchased.
- E. **Supplies:** No expendable equipment items will be purchased.
- F. **Construction:** There will not be any construction required to implement this grant.
- G. **Consultants/ Contracts:** No Consultants or contracts will be required to implement this grant.
- H. **Other Costs:** No other costs will be incurred.
- I. **Indirect Costs:** This item is not applicable.

JAG 2010 APPLICATION REVIEW

The Edward Byrne Memorial Justice Assistance Grant application for 2010 was provided to the Beaufort County governing body on June 15, 2010 for review.

The application was posted on the Beaufort County Website on June 15, 2010 at <http://www.co.beaufort.nc.us/> and available for comment to the citizens of Beaufort County by calling the Sheriff's Office or emailing grants@co.beaufort.nc.us . A copy of the JAG application was posted in the public lobbies of the Beaufort County Sheriff's Office and the Beaufort County Financial Offices.

Program Abstract;

Operation Clean Slate: Overtime for Criminal Investigators

The Criminal Investigations Division of the Beaufort County Sheriff's Office is responsible for all follow-up investigation of crimes reported in Beaufort County that do not pertain to Narcotics. This can include harassing phone calls, bomb threats, thefts, fraud, break-ins, robberies, sexual assaults, homicides and many others. Because the number of reports outpaces our Investigative manpower, we currently prioritize cases by seriousness of the offense, solvability, and whether or not the suspect is a repeat or serial offender. Investigators maintain an open case load of fifteen to thirty cases at any given time.

The Criminal Investigations Division has a significant need to increase manpower and/or work hours available to work criminal cases. Many factors have contributed to this need including increased duties for the current staff in Investigations, increases in fraud cases such as Identity Theft and Financial Card Fraud, a more thorough approach to handling cases, and population growth. Currently, we do not have enough Criminal Investigators to keep pace with the number of Felony cases that are reported. We now have a backlog of approximately twenty-two solvable Felony cases that are up to three years old. We keep these cases in an inactive status until an Investigator can work them into his/her case load. We also have several unsolved homicides that need more attention. Case load over the last two years has not allowed us to spend adequate time on these cases.

The current economic situation in our rural county has caused the County Manager's Office to cut the County budget in order to maintain fiscal responsibility. These cuts required a freeze in hiring of four positions at the Sheriff's Office. One of these positions is a Criminal Investigator slot. The County Manager also requested a significant reduction in overtime usage. To meet this logistical challenge, the command staff at the Sheriff's Office has taken many steps to improve efficiency within the unit. Instead of just asking for more people, we have made it a point to get the most out of what we have been given. Some examples are as follows: Each Investigator's case load is reviewed monthly by the Captain. A Records Clerk position from the front office staff has been transferred to Investigations to handle tasks that do not require a sworn Deputy. More effort has been put into case review before cases are assigned to ensure only those that are the most deserving are investigated. Although every case may not be solvable, we have found that the effort we put into them can have a positive effect on the victim's sense of safety and satisfaction, regardless of the outcome.

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2. \$15,789.00 to be used to fund overtime pay for Criminal Investigators

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