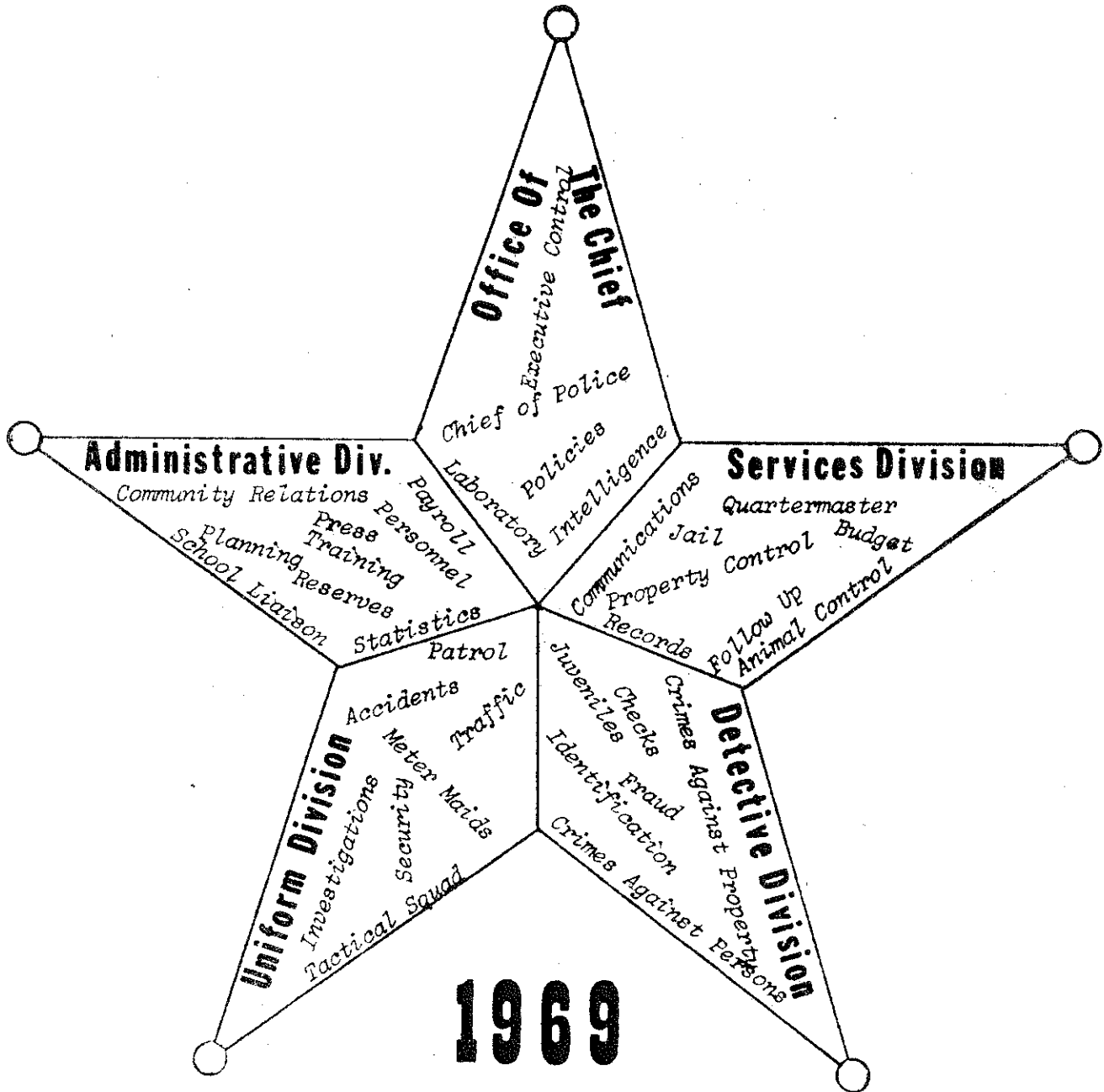


SALEM POLICE DEPARTMENT ANNUAL REPORT



1969

Ben H. Meyers, Chief

city of



SALEM, OREGON

TELEPHONE (503) 581-5123 • ZIP CODE 97301

OFFICE OF THE CHIEF

BEN H. MEYERS



13 February 1970

Mr. Robert S. Moore
City Manager
Salem, Oregon 97301

Dear Mr. Moore:

The Salem Police Department is proud to present its 1969 Annual Report for your examination and information. We have, in 1969, applied modern police techniques and realignment of crime suppression squads, thereby, with a great deal of success, suppressed the crime rate in the City of Salem in comparison with the year 1968.

Current statistics indicate a decrease of Part I crimes of .006 percent in 1969 over the year 1968, in Salem. The federal crime index is not presently completed, however, statistics furnished by them for the first nine months show an 11 percent increase nationally, with violent crimes showing a 12 percent increase.

The overall crime decrease was primarily due to the application of new and modern techniques, use of suppression squads in the affected areas, educational aids to the public, better trained police personnel, and a small percentage to the reevaluation of crime reporting data.

We shall continue striving to combat and suppress crime in Salem by applying our efforts in the coming year by continually using modern techniques, the improvement of the educational program for the general public, continued in-service training for police personnel, the use of effective and efficient supervision in order to make Salem a clean, safe, and pleasant city in which to live.

Sincerely,

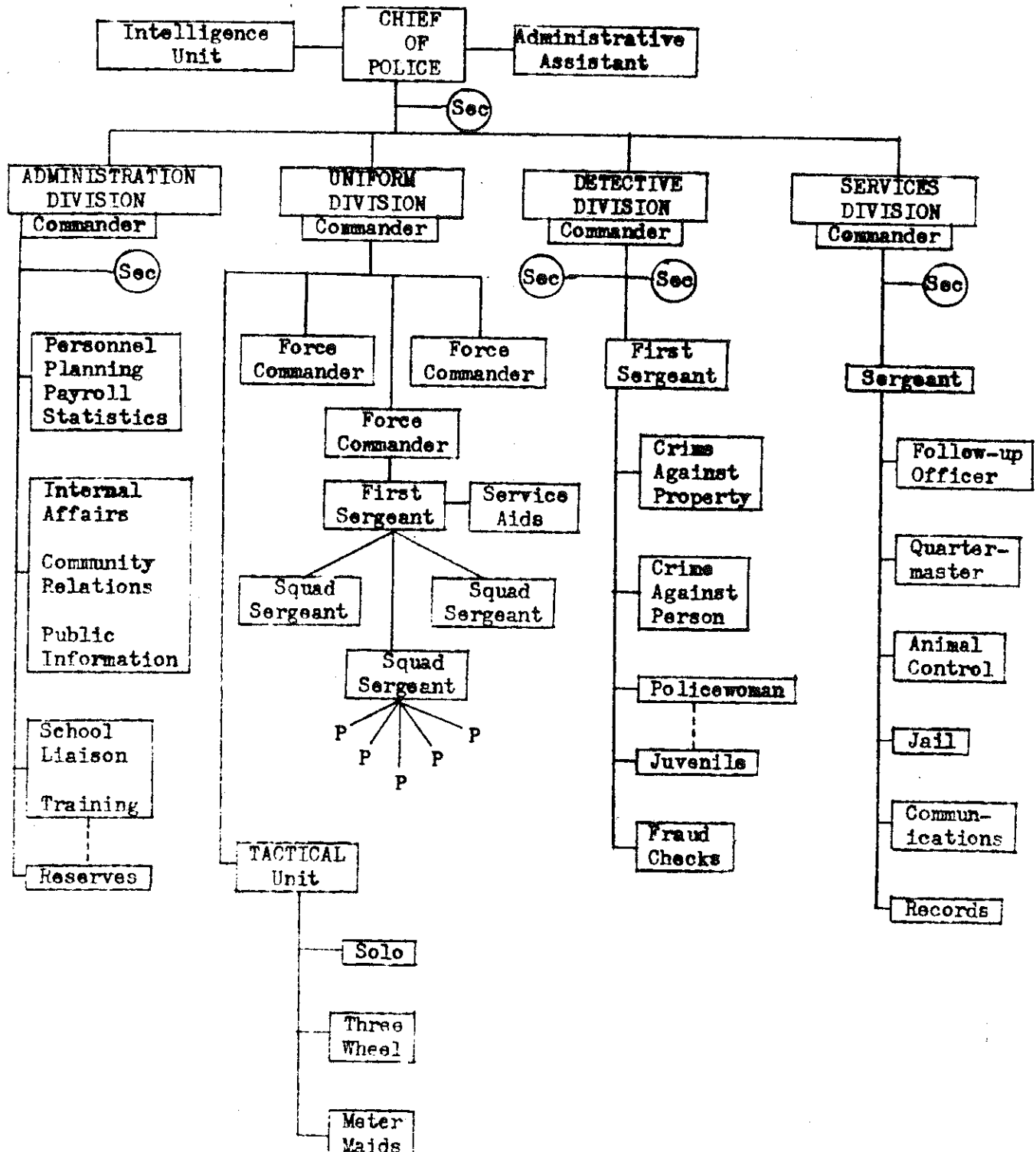

Ben H. Meyers
Chief of Police

BHM:gjh

ORGANIZATIONAL CHART

Salem Police Department

Prepared By
ADMINISTRATIVE SERVICES DIVISION



PART 1 CRIMES

CRIME	Offenses Reported		% Increase Decrease	Offenses Cleared		% of Clearance	
	1968	1969		1968	1969	1968	1969
Murder	0	5	***	0	5	0	100
Manslaughter	4	5	+25	3	6	75	120
Rape	7	12	+71	6	5	85	42
Robbery - Armed	25	23	-08	20	5	80	22
Unarmed	7	32	+357	5	15	71	47
Aggravated Assault	112	138	+23	90	85	80	62
Burglary - Residence	455	519	+14	71	152	16	29
Business	349	366	+05	101	51	29	14
Larceny - Over \$50	430	590	+37	48	72	11	12
Under \$50	2,179	1,890	-13	354	355	16	19
Auto theft	219	184	-16	23	41	11	22
TOTAL PART 1 CRIMES	3,787	3,764	-.006	721	792	19	21

	1968	1969	
Stolen Property	\$484,920.84	\$439,912.42	09% Decrease
Recovered	251,388.09	195,614.63	(1969 44% Recovery)
Robbery	36,749.84	9,750.08	73% Decrease
Arrests (Part 1)	650	725	
Crime Rate	.055	.055	

PART 2 CRIMES

	1968	1969	
Crimes Reported	8,961	8,699	-03%
(Arrests)	3,487	3,862	+11%
(DWUIIL)	(88)	(157)	+78%

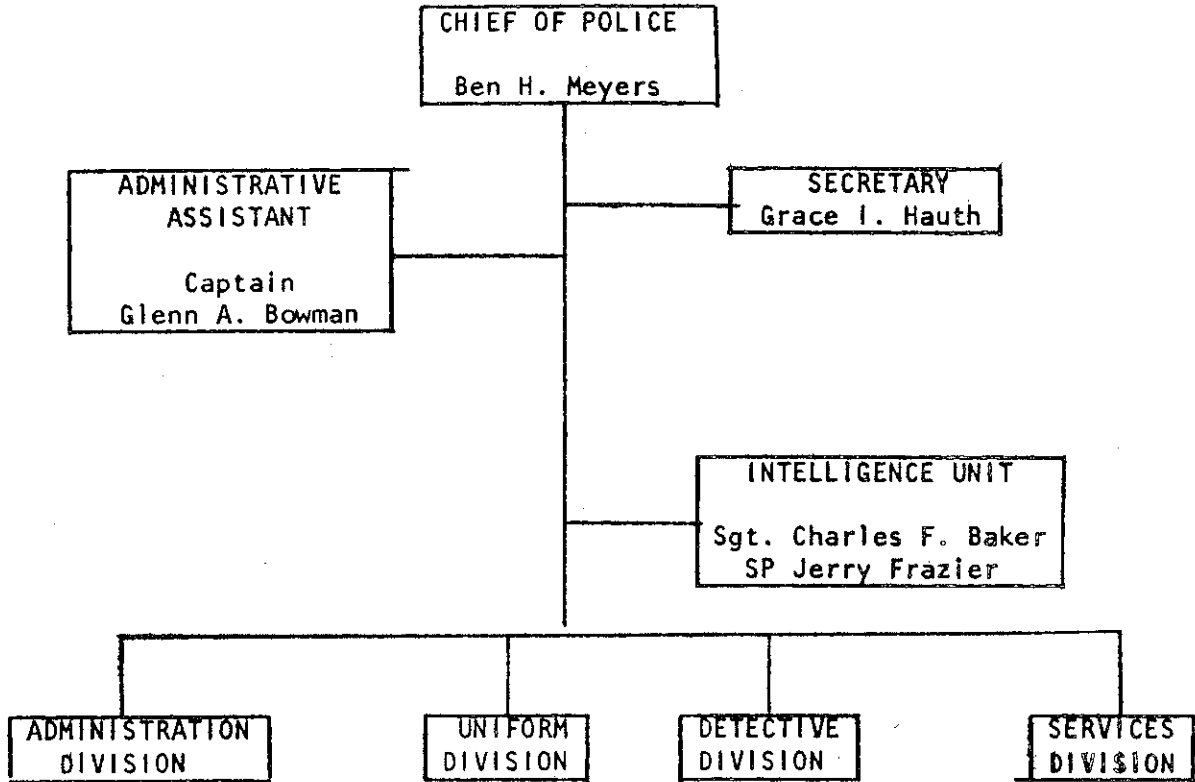
TRAFFIC INFORMATION

	1968	1969	
Hazardous violations	12,341	11,254	-09%
Non-hazardous	4,893	5,010	+02%
TOTAL	17,234	16,107	-07%
Fatal-Injury accidents	559	548	-02%
Property damage accident	1,205	1,570	+30%
TOTAL ACCIDENTS	1,764	2,118	+20%
Fatal/Injury Index	22.0	20.5	
Overall Index	6.9	5.3	

ARRESTS 1969

Part 1 Arrests	725
Part 2 Arrests	3,862
Traffic	16,107
TOTAL ARRESTS	20,694

OFFICE OF THE CHIEF



31 December 1969

INTELLIGENCE UNIT

The year 1969 found the Intelligence Unit of the Salem Police Department completing its second year of operation. Staffed during this time with one Sergeant and one Senior Patrolman, it was directly under the supervision of the Chief of Police, and as such, the Sergeant and the Senior Patrolman serve both line and staff functions.

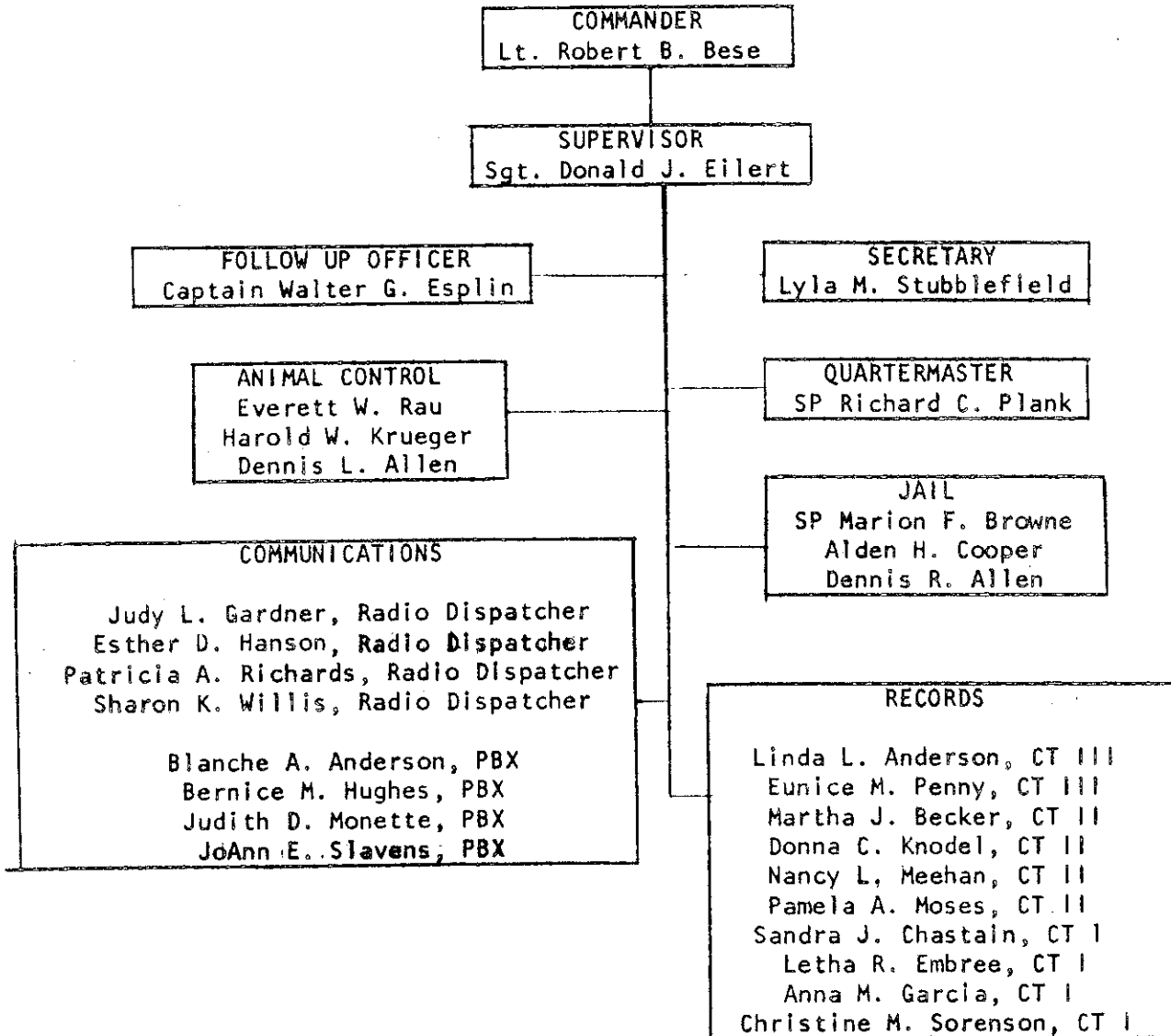
During the year the unit expanded on information files of strategic intelligence, information of long-range usefulness, of persons and groups involved or suspected of being involved in subversive or organized crime type activities.

Information files of line intelligence, information of short-range or immediate usefulness, were also expanded upon, this being in the area of narcotic and dangerous drug law violations, vice investigations, city license and Oregon Liquor Privilege License application and violation investigations.

Considerable effort was expended in the gathering of counter intelligence information regarding persons or groups intending to undermine the effectiveness and efficiency of the Salem Police Department. Also in this area, cooperative investigations with the Internal Affairs section of the Administrative Services Division resulted in successful completion of investigations involving departmental employees accused or suspected of criminal activities or misconduct.

Intelligence Unit personnel conducted training sessions for law enforcement personnel both within our department and out, numerous public appearance invitations were accepted thereby allowing us to discuss drug abuse with hundreds of Salem citizens, both youth and adult.

SERVICES DIVISION



31 December 1969

SERVICES DIVISION
1969
ANNUAL REPORT

This Division is the second largest in the City of Salem Police Department. It totals 30 people consisting of 4 sworn police officers, 6 men and 20 women civilian employees. The Division is composed of a Division Commander, Supervisor, Records & I.D. Section, Jail Section, Animal Control Section, Communications Section, and Quartermaster Section. The Division exists solely to provide operating and logistic support to all other divisions of the Police Department.

This year was one of accomplishment and increased activity for the entire division. More duties were assigned to each section and a noticeable increase in the volume of work was experienced.

The following are summaries of the activities of each section.

RECORDS SECTION

The Records Section is the largest in the Division. It consists of two Clerk III Supervisors, five Clerk II's and three Clerk I's. These girls are responsible for the accurate processing, distribution, storage, and retrieval of Police reports and related information on a 24 hour a day 7 day per week basis. In addition these girls perform many clerical, secretarial, statistical, and police matron functions for other divisions in the Police Department.

The following list indicates some of the many accomplishments of this section during 1969.

1. Started system of multiple listings on index file cards.
2. Began filing traffic citations alphabetically by date.
3. Combined complaint and arrest files and began a new wrap and booking sheet file.
4. Started use of a 60 day suspense file for current complaint reports.
5. Started use of a 60 day suspense file for the active auto file.
6. Began using a new coded teletype system for drivers license status, vehicle registration, and NCIC checks.
7. Began making complete record checks for all city personnel.
8. Stopped duplicating the work of the State I.D. Bureau by keeping wanted records on subjects outside our area.
9. Started new system of recording and clearing local institution escapes.
10. Began adding Intelligence Unit file numbers to our index files.
11. Designed and maintained runaway juvenile book complete with photos for the Patrol Division.
12. Re-activated the traffic citation warning file.

SERVICES DIVISION ANNUAL REPORT

13. Began new cash drawer security and key system.
14. Inaugurated use of an information request form for file search request within the department.
15. Received new coat of paint in the front office area.
16. Obtained a new attractive wall mural for the front office.
17. Received a new secretarial desk and chair for the section.
18. Installed a new metal box in the front office.
19. Obtained a back up A-09 duplicating machine without cost.
20. Sent three clerks to IBM Key punch School in Portland.

As indicated by the following statistics the work load for this section is increasing at a rapid rate.

Total number of complaint reports processed.	14,057
Total number of accident reports processed.. . . .	2,237
Total number of traffic citations processed.	16,005
Total number of IBM cards punched.	18,242
Total number of autos consigned for auction	131
Total number of bicycles consigned for auction	111
Total number of arrests processed including citations. . .	20,989
Total number of copies made on A-09 Duplicating machine. .	270,331
Total number of copies made on 209 duplicating machine . .	60,000
Total number of copies made in 1969.	330,331

JAIL SECTION

The Jail Section is composed of a sworn police officer operating in the capacity of Jail Supervisor and three civilian jailers. These four men give full 24 hour coverage to the Jail for all but 8 hours each week. The Jail itself consist of one 26 man dormitory cell, one 18 man dormitory cell, a 4 man felon cell, a 2 man trustee cell, security cell, drunk tank, office, and assorted work, shower, and storage areas.

In 1969 we submitted a proposal to increase the salary range for civilian jailers over and above any blanket raise proposed by the City. This was approved and the new salary range of \$495.00 to \$630.00 has been in effect since 1 July 1969. Another employee benefit was received when we changed the jailers work uniform from the long sleeved gray and black outfit to a light weight permanent press forest green pants and short sleeved wash and wear white uniform shirts.

A new booking procedure was initiated which involved designing a new 4 page NCR form and a complete revamping of the booking process. This procedure has been used with much success since 21 January 1969.

The greatest achievement of the Jail Section was in the area of prisoner food service. A contractual agreement was entered into with the

Marion County Jail to furnish hot meals and sack lunches each day for our prisoners. In conjunction with this, new serving area shelving and cabinets had to be constructed in the Jail and a portable Hot Food Table and assorted containers had to be purchased. These purchases amounted to \$459.77. We used this new service for the last six months of the year. During this period we served 640 meals more than during the previous six months and including the cost of the equipment we still made a savings of \$780.00. It must be noted that the food now being served is of better quality and quantity and conforms to Federal dietary standards.

A trial order of 12 new vinyl covered 3" foam penal mattresses was purchased and put into use. Tests indicate this type of mattress gives superior service and hygienic results.

During the year two civilian jailers were terminated for cause. Two others resigned to accept other employment outside the department and one other transferred to the Uniform Division as a recruit officer.

Records indicate there was a 15% increase in blotted arrest in 1969 as compared to 1968.

Meals purchased from Grants Store	6,843
Meals purchased from Marion County.	7,483
Total meals served in 1969.	14,362
Cost of meals purchased from Grants Store	\$5,132.25
Cost of meals purchased from Marion County.	\$3,879.50
Total cost of meals served in 1969	\$9,023.75
Total new arrested persons (1st time in our jail)	878
Total rearrests (2nd or more times in our jail)	1726
Total blotted arrests	2604
Most men in Jail any day (Sept.)	42
Least men in Jail any day (Dec.)	0
Average men in Jail per day	18
Average time spent booking per man (photo, print, etc.)	38 min
Approximate time spent booking during the year.	1,649 hrs

ANIMAL CONTROL SECTION

The Animal Control Section consists of three Animal Control Officers driving two well used trucks and operating out of a deteriorating building called the Animal Shelter. 1969 was the last full year we will operate out of these facilities for we have entered into a contract with the Willamette Valley Humane Society to use their new Animal Shelter as soon as its construction is completed.

During the past year we have proposed and received Animal Control Officer salary adjustments over and above the City wide pay increase. The new salary range is from \$495.00 to \$630.00 a month. New shelter and working hours were approved by the City Manager which allowed a Sunday closure and uniform days off for control officers.

New operational procedures were started which include a house to house check for unlicensed dogs; issuance of a new notice to obtain licenses; new record checking procedure with Marion County on dog owners; assignment of regular patrol hours in West Salem and a closer working agreement with the Polk County Animal Authority.

New cat cages have been constructed. New feeding dishes and animal traps as well as a carbon monoxide tester were purchased.

Regular testing of the amount of free carbon monoxide in the area of the incenerator during operation is made. This along with the new procedure of annually inoculating each Animal Control Officer for tetanus gives an added safety factor to our operation.

The shelter was inspected three times during the year by the Pet and Captive Animal Facility inspector of the Veterinary Division Oregon State Department of Agriculture and each time received the best possible report.

Shelter statistics for the year are as follows:

Total number of dogs impounded	3,414
Total number of cats impounded	2,645
Total number of dogs and cats impounded.	6,059
Total dogs sold.	1,150
Total cats given away.	550
Total dogs and cats disposed of.	4,074
Total service calls made by Animal Control Officers.	4,089
Total phone calls received at the shelter.	10,077
Total visitors at the shelter.	18,146

COMMUNICATIONS SECTION

The Communications Section includes both the Police Radio dispatch area and the City Hall PBX room. We employ 4 police radio dispatchers and 5 PBX operators who also dispatch for the Fire Department. Vacation and shortage relief is usually handled by trained Records Section personnel.

Major improvements in the PBX Section include a new paint job to room's walls and ceiling. Also removal of all financial institution burglar alarms and 90% of all other burglar and fire alarms. An emergency

bell was installed in the Records Section so PBX personnel could call for assistance during multiple alarm fires.

A proposal to transfer all fire radio dispatching duties to the Fire Department was rejected by the City Manager. Also a proposal to increase the number of Police Radio Dispatchers to relieve the burden of relief from the Records Section was rejected earlier this year.

Changes in the Police Radio Section include the installation of direct phone lines to answering services receiving business burglary alarms. Installation of all Financial Institution alarms in the Radio Room itself for direct reading by operators. The operators' Active Stolen Auto file was revamped for faster and easier access. Also a procedure was established that allows the operator to make a fast parking warrant check on all vehicles stopped by officers in the field.

Statistics covering the entire year for the Communications Sections are not available, however, a survey covering the latter part of the year indicate the following.

Daily Average number of Phone calls received in PBX	500
Daily Average number of Phone calls received by police radio .	350
Daily Average number of Phone calls handled for the Fire Dept.	140

QUARTERMASTER SECTION

The Quartermaster is responsible for the custody and security of all property and evidence relating to investigations conducted by this department. In 1969 he accepted the responsibility of ordering all supplies and making all purchases for the Police Department.

In addition the following projects were completed during the year.

1. All office machines, desks, chairs, files, tables, etc., throughout the department were inventoried and numbered.
2. An inventory of all keys used by this department was made.
3. A listing of all special equipment carried in police vehicles was completed and all items were numbered and assigned to specific units.
4. All printed forms used by this department were re-evaluated and coded for identification and control.
5. An annual maintenance program was proposed and adopted for all police shoulder weapons.
6. Acquired a 1966 International pickup truck with a canopy for use as a special duty and service vehicle for all divisions.

7. Proposal was made and approved for purchase of new desk, chair, and storage locker for the Quartermaster.
8. An inter-departmental uniform, equipment, and supply requisition form was designed and put into effect.
9. Research was completed and recommendations made on summer shirt changes for Uniform Officers; for new uniforms for female personnel; and for civilian jailers.

The following is to indicate just some of the uniform items issued during the year.

Uniform Officers trousers	92 pr
Uniform Officers shirts	137 ea
Uniform shoes (patrol, jail, and meter maids)	41 pr.
Skirts (clerks & meter maids)	31 ea.
Blouses (clerks & meter maids).	31 ea.

Total amount spent on all uniform items \$10,120.89

Average number of tagged property items or bundles taken into custody each day during year. 5

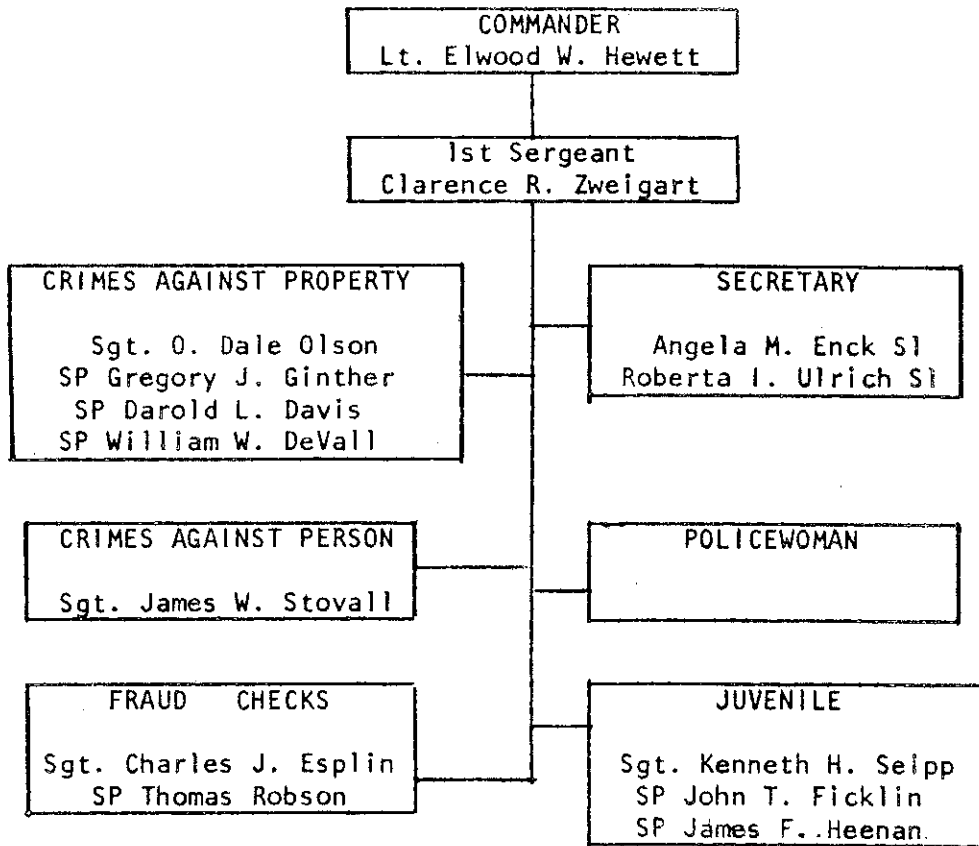
Total number of tagged property items or bundles placed in the property room during the year 1,655

In addition the men and women of the Services Division have been instrumental in the creation and planning of a bank robbery procedure book; approval of an automatic teletype machine purchase; formulating handling procedures for explosives; researched procedures for abandoned and towed autos; compiled procedures in the handling of emergency equipment; formulated procedures for warning and voided parking citations and composed methods for report routing and prisoner booking.

During the year Division Commander Robert Bese was promoted to the rank of Lieutenant; Supervisor Donald Eilert was promoted to the rank of Sergeant; and clerks Nancy Meehan and Donna Knodel were advanced to the position of Clerk II's. Also 11 out of our 30 employees attended schools outside the department.

The Services Division was hampered somewhat during 1969 by an unexpected turnover in personnel, however we are all eagerly looking forward to 1970 with the hope we can increase our list of accomplishments and give even better service to the Department.

DETECTIVE DIVISION



31 December 1969

DETECTIVE DIVISION

The Detective Division is under the command of a Lieutenant assisted by a 1st Sergeant. Beside the Lieutenant and 1st Sergeant the division is made up of four sergeants, seven patrolmen, one policewoman and two secretaries, making a total of sixteen personnel.

All members of the Division are involved in both criminal and non-criminal investigations which are steadily on the increase. Hundreds of hours of tedious time consuming investigation was put into four murder investigations which were culminated by the arrest and conviction of Jerome Henry Brudos. A second murder investigated is waiting further court action.

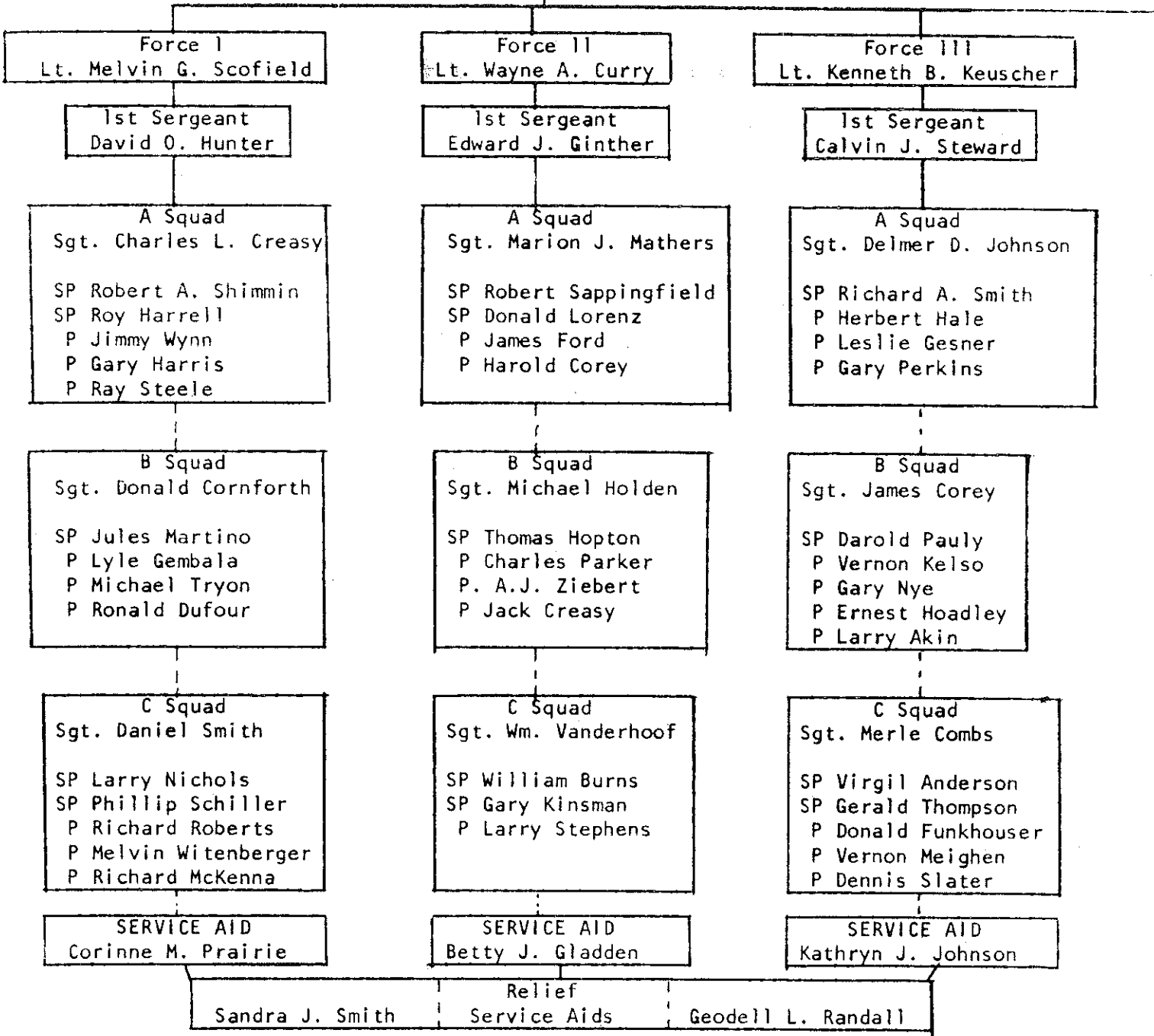
In addition, during the latter part of 1969, investigators were able to start a breakup of a rather large gang involved in related crimes which included burglary, larceny, possession of stolen property, narcotics violations, fraud, and violations of Federal laws.

Detective Division personnel, during 1969, appeared before numerous groups in the business and professional community. Officers appeared before 1,900 persons, expending approximately 55.5 man hours in doing so. From time to time, Detective personnel are called upon to appear as instructors in police schools and seminars outside of our own police academy. Detective personnel appeared before approximately 250 persons, expending approximately 25 man hours, in this regard during 1969.

Additionally, several members of the Detective Division are certified as law enforcement instructors and as such, regularly instruct recruits in the Salem Police Academy. Several members have been attending classes on their own time in order to make themselves better qualified police officers.

UNIFORM DIVISION

COMMANDER
Lt. Everett J. Van Osdol



TACTICAL SQUAD Sgt. John H. Newell Commander		
SOLO	Three Wheel	Meter Maids
William Bowen Kenneth Murphy James Bentson	Ronald Sonderman Larry Ritchey Ronald Martin	Sharon Sohn Patricia Maurer Muriel Meza Betty DeBow Wanda Fox

UNIFORM DIVISION

The Uniform Division has seen an unusual number of changes over the past year. These changes have been mainly in the areas of personnel, administration, and organization. There has not yet been sufficient time for the effects of all of these changes to be fully realized. They have required much versatility and adaptability from the personnel most of whom have responded enthusiastically. Even though we are not yet fully satisfied that the division has attained its top level of performance, we are, on the whole, quite satisfied with the achievements of this past year.

The Uniform Division is the largest of four divisions making up the Salem Police Department. It is commanded by a Captain and is organized into three forces, each being commanded by a Lieutenant and a 1st Sergeant. Each force is organized into three squads with a Sergeant in charge of each squad.

A fourth unit in this division is the Tactical Squad. It is commanded by a Sergeant and is comprised of five solo motorcycles and four tricycle motorcycles. Also attached to this unit for administrative and supervisory purposes are five Meter Maids. The duties of the Tactical Squad are many and varied. Basically, they are classified as traffic control, criminal investigation, and suppression.

The traffic control involves accident investigations, and daily traffic direction in congested areas during peak traffic periods. Also traffic direction for special events such as the Oregon State Fair, the Air Fair, the Fourth of July fire works display at the Fairview Home, and all parade escorts. The latter function has contributed greatly to our public image.

Criminal investigation and suppression demonstrates the versatile nature of this squad. It can be quickly and effectively deployed against any particular crime problem, such as, burglaries, robberies, and larcenies. This has proven to be a highly effective law enforcement tool.

Rotation of forces occurs every three months. This has been recently changed to coincide with the college fall, winter and spring terms. The rotation of forces permits each officer to work at different times of the day which broadens their experience and allows them variety in their off-duty hours. Co-ordinating the rotation with the school terms allows many of the officers to attend college, with reasonable assurance that they can attend the entire term without a change in working hours. A very high percentage have and are taking college courses of some type. The courses range from those which contribute

to the general improvement of their work as police officers, such as, English, speech, psychology, and social science to those which have a direct application towards specialized police fields, such as, criminal investigation, chemistry, budget preparation, personnel, administration, narcotic investigation, and criminal law. The men taking these courses have increased their capabilities and potentials which benefit the department as a whole.

In addition to the college courses, we have had several special schools, two of which were given by Northwestern Traffic Institute. The first, a supervisors school attended by several of the sergeants. The second, a command school attended by Lieutenant Curry and Lieutenant Keuscher. Both schools were of one week duration. Our aims in encouraging personnel in their efforts towards educational improvement has been twofold: First, improvement of the individual officer and second, to further professionalization of the department.

There have been many changes of personnel at all levels. In May, 1969, Captain Bowman was taken ill and command of the Uniform Division was assigned to Lieutenant Van Osdol. On 1 January 1970, Lieutenant Van Osdol was promoted to Captain and remained in charge of this division. Lieutenant Bain was assigned to the Administrative Services Division in August, 1969. Sergeant Scofield was promoted to Lieutenant on 1 August 1969, and was assigned commander of force two. Sergeant Hunter was re-assigned from the Tactical Squad to 1st Sergeant under Lieutenant Scofield. Sergeant Newell took charge of the Tactical Squad, and Sergeant Steward was assigned 1st Sergeant under Lieutenant Keuscher. First Sergeant Zweigart was transferred to the Detective Division as 1st Sergeant and Sergeant E. Ginther replaced him as 1st Sergeant under Lieutenant Curry.

Manpower has been at a premium the past year for three basic reasons. First, due to budgetary limitations, only one recruit training school was held during the fiscal year, and due to the scheduling requirement this allowed only one recruiting for the year. Therefore, replacement of personnel was delayed. Second, the standard required of police applicants was raised and this standard was rigidly adhered to during all phases in the selection of new recruits. This upgrading is both beneficial and necessary to the department, but has limited the number of acceptable applicants. Third, the weeding out of less energetic employees who did not feel that they could conform to the higher standard and work level demanded by our department. These factors resulted in a continual manpower shortage up to the present time. We are presently operating with 26% less manpower in this division than we are authorized, and have for several months. This will be reduced somewhat on 2 February 1970, when our recruit class graduates. At present time this class has twelve recruits.

A greater demand was made on remaining personnel to increase their efficiency and to upgrade their operations. This was due in part to the manpower shortage, but mainly for the purpose of improving individual performances as well as overall departmental coordination. As a result of this program, the general conduct, morale and efficiency

of our personnel has increased considerably.

The improvement in individual performance contributes to a major degree in the success of the division's overcoming many obstacles, such as, patrol area expansion, population increase, called for services and crime increases, to name only a few.

Some of the physical improvements by our division were the design and construction of a new console model for the patrol units. A force commanders' office was completed, and the sergeants' office changed making more space. Also, a detail board was mounted on the wall in the command office so information on armed robberies would be available to all those concerned, thus reduce personnel traffic in the control center and at the same time allow for maximum dissemination of information during this critical period.

The greatest achievements have been in the area of police supervision and management. This often unseen area is many times neglected because of its less ostentatious nature, but during the past year it has proven to be a major part in the division's improvements.

The division's many achievements can be attributed to the efforts put forth by each and every member of the division. Needless to say, these efforts to improve the quantity and quality of service will continue in the coming year.

ADMINISTRATION DIVISION

COMMANDER
Lt. Leonard E. Skinner

SECRETARY
Donna Burns

PERSONNEL	Lt. David J. Bain
PLANNING	Statistician C.T.III,
PAYROLL	Rachel L. Smyres

COMMUNITY RELATIONS	Sgt. John J. Kelly
PUBLIC INFORMATION	SP George J. Reul
INTERNAL AFFAIRS	

TRAINING	Sgt. Marlon D. Valburg
SCHOOL LIAISON	SP Walter N. Bickell

RESERVES

Captain Vivian Burton
Lt. Nathan Timmons
1st Sgt. James Daugherty

A SQUAD

Darrell Rickman
Robert Wallace
Dwain James
Ronald Reichenberger
James Rowse
Ronnie Gregg

B SQUAD

Sgt. Allen Dahl
Norman Coreson
Don Chitwood
Rodger Greenfield
John Schilling
Jerry Fetsch
Lloyd Savage

C SQUAD

Sgt. Claude Carpenter
Jack Crayton
David Dobson
Ronald Goad
Gerald Geiger
Donald Oliver
John Arnie

Laurence Purvine
(Military Leave)

RECRUIT ACADEMY 69B
Patrolmen

Robert R. Baldwin
Martyn E. Bell
Dan J. Buntjer
Bruce Cartwright
Clayton Coreson
Anthony DeCecio
Stephen Frees
Michael Gilbert
Teddy Johnson
Michael O'Neil
Roger Vinyard
Robert Warren

Policewoman

L. Joy Conger

ADMINISTRATIVE SERVICES DIVISION

This division is presently composed of two lieutenants, a first sergeant, a sergeant, two senior patrolmen, a secretary and a clerk typist III statistician. They are responsible in the following areas: Planning, personnel, payroll, statistics, community relations, internal affairs, public information, training, school liaison and police reserves.

The six sworn members of this division represent the department's interests as officers in the Oregon Peace Officers Association; Region 2 Training Council of the Board on Police Standards and Training; Marion County Law Enforcement Trades Training Committee; Salem Human Relations Commission; and The Social Concerns Committee of the Chamber of Commerce.

In addition, they serve on the following committees: Law Enforcement Advisory Committee, Chemeketa Community College; Oregon Law Enforcement Trades Training Committee, BPST; Steering Committee for Adult Drug Education, Marion County Extension Agent, Oregon State University; Visitors and Conventions Committee for the Chamber of Commerce; and Marion-Polk Council on Alcoholism;

Our school liaison program is now in its second year of operation and has received excellent acceptance by principals and teachers in the district. During the summer our liaison officer attended a week long juvenile counselling seminar at Oregon College of Education, along with those of the teaching profession, and established a rapport that has proven very productive. In September, he was sent under the auspices of a federal grant to a School Liaison Indoctrination Class at Flint, Michigan, thereby leading the rest of those interested Salem citizens by two months. In his off-duty time, our liaison officer is supervisor and coach of the Salem Boxing Club and acts as District AAU Official.

The Training Academy completed the year by giving a mid-term examination to the 14 persons presently enrolled in the Recruit Academy. This figure includes 12 patrolmen, 1 policewoman and the Chief of Police from Sublimity. During the year we presented our first Supervision Course which consisted of 48 hours and was given to 21 sergeants of our department as well as sergeants from other mid-Willamette Valley agencies. This course set the standards as now defined by the State Board on Police Standards and Training for the state intermediate certification. Numerous short training courses were offered, and several training bulletins issued.

The Community Relations sergeant attended the National Institute on Police Community Relations held at the University of Southern California at Los Angeles. Expenses were covered by a personal grant from the

National Conference of Christians and Jews. Plans have been finalized to instigate "Operation Crime Stop," a program involving support of the citizens in reporting and preventing criminal acts. During the year this unit achieved closer cooperation with members of minority groups and channels of communication have been opened.

Planning has been primarily for the police facilities in the new Civic Center. Early in this stage we inspected police buildings in Washington and Southern California, and subsequently developed an efficient proposal to gain maximum potential of our allotted space. Other plans were also formulated. Chiefly among those was a comprehensive study regarding the feasibility of helicopter patrol.

The personnel unit has worked actively with the City Personnel Office in recruitment and other problems. We are in the process of revising our application form and speeding up our selection process.

As part of our public information service, a daily radio program was inaugurated with station KSLM. Several meetings were held with members of local news media to discuss mutual problems. Liaison has been established with KVDO, Salem's new television station, which will be going on the air early in 1970.

PERSONNEL HIRED DURING 1969

<u>Name</u>	<u>Class</u>	<u>Date</u>
AKIN, Larry	Patrolman	3 February
ALLEN, Dennis R.	Jailer	5 November
BALDWIN, Robert (Baldwin)	Jailer Patrolman	13 January 5 November
BELL, Martyn	Patrolman	3 November
BUNTJER, Dan	Patrolman	1 December
BURNS, Donna	Secretary I	19 September
CARTWRIGHT, Bruce	Patrolman	1 December
CONGER, Joy	Policewoman	1 December
COOPER, Alden	Jailer	1 May
CORESON, Clayton	Patrolman	1 December
DANIELS, William	Patrolman	7 April
DeCECIO, Anthony	Patrolman	1 December
DIMIT, James	Patrolman	7 April
DUFOUR, Ronald	Patrolman	7 April
ELY, Sonja	PBX Operator	5 May
EMBREE, Letha	Clerk Typist I	9 June
ENDERS, Donna	Clerk Typist I	3 February
FORD, James	Patrolman	10 February
FREES, Stephen	Patrolman	1 December
GARCIA, Anna	Clerk Typist I	24 July
GILBERT, Michael	Patrolman	1 December
JOHNSON, Stephen	Patrolman	21 April
JOHNSON, Teddy	Patrolman	12 November
MILLER, Thomas	Patrolman	20 January
O'NEIL, Michael	Patrolman	1 December
PERKINS, Gary	Patrolman	7 April
RIDENOUR, Charles	Patrolman	7 April
SORENSEN, Christine	Clerk Typist I	18 June
STUBBLEFIELD, Lyla	Secretary I	17 February
THAYER, Foster	Jailer	7 July
VINYARD, Roger	Patrolman	1 December
WARREN, Robert	Patrolman	14 November
WHITE, Orrin	Jailer	22 May
WITENBERGER, Melvin	Patrolman	7 April

PERSONNEL TERMINATED DURING 1969

<u>Name</u>	<u>Class</u>	<u>Hired</u>	<u>Terminated</u>
ALLEN, Dennis L.	Animal Control	9 August 1967	31 December 1969
BRANCH, Grace	Secretary I	11 January 1968	30 September 1969
BRANT, Maxine	Secretary I	1 November 1966	17 January 1969
CARTY, Catherine	Clerk Typist I	26 March 1968	22 May 1969
DANIELS, William	Patrolman	7 April 1969	14 August 1969
DEZSOFI, Marilyn	Policewoman	13 November 1967	3 October 1969
DIMIT, James	Patrolman	7 April 1969	3 June 1969

Name	Class	Hired		Terminated	
EDWARDS, Harold	Patrolman	15 August	1950	21 February	1969
ENDERS, Donna	Clerk Typist I	3 February	1969	18 June	1969
GODLOVE, William	Patrolman	26 March	1955	26 November	1969
HENNE, Thomas	Patrolman	12 August	1968	16 January	1969
JOHNSON, Stephen	Patrolman	21 April	1969	11 September	1969
MANN, Gary	Patrolman	10 May	1967	15 November	1969
MANN, Ronald	Patrolman	12 August	1968	30 April	1969
MANNING, Richard	Patrolman	12 August	1968	31 January	1969
McDANIEL, William	Patrolman	27 January	1959	16 December	1969
METHVIN, Charles	Jailer	12 August	1968	20 May	1969
MILLER, Thomas	Patrolman	20 January	1969	4 February	1969
NEMEYER, Dennis	Jailer	5 August	1968	30 April	1969
PERKINS, Byron	Patrolman	12 August	1968	19 March	1969
PEPPER, Darrel	Sergeant	1 September	1964	11 May	1969
RIDENOUR, Charles	Patrolman	7 April	1969	13 August	1969
ROST, Harold	Patrolman	3 August	1966	14 August	1969
SCHLIJPER, Albert	Patrolman	1 July	1968	28 February	1969
SHIPMAN, Jerald	Patrolman	18 January	1965	13 August	1969
STEWART, Linda	Clerk Typist II	1 March	1967	12 June	1969
THAYER, Foster	Jailer	7 July	1969	9 November	1969
WASSON, Billy	Senior Patrolman	5 December	1966	31 December	1969
WEAVER, Leland	Captain	1942		5 February	1969
WHITE, Douglas	Patrolman	29 January	1968	22 December	1969
WHITE, Orrin	Jailer	22 May	1969	21 December	1969
YUZON, Paula	PBX Operator	9 October	1968	3 May	1969

POLICE COMMUNITY RELATIONS
Summary for Year 1969

The present Community Relations Unit is comprised of one Sergeant, and one Senior Patrolman. Their primary function during the year was to service the community as much as possible through a variety of methods to better enable the community to understand the police and the police to understand the community.

This unit prepared and delivered a variety of discussions for the community, covering nearly every phase of police work. (Refer to Annex). Both members of the unit belong to civic clubs, are active members in several civic committees, serve as advisors on other committees, and serve as liaison between the department and the community in several ways.

The unit has taken the lead in the area with innovations of new projects to reach more of the community. Some of these new projects include, publication and distribution of Spanish "Rights" cards, Crime Stop Program, and Sensitivity Sessions with certain segments of the community.

The unit maintains constant liaison with city government to insure proper working arrangements and to enable the department to function more efficiently with said government.

Work has been active in the areas of buffering minority groups and their problems with the department, functioning mainly as an informative and investigative unit. A working rapport has been established with many members of the minorities through the efforts of this unit.

The demand on this unit has increased and its effectiveness has had a far reaching effect in the surrounding communities reflecting the need for other agencies to become more involved with Police Community Relations.

This unit has addressed various functions and groups on current topics of interest to the community at large. Several of these topics are as follows:

- Crime Stop
- Drugs and Narcotics
- Self Protection for Women
- Burglary Prevention (Home and Business)
- Traffic Safety
- Safety
- Role of the Police in the Community
- Police and the Juvenile
- Organization and Operation of the Salem
Police Department
- Opportunities for Careers in Law Enforcement
- Credit Cards and Checks

The above topics were offered through the Speakers Bureau which is the responsibility of this unit. Several members of other divisions were utilized for speaking but the major portion of the above subjects were handled by the two members of the Community Relations Unit.

Both members of the unit are actively engaged as members of certain committees and civic organizations, some of which are:

- Civitan Club
- Active 20/30 Club
- Social Concerns Committee
- Community Action Project
- Human Relations Commission
- Citizens Alliance Committee
- Marion-Polk County Council on Alcoholism
- Marion County Meeting on Gonorrhoea
- Chamber of Commerce
- Community Council Meetings

A member of this unit was present at all Town Hall meetings given by the City, and set up displays from the Police Department.

ANNEX

Total persons and number of hours spent during 1969 are as follows:

<u>FUNCTION</u>	<u>PERSONS</u>	<u>HOURS</u>
Public Appearances (primarily speeches)	5,953	154
Station Tours	650	29 ½
Police Community Relations	<u>2,714</u>	<u>237 ½</u>
GRAND TOTAL	9,277	521

SCHOOL LIAISON

At the present time School Liaison consists of one full-time uniformed police officer and one part-time officer.

The objective of the School Liaison Program is crime prevention. He improves the relationship between young people and the police. He creates a better image of the police so the young person recognizes the police as friends and protectors rather than as a punitive agent. Counselling and advice are given where needed.

This program was commenced during the school year 1968-69, when the school liaison officer appeared at a particular school only upon the request of a school teacher or school official. During that school year the liaison officer contacted 5,681 students. The contacts consisted of 46 appearances at elementary schools, 12 at high schools, and 5 at Jr. High Schools.

Beginning the 1969-70 school year the program was escalated. Letters were sent to each school principal in the school district explaining what the Police Department hoped to accomplish by being in the schools, and subjects that a police officer could and would discuss either in classroom or school assemblies. Letters were also written to all teachers.

The school liaison officer made pre-school visits to the schools to meet officials and teachers (obtaining the school officials confidence is a very important phase of the program). After school started, the liaison officer made several speaking and unofficial visits. The officer also ate lunch in each school and continues to eat with the students on a rotating basis.

In addition, riding programs have been undertaken so the students may experience the duties and problems of police. Jail and station tours have also been conducted to broaden the total concept of law enforcement.

In one Jr. High School a pilot program was initiated. The officer concentrated on a small group of boys who were classed as problems by the school authorities. Although insufficient time has elapsed to evaluate the success of this attempt, it appears to offer a high degree of possibility due to the obvious change of attitude noted during the contact.

From September, 1969, until 31 December 1969, the school liaison officer made 146 speaking engagements, contacting 14,783 students. The officer lectured for 211 hours on police related subjects. There were 72 elementary school contacts, 41 junior high and 23 senior high school speaking engagements. The school liaison officer also makes regular non-speaking visits to the schools, visiting P.E. classes and other school functions. All school visits are made in police uniform.

TRAINING

Recruit Training

22 persons

7,680 man hours *

* These totals do not include two persons from outside agencies who receive 560 hours of training.

In-Service

1,953 man hours

In-service training was provided to almost every department employee. Some areas of training were: Firearms, "sight sound" program, supervision and short training sessions on various police subjects. Each employee received an average of 13 hours of in-service training.

Outside Training

Special Schools-Institutes

156 persons

2,279 hours

College Program

85 persons enrolled

261 credit hours

2,560 man hours

Southern Police Institute

1 person

12 credit hours

480 hours

The special schools included courses in Police Supervision and Management, Operation of Breathalyzer, Safe Conference, Fingerprinting, Speech Craft, I.B.M. Key Punch and various technical and specialized police subjects.

POLICE RESERVES

During the past year the Salem Police Reserve (comprised of volunteer citizens) contributed many hours of time in support of the Police Department. Their valuable assistance enabled regular officers to do a more effective job, especially during the peak activity times.

The present strength of the reserve organization is twenty-four members.

TRAINING

Classroom	578 hours
Operational	<u>3,400 hours</u>
	3,978

ACTIVITY

Paid *	1,000 hours
Unpaid **	<u>160 hours</u>
	1,160 hours

The reserves were provided with training in several subjects that would enable them to better perform their duties. Some of these subjects were: Riot and Crowd Control, Traffic Control, Laws of Arrest and Motor Vehicle Laws.

The reserve program also provides a young man, interested in law enforcement, to become exposed to it before actually leaving present employment.

* Reserve officers are hired by private businesses (i.e. drive-in restaurants, department stores) through the Police Department, to provide police coverage during peak activity times.

** Unpaid activities would include coverage of the air fair, civic functions and school activities.

Total Reserve Activity 5,138 man hours.