

# Campbell County Sheriff's Office

## 2025 January Monthly Report



**Submitted by: Sheriff Mike Jansen**

Prepared by: Katrina Gough, Clerk

Campbell County Sheriff's Office

Mike Jansen

*Sheriff*



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## January 2025 Monthly Report Summary

### Services of the Sheriff's Office

The Campbell County Sheriff's Office has two main divisions. The uniformed division based in the Campbell County Justice Center and the administrative division based in the Campbell County Administration Building. The Sheriff's Office provides courthouse security at the Justice Center during business hours. Deputies and Court Security Officers (CSOs) are present for all court proceedings ranging from arraignments to trials, Family Court and more.

Deputies and Court Security Officers are also responsible for transporting prisoners to and from court as well as from area detention centers to the Campbell County Justice Center and Campbell County Detention Center.

In the administrative division of the Sheriff's Office services such as the collection of property taxes, management of process of service of papers, processing of Carrying Concealed Deadly Weapons (CCDW) Permits, and Vehicle Inspections are performed.

Respectfully Submitted,

A handwritten signature in black ink that reads "Mike Jansen". The signature is written in a cursive style.

Sheriff Mike Jansen  
Campbell County Sheriff

## **Trainings**

This month Sheriff Mike Jansen and Deputies Greg Zelensky, George Schreiner, and Tim Harney all completed a 2 hour online training entitled Security Awareness Training. This training is through the FBI's Criminal Justice Information Services Division and is required for individuals who access Criminal Justice Information, which is deemed as sensitive information.

## **Services of the Sheriff's Office**

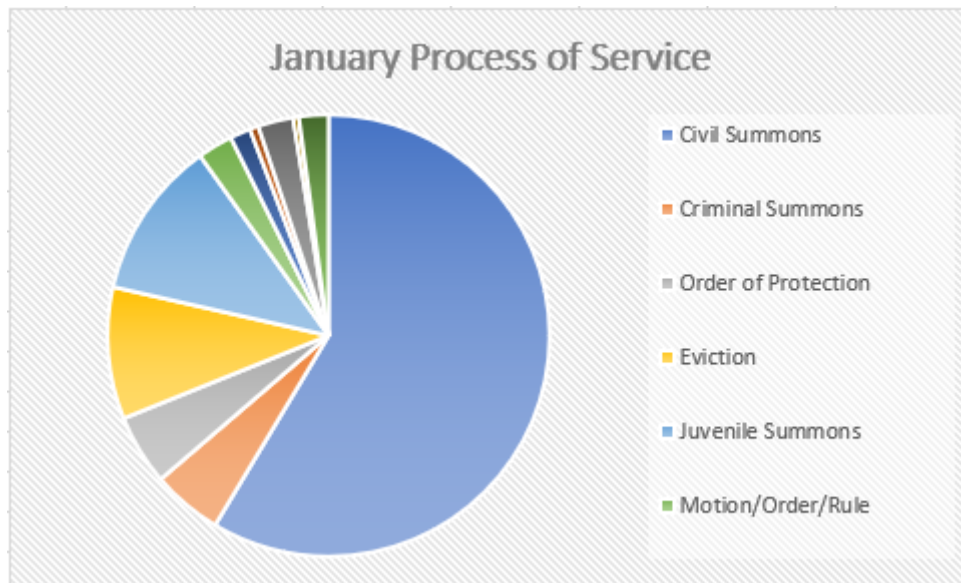
Deputies and Court Security Officers (CSO's) provide security for the Campbell County Courthouse. This includes court hearings, trials, and daily court operations. In the month of January Deputies and CSO's provided security for one jury trial. Deputies and CSO's also transport prisoners to and from court, from detention centers outside of Campbell County to the Campbell County Detention Center, and to institutions such as the Eastern Kentucky Mental Health Hospital and the Kentucky Correctional Psychiatric Center (KCPC). This month Deputies and CSO's made 15 trips within the state of Kentucky traveling approximately 589 miles transporting 15 prisoners to the Campbell County Detention Center and/or Justice Center. These trips were made to Adair, Boone, Fayette, Grant, Kenton, and Jessamine Counties. Four trips were made outside of the state, with Deputies traveling 1,094 miles to the cities of London, Lucas, Mansfield, and Richland Ohio.

Deputies and CSO's also serve warrants, issue citations, and complete Call Response Run Reports, Collision Reports, and Incident Reports. During the month of January Deputies and Court Security Officers served out 7 warrants and completed 1 Report.

The Sheriff's office also performs the processing and serving of Service of Process documents, these documents include civil and criminal summonses, subpoenas, evictions and various other document types; Carrying Concealed Deadly Weapons (CCDW) Permits; and Vehicle Inspections. Throughout the month of December the Campbell County Sheriff's Office processed 466 documents for Service of Process; 21 CCDW applications, renewals, requests for duplicate licenses, or changes of information; did 6 sets of fingerprints; and performed 786 vehicle inspections both at the Sheriff's Office location and off site.

Sheriff's office is also responsible for collecting County Property Taxes. Each year's taxes are due at the end of the year. The Kentucky Department of Revenue sets payments periods that run from November through April 15th of the following year. If the taxes are paid by November 30th there is a 2% discount. If not paid in November the base amount of the tax bill is due by December 31st, and from there late fees are assessed in the periods approaching April 15th. In the month of January the Sheriff's office collected and processed \$1,243,864.77 in taxes.

## Process of Service Documents Processed by the Campbell County Sheriff's Office

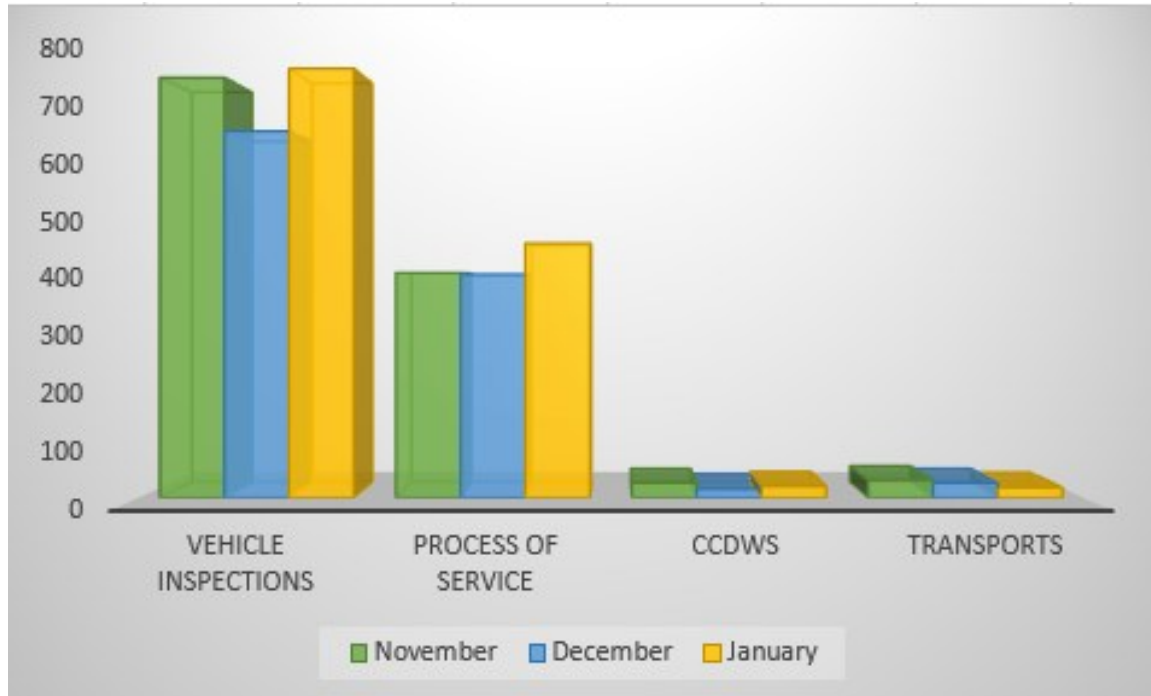


Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service in the month of January. The above graphic reflects the volume of the various types of documents received in relation to each other.

| <b><u>Type of Document</u></b> | <b><u># of Documents Received</u></b> | <b><u># of Documents Served</u></b> |
|--------------------------------|---------------------------------------|-------------------------------------|
| Civil:                         | 273                                   | 126                                 |
| Criminal Summons:              | 24                                    | 9                                   |
| Order of Protection            | 24                                    | 15                                  |
| Eviction:                      | 45                                    | 45                                  |
| Juvenile Summons:              | 54                                    | 32                                  |
| Motion/Order/Notice/Other      | 12                                    | 4                                   |
| Show Cause Order:              | 7                                     | 3                                   |
| Small Claims:                  | 3                                     | 3                                   |
| Subpoena:                      | 12                                    | 6                                   |
| Casey's Law:                   | 2                                     | 2                                   |
| Writ & Warrant of Possession:  | 10                                    | 10                                  |
| <b>Total</b>                   | <b>466</b>                            | <b>254</b>                          |

Please note that due to situations beyond the control of the Sheriff's Office the recipient of a document may be unable to served because: they have moved, been evicted, be deceased, be incarcerated in another jurisdiction, the address listed by the petitioner is an old address, etc. Additionally, attempts at service continue past the month the document is received in so it may be served in the following month.

## Monthly Comparison of Services Performed by the Campbell County Sheriff's Office



The above graph represents the main four quantifiable services performed by the Campbell County Sheriff's Office per month, comparing each service over a period of three months to show consistency and/or variance on a month to month basis. The specific numbers for each service are broken down below.

### **Vehicle Inspections:**

November: 769  
 December: 671  
 January: 786

### **CCDWs:**

November: 27  
 December: 16  
 January: 21

### **Process of Service:**

November: 412  
 December: 409  
 January: 466

### **Transports:**

November: 27  
 December: 27  
 January: 19

**Prisoner Transports Performed by the  
Campbell County Sheriff's Office  
in the Month of January**

| <b>Deputy</b>                            | <b>Long Distance<br/>Transport</b> | <b>Short Distance<br/>Transport</b> |
|--|------------------------------------|-------------------------------------|
| <b>Lt. Chaplin</b>                       | <b>0</b>                           | <b>0</b>                            |
| <b>Sgt. Garnick</b>                      | <b>2*</b>                          | <b>0</b>                            |
| <b>Deputy Harney</b>                     | <b>1</b>                           | <b>3*</b>                           |
| <b>Deputy Metz</b>                       | <b>1*</b>                          | <b>3*</b>                           |
| <b>Deputy Windgassen</b>                 | <b>0</b>                           | <b>0</b>                            |
| <b>Deputy Schreiner</b>                  | <b>0</b>                           | <b>0</b>                            |
| <b>Deputy Bailey</b>                     | <b>2*</b>                          | <b>3*</b>                           |
| <b>Deputy Stephens</b>                   | <b>5*</b>                          | <b>1</b>                            |
| <b>Deputy Strange</b>                    | <b>0</b>                           | <b>1</b>                            |
| <b>Deputy Markus</b>                     | <b>0</b>                           | <b>0</b>                            |
| <b>Deputy Wilson</b>                     | <b>3*</b>                          | <b>0</b>                            |
| <b>Court Security Officer Sheanshang</b> | <b>0</b>                           | <b>0</b>                            |
| <b>Court Security Officer Weinel</b>     | <b>0</b>                           | <b>0</b>                            |
| <b>Court Security Officer Fornash</b>    | <b>0</b>                           | <b>0</b>                            |
| <b>Court Security Officer Harber</b>     | <b>0</b>                           | <b>0</b>                            |
| <b>Court Security Officer Orth</b>       | <b>0</b>                           | <b>3*</b>                           |
|  |                                    |                                     |

- Denotes that one or more trips included in this count involved two deputies traveling together. Deputies are teamed together during transports for reasons such as safety.

### INCIDENT ANALYSIS - DAY

Agency    **CC Sheriff's Office**  
 Dates      **01/01/2025**      Thru      **01/31/2025**

| Activity                                       | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Total |
|--|-----|-----|-----|-----|------|-----|-----|-------|
| Agency: <b>CCSO</b> <b>CC Sheriff's Office</b> |     |     |     |     |      |     |     |       |
| 00031    Warrants                              | 0   | 1   | 0   | 2   | 0    | 0   | 0   | 3     |
| 00037    Disabled Motorist                     | 0   | 0   | 0   | 2   | 1    | 0   | 0   | 3     |
| 00046    Detail                                | 1   | 0   | 0   | 0   | 0    | 0   | 0   | 1     |
| 00048    Investigation/Follow Up               | 0   | 0   | 0   | 0   | 0    | 1   | 0   | 1     |
| 00066    Paper Service                         | 0   | 17  | 81  | 47  | 160  | 20  | 0   | 325   |
| <b>CC Sheriff's Office Agency Total</b>        | 1   | 18  | 81  | 51  | 161  | 21  | 0   | 333   |
| <b>Total</b>                                   | 1   | 18  | 81  | 51  | 161  | 21  | 0   | 333   |

The above listed information is taken from the Multi Data Computer System (MDC) utilized by deputies in their cruisers. When a deputy performs a task that involves calling in to the Campbell County Consolidated Dispatch Center to report where they are or what they are doing, that information is logged into the shared system and totals can be tracked. The listing above breaks down the various tasks that Deputies performed during the month of January that involved calling into Dispatch.