

# Campbell County Sheriff's Office

## 2025 March Monthly Report



**Submitted by: Sheriff Mike Jansen**

Prepared by: Katrina Gough, Clerk

Campbell County Sheriff's Office

Mike Jansen

*Sheriff*



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## March 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 cursive script that reads "Mike Jansen".

Sheriff Mike Jansen  
Campbell County Sheriff

## **Trainings**

This month Lt. Nick Chaplin and Deputies Ed Bailey, Darryl Jouett, and Adam Noe completed a 4 hour online training entitle HB289 Emergency Vehicle Operations through the Kentucky Department of Criminal Justice Training Center (DOCJT). This course meets the requirements of Kentucky House Bill 298 (Jill's Law). It addresses the mandatory requirements for Kentucky law enforcement agencies and officers regarding emergency and pursuit driving. The course includes agency policy, emergency and pursuit operations, legal aspects and case law, and the decision-making process for the individual officer involved in emergency vehicle operations.

Deputies Tim Harney, Craig Stephens, Ray Metz, and Ed Bailey completed a 2 hour online course entitle Police Mandatory Training through DOCJT. This course is designed to provide officers with the best practices related to intimate partner violence investigations and includes information on how to utilize a trauma-informed, victim-centered approach when interviewing victims. This course meets the mandatory training requirement for officer certification as outlined in Kentucky Revised Statute 15.334.

Deputy Tony Wilson completed a 40 hour in-person training course through DOCJT at their offices in Richmond, entitled Basic Officer Skills. This course covers high liability and critical areas of law enforcement. It includes defensive driving, basic firearms, defensive tactics and vehicle stops. This course is intended as a refresher training course for previously trained and experienced officers.

Deputy Greg Zelensky completed an 8 hour in-person training held at the Villa Hills Police Department entitled Taser Instructor Course.

Sgt. Dave Garnick completed a 2 hour online course through the Department of Transportation entitled Motor Vehicle Inspection Re-certification. This course is mandatory and must be completed every four years for currently certified Vehicle Inspectors to continue performing the out-of-state vehicle inspections required by the Department of Transportation.

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

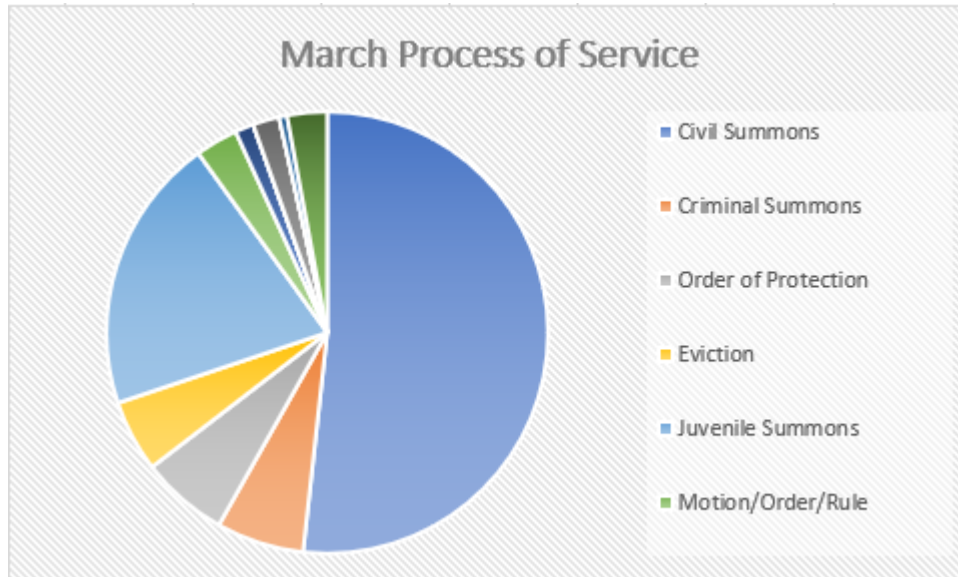
Deputies and Court Security Officers (CSO's) provide security for the Campbell County Courthouse. This includes court hearings, trials, and daily court operations. Deputies and CSO's also transport prisoners to and from court, from detention centers outside of Campbell County to the Campbell County Detention 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 44 trips within the state of Kentucky traveling approximately 1,223 miles transporting 46 prisoners to the Campbell County Detention Center and/or Justice Center. These trips were made to Boone, Breckinridge, Carroll, Clark, Fayette, Grant, Jefferson, Kenton, and Oldham Counties. Four trips were made outside the state of Kentucky to return prisoners to Campbell County. These trips totaled approximately 312 miles traveling to Batavia, Chillicothe, Springfield, and Clermont County in 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 March Deputies and Court Security Officers served out 8 warrants, completed 2 Call Response Run Reports, 1 Citation, and 1 NIBRS Reports.

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 March the Campbell County Sheriff's Office processed 514 documents for Service of Process; 25 CCDW applications, renewals, requests for duplicate licenses, or changes of information; did 4 set of fingerprints; and performed 766 vehicle inspections both at the Sheriff's Office location and off site.

The 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 March the Sheriff's office collected and processed \$710,752.88.

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

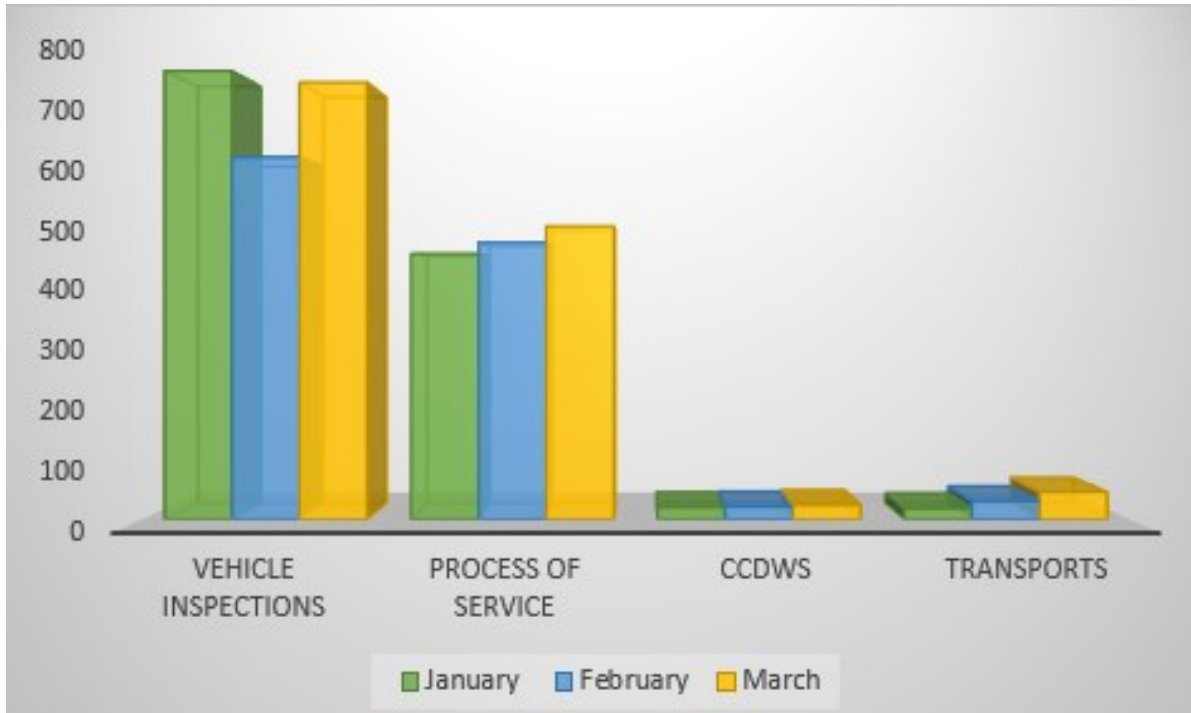


Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service in the month of March in relation to each other.

<u>Type of Document</u>	<u># of Documents Received</u>	<u># of Documents Served</u>
Civil:	266	121
Criminal Summons:	33	18
Order of Protection	33	9
Eviction:	27	27
Juvenile Summons:	104	66
Motion/Order/Notice/Other	16	9
Show Cause Order:	7	3
Small Claims:	0	0
Subpoena:	10	6
Sum. For Involuntary Commitment:	3	2
Writ & Warrant of Possession:	15	15
<b>Total</b>	<b>514</b>	<b>276</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:

January: 786  
 February: 635  
 March: 766

### CCDWs:

January: 21  
 February: 22  
 March: 25

### Process of Service:

January: 466  
 February: 485  
 March: 514

### Transports:

January: 19  
 February: 32  
 March: 48

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

<b>Deputy</b>	<b>Long Distance Transport</b>	<b>Short Distance Transport</b>
<b>Lt. Chaplin</b>	<b>0</b>	<b>0</b>
<b>Sgt. Garnick</b>	<b>0</b>	<b>0</b>
<b>Deputy Harney</b>	<b>3</b>	<b>2</b>
<b>Deputy Metz</b>	<b>1</b>	<b>0</b>
<b>Deputy Windgassen</b>	<b>0</b>	<b>0</b>
<b>Deputy Schreiner</b>	<b>0</b>	<b>1</b>
<b>Deputy Bailey</b>	<b>3</b>	<b>8*</b>
<b>Deputy Stephens</b>	<b>1</b>	<b>1</b>
<b>Deputy Strange</b>	<b>0</b>	<b>14</b>
<b>Deputy Markus</b>	<b>0</b>	<b>0</b>
<b>Deputy Wilson</b>	<b>1</b>	<b>4</b>
<b>Court Security Officer Sheanshang</b>	<b>0</b>	<b>1*</b>
<b>Court Security Officer Weinel</b>	<b>0</b>	<b>3</b>
<b>Court Security Officer Fornash</b>	<b>0</b>	<b>4*</b>
<b>Court Security Officer Harber</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Orth</b>	<b>0</b>	<b>5*</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      **03/01/2025**      **Thru**      **03/31/2025**

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency:    CCSO    CC Sheriff's Office								
00003    Assault	0	1	0	0	0	0	0	1
00016    Mentally Disturbed	0	1	0	0	0	0	0	1
00027    Traffic Accident	0	1	0	0	0	0	0	1
00048    Investigation/Follow Up	0	1	1	0	0	0	0	2
00066    Paper Service	0	66	143	53	149	78	0	489
00078    Eviction	0	0	0	0	4	1	0	5
<b>CC Sheriff's Office    Agency Total</b>	<b>0</b>	<b>70</b>	<b>144</b>	<b>53</b>	<b>153</b>	<b>79</b>	<b>0</b>	<b>499</b>
<b>Total</b>	<b>0</b>	<b>70</b>	<b>144</b>	<b>53</b>	<b>153</b>	<b>79</b>	<b>0</b>	<b>499</b>

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 March that involved calling into Dispatch.