

**Campbell County Sheriff's Office  
2025 September Monthly Report**



**Submitted by: Sheriff Mike Jansen**

Prepared by: Katrina Gough, Clerk

Campbell County Sheriff's Office

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*Sheriff*



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## September 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

## **Training**

This month was the annual Kentucky Sheriff's Association Conference. This conference is a 5 day training and conference session held in Bowling Green. This year Sheriff Mike Jansen, Chief Deputy Ken Fecher, Lt. Nick Chaplin, and Finance Director Julie Roderick attended the conference. This week provides Sheriffs and various staff to receive the state required yearly continuing education hours and to receive information on updated legislation, policy, procedure, and practices for the state of Kentucky and its various applicable government offices.

Deputies Craig Stephens, Dean Windgassen, and Tim Harney each completed a 40 hour in person training course through the KY Department of Criminal Justice Training Center (DOCJT) held at the Boone County Sheriff's office. This training, entitled KY Drug Investigations 2025, is for officers and supervisors who investigate drug-related crimes. The courses cover the most current investigative techniques, legal issues, and trends related to drugs confronting Kentucky officers.

Deputies Craig Stephens and Bruce Markus each completed a 2 hour online course entitled Security Awareness Training. This course 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.

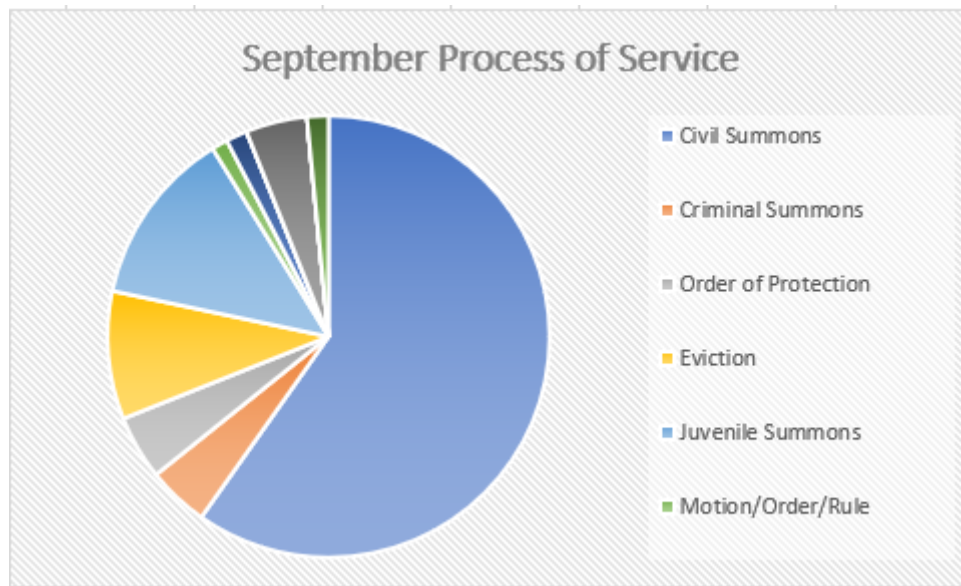
## **Services of the Sheriff's Office**

Deputies and Court Security Officers (CSO's) provide security for the Campbell County Courthouse. This includes court hearings, trials, and daily court operations. 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 1,698 miles transporting 43 prisoners to the Campbell County Detention Center and/or Justice Center. These trips were made to Boone, Bourbon, Fayette, Grant, Jefferson, Kenton, Logan, Mason, and Oldham Counties. Deputies made 8 trips were made outside the state of Kentucky to return prisoners to Campbell County. These trips totaled approximately 1,468 miles traveling to the cities of Cincinnati, St. Clairsville, Fairfield, Georgetown, Batavia, Caldwell, and Hillsboro 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 September Deputies and Court Security Officers served out 13 warrants.

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 September the Campbell County Sheriff's Office processed 512 documents for Service of Process; 37 CCDW applications, renewals, requests for duplicate licenses, or changes of information; did 2 set of fingerprints; and performed 776 vehicle inspections both at the Sheriff's Office location and off site.

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

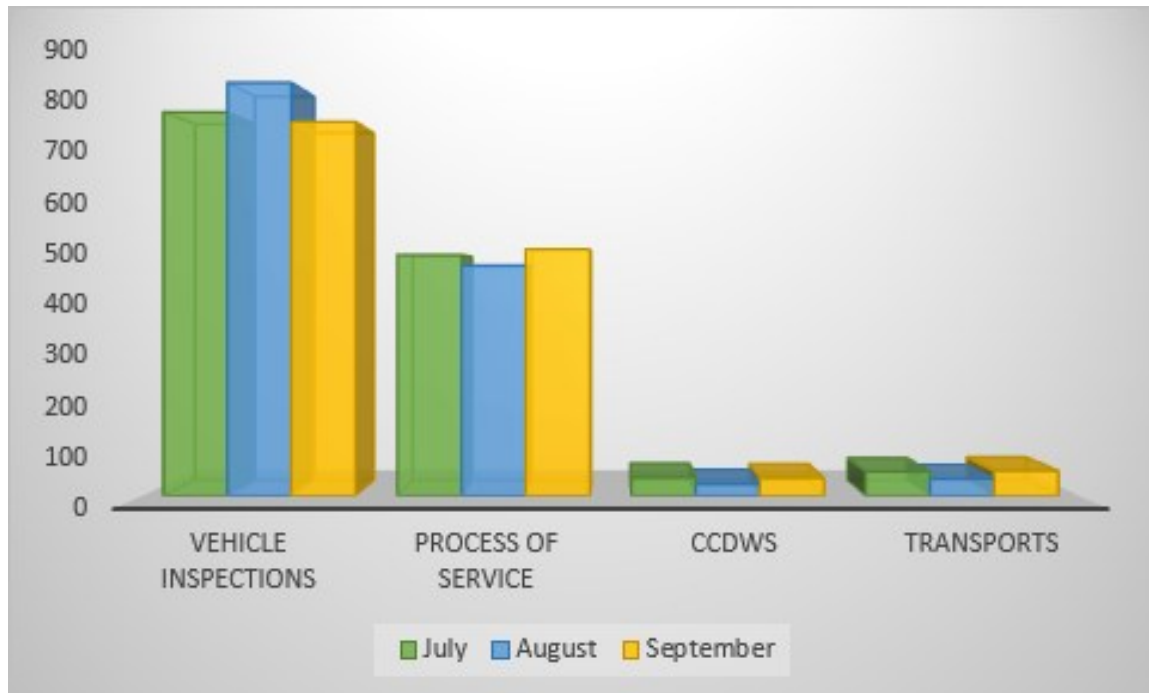


Below is the listing of types of documents received by the Campbell County Sheriff's Office for process of service in the month of September in relation to each other.

<u>Type of Document</u>	<u># of Documents Received</u>	<u># of Documents Served</u>
Civil:	306	153
Criminal Summons:	23	6
Order of Protection	24	13
Eviction:	48	48
Juvenile Summons:	66	35
Motion/Order/Notice/Other	6	5
Show Cause Order:	8	1
Small Claims:	0	0
Subpoena:	23	7
Sum. Invol. Commitment/Hospitalization:	0	0
Writ & Warrant of Possession:	8	8
<b>Total</b>	<b>512</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:

July: 796  
 August: 857  
 September: 776

### CCDWS:

July: 38  
 August: 24  
 September: 37

### Process of Service:

July: 500  
 August: 478  
 September: 512

### Transports:

July: 50  
 August: 35  
 September: 52

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

<b>Deputy</b>	<b>Long Distance Transport</b>	<b>Short Distance Transport</b>
<b>Sgt. Garnick</b>	<b>0</b>	<b>0</b>
<b>Deputy Zelensky</b>	<b>0</b>	<b>1</b>
<b>Deputy Harney</b>	<b>1</b>	<b>0</b>
<b>Deputy Hildebrand</b>	<b>5</b>	<b>11*</b>
<b>Deputy Windgassen</b>	<b>0</b>	<b>0</b>
<b>Deputy Rowland</b>	<b>0</b>	<b>0</b>
<b>Deputy Bailey</b>	<b>0</b>	<b>0</b>
<b>Deputy Stephens</b>	<b>2</b>	<b>0</b>
<b>Deputy Strange</b>	<b>1</b>	<b>4*</b>
<b>Deputy Markus</b>	<b>0</b>	<b>1</b>
<b>Deputy Wilson</b>	<b>8</b>	<b>10*</b>
<b>Deputy Matthews</b>	<b>3</b>	<b>11*</b>
<b>Court Security Officer Kremer</b>	<b>0</b>	<b>1*</b>
<b>Court Security Officer Fornash</b>	<b>0</b>	<b>1*</b>
<b>Court Security Officer Weinel</b>	<b>0</b>	<b>0</b>
<b>Court Security Officer Orth</b>	<b>0</b>	<b>3*</b>
<b>Court Security Officer Sheanshang</b>	<b>0</b>	<b>2*</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      **09/01/2025**      Thru      **09/30/2025**

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total	
Agency:    CCSO    CC Sheriff's Office									
00013	Harassment	0	1	0	0	0	0	1	
00016	Mentally Disturbed	0	0	0	1	0	0	1	
00017	Parking Complaint	0	0	0	0	1	0	1	
00019	Property (Found/Dispute)	0	0	1	0	0	0	1	
00026	Traffic Stop	0	2	1	0	1	0	4	
00036	Assist Other Agency	0	0	1	0	0	0	1	
00045	Transporting	0	0	0	2	0	0	2	
00063	School Detail	0	0	0	0	1	0	1	
00066	Paper Service	0	206	98	108	86	55	553	
<b>CC Sheriff's Office Agency Total</b>		<b>0</b>	<b>209</b>	<b>101</b>	<b>111</b>	<b>86</b>	<b>58</b>	<b>0</b>	<b>565</b>
<b>Total</b>		<b>0</b>	<b>209</b>	<b>101</b>	<b>111</b>	<b>86</b>	<b>58</b>	<b>0</b>	<b>565</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 September that involved calling into Dispatch.