

**Las Vegas Police Department
Monthly Report
Chief Gary Gold
April 14, 2010**

I. Communications

- a. The calls for service from March 1, 2010 through April 29, 2010 are a total of 1,365 calls for service.

II. Records/ Patrol

Dates from March 15, 2010 through April 12, 2010 for Records Section

- a. 175 Offense Incident Reports were issued to officers through calls for service.
- b. 56 Traffic Accident Reports were issued to officers through calls for service.
- c. 188 Offense Incident Reports entered by the Law Enforcement Information (LEI) staff.
- d. 48 Traffic Accident Reports entered by the LEI staff.
- e. 274 Citations entered by the LEI staff.
- f. 290 Customers attended to by the LEI staff.
- g. 300 Offense Incident Reports scanned by LEI staff.
- h. 73 Traffic Reports scanned by LEI staff.

****** Patrol.** *Dates for March 15, 2010 through April 12, 2010.*

**** The police officers issued 198 traffic citations, 30 parking citations, and 90 security checks along with their normal calls for service.

**** Captain Eugene Garcia completed the hiring process of two applicants to fill the police officer positions. These applicants have been placed for the April 21, 2010 Council Meeting.

**** Captain Garcia participated in a full-scale pandemic exercise was conducted by Office of Emergency Management.

**** Captain Garcia set up school presentations with West Las Vegas and East Las Vegas schools in reference to consequences on using drugs.

**** Captain Garcia is continuing education/ advanced training for the Police Department.

**** Captain Garcia conducted a presentation for CYFD foster children.

**** Captain Garcia conducted Saturation and Checkpoint patrols. A large number of citations and DWI arrests were issued.

**** Task Force Operation was conducted throughout the City and a large amount of citations were issued.

**** Housing patrols have been proactive and reducing crime in City Housing.

>>>> **Task Force**

>> There are currently no updates for Task Force at this time.

III. Investigations – Dates for January 25, 2010 through February 26, 2010.

- a. 1 Aggravated Assault
 - b. 1 Aggravated Battery
 - c. 1 Missing Person
 - d. 2 Missing Persons found
 - e. 3 Unlawful taking of motor vehicle
 - f. 2 Burglaries
 - g. 1 Fraud
 - h. 11 total reports assigned
- ** Our Investigators have been working on cases and attended court hearings.

IV. Region IV

- a. Region IV narcotics are currently conducting investigations.

V. K-9 Kiron & Chico

- a. Kiron attended training in Santa Fe.
- b. K-9 Chico recently joined the Las Vegas Police Department.
- c. Chico's kennel is almost completed.
- d. Kennel maintenance
- e. 64 hours training for Kiron and Chico

VI. Evidence Division- Dates for March 8, 2010 through April 12, 2010.

Evidence Technician made a total of 17 reports, 3 VHS tapes, 5 sets of pictures, and 4 CDR'S and 4 arrest records for the District Attorney's office to help the discovery process.

- a. The intake was 165 items and the output was 13 items for the month.
- b. Evidence Technician made 7 reports, 4 CDR'S, 3 VHS tapes, and 1 set of pictures for the City Attorney office.

- c. Evidence Technician made 14 CDR's and 5VHS tapes for the Police Officers for evidence.
- d. Evidence Technician finished the evidence quotes for equipment needed to package and maintain evidence.

VII. Accounting/Budget-Weeks of February 1, through March 1, 2010.

- a. Marla Martinez worked with Finance on the following issues:
 - >Budgeting for Grants
 - >Seizure and donation funds
 - >Special Appropriations
 - >E-911 Grant
- b. Reviewed timesheets with Liz to verify correct line items for grants.
- c. Worked on invoices for Region IV grant to bill.
- d. Worked on billing for Housing grant.
- e. Worked on reconciling General Fund and Grants.
- f. Worked with Captain Eugene Garcia on his grants.
- g. Worked on day to day duties as accountant. If you have any questions, please contact Marla Martinez at 425-7504 ext. 140.

VIII. Media Requests

- a. None at this time.

IX. Presentations

- a. None at this time.

X. Personnel

- a. None at this time

XI. Community Meetings

- a. None at this time

XII. Grants - Week for March 1, 2010 through April 12, 2010.

- a. Expending 06 JAG
- b. Expending Law Protection
- c. Expending NM DOT Grant (for digital cameras)
- d. Operation DWI
- e. Step (approved)

➤ *Grants Administrator duties completed:*

➤ Updated Region IV Grant Book 2

- Made copies of all PAR forms from RFR #2 for Police Finance Specialist
- Met with Region IV Coordinator and Police Finance Specialist on Program Income line item 241 and on close out of 2009 Region IV Jag Grant
- E-mailed expendable item list to Zeke Parra of Department of Public Safety
- Met with all supervisors to give them copies of evaluations forms for equipment and training
- Updated expenditures to all grants
- Created a draw down on ARRA JAG Grant to cover costs that have been incurred this quarter
- Contacted John Davis in regards to mobile surveillance equipment
- Attended Region IV meeting to discuss renewal of Region IV Coordinator's contract
- Contacted DFA on LEPF fund to request permission to transfer funds to cover training costs
- Contacted Finance Department in regards to draw downs and transfer of seizure and donation funds
- Transferring files from computer to disk.
- Cleared out computer and arranged files to put into new computer.
- Completed agenda request for renewal of Region IV Coordinator contract
- Reviewed budget amendment submitted by Region IV Coordinator
- Searched for Crime Scene Unit Grant Monies
- Met with Chief and Finance Specialist on discrepancies on line item 215
- Sent City Manager an update of all grant status as per Chief Gold
- Filed all paperwork to prepare for quarterly reporting on all grants

- Worked on questionnaire to comply with federal grants standards
- Trained by Captain Garcia on submittal of STEP and OBDWI grants
- Submitted billing to Traffic Safety Bureau for March operations
- Entered files into new computer, set up contacts and appointments into Microsoft Outlook
- Met with Chief and Region IV Coordinator on agenda request, budget amendment, and program income
- Submitted approved agenda request for renewal for Region IV Coordinator contract
- Received and reviewed STEP and ODWI files from Captain Garcia.
- Drafted memo on program income for Chief's approval
- Submitted memo on program income to Tana Vega
- Worked on budget rollovers for 2009 ARRA JAG Grant, 2010 JAG Grant, and Law Protection Block Grant
- Worked through timesheet issues and met with Chief and Staff to iron out concerns
- Met with Captain Garcia and Deputy Chief Montano on grant equipment updates
- Attended City Retreat in order to answer any questions pertaining to grants
- Should you have questions, please feel free to contact Grants Administrator, Beatrice Sena at 425-7504 ext. 105 or 426-3145.

XIII. Department Goals

- a. Working on new building construction
- b. Accreditation Process- Working on Policies and Procedures
- c. Radio Dispatch Upgrade
- d. Legislative Requests
- e. 5 Investigation Cars
- f. Mobile unit

XIV. Professional Services Contracts

- a. Soleil West

XV. Meetings Attended

- a. Department Head
- b. City Council Meeting
- c. LEPC Meeting
- d. Public Safety Advisory Committee Meeting
- e. Commanders Meeting
- f. Supervisors Meeting
- g. Meeting with Civilian (3)
- h. Non-Supervisors Meeting
- i. Meeting with Region IV Coordinator, Grants Administrator
- j. Chief Association Meeting
- k. Administration Meeting
- l. Safety Council Training
- m. DRT Meeting
- n. Full Scale Exercise
- o. Directors Meeting
- p. Staff Meeting With Mayor & Council
- q. Instructor Meeting
- r. DWI Meeting
- s. Down Town Master Plan Meeting
- t. Conducted Interview
- u. DWI Court Program at RHS

XVI. Travel Requests

- a. On March 8th thru March 10th five police officers attended training in Bernalillo for Street Crimes.
- b. On March 11th & 12th one Police Officer attended training in Albuquerque for NM Self Insured Fund.
- c. On March 28th thru April 2nd two Police Officers attended training in Clovis for Instructor Development.

XVI. Employment Evaluations

- a. Police Officer Steve Pacheco

XVII Training

- a. Street Crimes
- b. NM Self Insured Fund
- c. Instructor Development
- d. Conflict Resolution