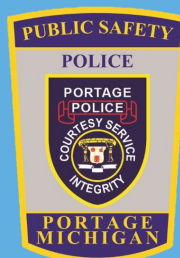




DEPARTMENT OF PUBLIC SAFETY



2020 ANNUAL REPORT

CITY PROFILE



APPOINTED OFFICIALS

Joseph La Margo, *City Manager*
Adam Herringa, *Deputy City Manager*
Mike Carroll, *Deputy City Manager*



ELECTED OFFICIALS

Patricia Randall, *Mayor*
Jim Pearson, *Mayor Pro Tem*
Chris Burns, *Council Member*
Lori Knapp, *Council Member*
Vic Ledbetter, *Council Member*
Claudette Reid, *Council Member*
Terry R. Urban, *Council Member*



DEMOGRAPHICS

County Kalamazoo Area	35.2 Square Miles
Major Employers	Pfizer Stryker Portage Public Schools
Population	49,710
Average Household Income	\$86,552
Poverty Rate	8.39%
Median Home Value	\$164,300
Median Age	37.5 years
Racial Composition	86.5% White 5.25% Black/African America 4.22% Two or more races 2.92% Asian 1.45% Native American 0.60% Other race



COMMUNITY HIGHLIGHTS

- Incorporated December 31, 1963
- Located midway between Detroit (142 miles) and Chicago (147 miles)
- 25th largest city in Michigan
- Bountiful natural resources, including seven lakes, state game areas, significant open spaces and wetlands
- Over 2,000 acres of park and recreational space
- 17 parks, including 3 dedicated to nature preservation
- More than 57 miles of bikeways and multi-use trails

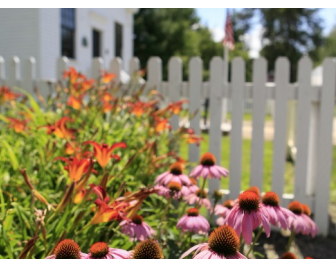


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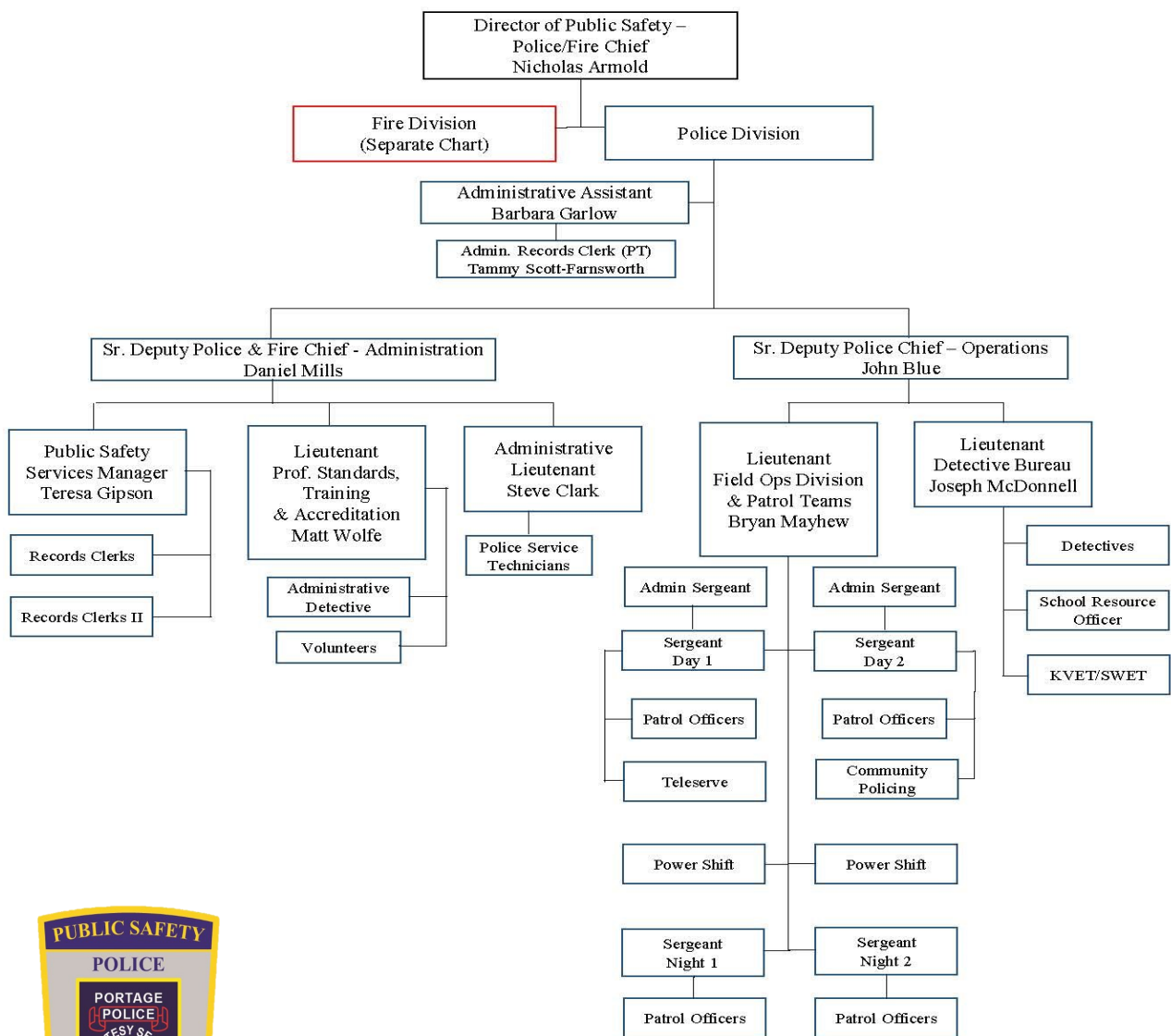
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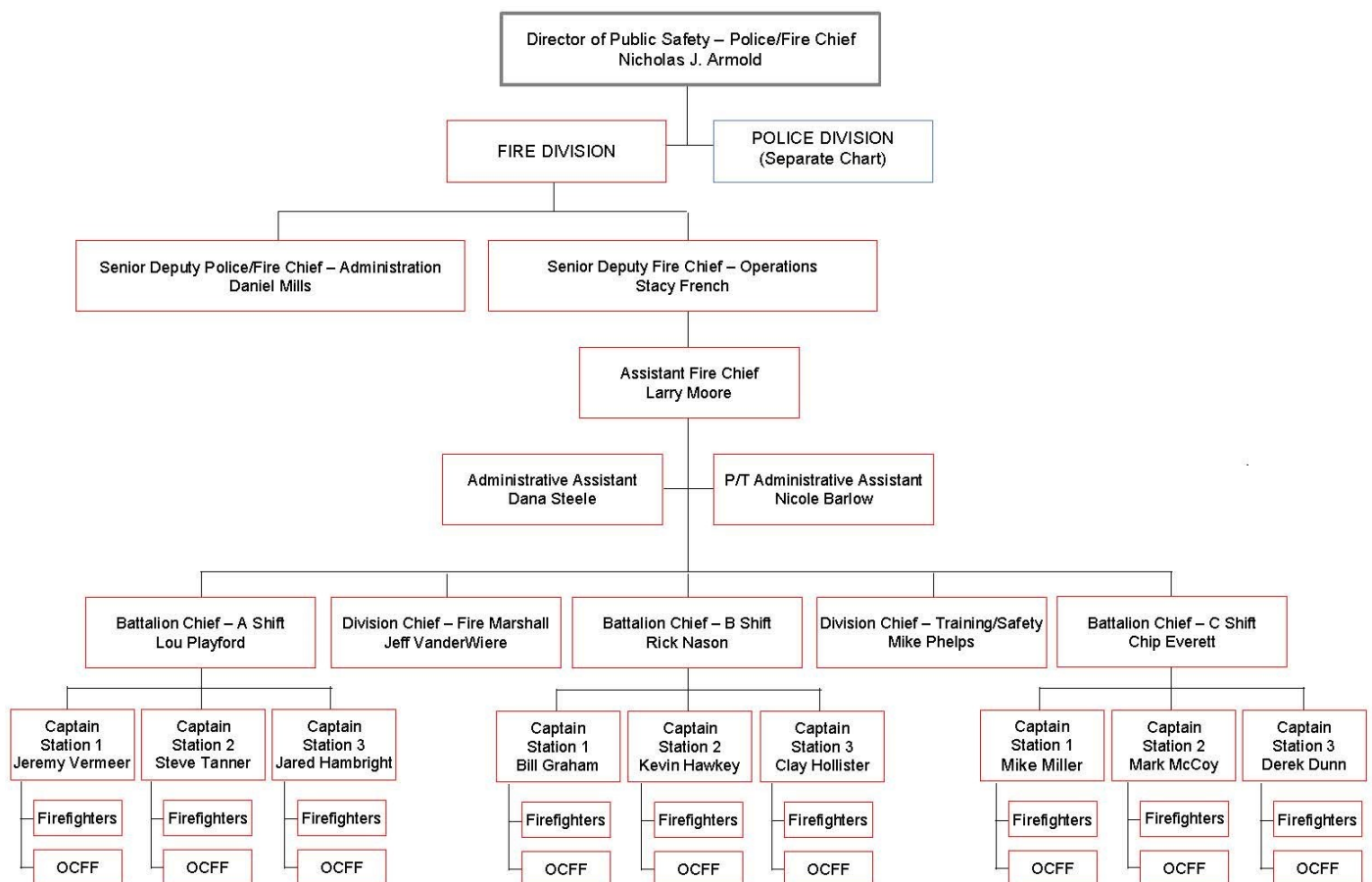
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POLICE DIVISION ORGANIZATIONAL CHART



FIRE DIVISION ORGANIZATIONAL CHART



MESSAGE FROM THE DIRECTOR



As the Director of Public Safety for the City of Portage, every day I have the honor to serve alongside some of the finest police officers, firefighters, civilians, and volunteers in the country. These are dedicated and wonderful men and women who are responsible for delivering nationally recognized public safety services to a city of over 47,000 people, covering nearly 35 square miles. Each and every day, they are committed to providing professional and caring community service to the citizens that live, work and visit our city.

Our mission is to deliver superior public safety services that make people's lives better. We work in partnership with our diverse community to safeguard the lives, rights and property of the people we serve.

With unwavering dedication, our first responders provide innovative professional public safety services to all of the members of this community. We strive to accomplish this by maintaining our honor, courage, commitment, leadership and teamwork while always conducting ourselves with the highest ethical standards.

The Police Division is a full-service law enforcement agency that provides a variety of law enforcement services, such as 24-hour-a-day patrol, school resource and community policing officers, and various other service teams.

The Fire Division is second-to-none in its commitment to service excellence in fire suppression, emergency medical services, fire prevention, rescue, training, emergency management and support systems for the citizens of Portage. We strive daily to make Portage a safer place to live, work and visit. These first responders also focus a large amount of time each year providing the public with child safety seat instruction, fire safety and prevention education, and station house tours, to name a few.

It is through the public's trust and support that the Public Safety Department can provide a safe and healthy environment for our community to thrive. I am proud of the men and women of this agency and feel fortunate to serve the community alongside them as we work in partnership with our community members to keep the City of Portage safe.

In closing, I feel blessed to have been chosen to be a part of such a fine organization. With the many challenges that face public safety today, I am extremely proud of our ability to adapt and remain steadfast in our commitment to providing the best possible police, fire, and EMS services to our city.

Nicholas J. Arnold

Nicholas J. Arnold
Public Safety Director



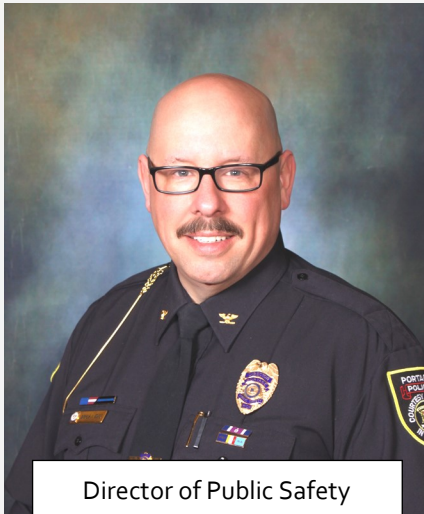
Commission on
Fire Accreditation
International



OFFICE OF THE DIRECTOR

The Office of the Director is comprised of the Public Safety Director – Police/Fire Chief, an administrative assistant, and a part-time records clerk. The Office of the Director is responsible for the organization, budgeting, fiscal management, directing, and planning for the entire department, as well as internal investigations.

PUBLIC SAFETY DIRECTOR POLICE/FIRE CHIEF



Director of Public Safety
Nicholas J Arnold

Nicholas J. Arnold is the Director of Public Safety and Police/Fire Chief. His responsibilities include overseeing and establishing the objectives of the agency's executive officers, community outreach and professional standards for both the Police and Fire Divisions.

Director Arnold joined the Portage Department of Public Safety in April of 2014 as the Senior Deputy Police Chief over Operations. Prior to this, he had over 25 years of experience as a police officer and firefighter, working for the City of Huntington Woods, where he retired at the rank of Deputy Chief.

Director Arnold has a Bachelor of Science degree in Criminal Justice from Lake Superior State University and is a graduate from Northwestern University Center for Public Safety School of Police Staff and Command. He is also a graduate of the U.S. Department of Justice Federal Bureau of Investigations National Academy.

ADMINISTRATIVE ASSISTANT

Barbara Garlow is the Administrative Assistant for the Office of the Director. Her primary responsibilities include providing administrative support to the Director and Senior Deputy Chiefs on a daily basis, and proactively anticipating the needs of the office.

Barbara joined PDPS in 2011 as a part-time Administrative Assistant at the Public Safety Fire Division. She was promoted to a full-time Administrative Assistant position at the Department of Public Works from 2012-2018, and returned to Public Safety in 2018.

Barbara is a graduate of Kalamazoo Valley Community College where she earned an Associate's degree for Office Administration. She also holds certifications as Legal Office Assistant and Microsoft Office Specialist.



Administrative Assistant
Barbara Garlow

ADMINISTRATIVE RECORDS CLERK

Tammy Scott-Farnsworth joined the Police Division in September 2013 after retiring from the U.S. Postal Service. Tammy serves as the part-time Records Clerk for the Administration Office, reporting to the Administrative Assistant in the Office of the Director. Her primary responsibilities include general office work, transcription, mail distribution and assisting the Records Section as time allows. Tammy holds an Associate's Degree from Kalamazoo Valley Community College.



Records Clerk (PT)
Tammy Scott-Farnsworth

POLICE DIVISION



The Police Division is a full-service law enforcement agency that provides a variety of law enforcement services, such as 24-hour-a-day patrol, school resource and community policing officers, and various other service teams.

OVERVIEW OF OPERATIONS

The Police Division is responsible for patrolling 34.5 square miles. This consists of over 211.96 miles of roadway, including 10.83 miles of expressway.

The division is authorized a total of 83 employees (75 full-time and 8 part-time). Of those 83, the division is authorized 60 full-time and 2 part-time sworn officers. At the close of 2020, the division had 55 full-time and 1 part-time sworn officer positions filled.

In 2020, the Police Division responded to 35,671 calls for service, and investigated 1,472 part 1 and 2,332 part 2 crimes. The most frequently occurring crimes were: Violation of Disorderly Public Peace (1,289), Larceny (689), Retail Fraud (435), Assault (376), and Fraud (323). Of those crimes, officers arrested 1,791 adults on 1,968 charges; and 93 juveniles on 103 charges.

MISSION STATEMENT

The mission of the Police Division is to serve as guardians of the peace through courtesy, service, and integrity.

VALUES

The Police Division values Professionalism, Community Partnerships, Excellence, Compassion, and Respect.

GOALS

In order to fulfill our mission, we have adopted and will pursue the following goals:

- The protection of life and property.
- The prevention and suppression of crime.
- The detection, identification and apprehension of criminals.
- The safe and accident-free flow of pedestrian, bicycle and vehicular traffic.

CODE OF ETHICS

Each member of the Portage Police Division has signed a pledge to abide by a code of ethics:

As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality, and justice.

I will keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed, both in my personal and official life, I will be exemplary in obeying the law and the regulations of my Division. Whatever I see or hear of a confidential nature that is confided to me in my official capacity will be kept secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately

without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.

I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession -- law enforcement.

As a Portage Police Officer, I accept this code and agree to abide by it in my daily life as a professional police officer.

POLICE DIVISION HISTORY



- December 31, 1963** *City of Portage Chartered*
- August 1964** *Richard Wilde Hired as First Police Chief*
- 1966** *Reserve Police Unit Established*
- August 1967** *David Sharp Promoted to Police Chief*
- January 1970** *Youth Section Established*
- September 1970** *Department Assumes School Crossing Guard Responsibilities*
- January 21, 1971** *Department Moved to Present Police/Court Building*
- March 31, 1975** *George E. VonBehren Hired as Police Chief*
- 1977** *City Emergency Preparedness Plan Developed by Police Department*
- September 1979** *Police/Fire Central Dispatch Established*
- 1985** *Michigan Association of Chiefs of Police Traffic Safety Award*
- 1985** *Department Computerizes Records*
- September 1988** *Police/School Liaison Program Instituted*
- November 1988** *Volunteer Parking Enforcement Program Implemented*
- October 1989** *D.A.R.E. Program Instituted*
- March 1990** *Old City Hall Remodeled and Field Operations Relocated*
- 1995** *Michigan Association of Chiefs of Police Traffic Safety Award*
- November 6, 1995** *Richard J. White Hired as Police Chief*
- September 1996** *Crime Prevention Program Instituted*
- 1998** *Police Computers Upgraded to a PC Network*
- 1998** *Police Citizens Academy Implemented*
- September 1999** *Formal Application Made to Become C.A.L.E.A. Accredited*
- 1999** *Kalamazoo County District Courts Consolidated*
- January 2001** *D.A.R.E. Program Transferred to Sheriff's Department*
- October 2001** *State of Michigan Law Enforcement Information Network (LEIN)
Certificate of Excellence*

- July 2003** *C.A.L.E.A. Accreditation Awarded*
- April 2004-2005** *Remodel of the Annex and Headquarters Building*
- March 2006** *Received C.A.L.E.A. Reaccreditation*
- October 2007** *Electronic Citations Implemented*
- August 2008** *Digital Mobile Video Recording Implemented*
- October 2008** *Bicycle Patrol Implemented*
- November 2008** *Electronic Accidents Implemented*
- March 2009** *C.A.L.E.A. Reaccreditation*
- January 1, 2011** *Prisoner Holding Facility Closed*
- February 2011** *Records Department Upgraded to a Digital Dictation System*
- July 7, 2011** *Police and Fire Departments Consolidated into Public Safety*
- March 2012** *C.A.L.E.A. Reaccreditation*
- March 2015** *C.A.L.E.A. Reaccreditation*
- July 2015** *Motorcycle Patrols Implemented*
- December 2015** *Canine Program Implemented*
- March 2016** *Fire Department Accredited by Commission on Fire Accreditation International*
- August 2016** *Application Made to Michigan Law Enforcement Accreditation Commission (MLEAC)*
- March 2, 2017** *Nicholas J. Arnold Promoted to Public Safety Director – Police/Fire Chief*
- February 2018** *Michigan Association of Chiefs of Police (MACP) Accreditation Received*
- July 2018** *C.A.L.E.A. Reaccreditation*
- July 2018** *C.A.L.E.A. Communications Accreditation Award*
- October 2018** *Dispatch Center Decommissioned*
- November 7, 2019** *K9 Zorro End of Watch*



POLICE DIVISION ADMINISTRATION



Police Division Administration is commanded by a deputy police chief and is responsible for the maintenance and dissemination of police reports, training, accreditation, professional standards, property and evidence, budgeting, capital improvement projects, public safety communications, and facilities.

SENIOR DEPUTY POLICE/FIRE CHIEF—ADMINISTRATION



Senior Deputy Chief
Dan Mills

Daniel J. Mills is the Senior Deputy Chief of Administration. His responsibilities include overseeing Professional Standards, Training, Technical Services, Public Safety Communications, Records, Property and Evidence, Crossing Guards, Emergency Operations, Fleet Maintenance, and Purchasing for both the Police and Fire Divisions.

Deputy Chief Mills was hired in September 2004 as the Deputy Police Chief of Operations for the Portage Police Department. In 2009, he was promoted to Senior Deputy Chief of Administration. Deputy Chief Mills came to Portage after a decorated 18-year career with the Grand Rapids Police Department which began in 1986. Before joining the Grand Rapids Police Department he also served as a public safety officer at Aquinas College and Hope College, and also spent time as a Western Michigan University Police Officer.

Deputy Chief Mills has a Bachelor of Arts Degree from Aquinas College. Over the course of his career, Deputy Chief Mills has had various assignments including patrol, criminal and civil investigations, supervised narcotics, vice, special operations, canine, civil forfeiture, and was Internal Affairs Commander and Administrative Lieutenant for the downtown and south service areas in the Grand Rapids Police Department before his appointment as Deputy Chief. Deputy Chief Mills is a graduate of the F.B.I. National Academy, Session 234.

ADMINISTRATIVE SECTION

The Administrative Section is led by Administrative Lieutenant Steve Clark and is responsible for Police Service Technicians, Equipment and Quartermaster, Fleet Maintenance, Physical Plant, Planning and Research, and Contract Compliance.

INFORMATION CENTER

The Portage Police Division Information Center is staffed during normal business hours by Police Service Technicians and/or a Records Clerk II. Information Center personnel are responsible for handling all citizen contact within the lobby, fielding all non-emergency incoming telephone calls, scheduling fleet maintenance, taking non-criminal fingerprints, issuing permits to purchase handguns, as well as registration of handguns.

In 2020, Information Center personnel issued 208 permits to purchase handguns and 2,221 registrations for handguns for the City of Portage.

PROPERTY AND EVIDENCE UNIT

The Property and Evidence Unit receives all evidence and property found by, turned in to, or collected by police personnel. Certified Evidence Specialist Diane Malz is responsible for ensuring and maintaining the safe, secure storage of all evidence and property.

Bar coding began in 2007 and aids in managing and auditing property in the property room. All property and evidence items submitted are also entered into a computer database. Case research is then done so final disposition of items can be determined. The unit works with several other agencies, such as the state and area agency crime labs, where evidence items are sometimes transferred for further testing or analysis.

All property is maintained and released according to International Association for Property and Evidence (IAPE) and accreditation standards. A complete evidence and property audit is conducted at least once a year. The property room is under 24/7 surveillance and has additional security for entry.

In 2020, 2,387 items were logged into property and 2,802 items were properly disposed of in evidence; a ratio of .87 to 1. The property dispositions were achieved by returning items to their owners, sending items to auction, or destroying items of no value.



PROFESSIONAL STANDARDS UNIT

In 2020, the Professional Standards Unit was commanded by Lieutenant Brian Vanden Brink until his retirement on October 23 after nearly 30 years with the department. The Professional Standards Unit is now commanded by Lieutenant Matt Wolfe and one administrative detective. This unit is responsible for the accreditation process, internal affairs investigations, inspections, training, and oversight of volunteers.



In the agency's pursuit of excellence, the Portage Department of Public Safety continues to maintain accreditation status at both the state and national levels. The accrediting bodies, the Michigan Law Enforcement Accreditation Commission (MLEAC) and the Commission on Accreditation for Law Enforcement Agencies (CALEA), provide guidance and set rigorous standards that departments must adhere to in order to maintain accreditation status. PDPS is one of only four departments in the State of Michigan to maintain dual accreditation status.

The Portage Department of Public Safety accepts and investigates all complaints, internal or external, made against any agency employee or policy. Minor complaints are most often referred back to the supervisor of the employee involved. The supervisor investigates the complaint and documents the findings, which are then referred back to the Office of the Director. More serious complaints may be assigned to the Professional Standards Unit for investigation.

Professional standards of our agency are also maintained by conducting both physical and staff inspections. Physical inspections ensure that department policies and procedures are sufficient to provide guidance to all employees and that they are compliant.

ANNUAL REVIEW OF INTERNAL AFFAIRS INVESTIGATIONS

The Portage Police Division completes and publishes an annual statistical summary of internal affairs investigations. Portage Police Policy 300-4 governs the internal affairs function and the processing of complaints made against employees. This policy requires that all complaints be accepted and investigated, including those that are made anonymously.

		2016	2017	2018	2019	2020
Method Received	Internal	8	9	2	7	9
	External	10	16	1	2	9
Method Processed	Supervisory Review	3	8	1	0	0
	Internal Affairs	15	17	2	9	9
Nature of Complaint	Rude/Unprofessional	4	3	0	1	2
	Insubordination	0	2	0	0	2
	Dispatch/Policy Violation	0	2	0	n/a	0
	Policy Violation	5	4	1	6	9
	Improper Investigation	0	1	1	0	2
	Use of Force	0	3	1	2	4
	Other	9	10	0	0	1
Findings	Not Sustained/Unfounded	7	9	1	2	10
	Sustained	11	16	2	5	8
	Policy Failure	0	0	0	2	0

TRAINING DIVISION

In 2020, the Police Training Division was coordinated by Lieutenant Brian Vanden Brink until his retirement, and is now coordinated by Lieutenant Matt Wolfe, a 25 year veteran of the department. His duties include training coordination for the Police Division, as well as managing volunteer resources.

With the state of economics and budgetary concerns, the goal of the Training Division is to identify, coordinate and schedule training opportunities which are economical and fiscally responsible. To meet this goal, training administration must continually develop and utilize local resources when possible to reduce the cost of training by eliminating travel and lodging expenses.

The department is a member of the West Michigan Criminal Justice Training Consortium. The membership fee of \$3,245 is based on the number of sworn officers in the department. Participation in the Training Consortium provides an economical solution for various training topics.

To further this goal, the Training Lieutenant liaisons with other departments' training divisions to develop mutual and combined local training opportunities. Officers completed training in the areas of:

- Legal Update
- Hazardous Material
- All Hazard Plan
- Supervisor Development
- Domestic Violence
- Criminal Investigations
- Criminal Intelligence
- Michigan Mental Health Code
- Accreditation
- Ethics
- Use of Force
- Crimes Against Children
- Biased Based Policing
- De-escalation
- Sexual Harassment

The Training Division provides annual in-service training in the areas of Firearms, Defensive Tactics, and Use of Force. Each month, varying topics are chosen and distributed to staff electronically. The employee is allowed 2-3 weeks to complete the training. The training administration continues to identify individual training needs and provide opportunities for employee specialization, promotion, and job effectiveness.

In 2020, police officers received approximately 4,000 hours, or 500 days, of training.

VOLUNTEERS

The Training Division also coordinates all volunteer activities and numerous other volunteers. Several volunteers donate their time to the clerical and recordkeeping function of the Police Division. In 2020, these individuals provided over 1,000 hours of service.

CHAPLAIN SERVICES

Portage Public Safety is served by two volunteer chaplains. Chaplain Hovenkamp (pictured left) joined PDPS in 2014. Due to overwhelming need, Chaplain Smith (pictured right) joined in 2018. Chaplains promote a positive relationship between officers, firefighters, City Hall, public officials, and the community.



Chaplains serve as spiritual counselors, and are also trained in Critical Incident Stress Management and Psychological and Spiritual First Aid. They can be called at any time to assist when Public Safety personnel are required to make death notifications, investigate domestic family problems, help in disaster situations, or in other high stress matters.

Chaplains Hovenkamp and Smith donated hundreds of hours of their time working with staff in 2020, in addition to offering spiritual assistance to crime and accident victims.



DEPARTMENT TECHNOLOGY

The computer network extends to over 40 desktop computers and 20 mobile computers. An extensive computerized records management system (RMS) is maintained on a Windows platform, with numerous interfaced modules, including:

- ID Networks Live Scan mug shots, which transmits both the photo image to the statewide database, as well as photos to our RMS. The “stand alone” feature submits fingerprints electronically to the State.
- Computerized Lineups
- LEIN/NCIC Interface with RMS
- Gun Registrations & Permits
- Property Room Bar Coding
- Bicycle Registrations
- Data Analysis & Crime Mapping

Additional network applications include Pictometry and Talon (LEIN/NCIC access), as well as interfaces to statewide sex offender files and statewide mug shots.

Mobile computers are installed in all marked patrol vehicles. The technology provides the ability to see the status of all in-service units, inquiry capability into the RMS database, display information for active and pending calls for service, and LEIN/NCIC capability. Coverage extends well beyond the city limits. Wireless card access provides full network capability, providing accessibility similar to that of a desktop user.

Computerized traffic tickets interfaced with the 8th District Court were implemented in 2007 as part of a countywide initiative. A small thermal printer is mounted in the front seat area, and an offender copy is printed in the vehicle. Electronic accident entry was implemented in 2008 as part of a statewide initiative, with an interface to the State.

COMMUNICATION CENTER

In October 2014, the City of Kalamazoo, City of Portage, County of Kalamazoo, Charter Township of Kalamazoo, and Western Michigan University collaborated to create the Kalamazoo County Consolidated Dispatch Authority (KCCDA). The KCCDA was formed to merge all public safety dispatch operations into one county-wide consolidated dispatch operation.

On October 30, 2018, KCCDA became operational, effectively closing all area Public Safety Answering Points (PSAP's), including the Portage Communication Center. As of that date, KCCDA has been providing police and fire communications for the Portage Department of Public Safety. KCCDA dispatchers are responsible for receiving police and fire emergency and non-emergency calls and dispatching the appropriate units.

RECORDS

The Portage Police Division Records Section is led by Public Safety Services Manager Teresa Gipson and is staffed by three full-time and four part-time Records Clerks, as well as six full time Records Clerk II's. The Records Section is responsible for data entry and storage of all Police Division records, processing Freedom of Information Act (FOIA) requests for both police and fire, and state reporting of crimes, arrests, and accidents.

The Microsoft Windows based records management system (RMS) aids the department in precise recordkeeping and allows for retrieval of information for release and compiling complex, in-depth statistical data. Records personnel are able to scan ancillary documents into a case file, and, as a result, an entire case can be viewed and/or printed from any computer in the Police Division, greatly decreasing the need for photocopying by records staff.

2020

Records Staff Processed:

2,021	FOIA Requests
1,072	Accidents
7,433	Cases
1,791	Adult Arrests
93	Juvenile Arrests
816	Alarms



CITYWIDE CRIME STATISTICS

CRIME	2016	2017	2018	2019	2020	% Change 2019-2020	% Change 2016-2020
PART 1 OFFENSES							
Murder/Non-negligent Homicide	0	1	2	0	2	200%	200%
Criminal Sexual Conduct	19	24	20	31	17	-45%	-11%
Robbery	13	15	15	14	10	-29%	-23%
Aggravated/Felonious Assault	54	55	73	91	81	-11%	50%
Arson	5	3	4	7	8	14%	60%
Burglary	140	182	173	163	140	-14%	0%
Larceny	591	638	683	673	689	2%	17%
Motor Vehicle Theft	23	60	76	68	90	32%	29%
Retail Fraud	535	635	537	633	435	-31%	-19%
TOTAL PART 1	1,380	1,613	1583	1680	1472	-12%	7%
PART 2 OFFENSES							
Negligent Homicide	0	0	0	0	0	0%	0%
Kidnapping	3	2	3	2	2	0%	-33%
Stalking	49	49	28	43	29	-33%	-41%
Extortion	0	0	0	0	2	200%	200%
Forgery/Counterfeiting	44	46	84	87	61	-30%	39%
Fraud	363	369	416	364	323	-11%	-11%
Embezzlement	28	33	28	48	30	-37%	7%
Recovered Stolen Property	24	29	21	19	13	-32%	-46%
Malicious Damage to Property	202	190	173	189	175	-7%	-13%
Drug Offenses	305	242	228	118	88	-25%	-71%
Obscene Material	9	10	1	2	2	0%	-78%
Weapons Offenses	34	27	40	20	35	75%	3%
Retail Fraud (misc. categories)	24	12	20	36	1	-64%	-46%
Non-aggravated Assault	434	384	408	430	376	-13%	-13%
Illegal Entry	32	30	38	34	29	-15%	-9%
Bad Checks	25	30	36	36	35	-3%	40%
Sex Offenses	11	27	12	21	21	0%	100%
Family Offenses	15	15	16	37	37	0%	147%
Liquor Violations	68	58	37	19	14	-26%	-79%
Hindering and Obstructing	90	112	114	102	106	4%	18%
Obstructing Justice	706	680	508	280	169	40%	-76%
Disorderly/Public Peace	323	312	311	279	289	4%	-11%
Hit & Run Accidents	55	49	55	56	51	-9%	-7%
Driving While Intoxicated	137	138	140	124	94	-24%	-31%
Trespassing	132	135	153	133	173	30%	31%
Runaway	41	55	53	21	18	-14%	-56%
Other Part 2	199	162	200	150	147	-2%	-26%
TOTAL PART 2	3,353	3,196	3123	2650	2332	-12%	-30%
GRAND TOTAL OFFENSES	4,733	4,809	4705	4330	3804	-12%	-20%



FIELD OPERATIONS

The Field Operations Division is commanded by a senior deputy police chief and is responsible for the coordination and oversight of crime prevention, daily field operations, field training and overall supervision of police officers, crime scene and accident investigation services, and oversight of special operations.

The Division is divided into two sections: Patrol Operations and Detective Bureau.

SENIOR DEPUTY POLICE CHIEF—OPERATIONS



Senior Deputy Chief
John C. Blue

John Blue is the Senior Deputy Police Chief of Operations, and oversees the day-to-day activities of all operational elements including: patrol operations, criminal investigations, narcotics unit, crime scene services the school resource officer program, and community policing. He conducts performance appraisals, and is responsible for recommending awards and discipline of employees. He is responsible for investigating all types of complaints directed at the Police Division and its personnel. Deputy Chief Blue also addresses training issues, procedures, policy review, revision and implementation of departmental policy and procedure, and reports directly to the Public Safety Director.

Deputy Chief Blue was appointed to the position of Senior Deputy Police Chief of Operations in March 2017. He has over 34 years of law enforcement experience, starting his career in 1987 with the Kalamazoo County Sheriff's Office. In 1988, he was offered a position with the City of Portage. Throughout his career, Deputy Chief Blue has worked in many facets of police work, including patrol officer, SWAT operator and supervisor, manager and state accreditation assessor, detective bureau supervisor, patrol sergeant, and lieutenant.

Deputy Chief Blue received a Bachelor of Science degree in 1987 and Master of Public Administration and Educational Leadership degrees in 2007, from Western Michigan University.

Deputy Chief Blue also completed a 6-month Executive Fellowship with the FBI in Washington and was assigned to the Active Shooter Initiative/Task Force. He has presented and instructed nationally, as well as locally at the Kalamazoo Valley Police Academy and as Adjunct Professor at Western Michigan University. Deputy Chief Blue sits on several committees including the Kalamazoo County Opioid Task Force and the Kalamazoo County Disaster Committee.

PATROL



Regarded as the most fundamental function of police service, patrol officers make up the largest portion of the agency. When the Portage Police Department was formed in 1964, all officers were assigned to patrol. As the demands and agency grew, detective positions and specialized assignments started being added in 1966.

The Patrol Section is responsible for the daily coordination of patrol officer activities providing coverage to the community, and responding to calls for police service. The Patrol Section is commanded by Patrol Lieutenant Bryan Mayhew, who reports to the Deputy Chief of Operations.

Today, the Patrol Section is comprised of two primary shifts. Each shift works in a 12-hour complimentary cycle, allowing for 24-hour coverage; a “powershift” comprised of several officers provides additional overlap coverage. Within each of the two primary shifts, officers and sergeants are further divided into teams with two teams per shift, allowing for more individual team unity and supervision as each team is supervised by a sergeant. During each shift, patrol officers are either assigned to specific districts or city-wide support, based on staffing numbers. A patrol officer’s duties involve both crime prevention and suppression activities. In addition to responding to calls, emphasis is placed on self-initiated activities, such as citizen and business contacts, high visibility patrols, and directed patrols in high activity areas.

DART UNIT (Data Analysis & Response Team)

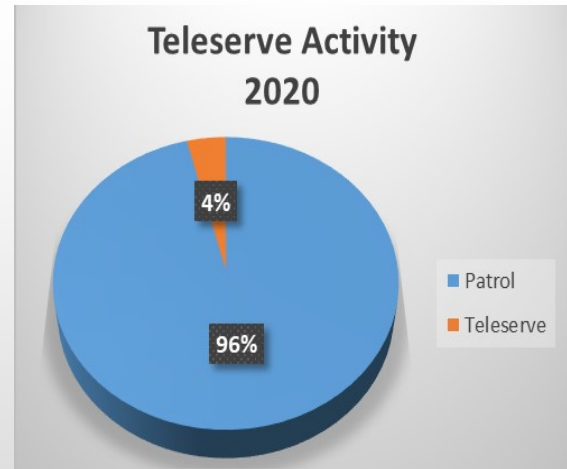
The Portage Department of Public Safety launched a new patrol initiative in 2019 which significantly changed how police patrolling occurs throughout the City of Portage. Two officers are assigned to specifically conduct high-visibility traffic enforcement in designated “hot spot” areas of the city, areas that tend to have high occurrences of property crimes and traffic crashes occurring in the same area. The goal of the focused enforcement is to reduce key crime categories, as well as crashes, through a more effective use of personnel resources.

TELESERVE

Individuals reporting certain crimes may make a report by telephone or by internet, which eliminates the need for an officer to respond. This allows patrol officers to work more effectively on quality of life issues and directed patrol efforts.

Desk officers assigned to Teleserve support the district patrol officers by investigating reports by phone, in-person at the police department, and by other electronic means. Teleserve officers conduct follow-up investigations, obtain medical reports and other case documents, obtain photographs and other evidence, book prisoners, obtain warrants, assist non-sworn personnel with station duties, and other duties assigned by team leaders.

In 2020, Teleserve officers handled approximately 4% of the initial daily caseload and calls for service between the hours of 8:00 a.m. to 4:00 p.m. Teleserve services allow patrol officers to concentrate their efforts on resolving neighborhood quality of life issues and crime prevention activities.



K9 UNIT

The Portage Department of Public Safety established a canine program in 2016 with the introduction of K9 Officer Zorro. During his honorable tenure serving the citizens of Portage, K9 Zorro and his handler Officer Jordan Wentworth had numerous successful deployments, including drug detection, missing persons tracking, suspect tracking, high-risk incident support, vehicle and article searches, and criminal apprehension. K9 Zorro passed away on November 7, 2019, after encountering a sudden illness.



In February 2020, Officer Wentworth traveled to Pennsylvania where he selected and began training his new partner, K9 Officer Riggs. Riggs is a Belgian Malinois/German Shepherd mix from Hungary and responds to German commands.

In April 2019, K9 Officer Riggs and Officer Wentworth attained "Patrol K9" certification through the National Association of Professional Canine Handlers (NAPCH). This certification consists of intensive training in tracking, narcotics detection, article searches, building searches, area searches, obedience, and aggression control. K9 Riggs serves the agency as a dual-purpose canine—specialized in patrol techniques, tracking, and narcotics detection.

K9 Officer Riggs looks forward to meeting members of the Portage community during future public relations and educational demonstrations throughout the city.

CRIME SCENE SERVICES UNIT



The Portage Police Division Crime Scene Services Unit is a specialized team of officers who are trained in processing crime scenes and investigating major accidents. The team is currently comprised of six Crime Scene Technicians and three Accident Reconstructionists.

Crime Scene Technicians identify, collect, and document evidence at a crime scene. Accident Reconstructionists are called to the scene of major traffic crash investigations to document and reconstruct elements of the crash, and work jointly with Crime Scene Technicians.

The Crime Scene Unit utilizes a wide variety of sophisticated equipment to document, process and collect evidence at a variety of incidents and crime scene investigations. Equipment includes a latent print fuming chamber, print dusting stations, alternate light source, digital cameras, FARO® 3D Laser Scanner and a crime scene processing vehicle. Crime Scene Technicians are routinely called to process crime scenes, death investigations, serious and fatal traffic investigations.

In 2020, 528 personnel hours were dedicated to processing nearly 200 crime and crash scenes, as well as other investigations. The unit and its members are credited with 50 identifications, of which 41 were of suspects. These identifications were made by lifting latent prints and collecting DNA at crime scenes.

COMMUNITY POLICING OFFICER

The Community Policing Officer (CPO) has many diverse responsibilities and functions including Neighborhood Watch coordination, working with apartment complex managers, developing and participating in programs for seniors, crime analysis, conducting safety presentations, and coordinating larceny and retail fraud intervention programs. The CPO is also a board member on several community groups including the Safe Kids Coalition and Project Lifesaver.

The Community Policing Officer is a three-year assignment and selected from the patrol ranks. The Senior Deputy Chief of Operations meets with the CPO weekly. As part of the Data Driven Approaches to Crime and Traffic Safety (DDACTS) initiative, a crime brief is conducted with each supervisory team in an effort to solve crimes and prevent further crimes from occurring. These facts and statistics are shared with team leaders and other supervisors who are responsible for implementing strategies to resolve community concerns and issues.

The Community Policing Officer is also responsible for assisting with coordination of city website content, social media updates, and writing of safety articles for media publication.



DETECTIVE BUREAU



The Detective Bureau (DB) is the investigative arm of the Police Division. The team is comprised of five detectives, two school resource officers, and one narcotics officer who is assigned to a multi-jurisdictional task force (KVET/SWET). The DB is commanded by Lieutenant Joseph McDonnell, who reports to the Deputy Chief of Operations.

Portage Police detectives investigate, on average, 20 - 25 active cases per month. Assignments and duties of the detectives include activities such as:

- Major case investigations (Part 1 crimes) including Homicide, Robbery, Home Invasion, Identity Theft, Financial Crimes, Auto Theft, Felonious and Aggravated Assault, Sexual Assault, Child Abuse, Elder Abuse, Vice Crimes, Narcotics, and Computer Crimes
- Fatal accident investigations
- Silent Observer tips
- Surveillance and special operations
- Solicitor permit investigations
- Crime analysis (ie: conducting data analysis to establish crime patterns and trends so resources can be focused at target areas)
- Coordination with area agencies on joint operations and task force investigations
- Background investigations
- Extradition notifications
- Processing and distributing intelligence reports
- Maintaining membership on investigative boards (ie: Child Death Review, Domestic Violence, Child Abuse and Neglect, and Fraud Investigators)

KALAMAZOO METRO SWAT

Kalamazoo Metro Special Weapons and Tactics (SWAT) is a multi-jurisdictional team currently made up of SWAT officers from the Portage Department of Public Safety, Kalamazoo Department of Public Safety, Western Michigan University Police, Kalamazoo Township Police and the Kalamazoo County Sheriff's Department. The Kalamazoo Metro SWAT team responds to high-risk and critical incidents within Kalamazoo County and at the mutual aid request of jurisdictions within the Southwest Michigan 5th District.

The Kalamazoo Metro SWAT team annual training schedule includes training in firearms, entry, hostage rescue tactics, barricaded gunman tactics, bus and vehicle assaults, active shooter response, and less lethal and chemical munitions. Officers assigned to the Kalamazoo Metro SWAT team train on a monthly basis. The team also shares its expertise with PDPS by providing firearms training, including handgun and patrol rifle use and qualification, less lethal training and qualification, and scenario-based training.

In 2020, Portage Department of Public Safety SWAT officers, acting as part of the Kalamazoo Metro SWAT team, were utilized at 54 incidents. These incidents included high-risk arrest warrants, barricaded subjects and high-risk search warrants, among other types of operations.



DRUG LAW ENFORCEMENT—PUNT/KVET

The Portage Uniformed Narcotics Team (PUNT) was formed to specifically investigate complaints involving controlled substances. Officers assigned to the team focus on conducting more intensive drug investigations by utilizing intelligence gathering, surveillance, and uniformed and plainclothes operations. The unit is comprised of at least one patrol officer from each patrol team, a detective, a community policing officer, and a sergeant. The unit is commanded by the Detective Bureau Lieutenant.

One Portage Department of Public Safety officer is also assigned to the Kalamazoo Valley Enforcement Team (KVET). This is a multi-jurisdictional team that focuses on investigations of controlled substance violations in the Kalamazoo area and throughout southwest Michigan.

SCHOOL RESOURCE OFFICERS (SRO)

The PDPS Police Division has provided a police officer to the Portage Public School system since 1988. Since its inception, the School Resource Officer (SRO) program has two officers which are assigned respectively to the two Portage high schools. These officers also have responsibilities within the three middle schools and eight elementary schools.

SRO's are assigned to the position for up to three years and are selected among qualified candidates. The officers not only provide a visible presence, but are also members of the school administration, teach prevention classes, mentor, and are present at school functions.

The SRO program is a member of the National Association of School Resource Officers (NASRO) and has had officers become certified as national practitioners.



EDUCATION FOR EMPLOYMENT (EFE) and INTERNSHIPS

The Portage Department of Public Safety – Police Division continues its partnership with the Kalamazoo Regional Educational Service Agency (KRESA) and universities across the state in the Education for Employment and Internship programs.

Education for Employment (EFE) is an award-winning career and technical education center without walls that offers a wide range of programs to 10th through 12th grade students. EFE programs reflect “real world” applications and maintain the rigorous requirements of the Michigan Merit Curriculum, as well as state, national, and industry technical standards and requirements.

The Portage Department of Public Safety will, as time and resources permit, participate in an Intern/EFE program. This program is designed to educate college, university and high school students about law enforcement and the criminal justice system, and to encourage them to develop the skills and desire necessary to serve in a public safety capacity. Candidates for participation as an intern/EFE student must be enrolled in an accredited college, university or high school, and be in their junior or senior year.

Due to the COVID-19 pandemic, the Portage Department of Public Safety was unable to take on an intern or EFE student during the calendar year 2020.



FIRE DIVISION

The Fire Division is a full-service agency that provides excellence in fire suppression, emergency medical services, fire prevention, rescue, training, emergency management and support systems for the citizens of Portage.

EMERGENCY SERVICES

Fire Suppression

The city is serviced by three fully operational fire stations, which are staffed 24 hours a day, seven days a week. Approximately 90% of the city is equipped with fire hydrants to provide an adequate water supply. For those few areas of the city unprotected by fire hydrants, automatic tanker aid from neighboring departments is in place to supply water to a fire scene. A mutual aid agreement is in place with other Kalamazoo County fire departments to provide additional support as needed or requested depending upon the type and location of an incident.

Emergency Medical

The Fire Division is a medical first response agency. Emergency Medical Services (EMS) calls are prioritized by dispatchers trained in local protocols. Firefighters respond to all serious medical calls and provide initial care, generally in advance of an advanced life support ambulance. The city has a contract with Pride Care Ambulance.

Hazardous Materials Response

The Fire Division is part of the Kalamazoo County Hazardous Materials Response Team. This team assists local fire departments located in Kalamazoo County with accidental or intentional hazardous materials incidents. The team uses specialized equipment and is comprised of specially trained personnel qualified to evaluate the situation and take the appropriate remedial action. Cleanup then becomes a job for the party responsible for the incident, using a qualified private cleanup company.

Technical Rescue

Technical rescue includes vehicle extrication, water and ice rescue, high angle and confined space rescue. Additionally, assistance is provided to the Fire Division through County wide mutual aid agreements.

MISSION STATEMENT

The Portage Fire Division is committed to increasing survivability of life and property threatened by hostile environments, circumstances, and events.

CODE OF ETHICS

Each employee is expected to abide by the following *Firefighter Code of Ethics*, as developed by the *National Society of Executive Fire*.

- *Always conduct yourself, on and off duty, in a manner that reflects positively on yourself, your department, and the fire service in general.*
- *Accept responsibility for your actions and for the consequences of your actions.*
- *Support the concept of fairness and the value of diverse thoughts and opinions.*
- *Avoid situations that would adversely affect the credibility or public perception of the fire service profession.*
- *Be truthful and honest at all times and report instances of cheating or other dishonest acts that compromise the integrity of the fire service.*
- *Conduct your personal affairs in a manner that does not improperly influence the performance of your duties or bring discredit to your organization.*
- *Be respectful and conscious of each member's safety and welfare.*
- *Recognize that you serve in a position of public trust that requires stewardship in the honest and efficient use of publicly-owned resources, including uniforms, facilities, vehicles, and equipment, and that these are protected from misuse and theft.*
- *Exercise professionalism, competence, respect, and loyalty in the performance of your duties and use information, confidential or otherwise, gained by virtue of your position, only to benefit those you are entrusted to serve.*
- *Avoid financial investments, outside employment, outside business interests, or activities that conflict with or are enhanced by your official position or have the potential to create the perception of impropriety.*
- *Never propose or accept personal rewards, special privileges, benefits, advancement, honors or gifts that may create a conflict of interest, or the appearance thereof.*
- *Never engage in activities involving alcohol or other substance use or abuse that can impair your mental state or the performance of your duties and compromise safety.*
- *Never discriminate on the basis of race, religion, color, creed, age, marital status, national origin, ancestry, gender, sexual preference, medical condition or handicap.*
- *Never harass, intimidate or threaten fellow members of the service or the public and stop or report the actions of other firefighters who engage in such behaviors.*
- *Responsibly use social networking, electronic communications, or other media technology opportunities in a manner that does not discredit, dishonor or embarrass my organization, the fire service, and the public. Also understand that failure to resolve or report inappropriate use of this media equates to condoning this behavior.*



FIRE DIVISION HISTORY



- October 1940** *Portage Fire Department Established*
- October 1940** *First Fire Station Constructed at 7721 South Westnedge Avenue*
- May 1, 1941** *Ernest Hall Appointed First Fire Chief*
- April 28, 1942** *Jacob Mein Hired as Fire Chief*
- May 1, 1942** *Emergency Response Services Began*
- May 5, 1942** *First Alarm Response*
- December 31, 1963** *City of Portage Chartered*
- 1975** *Fire Department Master Plan developed (Rolf Jensen & Associates, Inc.)*
- 1975** *Fire Station 2 Constructed on Oakland Drive*
- 1977** *Minimum Staffing of Seven Established by City Administration*
- 1984** *Fire Station 1 Moved to Current Location*
- 1994** *Fire Station 3 Constructed at Sprinkle Road*
- 2013** *Fire Accreditation Process Initiated*
- March 15, 2016** *Accredited Agency Status with Commission on Fire Accreditation International (CFAI) Received*
- 2019** *New Fire Station No. 2 Ground Breaking*

OVERVIEW OF OPERATIONS

The City of Portage has approximately 21,000 residential units, over 2,400 commercial properties, and a population of over 49,000. Crews responded on average to over 5,000 calls for service annually and complete over 3,000 company inspections. The Fire Division also provides over 80 public education fire prevention events for the citizens of Portage, an outreach to about 9,000 adults and 11,500 children. Rescues, including that of household medical calls, continue to result in the greatest call volume, consisting of approximately 66% of all calls for service.

FIRE RESPONSE	2017	2018	2019	2020	AVERAGE
	5543	5483	5097	4123	5062

Overall, incident responses for 2020 were down from those experienced in 2019, this is primarily attributed to the nation's response to COVID-19 as our community spent the early part of the year in quarantine.



SENIOR DEPUTY FIRE CHIEF—OPERATIONS

On March 27, 2020, Deputy Fire Chief John Podgorski retired from the department after 18 years of dedicated service. Stacy French was promoted to the rank of Senior Deputy Fire Chief.



Senior Deputy Fire Chief
Stacy French

Deputy Chief French coordinates and oversees the daily activities of fire operations, fire prevention, fire investigations and inspections as they relate to both the on-call and career staff. He administers the annual budget and capital improvements budget for the Fire Division, and reports directly to the Public Safety Director.

Deputy Chief French began his career with the Fire Division in 1998 as a firefighter. He was promoted to Captain/Training Officer in 2000, Assistant Fire Chief in 2011, and to Senior Deputy Chief in 2020.

Deputy Chief French holds a Bachelor of Science and Master of Arts from Sienna Heights, and completed his Interdisciplinary Ph.D. in Evaluation through Western Michigan University in 2016. His certifications include Professional Emergency Manager from the State of Michigan Emergency Management and Homeland Security. He is a graduate of the National Fire Academy-Executive Officer Program and credentialed through the Center for Public Safety Excellence as a Chief Fire Officer.

ASSISTANT FIRE CHIEF



Assistant Fire Chief Larry Moore began his career with the Fire Division in 2012 as Fire Marshal. Moore served in numerous roles in both operations and administration and was promoted to the rank of Assistant Fire Chief in June 2020.

Assistant Chief Moore is responsible for assisting the Senior Deputy Chief with oversight of all Fire Division operations, facilities, and apparatus. He also oversees the Fire Prevention Division, Training Division, and battalion chiefs. Moore served as the Division's Accreditation Manager, assisting the Fire Division to attain CFAI Accreditation in 2016.

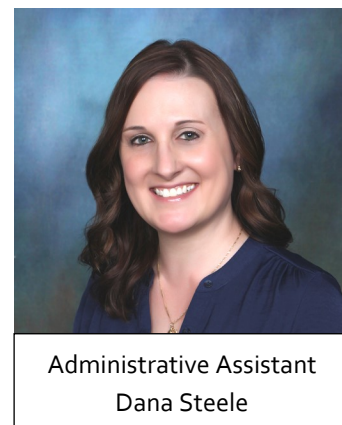
Assistant Chief Moore has 24 years of fire service experience in both career and combination organizations. He holds an Associate's degree in Fire Science, Bachelor's degree in Public Safety Administration, and Master's degree in Organizational Leadership. In addition to college, Moore has also attended classes at the National Fire Academy in Emmitsburg, Maryland, and attained several professional qualifications in fire inspections, investigations, and building and life safety code enforcement.

ADMINISTRATIVE ASSISTANT

Dana Steele joined the Fire Division in 2014. Her primary responsibilities include providing daily administrative support to the Senior Deputy Chief, Assistant Chief, Fire Marshal and Training Officer, while also supporting the firefighters with the processing of payroll, training requests, and purchasing requests.

Dana assists citizens and businesses of Portage by answering questions about inspections and services provided by the Fire Division. She is also responsible for scheduling all public events attended by the Fire Division, and station tours attended by members of the community.

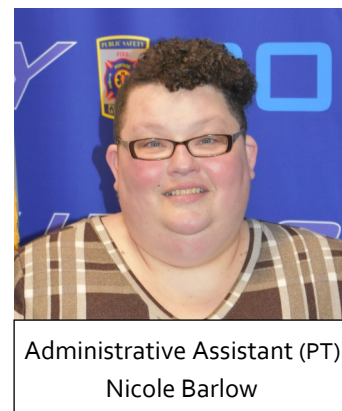
Dana is a graduate of Georgian Court University where she earned a Bachelor of Arts degree in Sociology and Religious Studies.



ADMINISTRATIVE ASSISTANT

Nicole Barlow joined the Fire Division in February 2020. She serves as a part-time Administrative Assistant with primary responsibilities including answering phones, assisting people at the counter, making car seat installation appointments, inputting vehicle maintenance records, filing, and general office work as needed.

Nicole is a graduate of Ivy Tech Community College where she received her Associate's degree in Office Administration.



TRAINING OFFICER



Fire Training Officer
Chip Everett

Division Chief Chip Everett began his career with the Portage Fire Division in 2015 as a captain. He was selected for the role of Training Officer in August 2018. Division Chief Everett is primarily responsible for all training and safety programs for the Fire Division, in addition to managing the accreditation process.

Division Chief Everett began his firefighting career with the Oshtemo Township Fire Department as a paid-on-call firefighter in 1999. He rose through the ranks and served as Training Officer for Oshtemo Fire from 2010—2015.

Division Chief Everett earned a Master's degree in Public Administration from Western Michigan University and is a credentialed Fire Officer III and Fire Instructor I through the Michigan Firefighter Training Council. He holds EMT-P and EMS-IC licenses from the Michigan Department of Health and Human Services. He is also credentialed as a Chief Training Officer by the Center for Public Safety Excellence. In 2019, Division Chief Everett completed the National Fire Academy's Executive Fire Officer (EFO) program.

On October 18, 2020, Division Chief Everett was promoted to the rank of Battalion Chief. On January 11, 2021, Mike Phelps was hired as the new Division Chief of Training and Safety.

FIRE MARSHAL



Fire Marshal
Jeff VanderWiere

Division Chief Jeff VanderWiere began his career with the Portage Fire Division in September 2020, as Fire Marshal. Division Chief VanderWiere is primarily responsible for the oversight of the department fire inspection program, fire code review for new building construction, and community fire prevention education. He also serves as incident safety officer for all significant fires within the city.

Division Chief VanderWiere brings 24 years of fire service experience to the department. His educational background includes a Bachelor degree from Kalamazoo College and a Master's degree in Public Administration from Central Michigan University. In addition to college, VanderWiere is a graduate of the Executive Fire Officer (EFO) Program at the National Fire Academy in Emmitsburg, Maryland, and has attained several professional qualifications in fire inspections, as well as building and life safety code enforcement.

ACCREDITATION

On March 15, 2016, the Portage Department of Public Safety – Fire Division received Accredited Agency status with the Commission on Fire Accreditation International (CFAI) for meeting the criteria established through the CFAI's voluntary self-assessment and accreditation program. The Portage Fire Division is one of approximately 200 agencies nationwide to achieve Accredited Agency status with the CFAI and the Center for Public Safety Excellence, Inc. (CPSE). Only two other agencies in the State of Michigan are accredited through the CFAI, the Detroit Metro Airport Fire Authority and the City of Grand Rapids Fire Department. The City of Portage is the first municipal public safety agency in the State of Michigan to have both Police and Fire agencies accredited.

The Fire Division's achievement of Accredited Agency status demonstrates commitment to provide the highest quality of service to the Portage community. The CFAI process is a proactive mechanism to plan for the future and identify areas for improvement on the quality of service the Portage Department of Public Safety provides. For example, by examining and making changes to call-processing methods, the Fire Division is able to respond in a shorter time period to medical-related responses.



Commission on
Fire Accreditation
International

PERSONNEL CREDENTIALING

The Commission on Professional Credentialing (CPC) assists emergency services officers in their professional development by providing guidance on career planning. CPC offers several designations, including Chief Fire Officer (CFO), Chief EMS Officer (CEMSO), Chief Training Officer (CTO), Fire Marshal (FM), and Fire Officer (FO). A professional designation is recognition of broad career, educational and professional accomplishments. Designations offered by the CPC are internationally-recognized, third-party verification of professional competence in fire and emergency services. Achieving a designation requires a strong educational background, diverse participation in emergency services at the local, state and national level, and demonstrated involvement in the broader community, all validated by emergency services peers.

Six Fire Division employees have received, and continue to maintain, their professional designations. These include FO, FM, CTO, and CFO.



RESOURCES

FIRE APPARATUS

The fleet currently includes three engines, one rescue pumper, two trucks, two basic life support rescue units, one command unit, one brush truck, one multi-purpose vehicle, and a cargo trailer carrying technical rescue equipment. Five additional four-wheel drive vehicles are maintained in order to meet the support staff and administrative functions of the Fire Division.

Emergency Vehicle Products provides Emergency Vehicle Technician (EVT) certified technicians to perform scheduled and unscheduled maintenance of apparatus, and assists with the annual mandatory testing of ladders and fire pumps. This, in conjunction with the daily apparatus checks by fire personnel, ensures emergency vehicles are always in a state of readiness for emergency and support responses.

PERSONAL PROTECTIVE EQUIPMENT

Members of the Fire Division are protected by state-of-the-art Personal Protective Equipment (PPE). In addition to the expected protection the PPE provides at fires, it protects firefighters from chemicals, weather, blood-borne pathogens, and hazards at accidents and technical rescues. The protective equipment is maintained by following guidelines established by the National Fire Protective Agency. The PPE receives an annual "advanced" professional inspection and cleaning by an outside agency.

FIRE HOSE

In 2020, the Fire Division tested 22,000 feet of fire hose. This year's hose testing was completed at the new Fire Station No. 2 which has an area dedicated to the repair and maintenance of hose.

Hose testing was delayed due to the new station construction. Fire staff utilized two portable hose testers enabling testing of 1,600 feet of hose at one time, speeding up the process. This year's testing process had a 4% failure rate, up from a 2.8% failure rate in 2019. There were no catastrophic failures.

FIRE STATIONS

FIRE STATION NO. 1

7810 Shaver Rd



Station No. 1 is located at the corner of Shaver and South Westnedge Avenue. It is recognized as the central station where the Fire Administration Office and Fire Training Room are located. The Fire Training Room is also used as the Emergency Coordination Center (ECC) and backup for the County Emergency Operations Center (EOC).

Primary duties performed from this station include repair of small tools and refilling portable oxygen bottles.

Minimum staffing Station No. 1 is three: one battalion chief, one captain, one firefighter, and assigned on-call.

Apparatus assigned to Station No.1: Engine 1211 (Rescue-Pumper), Vehicle 1281 (Battalion Chiefs), Critical Response Unit, Truck 1241 (Pierce 100' aerial), 1271 Brush Truck, Rescue 1251.

FIRE STATION NO. 2

6101 Oakland Drive



Station No. 2 is located at 6101 Oakland Drive, just south of Milham Avenue. The new facility replaces the oldest of the three stations. At 18,364 square feet, Fire Station No. 2 is now the largest of the stations and also serves as the administrative office for the Training Officer.

Minimum staffing at Station No. 2 is two: one captain, one firefighter, and assigned on-call.

Apparatus assigned to Station No. 2: Engine 1212 and 1222 (pumpers), and Engine 1252.

FIRE STATION NO. 3

8503 Sprinkle Rd



Station No. 3 is located at the corner of Zylman and Sprinkle Road. Primary duties performed from this station include filling of cascade air systems from both Texas Township Fire Department and South County Fire Authority, and repair of Self-Contained Breathing Apparatus (SCBA). Station No. 3 serves as the fill center for SCBA air bottles.

Minimum staffing at Station No. 3 is two: one captain, one firefighter, and assigned on-call.

Apparatus assigned to Station No. 3: Engine 1213 (pumper), Truck 1243 (E-One 100' aerial), and utility 1285.

TRAINING DIVISION



The Training Division is headed by Division Chief Chip Everett and is supported by a committee comprised of various Fire Division members representing each shift. It is the mission of the Training and Safety Division to provide the highest level of skill and knowledge based learning opportunities in order to maintain and raise the performance abilities and safe operations of Portage firefighters and officers.

The Training Division also participates in the Division Safety Committee which is comprised of members from all three shifts, an on-call firefighter representative, a Police Division representative, and a representative from the Human Resources Department.

TRAINING OPPORTUNITIES

The annual training program covers fire suppression, emergency medical services, technical rescue, hazardous materials, and occupational safety and health. Training is provided on a weekly basis to all three shifts on the various discipline topics. Due to the COVID-19 pandemic, many of the outside training opportunities typically attended by fire staff were not available in 2020. Overall, over 300 training classes were offered, with 4,214 hours of accumulated training delivered in 2020.

The Fire Division also participated in live fire drills throughout the year at the Kalamazoo Regional Training Facility. This type of real life training helps to reinforce the monthly drills into a complete exercise. Firefighters and officers were presented with a real life type event and all had the opportunity to run through several drills, getting essential hands-on experience with pulling hose lines, advancing them through a structure and to the seat of the fire.

2020 Training Goals Achieved:

- Worked collaboratively with Pride Care to meet the required EMS Continuing Education for each member of the department in order to maintain EMS licenses.
- Conducted several training evolutions at acquired structure construction sites.
- Conducted long distance water supply evolution training with mutual aid partners (Comstock Township, Oshtemo Township, Texas Township, South Kalamazoo County Fire Authority).
- Participated with the Kalamazoo County Fire Chiefs Association Fire Academy, as well as the Kalamazoo County Fire Chiefs Association Training Committee.
- Hosted the Medical First Responder Program for the Kalamazoo County Fire Chiefs Association.
- Coordinated a wellness/fitness program for all members.

TECHNICAL RESCUE

“Technical Rescue” is a term that is given to particular emergencies that are unique in nature and require a particular level of specialized training. These incidents usually require highly focused expertise and unique equipment in order to manage and mitigate the situation. Several members of the Fire Division have taken specialized training in technical rescue concentrations. These highly specialized forms of rescues may include:

- Rope and Tower Rescue
- Confined Space Rescue
- Structural Collapse Rescue
- Trench Rescue
- Grain Bin Rescue
- Ice/Water Rescue

The team continues to represent the City of Portage on the 5th District Technical Rescue Team. Members from throughout Kalamazoo County work on the 5th District team and are subdivided into divisions. The ‘North’ division contains members from Portage and the Kalamazoo Department of Public Safety who provide an engine daily. The 5th District Team meets quarterly for specified training.





The Fire Prevention section is headed by Division Chief Fire Marshal Jeff VanderWiere. The section is responsible for building and site inspections, fire protection plan review, fire code enforcement, public education, and fire prevention.

FIRE MARSHAL INSPECTIONS

The Fire Division is responsible for enforcement of the International Fire Code, which is the adopted fire code for the city. Code officials are responsible for enforcing requirements during planning, construction and occupancy. Code officials are also responsible for the approval of all new building sites and developments to ensure adequate emergency vehicle access and water supply for firefighting.

2020 Fire Marshal Inspections:

- 55 New Camp Fire Permits
- 31 Camp Fire Renewals
- 3 Fire Code Consultations
- 55 Final Occupancy Inspections
- 89 FOIA's
- 4 Fire Marshal Violation Followups
- 22 Knox Box Inspections
- 55 Fire Protection Inspections
- 15 Spot Inspections
- 3 Tent or Membrane Structure Inspections

ENGINE COMPANY INSPECTIONS

Portage firefighters perform inspections of all commercial, industrial and retail businesses located in the City of Portage. Due to the COVID pandemic, engine companies were instructed to not conduct inspections in the interest of public health. The decision to not conduct inspections was made with the understanding that the Engine Company Inspection program would re-start in 2021.

PLAN REVIEWS

An electronic plan review software called BlueBeam was implemented in 2018. This software streamlines the plan review process and allows for increased customer service to developers. After seeing the power of the software and experiencing it firsthand, several other city departments have also implement the software. This has proven to be a great step toward reducing the paper burden of the traditional plan review process.

2020 Fire Marshal Plan Reviews:

- 43 Site Plans
- 122 Building Plans
- 23 Fire Protection Plans
- 6 Special Events

CAR SEAT INSTALLATIONS

The Portage Fire Division is staffed with eight certified car seat technicians. In 2020, these technicians conducted over 170 car seat installations/inspection. This service ensures car seats continue to be properly secured in the vehicle and children are properly restrained in the seat in the event of an accident.

The Portage Fire Division has, and continues to, outperform every other car seat installation facility in Kalamazoo County. Portage maintains a certain amount of flexibility with utilizing On-Call firefighters and a volunteer as car seat technicians. On numerous occasions, the Fire Division has learned of parents or guardians who in immediate need of someone to properly secure their child seat. On many of those occasions, we have been able to accommodate the install with very short notice.



PUBLIC RELATIONS & EVENTS

In 2020, COVID required the Portage Fire Division to get creative in its' public relations and education area. Even though we were unable to get out into the public for many events we were still able to participate in a few creatively executed "drive through" style events in collaboration with Portage Parks & Recreation. Additionally, crews performed over 176 socially-distanced birthday drive-by celebrations.

Fire Prevention Puppet Shows

In 2020, Fire Division personnel recorded the fire education puppet show and delivered the video to all Portage Community Schools. In all, over 750 kindergarten and pre-K students received fire education via this pre-recorded program, which was also supplemented with fire education materials such as coloring books, stickers, and plastic fire helmets.



Pig Out at Public Safety

The Pig Out at Public Safety was held in August with over 600 people attending. The cooperative event with the Police Division and Parks & Recreation was delivered in a drive through style this year due to COVID precautions. This free back-to-school event provides kids with backpacks and school supplies for the upcoming school year. Pre-packaged sack lunches were provided to participants with financial sponsorship from area businesses such as Texas Roadhouse, Honor Credit Union and Lake Michigan Credit Union.

Monster Mash

The Monster Mash was a Halloween event held at Ramona Park and hosted by the City of Portage Parks & Recreation Department. This event was well attended with over 4,400 participants, with over half of them being children. Fire Division personnel provided stickers and handouts to the kids from the back of Engine 1213 in a trunk-or-treat fashion.

Annual Fire Prevention Open House

This annual event focuses on fire safety. Unfortunately, this event had to be cancelled in 2020 due to the COVID pandemic.



NATIONAL POLICE WOMAN'S DAY

September 12, 2020



ANNUAL AWARDS

Awards are presented to department employees based on recommendations from their peers for recognizing personal performance, achievement and/or actions which enhance the image of the department, the public safety profession and the community for the year prior. Due to COVID-19 health and safety precautions, the awards ceremony covering calendar year 2019 was delayed and ultimately hosted outside at the Central Park pavilion on October 2, 2020.

EMPLOYEES OF THE YEAR: Employees are recognized for promoting a positive image and distinguishing themselves by professionalism, self-initiative, work and ethical standards beyond what is normally expected.

Sworn Employee of the Year
Non-Sworn Employee of the Year
Career Firefighter of the Year
Volunteer of the Year

Police Officer Kyle Doster
Administrative Assistant Barbara Garlow
Firefighter Trent McAlary
Julia Horton

LETTERS OF COMMENDATION are an individual award presented to any Public Safety employee who has performed efficient and valuable service to the department, either in carrying out a specific task, or in the performance of general duties over an extended period of time.

Officer Zach Bennett
Officer Jermaine Bryant
Officer Kevin Bureson
Sergeant Mike Collier

Officer Kyle Doster
Officer Rob Gibson
Detective Derek Hess
Detective Jim Lord

Sergeant Bryan Mayhew
Officer Brannon Pierman
Officer Michael Schumacher
Detective Bryan Taffee

UNIT CITATIONS are awarded to Sworn Public Safety personnel for outstanding performance of a difficult task involving personal risk to an employee's safety when, because of their actions, a serious crime is prevented or the perpetrator is apprehended. A Unit Citation may also be awarded for outstanding contributions to Public Safety through the success of difficult Public Safety programs, projects, or situations, such contributions being made at a high degree of professional excellence; or other outstanding actions of a nature which bring unusual credit to the department and its members.

Firefighter Andy Campbell
Firefighter Aaron Chase
Firefighter Todd Dunfield
Firefighter Derek Dunn
Firefighter George Face
Battalion Chief Tim Foley
Captain Bill Graham
Captain Jared Hambright
Firefighter Nick Haverkamp

Captain Kevin Hawkey
Captain Clay Hollister
Firefighter Tom Huss
Firefighter Brian Klok
Firefighter Trent McAlary
Captain Mark McCoy
Captain Mike Miller
Captain Tom O'Reilly
Captain Lou Playford

Firefighter Jim Snowden
Captain Steve Tanner
Firefighter Andy Toepfer
Firefighter Josh VanOverbeek
Captain Jeremy Vermeer
On-Call FF Alex Waldvogel
Firefighter Brad Welniak
Firefighter Jake Wnuk

2020 PERSONNEL UPDATES

NEW STAFF

Administrative Assistant (PT) Nicole Barlow—February 11, 2020
Records Clerk Traci Arena—February 17, 2020
Police Officer Aaron Kuharik—March 2, 2020
Firefighter Rob Leatherman—March 23, 2020
Firefighter Chris Hoyt—March 24, 2020
Firefighter Greg Wall—March 25, 2020
Records Clerk Megan Vlier—September 8, 2020
Fire Marshal Jeff VanderWiere—September 14, 2020
Police Officer Matt Bourbeau—September 28, 2020
Firefighter Greg Hill—December 28, 2020

PROMOTIONS

Detective Nate Slavin—June 1, 2020
Senior Deputy Fire Chief Stacy French—June 14, 2020
Assistant Fire Chief Larry Moore—June 14, 2020
Battalion Chief Chip Everett—October 18, 2020
Battalion Chief Lou Playford—October 18, 2020
Lieutenant Bryan Mayhew—November 1, 2020
Captain Derek Dunn—November 1, 2020
Sergeant Kyle Doster—November 8, 2020

RETIREMENTS

Records Clerk Jackie Greenhalgh—January 9, 2020
Senior Deputy Fire Chief John Podgorski—March 27, 2020
Firefighter Jim Snowden—September 7, 2020
Battalion Chief Tim Foley—September 20, 2020
Lieutenant Brian Vanden Brink—October 23, 2020

2020 STAFF ROSTER

FIRE DIVISION—CAREER

CAMPBELL, Andy
CHASE, Aaron
DUNN, Derek
EVERETT, Chip
FACE, George
FOLEY, Tim
FRENCH, Stacy
GRAHAM, Bill
HAMBRIGHT, Jared
HAVERKAMP, Nick
HAWKEY, Kevin
HOLLISTER, Clay
KLOK, Brian
LEATHERMAN, Robert
MAHONEY, Jacob
MANDERS, Harrison
MCCOY, Mark
MILLER, Mike
MOORE, Larry
NASON, Rick
NORRIS, Mike
O'REILLY, Tom
PLAYFORD, Lou
TANNER, Steve
TOEPFER, Andy
VANOVERBEEK, Josh
VERMEER, Jeremy
WALL, Greg
WELLMAN, Chip
WELNIAK, Brad
WNUK, Jake

ON-CALL

CARTER, Brian
GODUSH, John
HERNDON, Austin
HOYT, Christopher
MCLEOD, Eric
MILES, Matthew
QUEZADA, Paul
RILEY, Debora
SCOTT, Bob
STUBELT, Joseph
WALDVOGEL, Alex

POLICE DIVISION—SWORN

ALLEN, Levi
ARMOLD, Nicholas
BARKER, David
BEGEMAN, Craig
BENNETT, Zach
BLUE, John
BOGARD, Scott
BRYANT, Jermaine
BURKE, Gregory
BURLESON, Kevin
CLARK, Ronald
CLARK, Steven
COLLIER, Michael
COOPER, Sydney
CUTSHAW, Jessica
DELEEUW, Dale
DMOCH, Adam
DOSTER, Kyle
DYLHOFF, Randy
GABRIELLI, Carlin
GIBSON, Robert
GLEESING, Kevin
HAM, Aaron
HESS, Dereck
HOUSER, Daniel
KITE, Henry
KLINE, Michael
KUHARIK, Aaron
LORD, James
MANEY II, John
MATTSON, Nicholas
MAY, Thomas
MAYHEW, Bryan
MCDONNELL, Joe
MCMILLAN, Brandon
MEYERS, Bradley
MILLS, Dan
MORGAN, Lynley
MYERS, James
PIERMAN, Brannon
REYNHOUT, Brent
REISGRAF, Alex
SCHUMACHER, Michael
SLAVIN, Nathan

SMITH, Jessica
STAPERT, Brett
TACKETT, Andrea
VANPORTFLIET, Derek
VEREEKE, Scott
VESEY, Eric
WALL, Brandon
WENTWORTH, Jordan
WHISMAN, Joseph
WOLFE, Matthew
ZESIGER, John

CIVILIAN STAFF

ARENA, Traci
BARLOW, Nicole
EFFENDI, Fareen
EVANS, Jenny
FOLEY, Danielle
GALICIA, Paolo "Vito"
GARLOW, Barbara
GIPSON, Teresa
GRAY, Sandra
HERSON, Shanna
LACKEY, Brenda
LARETZ, Jan
MALZ, Diane
NEARCHOU, Aki
PROLO, Sarah
ROBERTS, Kelly
SCOTT-FARNSWORTH, Tammy
STEELE, Dana
SWAFFORD, Jamie
TRUMAN, Jacqueline
VLIER, Megan

VOLUNTEER CHAPLAINS

HOVENKAMP, Ken
SMITH, Clayton

FREQUENTLY CALLED NUMBERS

CITY CLERK	329-4511
CITY MANAGER	329-4400
COMMUNITY DEVELOPMENT (CODE ENFORCEMENT)	329-4466
DISTRICT COURT	384-8171
DISTRICT LIBRARY	329-4544
FINANCE (TAX AND BILLING INFORMATION)	329-4455
FIRE DIVISION	329-4487
FIRE MARSHAL	329-4486
FIRE TRAINING OFFICER	329-4483
PARKS AND RECREATION	329-4522
POLICE, FIRE OR MEDICAL EMERGENCY	9-1-1
<i>Kalamazoo County Consolidated Dispatch Authority (KCCDA)</i>	
KCCDA (<i>non-emergency</i>)	488-8911
POLICE DIVISION	
INFORMATION CENTER	329-4567
PATROL SERGEANTS	329-4566
RECORDS	329-4568
COMMUNITY POLICING	324-9255
PUBLIC WORKS	329-4444
SENIOR CITIZEN SERVICES	329-4555
TRANSPORTATION & UTILITIES	329-4422

