



DEPARTMENT OF PUBLIC SAFETY



Annual Report
2022

TABLE OF CONTENTS



INTRODUCTION

Message from the Director	3
City Council	4
Community Profile	5
Department Profile	6
Table of Organization	7



OFFICE OF THE DIRECTOR

8



POLICE DIVISION

Division Profile.....	10
Organizational Chart	11
Police Division History.....	12
Mission, Goals, Values Statement	13
Field Operations	14
Patrol.....	15
Crime Reporting Data (2018—2025).....	16
Detective Bureau	21
Professional Standards/Internal Affairs	24
Police Training.....	26
Administrative Support Services.....	28
Records Section.....	29



FIRE DIVISION

Division Profile.....	30
Organizational Chart	31
Fire Division History	32
Mission, Vision, Values Statement	32
Fire Administration	33
Fire Operations.....	34
Fire Response Data	34
Fire Stations	35
Emergency Services	36
Resources	37
Fire Prevention.....	38
Fire Training	39
Community Risk Reduction	40
Strategic Plan (2022—2025)	40
Public Education & Community Outreach	41



Annual Awards	44
Personnel Updates	46
Staff Roster	47
FREQUENTLY CALLED NUMBERS	49

A 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
Director of Public Safety

CITY COUNCIL

The City of Portage operates under a Council-Manager form of government. The Mayor and City Council members are the elected officials who preside over the city. The City Manager is appointed by the City Council to handle administrative duties in the city on a day-to-day basis. The City Manager makes recommendations to the City Council as a group and the Council acts on business at regularly scheduled meetings.

APPOINTED OFFICIALS



City Manager
Pat McGinnis



Deputy City Manager
Adam Herringa



Deputy City Manager
Mike Carroll

ELECTED OFFICIALS



Mayor
Patricia Randall



Mayor Pro Tem
Jim Pearson



Council Member
Lori Knapp



Council Member
Terry Urban



Council Member
Chris Burns



Council Member
Lisa Brayton



Council Member
Vic Ledbetter

COMMUNITY PROFILE

The City of Portage is located in Kalamazoo County, approximately half way between Chicago and Detroit. Regional accessibility to the community is provided by several interchanges along US-131 and I-94 expressways.

Portage was incorporated December 31, 1963. With a 2022 population of 48,884, it is the 25th largest city in Michigan and the 817th largest city in the United States. The peak population in Portage was in 2020 when it's population was 48,877.

Spanning over 32.3 miles, Portage has a population density of 1,510.1 people per square mile.

The median household income is \$68,755 with a poverty rate of 7.4%. The median rental costs in recent years comes to \$839 per month, and the median house value is \$164,300. The median age in Portage is 37.5 years.

Portage has over 2,000 acres of park and recreational space featuring 17 parks, three of which are dedicated to natural preservation, and 57 miles of bikeways and multi-use trails. Portage offers bountiful natural resources and seven lakes that account for 1,732 acres or 7.9% of the geographic area of the city.

PORTRAGE DEMOGRAPHICS

Income

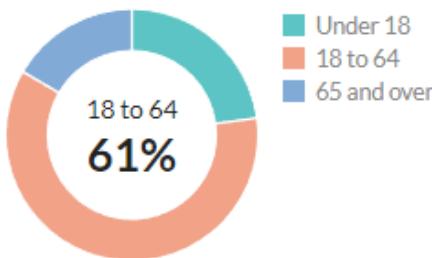
\$38,978

Per capita income

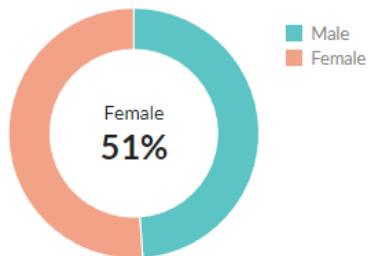
\$68,755

Median household Income

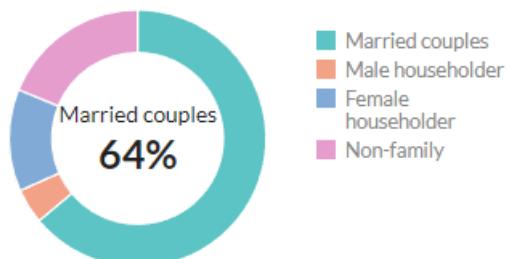
Population by Age



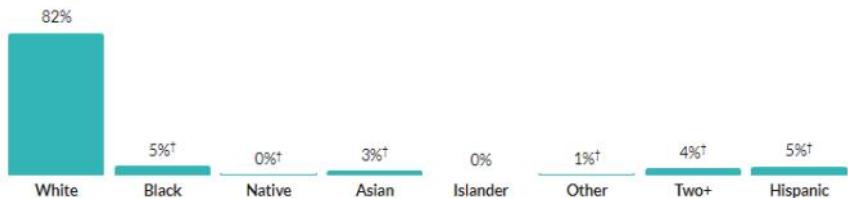
Population by Gender



Population by Household Type



Population by Race & Ethnicity



Median Value of Owner Occupied Housing Units

\$187,000

TOP EMPLOYERS

Stryker Instruments
Summit Polymers
Portage Public Schools

KRESA
Pfizer
Meijer

Sam's Club
Bowers Manufacturing
Wal-Mart

THE DEPARTMENT OF PUBLIC SAFETY



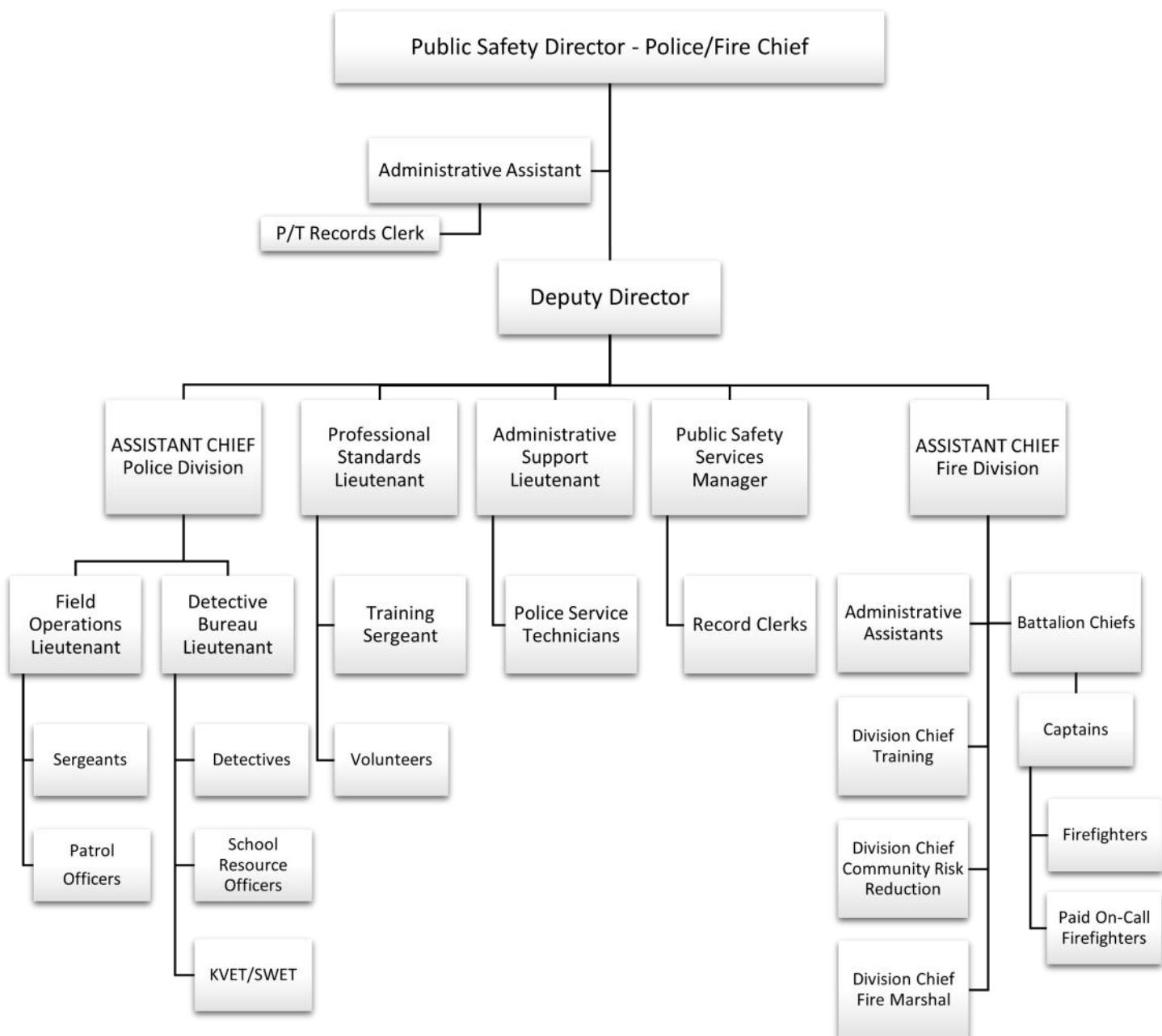
The Portage Department of Public Safety is responsible for the delivery of public safety services to a city encompassing over 35 square miles, and housing a night time population of over 45,000 people. Due to the large number of service-oriented businesses located in the city and the number of commercial operations, the daytime population is much greater.

Employees of the City of Portage are committed to delivering superior customer service. Members of the Department of Public Safety are no exception as they strive to ensure the needs of our citizens, business owners, and visitors are met in a consistent manner unsurpassed in professionalism, politeness, and promptness.

On July 1, 2011, the administration of the Portage Police Department was merged with the Portage Fire Department to form the Portage Department of Public Safety. Operationally, each department, Police and Fire, still maintain their separate identities. Police officers do not perform duties previously done by firefighters and vice versa. However, both departments are led by a single Public Safety Director who serves as both the Police Chief and the Fire Chief.

Public Safety Administration is located in two adjacent buildings—the Public Safety Headquarters at 7810 Shaver Road and Fire Station No. 1 at 7830 Shaver Road. Police operations are solely operated from the Shaver Road headquarters facility. Fire operations are run from three stations: Fire Station No. 1 at 7830 Shaver Road, Fire Station No. 2 at 6101 Oakland Drive, and Fire Station No. 3 at 8503 Sprinkle Road.

TABLE OF ORGANIZATION



OFFICE OF THE DIRECTOR



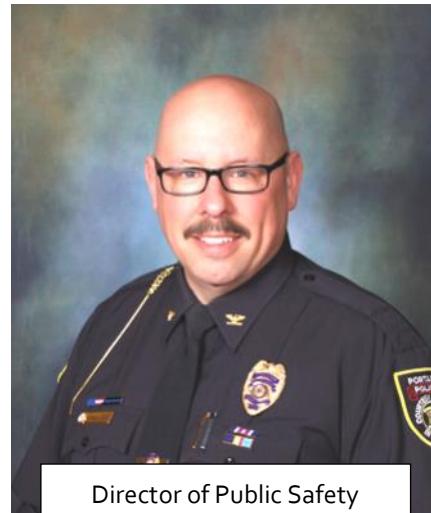
The Office of the Director is responsible for directing, organizing, budgeting, planning and fiscal management of the municipal Police and Fire Divisions, as well as internal investigations. The Office of the Director is comprised of the Public Safety director, deputy director, one administrative assistant, and one records clerk.

PUBLIC SAFETY DIRECTOR—POLICE/FIRE CHIEF

Nicholas J. Armold 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 Armold joined the Portage Department of Public Safety in April 2014 as the Senior Deputy Police Chief over Operations. He was appointed to Director of Public Safety in March 2017. Armold brought with him 25 years of experience as a police officer and firefighter, honorably serving for the City of Huntington Woods where he retired at the rank of Deputy Chief.

Director Armold earned a Bachelor Degree in Criminal Justice from Lake Superior State University and is a graduate of the 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.



Director of Public Safety
Nicholas J. Armold

PUBLIC SAFETY DEPUTY DIRECTOR



Deputy Director
Daniel J. Mills

Daniel J. Mills is the Deputy Director of Public Safety. His responsibilities include assisting the Public Safety Director in directing and coordinating the administrative activities of the Police and Fire Divisions staff.

Deputy Director Mills began his career with the City of Portage in 1986 after a decorated 18-year career with the Grand Rapids Police Department. He has served in various assignments over the course of his career including patrol, criminal and civil investigation, narcotics supervisor, vice, special operations, canine, civil forfeiture, internal affairs commander, and administrative lieutenant. Mills was appointed to Deputy Director in 2021.

Deputy Director Mills is a graduate of Aquinas College where he earned a Bachelor of Arts Degree. He is also a graduate of the U. S. Department of Justice Federal Bureau of Investigations Academy, Session 234.

Deputy Director Mills retired on October 7, 2022, having served the department for 18 years. On November 21, 2022, Jeff VanderWiere was promoted from Deputy Fire Chief to the rank of Deputy Public Safety Director.

ADMINISTRATIVE ASSISTANT

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

Barbara joined the City of Portage in 2011 and has been with the Department of Public Safety since 2018. She is a graduate of Kalamazoo Valley Community College where she earned an Associate's degree in Office Administration and certifications as Legal Office Assistant and Microsoft Office Specialist.



Barbara Garlow

ADMINISTRATIVE RECORDS CLERK

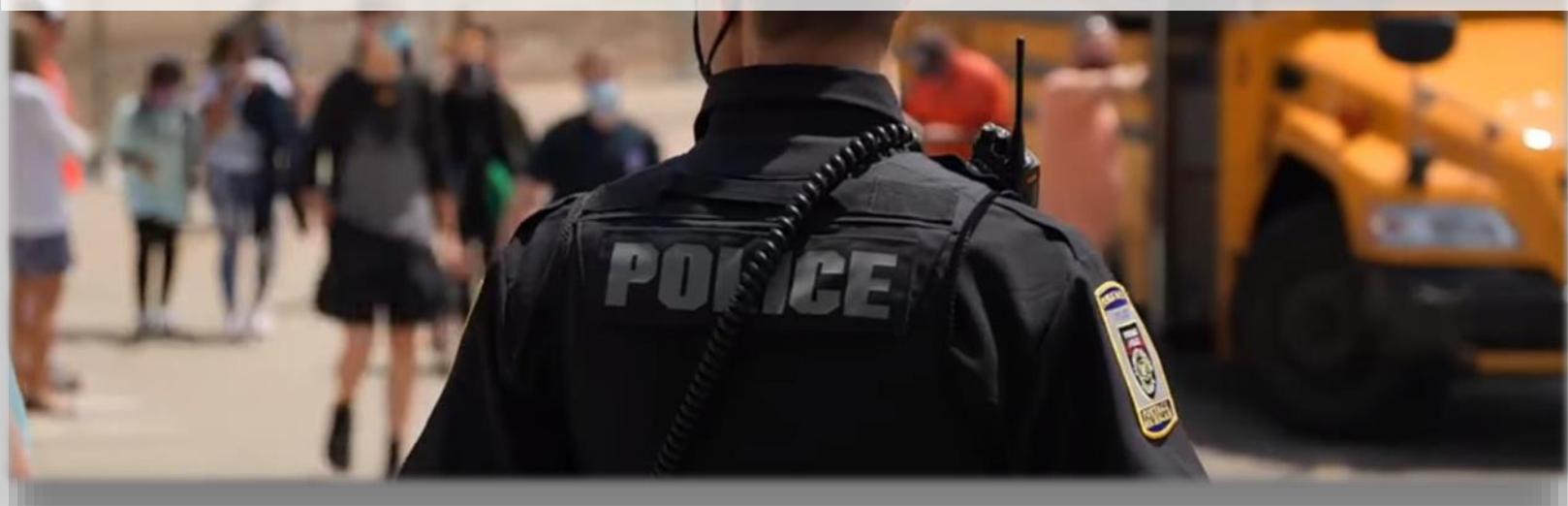
Tammy Scott-Farnsworth is the part-time Records Clerk for the Office of the Director and reports to the Administrative Assistant. Her primary responsibilities include general office work, transcription, interoffice mail distribution and assisting the Records Section as time allows.

Tammy joined the Police Division in 2013 after retiring from the U.S. Postal Service. She attended Kalamazoo Valley Community College where she earned an Associate's Degree.



Tammy
Scott-Farnsworth

POLICE DIVISION

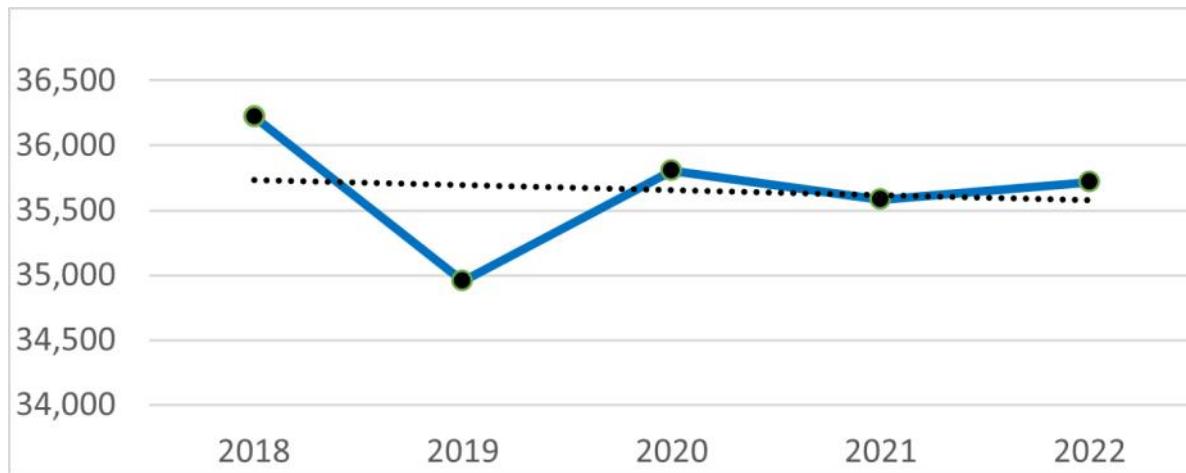


PROFILE

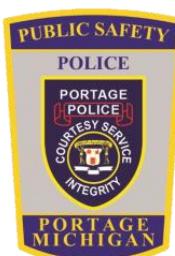
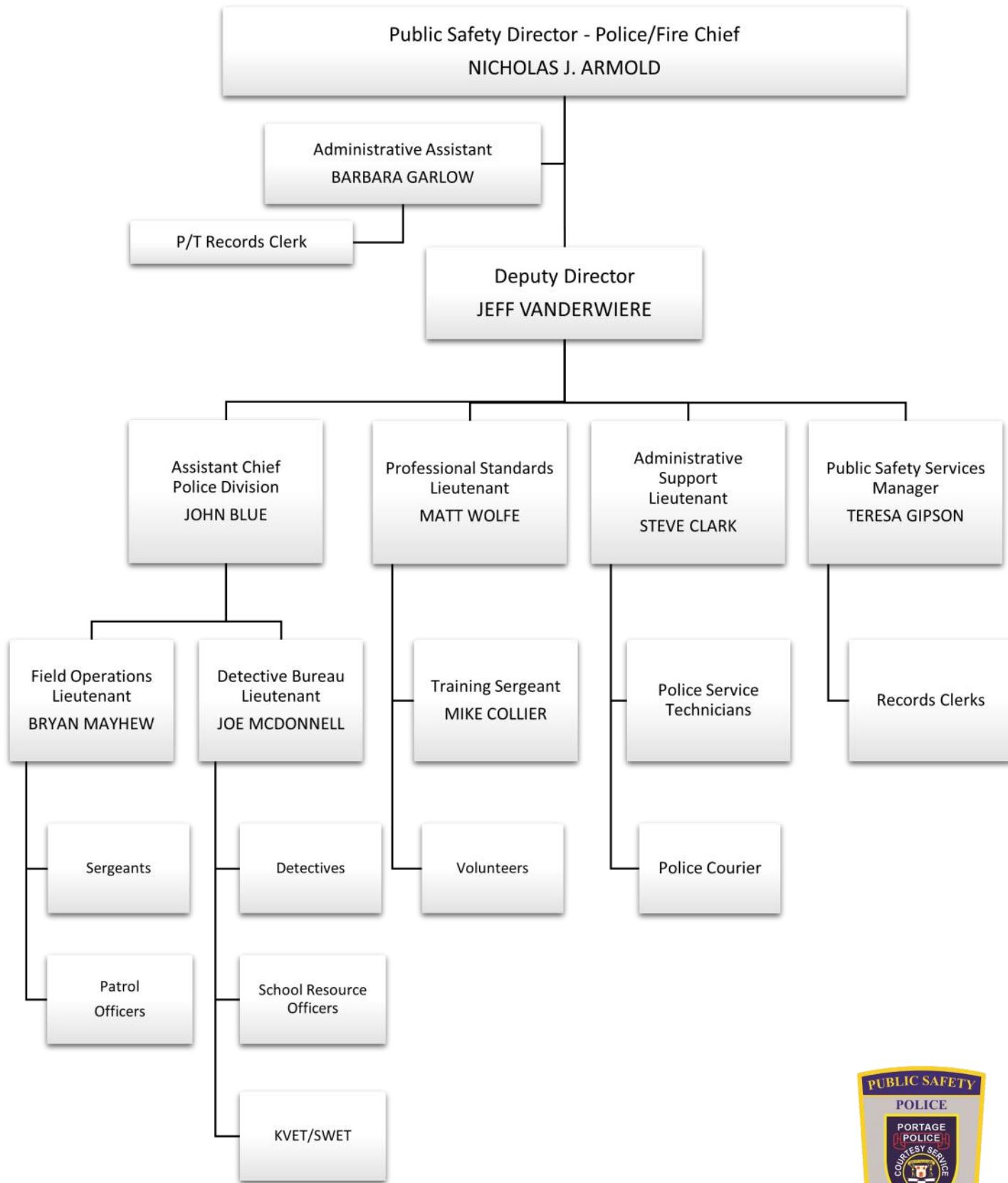
In 2022, the Police Division is authorized a total of 81 positions (74 full-time and 7 part-time). Of those 81 positions, the division is allocated 62 sworn (61 full-time and 1 part-time), and 19 civilian positions (13 full-time and 6 part-time). At the close of 2022, the division successfully filled 60 full-time and 1 part-time sworn officer positions through innovative recruiting efforts, including sponsoring candidates through academy and a new lateral hiring process.

In 2022, overall police response was up about 6% as that experienced in 2021.

POLICE RESPONSE	2018	2019	2020	2021	2022	AVERAGE
	34,955	35,805	35,582	35,720	37,877	35,987



ORGANIZATIONAL CHART



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

February 2021 Michigan Association of Chiefs of Police (MACP) Re-accreditation

March 2022 C.A.L.E.A. Reaccreditation

MISSION The Portage Department of Public Safety—Police Division exists to serve as guardians of the peace through courtesy, service, and integrity.

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.

VALUES Excellence • Professionalism • Community Partnerships • Compassion • Respect

FIELD OPERATIONS



Field Operations is commanded by an Assistant Chief who 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 special operations. Field Operations is divided into two sections: Patrol and the Detective Bureau.

ASSISTANT CHIEF—POLICE DIVISION



Assistant Chief
John C. Blue

Assistant Chief John Blue coordinates the activities of the Police Division through the planning and oversight of daily law enforcement activities including patrol, criminal investigations, school liaison, crime prevention and special team assignments (county/region).

Assistant Chief Blue is responsible for ensuring that all Police Division personnel and equipment are in a state of readiness for emergency management operations. During area emergencies, he commands the police force either directly or in conjunction with the ECC, coordinating with other agencies (fire, law enforcement, etc.) as required.

Assistant Chief Blue began his career with the City of Portage in 1988 and was appointed to Deputy Police Chief of Operations in 2017. 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.

Assistant Chief Blue received a Bachelor of Science degree in 1987 and Master of Public Administration and Educational Leadership degrees from Western Michigan University in 2007. Deputy Chief Blue completed a six-month Executive Fellowship with the FBI in Washington and was assigned to the Active Shooter Initiative/Task Force.

Assistant Chief Blue sits on several committees including the Kalamazoo County Opioid Task Force and the Kalamazoo County Disaster Committee. He has also presented and instructed nationally, as well as locally at the Kalamazoo Valley Police Academy, and as Adjunct Professor at Western Michigan University.

PATROL



Patrol is commanded by Lieutenant Bryan Mayhew who reports to the Deputy Police Chief. His responsibilities include daily coordination of patrol officer activities, ensuring coverage to the community and efficient response to calls for police services.

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.

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.

TELESERVE

Individuals reporting certain crimes may make a report by telephone or 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.

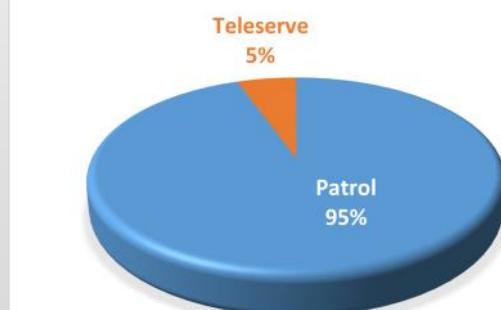
The Teleserve Officer is a three-year assignment and selected from the patrol ranks. Officers assigned to Teleserve support the district patrol officers by investigating reports by phone, in-person at the police department, and by other electronic means. Teleserve officers conduct follow-up investigations, obtain medical reports and other case documents, obtain photographs and other evidence, process detainees, obtain warrants, assist non-sworn personnel with station duties, and various other duties as assigned by team leaders.

In 2022, Teleserve officers handled approximately 5.5% of the initial daily caseload and calls for service between the hours of 8:00 a.m. - 4:00 p.m. The Teleserve function allows patrol officers to focus their efforts on resolving neighborhood quality of life issues and other crime prevention activities.

In 2022, the Teleserve position was performed by Officer Lynley Morgan who began her assignment in 2018. In September 2022, Officer Greg Burke began his three-year assignment in this role.



2022 OFFICER ACTIVITY



PORTAGE CRIME REPORTING DATA

	2018	2019	2020	2021	2022	% Change 2021-2022	% Change 2018-2022
PART 1 OFFENSES							
Murder/Non-negligent Homicide	2	0	2	2	4	100%	100%
Criminal Sexual Conduct	20	31	17	32	36	12.5%	80%
Robbery	15	14	10	20	10	-50%	-33%
Aggravated/Felonious Assault	73	91	81	72	100	-39%	37%
Arson	4	7	8	6	1	-83%	-75%
Burglary	173	163	140	140	116	-17%	-34%
Larceny	683	673	689	930	832	-10.5%	22%
Motor Vehicle Theft	76	68	90	175	110	-37%	45%
Retail Fraud	537	633	435	445	580	30%	8%
TOTAL PART 1	1583	1680	1472	1882	1789	-1.8%	13%
PART 2 OFFENSES							
Negligent Homicide	0	0	0	0	0	0%	0%
Kidnapping	3	2	2	2	6	200%	100%
Stalking	28	43	29	26	41	58%	46%
Extortion	0	0	2	0	2	N/A	N/A
Forgery/Counterfeiting	84	87	61	56	47	16%	-44%
Fraud	416	364	323	355	338	-4.5%	-18%
Embezzlement	28	48	30	19	33	74%	18%
Recovered Stolen Property	21	19	13	14	14	0%	-33%
Malicious Damage to Property	173	189	175	201	226	12%	31%
Drug Offenses	228	118	88	95	108	14%	-53%
Obscene Material	1	2	2	2	6	200%	500%
Weapons Offenses	40	20	35	56	41	-27%	2.5%
Retail Fraud (misc. categories)	20	36	1	14	14	0%	-30%
Non-aggravated Assault	408	430	376	410	511	25%	25%
Illegal Entry	38	34	29	30	24	-20%	337%
Bad Checks	36	36	35	24	29	21%	-19%
Sex Offenses	12	21	21	17	49	188%	308%
Family Offenses	16	37	37	42	53	26%	231%
Liquor Violations	37	19	14	9	8	-11%	-78%
Hindering and Obstructing	114	102	106	111	146	31.5%	28%
Obstructing Justice	508	280	169	188	179	-5%	-65%
Disorderly/Public Peace	311	279	289	230	314	36.5%	1%
Hit & Run Accidents	55	56	51	31	51	64.5%	-7%
Driving While Intoxicated	140	124	94	106	114	7.5%	-19%
Trespassing	153	133	173	186	267	43.5%	74%
Runaway	53	21	18	35	56	60%	6%
Other Part 2	200	150	147	163	144	-12%	-28%
TOTAL PART 2	3123	2650	2332	2422	2822	16.5%	-10%
GRAND TOTAL OFFENSES	4705	4330	3804	4244	4611	-12%	-2%

CRIME SUMMARY

In 2022, the Police Division responded to 37,854 calls for service, and investigated 1,792 Part 1 and 2,821 Part 2 crimes. Overall, Part 1 crimes were down 1.6%, and Part 2 crimes were up 16.5%, compared to 2021.

Part 1 offenses are violent crimes that occur on a regular basis and are likely to be reported to law enforcement. Part 1 offenses fall into two categories: violent crimes and property crimes.

Part 2 offenses are generally less severe in terms of the impact for society and public safety. Victims of Part II offenses may not notify police and most Part 2 offenses are considered victimless. As such, only arrests are reported for Part II crimes.

In 2022, officers arrested 1,971 adults on 2,226 charges, and 197 juveniles on 222 charges. The most frequently occurring crimes were: Retail Fraud, Non-aggravated Assault, Trespass, and Damage to Property.

POLICING MODEL

There are essentially two ways to police: reactive and proactive. Reactive policing involves officers simply responding to calls-for-service. Proactive policing is getting out in front of events in the hopes of preventing crimes, and working with the community to reduce crimes.

Active and successful crime prevention programs not only reduce crime and save lives, but they also reduce workload for patrol officers and detectives, and provide opportunities for positive interactions with the public.

Portage Public Safety continues to take a proactive approach to law enforcement for our community. This style of policing has proven to deter crime, reduce disorder, reduce citizens' fear of crime, and remedy other specific citizen concerns in a given area.

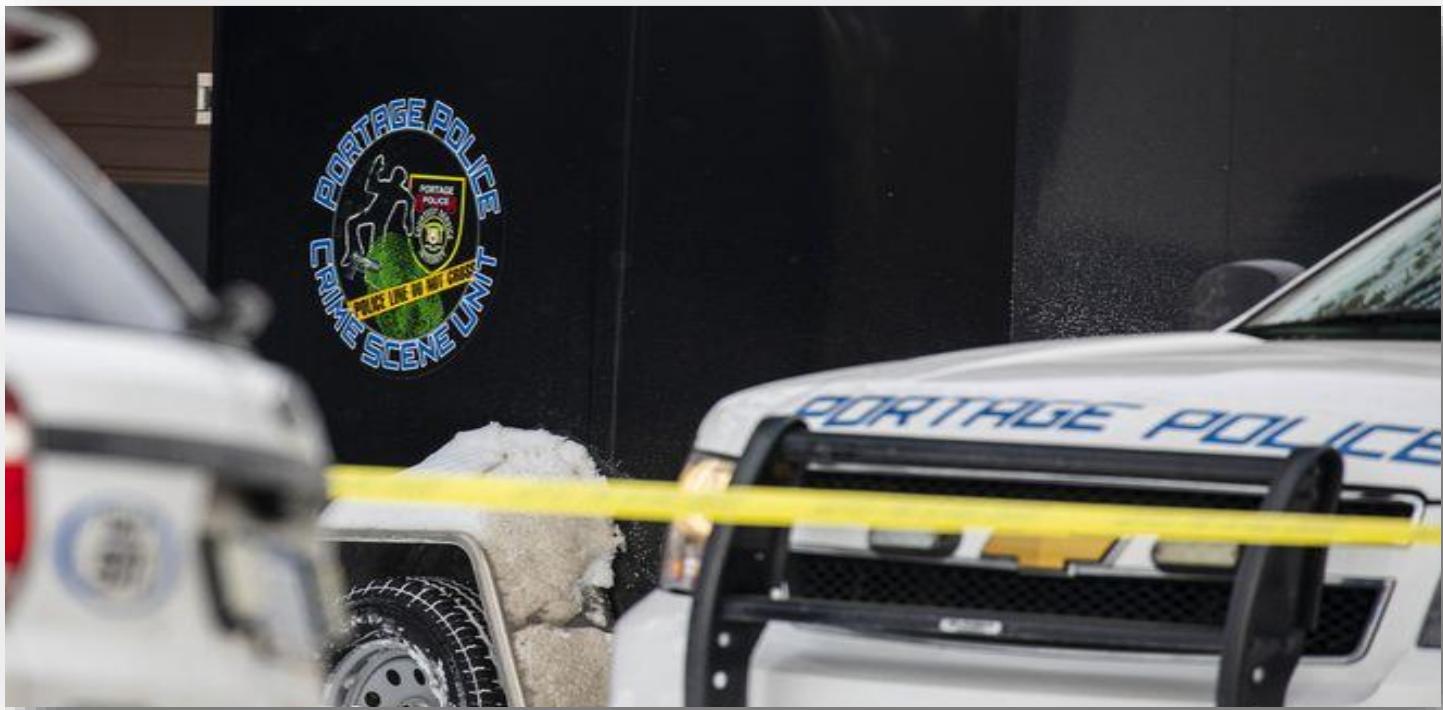
"Preventing crime is more effective than clearing it up after it has occurred."

CRIME SCENE UNIT

The Crime Scene Unit is a specialized team of officers trained in processing crime scenes and investigating major accidents. The team is currently comprised of six Crime Scene Technicians and three Accident Reconstructionist's. Crime Scene Technicians identify, collect, and document evidence at a crime scene. Accident Reconstructionist's are called to the scene of major traffic crash investigations to document and reconstruct elements of the crash, working jointly with Crime Scene Technicians.

A wide variety of sophisticated equipment is utilized to document, process and collect evidence, such as 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, and serious or fatal traffic crashes.

In 2022, the CSU witnessed an unprecedented spike in homicide investigations with at least 5 major scenes involving 6 homicide victims. At the conclusion of 2022, CSU technicians processed a total of 143 scenes, that was less than previous years (200 scenes in 2020; and 182 in 2021). Throughout 2022, CSU technicians successfully made 61 positive identifications with 53 suspect matches. This exceeded team goals set at 50. These identifications were made by lifting latent prints and/or collecting DNA at the scenes.



DART PROGRAM

Portage launched a Data Analysis & Response Team (DART) in 2019, which has significantly changed how police patrolling occurs throughout the City of Portage. Two officers are assigned to 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 in the same area. The goal of this focused enforcement is to reduce key crime categories, as well as crashes, through a more effective use of personnel resources.

Due to the impact of the COVID-19 pandemic on personnel, the DART program was suspended in 2020 and 2021. Staffing levels began to improve in 2022, once additional personnel have completed training, shift strength will be evaluated to determine if the two-officer assignment can be reinstated.

CANINE PROGRAM

The Portage Department of Public Safety established a canine program in 2016 with the introduction of K9 Officer Zorro. On November 7, 2019, K9 Zorro passed away after encountering a sudden illness. In 2020, K9 Riggs was added to the program. In July 2022 the Portage City Council, PDPS Administration, and of course the supportive community of Portage granted the purchase of an additional police K9 and the promotion of an additional K9 Handler.



K9 RIGGS & OFFICER WENTWORTH

In February 2020, Officer Jordan Wentworth traveled to Shallow Creek Kennels in Pennsylvania, where he selected and began his training with his new K9 partner "Riggs."

Riggs is a 5-year-old male German Shepherd/Belgian Malinois mix. Riggs comes to us from Hungary. responds to German commands, and is certified through the National Association of Professional Canine Handlers (NAPCH). Riggs is a dual purpose K9 trained in narcotics, tracking, article searches, area searches, and criminal apprehension.

In 2022, K9 Riggs conducted 29 deployments associated with tracking, narcotic searches, felony stops, and school demonstrations. K9 Riggs also completed approximately 213 hours of various training segments throughout the year.



K9 RHETT & OFFICER BOGARD

In August 2022, Officer Scott Bogard traveled to Shallow Creek Kennels in Pennsylvania, where he selected and began training with his new K9 partner "Rhett."

Rhett is a 2-year-old male German Shepherd. Rhett comes to PDPS from Hungary and also responds to German commands, similar to K9 Riggs.

In October 2022, Officer Bogard and K9 Rhett completed their in-service training and became certified through the National Association of Professional Canine Handlers (NAPCH). Rhett is a dual purpose K9 trained in narcotics, tracking, article searches, area searches, and criminal apprehension.

In 2022, K9 Rhett conducted 5 deployments for tracking and narcotic searches. K9 Rhett also completed approximately 272 hours of training.

COMMUNITY POLICING

The Community Policing Officer (CPO) is a three-year assignment selected from the patrol ranks reports to the Patrol Lieutenant. The 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 CPO also assists with coordination of city website content, social media content, and writing safety articles for media publication.

Due to the impact of the COVID-19 pandemic and level of personnel, the CPO program was suspended in 2020 and 2021. As staffing levels returned along with the addition of several new officers, the CPO program was reactivated on November 21, 2022. Officer Sydnie Cooper was selected to the CPO assignment which will run through 2025.



DETECTIVE BUREAU



The Detective Bureau is commanded by Lieutenant Joe McDonnell who reports to the Assistant Police Chief. This position is responsible for the investigative arm of the Police Division. The DB is comprised of five detectives, two school resource officers, and one narcotics officer who is assigned to a multi-jurisdictional task force (PUNT/SWET).

The Detective Bureau consists of plainclothes detectives tasked with conducting a broad range of investigative assignments. The five Portage detectives maintain an active caseload of 20-25 investigations per detective.

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

The Detective Bureau cooperates with other city, state, and federal agencies in investigating incidents, utilizing task forces or other cooperative means.



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 2022, Portage Department of Public Safety SWAT officers, acting as part of the Kalamazoo Metro SWAT team, were utilized at 63 incidents. These incidents included high-risk arrest warrants, barricaded subjects and high-risk search warrants, among other types of operations.



DRUG LAW ENFORCEMENT—PUNT/SWET

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.

In November 2021, Portage moved the designated officer assigned to the Kalamazoo Valley Enforcement Team (KVET) to the Southwest Enforcement Team (SWET). This change expanded the officer's capabilities to a state-wide, multi-jurisdictional team. In addition to the added available resources, the assigned officer will enhance capabilities in narcotics investigations in the Portage jurisdiction.

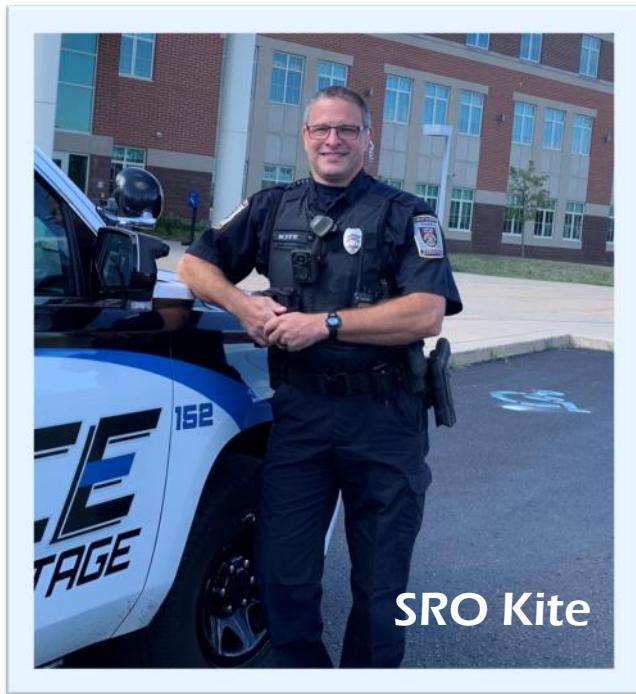
SCHOOL RESOURCE OFFICERS

The Portage Department of Public Safety has provided a police officer to the Portage Public School system since 1988. The School Resource Officer (SRO) program provides two sworn 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.

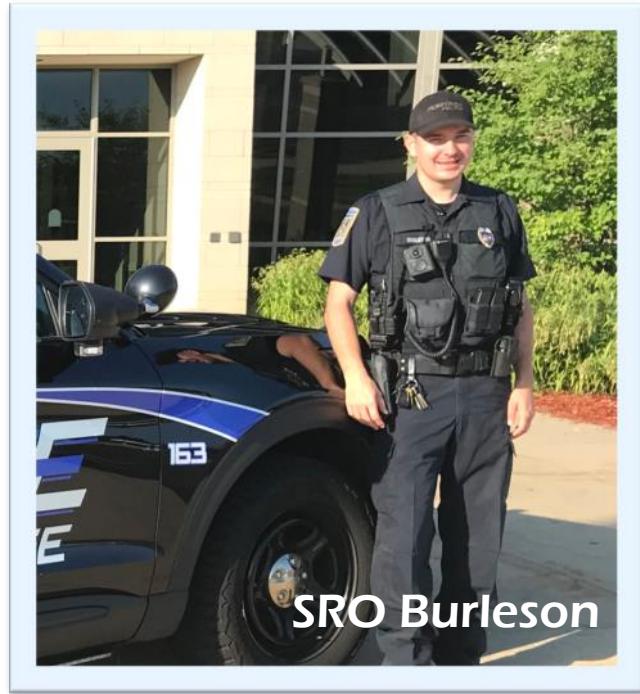
A School Resource Officer is a three-year assignment and selected from the patrol ranks. The officers not only provide a visible presence, but are also members of the school administration, teach prevention classes, mentor, and are present at school functions.

The Portage Department of Public Safety is a member of the National Association of School Resource Officers (NASRO) and officers have also become certified as national practitioners. The National SRO Practitioner program was established as a way for NASRO, police agencies, and school districts to recognize officers who have excelled in the area of school-based policing. The program seeks to distinguish those officers who are committed to serving our nation's youth, along with the communities and schools they serve.

In 2022, SRO's assisted with several potential threat investigations. Due to their quick actions, the threats were mitigated and determined to be not substantive. The SRO program assisted with initiating the Cornell Threat Assessment System involving the entire district along with the Standard Reunification Method (SRM) program for evacuation/relocation response.



SRO Kite



SRO Burleson

SRO Henry Kite was selected for this 3-year assignment at the start of the 2020/21 school year. His assignment was extended one year due to shutdowns revolving around Covid, and will end at the conclusion of the 2023/24 school year.

SRO Kite is assigned to Portage Central High School. He also covers Central Middle School, West Middle School, Central Elementary, Lake Center Elementary, Moorsbridge Elementary, and Woodland Elementary.

SRO Kevin Burleson was selected for this 3-year assignment at the start of the 2022/23 school year. His assignment will end at the conclusion of the 2024/25 school year.

SRO Kevin Burleson is assigned to Portage Northern High School. He also covers the Portage Community Education Center, North Middle School, Amberly Elementary, Haverhill Elementary, 12th Street Elementary, and Angling Road Elementary.

PROFESSIONAL STANDARDS



Professional Standards is commanded by Lieutenant Matt Wolfe who reports to the Deputy Director. This position is responsible for internal affairs investigations, policy reviews, accreditation, training, inspections, volunteers, and onboarding of new officers.



ACCREDITATION

In the agency's pursuit of excellence, the Portage Police Division 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 its accreditation. PDPS is one of only four departments in the State of Michigan to maintain dual accreditation status. In October 2021, a virtual on-site was conducted with assessors from CALEA. PDPS was found to be in compliance with 158 standards and will receive its seventh award of accreditation in March 2022.

INTERNAL AFFAIRS

The Portage Department of Public Safety accepts and investigates all complaints, internal or external, made against any agency employee or policy. Minor complaints are often referred back to the supervisor of the employee involved. The supervisor investigates the complaint, documents findings, and then refers the investigation back to the Office of the Director for review. More serious complaints are assigned to the Professional Standards Unit for investigation. All instances in which an officer uses force are forwarded to the unit where they are reviewed for policy compliance. Portage Police Policy and Procedural Order 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. The annual statistical summary is as follows:

<u>Category:</u>	2022	2021	2020	2019	2018
Internal Complaints	3	0	9	7	2
External Complaints	14	14	9	2	1
Supervisory Reviews	0	0	0	0	1
Internal Affairs (IA) Investigations	17	14	9	9	2
IA's Sustained	4	11	10	2	1
IA's Exonerated/Unfounded	13	3	8	5	2
IA's Policy Failure	0	0	0	2	0

<u>Complaint Type:</u>	2022	2021	2020	2019	2018
Rude/Unprofessional	0	5	2	1	0
Insubordination	0	0	2	0	0
Dispatch/Policy Violation	0	0	0	0	0
Policy Violation	2	3	9	6	1
Improper Investigation	1	0	2	0	1
Use of Force	2	2	4	2	1
Other	5	3	1	0	0

USE OF FORCE ANALYSIS

In 2022, the department logged 2,171 arrests, representing an approximate 13% increase from 2021. Of the 83 uses of force in 2022, 74 were to effect an arrest, while 9 were related to mental health calls (e.g. suicidal subjects/committals). The data shows that use of force was used on approximately 4% of all arrests made, which is consistent with that of 2021. Furthermore, males made up 64% of the use of force incidents, while females accounted for 36%. Although there were two complaints of excessive force in 2022, neither were sustained after being investigated.

The 2022 analysis showed a .05% increase in use of force, as compared to 2021. Despite the number of total arrests increasing by approximately 13% from last year, use of force incidents did not increase significantly. These statistics show that officers used less force to affect arrests during 2022, as compared to the previous year.

During 2022, 10 suspects and 7 officers reported injuries as a result of use of force incidents. Suspect injuries were minor and were related to complaints of pain, self-inflicted injury during transport, Taser probe deployment, and one case in which a suspect tripped and fell during a foot pursuit on a wrist which had recent surgery. Officer injuries were minor and did not require medical attention, with the exception of one incident in which the officer sustained a minor injury to his wrist.

In conclusion, internal investigations and citizen complaints were reviewed for race, age or gender trends, or patterns of the subjects involved. None were identified. The analysis did not identify any trends or patterns resulting in injury to any person (including employees) or any impact of findings on policies, practices, equipment and training. Officers continue to receive integrated use of force and decision making scenario training, as well as annual use of force policy training.

Initial Contact/ Type of Incident	2022
Traffic Stop	5
Warrant Arrest	11
Domestic Violence	10
Retail Fraud	8
Armed Robbery	6
Disturbance	7
Suspicious Person/Activity	8
Burglary	1
Larceny	3
Motor Vehicle Accident	1
Resisting/Obstructing	1
Stolen Vehicle	5
Assault	6
Runaway	1
Suicidal/Mental Health Crisis	9
PPO/Conditional Bond Violation	1
Malicious Destruction of Property	0

Location	2022
Residence	26
Business/Store	27
Outdoors/Roadway	30
Gender	
Male	53
Female	30
Age	
Under 13	0
13-17	4
18-24	19
25-35	32
Over 35	26
Mental Capacity	
Under influence alcohol/drugs	19
Suspected mental illness	1710
Unknown/none identified	45
Multiple Factors	5

TRAINING

Sergeant Michael Collier was assigned to Professional Standards in 2021 and assumed the majority of all Police Division training responsibilities with an overarching goal to coordinate and schedule training opportunities which are economical and fiscally responsible. Training administration must continually develop and utilize local resources to reduce costs by eliminating travel and lodging expenses whenever possible. To further this goal, the Training administration liaisons with other departments' to develop mutual and combined local training opportunities.

Annual in-service training is provided in the areas of Firearms, Defensive Tactics, and Use of Force. In addition, varying topics are chosen and distributed to staff electronically each month, with a deadline to complete. Additional training topics typically include:

Legal Updates
Hazardous Material
Ethics
Supervisor Development
Criminal Investigations
De-escalation
All Hazard Plan

Sexual Harassment
Biased Based Policing
Accreditation
Domestic Violence
Michigan Mental Health Code
Crimes Against Children
Criminal Intelligence

Training administration continues to identify individual training needs and provide opportunities for employee specialization, promotion, and job effectiveness. The department is a member of the West Michigan Criminal Justice Training Consortium. The consortium is funded by area agencies pooling annual Public Act 302 training dollar distributions, thus allowing agencies to take advantage of a wide variety of training opportunities and a valuable return on the dollars invested.

In 2022, the Portage Department of Public Safety was authorized to purchase a virtual reality-based scenario training system called "Apex Officer." The system allows officers to engage in decision making scenarios to develop their communication, de-escalation, and tactics in a safe environment.



EDUCATION FOR EMPLOYMENT AND INTERNSHIPS

The Portage Department of Public Safety continues its partnership with the Kalamazoo Regional Educational Service Agency (KRESA) and universities across the state in the Education for Employment and Internship programs as time and resources permit. This program is designed to educate college, university and high school students about law enforcement and the criminal justice system, and encourage them to develop the skills and desire necessary to serve in a public safety capacity. Candidates for an intern/EFE student position must be enrolled in an accredited college, university or high school, and be in their junior or senior year of high school.

The department hosted one EFE student from Lox Norrix High School in the calendar year 2022. This EFE student spent approximately 70 hours with PDPS personnel, participating in ride along's with patrol officers, shadowing detectives, and assisting with vital tasks around the department.

VOLUNTEERS

All volunteers and volunteer activities, such as minor clerical and recordkeeping functions of the Police Division, are managed through the Office of Professional Standards. Due to COVID-19 health and safety precautions, volunteer services have been suspended since 2019, with the exception of the Chaplain Program.

PUBLIC SAFETY CHAPLAIN PROGRAM

Portage Public Safety Chaplains promote a positive relationship between officers, firefighters, City Hall, public officials and the community. They serve as spiritual counselors, and are also trained in Critical Incident Stress Management and Psychological and Spiritual First Aid. The primary goal of the Public Safety Chaplain Services is to attend to the spiritual, emotional and practical needs of the first responders and their families.

Portage Public Safety is served by two volunteer chaplains. Members of the department can call upon the chaplains to assist when personnel are required to make death notifications, investigate domestic family problems, help in disaster situations, or in other high stress matters. While serving the agency in our community, their service also extends to the community members affected by a critical incident. Chaplains play an integral role for the City of Portage through five main services:

- **Police:** Ride along with officers and provide spiritual guidance and care for same. Assist with domestic situations during ride alongs, help with victims, provide hospital visits to injured or sick officers and victims. Conduct death notifications when necessary.
- **Fire:** Ride along and assist with family members on scene as help is being administered to victims. Provide spiritual care for firemen and victims. Spend time at station being available to discuss any personal or spiritual situations that may come up.
- **City Hall:** Assist with families in need of resources. Coordinate volunteers for family outreach projects. Example: We recently coordinated an outreach to clean out a hoarder home.
- **Victims:** Help align victims with resources in their hour of need. Also help to connect victims with churches for ongoing spiritual care. Work with the disadvantaged to find homes and employment.
- **Donations:** Most thrift stores don't carry items such as refrigerators, washers, dryers, water heaters, couches, beds, chairs and other large furniture items. Such items have been donated to the ministry and in turn are given out to people in need, or individuals who are making a fresh start. This could include single parents, disadvantaged members of our community that are just getting on their feet, or victims of loss.

Every year, Public Safety Chaplains donate hundreds of hours of their time working with staff, in addition to offering spiritual assistance to crime and accident victims in our community.



ADMINISTRATIVE SUPPORT SERVICES



Administrative Support Services is led by Lieutenant Steve Clark who reports to the Deputy Director. The position is responsible for fleet maintenance, physical plant, equipment, quartermaster, contract compliance, planning and research, grant management, and the Property and Evidence area.

PROPERTY AND EVIDENCE

All evidence and property found by, turned in to, or collected by police personnel is secured in the Property and Evidence Lockup. 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 Evidence Tech 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 2021, the annual inspection of the Portage Department of Public Safety Property and Evidence had zero discrepancies noted.

In 2022, Evidence Specialist Diane Malz logged 2,564 items into property and 3,094 items in evidence were properly disposed of; a ratio of 1.2 to 1. Property dispositions were achieved by returning items to their owners, sending items to auction, or destroying items of no value.



PST Jenny Evans



**Evidence Specialist/
PST Diane Malz**

RECORDS



Portage Public Safety Records is led by Public Safety Services Manager Teresa Gipson who reports to the Deputy Director. This position is responsible for data entry and storage of all Police Division records, processing Freedom of Information Act (FOIA) requests, and state reporting of crimes, arrests, and accidents for the City of Portage. PSSM Gipson provides direct supervision to eight full-time and three part-time record clerks.

A robust 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.

2022

3,237	FOIA Requests
1,560	Accidents
8,685	Cases
1,971	Adult Arrests
197	Juvenile Arrests
930	Alarms



DEPARTMENT TECHNOLOGY

An extensive computerized records management system (RMS) is maintained on a Windows platform with numerous interfaced modules, including:

- ID Networks Live Scan
- Computerized Lineups
- LEIN/NCIC Interface with RMS
- Gun Registrations & Permits
- Property Room Bar Coding
- Bicycle Registrations

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.

PORTAGE FIRE

PROFILE

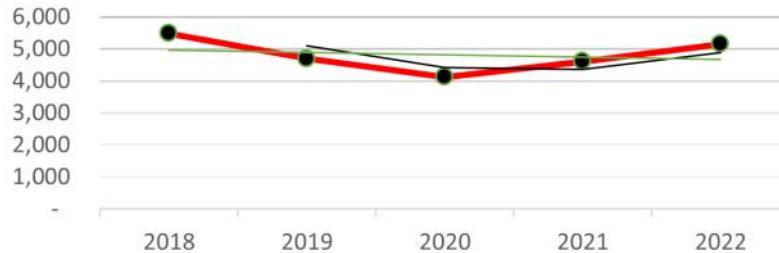
In 2022, the Fire Division was authorized a total of 70.5 employees (36 full-time and 34.5 part-time). Of those 70.5 positions, the division is authorized 35 sworn and 34 on-call firefighters, and 1.5 administrative civilians. At the close of 2022, the division had filled 35 sworn, 4 on-call and 1.5 civilian positions. In 2022, city leaders authorized the discontinuation of the on-call program through attrition.

The City of Portage has approximately 21,000 residential units, over 2,400 commercial properties, and a population of over 49,000. Crews respond on average to over 4,900 calls for service annually and complete over 3,000 company inspections. Rescues, including that of household medical calls, continue to result in the greatest call volume, consisting of approximately 68% of all calls for service.

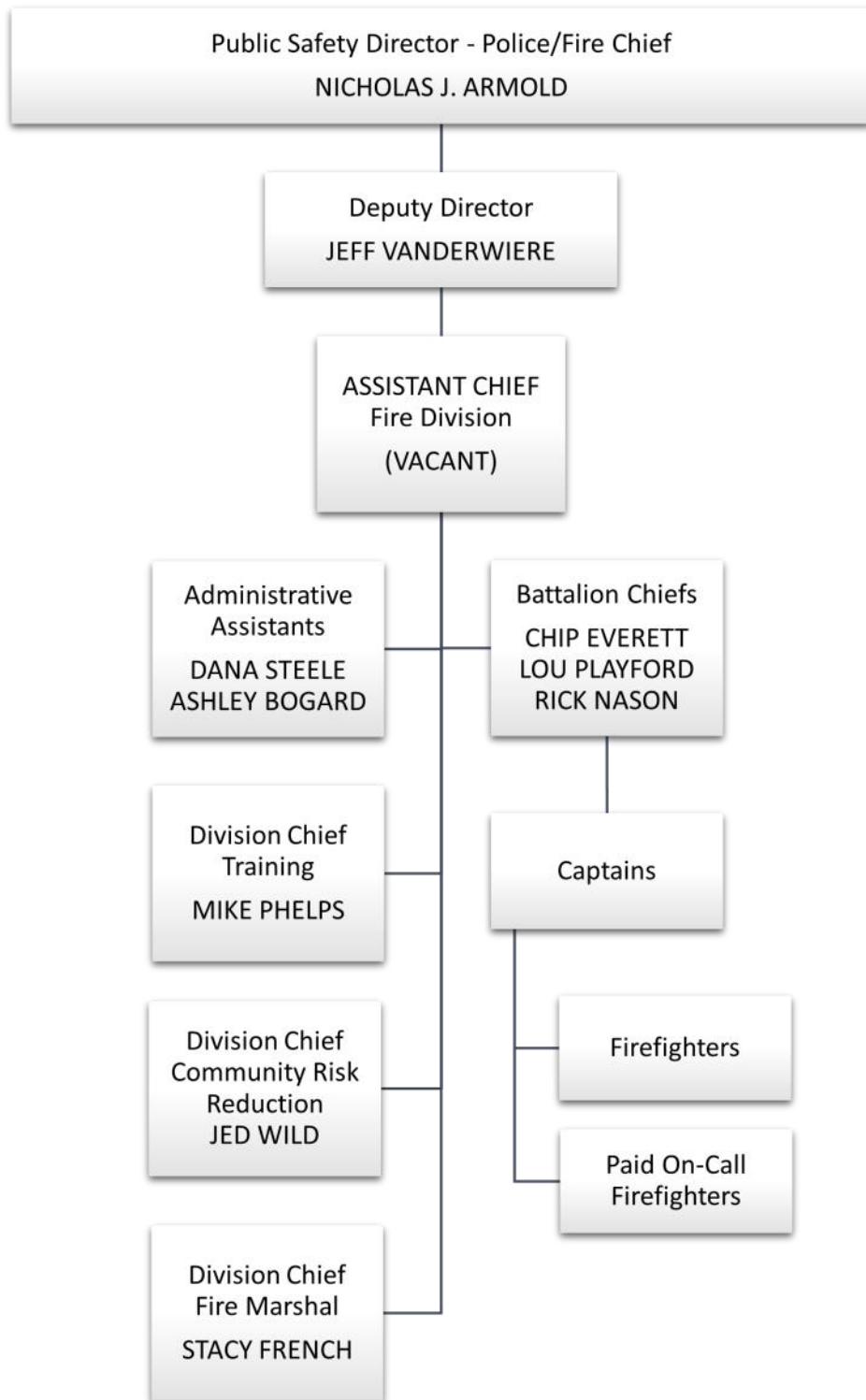
In addition to responding to calls for service, the Fire Division provides over 100 public education fire prevention events for the citizens of Portage every year. These fire prevention programs reach over 9,000 adults and 12,000 children annually.

In 2022, the Fire Division responded to 5,155 calls for service. The most frequently occurring call types were Rescue/Medical and False Alarms. Overall, incident responses were up approximately 12% 2021.

FIRE RESPONSE	2018	2019	2020	2021	2022	AVERAGE
	5,483	4,700	4,123	4,609	5,155	4,815



ORGANIZATIONAL CHART



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

May 1, 1942 Emergency Response Services Began

May 5, 1942 First Alarm Response

1942 Jacob Mein Appointed Fire Chief

December 31, 1963 City of Portage Chartered

1975 Fire Department Master Plan developed (Rolf Jensen & Associates, Inc.)

1975 Fire Station No. 2 Constructed on Oakland Drive

1977 Minimum Staffing of Seven Established by City Administration

1977 Richard Knopf Appointed Fire Chief

1983 Jay Reardon Appointed Fire Chief

1984 Fire Station No. 1 Moved to Current Location on Shaver Road

1988 Wayne Kitchen Appointed Fire Chief

1994 Fire Station No. 3 Constructed on Sprinkle Road

1996 JW Tackett Appointed Fire Chief

1999 George Sheets Appointed Fire Chief

2001 Randy Lawton Appointed Fire Chief

2011 Richard White Appointed Director of Public Safety—Police/Fire Chief

2017 Nicholas Arnold Appointed Director of Public Safety—Police/Fire Chief

October 2020 New Fire Station No. 2 Constructed on Oakland Drive

MISSION

The Portage Department of Public Safety—Fire Division exists to foster a high quality of life and enhance safety in our community through compassionate care, professionalism, technical competency, and servant's heart.

VISION

The Portage Fire Division will continually work towards providing the highest quality customer service through training, education, risk reduction and the empowerment of our team members.

VALUES

Accountability • Honor & Respect • Communication & Teamwork • Integrity • Professionalism • Compassion

FIRE ADMINISTRATION

DEPUTY CHIEF—FIRE DIVISION



Deputy Fire Chief
Jeff VanderWiere

The Deputy Chief is responsible for ensuring that all Fire Division personnel and equipment are in a state of readiness for emergency response. This position administers the annual budget and capital improvements budget for the Fire Division, and reports directly to the Public Safety Director.

Deputy Chief VanderWiere began his career with the City of Portage in September 2020 as Fire Marshal, and was appointed to Deputy Fire Chief on May 23, 2021. Deputy Chief VanderWiere brings 24-years of fire service experience to the department.

Deputy Chief VanderWiere earned a bachelor's 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.

On November 21, 2022, Deputy Chief VanderWiere was promoted to the rank of Deputy Director. With that promotion, the Deputy Chief position was reclassified to "Assistant Chief—Fire Division."

ADMINISTRATIVE ASSISTANT

Dana Steele joined the Fire Division in 2014. Her primary responsibilities include providing daily administrative support to the Assistant Chief and Division Chiefs, 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.



Dana Steele



Ashley Bogard

ADMINISTRATIVE ASSISTANT

Ashley Bogard joined the Fire Division in November 2022 as the part-time Administrative Assistant, following the resignation of Nicole Barlow. Ashley is primarily responsible for answering phones, assisting people at the counter, making car seat installation appointments, entering vehicle maintenance records, filing and other general office work as needed.

FIRE OPERATIONS



Fire Operations is commanded by an Assistant Chief who reports to the Deputy Director and is responsible for the coordination and oversight of fire prevention, field operations, training and overall supervision of firefighters.

ASSISTANT CHIEF—FIRE DIVISION



Assistant Chief (interim)
Rick Nason

On November 27, 2022, Battalion Chief Rick Nason was appointed to interim Assistant Chief—Fire Division. The position is responsible for oversight of all Fire Division operations, including facilities and apparatus. The position has direct supervision of the fire prevention program, fire training, and the battalion chiefs.

Assistant Chief Nason has 34 years of fire service experience. He began his career with the Portage Fire Department in August 2001. He was promoted to Fire Captain in 2008 and Battalion Chief in 2014.

Nason holds an Associate's Degree in Fire Science, a Bachelor's Degree in Fire Administration, and he is a graduate of the National Fire Academy in Emmitsburg, Maryland.

FIRE DIVISION RESPONSE

	2019	2020	2021	2022	% Change 2021-2022
Fires	93	126	128	130	1%
Overpressure rupture/explosion	14	5	11	10	-9%
Rescue & EMS	2808	2751	2996	3487	16%
Hazardous Condition (no fire)	176	159	208	244	17%
Service Call	267	190	223	176	-21%
Good Intent Call	908	505	603	662	10%
False Alarm & False Call	426	378	428	438	2%
Severe Weather	3	1	1	4	300%
Special Incident Type	5	12	11	4	-64%
TOTALS	4,700	4,127	4,609	5,155	-1.8%

FIRE STATIONS



STATION NO. 12-1
7810 Shaver Road

2022 Response: 2,314
Total Calls for Service: 3,330



STATION NO. 12-2
6101 Oakland Drive

2022 Response: 1,745
Total Calls for Service: 2,326



STATION NO. 12-3
8503 South Sprinkle Road

2022 Response: 1,096
Total Calls for Service: 1,584

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 tender aid from neighboring departments is in place to supply water to a fire scene. Additionally, mutual aid agreements are 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 currently has a contract with Pride Care Ambulance.

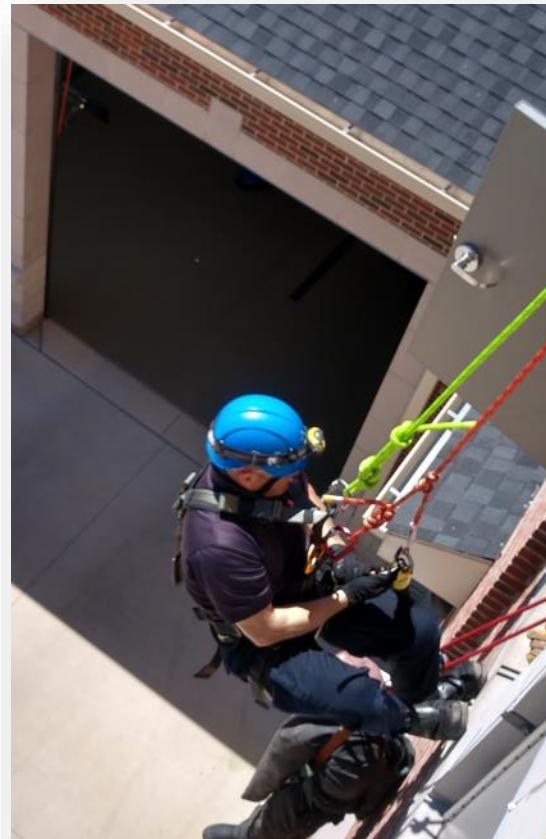
HAZARDOUS MATERIALS RESPONSE

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. The HazMat response vehicle and trailer, HAZMAT 1, are kept at Fire Station No. 2 located on Oakland Drive. This location was chosen due to its quick access to I-94, allowing it to respond at a moments notice anywhere within Kalamazoo County.

TECHNICAL RESCUE

“Technical Rescue” is a term 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. TRT members receive specialized training in concentrations such as: Rope and Tower Rescue, Confined Space Rescue, Structural Collapse Rescue, Trench Rescue, Grain Bin Rescue, and Ice/Water Rescue.

PFD continues to represent the City of Portage on the 5th District Technical Rescue Team. Members from throughout Kalamazoo County are subdivided into divisions. The ‘North’ division contains members from Portage, Oshtemo Fire, Texas Township Fire, Comstock Fire, and the Kalamazoo Department of Public Safety. The 5th District Team meets quarterly for specified training.



RESOURCES

FIRE APPARATUS

The fleet currently includes four engines, two trucks, three basic life support rescue units, one command unit, 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 certified Emergency Vehicle Technicians (EVT) to perform scheduled and unscheduled maintenance of apparatus, and assists with the annual mandatory testing of our 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 protection PPE provides at fires, it also protects firefighters from chemicals, weather, blood-borne pathogens, and hazards at accidents and during technical rescues. PPE is maintained by following guidelines established by the National Fire Protective Agency and receives an annual “advanced” professional inspection and cleaning from a qualified outside agency.

FIRE HOSE

20,000 feet of fire hose was tested in 2022, with a 3% failure rate—down from 5% in 2021. This hose testing was performed by a third party, National Host Testing Services, and performed over two days at Fire Station 2. This is normally a two-to-three-week project for our crews; however, by having a third party do the testing it kept our crews in service, reduced down time for apparatus, provided professional documentation, and reduced the risk of injury to our staff.



FIRE PREVENTION



Fire Prevention is commanded by Fire Marshal Stacy French who reports to the Assistant Fire Chief. His primary responsibilities include fire code enforcement, inspections, fire protection plan review, and fire investigation. The Fire Marshal is also the City of Portage Risk Management Administrator.

Division Chief French began his career with Portage in 1998. He holds a Masters Degree from Siena Heights University, completed his interdisciplinary Ph.D. in Evaluation at Western Michigan University, and 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.

PLAN REVIEW

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 implemented the software. This has proven to be a great step toward reducing the paper burden of the traditional plan review process.

2022 Plan Reviews:

- 114 Construction Site
- 76 Building
- 96 Fire Protection
- 3 Special Event
- 33 Solar Plan
- 2 Marijuana Provisioning/Grow Center
- 12 Liquor License

CODE ENFORCEMENT

Enforcement of the International Fire Code, which is the adopted fire code for the City of Portage, is a critical function during planning, construction, and occupancy. Code officials are responsible for the approval of all new building sites and developments to ensure there is adequate emergency vehicle access and water supply for firefighting.

2022 Inspections:

- 87 Camp Fire Renewals or Permit
- 2 Fire Code Consultation
- 64 Final Occupancy Inspection
- 90 FOIA
- 15 Fire Marshal Violation Follow-up
- 60 Knox Box Inspection
- 66 Fire Protection Inspection
- 64 Spot Inspection
- 74 Tent/Membrane Structure Inspection

ENGINE COMPANY INSPECTIONS



Inspections allow the department to come to the businesses on a good day, not on their worst day. Our job is to protect lives and property, and some of the simplest violations can have the biggest impact. The most obvious benefit of a fire inspection is that it provides an opportunity to educate our community on fire safety. We understand the average citizen doesn't live in our world and they may not understand or think about the importance of clearance from a sprinkler head, egress paths, or not storing items under a stairwell. It is our job to teach them, not to punish them.

In 2022, engine companies completed a total of 2,580 fire safety inspection visits to commercial and multi-family residential occupancies across Portage.

FIRE TRAINING



Fire Division Training is led by Division Chief Mike Phelps who reports to the Assistant Fire Chief. This position is responsible for the coordination of all fire training, safety programs, field training, and succession planning.

Phelps joined Portage in 2021, and brings with him over 25 years of experience in public safety. He is also an adjunct instructor at the Ferris State University Police Academy, as well as the academies at Kalamazoo Valley Community College.

The Fire Division's comprehensive training plan covers the areas of Fire, EMS, Officer Development and Driver/Operator training. The plan also allows for our members to meet the continuing education requirements put into effect in 2021 by the Bureau of Firefighter Training, requiring firefighters to have 36 continuing education credits in three years, and officers and instructors to have 12 credits in three years.

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.

In 2022, Fire Division members attended a total of 48 outside trainings and 4,182 hours of training were recorded.

SUCCESSION PLANNING

A Succession Plan was developed to identify the courses deemed important for firefighters who seek promotion to the ranks of captain and battalion chief. As a part of this plan, there is now a road map for completing courses prior to the promotional process.



COMMUNITY RISK REDUCTION



Community Risk Reduction is led by Division Chief Jed Wild who reports to the Assistant Fire Chief. The position is responsible for identifying and developing best practices to reduce risk in the City of Portage by using data analysis to prioritize and drive the Strategic Plan and other programs.

Division Chief Wild holds a Bachelor's Degree in Public Administration from Siena Heights University, and an Associate's Degree from Kellogg Community College. Division Chief Wild has over 20 years of public safety experience and is a licensed Paramedic and EMS Instructor Coordinator in the State of Michigan.

CONTINUOUS QUALITY IMPROVEMENT

The Portage Fire Division is committed to continuous evaluation and improvement of the processes we use to provide quality emergency care. Division Chief Wild is responsible for reviewing fire and EMS reports for quality, and developing ways in which the Fire Division can improve their delivery of service. He has the overall responsibility for quality assurance and quality control to ensure the goal of continuous quality improvement is achieved.

Division Chief Wild represents the Fire Division at local, regional and state medical control authorities and disaster preparedness committees, and assists the Training Officer with preparation and delivery of training for the department. Division Chief Wild also leads a monthly meeting with neighboring agencies and our ALS partner agencies to review calls and develop improvements.

STRATEGIC PLAN 2022–2025



The Fire Division Strategic Plan is built on the foundation of the department's mission, vision and values, as well as feedback from external stakeholders such as members of the community and community interest groups, internal stakeholders such as public safety personnel, and other City of Portage Departments.

Based on this feedback, the Fire Division developed five "RUNG" groups. Symbolic of rungs of a ladder in which we climb to greater heights, these rung groups focus on five core areas: **Operations, Training, Support Services, Community Risk Reduction, and Employee Wellness**. Each rung has a committee that has developed a desired outcome as well as strategies, goals and tasks to improve services within the Fire Division and to the community. In all, the Strategic Plan has developed approximately 5 desired outcomes, 15 strategies, 45 goals and over 175 tasks that are to be accomplished over a three year period.

CAR SEAT SAFETY PROGRAM

The Portage Fire Division partners with Bronson Safe Kids Kalamazoo to provide car seat safety inspections, and car seat installations. In 2022, the car seat safety program was able to resume after Covid restrictions were lifted.

The Fire Division has seven certified car seat technicians on staff that can provide this service to parents, guardians and those that transport children. In 2022, PFD car seat technicians provided:

- (16) Car Seat Installations
- (10) Car Seat Inspections

The Portage Fire Division has, and will continue to serve the needs of the citizens of Portage, and Kalamazoo County.



PUBLIC EDUCATION AND EVENTS

In 2022, Covid restrictions were lifted and our crews were still able to interact with over 21,000 people in the community. These opportunities to educate the community on fire prevention and safety included:

- (13) Station Tours—47 adults, 65 children
- (27) School Education—198 adults, 2,125 children
- (40) Outside PR Events—8,360 adults, 9,454 children
- Fire Division Open House—250 adults, 175 children

Monster Mash

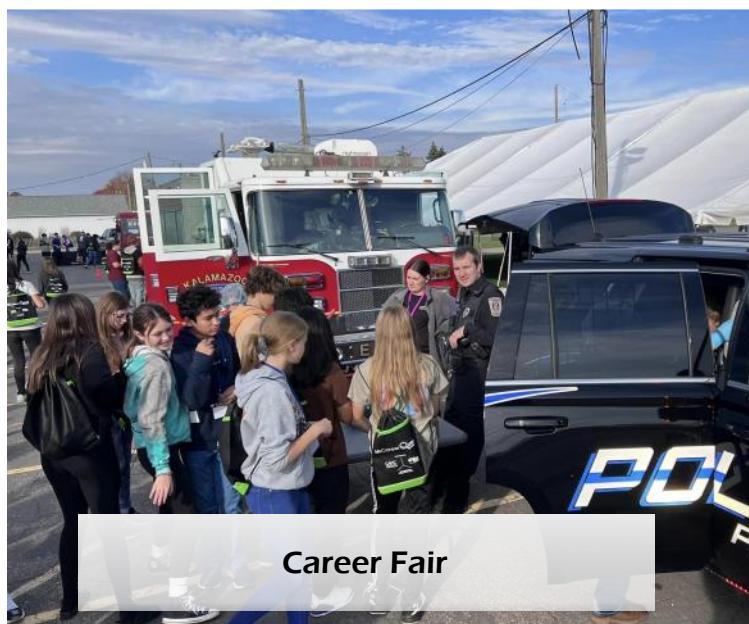
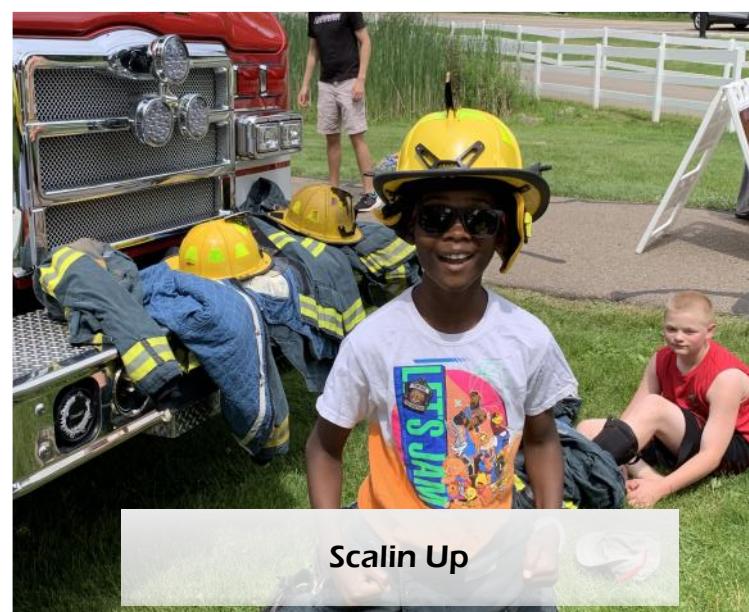
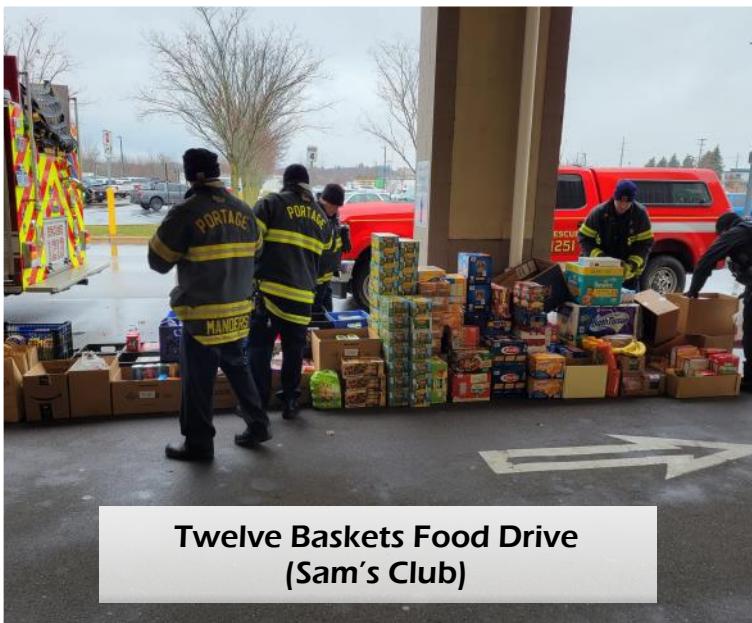
The Monster Mash was held in October at Ramona Park, and hosted by Portage Parks & Recreation staff. This event was well attended with over 3,000 participants, half of them being children. Fire Division personnel provided stickers and handouts from the back of Engine 1213 ...trunk-or-treat style!

Annual Fire Prevention Week Open House

The Fire Prevention Open House is held annually on the first Saturday in October. In 2022, we welcomed several hundred visitors to Fire Station No. 1 with many of our fire trucks on display, as well as specialty vehicles. Firefighters were present to speak to attendees about fire safety, demonstrate equipment, and talk about what it's like to be a firefighter. Fire safety material was also distributed to attendees.

Fire Prevention Puppet Shows

In 2022, Covid restrictions ended and the Fire Division was able to get back into Portage Public Schools to deliver in-person fire prevention education. The Fire Division has utilized a puppet show for many years to provide this education to elementary age children. In 2022, the Fire Division purchased new puppets and a fresh stage to continue the program. Captain Graham led this ever-popular program with the assistance of other Fire Division personnel.





Annual Awards!

On June 2, 2022, awards were 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.

EMPLOYEE OF THE YEAR

Fire Division Sworn—Firefighter Rob Leatherman

Police Division Sworn—Sergeant Kevin Gleesing

Civilian / Non-sworn—Records Clerk Jacqueline Truman

PURPLE HEART

Police Officer David Barker

MERITOUS SERVICE

Police Officer John Zesiger
TKPD Detective Georgeann Ergang

LIFESAVING AWARDS

Battalion Chief Chip Everett
Captain Mike Miller
Firefighter Rob Leatherman
Firefighter Austin Herndon
Firefighter Greg Hill
Police Officer Chris Allen

LETTERS OF COMMENDATION

Captain Clay Hollister
On-Call Firefighter Deborah Riley
Detective James Lord
Detective Nate Slavin
Detective Brett Stapert
Police Officer Zach Bennett
Police Officer Jessica Cutshaw
Police Officer Daniel Houser
Police Officer Brent Hunstad
Police Officer Mike Kline
Police Officer John Maney*
Police officer Derek VanPortfliet
Police Officer Eric Vesey

UNIT CITATIONS

Division Chief Mike Phelps	Sergeant Kevin Gleesing	Sergeant Ron Clark
Division Chief Jed Wild	Sergeant Jermaine Bryant	Sergeant Nick Mattson
Captain Bill Graham	Detective Nate Slavin	Police Officer Zach Bennett
Captain Kevin Hawkey*	Police Officer Lynley Morgan	Police Officer Sydnie Cooper
Captain Clay Hollister	Police Officer David Barker	Police Officer Jessica Cutshaw
Captain Brian Klok	Police Officer Brent Reynhout	Police Officer Ben Gerth
Firefighter Andy Campbell*	Detective Brett Stapert	Police Officer Brandon Hambright
Firefighter Greg Hill	Police Officer Carlin Gabrielli	Police Officer John Maney
Firefighter Tom O'Reilly	Police Officer Robert Gibson	Police Officer Eric Vesey



**Sworn of the Year—Fire Division
Firefighter Rob Leatherman**



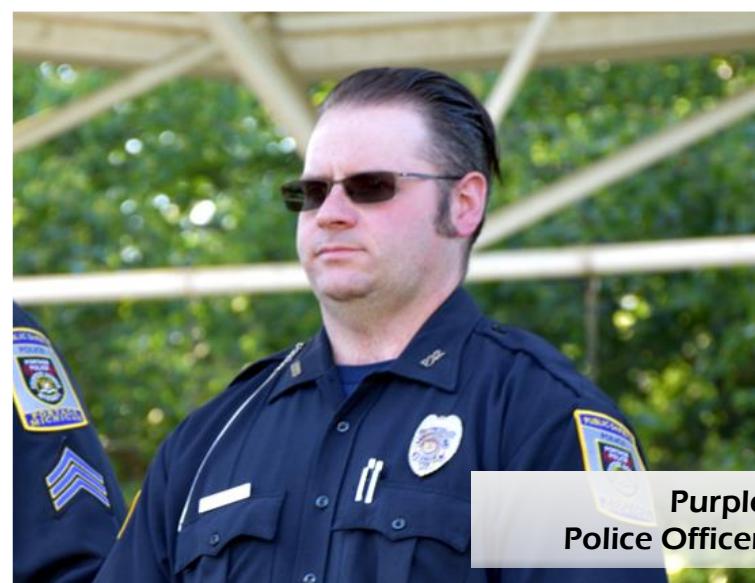
**Sworn of the Year—Police Division
Sergeant Kevin Gleesing**



**Non-Sworn/Civilian of the Year
Jacqueline Truman**



**Meritorious Service
Police Officer John Zesiger**



**Purple Heart
Police Officer David Barker**



2022 PERSONNEL UPDATES

NEW STAFF

Firefighter Austin Herndon
Firefighter Tyler Farr
Firefighter Chris Weidemann
Firefighter Heather Jozwik
Firefighter Kyle Gabrielse
Administrative Assistant Ashley Bogard
Firefighter Travis Helmer

Police Officer Brent Hunstad
Police Officer Kyle Moran
Police Officer Ryan Bush
Police Officer Jason Swafford
Employed Cadet Sarah Wolf
Police Officer Justin VanDyken
Police Officer Chris Swier

PROMOTIONS

Division Chief Jed Wild
Detective Brannon Pierman
Detective Brett Stapert
Captain Brian Klok
Captain Derek Dunn

Retirements!

Detective Bryan Taffee
Hired June 26, 1995
Retired January 31, 2022

Deputy Director Dan Mills
Hired September 7, 2004
Retired October 7, 2022

Records Clerk Jan Laretz
Hired December 19, 2011
Retired December 29, 2022



2022 STAFF ROSTER

FIRE DIVISION—CAREER

ABDULLAH, Arik
 BARNUM, Mitch
 *CAMPBELL, Andy
 CHASE, Aaron
 DUNN, Derek
 EVERETT, Chip
 FACE, George
 FARR, Tyler
 FRENCH, Stacy
 GABRIELSE, Kyle
 GRAHAM, Bill
 HAMBRIGHT, Jared
 HAVERKAMP, Nick
 *HAWKEY, Kevin
 HELMER, Travis
 HERNDON, Austin
 HILL, Greg
 HOLLISTER, Clay
 *HOYT, Christopher
 JOZWIK, Heather
 KLOK, Brian
 LEATHERMAN, Robert
 MAHONEY, Jacob
 MANDERS, Harrison
 MCCOY, Mark
 MILLER, Mike
 *MOORE, Larry
 NASON, Rick
 O'REILLY, Tom
 PHELPS, Mike
 PLAYFORD, Lou
 TANNER, Steve
 TOEPFER, Andy
 VANOVERBEEK, Josh
 VERMEER, Jeremy
 WALL, Greg
 WEIDEMANN, Chris
 WELLMAN, Chip
 WELNIAK, Brad
 WILD, Jed
 WNUK, Jake

FIRE DIVISION—PAID ON-CALL

*BABINSKI, Tyler
 *COX, Alex
 *HARPER, Tyler
 MILES, Matt
 QUEZADA, Paul
 RILEY, Debora
 *TAYLOR, Kelly
 *PETERSON, Tim

POLICE DIVISION—SWORN

ALLEN, Christopher
 ALLEN, Levi
 ARMOLD, Nicholas
 BARKER, David
 BEGEMAN, Craig
 BENNETT, Zach
 BLUE, John
 BOGARD, Scott
 BRYANT, Jermaine
 BURKE, Gregory
 BURLESON, Kevin
 BUSH, Ryan
 CLARK, Ronald
 CLARK, Steven
 COLLIER, Michael
 COOPER (Rohn), Sydnie
 CUTSHAW, Jessica
 DELEEUW, Dale
 DMOCH, Adam
 DOSTER, Kyle
 FISHER, Lacey
 GABRIELLI, Carlin
 GARRISON, Austin
 GERTH, Benjamin
 GIBSON, Robert
 GLEESING, Kevin
 HAMBRIGHT, Brandon
 HESS, Dereck
 HOUSER, Daniel
 HUNSTAD, Brent
 KIMBLE, Benjamin
 KITE, Henry
 KLINE, Michael
 KUHARIK, Aaron
 LORD, James
 *MANEY II, John
 MARTIN, Matthew
 MATTSON, Nicholas
 MAYHEW, Bryan
 MCDONNELL, Joseph
 MCMILLAN, Brandon
 *MILLS, Dan
 MORAN, Kyle
 MORGAN, Lynley
 PIERMAN, Brannon
 REYNHOUT, Brent
 REISGRAF, Alex
 SCHUMACHER, Michael
 SLAVIN, Nathan
 *SMITH, Jessica
 STAPERT, Brett
 SWAFFORD, Jason

SWIER, Chris

*TAFFEE, Bryan
 TOMSIC, Matthew
 TURANZAS, Evan
 VANDERWIERE, Jeffery
 VANDYKEN, Justin
 VANPORTFLIET, Derek
 VESEY, Eric
 WALL, Brandon
 WENTWORTH, Jordan
 WOLFE, Sarah
 WOLFE, Matthew
 ZESIGER, John

CIVILIAN STAFF

ARENA, Traci
 *BARLOW, Nicole
 BOGARD, Ashley
 *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
 SCOTT-FARNSWORTH, Tammy
 STEELE, Dana
 SWAFFORD, Jamie
 TRUMAN, Jacqueline
 VLIER, Megan

VOLUNTEER CHAPLAINS

HOVENKAMP, Ken
 SMITH, Clayton

*Retirement or Separation

FREQUENTLY CALLED NUMBERS

CITY CLERK	329-4511
CITY MANAGER	329-4400
COMMUNITY DEVELOPMENT (CODE ENFORCEMENT).....	329-4477
DISTRICT COURT	384-8171
DISTRICT LIBRARY	329-4544
FINANCE (TAX AND BILLING INFORMATION).....	329-4455
FIRE DIVISION	329-4487
FIRE MARSHAL.....	548-4058
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

