



**POLICE DEPARTMENT  
2014  
ANNUAL REPORT**



*“Community Commitment through Professional Service”  
A WASPC Accredited Agency*



## Police Department

### Our Mission

*The Burlington Police Department in Partnership with the Community Recognizes its Mission to Serve in a Professional, Courteous and Compassionate Manner to Promote Freedom, Peace of Mind, and Safety for its Citizens and Guests.*

### Our Vision

*Community Commitment through Professional Service*

### Our Core Values

- **Service:** *Being aware of those who need law enforcement assistance and meeting or exceeding their expectations for service.*
- **Excellence:** *Being clear about and striving to achieve the highest standards of performance in all aspects of our work.*
- **Integrity:** *Committing ourselves to elevated standards of trust, responsibility, and discipline while promoting justice in a fair and impartial manner.*
- **Compassion:** *Recognizing and responding with sincerity to the needs of those who are concerned for their safety, require important information, or are temporarily unable to provide for themselves.*
- **Pride:** *Believing in the social value of our work, considering it to be among the most noble of professions and deriving personal and professional satisfaction from the effective performance of our duties.*

## MESSAGE FROM THE CHIEF

*On behalf of the members of the Burlington Police Department, I welcome your review of our 2014 Annual Report. This information is a condensed look into the workings of the Department.*

*2014 was similar to 2009. As we began to expand the number of commissioned officers to twenty seven we lost individuals to retirement and career change. At the same time the number of basic academies had been reduced causing a long delay in accepting recruits. Members of the department stepped up by working extra shifts to maintain the level of safety the City requires. In the fall the Community Resource Officer was reassigned, dividing his duties between patrol and the requirements of the Resource Officer position.*

*Looking forward to 2015 there will be many challenges. The biggest will be the training of as many as nine new officers through our field training program. This is three months of extended training through the department after a recruit graduates from the basic academy. Our department is well staffed with highly trained field training officers to meet this need.*

*We will see several promotions to supervisory positions in the coming year. There will be a new Lieutenant along with two new Sergeants.*

*2015 will also see the first time that a community survey will be sent out to the citizens and business owners of Burlington. The surveys intent is to receive feedback from the community as to how the department is doing in meeting our Mission and Vision statements. The survey will also be used to evaluate the needs of the community to help us update our goals and strategic plan.*

*Our Department continues to strive for a standard of excellence.*

*Chief Bill Van Wieringen*

## STAFFING

2014 was a transition year for the Department with many challenges. We began the year going through the process of re-accreditation with the Washington Association of Sheriffs and Police Chiefs.

This review of the department is done by Law Enforcement Executives from outside agencies who review 131 different policies and procedures to make sure we are current on the policies as well as following them. This process put a lot of burden on the department's administration. During this time the department was without an Assistant Chief. Dave Stafford had retired from the position in September 2013. This was the second accreditation that the department had gone through. The first was in 2010.

After receiving re-certification, Lt. Tom Moser was promoted to Assistant Chief in March. The department had been granted two more officer positions through the budget process for 2014. Testing was continual throughout the year, with a six month waiting list to place a candidate into the police academy. As the department waited academy dates, along with going through the hiring process, two more senior officers retired.

Officer Steve Blasdell retired after 28 years, and Sgt. Scott Butler retired as well. Officer Dave Miller left the department after 7 years to take a position with the City Parks Department. And Officer Ian Johnson went to work for the Whatcom County Sheriff's Office in the fall of 2014.

In November the department administered a civil service test for the position of Sergeant. 10 Officers took the examination. Officer Troy Hofkamp was the first to be selected off the eligibility list to fill a vacant Sergeant position. A Lieutenant examination was scheduled for January 2015.

As the year came to a close the department had three recruits attending the academy with three more starting in January of 2015. This will make 2015 a rebuilding year similar to 2009.

2014 also saw the full implementation of Dragon Speak for the officers. This was a one year transition with full implementation July 1<sup>st</sup>. This change has allowed the records department to focus on data entry, more time for the part time evidence person, as well as purging of records. The records division was several years behind in the purging of cases.

## **OPERATIONS DIVISION**

### **PATROL**

In 2014 the calls for service increased overall by 4%. In 2013 the department handled 9181 calls. For 2014 that increased to 9510. With this increase in call response, and the reduction in the unit during the year, traffic enforcement became a low priority, but reportable accidents were down 24%.

During 2014 officers continued to receive vital training. With 24 hours per year required by the State Training Commission, the department far exceeded that mark. On average each officer received 69.5 hours of training. The average does not include those commissioned officers attending the basic academy.

### **INVESTIGATIONS**

The investigation unit consists of two Detectives and a Detective Sergeant. This unit mainly focuses on more serious and time consuming crimes. The unit worked on average 33 cases per month. An average of 15 new cases was assigned to the unit each month with a clearance rate of 33%. In 2014 the unit was assigned with the most pre-employment background investigations on recruits than any other previous year.

### **EVIDENCE**

In 2014 the evidence room was not only audited through the WASPC Accreditation procedure, but also through the yearly audit by an outside agency as well as two internal spot audits. At the end of the year the evidence room was holding 8974 pieces, \$17,364 in cash and 53 guns. During the year the unit took in 1839 evidence items, 383 found items, and 236 items for safekeeping.

## **SUPPORT SERVICES DIVISION**

### **RECORDS**

The records division consists of three records specialist and one records specialist/evidence technician that are supervised by the Departments Administrative Secretary.

With the full implementation of Dragon Speak in July, the records division was able to focus more time towards their goal of purging files. Prior to the implementation of having the officers use Dragon Speak the department continued to fall behind in this area. At the end of the year the records division had purged all the backlog of hard cases, and began to purge electronic files. 2,748 total hard cases were purged along with 14,669 electronic cases.

2014 also saw the responsibility of the Civil Service Secretary duties transition from the Administrative Secretary position to an independent part-time position within the City.

### **CITIZENS ON PATROL**

The Citizen on Patrol program was initiated in September of 2010 with the graduation of seven community volunteers from an "in-service" training program. This program falls under the supervision of the department's Community Resource Officer. Over the years the number of volunteers has gradually increased. In the fall of 2014 the unit added an additional five volunteers, bringing the total to seventeen.

These volunteers help daily in the areas of graffiti abatement, vacation house checks, delivery of documents to the courts, prosecutors, and 911 Center. They assist at yearly events such as National Night Out, Berry Dairy Days, Back to School Fair, ect.

This unit is the Departments largest proactive, community outreach program. Their volunteerism is greatly appreciated.

## **BUDGET**

The Police Department started the year with an appropriated budget of \$4,091,030. This budget was amended in the fall to \$3,960,380. The Department ended the year expending 96% of the amended budget, leaving a positive balance of \$159,834.

**For further information contact the Burlington Police Department**

**Burlington Police Department  
311 Cedar Street, Suite B  
Burlington, WA 98233  
360-755-0921  
911 – For Emergency  
[www.ci.burlington.wa.us](http://www.ci.burlington.wa.us)**

# Burlington Police Department 2014 Established Goals Year End

## Administrators Responsible

### Hire/Train Officer Positions #26 & #27

VanWieringen/Moser

- Develop & Implement Traffic Unit - FTE #26
- Assign 3<sup>rd</sup> Detective Position to Skagit County Drug Task Force  
Unattained due to staffing level

### 2014 WASPC Re-Accreditation

Moser/VanWieringen/Burt

Attained

### New Police Web Page Designed and Implemented

VanWieringen/Cates

Unattained

### Full Implementation of Dragon Speak Transcription Software

VanWieringen/Moser

Attained

### Civil Service Secretary/Chief Examiner re-Positioning

VanWieringen/Burt

Attained

### Records Retention Purging Up-To-Date

Burt

Purged backlog of hard cases attained  
Electronic files still in progress

### Evidence /Property Purging Up-To-Date

Burt

Attained

## CRIMINAL STATISTICS

### By Category

	2012	2013	2014
Homicide	0	0	0
Rape	8	3	5
Robbery	9	7	5
Assault	131	105	107
Burglary	99	74	75
Theft	686	568	547
Vehicle Theft	27	50	29
Vehicle Prowls	120	133	72

### ARRESTS/CITATIONS/COLLISIONS

Adult Felony	244	400	311
Adult Misd.	579	746	454
Juvenile Felony	26	16	21
Juvenile Misd.	158	132	115
DUI Arrest	31	45	23
Criminal Traffic	112	144	66
Traffic Infractions	813	1100	683
Reportable Collisions	236	236	179

