

## **PARMA AUXILIARY POLICE Annual Report – 2007**

The members of the Parma Auxiliary Police Unit donated 10,025 hours of their time to the department in 2007. This is an 7.2% decrease from 2006. From our city budget, we spent approximately \$2.43 per man-hour donated to the unit. Depending on the database used, the total value of these hours to the city is between \$180,450 and \$250,625.

We started 2007 with 33 officers and ended the year with 38 officers. We also had two Auxiliary Officers on non-duty related medical leaves. We had 18 Auxiliary Officers join or leave the unit during the course of the year. It is our goal to recruit and keep 50 Auxiliary Officers.

Some of our accomplishments from 2007:

A dozen Auxiliary Officers participated in the traffic and security detail when President Bush visited GrafTech in July 2007. This was a good warm up detail for the upcoming Presidential election year.

We supported the Sobriety Checkpoints held by the department in 2007. Auxiliary Officers make up about half the man power for each check point, allowing grants to pay for almost all the overtime required to run this detail.

We were called in for 10 Emergency Call Outs for a total of 251 man-hours. These details covered a range of issues from SWAT response, guarding fire scenes, responding to wires down due to bad weather, flooding that closed roads to name a few. Some of these call outs occur in the middle of the night, or last over many hours. Our text paging system has been an invaluable tool in responding to and filling the Emergency Call Outs.

We assisted Cuyahoga County Prosecutor William Mason's pilot project to create a Child ID kit for each child in Cuyahoga County. Auxiliary Officers were at the pilot assisting with the ID kit process and we delivered kits to students' homes, when parents did not pick their kits up.

Our Special Response Team (SRT) expanded their training to include search and rescue. We trained to find a lost person in the West Creek Metropark. As the park becomes more popular, the greater the chance a person may become lost in the area.

Our training program continues each month. We hold training at each of our monthly meetings, and hold separate larger training sessions as time and resources allow. Training for new Auxiliary Officers was hindered this year by a lack of training officers. It is our goal for new Auxiliary Officers to complete their basic training in 90 days. That process is now taking over 6 months. We are working with the Uniform Patrol division to correct this situation.

We evaluated and selected new flashlights for our Auxiliary Officers. We were able to supply each Auxiliary Officer with a Stinger LED flashlight. These lights weigh less, provide sufficient light for 75% of our details, and have a longer battery life than our previous flashlights.

In August 2007 we completed a survey of all city streets looking for malfunctioning street lights and missing or faded street signs. We cataloged a total of 85 problems. A survey completed in October 2006 found 37 malfunctioning lights or missing street signs.

Twelve Auxiliary Officers were on foot and cruiser patrol for Halloween to ensure a safe night for trick or treaters.

In November 2007, Auxiliary Officers were on patrol to issue Winter Parking Ban warnings to vehicles parked in violation. This two week grace period informs the residents of the parking ban, without penalty. Compliance with the winter parking ban, assists our service department with clearing the streets when the snow hits.

The Auxiliary Police Unit has been recognized as a Certifying Organization for the President's Volunteer Service Award Program. In 2007, we issued 30 Presidential Volunteer Service Awards to Auxiliary Officers.

The Parma Auxiliary Police unit faced many challenges in 2007, and will face many more in 2008. We will continue to strive for improvement using good recruiting, extensive training, proper discipline, and thorough communication.

## **Parma Auxiliary Police Hours Worked**

The Auxiliary Police Unit uses hours to measure our work load. With our database we can track this data. Each Auxiliary Officer must turn in a Monthly Activity Report (MAR) to track their turnouts. The unit summary can be found on page 6, and the individual summary can be found on page 7. Records for individual Auxiliary Officers can be found in appendix A.

The members of the Parma Auxiliary Police Unit continue to donate a great deal of their time, working a variety of details. A summary of hours worked follows.

<b>Year</b>	<b>Total Hours</b>
1996	8,807
1997	11,042
1998	13,018
1999	12,251
2000	10,917
2001	10,922
2002	9,813
2003	10,716
2004	11,179
2005	12,236
2006	10,806
2007	10,025

**Parma Auxiliary Police  
Types of Details Worked – 2007**

Administrative	Duties associated with running the unit, paperwork, phone calls, etc.
Church Details	Sunday church traffic details, church carnival, PSR classes
Cruiser Riding	Riding on patrol with Regular Officers, court time
Emergency Callout	Auxiliary Officers called in by the U.P. for urgent coverage (i.e. storms, fires, power outages, SWAT, etc.)
Meetings	Staff, General and Committee meetings
Parades	Memorial Day, Independence Day, etc.
Shooting	Annual firearms qualification, basic recruit training, practice sessions
Training	In-service and outside training classes
Riot Squad	Auxiliary Riot Squad (ARS) training and deployments
Rec. & Service Departments	Security or traffic control for various events (i.e. fireworks, Schaaf Community Center, etc.)
City Council	Special attention details at the request of City Council
PPD Special Attention	Details that assist the U.P. (i.e. winter parking ban warnings, special traffic details, etc.)
School Athletics	Parma City Schools athletic events, security
School events	Open Houses, PTA meetings, concerts, traffic and security
Recruiting	Time spent recruiting new Auxiliary Officers
Others	Funerals, etc.

**Parma Auxiliary Police  
Hours Worked History**

	Year 2007		Year 2006		Year 2005		Year 2004	
	Hours	Percent	Hours	Percent	Hours	Percent	Hours	Percent
Administrative	2,428	24.2%	2,509	23.2%	3,494	28.6%	2,693	24.1%
Church Details	1,161	11.6%	1,054	9.8%	1,394	11.4%	1,698	15.2%
Cruiser Riding	1,074	10.7%	1,067	9.9%	828	6.8%	1,299	11.6%
Emergency Callouts	251	2.5%	208	1.9%	389	3.2%	387	3.5%
Meetings	633	6.3%	795	7.4%	1,176	9.6%	828	7.4%
Parades	160	1.6%	326	3.0%	274	2.2%	267	2.4%
Shooting	114	1.1%	123	1.1%	191	1.6%	63	0.6%
Training	557	5.6%	954	8.8%	990	8.1%	466	4.2%
Riot Squad	59	0.6%	76	0.7%	26	0.2%	207	1.9%
Rec. & Serv. Dept.	129	1.3%	607	5.6%	927	7.6%	718	6.4%
City Council	0	0.0%	0	0.0%	20	0.2%	13	0.1%
PPD Special Atten.	1,085	10.8%	618	5.7%	250	2.0%	252	2.3%
School Athletics	1,315	13.1%	880	8.1%	1,061	8.7%	1,173	10.5%
School Events	361	3.6%	615	5.7%	630	5.1%	535	4.8%
Recruiting	223	2.2%	351	3.2%	*	---	*	---
Others	476	4.7%	623	5.8%	586	4.8%	580	5.2%
<b>Total</b>	<b>10,025</b>	<b>100.0%</b>	<b>10,806</b>	<b>100.0%</b>	<b>12,236</b>	<b>100.0%</b>	<b>11,179</b>	<b>100.0%</b>

\* = recruiting hours not separated in previous years

**Parma Auxiliary Police  
Unit Summary – Hours Worked - 2007**

**NAME: Parma Auxiliary Police Unit**

**2007**

<b>Details</b>		<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>TOTALS</b>
ADMINSTRATIVE	Hours	155	160	191	206	193	209	214	183	221	232.5	226	238.8	<b>2428</b>
CHURCH DETAILS	Hours	114	77	88.3	131	91	62	66	93	118	114	99	108	<b>1161</b>
CRUISER RIDING	Hours	162	114	68	108	97	91	104	71	64	85	59	51	<b>1074</b>
EMERGENCY CALLOUT	Hours	21	0	33	47	78	0	31	0	30	0	2	9	<b>251</b>
MEETINGS	Hours	51	70	55.5	55	69.5	53	57	0	19	76	56	70.5	<b>633</b>
PARADES	Hours	30	0	0	0	0	54	0	76	0	0	0	0	<b>160</b>
SHOOTING	Hours	0	24	15	12	28	19	11	5	0	0	0	0	<b>114</b>
TRAINING	Hours	25	33	17	78	10	112	15	59	47	37	37	87	<b>557</b>
RIOT SQUAD	Hours	0	51	0	8	0	0	0	0	0	0	0	0	<b>59</b>
CITY HALL														
Rec. & Serv. Department	Hours	46	25	29	29	0	0	0	0	0	0	0	0	<b>129</b>
City Council	Hours	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
PPD Special Attention	Hours	73	0	18	5	53	130	57	209	179	123	125	113	<b>1085</b>
SCHOOLS														
Athletic Events	Hours		39	0	0	0	0	0	0	105	404.5	388	378	<b>1315</b>
Other Events	Hours	17	9	43	33	52	21	25	0	30	16	69	46	<b>361</b>
RECRUITING	Hours	5	16	5	14	24	40	51	22	15.5	9	6	16	<b>223</b>
OTHERS	Hours	25	12	11	52	134	18	59	28	14	23	85	15.5	<b>476</b>
Monthly Totals	Hours	724	630	574	778	829	807	690	746	843	1,120	1,152	1,133	
										<b>GRAND TOTALS</b>	<b>HOURS</b>			<b>10025</b>



## **Goals for 2008**

Good recruiting shall continue to be goal of our unit. There are only so many hours a volunteer can donate. By having more good volunteers we will be able to have many hands to carry the load. We can easily justify having 50 Auxiliary Officers on the unit.

In 2006 and 2007 one of our goals was to issue a new Kevlar vest to each Auxiliary Officer. By wearing the uniform, Auxiliary Officers have the same risk to life and limb as the Regular Officers. Kevlar vests have been documented to reduce injuries in many situations other than gunshots, such as traffic accidents. We were not able to accomplish this goal in 2007, but shall continue to strive for it.

The radios assigned to the Auxiliary Police Unit are 10 to 17 years old. We hope to work with the department to improve the equipment in this area.

In 2008, we wish to investigate outfitting Auxiliary Officers with TASERS. Their use has been documented to reduce injuries in law enforcement encounters with resisting subjects. We feel this would be an appropriate defensive tool for Auxiliary Police Officers.

Our training program has had some problems in 2007. Rookie training that should be accomplished in 90 days is taking over six months. We will work with the Uniform Patrol division to get our training program back on track. A well trained Auxiliary Officer presents a more professional appearance to the public.

By accomplishing all of these goals, it is our hope to make the Auxiliary Police Unit an even greater asset to the City of Parma.

Respectfully submitted,

Cdr. George J. Balasko  
Auxiliary Police Unit Commander

**Parma Auxiliary Police  
Financial – City Budget - 2007**

The following chart summarizes purchasing from our city budgets.

<b>Account</b>		<b>Budget</b>	<b>Spent</b>
Clothing Allowance	54027	\$ 15,000.00	\$ 14,610.23
Operating supplies	61004	\$ 4,650.00	\$ 4,399.31
Gasoline	61099	\$ 2,000.00	\$ -- 0 --
Travel for Training	62011	\$ 350.00	\$ 338.37
Rentals & Leases	62082	\$ 5,000.00	\$ 4,996.90
Training	62092	\$ -	\$ 0.00*
<b>Totals</b>		<b>\$ 27,000.00</b>	<b>\$ 24,344.81</b>

Training registration expenses were paid for by the Ohio Volunteer Peace Officers Association.

The balance of the training budget was transferred to operating supplies.

The members of the Auxiliary Police Unit donated 10,025 hours of their time to the department in 2007. This translates to approximately \$2.43 per man hour against our city budget expenditures.

Cdr. George J. Balasko #901  
Auxiliary Police Unit Commander