

# 2005 Annual Report



**Committed to our  
Community**

---

# Message from the Sheriff

**To the Citizens of St. Mary's County,**

Presented on the following pages is a snapshot of the St. Mary's County Sheriff's Office. We are proud of our accomplishments and goals. It is very rewarding to lead such a dedicated and professional group of men and women. I hope you find our annual report to be informative and helpful. The St. Mary's County Sheriff's Office endeavors to provide the highest quality of service through *Respect, Integrity and Professionalism*.

Thank you for allowing me to serve as your Sheriff.



David D. Zylak  
Sheriff

---

## Command Staff



Lieutenant Louis F. Burris  
Administrative Division



Captain Kenneth L. Cusic  
Assistant to the Sheriff



Lieutenant Daniel D. Alioto  
Bureau of Criminal Investigations



Lieutenant John D. Horne  
Patrol Division



Lieutenant Michael R. Merican  
Special Operations Division



Lieutenant Edward A. Willenborg  
Corrections Division

# Administrative Division

## Accreditation

## Fiscal

## Systems Administrator

## Personnel

## Police Services

## Bureau of Professional Responsibilities

## Records

## Goals/Vision

The overall objective of the Administrative Division is to provide continuous and effective services to agency personnel and the community through a well-trained, efficient, and productive civilian staff.

The goals of the Administrative Division are: to maintain concise, accurate, and secure records; recruit and retain qualified personnel to sustain professional agency growth; strengthen and refine professional effectiveness through increased training opportunities and the utilization of updated equipment; provide accurate and timely financial analysis for the development, implementation and monitoring of the agency's annual budget; and to effectively move through the Commission on Accreditation for Law Enforcement Agencies (CALEA) Accreditation process.

## Highlights for 2005

- Revised Administrative and Patrol Policy Manual.
- Implemented Standard Operating Procedures for key positions.
- Hired eight (8) new correctional officers to fill new and vacant positions.
- Hired twenty (20) new deputy sheriffs to fill new and vacant positions.
- Conducted over 440 background investigations for county departments and outside agencies.

# Bureau of Criminal Investigations

Vice Narcotics

Crimes Against  
Persons

Crimes Against  
Property

Sex Offenders

Crime Lab

Critical Incident  
Negotiation

## Goals/Vision

The vision for the Bureau of Criminal Investigations Division (BCI) is to provide the best trained and experienced personnel to the citizens of St. Mary's County. We will exhaust any and all leads and information to ensure apprehension of the persons responsible for committing felony acts and ensure they are brought to justice. We will ensure that the *Respect, Integrity and Professionalism* are displayed always. We are committed to our employees, ensuring that they have all the needed resources and training to meet the goals of the agency and the expectations of the citizens of St. Mary's County. We will continue with long range goals of additional staffing to maintain a balance between other divisions and to meet the needs set forth by the demands for service.

## Highlights for 2005

- Assigned more than 800 cases for investigation.
- Joined the Innocent Images Task Force/Internet Crimes Against Children (ICAC).
- Became members of MAGOLCLEN.
- Investigations served 119 Search and Seizure Warrants.
- Narcotics served 90 Search and Seizure Warrants.
- Had a 91% case closure rate.
- Seized 11 vehicles and 220,000 dollars in cash and drugs.
- Created Sex Offender Registry Coordinator position.

# Corrections Division

**Administrative**

**Operations**

**Community  
Supervision**

**Transport**

**Inmate Services**

## **Goals/Vision**

The vision for the Corrections Division is to develop a team oriented philosophy that promotes continuing education to improve services to the citizens of St. Mary's County; to safely, securely, and humanely incarcerate sentenced inmates and detainees awaiting trial; to provide the best medical and mental health treatment available; to provide programs to assist inmates in the reintegration into the community; to insure that we plan for the future correctional needs of our community by developing Correction professionals and facilities that adhere to the Maryland Commission on Correctional Standards.

## **Highlights for 2005**

- 100% compliance with Maryland Commission on Correctional Standards for Adult Detention Centers.
- Increased supervision with the addition of four (4) new corporal ranks.
- Implementation of Global Positioning System (GPS) equipment for the Home Detention Program.
- Funded an Administrative Coordinator to assist the Inmate Services Coordinator with voluminous workload.
- Installation of air conditioning units in Correctional Officer control rooms.
- Inmate population reached a record high of 380.

# Patrol Division

**Road Patrol**

**Emergency  
Services Team**

**Station Clerks**

**Honor Guard**

## **Goals/Vision**

The goal of the Patrol Division is to employ a sufficient number of highly qualified intelligent employees, equip them with the most up-to-date resources and equipment, train them so they are proficient in the performance of their duties and serve and protect the citizens of St. Mary's County to the best of our ability. We will continue to maintain a forward vision, preparing for the ever increasing demands on law enforcement and our community. We will perform our duties and responsibilities in a positive, professional manner at all times and strive to meet the needs of our personnel and the community alike.

## **Highlights for 2005**

- Increased the sworn complement with the hiring of eight (8) additional deputy sheriffs.
- Responded to 57,417 Calls for Service, an increase of 8.6%.
- Investigated 1,048 Motor Vehicle Accidents.
- Part I Offenses (Murder, Rape, Robbery, Aggravated Assaults, etc.) increased 2.2%.
- Part II Offenses (Assault, Controlled Dangerous Substance Abuse, Fraud, Vandalism, etc...) increased 3.5%.
- Emergency Services Team (EST) deployed 96 times in 2005.

Source: HTE Crimes & Computer Aided Dispatch.

# Special Operations Division

**Southern Maryland  
Criminal Justice  
Academy**

**Domestic Violence**

**Court Security**

**Civil Process**

**Child Support**

**K-9 Unit**

**National Night  
Out**

**Traffic Safety**

**School  
Resource Officers**

**Community  
Policing**

**Alcohol, Tobacco  
Enforcement**

## **Goals/Vision**

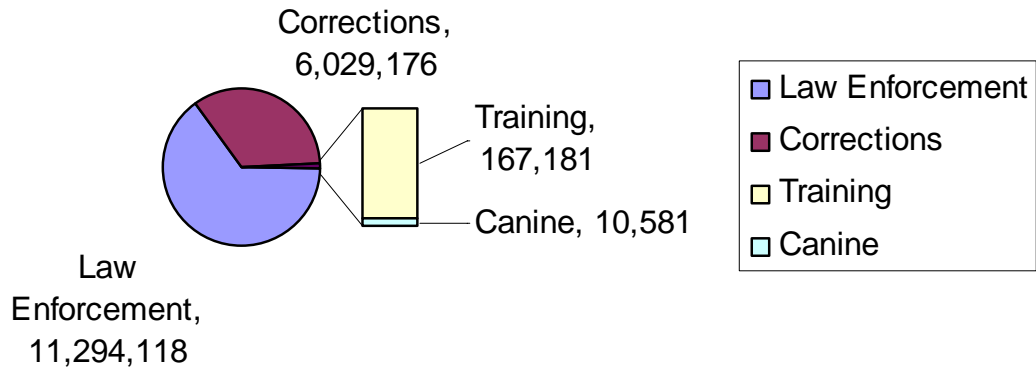
The Special Operations Division is the most diverse division within the agency, comprised of 11 specialized units and 33 members. Our goal is to provide effective and innovative solutions to public demands through Community Oriented Police Programs while maintaining ethical practices which promote *Respect, Integrity and Professionalism*.

## **Highlights for 2005**

- Reallocation of computer resources to provide the Patrol Division with laptop computers.
- Implementation of Project Lifesaver, a program designed to locate lost or endangered persons suffering from Alzheimer's and other related Mental Dysfunction Disorders (ARMD), including Down Syndrome and autism.
- "Work in Progress" – currently configuring a mobile data terminal system for the agency upon receipt of a \$500,000 Community Oriented Policing Services (COPS) Grant.
- Reorganization of the Sheriff's Office vehicle storage compound.
- Expansion of the Domestic Violence Unit.
- Configuration of the Sex Offender webpage on the Sheriff's Office website [www.firstsheriff.com](http://www.firstsheriff.com).

# Financial Summary

## Fiscal Year 2005 Actual Expenditures



**St. Mary's County Sheriff's Office**  
**23150 Leonard Hall Drive**  
**Leonardtown, Maryland 20650**  
**301-475-4200 extension 1922**  
[www.firstsheriff.com](http://www.firstsheriff.com)