



Service

Integrity

Respect

I. Letter from the Chief



On behalf of the men and women of the Gaithersburg Police Department, I am pleased to submit the Annual Report for 2005. Our Annual Report is intended to be a resource, not only for elected and appointed officials, students, law enforcement professionals, libraries and journalists, but also for the people who live and work in the City of Gaithersburg.

The Gaithersburg Police Department is a nationally-accredited law enforcement agency staffed by dedicated men and women who are committed to maintaining the highest degree of professional standards.

All members of the Department strive to maintain and create innovative programs that are responsive to the needs of the community. Department members at every level actively work toward the goal of improving the quality of life of everyone in the City.

This report contains a description of activities, highlighting specific achievements and community outreach initiatives.

I am proud of the accomplishments and successes we have achieved together in 2005.

I want to express my personal appreciation to our citizens, the City’s elected and appointed officials, and the members of the Gaithersburg Police Department for their continuing dedication to making Gaithersburg a great place to live, work, learn, and play.

Mary Ann Viverette
Chief of Police



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II. Mission, Values and Vision

Our Mission

We are committed to protecting life and property, improving the quality of life for all people, and protecting City interests.

We will accomplish this by:

- Working with our community, City departments and other government agencies.
- Developing and implementing proactive strategies.
- Growing to keep pace with our community.
- Maintaining a workplace which promotes equal employment opportunities, respects employees as individuals and fosters teamwork.

Our Values

We are committed to professionalism through:

- Service – Providing quality service and protection to all people in an efficient and competent manner, tempered with courtesy, compassion and understanding.
- Integrity – Upholding the public trust through honesty, consistent and forthright interaction with all people, fostering an atmosphere of mutual trust and cooperation.
- Respect – Treating all persons with dignity and respect by promoting equality and fairness in upholding the constitutional rights of all people.

Our Vision

We will seek to function as a team with City departments, other government agencies and our community to provide innovative, effective and efficient service to improve the quality of life for all people.



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III. History of the Department

On April 1, 1963, a resolution creating the Gaithersburg Police Department was signed by Mayor Merton F. Duvall. This resolution specified a traffic unit to be created within the Department; however, such a unit was not formed until approximately 1983.

Chief David Marsteller was the first Chief of Police, although there are references to a “Town Marshall” in the minutes of Town Council Meetings prior to 1963. The town budget for FY64 included “police protection” salaries for the solitary officer amounting to \$4,000, and equipment purchases of \$500.



Over the years, there would be several chiefs of police; James Tassie, formerly of the Rockville City Police Department; Marson Johnson, who had been an officer in Michigan; John F. DeVries and George Fusco, both of whom had retired from the Montgomery County Police Department as Lieutenants; and the current Chief, Mary Ann Viverette. Chief Viverette came to the Department from the Montgomery County Sheriff’s Office where she was a deputy sheriff. She was promoted through the ranks and attained her promotion to Chief in 1986.

The Department grew from an authorized strength of three sworn officers and one civilian clerk in the early 1970’s, when the City’s population was 7,000, to its current complement of 47 sworn officers and three civilians. The majority of that growth occurred from 1986 to 1998 under the direction of Chief Viverette.

It was under the administration of Chief DeVries that the City Police began to operate under its current system of dispatch through the Montgomery County Police. As a retired Montgomery County Police Lieutenant, DeVries was in a position to work with the County Police in a way which previously had not been possible.

While the Department sent an untrained officer to a police academy in 1971, that was not to occur again until 1990. During the interim 19 years, only experienced officers from other agencies were considered for employment with the Department.

The majority of the Gaithersburg Police Officers have come from other agencies. The experience of these officers comes from agencies such as Montgomery County, Washington, D.C., United States Secret Service, Montgomery County Sheriff’s Office, Maryland National Capital Police, and Baltimore City, to name a few. This diversity in officer experience has resulted in an agency made up of highly-trained individuals with a variety of special abilities.



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IV. International Association of Chiefs of Police (IACP)

Chief Mary Ann Viverette was installed as President of the IACP, the oldest and largest police agency in the world, on September 28, 2005. She is the first female president of the IACP. Chief Viverette has served on the City’s police force since 1979 and was the first female chief of police in the State of Maryland. Today she is one of about 200 female police chiefs and sheriffs in the United States.



The department is very proud of Chief Viverette and congratulates her on this great achievement.

V. Accreditation



Initially accredited in 1993, the Gaithersburg Police Department became the 258th accredited law enforcement agency in the country. Since 1993, the Department has maintained compliance with almost 400 national standards pertaining to law enforcement agencies, thus maintaining its accreditation status.

In November 2005 a three-person team from outside agencies reviewed hundreds of files during a “mock” assessment. This assessment is conducted to ensure compliance with the national standards on a continual basis. The Gaithersburg Police Department will be re-assessed in 2007 when it seeks to renew its accreditation.

VI. Training

The Gaithersburg Police Department is committed to continually improving and enhancing the skills, knowledge and abilities of all Department personnel. The Maryland Police and Correctional Training Commission requires that all sworn officers attend and successfully complete at least 18 hours of on-going classroom or “in-service” training each calendar year. Officers with the Gaithersburg Police Department far exceed the required 18 hours by attending specialized training classes, quarterly firearms and defensive tactics training, and the Department’s own “in-service” training, which covers legal issues as well as the review of Department policies and procedures.





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VII. Honor Guard



The Gaithersburg Police Department's Honor Guard, led by Master Police Officer Woodard, was formed in 1996 and is made up of members of all ranks. Current members are Master Police Officers Rice and Woodard; Corporals Leache, Lumsden, and Wagner; and Sergeants Pettaway, Quinlan, Wilkes, and White. Several of the members serving today are original members of the Honor Guard and have participated for the last nine years in funerals, parades and ceremonies.

In 2005 the Honor Guard took part in two of the City's annual events. The Honor Guard posted the colors at the State of the City Dinner in February and led the Annual Labor Day Parade in September.

In 2005, as in years past, the Honor Guard was a very active participant in National Law Enforcement Day. On this very important day, members of the Gaithersburg Police Honor Guard escort the family members of officers killed in the line of duty. These family members come from all parts of the United States to attend memorial services held in the Nation's Capital in honor of the fallen officers that gave the ultimate sacrifice.

VIII. Traffic Enforcement and Education

During 2005, officers issued more than 4,600 traffic citations and 650 warnings. Taking into account suggestions, comments and complaints from the community, the City specifically targets locations for the Department's Selective Traffic Offense Program's (STOP) enforcement efforts. In 2005 there were more than 1,800 traffic collisions in the City, with 400 resulting in injury and three fatalities. Consistent with previous years, the two most prominent violations that caused or contributed to collisions were speed and right-of-way related. Enforcement activities resulted in 140 arrests for drunk driving.



IX. Community Outreach

The Gaithersburg Police Department has several programs in place to assist and educate the citizens of Gaithersburg.

Hispanic Community Awareness Day



On October 2, 2005 the first Hispanic Community Awareness Day was held at Morris Park. A collaborative effort of the Gaithersburg Coalition of Providers, the nonprofit organization Identity, the City of Gaithersburg Parks, Recreation and Culture, and the Gaithersburg Police Department, this event finished with an attendance that proved greater than anticipated. The event was organized to help reduce the potential barriers between the Hispanic community and law enforcement and service providers.



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IX. Community Outreach (cont.)

Hurricane Katrina Relief

In July 2005 Hurricane Katrina hit the Gulf Coast region with devastating results. Beyond the civilian casualties and losses, many law enforcement agencies were left with little if any equipment. The Gaithersburg Police Department retrofitted four cruisers that were set for auction and, with the approval of the Mayor and City Council, donated them to the Hancock County, Mississippi Sheriff's Department.

On September 20, 2005 members of the Gaithersburg Police Department and City employees loaded all four cruisers and one City bus with donated supplies, food, and other necessities and drove to Hancock County to make the much appreciated delivery.



Chief's Advisory Council

The Chief's Advisory Council was established by the Mayor and City Council to facilitate the flow of information between the community and the Department. Members of the Chief's Advisory Council attend a monthly meeting to make suggestions, voice concerns and give important feedback to the Department members.

National Night Out



Held annually, the City's National Night Out Against Crime observance took place on August 2nd at various parks throughout the City. The event is designed to heighten crime and drug prevention awareness and strengthen neighborhood spirit and police-community relations.

Police Reaching Out to Students (PROS)

Created and implemented by the Gaithersburg Police Department, this five-lesson delinquency prevention program began in January 2003. Uniformed officers teach the program to fifth grade students at several schools in the City. The PROS program deals with topics such as the role of police in society, character, integrity, and ethics, laws and rules, delinquency prevention, and harmful substances.

Other programs that are open to citizens include the Watch Your Car Program, the Citizens Police Academy, and the Ride-Along Program.



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X. Awards

The Department strongly believes in rewarding its members when they provide a service or perform an act that is well above what is expected or required.

During the Department’s annual “All Hands” meeting, the following members/teams were recognized for acts of bravery and courage and for otherwise outstanding work during the year.

- **Lt. Tom Campbell, Sergeant Trey Best, Corporal Chad Eastman, Detective Patrick Word, and Master Police Officer Denise Woodard** were recognized for their work in apprehending a serial burglar who had been working the Rosemont/West Deer Park area.
- **Corporal Dwight Lumsden**, while on a check the welfare call made the decision to force entry and determined that the resident had just gone into cardiac arrest. Corporal Lumsden assisted Fire/Rescue with CPR while paramedics set up for advanced life support activities. The resident was successfully revived.
- **Corporal Ray Campbell, Officer Isabel Salgado and Sergeant Billy White** were recognized for their efforts in solving a violent home invasion robbery that occurred in Germantown. Officer Salgado gave information based on her off duty observations that led directly to suspects being identified. When the subjects were spotted at Gaithersburg Square Shopping Center, Sergeant White and Corporal Campbell pursued and apprehended the suspects, one of whom was armed with a gun.



The above personnel also received awards from the Gaithersburg-Germantown Chamber of Commerce in 2005.

The following personnel received awards from the City of Gaithersburg Employee Recognition Committee.

- **Corporal John Leache** was recognized for the excellent work that he did on a special project. Corporal Leache was instrumental in the product research and coordination of the In-Car Video Camera Program.
- **Master Police Officer Dennis Whalen** was recognized for his efforts in saving an individual’s life. Officer Whalen was able to locate a missing person and speak with him, clearing him from the system. Approximately one hour later, Officer Whalen received information that the individual was suicidal. He returned to the original location and found the individual semi-conscious and lethargic with eight bottles of insulin and several syringes on the floor. The victim was near death, but was found in time so that his life could be saved.
- The Police Memorial Week Team members **Corporals Shawn Eastman, Rudy Wagner, Dwight Lumsden and John Leache; Sergeants Billy White, Curtis Pettaway, and Beth Quinlan; and Officers Lester Rice and Denise Woodard** received a Team of the Quarter award for the outstanding services they provide during Police Memorial Week each year.





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XI. Staffing

The Gaithersburg Police Department is made up of three primary bureaus: Administrative, Operations and Special Operations Bureau.

In a ceremony on March 7, 2006 the following members of the Police Department were promoted: To the rank of Corporal – Ray Campbell, Chad Eastman, Shawn Eastman, Kathy Fairfield, John Leache, Dwight Lumsden, and Rudy Wagner; to the rank of Sergeant – Trey Best, Curtis Pettaway, and Randy Rude; and to the rank of Lieutenant, Tom Campbell. The Department congratulates everyone on their accomplishments.

Administrative Bureau

The Administrative Bureau is responsible for the day-to-day operations of the administrative offices. Members of this team provide support to the Chief of Police, the Operations Bureau and the citizens of Gaithersburg. Personnel within the Administrative Bureau handle responsibilities such as records management, accreditation, policy research and development, cash management, report review and quality assurance, crime analysis and statistics, and data entry.

Located at 14 Fulks Corner Avenue near Olde Towne Gaithersburg, the administrative facilities are accessible from 8 a.m. to 9 p.m. seven days a week. Lobby services include fingerprinting, payment of parking citations, literature distribution, and providing copies of traffic collision reports.

Operations Bureau

The Operations Bureau is on patrol 24 hours a day, 365 days a year. The primary function of this bureau is the protection of life and property through aggressive motorized, bicycle and foot patrols. This Bureau consists of six patrol shifts.

The patrol shifts are each assigned a permanent set of hours. Day shifts work from 6 a.m. to 4 p.m., evening shifts work from 3 p.m. to 1 a.m., and midnight shifts work from 8 p.m. to 6 a.m. Gaithersburg Police Officers are dispatched through the Montgomery County Police Communications Center in the same manner as Montgomery County Police Officers. Gaithersburg Officers are dispatched to all calls within the City when they are available to respond. If a City officer is not available, a Montgomery County officer is dispatched. In many cases both a City and County officer may respond to the same call.



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Special Operations Bureau

The special operations bureau consists of the Community Services Officer, the Street Crimes Unit, the K-9 Unit, and the Investigative Section. All of these specialized units work directly with the patrol officers to focus directly on crime patterns and areas of concern within the community.

Community Services Officer

In 2005, the Community Services Officer (CSO), Sergeant Billy White, worked under the Special Operations Bureau. Sergeant White served as the key communication point between the citizens and the Police Department. The CSO performs a variety of crime prevention duties including security surveys, neighborhood watch organization, Crime Prevention Through Environmental Design (CPTED), and vacant dwelling and community complaint checks.

Street Crimes Unit

The Street Crimes Unit, formed in December 2003 with City and County Officers, was created to deal with specific types of crimes in designated areas. This unit made more than 250 arrests in 2005, with the majority relating to Controlled Dangerous Substance Violations. The mission of this unit is to focus on areas that have higher-than-average crime issues (burglaries, auto theft, drug sales). The Street Crimes Unit works closely with the Montgomery County Police Narcotics and Special Assignment Teams.

K-9 Buddie

In 2005, Buddie, along with his handler Corporal C. Eastman, conducted 38 searches in and for the City of Gaithersburg and Montgomery County Police. The efforts of the Department's K-9 resulted in nine arrests, three vehicle seizures and total currency seizure of \$800. Buddie receives ongoing training from Montgomery County Police and their K-9 employees. In 2005 he received 78 hours of training.



Investigative Section

The Investigative Section handled 88 criminal cases in 2005 with a closure rate of 76 percent, approximately 20 percent above the national average.

The Investigative Section maintains a close working relationship with allied agencies in the area. Detective Word also assisted State and Federal agencies from around the country in training, intelligence sharing and joint investigations.



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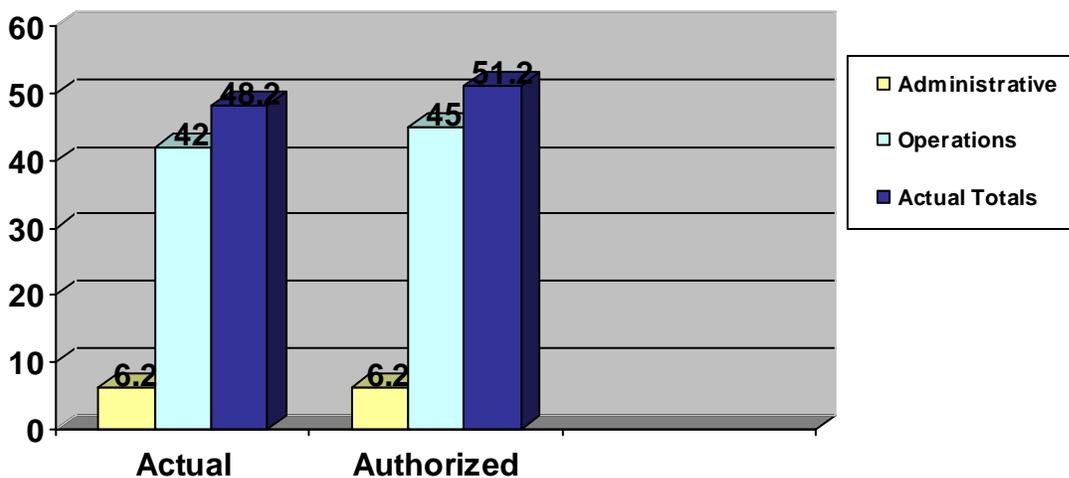
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XI. Staffing (cont.)

By Position

Position	Authorized	Actual
Police Chief	1	1
Lieutenant	3	2
Sergeant	9	9
Corporals	7	7
Master Police Officer	10	9
Senior Police Officer	0	3
Police Officer	15	11
Office Manager	1	1
Police Services Aide	1	1
Employment Agreement	2.2	2.2
Part-Time Personnel	2	2
TOTAL	51.2	48.2

By Assignment





Service

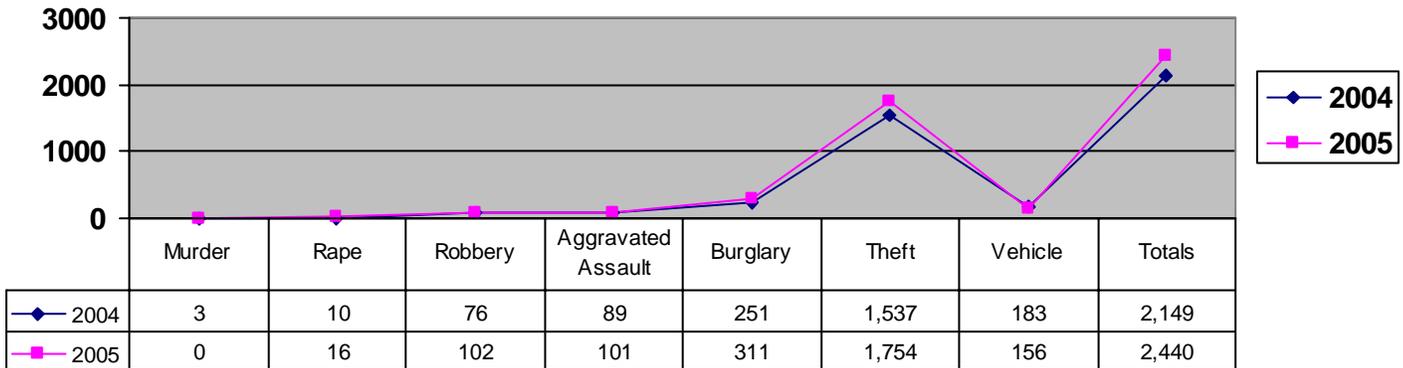
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XII. Statistics

Calls for Service	30,995
Traffic Citations	7,066
Adult Arrests	562
Juveniles Taken Into Custody	126

Crime Analysis Report



Internal Affairs

The Department investigates all complaints made against the Department or its members. During 2005, there were 18 occasions when a member’s conduct was questioned, four of which resulted in an internal affairs investigation. The remaining 14 instances, after an initial inquiry was conducted, did not merit a formal internal affairs investigation.

Member Status	Offense	Investigation Result
Police Officer	Discourtesy	Sustained
Police Officer	Rule Violation	Sustained
Police Officer	Rule Violation	Sustained
Police Officer	Rule Violation	Sustained