



Kaua'i Police Department

Fiscal Year 2023 Annual Report

July 1, 2022 – June 30, 2023

Todd Raybuck
Chief of Police

KAUA'I POLICE DEPARTMENT

I. MISSION STATEMENT

The employees of the Kaua'i Police Department, in full understanding of the "*Aloha Spirit,*" are committed to enhancing the quality of life in our community.

WE EMBRACE THE VALUES OF:

PONO

RESPECT

We acknowledge and accept our individual differences and unique cultural diversity, and promise to treat each other and everyone we serve with dignity and respect.

INTEGRITY

We strive to maintain public trust and confidence by upholding the highest moral and ethical standards, and are honest and open in our mission.

PROFESSIONALISM

We pledge to provide superior level of services, and to take responsibility for our actions and decisions.

As Kaua'i Police Department employees, we promise to strive to be leaders in public safety through teamwork and an unwavering commitment to excellence.

E Ho'omālama Pono
"To Serve and Protect"

II. KAUA’I POLICE DEPARTMENT (KPD) GOALS

- 1. Improve Employee Safety, Wellness and Resiliency.
- 2. Enhance Organizational Efficiency.
- 3. Increase Community Engagement.

III. PROGRAM DESCRIPTION

KAUA’I POLICE COMMISSION

<u>COMMISSIONERS</u>	<u>DATE APPOINTED</u>	<u>TERM</u>	<u>TERM EXPIRES</u>
Chair Mary Kay Hertog	January 1, 2021	Partial	December 31, 2023
Vice-Chair Laurie Yoshida	January 1, 2022	2 nd	December 31, 2024
Monica Belz	January 1, 2022	1 st	December 31, 2024
John Calma	January 1, 2023	1 st	December 31, 2025
Walton Hong <i>Actual Term</i>	April 26, 2023 <i>1/1/2021 – 12/31/2023</i>	Partial	December 31, 2023
Lisa Knutson <i>Actual Term</i>	July 27, 2023 <i>1/1/2022 – 12/31/2024</i>	Partial	December 31, 2024
Howard Leslie	June 28, 2023	1 st	December 31, 2025

The Police Commission consists of seven members who are appointed by the Mayor and confirmed by the County Council. The Commission adopts rules as it may consider for conduct of its business and regulation of matters relating to the goals and aims of the department. (Article XI 11.03.A)

Appointments are for a three-year term with a maximum of two terms.

The Police Commission receives, considers, and investigates charges brought by the public against the conduct of the department or any of its members. The Commission is also responsible for reviewing the annual budget. (Article XI 11.03.B-C)

OFFICE OF THE CHIEF OF POLICE

The Chief of Police is responsible for the perseverance of public peace, protection of the rights of persons and property, prevention of crime, detection and arrest of offenders, and enforcement of all laws of State and County ordinances and all rules and regulations.

The Chief of Police is responsible to equip, train, maintain and supervise a force of police officers and civilian staff. The Chief is also responsible for the serving of processes and notices both in criminal and civil proceedings.

The Chief of Police plans, organizes, staffs, directs and controls the personnel and resources of the department, and administers the department in a manner consistent with Charter of County of Kaua'i and the laws of the State of Hawai'i.

The Office of the Chief of Police provides overall direction and supervision to all the subunits and personnel of the department. It establishes departmental goals and priorities and monitors the progress of bureaus in attaining these goals. It also directs and supervises the information gathering and enforcement efforts of the Criminal Intelligence Unit (CIU) and Office of Professional Standards (OPS) which investigates complaints against police officers.

Objectives:

1. To enhance and institutionalize the philosophy of Community Policing and the creation of a positive and pro-active partnership between police officers and our citizens; to be responsive to the needs of our community.
2. To develop and promote an internal work environment based on mutual respect, dignity, and trust; to ensure that all employees are treated fairly and equitably.
3. The Kaua'i Police Department supports the belief that there is a direct correlation between the increase in drug arrests and seizures, and the subsequent decrease in the number of overall crimes. To this extent, we remain committed to ensuring that all possible efforts will be taken to reduce drug related elements within the community.
4. To provide efficient law enforcement to prevent criminal behavior, and to apprehend those responsible for criminal acts.
5. To increase positive interaction and programs with and for the youth in our community and to reduce the probability of youth crimes.
6. To persistently pursue and obtain the resources, training, and equipment needed by our employees to maximize their efficiency and effectiveness.
7. The number of new hires, especially police officers, continued to reflect the positive strides being made in this area. However, keeping pace with retirement and other attrition factors have been and will remain to be a challenge.

PATROL SERVICES BUREAU (PSB)

The Patrol Services Bureau, regarded as the “backbone of the department”, is responsible for providing first responder police services throughout the island of Kaua’i. They engage in the preservation of the public peace, prevention of crimes, and the pursuit of offenders. PSB enforces State and County laws and ordinances and protects the rights of individuals.

The bureau is divided into three (3) primary districts, Kawaihau, Lihu’e, and Waimea. The bureau also has three vital support sections: Traffic Safety Section, Communications Section (Dispatch), and Detention Center/Holding Facility. These districts and sections operate 24 hours a day, 365 days a year.

The Traffic Safety Section is responsible for traffic enforcement and investigating major traffic collisions involving serious injuries or fatalities. They assist with various community events throughout the island which may have a traffic related concern and performs child restraint safety inspections island wide.

The Communications Section is responsible for dispatching the entire County of Kaua’i Police, Fire and Medical personnel.

The Detention Center/Holding Facility is responsible for providing continuous supervision and security for individuals being held within police custody.

A. Objectives

1. Patrol Services Bureau Officers respond to calls for services and conducts investigations of both criminal and non-criminal incidents. Officers remain proactive and patrol the island to deter crime, assist when needed and enforce state, and local laws. Officers engage in community-oriented policing and actively help in collaborating with the public to identify and deter criminal activities.

B. Highlights

1. Kapa’a Armory Renovations Complete- The County of Kaua’i completed \$1.9+ million in capital improvements to the Kapa’a Armory Kaua’i Police Department /KFD Ocean Safety Bureau multi use facility. Renovations included but are not limited to complete roof replacement, replacement of all exterior windows, refinish interior and exterior, installation of electronic proximity access control & CCTV system, installation of HVAC, and installation of new workstations and furniture. Officers assigned to the Kawaihau District moved back into the Kapa’a Armory in December 2022 and resumed public safety operations from there after being away for nearly four years. Presently all personnel assigned to the Kawaihau District report to the Kapa’a Armory to include the district lieutenant and program support technician.
2. Radio Encryption Go Live- Kaua’i Police Department and the County of Kaua’i Telecommunications Officer completed the Cut-over to full encryption of all police radio

frequencies. To prepare, the telecommunications officer and a private contractor were required to replace and reprogram mobile radios on inventory to ensure compatibility with the hardware and software requirements of fully encrypted communications. The purpose of transitioning to a fully encrypted radio network was to protect critical public safety communications from compromise, so that information cannot be used to hinder emergency response, impede investigation and surveillance, or endanger the public. In the past, there were no restrictions on the Kaua'i Police radio frequency, therefore the public could scan and monitor police radio communications at all times with only consumer grade receivers; now this is no longer possible.

3. Inet Installation Completed- County of Kaua'i IT completed installation and connection of secured Internet Network Fibre at the Kaua'i Police Department's Waimea District Substation located inside the West Kaua'i Technology and Visitor Center. County IT contracted a private telecommunications provider to furnish and install INET fiber at the Substation to provide that site with full connectivity to the entire County network. With the installation completed, the substation is now fully operational for public safety services and staff assigned there have full access to the systems and applications required to perform their essential duties.
4. The Patrol Bureau designed and implemented a fleet vehicle replacement plan that will cycle out a predetermined number of vehicles each year and replace them at an interval that will turn over the entire marked vehicle fleet every six years. In January, KPD awarded a contract to a Kaua'i dealership for the purchase of (10) Chevrolet Silverado 4WD Police Pursuit Vehicles. These vehicles will be fully upfitted with the emergency warning systems and prisoner transport equipment required for patrol duty.
5. The Kaua'i Police Department has updated patrol beat boundaries island wide regarding the geographic work assignment of patrol officers. Kaua'i's population growth and new developments over the past few years were taken into consideration and new beat boundaries were implemented to better serve the public.

STATISTICS

Agency Statistics	FY 2023
Dispatch Center calls received	58,514
KPD calls for service	51,261
KPD units responded	64,968
KPD reports generated	17,061

Legal Documents Served	FY 2023
Criminal Warrants	1,270
Restraining Orders	298
Subpoenas	337
Summons	16
Others	0
Total	1,921

Arrest Summary	FY 2023
Adult	2848
Juvenile	355
Felonies	682
Misdemeanors	1520
Petty Misdemeanors	1227
Others	463
OVUII	208

Traffic Violations	FY 2023
Parking	2,794
MISC	7,232
Seat Belt and Child Restraint	442
Moving	3,711
Speeding	2,108
Mobile Device	332
Total	16,619

INVESTIGATIVE SERVICES BUREAU (ISB)

The Investigative Services Bureau is responsible for investigating all felony offenses that are referred by the Patrol Services Bureau and include more complicated misdemeanor offenses. When appropriate, they initiate their own investigations.

The Bureau is divided into four (4) Major sections: General Crimes, Special Focus, Vice, and Crime Scene and Laboratory Section.

The Bureau support sections include: Sexual Assault Nurse Examiner (SANE) Program.

The General Crimes Section primarily conducts investigations associated with crimes against persons.

The Special Focus Section primarily conducts investigations associated with crimes against property.

The Vice Section is responsible for investigating and enforcing all laws related to illegal drug activity.

The Crime Scene and Laboratory Section is responsible for scientific investigations including crime scene response, digital forensics, and laboratory analysis of evidence.

Hawai'i Inter-Island Bomb Squad (HIBS) is responsible for addressing and investigating hazardous devices or explosives.

A. Objectives

1. Bureau investigators are responsible for the preparation of arrest and search warrants, apprehending perpetrators, gathering evidence, conducting interviews, and preparing their respective cases for prosecution.
2. The Bureau conducted community outreach through informational presentations and is supported by personnel from other Bureaus. Presentations included internet theft and burglary prevention to minimize victimization.
3. A standby detective program is in place to ensure an immediate response for after-hour investigations involving major felony offenses and incidents of specific interest.
4. A standby criminalist program is in place to ensure an immediate response to after-hour investigations requiring specialized crime scene evidence processing.
5. The Vice Section conducts investigations of drug offenses at local, state, and federal levels. The Vice Section strives to increase the number of drug investigations conducted to curtail the use, sale, and distribution of illegal narcotics and drugs.
6. Bomb technicians respond to hazardous or suspicious devices, military ordinances, explosives, and conduct post blast investigations to provide safety and to minimize the impact to the public.

ADMINISTRATIVE AND TECHNICAL BUREAU (ATB)

The primary function of the Administrative & Technical Bureau (ATB) is to provide support services to all other police sections, assisting them in meeting their own departmental goals and objectives. Plan, direct and coordinate the clerical, technical and logistical support of the department.

The Administrative & Technical Bureau includes the Evidence Section, Fiscal Section, Information and Technology Section, Records Section, Research & Development Section, Training Section, and Youth & Community Engagement Section. The Communication Support Team (CST), Peer Support Team, Police Chaplaincy Program, and the sUAS Section are auxiliary units that also fall under ATB's responsibility.

A. Objectives

Evidence Section

This section plays a critical role by maintaining strict measures for the receipt, handling, security, and disposition of property and evidence control. They are responsible for ensuring issued evidence items are accounted for from initial

receipt to final disposition, including maintaining proper chain of custody procedures when items are sent for testing or used during court trials.

Fiscal / Personnel

The Fiscal Section works closely with all bureaus to: prepare and manage the department's annual operating budget; review employee's timecards for accuracy and submits payroll data to central payroll; responsible for internal procurement processes; receives and submits accounts payable to central finance; manages aspects of grants fiscal management; and inventory. Fiscal also works with employees on personnel matters within the department in conjunction with the Department of Human Resources.

Information & Technology

Maintains the department's computer-related systems communications, performs as the Records Management System application administrator, and provides computer and electronic device related systems technical support. Configure install, maintain mobile devices, and maintain secure VPN network connectivity. Maintains and controls portable radios, mobile devices, laptops, and body worn cameras. Responsible for computer-related system contracts and service/maintenance agreements. Responsible for providing and maintaining employee's access to various computer-related systems utilized.

Records

The Records Section is responsible for maintaining a records system of all police reports to include review and retrieval of documents in accordance with established regulations. Overall, the section is responsible for the following processes: legal documents (warrants, subpoenas, summons, and TRO's), firearms registration and permits, civil employment fingerprinting services, insurance requests, report duplication, police and criminal record checks, for criminal conviction and sex offender registry inquiries, expungement orders, Uniform Information Practices Act (UIPA) requests, National Crime Information Center (NCIC) records management system data entry & maintenance, crime reporting statics and maintaining individual arrest records. Evidence is a part of the Records Section and has a critical role in the receipt, handling, security, and disposition of property and evidence.

Research & Development Section

The Research & Development (R&D) Section conducts research and special studies relating to new equipment, technology, and techniques. R&D also conducts thorough background investigations on all individuals applying for employment with the police department. R&D is also responsible for procuring and issuing uniforms and equipment to all Kaua'i Police Department personnel.

Youth and Community Engagement Section

School Resource Officers are permanently assigned to three of Kaua'i's main public high schools, Kaua'i High, Kapa'a High, and Waimea High. They also teach the Drug Abuse Resistance Education (DARE) curriculum at middle schools. SRO's use a "triad

concept” to define the three main roles of school resource officers: educator (i.e., guest lecturer), informal counselor/mentor, and law enforcement officer. The primary functions of School Resource Officers are to prevent school violence, implement educational programs and develop a close police-student relationship to deter drug and gang activity among juveniles and to create a positive relationship between youth and police officers with the hope of extending that positive relationship into adulthood.

Along with managing K-PAL programs and being a backup SRO, our K-PAL/Community Engagement Officer has been essential in rebuilding our social media presence to help with recruitment and building/maintaining Community Relations. The unit strives to develop partnerships and resources within the community and participate in problem-solving coalitions. Objectives include building relationships and collaborating with the community through interactions with local agencies, organizations, members of the public, and especially juveniles. Added responsibilities include facilitating the assignment of speakers requested by various organizations, coordinating special awards/events and conducting various community programs like the Kaua’i Police Activities League (K-PAL), Citizens Police Academy, Junior Police Academy, Police Junior Investigator Camp, and Police Exam Prep Course.

By providing positive activities and role models for our youth we hope to encourage good behavior and help them reach their full potential. Additionally, K-PAL strives to create an environment which inspires our youth to maintain a drug free life and avoid the dangerous paths associated with illegal drugs.

K-PAL activities were reestablished after previously being suspended due to COVID-19. K-PAL Boxing, Wrestling and Flag Football were offered with 999 registered participants between the three programs. We also received grant funding and finalized a lease agreement at the Kaua’i Philippine Cultural Center to offer a Lihue K-PAL Center, to go along with our Kapa’a and Hanapepe locations.

A lieutenant position was specially assigned to be the Youth and Community Engagement Section. The position was filled in February 2023 to help with reestablishing community engagement activities and to help facilitate youth related activities at KPD.

Training Section

The Training Section is committed to remaining at the forefront of all aspects of law enforcement training. The Training Section reviews, evaluates, and researches training needs to improve services and programs of the department and provides training to all departmental personnel. The Training Section also coordinates training requests from outside agencies and conducts Active Shooter/Assault Trainings for various organizations.

AUXILIARY UNITS:

Communications Support Team

The Communications Support Team (CST) is an auxiliary unit comprised of volunteer officers, who act as a logistical team, which deploy to provide alternate communications and support during times of emergency or for planned operations. The Communication Support Team is also the primary liaison with the other County, State, and Federal entities as it relates to emergency communications.

Peer Support Team

The mission of the Peer Support team is to provide all members of the department and their families, the opportunity to receive emotional and tangible peer support through times of personal or professional crisis, and to help anticipate and address potential difficulties. The Peer Support Team is made up of trained colleagues who are available to help augment existing employee assistance resources, but not replace them.

Police Chaplaincy Program

This is a volunteer position with great responsibility to the department as well as our community and the citizens we serve. Because police work can become very emotional for the officers and the public we serve, the Police Chaplain works to meet the needs of both the Officer and citizen who may need spiritual and/or emotional support. Chaplains sometimes do ride-a-longs with officers during their shifts and will also be on call to support and aid both officers and victims of trauma that they may encounter. Police Chaplains are equipped with knowledge to listen with empathy and calmly advise officers and citizens in a proper manner.

sUAS (Drone Team)

Consists of small, unmanned aircraft weighing under 55lbs., and associated elements (including communication links and components that control the unmanned aircraft) that are required for the pilot in command to operate safely and efficiently in national airspace system. The sUAS Team support first responders in situations which would benefit from an aerial perspective and enable first responders to detect dangers that could not otherwise be seen. The sUAS can also be utilized for approved training missions.

B. Highlights

Records

COUNTER SERVICE	FY 2023
Criminal Reports	264
Traffic Reports	1429
Miscellaneous Reports	260
Autopsy Reports	0

Computer Access CD	14
Pepper Spray	39
General Photos	0
AV Towing Fees	31
Public Access Printout	122
Rapback fingerprints w/photos	392
Rolled Fingerprints	0
Sex Offender Registry	3049
No Pay Fingerprints	54
Legal Service	591
Miscellaneous walk-up service	2082

FIREARMS REGISTRATION	FY 2023
Handguns	1,760
Rifles	2,243
Shotguns	390
FIREARMS LICENSE TO CARRY	FY 2023
Permit to Carry Applications	282
Citizens License Denied	2
License to Carry Issued	271

Training

Training Provided by Kaua`i Police Department FY23		
Number of Training	Personnel	Hours
48	738	3132
Training Attended off Island: Provided by Outside Agency		
Number of Training	Personnel	Hours
40	64	933
Training Attended on Island: Provided by Outside Agency		
Number of Training	Personnel	Hours
32	244	260

4,325 documented hours of training involving 120 different training sessions were provided to Department personnel during FY23.

Recruitment

Employment Attrition FY2023		
Position	Hired	Separated
Deputy Chief of Police	0	1
Assistant Chief	0	1
Police Lieutenant	0	3
Police Sergeant	0	3
Police Officer I	0	4
Police Services Officer	7	4
Public Information Officer	1	0
Fiscal Officer II	1	1
Accountant II	1	0
Criminalist II	1	2
Fleet Coordinator	1	0
Derelict/Abandoned Vehicle Coordinator	0	1
Emergency Services Dispatcher II	0	3
Police Records Unit Supervisor	1	0
Police Evidence Custodian I	1	1
Police Records Technician I	0	2
Public Safety Worker I	2	1
Parking Enforcement Worker	1	0
Background Investigator	1	0
TOTAL:	18	27

Background Investigations FY2023	
Accountant II	6
Administrative Support Assistant	33
Criminalist	5
Emergency Services Dispatcher I	9
Police Chaplain	1
Police Evidence Custodian	6
Police Records Technician	5
Police Services Officer	30
Program Support Technician II	3
Public Safety Worker	6
Sex Assault Nurse Examiner	1
Summer Intern	2
TOTAL:	107

IV. BUDGET FY2023

General Fund	FY 2023-Budget	FY 20232-Actual*
Equivalent Personnel	225	190
Salaries and Wages	\$ 21,195,518	\$ 20,115,799
Employee Benefits	\$ 16,747,169	\$ 12,935,952
Operations	\$ 3,759,621	\$ 3,890,251
Total	\$ 41,705,308	\$ 36,942,002

**Draft pending period 13 closing*

V. AGENCY STATISTICS

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