



73rd ANNUAL REPORT

JULY 1, 1990 - JUNE 30, 1991

GASTON CAPERTON
GOVERNOR

COLONEL J. R. BUCKALEW
SUPERINTENDENT



Department of Public Safety
(West Virginia State Police)
725 Jefferson Road
South Charleston, West Virginia 25309
Executive Office

Gaston Caperton
Governor

Colonel J. R. Buckalew
Superintendent

The Honorable Gaston Caperton
Governor of West Virginia
State Capitol Building
Charleston, West Virginia 25305

Dear Governor Caperton:

In compliance with Chapter 5, Article 1, Section 20, of the Code of West Virginia, the Annual Report of the Division of Public Safety for the period of July 1, 1990, through June 30, 1991, is respectfully submitted.

The contents of this report reflect the activities and accomplishments of the Division of Public Safety for the reporting period and further outline the goals and objectives established for the 1991-92 fiscal year.

In addition to the summary of major Division accomplishments, goals, objectives and activities, each specific unit or division has listed goals and objectives for which they have a primary responsibility.

Respectfully,

A handwritten signature in cursive script, appearing to read "J. R. Buckalew".

COLONEL J. R. BUCKALEW
SUPERINTENDENT

JRB/keb

TABLE OF CONTENTS

LETTER OF TRANSMITTAL

TABLE OF CONTENTS	1
DEPARTMENT MISSION	2
SUMMARY OF ACCOMPLISHMENTS	2
SUMMARY OF GOALS AND OBJECTIVES	4
SUPPORT SERVICES	6
ACCOUNTING	7
AVIATION	25
COMMISSION ON DRUNK DRIVING PREVENTION	27
COMMUNICATIONS	31
CRIMINAL IDENTIFICATION RECORDS	48
DATA PROCESSING	56
FORENSIC CRIME LABORATORY	60
PERSONNEL	70
PROCUREMENT	74
TRAFFIC RECORDS	76
FIELD OPERATIONS	89
INSPECTION SERVICES	109
PLANNING AND RESERACH	112
TRAINING	117

DEPARTMENT MISSION

§15-02-12(a)

The West Virginia Department of Public Safety shall have the mission of statewide enforcement of criminal and traffic laws with emphasis on providing basic enforcement and citizen protection from criminal depredation throughout the State and maintaining the safety of the State's public streets, roads and highways.

SUMMARY OF MAJOR ACCOMPLISHMENTS, GOALS AND OBJECTIVES

ACCOMPLISHMENTS:

1. Finalize the development and implementation of the Career Progression System for every sworn member of the Department.
2. Salary parity for civilian personnel where pay will be equal to their responsibilities.
3. The expansion and refinement of the Department's continuing educational programs for sworn and civilian personnel.
4. Implementation of advanced training programs to provide the maximum benefit from newly acquired computerization, automation and specialty WEAPON systems.
5. Maintaining West Virginia as that State with the lowest reported crime rate in the Nation for the eighteenth consecutive year.
6. Continuation of the marijuana eradication program through a cooperative effort with the Federal Drug Enforcement Administration and the West Virginia National Guard.
7. Administration of comprehensive alcohol determent and enforcement programs through the Commission on Drunk Driving Prevention in a manner beneficial to the citizens of West Virginia.
8. Sustained a crime clearance rate that far exceeds the National average.

9. Procurement, compilation and presentation of statistical information required to ensure the future participation of West Virginia law enforcement in federal drug law enforcement grant programs.
10. Acted as a major catalyst in the securing of federal grant funds that have benefitted the Department, city and county police agencies and the State Department of Corrections.
11. Elevation of available professional analysis of physical evidence by Department Forensic Laboratory Services personnel by increasing the number of available full-time criminalists and advanced specialty training.
12. Implementation of the D.N.A. Laboratory.
13. Automation through computerization of the Traffic Records System.
14. Acquisition of computerization capabilities providing for the secure storage, expeditious retrieval and effective analysis of sensitive intelligence and investigative data obtained by the Department's Criminal Investigation Section.
15. Upgrading of Department facilities throughout the State, through purchase, construction, renovation and consolidation.
16. Initiation of a self-assessment program to determine the Department's readiness for entry into a National Accreditation program.
17. Implementation of the Commercial Driver's Licensing Program.
18. Reorganization of the Criminal Investigation Section into a company level Bureau of Criminal Investigations for a more efficient utilization of manpower and resources.
19. Constructed a 911 Center to the Keyser Detachment.
20. Constructed a new building for the Franklin Detachment.
21. Renovation of the State Police Academy after the April storm.

22. Implemented a Drug Free Work Place and Smoke Free Work Place program through a Department sponsored physical fitness/health awareness program.
23. Implemented an Employee Assistance program through REACH.
24. Computerized drivers testing at South Charleston and Moundsville.

GOALS AND OBJECTIVES:

1. To augment the Department's continuing educational programs for sworn and civilian personnel through the use of alternate funding sources, identification of employee interests and solicitation of educational program availability.
2. To continue the Department's purchase, construction and renovation programs with the objective of updating and standardizing field operations facilities.
3. To expand and improve the Academy training facilities.
4. To encourage and advocate the highest level of professional cooperation between the members of this Department and the members of the law enforcement community.
5. Continuation of Department sponsored Executive Development Seminars for those personnel identified as possessing leadership and supervisory potential.
6. To implement the members' physical fitness program and to amplify the Department's dedication to the health and welfare of its employees.
7. To continue the emphasis on the recruitment of qualified minority and female applicants to the Department's uniformed services.
8. To conduct the 40th State Police entry level cadet training program.
9. To maintain the crime clearance rate at a level equal to or better than that rate of past years.
10. To replace antiquated communications equipment. The task force plans for 91-92 are to purchase needed test

equipment, lightning protection equipment for hilltop repeater radios and primary station consoles. To lease propane tanks and purchase propane and associated equipment for the installation of generators at hilltop repeater sites and primary stations at Logan, Huntington and Romney. To purchase new base stations for the new hilltop repeater sites at Spruce Knob, Richwood and Dunlow. Construct a free standing 150 foot tower on Bee Mountain in Kanawha County.

11. To computerize the Department's filing and tracking systems for criminal records, gun registration, criminal investigation report indexes and intelligence information.
12. To enter the F.B.I.'s Triple-I (Interstate Identification Index) program for fully automated access to National criminal history records systems.
13. To modernize Department fingerprint records files by obtaining an Automated Fingerprint Identification System (AFIS).
14. To continue the computerization of sensitive investigation and intelligence data.
15. To expand the marijuana eradication program through a cooperative effort with the West Virginia Air National Guard.
16. Continuation of the self-assessment process in relation to National law enforcement accreditation.
17. To present the Forensic Laboratory Service to a nationally accepted group for crime laboratory accreditation.
18. Develop a driver improvement program for all members and civilian employees who drive state owned vehicles.
19. Continuation of computerization of driver testing.
20. Regionalization and improvement of driver licensing procedures.

SUPPORT SERVICES

ACCOUNTING SECTION

Accounting Office
Annual Financial Report
for the Fiscal Year Ended
June 30, 1991

A. General Revenue Fund

DEPARTMENT OF PUBLIC SAFETY
 GENERAL REVENUE FUND-ACCOUNT 5700
 STATEMENT OF EXPENDITURES COMPARED TO APPROPRIATION
 YEAR ENDED JUNE 30, 1991

A. PERSONAL SERVICES

Appropriation	\$14,666,504.00	
Less: Reduction	0.00	
Net Appropriation		\$14,666,504.00
Expenditures	\$18,936,213.57	
Less: Reimbursements	4,347,627.02	
Net Expenditures		\$14,588,586.55
Expired Appropriation		\$77,917.45

B. UNCLASSIFIED

Appropriation	\$4,840,776.00	
Less: Reduction	0.00	
Net Appropriation		\$4,840,776.00
Expenditures		
Current Expenses:		
Employee Benefits	\$0.00	
Office Expenses	247,962.14	
Rental Expense-Building	95,920.00	
Utilities	399,757.88	
Telephone & Telegraph	698,264.26	
Contractual & Professional	153,666.52	
Travel	241,276.75	
ISSD (Computer Services)	44,090.76	
Consultant	473.52	
Subsistence	728,838.91	
Vehicle Operating Expenses	1,160,156.40	
Other Current Expenses	1,095,932.12	
Subtotal	4,866,339.26	

Repairs & Alterations:		
Office Equipment Repairs	16,839.05	
Research & Educational Equipment Repairs	4,672.76	
Household & Communications Equipment Repairs	83,112.48	
Building Repairs and Alterations	60,502.48	
Vehicle Repairs	112,531.35	
Ground Improvements	8,711.09	
Farm & Construction Equipment Repairs	1,577.55	
Other Repairs and Alterations	12,916.85	
Subtotal	300,863.61	
Equipment:		
Office & Communications Equipment	508,523.38	
Medical Equipment	214.42	
Research & Educational Equipment	98,915.68	
Household Equipment	5,824.11	
Building Equipment	4,924.16	
Vehicles	720,077.44	
Construction Equipment	0.00	
Books	12,029.07	
Other Equipment	120,389.58	
Subtotal	1,470,897.84	
Less: Reimbursements	1,859,634.94	
Net Expenditures		4,778,465.77
Expired Appropriation		\$62,310.23

C. EMPLOYEE BENEFITS *

Appropriation	\$4,437,283.00	
Less: Reduction	0.00	
Net Appropriation		\$4,437,283.00
Expenditures		
Fees	\$50,110.00	
Social Security	347,239.96	
PEIA Insurance	2,485,363.36	
Other Insurance	46,799.44	
Workers' Compensation	70,362.80	
Unemployment Compensation	40,710.19	
Retirement Contributions	2,519,743.42	
Less: Reimbursements	1,155,854.27	
Net Expenditures		4,404,474.90
Expired Appropriation		\$32,808.10

D. ANNUAL INCREMENT

Appropriation	\$73,908.00	
Less: Reduction	0.00	
Net Appropriation		\$73,908.00
Expenditures		\$73,908.00
Expired Appropriation		\$0.00

E. GRAND TOTAL

Appropriation	\$24,018,471.00	
Less: Reduction	0.00	
Net Appropriation		\$24,018,471.00
Net Expenditures		\$23,845,435.22
Expired Appropriation		\$173,035.78

* Includes PEIA appropriation of \$711,669.00 under Account 5701-64.

DEPARTMENT OF PUBLIC SAFETY
SCHEDULE OF GENERAL FUND REIMBURSEMENTS RECEIVED
FROM THE DIVISION OF MOTOR VEHICLES
YEAR ENDED JUNE 30, 1991

PERSONAL SERVICES	\$3,498,065.56
UNCLASSIFIED	1,528,831.07
EMPLOYEE BENEFITS	973,103.37
TOTAL REIMBURSEMENTS	\$6,000,000.00

B. Consolidated Federal Revenue Fund

DEPARTMENT OF PUBLIC SAFETY
CONSOLIDATED FEDERAL FUNDS-ACCOUNT 7946
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
AND CASH BALANCE
YEAR ENDED JUNE 30, 1991

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
RECEIPTS (Grants)			
Marijuana Eradication	\$143,760.00	\$20,000.00	(\$123,760.00)
UCR Redesign	249,803.00	16,800.00	(233,003.00)
Narcotics Investigation	164,000.00	55,220.08	(108,779.92)
Fatal Accident Reporting	30,197.00	25,520.65	(4,676.35)
Marijuana Surveillance	16,000.00	3,000.00	(13,000.00)
Criminal History Records	170,463.00	0.00	(170,463.00)
Total Receipts	774,223.00	120,540.73	(653,682.27)
DISBURSEMENTS			
Unclassified			
Personal Services	158,146.00	47,747.92	110,398.08
Employee Benefits	20,228.00	5,292.19	14,935.81
Current Expenses			
Office Expenses	7,851.00	304.56	7,546.44
Rental Expense	200.00	0.00	200.00
Contractual	183,377.00	0.00	183,377.00
Travel	86,331.00	15,350.52	70,980.48
IS & C	1,073.00	178.20	894.80
Vehicle Rental	113,946.00	17,425.40	96,520.60
Other Current Expenses	144,460.00	24,252.68	120,207.32
Total Current Expenses	537,238.00	57,511.36	479,726.64
Equipment			
Office & Communications	48,611.00	12,991.06	35,619.94
Other Equipment	10,000.00	0.00	10,000.00
Total Equipment	58,611.00	12,991.06	45,619.94
Refund of Federal Funds	0.00	0.00	0.00
Total Disbursements	774,223.00	123,542.53	650,680.47
EXCESS OF RECEIPTS OVER DISBURSEMENTS	0.00	(3,001.80)	(3,001.80)
CASH BALANCE AT BEGINNING OF YEAR	3,000.00	22,496.40	19,496.40
CASH BALANCE AT END OF YEAR	\$3,000.00	\$19,494.60	\$16,494.60

C. Special Revenue Funds

1. Motor Vehicle Inspection Fund
2. Barracks Repair and Construction Fund
3. Drunk Driving Prevention Fund
4. All Other Special Revenue Funds

DEPARTMENT OF PUBLIC SAFETY
MOTOR VEHICLE INSPECTION PROGRAM-ACCOUNT 8350
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE-BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 1991

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE: SALE OF MOTOR VEHICLE INSPECTION STICKERS	\$1,280,000.00	\$1,318,124.00	\$38,124.00
EXPENDITURES			
Personal Services	520,104.00	513,959.08	6,144.92
Employee Benefits	137,956.00	134,818.99	3,137.01
Unclassified			
Current Expenses			
Office Expenses	17,328.00	26,652.99	(9,324.99)
Printing	600.00	0.00	600.00
Contractual & Professional	500.00	339.83	160.17
Travel	2,180.00	696.28	1,483.72
Purchase of Stickers	62,402.00	59,678.03	2,723.97
Other Current Expenses	40,010.00	34,375.29	5,634.71
Total Current Expenses	123,020.00	121,742.42	1,277.58
Repairs & Alterations	50.00	37.80	12.20
Equipment	0.00	1,279.95	(1,279.95)
Total Unclassified Expenses	123,070.00	123,060.17	9.83
Refunds	0.00	2,346.00	(2,346.00)
Annual Increment	2,160.00	1,728.00	432.00
Transfer to 8352-99	541,521.00	523,508.45	18,012.55
Total Expenditures	1,324,811.00	1,299,420.69	25,390.31
EXCESS OF REVENUE OVER EXPENDITURES	(44,811.00)	18,703.31	63,514.31
FUND BALANCE AT BEGINNING OF YEAR	541,521.00	523,508.45	(18,012.55)
FUND BALANCE AT END OF YEAR	\$496,710.00	\$542,211.76	\$45,501.76

DEPARTMENT OF PUBLIC SAFETY
 BARRACKS REPAIR AND CONSTRUCTION-ACCOUNT 8352-99
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
 IN FUND BALANCE-BUDGET AND ACTUAL
 YEAR ENDED JUNE 30, 1991

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE: Transfers from Motor Vehicle Inspection Program - Account 8350	\$541,521.00	\$523,508.45	(\$18,012.55)
EXPENDITURES:			
Personal Services Account 8352-00	60,000.00	58,783.31	\$1,216.69
Unclassified (Purchase of Building) Account 8352-01	223,999.00	223,998.84	\$0.16
Building Repairs & Construction Account 8352-03	236,389.00	151,877.71	\$84,511.29
Employee Benefits Account 8352-35	21,133.00	21,133.00	\$0.00
Total Expenditures	541,521.00	455,792.86	\$85,728.14
EXCESS OF RECEIPTS OVER EXPENDITURES	0.00	67,715.59	67,715.59
FUND BALANCE AT BEGINNING OF YEAR	0.00	687.95	687.95
FUND BALANCE AT END OF YEAR	\$0.00	\$68,403.54	\$68,403.54

DEPARTMENT OF PUBLIC SAFETY
 DRUNK DRIVING PREVENTION FUND-ACCOUNT 8355
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
 IN FUND BALANCE-BUDGET AND ACTUAL
 YEAR ENDED JUNE 30, 1991

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE: Sales Tax on Liquor Purchased by Private Clubs	\$606,000.00	\$483,927.01	(\$122,072.99)
EXPENDITURES Unclassified			
Current Expenses			
Contractual & Grants	808,740.00	735,020.10	73,719.90
Travel	1,000.00	1,040.73	(40.73)
Other Current Expenses	13,000.00	11,538.36	1,461.64
Total Current Expenses	822,740.00	747,599.19	75,140.81
Prior Year Refunds	0.00	(8,764.00)	8,764.00
Total Expenditures	822,740.00	738,835.19	83,904.81
EXCESS OF REVENUE OVER EXPENDITURES	(216,740.00)	(254,908.18)	(38,168.18)
FUND BALANCE AT BEGINNING OF YEAR	271,672.00	291,784.03	20,112.03
FUND BALANCE AT END OF YEAR	\$54,932.00	\$36,875.85	(\$18,056.15)

DEPARTMENT OF PUBLIC SAFETY
 ALL OTHER SPECIAL REVENUE FUNDS
 COMBINING STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS AND CASH BALANCE
 YEAR ENDED JUNE 30, 1991

	MISC.											TOTAL (Memo Only)
	NON-FEDERAL GRANTS	INSURANCE PROCEEDS	CRIMINAL INVEST. PROGRAM	DRUNK DRIVING GRANTS	FORFEITURE FUND - STATE	CONTRACT SERVICES	COMM. DRIVER LICENSING	MOTORCYCLE LICENSING	BASIC POLICE TRAINING			
	8351-04	8351-28	8351-29	8351-30	8351-45	8351-60	8351-70	8351-71	8353-13			
RECEIPTS												
Grants from State Agencies	\$930,349.93	\$0.00	\$0.00	\$347,266.70	\$0.00	\$0.00	\$0.00	\$0.00	\$197,921.12	\$0.00	\$0.00	\$1,675,537.75
Miscellaneous	255,768.00	0.00	667,158.87	0.00	32,987.12	744.00	434,612.00	33228	0.00	33228	0.00	1,424,497.99
Total Receipts	1,186,117.93	0.00	667,158.87	347,266.70	32,987.12	744.00	434,612.00	33,228.00	397,921.12	33,228.00	0.00	3,100,035.74
DISBURSEMENTS												
Personal Services	6,259.35	600.00	56,500.18	187,708.98	0.00	720.00	386,847.32	0	86,230.08	0	0	724,865.91
Employee Benefits	799.04	102.90	20,996.93	36,952.72	0.00	2.61	92,034.98	0	35,095.36	0	0	185,984.54
Current Expenses	95,888.10	12,519.94	321,587.48	59,910.92	0.00	0.00	41,819.30	2021.78	215,127.88	2021.78	0	746,875.40
Repairs & Alterations	79,981.18	0.00	1,784.11	15,920.01	0.00	0.00	6,735.45	0	0.00	0	0.00	104,420.75
Equipment	680,572.46	109.40	62,554.98	7,442.44	0.00	0.00	167,820.12	0	4,458.88	0	0	922,958.28
Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0	0.00	0.00
Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0	0.00	0.00
Transfers to Other Accounts	0.00	0.00	44,605.00	0.00	0.00	0.00	0.00	0	0.00	0	0.00	44,605.00
Transfers for Investment	0.00	0.00	0.00	0.00	32,987.12	0.00	0.00	0	0.00	0	0.00	32,987.12
Total Disbursements	863,500.13	13,332.24	508,028.68	307,935.07	32,987.12	722.61	695,257.17	2,021.78	340,912.20	2,021.78	0.00	2,764,697.00
EXCESS OF RECEIPTS OVER DISBURSEMENTS												
	322,617.80	(13,332.24)	159,130.19	39,331.63	0.00	21.39	(260,645.17)	31,206.22	57,008.92	31,206.22	0.00	335,338.74
CASH BALANCE AT BEGINNING OF YEAR	113,846.63	39,962.58	119,197.82	12,524.94	0.00	0.00	428,819.86	12,496.00	12,113.95	12,496.00	0.00	738,961.78
CASH BALANCE AT END OF YEAR	\$436,464.43	\$26,630.34	\$278,328.01	\$51,856.57	\$0.00	\$21.39	\$168,174.69	\$43,702.22	\$69,122.87	\$43,702.22	\$0.00	\$1,074,300.52

D. Death, Disability and Retirement Fund

DEPARTMENT OF PUBLIC SAFETY

DEATH, DISABILITY AND RETIREMENT FUND-ACCOUNT 8360-06/07

Comparative Statement of Revenues,
Expenses and Changes in Fund Balance

For Year Ended June 30

	<u>1991</u>	<u>1990</u>
REVENUES:		
Contributions		
Employer	\$ 1,909,582.52	\$ 1,539,181.30
Military Credit	126,113.61	109,535.85
Employee	954,794.01	769,591.39
Re-enlisted Employees	7,045.48	27,896.66
Interest on Investments	3,991,369.88	3,978,239.21
Sale of Accident Reports	59,516.00	48,527.00
Arrest and Witness Fees	227,041.36	227,583.46
Sale of Criminal Investigation Reports	95,678.10	79,390.00
Miscellaneous	608.00	132.00
	<u>\$ 7,371,748.96</u>	<u>\$ 6,780,076.87</u>
 EXPENSES:		
Retirement Payments	\$ 5,043,025.81	\$ 4,570,808.93
Refund of Employee Contributions	45,651.25	80,154.89
	<u>\$ 5,088,677.06</u>	<u>\$ 4,650,963.82</u>
 EXCESS OF REVENUE OVER EXPENSES	 \$ 2,283,071.90	 \$ 2,129,113.05
FUND BALANCE AT BEGINNING OF YEAR	\$52,420,167.13	\$50,291,054.08
FUND BALANCE AT END OF YEAR	\$54,703,239.03	\$52,420,167.13

DEPARTMENT OF PUBLIC SAFETY
DEATH, DISABILITY AND RETIREMENT FUND-ACCOUNT 8360-06/07
Comparative Statement of Financial Condition

As of June 30,

	<u>1991</u>	<u>1990</u>
ASSETS:		
Cash	\$ 154,432.50	\$ 211,029.62
Revenue Receivable	351,551.79	292,919.93
Investments	<u>54,225,339.87</u>	<u>51,916,217.58</u>
Total Assets	<u>\$54,731,324.16</u>	<u>\$52,420,167.13</u>
 LIABILITIES:		
Refunds Payable	\$ 22,904.94	\$ -0-
Retirement Payments Payable	<u>5,180.19</u>	<u>-0-</u>
Total Liabilities	\$ 28,085.13	\$ -0-
 FUND BALANCE:		
Income Account	\$54,706,934.96	\$52,412,337.25
Payment Account	(3,695.93)	7,829.88
Total Fund Balance	\$54,703,239.03	\$52,420,167.13
Total Liabilities and Fund Balance	<u>\$54,731,324.16</u>	<u>\$52,420,167.13</u>

DEPARTMENT OF PUBLIC SAFETY
DEATH, DISABILITY AND RETIREMENT FUND
SCHEDULE OF AWARDS ON JUNE 30, 1991

<u>Type of Award</u>	<u>Number</u>	<u>Monthly Amount</u>
Normal Retirement - Members	209	\$291,969.99
Total Duty Disability Retirement - Members	13	28,566.70
Partial Duty Disability Retirement - Members	34	41,964.28
Nonduty Disability Retirement - Members	9	14,526.14
Survivor Payment - Normal Retirement	53	26,523.23
Survivor Payment - Duty Disability Retirement	6	4,260.88
Survivor Payment - Nonduty Disability Retirement	4	3,163.44
Survivor Payment - Duty Connected Death	27	26,987.19
Survivor Payment - Nonduty Connected Death	<u>6</u>	<u>3,141.86</u>
	361	\$441,103.71

AVIATION SECTION

AVIATION DIVISION

The Aviation Section flew a total of 858.1 hours during fiscal year 1990-91, or an increase of 32.5%. We did this with one less pilot for seven months, during Operation Desert Storm.

The Aviation Section has moved the entire operation from the Academy Complex to our new facilities at Yeager Airport.

We have just recently started a new program to enforce the speed limit on the highways of West Virginia. This program will again increase the flying hours by another 30 to 40% this year.

We now have a total of four pilots down from the five pilots of last year.

The division's main objective is to assist the department in all law enforcement matters.

COMMISSION ON DRUNK DRIVING PREVENTION

COMMISSION ON DRUNK DRIVING PREVENTION

The Commission on Drunk Driving Prevention is required to develop and maintain a comprehensive program to prevent drunk driving to enhance the enforcement of laws defining drunk driving offenses; inquire and determine from state and local law enforcement agencies the availability and need for equipment and additional personnel for the effective enforcement of laws defining drunk driving offenses; provide grants to state and local law enforcement agencies to purchase equipment or hiring of additional personnel. The Superintendent of the Division of Public Safety shall be the Chairman, Ex-Officio of the Commission and has appointed a member of his staff to be the Executive Director to oversee the Commission activities.

ACCOMPLISHMENTS:

1. The continued replacement of the outdated breathalyzers with the new Infrared Intoxilyzers throughout West Virginia.
2. The continued replacement, as needed, of the outdated Breath Alcohol Simulators by the new Guth 10-4.
3. A \$115,781.91 grant was awarded to the West Virginia Division of Motor Vehicles for the continuance of portions of the 1986 Senate Bill 524, Administrative Hearing Officers.
4. An \$18,197.89 grant was awarded to the West Virginia Division of Motor Vehicles to continue the computerized tracking system of suspended/revoked DWI violators on enrolled, progression and completion of the Safety and Treatment Program.
5. On a quarterly basis, a county-by-county list of revoked Driving While Intoxicated offenders who have not completed the required Safety and Treatment Program for reinstatement is disseminated. This list is mailed to law enforcement agencies upon request. Currently, there are approximately 19,000 names on this list.
6. Training of 149 city and county officers of the 74th, 75th, 76th and 77th Basic Police Class on the Intoxilyzer 5000 breath test instrument.

7. Training of 36 students of the Division of Public Safety's 39th Cadet Class.
8. Training of 24 students at the Southern West Virginia Regional Training Academy, Beckley, West Virginia.
9. Training of 17 students at the Charleston Police Academy, Charleston, West Virginia.
10. Supervisory training for conducting sobriety checkpoints was offered to city, county, and state law enforcement officers through the Annual Supervisory In-Service.
11. An \$18,300 grant was awarded to Criminal Justice and Highway Safety for specialized training of city and county officers.
12. Grants totaling \$362,670.26 were awarded to 28 city, county and state police agencies for the overtime costs of detection for drunk drivers.
13. Purchased and received 150 Alco-Sensor III Preliminary Breath Test Devices.
14. Distributed approximately 50,000 pieces of DWI related educational material statewide.
15. Training in specialized areas was received for members of the Commission on Drunk Driving Prevention and the Toxicology Lab of the Criminal Identification Bureau of the Division of Public Safety:
 - A. 13th Annual Vehicular Homicide/DWI Conference in Chicago, Illinois.
 - B. 2nd Annual Symposium on Alcohol and Drugs in Jacksonville, Florida.
 - C. Northwestern Traffic Instructor School in Chicago, Illinois.
 - D. 4th Annual International Association for Chemical Testing in Little Rock, Arkansas.
 - E. Standardized Field Sobriety Test Instructors School in Oklahoma City, Oklahoma.

- F. DWI Instructors School, Institute of Police Technology and Management, Jacksonville, Florida.
- G. 9th Annual Life-Savers Conference in Charlotte, North Carolina.
- H. Introduction to TEAM-UP Data Base, Institute of Police Technology and Management, Jacksonville, Florida.
- I. Advanced TEAM-UP Data Base School by Institute of Police Technology and Management, held in Charleston, West Virginia.

GOALS:

1. Continue to upgrade the training of Toxicology personnel of the Criminal Identification Bureau of the Division of Public Safety in the fields of Intoxilyzer 5000, preliminary breath testing and drug screening.
2. To provide, on a quarterly basis (upon request), a county-by-county list of revoked DWI offenders who have not completed the required Safety and Treatment Program to West Virginia law enforcement agencies.
3. Continue providing grants to West Virginia law enforcement agencies for the detection and apprehension of drunk drivers.
4. To continue receiving specialized training to become more proficient in the drunk driving prevention area.
5. To purchase additional specialized equipment to assist with our intoxilyzer testing of drunk drivers.
6. Continue the statewide training of law enforcement officers on the Intoxilyzer 5000 and methods of detection, apprehension and prosecution of drunk drivers.
7. Provide the necessary eight-hour training to approximately 1,500 officers on the use of Preliminary Breath Test devices.
8. Provide to West Virginia law enforcement agencies blood alcohol test kits.
9. Replacement of the older units of the Intoxilyzer 5000 with new units.

COMMUNICATIONS SECTION

COMMUNICATIONS SECTION

The mission of the Communications Section is to provide, to the best of our abilities, the facilities for the exchange of Criminal Justice information as required in the performance of a policeman's duties. While the Communications Section is designed to take care of the West Virginia State Police requirements, we also assist in the delivery and transmission of radio communications for other state, federal, county, and city agencies.

Dependence on reliable and accurate communications is a requirement of high priority for the efficient operation of a law enforcement agency in the performance of their duties. The investigator, the road patrol officer, the administrator, all expect and demand rapid responses to inquiries. Many of the demands for Privacy and Security protection have placed the law enforcement officer in a position of jeopardy. His action in enforcement acts must be fast, correct, and positive. Our position in Communications is to provide the support system and search for ways to improve the system.

As stated in previous reports, the field of electronics continues to be in a state of constant change and advancement. The Communications Section, while striving to maintain or keep abreast of the "state of the art" changes, is always in a position of modifying or changing existing systems. All "feedback" from technical and nontechnical sources is reviewed and evaluated when submitted. We highly recommend suggestions from field officers be submitted through proper channels in writing, so they may receive fair treatment and be properly evaluated.

COMMUNICATIONS FACILITIES

- A. A computerized network, identified by the acronym WEAPON, for West Virginia Automated Police Network, consisting of seventy-eight (78) terminals service the West Virginia State Police, city, county, and federal agencies. One (1) non-criminal justice agency permitted to operate on the system is a terminal sponsored by the West Virginia State Police located at the Department of Motor Vehicles. The WEAPON System is interfaced with the National Law Enforcement Telecommunications System (NLETS) and the National Crime Information Center (NCIC). This permits any terminal on the WEAPON System to communicate with any of the fifty (50) states,

Canada and to access NCIC files in Washington, D.C.

The WEAPON System operates under the control and supervision of the West Virginia State Police. All facilities are provided by the Division with the exception of terminal equipment/maintenance, terminal supplies, and non-department operating personnel. Qualified criminal justice agencies are encouraged to investigate the advantages of joining this highly successful communications system.

- B. Most Division owned vehicles are equipped with a transceiver. These radios allow mobile to base communications with company headquarters and detachments throughout the State. A small percentage of the mobile radios are wide band transceivers. These radios allow Division members to communicate on more than two hundred (200) public safety frequencies. Within this frequency range are smaller agencies throughout the State, such as city police departments, city/county fire departments, and city/county owned ambulance services. Some of the vehicles are equipped with additional equipment such as the mobile vehicular repeaters, which permits the operation of the high powered radio in the vehicle from a hand held portable unit. The mobile vehicular repeater can easily be termed as a "wireless microphone" which allows the operator to stay in constant radio contact within a few miles of his vehicle.
- C. Each detachment is equipped with a base station to communicate with other base stations and to cars. In many instances, the communication to mobile units is somewhat limited due to poor transmitting and receiving sites; dictated by the geographic location of the detachment.
- D. Over two hundred twenty (220) hand held portables are assigned. The hand held portables are multi-function and can be used with the vehicular repeaters to talk through base station repeaters at certain locations and to communicate directly with other hand held portables within limited distances.
- E. Aircraft communication equipment is capable of programmable operation on any assigned band and frequency normally used by law enforcement and

emergency medical agencies.

- F. Eleven (11) primary radio stations are operational twenty-four (24) hours a day at various locations throughout the State by telecommunicators who receive requests for services, and operate the two-way radio.
- G. Twenty-eight (28) mountaintop repeater radios are strategically located throughout the State to provide radio coverage.

PERSONNEL

- A. Civilian personnel at our primary communications station locations.
- B. Radio technicians, civilians, assigned to a Company area for the purpose of installation and maintenance of Division owned equipment within their area. Assistance is also coordinated with other Division of Public Safety technicians throughout the State when requested or required.
- C. Civilian personnel at Division Headquarters to provide logistical support for communications personnel.
- D. Communications Officer, a uniformed member of the Division, who directs and coordinates communications requirements.

ACTIVITY (DISPATCHING)

- A. WEAPON System (Teletype) 2,419,827 compared to 2,331,978 last year.
- B. Recorded voice communications 416,689 as compared to 404,986 last year.
- C. Total combined activity 2,836,516 transactions as compared to 2,736,964 last year.
- D. Many transmissions are not considered in the above totals; such as, in and out of service reports and informal inquiry exchanges.
- E. Telephone activity and statistics are not included.

ACCOMPLISHMENTS

The Communications Task Force was organized in the Spring of 1989 to identify existing problems in our radio communications, to develop solutions and to implement those solutions. Meetings were held periodically to determine the communications equipment needed to upgrade the Division's radio system. The Task Force consists of the Chief Radio Technician from each of the four (4) companies, TFC A. J. Nissel, Telecommunicator Ann Moore, and the Communications Officer.

A partial list of radio communications equipment that has been purchased, received and in the preliminary phases of being installed:

Motorola Desktop radio consoles for all primary stations, hardline cable, connectors, and ground kits for hilltop repeater towers and primary station towers, thirty-three (33) hilltop control stations, twenty (20) hilltop repeater stations, stainless steel guy wire, frequency filters for hilltop repeaters, eleven (11) generators for primary stations and hilltop repeater sites, security fence for Caretta hilltop, headsets for radio consoles, plus additional equipment.

A new hilltop repeater tower was installed near Richwood, West Virginia to provide coverage for Nicholas and Greenbrier counties.

The radio tower at Moundsville was painted.

Two (2) Suburban station wagons were purchased for use by radio technicians.

A new hilltop repeater tower was installed near Dunlow to provide coverage for Wayne, Lincoln, and Mingo counties.

A new 160 foot tower was constructed near Morgantown to replace the existing 80 foot tower. A new cinder block building to house equipment was constructed. The new tower allows for expanded coverage in Marion, Taylor, Preston, and Monongalia counties.

Specifications were developed, bids received, and an open end contract was awarded to General Electric for the purchase of Ranger II mobile radios.

Three (3) employees attended a State Training and Audit Resource Seminar in Gatlinburg, Tennessee.

Eliminated duplicate efforts of Division of Highways for sending out oversize permits to primary stations.

A Cumberland, Maryland telephone line was installed at Keyser.

Sponsored a one (1) day Critical Incident Dispatching Seminar at the Academy.

Six (6) radio operators attended a forty (40) hour Associated Public Safety Communications Officer School at Jackson's Mill.

Dave Saffel was appointed Chief Engineer.

Instruction was provided to the cadet class on operation of the radio and teletype system.

Installed and removed telephones and telephone lines at various detachments and other facilities to improve the quality of service and reduce costs.

Continued involvement with 911 programs.

Eliminated the 800 telephone number at Moundsville. Installed intersect lines at Wellsburg, New Cumberland, Hundred, and Paden City.

All non department unit numbers were evaluated, and new numbers assigned to all agencies.

Communications Handbooks were compiled and distributed.

Two (2) radio technicians attended a Kustom Radar Repair School in Chanute, Kansas.

Bureau of Criminal Investigation radios were installed in primary stations in Huntington, Beckley, Elkins, South Charleston, and Martinsburg.

The routine installation of mobile radio equipment in

new vehicles.

Repair and maintain the mobile radars.

The terminal located at Police Department Ceredo was removed from the WEAPON System.

The following NCIC ORIs were assigned:

ORI/WV0190700 - Shepherd College Security Police, Shepherdstown, West Virginia

ORI/WV037015G - 3rd Judicial Circuit Probation Office, Pleasants County, St. Marys, West Virginia

ORI/WV017015G - Department of Corrections, Parole Services Division, Clarksburg, West Virginia

ORI/WV017013G - Harrison County Adult Probation Office, Clarksburg, West Virginia

ORI/WV006079E - CSX Rail Transportation Police and Special Services, Huntington, West Virginia

ORI/WV0220400 - West Hamlin Police Department, West Hamlin, West Virginia

Continued mandatory certification of terminal operators for the WEAPON System. Designated the second Tuesday of each month for testing.

Established policy to comply with NCIC requirements for training, testing, and affirming the proficiency of terminal operators on the WEAPON System.

Established policy for auditing all terminal agencies on the WEAPON System.

Established sanctions to coincide with NCIC policy reference training and auditing terminal agencies and personnel accessing the WEAPON System.

Video training tapes were provided to all terminal agencies to assist in the training of personnel.

An Operations Manual for NCIC for Non-Terminal Law Enforcement Agencies was mailed to all law enforcement agencies in West Virginia.

Information on the National Child Search Assistance Act of 1990, Title 37 of Public Law 101-647, was sent to all law enforcement agencies redefining the act and requirement for entry into the NCIC files immediately without observance of any waiting period.

Five (5) WEAPON Training Seminars were held. 118 telecommunicators, and law enforcement personnel attended.

WEAPON Certification exams were conducted. 501 telecommunicators are now certified.

The following agencies were audited on the WEAPON System:

State Police Bureau of Criminal Investigations, State Police Records Section, Parkway Authority, U.S. Secret Service-Charleston, DEA-Charleston, FBI-Charleston, ATF-Charleston, Police Department Dunbar, Police Department Nitro, Police Department St. Albans, Police Department South Charleston, Police Department Charleston, Police Department Parkersburg, Sheriff's Office Kanawha County, Sheriff's Office Boone County, Sheriff's Office Cabell County, Sheriff's Office Putnam County, Sheriff's Office Wayne County.

GOALS

To install a minimum of five (5) teletype terminals in Division Headquarters to be used for training/certification of all terminal operators on the WEAPON System.

To provide to the Terminal Agency Coordinator (TAC) resources to allow them to provide instruction to their respective terminal operators.

To complete audits on all terminal agencies on the WEAPON System.

Continue to make improvements in the areas of deficiencies as determined by the recent NCIC Audit.

Provide NCIC instruction to entry level police officers, annual in-service, annual training sessions of circuit

judges, prosecutors, magistrates, and other agencies that access NCIC.

Increase the WEAPON Training/Audit Staff by the addition of one (1) more employee.

Develop a radio/teletype operator training program and Career Progression System that will be standardized for all Division telecommunicators.

Continue with the Communications Task Force in identifying problems with our communications network and continue to develop plans to upgrade the network.

Install the new radio communications equipment that has been and will be received to allow for better radio communications.

Obtain adequate funding to allow for the purchase of new mobile radios for all Division patrol vehicles.

Increase the number of telecommunicators at primary stations by seven (7) people.

WEST VIRGINIA STATE POLICE TELETYPE TRAFFIC REPORT

JULY 1, 1990 THROUGH JUNE 30, 1991

STATION	MESSAGES RECEIVED	MESSAGES TRANSMITTED	TOTAL HANDLED
Comcenter "BX"	40,808	32,205	73,013
Shinnston "AA"	32,773	13,437	46,210
South Charleston "BB"	50,036	24,440	74,476
Elkins "CC"	31,179	10,729	41,908
Beckley "DD"	36,702	17,916	54,618
Moundsville "AF"	33,334	13,497	46,831
Romney "CD"	29,228	13,832	43,060
Huntington "BN"	28,906	11,875	40,781
Lewisburg "DF"	15,433	818	16,251
Logan "DB"	30,149	12,705	42,854
Martinsburg "CB"	28,386	13,784	42,170
Morgantown "AD"	22,296	6,935	29,231
Oak Hill "DS"	18,958	1,458	20,416
Paden City "AG"	22,762	907	23,669
Parkersburg "BK"	26,827	13,308	40,135
Princeton "DE"	23,712	3,771	27,483
Spencer "BI"	9,771	602	10,373
Turnpike "EA"	32,953	13,137	46,150
Welch "DJ"	20,919	1,435	22,354
Weston "AK"	15,729	441	16,170
Williamson "DO"	23,003	1,443	24,446

WEST VIRGINIA STATE POLICE TELETYPE TRAFFIC REPORT (Cont'd)

STATION	MESSAGES RECEIVED	MESSAGES TRANSMITTED	TOTAL HANDLED
Beckley PD "DA"	29,959	10,961	40,920
Bluefield PD "DH"	28,276	4,977	33,253
Ceredo PD "BS"	6,310	513	6,823
Charleston PD "BG"	25,488	10,938	36,426
Charleston MEOC "EC"	13,110	0	13,110
Charleston MEO1 "ED"	21,452	6,592	28,044
Charleston MEO2 "EF"	20,816	6,564	27,380
Charleston MEO3 "EG"	13,425	157	13,582
Charleston MEO4 "EI"	16,744	1,636	18,380
Charleston MEO5 "EJ"	2,464	0	2,464
Clarksburg PD "AM"	20,905	1,533	22,438
Dunbar PD "BT"	16,112	4,691	20,803
Elkins PD "CW"	21,221	2,654	23,875
Fairmont PD "AC"	22,691	5,957	28,648
Keyser PD "CA"	21,063	3,014	24,077
Martinsburg PD "CG"	26,805	9,177	35,982
Morgantown PD "AS"	22,127	8,343	30,470
Nitro PD "BP"	18,651	1,949	20,600
Parkersburg PD "BJ"	22,688	10,930	33,618
Princeton PD "DX"	24,421	9,528	33,949
St. Albans PD "BD"	26,467	6,364	32,831

WEST VIRGINIA STATE POLICE TELETYPE TRAFFIC REPORT (Cont'd)

STATION	MESSAGES RECEIVED	MESSAGES TRANSMITTED	TOTAL HANDLED
South Charleston PD "BF"	22,888	3,479	26,367
Weirton PD "AI"	21,418	8,406	29,824
Welch PD "DP"	7,139	599	7,738
Wheeling 911 "AB"	25,396	9,896	35,292
WVU Security Police "AV"	18,146	4,538	22,684
Berkeley Co. SO "CH"	23,502	6,118	29,620
Boone Co. SO "BO"	26,152	5,150	31,302
Braxton Co. SO "AX"	14,677	3,236	17,913
Brooke Co. SO "AJ"	19,149	6,266	25,415
Cabell Co. 911 "BM"	33,677	20,263	53,940
Fayette Co. SO "DK"	16,644	9,020	25,664
Greenbrier Co. SO "DL"	24,795	6,078	30,873
Hancock Co. SO "AT"	19,866	5,005	24,871
Harrison Co. SO "AY"	11,373	10,628	22,001
Harrison Co. 911 "AZ"	26,846	11,458	38,304
Jefferson Co. 911 "CE"	30,590	10,611	41,201
Kanawha Co. SO "BH"	24,665	2,964	27,629
Logan Co. SO "DM"	3,844	1,957	5,801
Marion Co. 911 "AP"	29,131	6,150	35,281
Marshall Co. SO "AR"	21,478	12,067	33,545
Mason Co. SO "BV"	15,206	3,164	18,370
McDowell Co. SO "DP"	16,022	1,683	17,705

WEST VIRGINIA STATE POLICE TELETYPE TRAFFIC REPORT (Cont'd)

STATION	MESSAGES RECEIVED	MESSAGES TRANSMITTED	TOTAL HANDLED
Mercer Co. SO "DG"	20,912	6,289	27,201
Mingo Co. SO "DC"	21,629	7,076	28,705
Monongalia Co. "911" AE	28,564	2,285	30,849
MECCA 911 "AO"	27,234	6,611	33,845
Nicholas Co. SO "DI"	26,739	6,440	33,179
Ohio Co. SO "AQ"	12,808	3,163	15,971
Preston Co. SO "AL"	19,346	3,867	23,213
Putnam Co. SO "BW"	18,542	5,844	24,386
Raleigh Co. SO "DN"	19,990	1,210	21,200
Raleigh Co. EOC "DY"	28,116	10,319	38,435
Upshur Co. SO "CL"	27,173	8,058	35,231
Wayne Co. SO "BU"	23,265	3,630	26,895
Wetzel Co. SO "AN"	24,368	6,323	30,691
Wood Co. SO "BY"	25,096	7,311	32,407
Wyoming Co. SO "DW"	14,459	1,137	15,596
C.I.B. "BC" (Criminal Identification Bureau)	14,633	14,477	29,110
B.C.I. "BQ" (Bureau of Criminal Investigations)	15,951	2,421	19,372
D.M.V. "BE" (Department of Motor Vehicles)	19,160	16,860	36,020

WEST VIRGINIA STATE POLICE TELETYPE TRAFFIC REPORT (Cont'd)

STATION	MESSAGES RECEIVED	MESSAGES TRANSMITTED	TOTAL HANDLED
Drug Enforcement "BZ"	827	764	1,591
U.S. Secret Service "BR"	882	523	1,405
F.B.I. Charleston "EK"	1,257	1,114	2,371
A.T.F. Charleston "BA"	294	248	542
	<hr/>	<hr/>	<hr/>
TOTALS	1,839,908	579,919	2,419,827

RADIOTELEPHONE TRAFFIC REPORT

JULY 1, 1990 THROUGH JUNE 30, 1991

STATION	DISPATCHES RECEIVED	DISPATCHES	TOTAL HANDLED
Beckley	11,593	11,834	23,427
Berkeley Springs	84	385	469
Bridgeport	21	21	42
Buckhannon	520	518	1,038
Charles Town	163	146	309
Clay	254	433	687
Elizabeth	506	622	1,128
Elkins	8,313	8,666	16,979
Fairmont	190	195	385
Franklin	120	45	165
Gauley Bridge	67	116	183
Glasgow	272	390	662
Glenville	250	334	584
Grafton	151	84	235
Grantsville	0	0	0
Hamlin	135	250	385
Harrisville	1,296	1,317	2,613
Hinton	271	532	803
Hundred	7	41	48
Huntington	13,744	13,068	26,812

RADIOTELEPHONE TRAFFIC REPORT (Cont'd)

STATION	DISPATCHES RECEIVED	DISPATCHES	TOTAL HANDLED
Jesse	157	122	279
Keyser	284	541	825
Kingwood	593	624	1,217
Lewisburg	98	487	585
Logan	8,466	7,775	16,241
Madison	682	596	1,278
Marlinton	106	695	801
Martinsburg	13,331	12,914	26,245
Moorefield/Petersburg	310	72	382
Morgantown	13,485	13,014	26,499
Moundsville	14,588	19,111	33,699
New Cumberland	109	817	926
Oak Hill	473	975	1,448
Paden City	412	141	553
Parkersburg	8,473	8,230	16,703
Parsons	253	749	1,002
Philippi	788	790	1,578
Point Pleasant	1,617	1,668	3,285
Princeton	150	70	220
Rainelle	76	184	260
Richwood	278	833	1,111
Ripley	113	226	339

RADIOTELEPHONE TRAFFIC REPORT (Cont'd)

STATION	DISPATCHES RECEIVED	DISPATCHES	TOTAL HANDLED
Romney	8,358	6,877	15,235
Shinnston	13,028	29,385	42,413
South Charleston	613	990	1,603
South Charleston Detch.	30,060	29,376	59,436
Spencer	461	533	994
St. Marys	661	657	1,318
Summersville	615	675	1,290
Sutton	25	161	186
Turnpike/Parkways	46,906	27,821	74,727
Union	101	379	480
Wayne	22	25	47
Webster Springs	174	674	848
Welch	402	760	1,162
Wellsburg	329	435	764
West Union	162	97	259
Weston	326	283	609
Wheeling	213	268	481
Whitesville	8	133	141
Williamson	409	733	1,142
Winfield	432	692	1,124
TOTALS	206,104	210,585	416,689

CRIMINAL RECORDS SECTION

CRIMINAL RECORDS DIVISION

OVERVIEW:

The Criminal Records Division of the West Virginia State Police is a Division of Support Services.

This Division is commanded by an Officer-in-Charge who reports to the Superintendent through the Director of Support Services/Criminal Identification Bureau.

The Criminal Records Division consists of three (3) operating sections with a supervisor in charge of each.

These are:

1. Fingerprint Identification Section
2. Court Disposition Reporting Section (CDR)
3. Uniform Crime Reporting Section (UCR)

1. CRIMINAL RECORDS DIVISION

The Records Division of the Criminal Identification Bureau is responsible for the assembly, identifications, and retention of records of the West Virginia State Police as specified by West Virginia Statute, Chapter 15, Article 2, Section 24, dated 1933.

The Criminal Identification Bureau is the central repository for the housing of criminal records for the State of West Virginia.

These records comprise all fingerprints taken of criminal violators submitted by all police agencies in West Virginia. Fingerprints are identified and filed for ready retrieval by the Henry Fingerprint Classification System, and are recorded on a criminal history record transcript.

All criminal investigation reports received from the West Virginia State Police are filed by name and report number. All reports of final disposition are posted on the criminal history arrest record. Wanted notices are posted and identified as wanted records for immediate identification and retrieval. A photo mug file is maintained on a name basis as well as a cross reference by types of crime.

All reports of weapon sales received from dealers are microfilmed and may be retrieved by serial number and/or name of purchaser.

All non-criminal justice agencies requesting a criminal record check must submit a record release form containing the thumbprint and signature of the applicant.

GOALS:

1. The Criminal Records Division plans to be completed with a ten month feasibility study to automate the criminal records of the State Repository by February 1992. The study is being conducted by SEARCH Group Inc., a criminal justice consulting organization from Sacramento, CA and is being funded from a \$155,052 federal grant from the Bureau of Justice Statistics for the Improvement of Criminal History Record Information and Identification of Convicted Felons. At the completion of the study the Criminal Records Division will have a comprehensive plan to automate the criminal records, in addition to the necessary information to apply for additional federal funds under the same grant program, greatly reducing the amount of state funds needed. From this study the Criminal Records Division intends to be more prepared for the future acquisition of an Automated Fingerprint Identification System (AFIS) which will be compatible with the FBI's Integrated AFIS (IAFIS) now being designed. By obtaining an AFIS after the reporting standards have been set for electronic submission of arrest information to the FBI Ident Bureau, West Virginia will have the option of selecting a system that will meet these standards.

2. The Records Division is in the process of obtaining two new power rotary files for criminal histories to replace two worn out files that constantly need repair. Even after automation these files will be needed to house the hard copies of criminal records that will not be automated due to age or required for court purposes.

ACCOMPLISHMENTS:

1. The Criminal Records Division has purchased two power rotary files to house criminal history transcripts. One was to replace an old file which was beyond repair, while the other was to alleviate overcrowded filing.

2. Through a federal grant request the Criminal Records

Division has been given \$155,052 to conduct a 10 month feasibility study to automate the criminal history records maintained in the State Repository.

2. UNIFORM CRIME REPORTING (UCR)

To provide statewide view of crime based on the submission of police statistics by city, county, and state law enforcement agencies throughout the State.

Crime reports are obtained from all law enforcement agencies throughout the State based on the uniform classifications and procedures of reporting.

In an effort to provide as complete a picture of crime in the United States as possible, the committee on Uniform Crime Records of the International Association of Chiefs of Police (IACP) chose to obtain data on offenses that become known to police. The Federal Bureau of Investigation was authorized by Congress to act as a clearinghouse for the collection of crime statistics. The IACP continues to serve in an advisory capacity to the FBI in the operation of the program.

A meaningful overview of crime was available through examination of seven (7) offenses which were selected because of their seriousness, frequency of occurrences, and likelihood of being reported to police. These offenses, known as the Crime Index Offenses, are Murder, Forcible Rape, Robbery, Aggravated Assault, Breaking and Entering, Larceny Theft, and Motor Vehicle Theft.

To provide for uniformity nationwide in the reporting of these offenses, standardized definitions were adopted. This standardization was necessary to overcome the variations in definitions of criminal offenses in the state and localities. Reporting agencies are required to interpret local criminal acts and law violations in the context of these definitions prior to submission of their counts to the State UCR Program.

UCR data in West Virginia is presently captured utilizing the summary base system. An enhanced program, the National Incident Base Reporting System (NIBRS), developed by the FBI and sanctioned by the IACP is currently being adopted across the country. This method greatly broadens the database on crime incidents including detailed information on victims, offenders, and property. This new system lends itself to crime analysis and manpower allocation. It has proved to be useful as both an investigative and management tool. It is the intent of the UCR

section to implement a conversion program that will ultimately result in the utilization of the incident base system by law enforcement on a statewide basis.

GOALS:

1. To continue to educate personnel and agencies involved in UCR on current procedures, problems and changes.
2. To continue the transition to Incident Base Reporting System by:
 - a) Revising the standardized incident form to meet FBI guidelines, state statutes and the needs of the individual investigators.
 - b) Customize IBR software for a state level UCR Program.
 - c) Networking computer equipment.
 - d) Compiling an instruction manual to accompany the incident form.
 - e) Continue the education of the UCR staff on computer software.
 - f) Begin statewide training on the new system and the form.
 - g) Start IBR data submission from pilot agencies.
3. Continue West Virginia's UCR staff's involvement in ASUCRP, (Association of State UCR Programs.)
4. Include training on Hate Motivated Crimes as part of UCR instruction.

ACCOMPLISHMENTS:

1. The West Virginia UCR Program was awarded a federal grant of \$249,803 in July 1990 to implement the UCR Redesign Program for West Virginia.
2. Held two Incident Base Program Steering Committee meetings at the State Police Academy in October and December 1990. The development of the standardized incident form was the primary topic of the meetings.

3. The first draft of the standardized incident form was turned over to the printers.
4. Computer hardware and software was purchased.
5. The UCR Staff attended introductory level classes for the software packages: Word Perfect 5.1, Harvard Graphics 2.3 and Pagemaker 4.0.
6. The UCR Staff attended a NIBRS Workshop in August 1990, sponsored by the Criminal Justice Statistics Association.
7. The UCR Staff attended the Annual Association of State UCR Programs (ASUCRP) Conference held at Mobile, Alabama in September 1990. The topics presented were beneficial in making major decisions concerning the appropriate path for our State's UCR Redesign Program.
8. The UCR Officer attended the Hate Crimes Training Conference in February 1991 at Austin, Texas sponsored by the FBI.
9. Agreements were made for the customization of IBR software and for the networking of the computer equipment.
10. Continued the education of West Virginia law enforcement officers on proper UCR submission and understanding of the concept behind the collection of crime data by way of classes taught at the West Virginia State Police Academy.
11. Continued the training of UCR personnel on a one-to-one basis on UCR policies and procedures.
12. Promptly filled all requests for available crime statistics.

3. COURT DISPOSITION REPORTING (CDR)

As outlined in Chapter 15, Article 2, Section 24, paragraph (g) of the West Virginia Code, as amended, Court Disposition Reporting is a section within the Criminal Identification Bureau and is responsible for receiving and posting the final disposition of crimes on criminal histories. Final dispositions are received from municipal, magistrate and circuit courts throughout the State of West Virginia. The CDR Section is commanded by a supervisor who reports to the Officer-in-Charge of the Criminal Records Division.

GOALS:

1. To teach the proper completion and distribution of Court Disposition Reporting Forms to annual inservice training for West Virginia State Police.
2. To instruct classes in the proper completion and submission of arrest records and Court Disposition Reporting Forms for all law enforcement officers in West Virginia.
3. To instruct classes in the proper completion and submission of Court Disposition Reporting Forms for judicial officials in West Virginia.
4. To decrease the number of errors on the Court Disposition Reporting Forms received from law enforcement and judicial officials.
5. To decrease the number of Court Disposition Reporting Forms returned to law enforcement and judicial officials due to incomplete and incorrect information or dispositions.

ACCOMPLISHMENTS:

1. The new employee who began work on October 16, 1990 transferred to the Accounting Office on December 20, 1990. A replacement started in the CDR Section on January 7, 1991. She was trained and working efficiently when she transferred to the newly created position of secretary to the OIC of Criminal Records on June 17, 1991. Presently the position of CDR Clerk is vacant. A civilian employee is being investigated to be reinstated into this position. There is no backlog of CDR Forms, due to two summer employees, assisting in Court Disposition Reporting.
2. Training Seminars have been cut in many agencies due to lack of funds to cover the expense. The proper completion and distribution of CDR Forms was presented to the Raleigh County Training Academy, Prosecuting Attorneys' Association, Circuit Clerks' Association, State Police Cadet Class, Basic Officer Training and Supervisory Inservice for county and city officers. This training has resulted in few mistakes being made by the arresting officer and fewer forms being returned to the arresting agency. A request was made to the State Supreme Court to speak to the Seminars held for magistrates, magistrate assistants and magistrate clerks. This request was denied.

I. STATISTICAL REPORT FOR THE CRIMINAL RECORDS DIVISION

A. Total Fingerprint Cards Received	39,490
1. Criminal Fingerprint Cards Received	39,259
a. State Police	12,967
b. Other Law Enforcement Agencies	26,292
2. Applicant Fingerprint Cards Received from Industry	231
B. Total Fingerprint Cards on File	1,387,570
1. Criminal Fingerprints on File	1,176,542
2. Applicant Fingerprints on File	211,028
C. Persons Identified by Fingerprints As Having Previous Criminal Records	19,782
D. Total Criminal Investigation Reports Received	6,929

II. COURT DISPOSITION REPORTING SECTION

A. Total Final Disposition Posted	36,130
-----------------------------------	--------

DATA PROCESSING UNIT

DATA PROCESSING UNIT

The purpose of the Data Processing Unit is to provide data processing support to the West Virginia State Police.

The Data Processing Unit is responsible for the maintenance of computer programs which control the West Virginia Automated Police Network (WEAPON) computer. The WEAPON System provides access to the state driver and vehicle registration files, to the National Crime Information Center (NCIC) databases, and to the National Law Enforcement Telecommunications System (NLETS) communication network. The Data Processing Staff must assure the WEAPON System remains in compliance with these computer systems by making necessary modifications. Also other changes are made to enhance the system for our seventy-eight (78) user terminals located in city, county, federal and state law enforcement agencies throughout the State.

The Data Processing Unit provides programming support for various sections of the Division having computer requirements. Information is entered on-line by our Data Entry Staff thus allowing various inquiries and report generation. Statistical information on arrests, investigations, and fingerprint cards submitted by other agencies are maintained for various report requirements. Members work activity is maintained for report generation and calculation of productivity ratio used for career progression. All annual and sick leave accrued and taken by Division employees are maintained and the associated reports are produced. Various financial reports are produced dealing with Division employee's payroll records. All Uniform Crime Reporting and Domestic Violence forms are processed monthly for compilation of Semi-Annual and Annual reports. A database is maintained on all Division employees; this personnel profile database allows for on-line inquiry, updates, and numerous reports.

The Data Processing Staff provides support to several sections in the Division using personal computers. This involves evaluating software packages, maintenance, modifications, and system administrator functions.

ACCOMPLISHMENTS

1. A contract was awarded for the new WEAPON System hardware and software. Implementation of the new

system has started.

2. Installation of a personal computer network was completed connecting the data processing, accounting, and personnel sections.
3. Systems which were ran on the WEAPON backup computer have been moved to the new network. These PC based systems allow for easier entry and more timely report generation. They include:
 - A. Leaves
 - B. Arrests
 - C. Investigations
 - D. Guns
 - E. Personnel Profile
4. New systems have been designed and implemented on the new network. These systems include menus, screens, and reports. They include:
 - A. Payroll Ledger
 - B. Death Disability Retirement
 - C. Teletype Statistics
 - D. WEAPON Terminal Operators
 - E. Car Wash Statistics
5. Technical assistance was provided to the Traffic Section in writing a request for proposal, bid evaluation and contract award for the Automated Driver License Testing Systems installed in Moundsville and South Charleston.
6. Data for the Uniform Crime Report (UCR) 1989 Annual and 1990 Semi-Annual was compiled and forwarded to the UCR Section.
7. W2P Forms were produced for retired members of the Division and a magnetic tape with W2P information was produced and forwarded to the Internal Revenue Service.
8. Technical assistance was provided to the Records Section in writing a letter of solicitation, bid evaluation and contract award for a study of Automated Criminal Records.
9. The terminal located at the Ceredo Police Department was removed from the WEAPON System.
10. The WEAPON System was changed to allow the U. S.

Probation Office terminal to pass thru to NLETS..

11. Monongalia Emergency Centralized Communications Agency was changed to allow inquiry only into NCIC.

GOALS

1. Complete the installation of the new WEAPON System.
2. Implement Computerized Criminal Histories.
3. Convert all remaining data systems used on the backup WEAPON computer to the local area network.
4. Provide assistance in automating manual functions throughout the Division.

FORENSIC CRIME LABORATORY SECTION

FORENSIC CRIME LABORATORY

OVERVIEW:

The Forensic Crime Laboratory of the West Virginia State Police is a Division of Support Services.

The Laboratory Division is commanded by a Laboratory Director who reports to the Officer-in-Charge of the Support Services.

The Forensic Laboratory offers a broad range of police services to agencies of the criminal justice community.

LABORATORY DIVISION

The Forensic Crime Laboratory of the Criminal Identification Bureau was organized in 1935. The Laboratory is staffed by expert criminalists who are qualified through education and experience to testify in state and federal courts.

The Forensic Laboratory consists of eight (8) operating sections with a Supervisor in charge of each.

These are:

1. Questioned Documents
2. Firearms and Toolmark Identification
3. Latent Fingerprint and Footwear Identification
4. Photography
5. Serology
6. Toxicology
7. Drug Analysis
8. Trace Evidence

Scientific examinations and follow-up expert testimony in courts of law are offered, without charge, to all law enforcement agencies operating in the state. Examinations are conducted only in connection with a crime in support of a criminal investigation, or in the interest of public safety.

ACCOMPLISHMENTS:

1. Training in specialized forensic science courses was received by members of the Forensic Laboratory Division.
 - A. Members in the Trace Evidence Section attended the following educational courses:
 1. Three members attended the FBI Academy Symposium on Trace Evidence at Quantico, Virginia.
 2. One member attended the FBI Academy on Explosive Residues at Quantico, Virginia.
 3. One member attended an Alcohol Tobacco and Firearms Arson course at Harrisburg, Pennsylvania.
 4. One member attended a fall meeting of Southern Association of Forensic Scientist in Jacksonville, Florida.
 5. One member attended a fall meeting of Midwest Association of Forensic Scientist in Indianapolis, Indiana.
 6. One member attended a spring meeting of Northwest Association of Forensic Scientist in Alaska by invitation and gave a scientific presentation.
 7. One member attended an Introduction to Team-up at IPTM in Jacksonville, Florida.
 - B. Members of the Questioned Document Section have attained the following:
 1. Both members participated in a Fraudulent Document Workshop in Indianapolis, Indiana.
 2. One member participated in the American Academy of Forensic Sciences Professional meeting in Anaheim, California.

- C. Members of the Toxicology Section attended the following educational courses:
1. Two members attended the International Association for Chemical Testing in Little Rock Arkansas.
 2. Two members attended a Northwestern Traffic Instructor School in Chicago, Illinois.
 3. One member attended a DWI Instructor Course at IPTM in Jacksonville, Florida.
 4. One member attended the Second Annual Symposium on Alcohol and Drugs in Jacksonville, Florida.
 5. One member attended a Fitness Instructor School at the Ohio Peace Officers Academy in London, Ohio.
 6. One member attended a Fitness Instructor Certification course at Northwestern University in Chicago, Illinois.
- D. Members in the Drug Identification Section attended the following educational courses:
1. Two attended FTIR operators school in Madison, Wisconsin.
 2. One attended a course on Chromatographic Methods of Analysis in Forensic Science held at the FBI Academy, Quantico, Virginia.
 3. Two attended MAAFS meeting in Bethesda, Maryland and are in the process of becoming members.
 4. One attended MAFS meeting in Indianapolis, Indiana.
 5. Two attended SAFS meeting in Jacksonville, Florida.
 6. One attended the AAFS meeting in Anaheim, California.

- E. A member in the Firearms Section attended the following educational courses:
1. 1991 Association of Firearms and Toolmark Examiner's Seminar in Houston, Texas.
- F. A member in the Latent Print Section attended the following educational course:
1. One member attended the Chesapeake Bay Division IAI Educational Fall conference.
- G. Members in the Serology Section attended the following educational courses:
1. One member attended the Isoelectric Focusing School in Denver, Colorado.
 2. One member attended the Microplate Techniques School in Denver, Colorado.
- H. A civilian in the Photography Section attended the following educational course:
1. Attended one week Printer Process school conducted by Noritsu in Fairfield, New Jersey.
2. Laboratory reports have been computerized for better efficiency and statistical information.
 3. The Drug Section initiated blind proficiency and in-house proficiency testing programs with successful results.
 4. Laboratory Sections have successfully participated in proficiency testing given by the Forensic Sciences Foundation, the United States Department of Transportation, and in-house proficiency testing.
 5. The Serology Section has received one new member.

6. The Document Section completed a Procedural manual and a Training manual.
7. Eliminated excess paperwork by going totally to computerization.
8. The Federal Grant on our Fourier Transform Infrared Spectrometer is finished and the system is operating well.
9. The new Federal Grant of \$446,000 has been allocated and the equipment is currently in use analyzing cases.
10. The Drug Section is now analyzing steroids.
11. The Serology Section has received additional space for their new DNA laboratory.
12. The Photography Section has purchased and installed new equipment.
13. The Forensic Laboratory Director participated in the 19th Annual Symposium on Crime Laboratory Development and obtained membership in the American Society of Crime Laboratory Directors (ASCLD).

GOALS:

1. To obtain membership and certification, if applicable, for all members of the Forensic Laboratory Division in their respective disciplines.
2. Purchase laboratory equipment to achieve state of the art instrumentation for all scientific testing.
3. Continue receiving specialized training for all laboratory personnel to become proficient in all areas of Forensic Science.
4. Improve safety standards in the laboratory.
5. Continue in-house training and proficiency testing in all sections.
6. Obtain training and equipment for DNA Analysis and fully implement DNA testing in our laboratory during this year.

7. To attend schools and classes on new techniques and instrumentation to stay up-to-date with new developments.
8. Prepare all sections for Laboratory Accreditation.
9. Continue to work on Laboratory space expansion.
10. All sections to prepare training and procedure manuals.
11. To hire and train additional personnel in the laboratory.
12. To begin performing drug screens on blood and urine samples.
13. To add the DFO processing method for processing papers for latent prints.
14. Train current personnel in DNA techniques.
15. To develop a library for the Forensic Laboratory.

STATISTICAL REPORT FOR THE FORENSIC CRIME LABORATORY DIVISION

A. DRUGS SECTION

Total Cases	2908
a. Items submitted	3675
b. Examination	7770
c. Tests	29,332
d. Subpoenas answered	143
e. Total Hours in Court	1230.5

B. TRACE EVIDENCE SECTION

Total Cases	565
a. Items submitted	1,457
b. Examination	1,450
c. Tests	9,189
d. Subpoenas Answered	36
e. Total Hours in Court	311.5

C. SEROLOGY SECTION

Total Cases	760
a. Items submitted	6,372
b. Examination	6,372
c. Tests	27,860
d. Subpoenas Answered	51
e. Total Hours in Court	525.5

D. TOXICOLOGY SECTION

Total Cases	654
a. Examination	1,089
b. Blood Alcohol	239
c. Illegal Alcohol	
d. Subpoenas Answered	99
e. Total Hours in Court	590

E. DOCUMENT SECTION

Total Cases	471
a. State Police	161
b. Other Law Enforcement Agencies	310
c. Total Examinations Performed	7,646
d. Examinations Conclusive	4,390
e. Subpoenas Answered	13
f. Total Hours in Court	117.5

F. FIREARMS/TOOLMARKS SECTION

1. FIREARMS IDENTIFICATION

Total Cases	190
a. State Police	56
b. Other Law Enforcement Agencies	134
c. Weapons Examined	179
d. Bullets Examined	450
e. Cartridge Cases	883
f. Clothing and Other	155
g. Positive Identifications	165
h. Negative Identifications	8
i. Cases Inconclusive	18
j. Total Hours in Court	269.5

2. TOOLMARKS IDENTIFICATION

Total Cases	62
a. State Police	18
b. Other Law Enforcement Agencies	44
c. Toolmarks Examinations	430
d. Articles Examined	411
e. Positive Identifications	20
f. Negative Identifications	16
g. Cases Inconclusive	26
h. Total Hours in Court	0

G. LATENT PRINT SECTION

1. LATENT FINGERPRINT IDENTIFICATION

a. Total Cases	1,098
b. State Police	451
c. Other Law Enforcement Agencies	647
d. Latent Prints Examined	1,378
e. Latent Prints Identified	578
f. Suspects Fingerprints Compared	764
g. Suspects Identified by Latent Prints	131
h. Articles Examined for Latent Prints	3,134
i. Field Trips Made for Processing Latent Print	13
j. Total Hours in Court	380.5

2. FOOTWEAR IDENTIFICATION

a. Total Cases	31
b. State Police	5
c. Other Law Enforcement Agencies	26
d. Shoes Compared	51
e. Impressions Compared	62
f. Positive Identifications	0
g. Impressions Unidentified	62

H. PHOTOGRAPHY SECTION

1. Negatives Processed	140,280
a. State Police	126,560
b. Other Law Enforcement Agencies	13,720

2.	Prints Made	264,555
	a. State Police	255,510
	b. Other Law Enforcement Agencies	9,045
3.	Film Received (rolls)	7,153
	a. State Police	6,404
	b. Other Law Enforcement Agencies	749
4.	Photos Taken by Laboratory Staff	1,979
5.	Camera/Flash Repairs	7

PERSONNEL SECTION

PERSONNEL DIVISION

The Personnel Division is the personnel management agency for the West Virginia State Police. The Personnel Division is responsible to the Superintendent for recruitment, evaluation, assignment, promotion and retirement of personnel resources. It is charged with the administration of personnel records, reports and surveys, and equal employment opportunity programs.

ACCOMPLISHMENTS:

REACH, an Employee Assistance Program, was coordinated through the Personnel Division and began in February. REACH is designed to provide counseling services to employees and their immediate families.

Turnover in civilian personnel resulted in one retirement, 23 resignations/terminations/lay offs, 11 new hires, 6 reinstatements, and the employment of 26 temporary employees. A total of 4 civilian promotions, 7 reclassifications, 23 salary adjustments and 13 transfers were made throughout the fiscal year.

An Annual In-Service Grade Card was developed in cooperation with the State Police Academy.

Recruiting endeavors continued and a minority recruiting team was developed to enhance Affirmative Action policies.

Civilian employees submitted position descriptions to initiate the development of job descriptions.

GOALS:

Continue recruiting efforts through participation in career programs with emphasis on the attraction of qualified minority and female applicants and veterans.

Continue Accident/Incident Severity Rate Program.

Continue job posting procedure to announce civilian vacancies.

Revise civilian performance evaluations.

GOALS (continued)

Continue working with the West Virginia Department of Administration, Division of Personnel, in the development of civilian job descriptions.

Develop an employee handbook.

Disseminate Equal Employment Opportunity and Affirmative Action Guidelines to all employees.

Develop an orientation program outlining options available for potential retirees which will include insurance, leave benefits and resume assistance.

Work in conjunction with the Data Processing and Accounting Divisions to develop a computerized personnel system to link payroll and other personnel related functions.

STATISTICAL REPORT:

I.	TOTAL FUNDED POSITIONS	513
II.	ACTUAL MANPOWER 07/01/90	518
III.	ACTUAL MANPOWER 06/30/91	491
IV.	ENLISTMENTS	0
V.	RE-ENLISTMENTS	2
VI.	RESIGNATIONS	3
	Senior Troopers (2)	
	Second Lieutenants (1)	
VII.	RETIREMENTS	24
	Troopers First Class (1)	
	Corporals (6)	
	Sergeants (9)	
	First Sergeants (4)	
	Second Lieutenants (2)	
	First Lieutenants (1)	
	Majors (1)	
VIII.	MEMBERS KILLED IN THE LINE OF DUTY	0
IX.	MINORITIES	10
X.	FEMALES	10
XI.	TRANSFERS	88
XII.	PROMOTIONS	2
	Captains (2)	
XIII.	RANK REDUCTIONS	1
XIV.	DISMISSALS	2
XV.	RECLASSIFICATIONS	321

PROCUREMENT SECTION

PROCUREMENT DIVISION

The Procurement Division has the responsibility for the distribution of funds allocated for the purchase of supplies, equipment and services required to operate the Division of Public Safety in an effective manner. The Procurement Division puts forth every effort to ensure that supplies, equipment and services are of the highest quality available through Statewide Contracts or through bids submitted by reputable vendors who are registered to do business with the State of West Virginia.

The Procurement Division received 2,526 interdepartmental requisitions which resulted in the issue of 122 Purchase Orders totaling \$3,035,822.91. This total includes \$729,628.00 worth of vehicles purchased by this Agency; 328 State Contract purchases totaling \$630,562.28; Miscellaneous purchases totaling \$1,053,920.38 were made on 1,649 purchase vouchers.

Individual Issue Equipment purchases amounted to \$180,566.37. This was inclusive of hats, uniforms, shoes, etc.

During the 1990-1991 fiscal year the Construction Section of this Division completed several projects. These projects consisted of remodeling new offices for the Latent Prints Section and the new DNA Laboratory in Department Headquarters. Completion of the addition to the Keyser State Police Detachment which will house the Emergency 911 Center for Mineral County. Start of construction on the new Franklin Detachment.

Other projects completed by the Department include the installation of guardrails at the Princeton and Hinton State Police Detachments, paving the parking lots at the Ripley and Spencer Detachments and the State Police Academy. Repairs resulting from storm damage totaling \$300,000.00 were made at the State Police Academy.

The Printing Section of this Division processed 244 requisitions which resulted in 3,054,124 printed impressions. The Graphic Arts Section received 277 requisitions and completed 217 Department projects/displays for a total of 494 completed jobs.

TRAFFIC RECORDS SECTION

TRAFFIC RECORDS DIVISION

This division is a staff function of the West Virginia State Police. In this capacity, the Traffic Records Division collects reports for traffic accidents that have been investigated by our State Police Officers. These reports are indexed and made available to interested parties, such as insurance companies and persons involved in the accidents. Statistics are compiled from this accident information and utilized for traffic research.

It is imperative that the public be well informed concerning traffic laws. Each year, the legislature makes and amends the rules and regulations which govern the movement of traffic. For that reason, the Traffic Records Division provides both written and oral information to the public and specific civic groups on request.

The Traffic Records Division has full responsibility for the Fatal Accident Reporting System (FARS). The system contains descriptions in a standard format of each fatal accident reported. The format is designed to allow for approximately ninety (90) different data elements to be coded in order to characterize various attributes of the accident, vehicles, and persons involved. The specific data elements are modified slightly each year to conform to changing user needs, vehicle designs, and highway safety emphasis areas.

The Traffic Records Division is also responsible for the Commercial Driver Licensing Section which involves a written examination and the monitoring of road tests given to truck drivers. Since testing began in December 1989, more than 80,000 tests have been administered.

An additional function of the Traffic Records Division is the administering of driver license examinations to the general public. In 1990, uniformed members of the West Virginia State Police conducted written and behind-the-wheel tests throughout the state. These members were also involved in the process of photographing drivers to conform with the 1981 law requiring color photographs on all new and renewed operator's license. In 1990, a total of 342,140 photo licenses were issued. This figure consists of 327,036 regular driver licenses and 15,104 commercial driver licenses (CDL).

ACCIDENTS INVESTIGATED BY ALL POLICE DEPARTMENTS

	<u>1989</u>	<u>1990</u>
Fatal Accidents	406	407
Injury Accidents	18,402	18,138
Property Damage Accidents	36,706	34,756
Total Accidents	55,514	53,301
Killed	468	481
Injured	28,353	27,998

WEST VIRGINIA STATE POLICE

AUTOMOBILE FATALITIES, UNITED STATES, 1940-1990

1940.....	43,000	1957.....	38,500	1974.....	46,600
1941.....	40,000	1958.....	37,000	1975.....	45,600
1942.....	38,309	1959.....	37,800	1976.....	47,100
1943.....	23,820	1960.....	38,200	1977.....	49,200
1944.....	24,300	1961.....	38,000	1978.....	51,500
1945.....	28,600	1962.....	41,000	1979.....	51,900
1946.....	33,500	1963.....	43,600	1980.....	53,300
1947.....	32,300	1964.....	47,700	1981.....	50,700
1948.....	32,000	1965.....	49,000	1982.....	46,300
1949.....	21,500	1966.....	52,500	1983.....	44,300
1950.....	35,000	1967.....	53,000	1984.....	45,800
1951.....	37,300	1968.....	55,200	1985.....	45,700
1952.....	38,000	1969.....	56,400	1986.....	47,800
1953.....	38,300	1970.....	55,300	1987.....	48,800
1954.....	36,000	1971.....	55,000	1988.....	49,000
1955.....	38,300	1972.....	56,600	1989.....	47,000
1956.....	40,000	1973.....	55,600	1990.....	46,600

AUTOMOBILE FATALITIES, WEST VIRGINIA, 1940-1990

1940.....	391	1957.....	479	1974.....	449
1941.....	459	1958.....	387	1975.....	486
1942.....	346	1959.....	399	1976.....	497
1943.....	232	1960.....	359	1977.....	528
1944.....	263	1961.....	372	1978.....	467
1945.....	307	1962.....	427	1979.....	533
1946.....	365	1963.....	434	1980.....	539
1947.....	388	1964.....	367	1981.....	439
1948.....	406	1965.....	484	1982.....	455
1949.....	356	1966.....	517	1983.....	428
1950.....	370	1967.....	587	1984.....	438
1951.....	365	1968.....	520	1985.....	420
1952.....	406	1969.....	538	1986.....	440
1953.....	446	1970.....	551	1987.....	471
1954.....	350	1971.....	509	1988.....	460
1955.....	368	1972.....	535	1989.....	468
1956.....	438	1973.....	478	1990.....	471

HIGHWAY FATALITIES BY COUNTIES

<u>COUNTIES</u>	<u>1989</u>	<u>1990</u>	<u>COUNTIES</u>	<u>1989</u>	<u>1990</u>
BARBOUR	0	3	MINGO	13	9
BERKELEY	15	25	MONONGALIA	17	21
BOONE	10	4	MONROE	5	5
BRAXTON	2	18	MORGAN	9	3
BROOKE	1	5	MCDOWELL	11	4
CABELL	16	13	NICHOLAS	15	13
CALHOUN	6	4	OHIO	10	10
CLAY	5	4	PENDLETON	4	7
DODDRIDGE	2	6	PLEASANTS	1	0
FAYETTE	10	10	POCAHONTAS	1	1
GILMER	2	2	PRESTON	18	9
GRANT	3	11	PUTNAM	17	7
GREENBRIER	7	7	RALEIGH	12	18
HAMPSHIRE	14	12	RANDOLPH	7	7
HANCOCK	4	7	RITCHIE	4	5
HARDY	7	6	ROANE	5	4
HARRISON	16	9	SUMMERS	3	3
JACKSON	13	11	TAYLOR	3	5
JEFFERSON	13	9	TUCKER	3	0
KANAWHA	54	62	TYLER	2	2
LEWIS	4	1	UPSHUR	4	1
LINCOLN	4	3	WAYNE	13	7
LOGAN	10	17	WEBSTER	3	5
MARION	7	11	WETZEL	0	3
MARSHALL	3	4	WIRT	2	2
MASON	9	9	WOOD	11	17
MERCER	26	28	WYOMING	8	7
MINERAL	4	5			
			TOTALS	468	481

WEST VIRGINIA TRAFFIC FATALITIES BY MONTH AND YEAR

(Ten Year Period)

YEAR	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOT	MILE RATE
1980	37	21	29	42	48	57	52	77	44	41	45	46	539	5.1
1981	31	31	37	43	28	38	49	44	44	36	26	32	439	4.2
1982	32	33	34	38	47	39	43	38	33	51	37	30	455	4.2
1983	27	29	31	29	22	43	55	50	42	34	32	34	428	3.8
1984	29	18	41	15	51	55	40	36	37	44	33	39	438	3.7
1985	23	26	31	32	43	41	39	44	32	39	44	26	420	3.4
1986	31	34	27	35	38	37	35	48	43	34	39	39	440	3.5
1987	21	30	47	32	47	27	54	55	44	50	38	26	471	3.6
1988	45	34	40	28	31	42	35	34	49	47	33	42	460	3.3
1989	41	37	41	37	28	38	39	43	52	39	43	30	468	3.2
1990	22	36	28	33	44	40	45	52	41	53	38	49	481	3.2

WEST VIRGINIA TRAFFIC SUMMARY

Calendar Year

	<u>1989</u>	<u>1990</u>
MILES TRAVELED	14,545,112,000	15,123,458,000
CHANGE IN MILES	587,856,000	578,346,000
CHANGE IN MILES TRAVELED	+4.2%	+4.0%
FATAL ACCIDENTS	406	407
TRAFFIC DEATHS	468	481
CHANGE IN TRAFFIC DEATHS	8	13
CHANGE IN PERCENT	+1.7%	+2.8%
MILE RATE	3.2*	3.2*
CHANGE IN MILE RATE	+3.0%	0%
POPULATION RATE	24.0**	24.7**
CHANGE IN POPULATION	+1.7%	+2.9%
FATAL ACCIDENT RATE	2.8***	2.7***
CHANGE IN FATAL ACCIDENT RATE	0%	-3.6%

*Mile Rate - Number traffic deaths per 100 million miles traveled.

**Population Rate - Number traffic deaths per 100 thousand population.

***Fatal Accident Rate - Number fatal traffic accidents per 100 million miles traveled.

TRAFFIC FATALITIES BY CITIES

GROUP "A" - CITIES HAVING 20,000 POPULATION AND OVER

	<u>POPULATION</u>	<u>CALENDAR</u>
CHARLESTON	63,968	6
HUNTINGTON	63,684	4
WHEELING	43,070	6
PARKERSBURG	39,967	7
MORGANTOWN	27,605	0
WEIRTON	24,736	0
FAIRMONT	23,863	1
CLARKSBURG	22,371	0
BECKLEY	20,492	1

GROUP "B" - CITIES HAVING 10,000 TO 20,000 POPULATION

BLUEFIELD	16,060	4
SOUTH CHARLESTON	15,968	1
MARTINSBURG	13,063	0
MOUNDSVILLE	12,419	0
ST. ALBANS	12,402	3
VIENNA	11,618	0

GROUP "C" - CITIES HAVING 7,000 TO 10,000 POPULATION

DUNBAR	9,285	2
ELKINS	8,536	0
NITRO	8,074	1
PRINCETON	7,493	0
OAK HILL	7,120	0
NEW MARTINSVILLE	7,109	0

GROUP "D" - CITIES HAVING 5,000 TO 7,000 POPULATION

GRAFTON	6,845	2
BUCKHANNON	6,820	2
BRIDGEPORT	6,604	0
KEYSER	6,569	0
WESTON	6,250	1
PT. PLEASANT	5,682	0
WILLIAMSON	5,219	0

OPERATOR'S EXAMINATIONS

Calendar Year

	<u>1989</u>	<u>1990</u>
NUMBER PASSED	30,784	33,417
NUMBER VALIDATED	57,886	67,055
NUMBER FAILED	61,195	61,108
TOTALS	149,865	161,580

REASONS FOR FAILURE

	<u>1989</u>	<u>1990</u>
WRITTEN	50,373	51,479
OPERATION	8,423	7,394
MOTOR VEHICLE EQUIPMENT	1,815	1,198
PHYSICAL DEFECT	584	1,037
TOTALS	61,195	61,108

MOTOR VEHICLE INSPECTION

The West Virginia Motor Vehicle Inspection Program is administered by the Traffic Records Division of the West Virginia State Police. It is a creation of State Legislation which was designed to prevent accidents due to mechanical defects and to achieve increased safety in motor vehicles through the use of control and procedures.

The majority of West Virginia residents favor having an inspection program. The most important perceived benefit viewed by the public is the awareness of the condition of vehicles, especially in our current era of gas and go where little attention is given to needed repairs.

Past surveys have indicated that vehicle-related deficiencies were identified as having a probable involvement either causative or severity increasing factors in not less than 14% of accidents investigated.

The West Virginia Motor Vehicle Inspection Program consists of an annual inspection of all registered vehicles in this state. This annual inspection exists of a close evaluation of brakes, exhaust, steering, and other mechanical aspects of a motor vehicle. The cost per vehicle inspected is \$7.36 which includes headlight adjustments at no cost to the vehicle owner.

While imposing the responsibility and duty of annual inspection upon the motoring public, the West Virginia Inspection Program has also assumed certain obligations to the motorists. In particular, it assumes the normal obligations to ensure the program is responsive to public complaints and that it does, in fact, meet its stated objective of promoting public safety and welfare by eliminating mechanical defects in motor vehicles.

STATISTICS FOR MVI IN WEST VIRGINIA

July 1, 1990 through June 30, 1991

Total Vehicles Inspected	1,137,205
Total Cost of Repairs, Adjustments, or Replacements	\$8,403,985.73
Average Cost Per Vehicle Inspected	7.39
Total Vehicles Rejected	16,862
Total Inspection Stations	1,873
Total Registered Inspector Mechanics	10,091
New Stations Licensed	142
Stations Voluntarily Cancelled	123
Stations Suspended	12
Inspector Mechanics Suspended	5

REPAIRS, ADJUSTMENTS OR REPLACEMENTS

MADE TO VEHICLES INSPECTED

Horns	2,506
Wipers	8,516
Mirrors	3,076
Brakes	29,796
Body	3,683
Steering	10,668
Exhaust System	23,404
Lights	91,788
Safety Glass	2,861
Tires	13,374
CORRECTED VEHICLES	189,672

TRAFFIC RECORDS DIVISION

ACCOMPLISHMENTS

1. Computerized the Driver Testing Centers at Moundsville and South Charleston.

2. Began development of policy and procedures governing enforcement of the Commercial Drivers License.

3. Began development of motorcycle licensing provisions, i.e., written and driving examinations, instructor qualifications, etc.

TRAFFIC RECORDS DIVISION

GOALS AND OBJECTIVES

1. Fully automate South Charleston Driver Testing Center for immediate issue of required documents.
2. Computerize the Commercial Drivers License Regional Offices.
3. Complete Official Motor Vehicle Inspection Manual update.
4. Continue development of policy and procedures governing enforcement of the Commercial Drivers License.
5. Continue development of motorcycle licensing provisions, i.e., written and driving examinations, instructor qualifications, etc.
6. Continue administering the Commercial Drivers License written examinations to West Virginia truck drivers.

FIELD OPERATIONS

FIELD OPERATIONS

The Field Operations Division is the operational arm of the West Virginia State Police. It is the largest division within the Department of Public Safety and, as its name denotes, its mission is service to the public. The personnel of this Division render all types of police service to the citizens of West Virginia on a day-to-day basis by way of five (5) Field Companies, which are made up of twenty (20) Districts, consisting of sixty (60) detachments. The men and women of this division perform the work for which the Department of Public Safety was formed.

Company "A", with headquarters in Harrison County, consists of the following seventeen (17) counties in the northwestern section of the State: Hancock, Brooke, Ohio, Marshall, Wetzell, Marion, Monongalia, Preston, Tyler, Pleasants, Ritchie, Doddridge, Harrison, Gilmer, Braxton, Lewis and Taylor.

Company "B", with headquarters in Kanawha County, consists of the following thirteen (13) counties in the western section of the State: Wood, Wirt, Calhoun, Jackson, Roane, Clay, Mason, Putnam, Kanawha, Cabell, Lincoln, Boone and Wayne.

Company "C", with headquarters in Randolph County, consists of the following fourteen (14) counties in the eastern section of the State: Barbour, Upshur, Webster, Tucker, Randolph, Pocahontas, Pendleton, Grant, Mineral, Hardy, Hampshire, Morgan, Berkeley and Jefferson.

Company "D", with headquarters in Raleigh County, consists of the following eleven (11) counties in the southern section of the State: Nicholas, Fayette, Greenbrier, Raleigh, Summers, Monroe, Wyoming, McDowell, Mercer, Logan and Mingo.

Company "E" is a field company whose responsibility is the traffic control of the West Virginia Parkways Authority and the interstate systems throughout West Virginia.

The Field Operations Division is responsible for conducting its operations in such a manner that the Department's mission to the people of West Virginia is fulfilled. With a multitude of competing needs always at hand, economy in the application of manpower and other resources is always a primary consideration of the Field Operations Division. Two major concerns are the prevention of crimes and traffic accidents. In addition, those crimes and accidents which do occur must be properly inves-

tigated, and prosecutions sought where appropriate. Necessary police services are provided at the various fairs and festivals which occur across the state, at athletic events, and at any other event where traffic control or the number of persons in attendance requires police protection. Natural and manmade disasters, labor disputes and prison riots are all occurrences which place a heavy burden upon the Department of Public Safety. In addition, the Field Operations Division performs a multitude of tasks in assisting the Division of Motor Vehicles, the Division of Highways and in providing all types of assistance to the public in general.

PUBLIC INFORMATION

In an effort to prevent crimes and promote highway safety, the Field Operations Division attempts to keep the public well informed. Programs concerning traffic safety, drug abuse, crime prevention and related topics are presented to interested groups. In addition, the Division offers the National Safety Council's Defensive Driving Course, which can remove three (3) points from an individual's operators license. A total of 1,102 programs were offered to 48,477 individuals during the past fiscal year:

(Programs/Attendance)

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>
DEFENSIVE DRIVING:	9/ 131	9/ 215	9/ 337	2/ 29
TRAFFIC SAFETY:	120/ 4,783	61/ 3,062	8/ 815	32/ 800
DRUG ABUSE:	120/ 4,811	193/ 8,062	65/ 4,122	102/ 5,313
CRIME PREVENTION:	81/ 4,646	63/ 1,344	8/ 505	67/ 2,625
OTHER:	<u>32/ 671</u>	<u>19/ 916</u>	<u>57/ 4,780</u>	<u>45/ 510</u>
TOTAL:	362/15,042	345/13,599	147/10,559	248/ 9,277

CRIME RATE

Although the crime rate increased slightly in 1990, West Virginia still has the lowest crime rate in the nation, as it has for the past 18 years. West Virginia's crime rate of 25.03 (reflected below) is still quite favorable when compared with a national average of 58.20:

Crimes per 1,000 population

1983	23.20
1984	22.88
1985	21.69
1986	22.84
1987	21.91
1988	22.37
1989	22.62
1990	25.03

The figures above represent a 10.7 percent increase in Class I crimes which include: murder, rape, robbery, felonious assault, breaking and entering, larceny and motor vehicle theft. This increase is consistent with the 1.4 percent increase in the national crime rate. West Virginia's extremely low crime rate speaks well for law enforcement efforts in the State, particularly when compared with the climate elsewhere in the nation.

CRIMINAL

Although all available means are utilized in attempting to prevent crimes from occurring, those which do occur must be properly investigated. These investigations include crimes against persons, crimes against property, crimes against the state, fraud and many others. Field Operations personnel perform a wide range of tasks when investigating criminal complaints. A thorough investigation may include: interviewing the victim and witnesses, taking photographs, securing physical evidence, dusting for fingerprints, making plaster casts of latent impressions, securing blood, hair and other samples, having polygraph tests conducted, securing and serving search warrants and arrest warrants and interrogating suspects. All phases of each criminal investigation are reduced to a criminal investigation report with successful prosecution of the perpetrator being the objective.

Members of the Field Operations Division submitted, 16,280 Criminal Investigation Reports during the past fiscal year:

<u>CO. "A"</u>	<u>CO. "B"</u>	<u>CO. "C"</u>	<u>CO. "D"</u>	<u>CO. "E"</u>
3,609	3,946	4,397	4,266	62

Criminal investigations during the past year resulted in 6,181 felony arrests and 12,703 misdemeanor arrests:

	<u>FELONY</u>	<u>MISDEMEANOR</u>
Co. "A"	864	2,242
Co. "B"	2,219	4,441
Co. "C"	1,023	2,374
Co. "D"	2,013	3,275
Co. "E"	62	371

Another important aspect of criminal investigation is the recovery of stolen property so that it may be returned to innocent victims. During the past fiscal year, members of the Field Operations Division recovered stolen property valued at \$4,102,914. Of this amount, \$3,146,863 represents the value of 701 stolen motor vehicles which were recovered.

	<u>STOLEN VEHICLES RECOVERED</u>	<u>VALUE OF STOLEN VEHICLES RECOVERED</u>	<u>VALUE OF OTHER PROPERTY RECOVERED</u>
Co. "A"	144	\$ 710,234	\$ 115,385
Co. "B"	232	\$1,030,197	\$ 266,860
Co. "C"	120	\$ 545,950	\$ 175,116
Co. "D"	184	\$ 749,650	\$ 380,661
Co. "E"	21	\$ 119,832	\$ 18,029

In pursuing the activities enumerated above, the Field Operations Division expended a total of 223,745 man hours on criminal investigations, not including following-up time consumed by judicial proceedings:

Co. "A"	49,080
Co. "B"	62,897
Co. "C"	51,052
Co. "D"	60,444
Co. "E"	272

BUREAU OF CRIMINAL INVESTIGATIONS

On March 28, 1991, the Criminal Investigative Section of the West Virginia State Police was dissolved and the Bureau of Criminal Investigations (BCI) became the main organized investigative agency of the West Virginia State Police.

The objective of the reorganization was to bring all narcotics officers, public corruption investigators, and other major crime investigators under one pure investigative structure.

All BCI investigators are commanded by one Captain. A Deputy Commander is charged with inter-agency liaison, news media relations, security, and in the absence of the Commander is acting Commander.

A support staff consists of Grant Forfeiture Officer, Computer Systems Officer, Equipment/Fleet Officer, and Marijuana Eradication Officer.

Directly under the Commander, within the chain of command, are four Regional Coordinators who have responsibilities over the four Regions of the State.

The rest of the investigative troop consists of Senior Investigators and Investigators who are assigned to investigative teams within a Region.

Criminal intelligence, whether gathered within the State of West Virginia or anywhere else in the World, is committed to BCI's computer system and retrievable by any BCI investigator at anytime.

BCI is a newly formed organization and the beginning of a new era of investigative professionalism and enhanced proficiency within the State of West Virginia. The following is a list of some of the accomplishments made by CIS/BCI for the past fiscal year:

MARIJUANA ERADICATION

BCI is continuing its cooperative effort with the Federal Government and the National Guard into the detection and eradication of marijuana fields within West Virginia. Since the formation of BCI, we have also begun joint operations with the National Guard into covert investigations of growers so that arrest can be made in conjunction with the destruction of the illegal fields.

Twenty-five thousand and ninety-five (25,095) cannabis plants were seized and destroyed at two hundred twenty-one (221) makeshift gardens. Sixty-seven percent (67%) of the cultivated cannabis plants were of the high TCH content or "Sinsemilla" type plant. These gardens were found in all twenty (20) of the State's twenty (20) State Police Districts.

According to the current street prices in West Virginia, the total value of marijuana taken off of the streets of West Virgin-

ia and elsewhere as a result of this program is One Hundred Seventeen Million, One Hundred Sixty-two Thousand Dollars (\$117,162,000.00). The efforts already in progress for the 1991-1992 season is showing a dramatic increase. This is due to increased public awareness programs, grant allocations for equipment, reorganization of BCI, and the help, cooperation, and professionalism of the National Guard.

REGION A

1. In July, 1990, Paul Hankish, notorious crime boss of northern West Virginia, was convicted in Federal Court on RICO and various other Federal narcotics, gambling and organized crime activities, and was sentenced to thirty-three and one-half (33 1/2) years in prison. Along with Mr. Hankish, twelve (12) other persons involved in Mr. Hankish's organization were also either convicted or pled guilty to racketeering type charges. This organization operated in the Wheeling area, and also involved eastern Ohio, western Pennsylvania and southern Florida. This conviction concluded a six-year investigation, in which CIS and BCI played a major role.

2. In May, 1991, William Braham and Wilda Mae Adams were convicted of several charges involving a large scale stolen property and heavy equipment organization that operated in the north central West Virginia, southwest Pennsylvania and eastern Ohio regions of the United States. Braham and Adams are now awaiting sentencing.

3. In the fall of 1990, William "Wink" Longenette and several persons involved in his organization were arrested on cocaine distribution and importation charges. Longenette was responsible for distributing approximately three (3) kilos per month of cocaine for the past two years. This organization operated in the Wheeling, Martins Ferry, Ohio, and southern Florida areas.

4. Through the fall and winter of 1990/1991, units of the Region A BCI worked on a large scale Federal operation involving poker machines. On June 6, 1991, approximately ninety (90) Federal search warrants were served, and a large quantity of evidence and cash was seized, including one hundred forty-four (144) draw poker machines, approximately One Hundred Thirty Thousand Dollars (\$130,000.00) in cash, and approximately One Hundred Thousand Dollars (\$100,000.00) in Certificates of Deposit. The targets of this investigation were Dobkin Brother Amusement of Wheeling, Tri-Area Vending of Weirton, and Bob

Logan, a machine operator from East Liverpool, Ohio, who distributed machines in the northern panhandle of West Virginia.

5. Throughout the fall and winter of 1991, units from BCI, in conjunction with the Lewis County Sheriff's Department, conducted an undercover investigation in the Lewis County area involving a methamphetamine laboratory, distribution of cocaine, methamphetamine and marijuana. This investigation led to the arrest of fifteen (15) people from the Lewis County area.

6. In April, 1991, twenty-nine (29) defendants were arrested in the Morgantown, West Virginia area on charges relating to the distribution of LSD, Cocaine, Marijuana, and Mushrooms. This investigation conducted by units of BCI and Morgantown Police Department dealt mainly with the student population at West Virginia University. There has also been several arrests made in the university community involving large scale marijuana dealers and these subjects are currently scheduled for trial in Federal Court in Wheeling, West Virginia.

7. In June, 1991, units from BCI, along with Morgantown Police Department, investigated and arrested David Zackary, who operated a methamphetamine laboratory in Westover, Tunnelton, and Sabraton, West Virginia. Mr. Zackary is now under indictment for manufacturing of methamphetamine.

8. In the spring of 1991, units from BCI, Wheeling P.D. and Weirton P.D. arrested four (4) subjects, namely Walter "YAP" Harmon and John "Pete" Gump, Janice Gump and Freddie Joe Blake. These subjects had been distributing large amounts of marijuana in the Marshall County/Ohio County area of West Virginia for the past four years. During the major portion of this time, this organization was responsible for the distribution of approximately thirty to forty (30-40) pounds of marijuana per month.

9. During late 1990, a large scale marijuana distribution ring involving Chris Harbert, Tim Kirby and David Romano came to a close. This organization was importing hundreds of pounds of marijuana into the Morgantown, West Virginia area. This organization reached into areas of Mexico, California and Arizona. Harbert and Kirby have pled guilty to continuing criminal enterprise violations and Mr. Romano has pled guilty to marijuana conspiracy charges. There have been several spinoff investigations resulting from this investigation that are continuing at this time.

10. In August, 1990, a search warrant was served at the residence of Roger Belknap near Sutton, West Virginia. Roger

Belknap is a major indoor marijuana grower and a member of many organizations for legalization of marijuana. Mr. Belknap has ties to senior members of the High Times Magazine staff, as well as ranking members in such organizations as NORML, HEMP and FREEDOM FIGHTERS. Mr. Belknap's picture has appeared in High Times Magazine and he is currently in Holland reference his efforts to legalize and grow marijuana. Mr. Belknap was indicted in Federal court and this investigation is continuing.

REGION B

During the past fiscal year, Region B BCI has either initiated or been involved in approximately one hundred eleven (111) new criminal investigations. These include narcotic violations, money laundering, firearms violations and other criminal offenses. Our operatives have provided intelligence information and work hours to other respective BCI units, resulting in several seizures and subsequent forfeitures.

The Federal Drug Task Force, consisting of officers from the West Virginia State Police, Cabell County Sheriff's Office, Huntington Police Department and Barboursville Police Department, was created during this fiscal year and has achieved significant success. Forty (40) indictments were made in June on "Crack" Cocaine related charges.

The Parkersburg Narcotics Task Force continues to be effective in law enforcement in its respective region. Region B BCI continues to provide an operative as coordinator for the United States Attorney's Medical Review Task Force, which provides service for all of West Virginia.

For the year, in conjunction with the one hundred eleven (111) new criminal investigations, our units have made approximately three hundred (300) felony arrests and confiscated drugs valued at approximately Four Million Dollars (\$4,000,000.00).

REGION C

From July 1, 1990 to June 30, 1991, Region C BCI personnel accounted for one hundred seven (107) felony arrests, these arrests relating to controlled substance investigations, a sexual assault investigation, and an embezzlement investigation. The unit made sixty-one (61) controlled substance purchases in the amount of Thirty-three Thousand Four Hundred Forty Dollars (\$33,440.00) and twelve (12) controlled substance seizures valued

at Three Hundred Twenty-eight Thousand Three Hundred Sixty Dollars (\$328,360.00).

Region C BCI units prepared one hundred sixty-two (162) Intelligence Reports and one hundred thirty-five (135) Criminal Investigative Reports. The unit, from July 1990 to June 1991, logged more than one thousand sixty-one (1,061) court hours.

The following is a breakdown of some of the major cases:

1. A successful wiretap investigation with a 28-count indictment against three defendants. The case went to trial with all three defendants found guilty of 19 of the 28 counts. Forfeiture proceedings against two of the defendants' dwelling houses have been initiated.

2. BCI units along with Baltimore, MD DEA Task Force made a marijuana purchase of one hundred sixty-two (162) plants from a Moorefield, WV farmer. This farmer had been the subject of complaints from law enforcement officials in Washington, DC, Baltimore, MD, Ohio, Pennsylvania, and Virginia. The out-of-state agencies were complaining of this farmer supplying their local dealers. The farmer was indicted and has entered a plea agreement and is awaiting sentencing.

3. Region C BCI units were successful in the indictment of three (3) subjects operating a marijuana distribution operation out of south Berkeley County. Two of the three defendants are long time dealers within their area. Two of the three defendants have indicated they wish to enter a plea agreement.

4. Region C BCI units investigated an embezzlement at a supermarket which led to one hundred twenty-seven (127) counts. The suspect was identified and charged, however, the disposition is pending.

5. Region C BCI units investigated a cocaine and marijuana distribution center operating opposite a city street of an elementary school. Cocaine and marijuana buys were made from the main target. The main target and one additional associate have been indicted and are awaiting trial.

6. Region C BCI units assisted the West Virginia Board of Medicine in obtaining prescriptions from a doctor in the Romney area. This doctor has resigned and criminal charges are pending.

7. Region C BCI units along with the Charles Town Detachment were able to present information that led to the indictment

of two Prince William County, VA residents for crack cocaine and firearms violations. This case has assisted Prince William County Police in the identification and arrest of a crack cocaine dealer and furthered the investigation of multiple gun shop breaking and enterings in Virginia.

REGION D

1. Political corruption investigation that led to the guilty plea of Ex-Governor Arch A. Moore, Jr.
2. Combined operation with the IRS into money laundering by two large car dealers in Fayette and Kanawha Counties.
3. The conclusion of a large scale gambling operation that led to confiscation of money and automobiles.
4. The arrest of a Federal murder suspect in Bluefield that is scheduled for trial in September of 1991.
5. The arrest of a prominent motorcycle president and the complete liquidation of his assets.
6. A major drug and gun dealing operation involving illegal aliens and US citizens illegally purchasing firearms in West Virginia and taking them to New York and New Jersey and selling them for cocaine that was to be brought back and sold in West Virginia. This investigation resulted in over fifty (50) indictments.
7. A major long term drug dealer in Fayette County involving an ex-federal agent dealing in multiple kilos of drugs being imported into West Virginia.
8. The sentencing of three drug dealers in Raleigh County that have been dealing drugs, untouched, for over twenty years.
9. The arrest and 121-month sentence of a Fayette County resident whose indoor growing operation netted one thousand fifty-six (1,056) marijuana plants, the largest indoor growing operation to date in this State.
10. The arrest of a Summers County man involved in importing marijuana and methamphetamine from Texas which resulted in the confiscation of two methamphetamine labs.

TRAFFIC CONTROL

Another important mission of the Field Operations Division is insuring the safety of citizens traveling the highways of West Virginia. Routine road patrols are one tool utilized in securing compliance with West Virginia's Motor Vehicle Laws to the highest degree possible. During the past fiscal year, 140,321 man hours were expended on routine road patrols. Despite intensive efforts toward insuring safety on the State's highways, members of the Division investigated 11,155 motor vehicle accidents during the past fiscal year. Traffic accident investigations consumed the bulk of 89,504 man hours, which were expended on traffic related activities. Thorough traffic accident investigations often include the taking of photographs, the follow-up time examining vehicles and securing witnesses statements. Accident investigations serve two important functions. They form the basis for criminal charges which may be pressed against persons violating the law and offer protection to innocent parties who may become the object of civil action arising from a traffic accident.

Road patrols and accident investigations resulted in members of the Field Operations Division making 95,390 road law arrests during the past fiscal year. Of these, 63,613 were for hazardous moving violations upon the highways such as speeding, reckless driving, drunk driving, improper passing and the like. The remaining 31,777 arrests were for other road law violations, including violations relating to operator's licenses and motor vehicle registration laws. An important part of other road law arrests are those relating to violations of West Virginia's mandatory insurance law. These statistics are summarized below:

<u>CO.</u>	<u>ROAD PATROL MAN HOURS</u>	<u>TRAFFIC RELATED ACTIVITY MAN HOURS</u>	<u>ACCIDENT REPORTS</u>	<u>HMV ARRESTS</u>	<u>OTHER ROAD LAW ARRESTS</u>
"A"	30,544	21,283	2,294	11,625	6,887
"B"	28,716	14,938	2,367	11,100	9,364
"C"	20,581	16,630	3,373	8,703	5,908
"D"	25,613	13,870	2,537	8,554	5,439
"E"	34,867	11,783	584	23,631	4,179

While serious violations of West Virginia's Motor Vehicle Code require the issuance of a traffic citation, in many cases a warning from a member of the Field Operations Division is deemed sufficient considering the nature of the violation and circumstances involved. The issuance of Warning Citations (which result in no fine or operator's license points) is an important

tool in attempting to make West Virginia's roadways as safe as possible. During the past fiscal year, members of the Division issued 162,783 Warning Citations:

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>	<u>"E"</u>
H.M.V. WARNINGS:	14,034	19,728	13,197	7,083	14,778
OTHER WARNINGS:	22,258	26,551	13,958	15,757	15,439

The fact that warning citations issued exceed road law arrests by nearly a 2-1 margin, reflects the Division's philosophy in traffic law enforcement. Arrests are made to promote safety on the highways, not to generate revenues for the State.

Currently one of the most important phases of traffic law enforcement is the united effort by law enforcement agencies all over the State to get drunk drivers off the highways. During the past fiscal year, members of the Field Operations Division made 2,434 arrests for Driving While Under the Influence of Alcohol or Drugs:

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>	<u>"E"</u>
ARRESTS	501	507	643	598	185

These arrests are particularly costly in terms of man hours expended. Not only are the mechanics of drunk driving arrests very involved due to the complexity of the law relating to tests for blood alcohol concentration, but a single arrest often results in multiple hearings at which arresting officers are key witnesses. The criminal aspect of drunk driving arrests must be pursued through the proper channels in Magistrate court while the administrative aspect relating to operator's license revocations must be pursued before a hearing officer from the Department of Motor Vehicles. It is not uncommon for a single arrest to consume ten to twenty man hours when follow-up time at hearings is taken into account.

MOTOR VEHICLE INSPECTION

Another aspect of promoting highway safety is the West Virginia Motor Vehicle Inspection Program. Regular examinations of motor vehicles by certified inspector mechanics are intended to insure that unsafe vehicles are not operated upon the public streets and highways. Field Operations personnel have direct responsibility for supervision of this program. This includes both instruction and certification of inspector mechanics and

supervision of the operation of licensed inspection stations. Division personnel supervise 1,864 inspection stations and 6,208 inspector mechanics within the State of West Virginia:

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>
NUMBER OF INSPECTION STATIONS:	537	584	294	449
NUMBER OF INSPECTOR MECHANICS:	1,899	3,200	754	355
NUMBER OF INSPECTION STATION REPORTS:	2,341	1,882	1,813	2,146
MAN HOURS EXPENDED:	5,321	1,938	1,711	4,200
NUMBER OF PERSONNEL ASSIGNED:	3	3	2	3

OPERATOR'S LICENSES

The Field Operations Division provides support to the Division of Motor Vehicles by administering the Operator's License Examination Program. With the lay off of the forty-one (41) civilian Drivers' Examiners, uniformed members of the department are administering the written and driving tests along with the taking of operator's license photographs.

REVOCAATION ORDERS

Another support service rendered to the Division of Motor Vehicles is the serving of revocation orders issued by the Commissioner. The bulk of these orders are issued due to violations of West Virginia's mandatory insurance law, as a result of drunk driving arrests or other moving violations. These orders may direct an officer to secure an operator's license, registration plate or both. During the past fiscal year, 11,402 revocation orders were handled by Field Operations personnel, of which 8,543 were served. A total of 13,661 man hours were expended in serving revocation orders for the Division of Motor Vehicles:

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>
ORDERS HANDLED:	2,544	4,184	1,930	2,744
ORDERS SERVED:	1,315	3,591	1,839	1,798
MAN HOURS:	3,097	3,036	5,665	1,863

WALK-INS

Since the Division of Motor Vehicles has offices in only three of West Virginia's 55 counties, citizens in all areas of the State typically turn to the local state police detachment for assistance. Field Operations personnel stay abreast of all laws and regulations pertaining to motor vehicle registration, operator's license issuance and mandatory insurance requirements so that they are prepared to assist the public with problems they may have. This may include communicating directly with the Division of Motor Vehicles when the problem is a complex one. Assistance is also rendered by the distribution of numerous Division of Motor Vehicles forms, the issuance of One-Trip Permits and the issuance of Serial Number Verifications.

DIVISION OF HIGHWAYS

Although the Division of Highways' role and powers in the enforcement of size and weight laws regulating trucks on the State's highways has grown significantly in recent years, Field Operations personnel are still often called upon for assistance.

COURT TIME

An important aspect of the duties of members of the Division is providing professional, impartial testimony at judicial proceedings. This may involve a traffic arrest in magistrate court, an administrative hearing before the Division of Motor Vehicles or a murder trial in circuit court. Judicial proceedings are the logical conclusion of investigations which the Division conducts. During the past fiscal year, a total of 30,377 man hours was expended on appearances at judicial proceedings:

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>	<u>"E"</u>
COURT TIME	6,239	8,547	5,835	7,970	1,746

SCUBA DIVING

The Field Operations Division includes a group of highly trained individuals who are proficient scuba divers. These individuals are uniformed members of the Division who perform diving services on an as needed basis, in addition to their normal police duties. They are called upon to recover objects and persons lost beneath the various bodies of water within the

State. Objects recovered are often stolen property or weapons used to commit crimes. Bodies may be either drowning victims or crime victims. Scuba diving activities for the past fiscal year are summarized below:

<u>COMPANY</u>	<u>NUMBER OF DIVES</u>	<u>VALUE OF PROPERTY RECOVERED</u>	<u>BODIES RECOVERED</u>
"A"	0	0	0
"B"	0	0	0
"C"	0	0	0
"D"	<u>5</u>	<u>\$25,000</u>	<u>2</u>
	5	\$25,000	2

DISASTERS

Natural and manmade disasters, when they occur, present a significant challenge to the Department in assisting local officials and providing service to the public. Fortunately, the disasters of previous years did not repeat themselves during the past fiscal year.

Despite the absence of major disasters, Field Operations personnel must remain prepared to deal with this type of event, usually with no prior warning or notice.

As in prior years, Field Operations personnel continued to investigate and render aid at the scene of aircraft crashes within the State.

POLYGRAPH EXAMINATIONS

The Field Operations Division conducts polygraph examinations for all law enforcement agencies statewide through three (3) certified examiners at South Charleston, Shinnston, and Beckley. These highly trained examiners have the full time responsibility of providing assistance to all criminal investigators throughout the State. In addition, they conduct examinations ordered by State Courts as a part of pre-sentence investigations and also conduct pre-employment polygraph examinations for State Police applicants.

Seven hundred seven-two (772) polygraph examinations were conducted by three (3) examiners during the last fiscal year.

FAIRS AND FESTIVALS

The people of West Virginia and visitors from outside the State enjoy a wide variety of fairs, festivals and athletic events each year. Field Operations personnel provide police services at these events on a regular basis. These services may take the form of traffic control or police patrols if justified by the number of persons in attendance. A total of 57,432 man hours was expended on "Special Events" during the past fiscal year:

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>	<u>"E"</u>
SPECIAL EVENTS	16,133	15,200	19,621	2,600	3,878

Some major events where service was provided during the past fiscal year are:

<u>EVENT</u>	<u>COMPANY</u>	<u>MAN HOURS EXPENDED</u>
WVU Football Games, Morgantown	"A"	2,394
Buckwheat Festival, Kingwood	"A"	318
Boys State, Jacksons Mill	"A"	252
WVU Basketball Games, Morgantown	"A"	98
Italian Festival, Wheeling	"A"	372
Arts and Crafts Festival, Weston	"A"	65
Mountaineer Stock Car Races	"A"	76
Sternwheel Regatta, Charleston	"B"	350
Mason County Fair, Point Pleasant	"B"	75
Boone County Fair, Madison	"B"	60
Putnam County Fair, Eleanor	"B"	60
Jackson County Arts & Craft Fair, Ripley	"B"	360
Wood County Fair, Mineral Wells	"B"	250
Jackson County Fair, Ripley	"B"	150
Ohio River Regatta, Ravenswood	"B"	50
Walnut Festival, Spencer	"B"	40
Wood Festival, Grantsville	"B"	30
Apple Festival, Clay	"B"	23
Putnam County Homecoming, Winfield	"B"	30
Parkersburg Homecoming, Parkersburg	"B"	50
Parkersburg Bike Race, Parkersburg	"B"	25
West Virginia Birthday Celebration, Charleston	"B"	25
Charleston Police Department Memorial	"B"	20
Pumpkin Festival, Milton	"B"	20
Woodchopping Festival, Webster Springs	"C"	180

Pioneer Days, Marlinton	"C"	200
Mountain State Forest Festival, Elkins	"C"	900
Strawberry Festival, Buckhannon	"C"	1,200
Blackwater 100 Motorcycle Race, Davis	"C"	1,120
Challenge in the Hills, Four-Wheel Drive Race, Davis	"C"	80
Girls State, Jacksons Mill	"C"	150
Barbour County Fair, Philippi	"C"	100
Hick Fair, Hendricks	"C"	50
Treasure Mountain Festival, Franklin	"C"	75
Mineral County Fair, Keyser	"C"	40
Hampshire County Fair, Romney	"C"	50
Apple Harvest Festival, Martinsburg	"C"	80
Blue Gray Classic Festival, Philippi	"C"	60
West Virginia State Fair, Fairlea	"D"	2,500
Bridge Day, Fayetteville	"D"	80
Hinton Water Festival, Hinton	"D"	20

In addition, police services are provided at all West Virginia University home football games. This service resulted in the expenditure of over 5,000 man hours during the past fiscal year, and as always constituted a heavy burden upon Field Operations personnel.

MISCELLANEOUS

Members of the Field Operations Division render service to the citizens of West Virginia wherever possible within available time constraints and given the available resources. Assistance to stranded motorists is one form which this service may take. During the past fiscal year, a total of 29,870 "motorist assists" were performed:

	<u>"A"</u>	<u>"B"</u>	<u>"C"</u>	<u>"D"</u>	<u>"E"</u>
MOTORIST ASSISTS:	4,146	6,516	2,448	3,527	13,233

This service also takes the form of directions given to travelers and advice regarding road conditions during inclement weather. Citizens often present questions about their rights under the law, domestic problems, juvenile problems and neighborhood disputes. Members attempt to address these matters fairly and impartially, to the best of their ability. A citizen's problems may sometimes result in their being referred to another State agency which can better handle the problem. Service to the public may take the form of attempting to locate overdue travelers or a lost child or notifying relatives of the death of a

loved one. No matter what the problem, the Field Operations Division attempts to meet the public's needs to the best of its ability.

GOALS AND OBJECTIVES

The overall goal of the Field Operations Division is to provide the best possible service to the people of West Virginia that available resources will permit. In pursuing this goal our aims are to achieve the lowest possible crime rate and the highest clearance rate in our investigative efforts and to achieve the highest possible compliance rate with the posted speed limits and the lowest possible motor vehicle accident rate per mile traveled.

Consistent with the growing national concern over drug abuse, the Field Operations Division has been placing particular emphasis on effective narcotics law enforcement. Grant money secured during the past fiscal year will allow the Department to put a voice privacy radio system and additional laboratory equipment on line during the coming months. Both equipment purchases will enhance current drug enforcement efforts. In addition, efforts were begun during the past fiscal year to secure funding under the Anti-Drug Abuse Act of 1986. When these funds become available during the coming months, the Department will initiate an enhanced drug enforcement program which is an integral part of an overall State strategy addressing the problem on many fronts. In part, the Field Operations Division will direct its efforts toward improved intelligence gathering, intensified interdiction efforts and "organization oriented" investigations resulting in combined prosecutions and property seizure/forfeitures.

Some specific objectives are:

1. To continue providing the most effective job related training possible, via in-service and other schools, to both uniformed and plain clothes personnel.
2. To achieve the highest possible compliance rate with the 55 MPH and 65 MPH speed limit and the lowest possible motor vehicle accident rate per mile traveled on designated 55 MPH and 65 MPH highways throughout the state under Operation SPIRIT.

3. To secure all available grant monies and direct them toward improved enforcement efforts.
4. To seize illicit narcotics profits whenever possible, seek their forfeiture and direct any proceeds toward investigative and other needs.
5. To take advantage of every opportunity to prevent crime by educating the citizens of the State in the area of crime prevention.
6. To continue exploring areas of specialization deemed to be beneficial to the Department's mission.
7. To implement an active Interdiction Program on the interstates and parkway directed toward drugs, stolen vehicles, abused children and wanted persons.

INSPECTION SERVICES SECTION

INSPECTION SERVICE

The Inspection Service is responsible to the Superintendent for ensuring that all members and civilian employees adhere to all policies and procedures governing the operation of the Division; the inspection of all Division owned, leased, rented or maintained structures; and the inspection of all Division records and reports.

The Inspector's Office established written procedures for the processing of Civilian Grievance complaints. One grievance was received during the last fiscal year, which is currently pending.

The Inspector's Office also receives and maintains Sexual Harassment complaints. One complaint was received which was unfounded.

The Inspector's Office receives and maintains all appeals from members within the Division. There were four such appeals received. One appeal is currently pending. Three appeals are complete, two of which were overturned.

The Inspector's Office is the Superintendent's principal point of contact for all complaints rendered against members of the Division necessitating internal investigations.

The Inspector's Office received a total of 67 complaints in 1990, out of these complaints 120 allegations were made.

In 1991 this office received 87 complaints, having a total of 127 allegations made.

Thus a total of 154 complaints were received, having 247 allegations made during the last fiscal year. Of the 247 allegations 236 are complete, 11 are pending.

	1990	1991	Total
Sustained	60	55	115
Unfounded	7	9	16
Exonerated	11	24	35
Not Sustained	30	32	62
Policy Failure	1	0	1
Withdrawn	3	4	7

Sub Totals	112	124	236
Pending	8	3	11
Total	120	127	247

This office is continuing an investigation in conjunction with the Federal Emergency Management Agency which revolves around misappropriation of money concerning the 1985 flood.

A new Division Accident Review Board was implemented. This board met in January 1991 and reviewed fifty (50) Division accidents which occurred from July 1, 1990 through December 31, 1990

The Accident Review Board found thirty-six (36) accidents to be "Non-Chargeable". Ten (10) accidents were deemed "First Chargeable", with the members involved receiving a letter of reprimand. Three (3) accidents were "Second Chargeable", resulting in the drivers receiving a one (1) day suspension. One (1) accident was "Third Chargeable" with the driver receiving a two-day suspension. All members found chargeable were to attend a driver improvement class.

Forty-seven (47) Division accidents occurring between January 1, 1991 and June 30, 1991 have been reviewed by the Accident Review Board. Dispositions on these accidents have not been made yet.

One detachment was inspected by the Inspector's Office during this fiscal year.

The Inspector's Office acquired a PS/2 Model 60 computer with a 1Mb Ram, and 1.44 Mb Diskette Drive, along with the necessary accessories in June 1990. This computer has been customized to meet the needs of this Division to facilitate the record keeping information concerning Internal Affairs Investigations, Division Accidents, Civilian Grievances, and Appeals. This enables the Inspector's Office to supply statistical data to the Superintendent which was previously unavailable. Modifications and additions continue to be made in this area.

PLANNING AND RESEARCH SECTION

PLANNING AND RESEARCH SECTION

The primary responsibilities of the Planning and Research Section are to develop administrative programs designed to accomplish the short and long-term goals of the Division and to provide for the continual development and revision of the Division's operational policies and procedures.

During the 1991 fiscal year, the Planning and Research Section accomplished the following goals which will influence the Division's operations:

1. Development and implementation of operational policies and procedures for:
 - a. Suspension of Subsistence Payments and Supplemental Payment Eligibility
 - b. Domestic Violence
 - c. Field Operations Transfers
 - d. Grievance Procedures - Civilian Employees
 - e. Sexual Harassment
 - f. Transfers - Civilian Employees
 - g. Contracted Police or Security Services
 - h. Use of Tobacco
2. Assisted the Promotional Standards Officer in development of Assessment Centers for the Bureau of Criminal Investigations positions of:
 - a. Bureau Commander
 - b. Deputy Bureau Commander
 - c. Eradication/Equipment Officer
 - d. Grant Forfeiture/Computer Officer
 - e. Regional Coordinator

3. Assumed responsibility for the scheduling of "Trooper Robbie" the robot at public appearances.
4. Coordinated the actions of the Division's Task Force on Domestic Violence which included representatives of various disciplines.
5. Section personnel presented a two-hour block of instruction over the course of fifteen weeks to West Virginia State Police in-service personnel on domestic violence.
6. Completed, in cooperation with personnel from the Traffic Records Section, a legislative rule governing the inspection of modified vehicles and assisted with the formal filing of same.
7. Participated in a multi-agency task force for developing enforcement guidelines regarding the Commercial Drivers License Act.
8. Developed procedural forms for all phases of the Career Progression System.
9. Completed cost estimates regarding implementation of various phases of the Career Progression System.
10. Initiated and continued the chronological history regarding the Career Progression System.
11. Continued the self-assessment process relating to National Accreditation.
12. Achieved computerization of the section with a stand alone system for word processing and spreadsheet functions.
13. Provided continuing support to the office of the Promotional Standards Officer.
14. Participated in a task force which eventually led to the creation of the Bureau of Criminal Investigations.
15. Coordinated the initial stages of the West Virginia State Police Five-Year Strategic Plan under the direction of the Superintendent.

16. Section personnel served as the Division representatives to the multi-agency advisory group (C.R.E.A.T.E.).
17. Developed, at the direction of the Superintendent, a formal presentation regarding the ongoing manpower deficit of the West Virginia State Police.
18. Compiled a master file for all Division Memorandums and Notices from 1977 to present.
19. Developed interview guidelines for the positions of Director - Forensic Laboratory and Director - Communications.

The Planning and Research Section has also worked in conjunction with and at the direction of the Superintendent and Deputy Superintendent in drafting correspondence, compilation of data and research statistics and the drafting of responses to inquiries originating from other agencies.

The Planning and Research Section has established the following goals for fiscal year 1992:

1. The filing and implementation of legislative rules governing the carrying of handguns by retired members and contracted police or security services.
2. Continued development of the chronological history regarding the Career Progression System.
3. Continuing the self-assessment process as it relates to the accreditation process.
4. Continued enhancement of the section's computer system with the acquisition of an additional machine and networking capabilities.
5. Provision of continued support to the office of the Promotional Standards Officer.
6. Development and implementation of Division operational policies and procedures regarding:
 - a. Media Relations
 - b. News Media Identification Cards

- c. Work Related Medical Expenses
 - d. Compensatory Time
 - e. Accident Review Board
 - f. Revised Organizational Chart
7. Continued revision of the Division Policy and Procedures Manual to provide standard formats and indices.

During fiscal year 1991, the Planning and Research Section has, on numerous occasions, provided assistance to other Division entities in the development and implementation of various projects in addition to its own duties and responsibilities in an effort to improve the Division's ability to provide essential police services to the citizens of West Virginia.

TRAINING DIVISION

TRAINING DIVISION

The Training Academy has the responsibility of gathering information concerning court decisions, changes in laws, new and innovative changes in police techniques, and changes made in the criminal justice system. This information is distributed to all police and correction agencies through schools and seminars.

BASIC POLICE TRAINING COURSE (City and County Officers)

74th Basic Class	39 graduates	05/21/90 - 08/24/90
75th Basic Class	38 graduates	09/10/90 - 12/14/90
76th Basic Class	36 graduates	01/07/91 - 04/05/91
77th Basic Class	36 graduates	02/25/91 - 05/24/91
78th Basic Class	37 attendees	06/03/91 - 08/30/91

CADET TRAINING PROGRAM (Department of Public Safety)

39th Cadet Class	36 graduates	04/01/90 - 11/09/90
------------------	--------------	---------------------

DEPARTMENT OF PUBLIC SAFETY ANNUAL IN-SERVICE TRAINING

1st Session	29 members	02/25/91 - 03/01/91
2nd Session	27 members	03/04/91 - 03/08/91
3rd Session	32 members	03/11/91 - 03/15/91
4th Session	32 members	03/18/91 - 03/22/91
5th Session	32 members	03/25/91 - 03/29/91
6th Session	33 members	04/01/91 - 05/04/91
7th Session	33 members	04/08/91 - 04/12/91
8th Session	32 members	04/15/91 - 04/19/91
9th Session	32 members	04/22/91 - 04/26/91
10th Session	31 members	04/29/91 - 05/03/91
11th Session	27 members	05/06/91 - 05/10/91
12th Session	32 members	05/13/91 - 05/17/91
13th Session	32 members	05/20/91 - 05/24/91
14th Session	21 members	05/27/91 - 05/31/91
15th Session	18 members	06/03/91 - 06/07/91

DEPARTMENT OF PUBLIC SAFETY - BUREAU OF CRIMINAL INVESTIGATION ANNUAL IN-SERVICE TRAINING

1st Session	22 members	06/10/91 - 06/14/91
2nd Session	21 members	06/17/91 - 06/21/91

OTHER TRAINING PROGRAMS

NCIC/Weapon Seminar	43 attended	07/09/90 - 07/13/90
Motor Vehicle Inspector Training	18 attended	07/12/90
Supervisory In-Service Training	16 attended	07/24/90
West Virginia Chief's of Police Association	12 attended	07/25/90
Central In-Service Training	10 attended	07/26/90
Firearms Familiarization Course for Judge's and Prosecuting Attorney's	11 attended	07/31/90
Department of Public Safety - Company "B" Executive Meeting	10 attended	08/03/90
Department of Natural Resources Basic Investigators Training	26 attended	08/27/90 - 09/07/90
Firearms Familiarization Course for Judge's and Prosecuting Attorney's	08 attended	08/28/90
Law Enforcement Training Sub-Committee Meeting	10 attended	08/30/90
Department of Public Safety - Company "B" Executive Meeting	10 attended	09/04/90
Supervisory In-Service Training	27 attended	09/04/90
Central In-Service Training	32 attended	09/06/90

Drug Command Supervision Training (Northwestern University)	40 attended	09/10/90 - 09/21/90
Department of Public Safety Executive Office Meeting	10 attended	09/10/90
Department of Public Safety Executive Office Meeting	10 attended	09/25/90
Firearms Familiarization Course for Judge's and Prosecuting Attorney's	06 attended	10/04/90
Department of Natural Resources Executive Meeting	10 attended	10/04/90
Department of Public Safety Criminal Investigation Section Meeting	08 attended	10/10/90
Central In-Service Training	28 attended	10/11/90
Department of Public Safety K-9 In-Service Training	04 attended	10/11/90
Department of Public Safety Annual Inter-Departmental Revolver Match	36 attended	10/11/90 - 10/12/90
Media Day	45 attended	10/13/90
Drug Command Supervision Training (Northwestern University)	40 attended	10/15/90 - 10/26/90
West Virginia Safety Council - Defensive Driving Instructor Course	23 attended	10-29/90 - 10/30/90

Department of Public Safety Uniform Crime Reporting Steering Committee	38 attended	10/31/90
West Virginia Safety Council - Defensive Driving Instructor Course	08 attended	10/31/90
39th Cadet Class Family Day	152 attended	11/02/90
Field Training Officer Program	36 attended	11/02/90
Commission on Drunk Driving Prevention	10 attended	11/08/90
Supervisory In-Service Training	17 attended	11/13/90
Central In-Service Training	26 attended	11/14/90
Criminal Investigation Section Computer Training	04 attended	11/26/90 - 12/10/90
Department of Highways In-Service Training	11 attended	12/03/90 - 12/06/90
Motor Vehicle Inspector Training	18 attended	12/04/90
Department of Public Safety Uniform Crime Reporting Steering Committee	25 attended	12/07/90
Department of Public Safety Accident Avoidance Course	12 attended	12/11/90 - 12/12/90
Department of Public Safety Appeal Board Hearing	20 attended	12/21/90

Department of Public Safety Accident Avoidance Course	12 attended	01/07/91 - 01/08/91
Supervisory In-Service Training	14 attended	01/08/91
Central In-Service Training	26 attended	01/10/91
Accident Investigation Reconstructionist In-Service Training	09 attended	01/10/91
Department of Natural Resources In-Service Training	21 attended	01/14/91
Instructor Development Course	37 attended	01/14/91 - 01/18/91
West Virginia Chiefs of Police Association Board Members Meeting	10 attended	01/16/91
Department of Natural Resources In-Service Training	20 attended	01/16/91
Commission on Drunk Driving Prevention	10 attended	01/17/91
Department of Public Safety Communications Teletype Certification Examinations	54 attended	01/17/91 - 01/18/91
Department of Natural Resources Executive Meeting	08 attended	01/25/91
Department of Public Safety Criminal Investigation Section	08 attended	01/28/91 - 02/01/91

Department of Public Safety Communications Section Training	16 attended	01/30/91
Department of Public Safety Teletype Operator Training	13 attended	02/04/91 - 02/08/91
Law Enforcement Training Sub-Committee Meeting	12 attended	02/05/91
West Virginia Chiefs of Police Association Board Members Meeting	10 attended	02/07/91
Supervisory In-Service Training	14 attended	02/12/91
Department of Public Safety Executive Protection Seminar	14 attended	02/11/91 - 02/15/91
Central In-Service Training	38 attended	02/14/91
Department of Public Safety Accident Avoidance Course	09 attended	02/19-91 - 02/20/91
Intoxilyzer Maintenance Training	23 attended	02/20/91
Kanawha Valley Emergency Planning Committee	50 attended	02/21/91
Radar Operator Instructor Course	30 attended	02/25/91 - 03/01/91
Central In-Service Training	40 attended	03/07/91
Radar Operator Course	21 attended	03/11/91 - 03/14/91
Motor Vehicle Inspector Training	18 attended	03/12/91 - 03/14/91

Basic Drug School	30 attended	03/18/91 - 03/22/91
Supervisory In-Service Training	16 attended	03/20/91
Radar Operator Course	23 attended	03/25/91 - 03/29/91
Basic Drug School	30 attended	03/25/91 - 03/29/91
Basic Drug School	35 attended	04/01/91 - 04/05/91
Department of Public Safety Bureau of Criminal Investigation Meeting	06 attended	04/03/91
Radar Operator Course	21 attended	04/08/91 - 04/09/91
Department of Natural Resources Special Conservation Officer Training	35 attended	04/08/91 - 04/09/91
Law Enforcement Training Sub-Committee Meeting	10 attended	04/11/91
Critical Incident Communications Dispatcher Seminar	59 attended	04/14/91
Intermediate Accident Investigation Training	26 attended	04/15/91 - 04/19/91
Department of Natural Resources Special Conservation Officer Training	35 attended	04/15/91 - 04/26/91
Charleston Police Department PR-24 Training	08 attended	04/17/91
Supervisory In-Service Training	35 attended	04/23/91
Central In-Service Training	37 attended	04/25/91
Advanced Drug Course	28 attended	04/29/91 - 05/03/91

Radar Operator Course	18 attended	04/29/91 - 05/03/91
Advanced Drug School	17 attended	05/06/91 - 05/10/91
Supervisory In-Service Training	29 attended	05/07/91
West Virginia Safety Council Defensive Driving Instructor Course	11 attended	05/08/91
U.S. Marshal Service Fugitive Task Force	40 attended	05/08/91
Central In-Service Training	37 attended	05/09/91
Advanced Drug School	27 attended	05/13/91 - 05/17/91
Law Enforcement Training Sub-Committee Meeting	10 attended	05/16/91
Advanced Drug School	27 attended	05/20/91 - 05/24/91
Vehicle Concealment Course	30 attended	05/28/91 - 05/29/91
Survival Spanish for Police	18 attended	05/28/91 - 05/29/91
Vehicle Concealment Course	26 attended	05/30/91 - 05/31/91
Survival Spanish for Police	23 attended	05/30/91 - 05/31/91
Department of Natural Resources Special Conservation Officer Training	34 attended	06/03/91 - 06/20/91
Supervisory In-Service Training	37 attended	06/11/91
Central In-Service Training	40 attended	06/13/91

Department of Public Safety Appeal Board Hearing	10 attended	06/17/91
U. S. Marshal Service Fugitive Task Force	40 attended	06/23/91
National Rifle Association Long Rifle Training	18 attended	06/24/91 - 06/28/91
Department of Public Safety Annual Association of Retired Members Meeting	175 attended	06/30/91

ACCOMPLISHMENTS, GOALS AND OBJECTIVES

ACCOMPLISHMENTS:

1. Renovation of the State Police Academy after the April 1991 storm.
2. One member attended a one-week Firearms Instructor (Rifle) Development School in Pittsburgh, Pennsylvania.
3. One member attended a one-week Long Range Rifle Firearms Instructor Development School in Jacksonville, North Carolina.
4. One member attended a one-week Printer Process School conducted by Noritsu in Fairfield, New Jersey.
5. One member attended an Instructor Development Course at Northwestern University Traffic Institute, Evanston, Illinois.
6. One member attended a symposium entitled "Use of Force: A Systemized, Coordinated Approach for Law Enforcement Trainers in Glynco, Georgia.
7. One member attended a Physical Fitness Specialist Course conducted at the Ohio Peace Officers Training Academy in London, Ohio.
8. One member conducted a Self Defense Workshop at the West Virginia Association of Probation Officers Conference, Canaan Valley State Park, Davis, West Virginia.
9. One member attended the State Police and Provincial Academy Director's Seminar, Coeur d'Alene, Idaho.
10. One member and civilian attended the State Purchasing Seminar conducted at Canaan Valley State Park, Davis, West Virginia.
11. One member attended the State Police and Provincial Academy Director's Seminar, Baton Rouge, Louisiana.
12. Acquisition of a Robec Decision Shooting computer system.
13. Acquisition of computer equipment for Commandant's office.
14. West Virginia Air National Guard performed extensive landscaping and drainage requirements on the Range and necessary electrical adjustments and adaptations to enhance the appearance and efficiency of the facility.

GOALS AND OBJECTIVES:

1. One (1) West Virginia State Police Cadet Training Program
2. Three (3) Basic Police Training Programs
3. Fifteen (15) Department of Public Safety Annual In-Service Training Sessions
4. Twelve (12) Central Annual In-Service Training Sessions
5. Twelve (12) Supervisory Biennial In-Service Training Sessions
6. One (1) Department of Public Safety Inter-Departmental Pistol Match
7. One (1) F.B.I. National Academy, West Virginia Graduates' Retraining Seminar
8. One (1) Anti-Sniper/Qualification Program
9. Four (4) Department of Natural Resources In-Service Training Sessions
10. One (1) 8-week Polygraph School
11. One (1) Department of Natural Resources Special Conservation Officer Training Program
12. One (1) Pressure Point Control Tactics Seminar
13. One (1) Public Service Commission Training Seminar
14. Two (2) National Rifle Association Firearms Instructor Courses
15. Three (3) Intermediate Accident Investigation Courses
16. One (1) Advanced Accident Investigation Course
17. One (1) Accident Investigation Reconstructionist In-Service Training
18. Three (3) Radar Operator Training Courses
19. One (1) Radar Operator Instructor Training Course
20. One (1) Computer Training Course for Detachment Personnel

FIREARMS TRAINING

During fiscal year 1990-91, there were four (4) Basic Police Training Courses conducted at the West Virginia State Police Academy. These officers (city, county, Department of Natural Resources, and Department of Public Safety) were trained to safely and accurately use a handgun and shotgun. Each class consisted of four (4) hours of classroom lecture on firearms safety, firearms nomenclature, and basic fundamentals of marksmanship, forty-four (44) hours of practical application on the Range, four (4) hours of shotgun training, eight (8) hours of decision shooting, four (4) hours of night firing and four (4) hours of chemical agents training. Each student was required to achieve a qualification score of 75% with the Smith and Wesson Model 686 Service Revolver. In addition, each student was required to fire the Combat Shotgun Course for familiarization with the Remington Model 870, pump action, 11 gauge, riot shotgun.

74th Basic Class Training and Qualification	39 enrolled	05/21/90 - 08/24/90
75th Basic Class Training and Qualification	38 enrolled	09/10/90 - 12/14/90
76th Basic Class Training and Qualification	36 enrolled	01/07/91 - 04/05/91
77th Basic Class Training and Qualification	36 enrolled	02/25/91 - 05/24/91

There were fifteen (15) Department of Public Safety In-Service Training Sessions conducted during fiscal year 1990-91. Each member was required to qualify with his/her Smith and Wesson Model 686 Service Revolver over the sixty (60) round Tactical Revolver Course using 158 grain SWC 38 special reloads.

Department of Public Safety In-Service Annual Qualification	467 qualified	02/25/91 - 06/07/91
---	---------------	---------------------

Department of Public
Safety Bureau of
Criminal Investigation
In-Service Annual
Qualification

43 qualified 06/10/91 - 06/21/91

During fiscal year 1990-91, one (1) Department of Public Annual Anti-Sniper In-Service Training and Qualification was conducted at Camp Dawson, Kingwood, West Virginia. Each anti-sniper team member was required to successfully qualify with the assigned rifle over a 100, 200, and 300 yard course of fire.

Department of Public
Safety Annual Anti-
Sniper In-Service

14 qualified 09/24/90 - 09/29/90

The Annual Inter-Departmental Revolver Match was held at the West Virginia State Police Academy during fiscal year 1990-91. Each Company area, A, B, C, D, E, and Headquarters, was represented in this event by five (5) Department members who had the highest revolver qualification score from the previous annual qualification list. Each member fired the one-hundred and twenty (120) rounds [Tactical Revolver Course two (2) times] to receive a total aggregate score. From these scores, the Company Team, First and Second High Individual winners are chosen.

Department of Public
Safety Inter-
Departmental
Revolver Match

36 members 10/11/90 - 10/12/90

During fiscal year 1990-91 there were two (2) Special Conservation Officer Firearms Training Programs conducted at the West Virginia State Police Academy. These officers (West Virginia Department of Natural Resources) were trained to safely and accurately use a handgun. Each class consisted of four (4) hours of classroom lecture on firearms safety, firearms nomenclature, and basic fundamentals of marksmanship; and thirty-six (36) hours of practical application on the Firing Range. Each student was required to achieve a qualification score of 75% with the Smith and Wesson Model 686 Service Revolver or the Smith and Wesson Model 19 Service Revolver.

Session #1 Special Conservation Officer Training and Qualification	35 enrolled	04/08/91 - 04/24/91
Session #2 Special Conservation Officer Training and Qualification	34 enrolled	06/03/91 - 07/17/91

UTILIZATION OF FIREARMS RANGE BY OTHER AGENCIES

West Virginia Army National Guard	569 members
United States Marshals Service	25 members
Bureau of Alcohol, Tobacco and Firearms	10 members
Drug Enforcement Administration	15 members
Federal Bureau of Investigation	60 members
United States Customs	04 members
Department of Natural Resources	15 members
United States Coast Guard	35 members
West Virginia Air National Guard	420 members

MEDICAL CLINIC

Department of Public Safety In-Service Physical Examinations	286 participants	02/25/91 - 06/21/91
Department of Public Safety Miscellaneous Physical Examinations	08 participants	07/01/90 - 06/30/91
Department of Natural Resources In-Service Physical Examinations	96 participants	05/17/91 - 05/31/91
Department of Natural Resources Applicant Physical Examinations	16 participants	07/01/90 - 06/30/91
Clinic Visits by Students	225 visits	07/01/90 - 06/30/91

ADDITIONAL ACCOMPLISHMENTS:

1. Tours of the Academy Complex were conducted for 27 groups, totaling 705 people.

APPROXIMATE TOTAL NUMBER OF PERSONS

UTILIZING ACADEMY FACILITIES:

4,984

