1973
ANNUAL REPORT

CUYAHOGA COUNTY (OH) SHERIFF'S DEPARTMENT

RALPH E KREIGER, Sheriff

CUYAHOGA COUNTY SHERIFF'S DEPARTMENT

1973 ANNUAL REPORT

For the Cuyahoga County Sheriff's Department, the year of 1973 was a year of action. The formative years of 1969, 1970, 1971, and 1972 saw this department emerging from a loosely knit, hodge-podge organization into a more definitive, professionalized unit.

Most of the programs initiated in our preceding years became fruitful in 1973 and were reflected in the productivity of each division. While we still have a long way to go; i.e., microfiche, microfilm, and computerization, using all of the manual techniques available we have updated our department, literally bringing it from the 19th to the 20th century in the short span of 5 years.

As is noted in the subsequent pages, each division has an outstanding record to relate to you the public, our employers. While our Improvements and Programs as projected for this past year were not all we desired, they were the result of a hard struggle for the dollars necessary for implementation.

The Training and Inspection Division is to be commended for the yeoman job they accomplished in attempting to stem the tide of our trained personnel leaving for more lucrative positions on other Police Departments. We hope that by restructuring the pay grades we will be able to give substantial increases and alleviate this situation in 1974.

The Detective Bureau, hampered by a shortage of manpower, relates an enviable record in the amount of capiases cleared as opposed to those received. This was done while still lending their expertise to other Cuyahoga County Law Enforcement agencies requesting assistance.

Our Sheriff's Police Division, charged with the security and protection of the Courts as well as the movement of all prisoners, submits an annual report that reflects their progressive upgrading. A report that cannot put into words, or figures, the moments of anxiety in a courtroom during a trial when the very air is charged with tenseness. Countless hours of overtime are consumed when a jury must be protected during their late night deliberations.

The Purchasing/Payroll Division, one of the less glamorous divisions, BUT in reality the backbone and mainstay of the Sheriff's Department, has also done an admirable job in this past year. A year that saw them completing their assigned task of obtaining the food and supplies so necessary for the operation of the County Jail during times when we had definite shortages and truckers' strikes.

The Civil Division handles all the paper process generated by the Justice System. A system that added additional judges and increased their paper process by 20% over the previous year. The Sheriff's Civil Division managed to keep abreast of the increase, serving the 20% additional process without the additional funding of extra personnel. This Division handled $13.6 million in land sales during 1973, an increase of $1.4 million over the preceding year!

The Special Services and Community Activities Division, although very active in past years, assumed even more responsibilities in 1973. Along with the other duties, this Division established a Departmental Blood Bank which has already proven to be invaluable to date. Also, much research was done and data collected on Drug Abuse and the proposed Cuyahoga County Justice Center.

The Inmate Process & Records Division is charged with the initiating, handling, and filing of all criminal process. The files that they maintain are invaluable to all county law enforcement agencies. They have truly become the central repository for criminal records in Cuyahoga County. This Division, through LEAA grant funds, should be the recipient of new mechanized files, all records microfilmed and its own computerization during the year of 1974. The system, known as SIS (Sheriff's Information System), will make available all the criminal files to those agencies entitled to this information. It will interface with the State of Ohio (LEADS) and the NCIC (National Crime Information Center) in Washington, D. C.

The largest division in the Sheriff's Department is the Security Division. This division has the duty of handling all persons charged with a criminal offense, whether released on bail or remanded to the County Jail. The history of the Security Division is accurately told in the cold hard facts of their attached reports.

They reflect that we have not had a successful jail break during the preceding year! A record that has not been equaled in many years. This can be directly attributed to alertness and supervision, as well as the sophisticated detection equipment installed in the County Jail during the Sheriff's tenure in office.

While the figures reflect that we 'booked' 611 MORE prisoners into the County Jail in 1973 than were 'booked' in the year 1972, they also show that we 'released' 1,198 LESS!

One of the Security Division's reports show that we have a declining jail population, that the monthly averages for 1972 totaled 6,809 while 1973 monthly averages totaled 6,037 - A NET DECREASE OF 772 INMATES.

The many innovative programs geared to the rehabilitation of sentenced as well as pre-trial inmates are listed in the subsequent reporting of this division. While the results of these new programs cannot be evaluated at this time, it is hoped that the future will indicate a slow-down in recidivism.

Your Sheriff, at the outset of his first term, declared an 'open door' policy as to the public viewing the Cuyahoga County Jail. This policy reaped its reward in the passage of a Bond Issue for a new Corrections Center. An aware public is a concerned public. This is indicated in the number of visitors who toured the County Jail.

We had, as did many Institutions across the United States, problems with Inmate unrest in the year 1972 BUT significantly the one item that the Inmates did not complain about in the Cuyahoga County Jail was FOOD. The meals served in 1973 were wholesome and nutritious. A fact that speaks well of the Food Section of the Security Division.

The Chaplain's report is very informative and reflective of yet another service provided to the Inmates of the County Jail. A service deemed so vital that their salaries are being funded by an anonymous benefactor residing in Cuyahoga County.

In summary, while it may appear that we have 'plateaued' in our new programs for the year 1973, more correctly we have just begun to analyze our past performances, take a correct bearing on our goals, and plan our future programs for the needs of the department and the most productivity for the taxpayers dollars.

Ralph E. Kreiger

RALPH E. KREIGER
Sheriff, Cuyahoga County

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IMPROVEMENTS AND PROGRAMS FOR 1974

1. Implementation of the Sheriff's Information System Grant which will enable all Police Departments to query the central repository of criminal files.

2. Change the manual operation of the Inmate Process & Records Department to Microfilm and Microfiche retrieval.

3. Installation of a complete and modern radio console with the capability of having radio communication with all law enforcement agencies in the County.

4. Renovation of the Inmate Booking and Handling at the County Jail, computerizing the process and ability to have instant Inmate Inventory.

5. Microfilming of all Civil Division records to reduce bulk storage.

6. Complete a feasibility study of computerization of the Civil Division functions.

7. Expand Social Services Program at County Jail.

8. Expand GED Program at County Jail to include male inmates.

9. Seek a Program Development Officer, for the Corrections Center in the new Justice Complex, and to develop pilot programs for the current jail.

10. Expand Jail Telesentry System and add new console.

11. Explore the possibility of implementing a continuing Personnel Exchange Program with all types of Corrections Centers.

12. A feasibility study of Unification of Training of all County holding facilities.

13. Explore a Community Relations Program with the intent of reducing recidivism.

14. Develop the basic requirements for a "Prisoner Work Readiness" Program.

15. Printing specific Information and Training Manuals in preparation for the new Corrections Center.

16. Attempt to establish through Federal funding the Jail Infirmary/Metro Hospital TV Emergency Link.

17. Fund a "pod" mock-up of the new Corrections Center to enable training of Correctional Officers.

RALPH E. KREIGER
Sheriff, Cuyahoga County

TRAINING & INSPECTION
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During the calendar year 1973, the Cuyahoga County Sheriff's Department received 425 applications for employment. The following is the disposition of all received applicants:

Positions applied for:

Deputy Sheriffs.....	270	
Matrons.....	23	
Clerk Typists.....	34	
Special Units.....	20	
Miscellaneous Positions.....	61	
Cadets.....	17	
	425	Applicants

Applications accepted & employed

Deputy Sheriffs.....	82
Matrons.....	3
Clerk Typists.....	14
Cadets.....	7
Staff.....	3
Civil Deputies.....	2
Medical Staff.....	5
Hired under Grants.....	4
	120

Applicants rejected

Administratively.....	53	
Investigation.....	252	(Investigations not completed in most cases)
	305	

Active applications on hand (12-31-73..... 0

There were 81 resignations during 1973

Males (Deputies).....	78
Females (Matrons).....	3

Turnover rate

Department totally.....	32.5
Sworn Personnel.....	44.0
Jail Security.....	60.8

(Cont'd)

As of December 1, 1973, the Cuyahoga County Sheriff's Department had 186 white employees, 63 black and 3 Spanish speaking for 61.8% white, 37.2% black and approximately 1.0% Spanish speaking.

Of the 81 personnel that left the Department during the year 13 were terminated, 1 retired, 33 were known to have joined other Departments, 9 resigned during the initial probation period, 3 were sergeants and one a lieutenant.

Suburban Police Departments known to have employed Deputy Sheriff personnel were the following:

Berea P.D.
Metro Park Rangers
East Cleveland P.D.
Eastlake P.D.
Cleveland Hts. P.D.
University Hts. P.D.
Cleveland P.D.
Brunswick P.D.
Dade Co. Florida
Fort Lauderdale P.D.
Winchester P.D.

The average tenure of the officers leaving the Department was 1.7 years. Twenty percent of the Department personnel have been retained from prior to 1969, 20 black and 30 white.

Since April, 1973 there have been 152 polygraph examinations conducted with 37 rejections or 24.3% rejected on the basis of the polygraph alone.

The Training & Inspection Section conducted two 320 hour OPOTC Academies during 1973 satisfactorily graduating 60 students. 27 of our personnel have completed the classes on the New Ohio Revised Code. 2 men were assigned for On-the-Job training with Summit County's Sheriff's Department. One man was assigned to Camp Perry's Firearms Instructor School. Two attended school on the Computer Operations and two training seminars were attended. 38 Deputies are in the VA On-the-Job training program (Training under the T & I listed only.)

The Training & Inspection Section conducted, requested, or assigned special investigations and assignments during 1973 but do to the nature of such, no statistical records were maintained.

The Training & Inspection Section during 1973 consisted of the following personnel:

(Cont'd)

Major Andrew Crawford, Officer in Charge
Detective Raymond Kossin, Personnel Investigations
L/Cpl Michael Holmes, Training Officer
Miss Sharon Levandosky, Secretary, Personnel Clerk
Deputy Kenneth Smith (August to December)

Respectfully submitted,
Major Andrew Crawford

DETECTIVE BUREAU
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Capiases received	2,866
Capiases cleared	2,238
Stops in connection with searches on Warrant & Capias	3,865
Arrests on Capiases, Warrants and Court Orders	500
Located in other jails, institutions, hospitals, military or out of County addresses	178
Governors Warrants executed	7
Fugitives changed and handled	32
Extradition hearings handled	44
Surveillances in connection with searches	54
Courtroom security (Man Days)	17
Court Assignments, marriages, prisoners to funerals, journal entries, transport witnesses, etc	54
Forthwith Court orders	21
Outside Investigations	60
Jail Investigations	17
Prisoner deaths investigated	4
Trips out of County for prisoners	51
Trips out of State for prisoners (130 man days) (One trip from California, prisoner refused to fly, had to drive, took 14 man days)	31
Assists to other agencies	61
Prosecutor Assignments	2
Stops at other agencies for information on Capiases & Warrants	78
Prosecutor Consultations	39
Court Trial Cases handled	9
Grand Jury presentations	11
Juvenile Court filings	10
Junk yard inspections	2
Assists to Civil Division	4
Search Warrants executed	4
Court Orders for hair specimens	3
Job application investigations	4 man days
Strike situations handled	2

OTHER ARRESTS RESULTING FROM INVESTIGATIONS

Robbery	5
Juveniles	6
CCW	3
Contributing to Del	1
Drugs	5
Escapes (Juvenile)	1
Auto Theft	4
Breaking & Ent	4

Rec. Stol Prop..... 1
Workhouse escape..... 3
Forgery..... 2
Fraud use credit card..... 2
Sodomy..... 2
Stolen autos recovered..... 3

LENGTHY INVESTIGATIONS

Lindale alleged traffic fix; Interviews, statements, polygraph exams, etc..... 12 man days
Attempt jail break; smuggling in of saw blades by juvenile visitors..... 11 man days
Deputy Stanford shooting..... 10 man days
Broomfield fraud case..... 23 man days
Reuben Posey case, prosecutor consultation, preparation & court trial..... 11 man days
Raid with Warden Payne, confiscation of cleaning equipment and court case..... 6 man days
Homicides (assist to Oakwood) victims Edward McQuarter Robert Boggess..... 9 man days
Homicides (assist to Strongsville) victim James Moses... 4 man days
Follow up on Frazee killings..... 4 man days
Safe job (Newburgh Hts.) indictment obtained..... 4 man days
Acie Cross death, County Jail; Juvenile charged - drug law..... 8 man days

Above does not reflect time spent in target practice at range, driving classes, auto break down, radio trouble, etc., nor numerous teletype messages, ND correspondence.

6.8 hour per clearance

Respectfully submitted,
Major Louis C. Kulis
Detective Bureau

SHERIFF'S POLICE UNIT

The following constitutes a synopsis of the functions of the Sheriff's Police Unit for the Fiscal Year of 1973.

The Sheriff's Police Unit consists of forty one (41) Officers. This includes one (1) Lieutenant, one (1) Sergeant, and one (1) female Deputy. The primary responsibilities for this unit are court-room security, Institutional transportation, Metro-General Hospital, Probate transportation and Suburban transportation.

It is the practice of the Sheriff's Police Unit to assign a minimum of four (4) men to Special Duty with the Detective Bureau on a permanent basis.

It was necessary to operate below minimum strength during most of 1973 which accounted for most of the overtime accumulated by this unit.

In summary, it is the opinion of this officer that with the new reorganization of several units within the department, working within our alloted manpower allocations of forty five (45) men, and a more efficient scheduling procedure, this will eliminate excessive overtime.

Respectfully submitted,
Lt. Ricardo Brown

SHERIFF'S POLICE UNIT
YEARLY REPORT 1973

	1971	1972	1973
1. Penal Institutions Dispositions			
A. Number of trips	114	108	149
B. Number of inmates sent	919	1,076	1,153
C. Number of inmates returned			395
2. Probate Dispositions			
A. Number of trips	186	157	100
B. Number of patients handled	298	209	118
3. Metro-General Hospital			
A. Number of trips			317
B. Number of inmates sent			432
4. Suburban Transport			
A. Number of trips			97
B. Number of inmates picked up			174
5. Court Transport			
A. Number of inmates handled			4,652
6. Criminal Court Bldg. Dispositions			
A. Number of inmates handled	5,980	2,919	3,184
B. Number of bails handled	6,170	5,288	6,032
C. Number of bails remanded		1,254	1,723
7. Lakeside Court Bldg. Dispositions			
A. Number of inmates handled	162	2,364	3,342
B. Number of bails handled	78	3,043	4,609
C. Number of bails remanded		278	535
8. Watson & Charles Bldg. Dispositions			
A. Number of inmates handled	518	871	1,173
B. Number of bails handled	1,871	1,356	1,658
C. Number of bails remanded		6	28
9. Juvenile Court Dispositions			
A. Number of inmates handled	402	374	229
B. Number of bails remanded		52	102
10. Mott & Terminal Tower Dispositions			
A. Number of inmates handled	94	40	132
B. Number of bails remanded		6	28
Total number of inmates, bails, and bails remanded by court Deputies			
A. Total number of inmates	7,156	6,620	8,070
B. Total number of bails	8,119	9,687	13,094
C. Total number of bails remanded		1,714	2,557

The following is a list of the sectio s of the Sheriff's Police Unit where the most over-time was accumlated.

Penal Institution Trips.....	154 Hours
Metro-General Hospital.....	112 Hours
Court Transport.....	482 Hours
Suburban Transport.	579 Hours

Respectfully submitted,
Sgt. Roger Synkowski

PURCHASING-PAYROLL DEPARTMENTS

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1. Assisted various departments by furnishing necessary information required on expendable order forms.

2. Prepared two hundred thirty (230) Cuyahoga County requisitions for storekeeper and printing supplies.

3. Prepared six hundred (608) food requisitions.

4. Prepared eight hundred ten (810) requisitions from miscellaneous supplies to Major Items i. e. seven (7) automobiles, terryphone system in County Jail, Sheriff Deputy uniforms, and ten (10) Mobile Radios.

5. Processed one thousand three hundred forty eight (1,348) Purchase Orders for payment.

6. Handled monthly Food Inventory sheets regarding County Jail Kitchen.

7. Assisted one hundred sixty five (165) times when repairs were needed immediately e. g. typewriters, calculators, jail kitchen, jail laundry, Administration Department, Civil Branch and Jail.

8. Made numerous calls to vendors when they were slow in delivering mdse. that was on our purchase orders.

9. Avoided Red Tape and purchased mdse. over the telephone in event of an emergency and sent one of the couriers to make the pick up. Later made confirming requisitions.

10. Assisted in preparing 1974 Budget.

Payroll Dept.

1. Typing and distributing time cards, calculating time and posting into the various Ledgers.

2. Compiling overtime credit and securing authorization for such. Calculate sick time, check vacation requests and calculate monthly hours for those receiving VA benefits.

3. Employee verifications, correspondence for information requested.

4. Handle credit union changes, deductions and payroll changes.

5. Check final payroll and keep files for all active employees.

PAYROLL DEPT. continued

6. Initiated a payroll savings bond deduction plan for our department.

7. Compiled a file with all employees current addresses and birth dates,

8. Handle all Blue Cross memberships and billing.

9. Assist with Workmen's Compensation.

Respectfully submitted,
Joseph P. Stefanek
Fiscal Dept.

CIVIL DIVISION
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		1971	1972	1973
COUNTER:	Divorce Docket No. of Cases	4,638	3,241	3,199
	General Docket No. of Cases	18,748	19,398	23,207
	Foreign Docket for Ohio No. of Cases	2,035	2,500	2,739
	TOTAL NUMBER OF CASES	25,421	25,139	29,145
WRITS:	TOTAL NUMBER OF WRITS	55,454	48,871	49,756
WRIT RETURNS:	County and State	55,454	48,962	49,756
	Out of State Processed	81	78	52
	Out of State Returned	562	578	477
	Venires		5,105	0
	TOTAL OF WRITS RETURNED	55,798	54,723	50,285
WRIT SERVICE:	Total Service Made	35,231	34,838	41,825
	Total No. of Stops Made	52,288	51,640	52,315
	Total No. Over Night		2,430	3,847
BODY ATTACHMENTS:	(Willits and 1 Deputy)			
	Total Recieved	298	344	289
	Arrested or Dismissed	205	354	274
	Probates Received			206
	Probates Processed			178
EXECUTION DEPARTMENT:	(Orient, Miller, Hoven)			
	Evictions Processed	149	261	322
	Tenants Moved	15	26	66
	Executions Processed	181	444	407
	Levy on Chattels	29	137	95
	Judgement Satisfied	13	60	13
	Land Levies	9	9	14
	Nulla Bona	15	17	14
	Sales of Goods & Chattels	5	19	11
	Sales held - no bids	5	5	1
	Sales Cancelled	7	6	40
	Foreign Execution	22	44	29
	Criminal Writs of Execution	856	1,177	1,100

(Cont'd)

		1971	1972	1973
(EXECUTION DEPARTMENT CONTINUED)	Replevins Received	46	30	24
	Replevied	38	24	19
	Attachments Received	26	26	26
	Appraised and Attached	53	30	31
	Attachment Appraisal Total	$520,210.24	$637,535.00	$552,400.00
	Money Collected on Judgements	39,263.72	23,962.13	6,707.42
	Dollar Sales Total on Goods & Chattels	26,532.56	24,928.11	3,017.86
	Replevin Appraisal Total		428,798.94	496,300.00
CASHIER:	Amount of Deposits	$5,638,388.01	$6,006,941.51	$3,770,116.46
	Amount of Disbursments	3,617,162.58	4,140,481.30	3,676,117.33
	No. of Checks Written	2069	2573	5532
	Sheriff Fees	187,627.72	177,032.46	161,649.35
	Court Costs	324,951.20	462,743.26	451,327.46
	Sheriff Sales	2,294,780.06	2,594,351.11	2,199,496.12
LAND SALES:	No. of Sales Processed	980	1,252	1,510
	No. of No Bids	75	149	139
	No. of Sales Withdrawn	99	63	113
	No. of Sales	806	1,040	1,258
	Amount of Sales	11,486,012.15/	12,285,375.01/	13,643,699.04
DEEDS:	Distribution and Deeds Processed	785	939	1,252

JURY DRAW:

	Criminal	Grand Jury	Petit
1970	2,355	225	6,880
1971	5,025	405	9,727
1972	4,950	225	11,650
1973	0	300	0

Respectfully submitted,
Robert DeSantis

SPECIAL SERVICES AND COMMUNITY ACTIVITIES DIVISION

Since its inception, the division has attempted to involve department personnel in many necessary programs and activities. While the primary function of this division has been one of assistance, it has in many areas been a hub of services demanded of a staff limited in numbers.

The printing of numerous forms; their classification design and cataloging in the year 1973 served the entire Cuyahoga County Sheriff's Department. A total expenditure of 556 reams of paper yielded approximately 280,000 printed impressions. Measured in dollars and cents, this total printing bill would probably exceed $6,000. But, in emergency availability, this printing service has averted many problems in the Jail Division, Records, Civil Division and the Administrative Offices.

Blood Bank: One of the most personal services to department members and their families, the Blood Bank formation was attempted on several occassions and its beginning was finalized in 1973 by a desperate need of innocent children at the Burns Institute of Cincinnati, Ohio. The volunteer response was so great that a surplus bank was formed and a reserve total of 120 pints of blood for emergency needs of members of the bank and their families was established. The Special Services Division has also participated in obtaining rare and less common types of blood on several lifesaving situations.

News Releases: In the interest of public inquiry of factual news items from a very active department dealing with a variety of subjects ranging from attempted jail breaks to police functions and administrative activities have been released in a fair manner to all phases of the news media on a 24 hour basis.

Research: Several vital issues of an ongoing nature have faced law enforcement in general and specifically the Cuyahoga County Sheriff's Department. Among the many were the issues of Drug Abuse and the Justice Center.

Drug Abuse is not only a problem facing jail authorities and police departments, but also an alarmed community who has constantly besieged the Sheriff's Department for information and assistance in what many communities feel is a hopeless situation. Information in this sensitive area had to be based on medical resources, legal aspects, United Nations Rules and Regulations and surveys of every type. Misinformed experts have unknowingly promulgated drug abuse and created an aura of surrender.

The Justice Center - an unpopular subject with established powers deals with decades of human misery not measured in dollars but dictated by the needs of a County aware of not only the problems of persons charged with crimes but also the citizen victim who is most often forgotten.

Research in this vital area was not only gleaned from volumes of books written on the subject but by many hours of contact with other Sheriff's Departments, Bureau of Prisons, and other County agencies involved in similar structures.

Speaker's Bureau: It has been the Sheriff's wish that each employee share in the moral responsibility of protecting the general public from the elements of apathy as it relates to the subject of crime. While this can be done somewhat through general law enforcement, another important tool is the Cuyahoga County Sheriff's Department Speaker's Bureau.

This Bureau, operated on a volunteer basis, has been responsible for disseminating to not only the general public but also interested groups involved in education.

Pistol Packing Santa's Helpers: Each year the Deputies of Cuyahoga County retrieve the non-deliverable letters addressed to Santa Claus, read them, and determine by need the distribution of toys ranging from bicycles to roller skates. These gifts paid for by Deputy contributions and private groups are then distributed on Christmas Eve.

In 1973, 150 needy children received toys. These children because of economic circumstances would not have received any Christmas joy had it not been for the Deputies of the Cuyahoga County Sheriff's Department.

Respectfully submitted,
Marion Koszewski
Special Services Officer

INMATE PROCESS & RECORDS DIVISION

The following is a summary of the activities of this division for the year of 1973:

Trips to Institutions	176
Prisoners Returned From Institutions	384
Prisoners Returned From Workhouse	89
Prisoners To Workhouse	524
Probate Trips	114
Persons Handled On Probate Trips	121
Sentence Papers Received	1,124
Mittimus Received	1,491
Journal Entries Received	2,507
Indictments Received	2,641
Detainers Received	1,263
Capias Received	1,118
Persons Booked	7,975
Persons Released	6,368
Juvenile Summons Received	42
Juvenile Commitments	158
Juvenile Releases	198
Prisoners To Institutions	1,215
Inmate Processing (New Arrests)	4,008
(Re Arrests)	4,990
(Bonded)	3,035
Prisoners Taken To Court	4,010
Record Checks Via Phone	2,340
Record Checks Via Person	4,513
Record Checks Via Letter	2,104
Record Checks For Processing	8,998
Requests For Jail Time Credit Completed	3,500

Communications Section

Administrative Messages Sent To Other Depts. By Us	2,628
Direct Inquiries Into Auto Alert File	842
Direct Inquiries Into The Registration File	4,748
Direct Inquiries Into Operators License File	2,581
Direct Inquiries Into Warrant And Wanted	2,669
Terminal Traffic Except NCIC And Alecs Checks	20,850
Administrative Messages Received This Terminal	4,573
Messages Received This Terminal Including NCIC and Alecs.	25,112
Log Sheets Used	1,521
Messages Sent Via County Teletype	81

Respectfully submitted,
John Doyle, Captain
Supt. of Records

Personnel:

Clerk Typists	5
Deputies (Radio)	6
Sergeant	1
Civilians	2
Civilians (Part Time)	1

SECURITY DIVISION

A summary of the Security Division's activities for the year of 1973. Areas of concern include:

A.) Comparison of Jail count- years 1972 & 1973

B.) Inmates sent to Institutions (Excluding Workhouse) 1973

C.) Inmates sent to Workhouse only 1973

D.) Inmates booked and released 1973

E.) Inmates sentenced to County Jail 1973

F.) Tours of Cuyahoga County Jail 1973

G.) Inmate "Open Visits" 1973

H.) Number of inmate Phone calls 1973

I.) Number of inmates to Recreation 1973

J.) Number of inmates to Library 1973

K.) Number of inmates to Barber Shop 1973

L.) Total number of meals served 1973

M.) Church Services presented 1973

The above listed functions performed in addition to the regular Security Duties of this Division.

Respectfully submitted,
Edward Payne; Warden

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SUMMARY OF INMATES SENT TO INSTITUTIONS (EXCLUDING WORKHOUSE)

MONTH	NUMBER SHIPPED
JANUARY	75
FEBRUARY	93
MARCH	90
APRIL	94
MAY	139
JUNE	122
JULY	120
AUGUST	105
SEPTEMBER	73
OCTOBER	98
NOVEMBER	97
DECEMBER	71
TOTAL:	1,177

A total of 1,177 inmates were shipped, in comparison to 1,076 in 1972. An increase of 101 inmates over 1972.

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SUMMARY OF INMATES SENT TO WORKHOUSE

MONTH	NUMBER SHIPPED
JANUARY	48
FEBRUARY	42
MARCH	64
APRIL	48
MAY	46
JUNE	34
JULY	46
AUGUST	33
SEPTEMBER	43
OCTOBER	42
NOVEMBER	34
DECEMBER	43
TOTAL:	523

A total of 523 inmates were transferred to the Workhouse in comparison to 629 in 1972. A decrease of 106 inmates under 1972.

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SUMMARY AND COMPARISON OF AVERAGE TOTAL JAIL POPULATION 1972 & 1973

MONTH	1972	1973	INCREASE/DECREASE
JANUARY	699	499	-200
FEBRUARY	694	520	-174
MARCH	576	555	- 21
APRIL	538	578	+ 50
MAY	566	524	- 42
JUNE	617	487	-130
JULY	606	471	-135
AUGUST	520	465	- 55
SEPTEMBER	516	440	- 76
OCTOBER	481	459	- 22
NOVEMBER	522	514	- 8
DECEMBER	474	525	+ 51
	6,809	6,037	-772

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SUMMARY OF INMATES BOOKED AND RELEASED

MONTH	BOOKED	RELEASED
JANUARY	656	512
FEBRUARY	694	531
MARCH	729	551
APRIL	672	484
MAY	723	609
JUNE	698	558
JULY	665	517
AUGUST	657	522
SEPTEMBER	549	465
OCTOBER	633	504
NOVEMBER	670	530
DECEMBER	629	565
	TOTAL: 7,975	TOTAL: 6,368

1972 Total inmates booked: 7,364
1973 Total inmates booked: 7,975
Increase over 1972 : 611

1972 Inmates released: 7,566
1973 Inmates released: 6,368
Decrease : 1,198

1973

SUMMARY OF INMATES SENTENCED TO COUNTY JAIL

MONTH	NUMBER SENTENCED
JANUARY	8
FEBRUARY	10
MARCH	9
APRIL	8
MAY	3
JUNE	8
JULY	11
AUGUST	15
SEPTEMBER	6
OCTOBER	6
NOVEMBER	11
DECEMBER	16
TOTAL:	111

1973

SUMMARY OF TOURS OF THE COUNTY JAIL

MONTH	NUMBER OF TOURS	NUMBER OF VISITORS
JANUARY	0	0
FEBRUARY	6	130
MARCH	4	84
APRIL	5	80
MAY	10	208
JUNE	2	21
JULY	2	19
AUGUST	3	24
SEPTEMBER	0	0
OCTOBER	3	59
NOVEMBER	2	33
DECEMBER	5	133
	TOTAL: 42	TOTAL: 791

1973

SUMMARY OF "OPEN VISITS" FOR INMATES

MONTH	NUMBER OF INMATES PERMITTED VISITS
JANUARY	42
FEBRUARY	57
MARCH	78
APRIL	78
MAY	54
JUNE	77
JULY	52
AUGUST	48
SEPTEMBER	46
OCTOBER	84
NOVEMBER	50
DECEMBER	79
TOTAL:	745

1973

SUMMARY OF PHONE CALLS GIVEN TO INMATES

MONTH	NUMBER OF CALLS GIVEN
JANUARY	2,990
FEBRUARY	362
MARCH	354
APRIL	213
MAY	2,323
JUNE	960
JULY	345
AUGUST	937
SEPTEMBER	624
OCTOBER	1,011
NOVEMBER	1,126
DECEMBER	1,541
TOTAL:	12,786

1973

SUMMARY OF INMATES PARTICIPATING IN RECREATIONAL ACTIVITIES

MONTH	NUMBER ATTENDING
JANUARY	471
FEBRUARY	456
MARCH	18
APRIL	8
MAY	341
JUNE	221
JULY	194
AUGUST	214
SEPTEMBER	0
OCTOBER	0
NOVEMBER	90
DECEMBER	444
TOTAL:	2,457

The months noted above, with reduced participation, are due to a low manpower status during this period. Deputies assigned to the detail were utilized for security purposes.

1973

SUMMARY OF INMATES ATTENDING LIBRARY

MONTH	NUMBER ATTENDING
JANUARY	15
FEBRUARY	26
MARCH	13
APRIL	4
MAY	53
JUNE	104
JULY	59
AUGUST	15
SEPTEMBER	0
OCTOBER	38
NOVEMBER	71
DECEMBER	20
TOTAL:	418

1973

SUMMARY OF INMATES UTILIZING BARBER SHOP

MONTH	NUMBER ATTENDING
JANUARY	222
FEBRUARY	161
MARCH	34
APRIL	115
MAY	121
JUNE	105
JULY	92
AUGUST	81
SEPTEMBER	15
OCTOBER	137
NOVEMBER	163
DECEMBER	101
TOTAL:	1,346

1973

SUMMARY OF NUMBER OF MEALS SERVED

MONTH	NUMBER OF MEALS SERVED
JANUARY	59,127
FEBRUARY	46,780
MARCH	54,715
APRIL	55,120
MAY	51,832
JUNE	46,930
JULY	46,903
AUGUST	45,345
SEPTEMBER	42,700
OCTOBER	46,421
NOVEMBER	49,360
DECEMBER	51,825
TOTAL:	597,058

1973

SUMMARY OF CHURCH SERVICES OFFERED IN COUNTY JAIL

MONTH	NUMBER OF SERVICES OFFERED
JANUARY	22
FEBRUARY	20
MARCH	21
APRIL	22
MAY	22
JUNE	21
JULY	23
AUGUST	21
SEPTEMBER	23
OCTOBER	22
NOVEMBER	20
DECEMBER	23
TOTAL:	260

As of this writing, figures are not available on how many inmates attended the offered services, although the Chaplins Office estimates an average of 12 inmates attending each Service. This would leave an estimated total of 3,120 inmates attending the Services of their faith.

REPORT OF THE CHAPLAINS FOR THE YEAR 1973

During the past year, Chaplain David S. Witwer has spent four days of each week in Cuyahoga County Jail and he can point to definite accomplishments. The inmates no longer look upon him as an outsider, but as one of them, dedicated to help with compassion and concern. Word has gotten around that the Chaplains can be trusted and that they can be of help in many different ways. They are not just "preachers".

It is true that the majority of inmates in the jail do not want to be saved "from their sins", but rather saved "with them". Chaplain Witwer is certain this holds true of many on the outside of prison walls.

Chaplain Arnold Elfers is in the jail on Thursdays when Chaplain Witwer works in St. Vincent Charity Hospital and Huron Road Hospital. Together they evaluate inmates and offer compensatory services. Chaplain Elfers frequently finds inmates in the jail that he has worked with in previous years in the Detention Home.

All services are provided on the premise that their lives will take a new direction and that they will "see the light", and want to follow it. Chaplain Witwer does not feel that any changes can take place in their lives unless they can be "changed on the inside", and want the new spiritual dimension. Even for those who are not willing to change just yet, the Church is at work bearing witness to the truth. These seeds may take root years from now and eventually bear fruit. When a man straightens himself out with God on the inside, the outside works just have to fall into the right place. As Dr. Jung states in his classic book on spiritual life, "In all my years of practice as a psychiatrist, I cannot remember a single instance of a person regaining his mental health without first straightening out his relation to his God."

The following list enumerates the most common services which the Chaplains provide for the inmates:

1. Counseling is the most important function. Regardless of their request, Chaplain Witwer will usually try to help them think through their relationship with their creator. Goals and objectives for making a full life is more important than making a living. The Church is here bearing witness.

2. Communication to wife, mother, sweetheart, boss, attorney, parole officer is the most common request. The inmate is permitted one call per week and if the person he is trying to call is out, he must wait for another week. Then the Chaplain reports back.

3. Dispersement of clothing. Since last March 16th, 103 persons have been supplied with clothing. Most of these persons received a complete suit or a matching coat with contrasting color. Many of these men came in during the summer in shirt sleeves or even shorts. Others come from Municipal Court

clothed in a paper suit if their charge happens to be in realm of drug abuse. A prominent Cleveland clothing manufacturer has made these gifts possible.

4. Arrangements for worship services. Every Tuesday evening at 6:00 P.M., every Sunday at 8:00 A.M. and Mass is provided at 9:00 A.M. Sunday with interfaith service following. Ministers from several congregations participate.

5. Dispensing of religious literature and magazines. Some secular magazines such as Reader's Digest and National Geographic are also given out. We are most happy to give out a limited number of new bibles called "The Way". These bibles retail for $5.95 each. The "Scripture Mission Press" has donated 50 of these new bibles. There is a great demand for these. We also have many "King James" editions, many of which were donated by the Gideons.

6. Assistance in rehabilitation. Many calls and interviews have been held to restore family unity and harmony, or to maintain it. These who have no place to go are given recommendations to various institutions on a temporary basis until they can get on their feet.

7. Three bible study groups have been formed. This is repeated as often as we can get persons interested.

8. Arrangements for Christmas Service. Exceptions were made for Christmas services so that about 100 persons were permitted to come to each of five services arranged. Otherwise, only about fifteen persons are permitted to congregate in Church because of security. Many off duty Deputies donated their time to make these services possible.

STATISTICAL REPORT

Counseling Sessions (Out of Block)	1,327
Counseling Sessions through the bars	1,647
Estimated phone calls on behalf of prisoners	2,100
Search for records for inmates and relay of info	120
Interviews with families of prisoners	23
Meetings with the Sheriff and/or representatives	19
Meetings with other personnel	10
Adult Baptisms in the jail	1
Private Communions in the jail	3
Weddings in the jail	9

Chaplain Witwer is presently serving as Secretary-Treasurer of the Cleveland College of Chaplains and attends regular meetings. He has prepared numerous articles for "The Deputy Star" and "The County Air". Innumerable other meetings have been attended.

Respectfully submitted,
David S. Witwer, Chaplain

THE CUYAHOGA COUNTY JAIL CORRECTIONAL SERVICES PROJECT

The Cuyahoga County Jail Correctional Services Project was created by Sheriff Ralph E. Kreiger in conjunction with the County Commissioners and Mrs. Gwen Baskett to assist the inmates, their families and the community. The program is designed to derive a more comprehensive and cooperative understanding between the inmates and the community from which he or she came. The program was started early in mid 1973.

Description of Services

The typical person in a local jail arrives in a state of emotional shock, economically destitute, or at odds with his family. The individual may be a drug user, problem drinker, or suffering from a health problem or in need of legal services.

More often than not, studies have indicated that the above pressures or problems cause the individual to have difficulties adjusting to the prison environment. It is at this point that we want to offer Social Services to the individual, attempting to give him or her some ideas about the system and services that are available to them, and attempting to alleviate crisis situations.

To develop a comprehensive and effective social and correctional service delivery system that will be able to classify and place inmates according to security regulations, their physical, psychological and social service needs.

It is believed that such a program, along with the crisis intervention program will alleviate some of the jail's present difficulties.

Being an advocate for the inmate. This will consist of guidance and counseling of personal problems, emotional, family problems, and crisis situations. Examples:

Social Service Agencies
Contacting Landlords
Creditors
Lawyers
Families

This service will be provided within the institution and outside depending upon the status of the inmate or the individual.

Providing welfare services. The eligibility for welfare and other social services will be determined by the guidelines of the Cuyahoga County Welfare Department.

To provide the necessary medical information centered around the health of the newly arrived inmate's physical condition.

Public Library, Basic Education and Vocation Rehabilitation Programs. Since the majority of the inmates are of the age twenty-six and under, effort will be made to encourage them to utilize the improved "Library Service". This is five half days per week from two half days per week. The Librarian will attempt to assess his or her educational needs according to their capability.

It is also hoped that within the new Justice Center a basic educational section will be implemented to provide the following services:

(a) Remedial education, speech therapy, preparation for G.E.D. testing, etc.

(b) A vocational rehabilitation program, to provide for the inmates who will be incarcerated for thirty days or more, who meet the requirements of the State Dept. of Vocational Rehabilitation. Example:

Films and discussion programs on different topics of interest, job skills, work habits, etc.

Recreational Services. Implementation of the present recreational services on a daily basis, helping to eliminate a great deal of the inmate's excessive energy and aggressions. To develop constructive leisure time habits, to provide opportunities for certain skills development and individual motivation.

Future Goals of The Program

The future of the Inmate Crisis Program has several goals:

1. Offering realistic Counseling and Social Services to the inmates and their families, hopefully this will be a part of his (her) rehabilitation.

2. Making referrals for vocational training, employment agencies. Continued personal or family counseling or psychiatric out patient referrals to local mental hospitals for better emotional, psychological and mental health adjustment.

3. Hopefully, many inmates will take advantage of the Adult Education Program and receive their high school diploma equivalent and be able to become better financially and stably employed and constructively independent.

4. To make better and more concerned citizens of the community with respect for themselves, the law, others property and their moral, religious principles and beliefs and to develop a better value system.

5. The new Justice Center will provide new opportunities for many more programs. New innovations will be unlimited due to better facilities, larger Social Services Staff, and more jail personnel, better and faster community action from professionals such as attorneys and other referral agencies.

6. Research is a goal for the future. Looking into certain programs of other penal institutions that may be adopted to the needs and setting of the present jail and particularly the new Justice Center.

   (a) Checking institutions that have present programs.

   (b) Checking with the Social Services Departments of certain colleges and universities. Criminal Rehabilitation Research Program of the Ohio State University. They have a several phase research program to obtain research information from each criminal involved in the program. Some inmates from Cuyahoga County Jail have been used in their program. A few psychological tests have been given in the jail for their evaluation.

   (c) Long term statistical reports and reviews at the County Jail may provide valuable information that may be applicable for the future. Some information may be available by the time the new Justice Center opens. The Human Designs Lab of Case Western Reserve University has begun to become an active participant.

   (d) Review of films may provide certain information and innovations to provide better services to inmates and their families by the Social Services Department.

   (e) Other possible ideas, suggestions, recommendations by Board Committee and other concerned persons and agencies.

   (f) Helping to motivate the inmate to short and long term goals that will become more helpful to his (her) life's success.

Goals of The Educational Program

1. To help the inmate further develop the essentials which will help him achieve self development.

2. To acquire the basic skills necessary to function in a materialistic society.

3. To re-emphasize the idea of self learning and meaning of freedom.

4. To develop a systematic method which will enable inmates to progress at his own pace and measure his own progress.

5. To increase motivation within each student.

6. Challenge inmates to look at their present practices, evaluate results and make changes that can lead to more satisfying lives.

Other Concerned Agencies

The Library and Educational Programs have become a very important part of the services to the inmates.

On July 2, 1973, an agreement was signed between the Board of County Commissioners of Cuyahoga County and the Cleveland Public Library in which the County engaged the Library to provide books and a Librarian for the program. The Library's role in the program is to expand the weekly service that it has provided since 1934; namely, providing a Librarian to visit inmates in their cellblocks and circulate to them books and periodicals for recreation and study. Hospital and Institutions Department of Outreach Services is the department of the Library responsible for carrying out its project goals. Three staff members are involved.

The expansion goals of the library program to be paid from the project funds are:

1. Increase the book stock available for loan to inmates, especially in such areas as ethnic literature, self-study for job improvement and for passing high school equivalency exams, philosophy, religion, etc.

2. Add in-depth reference service to the book circulation service -- with special emphasis on legal reference. These included the materials specified in the grant agreement:
   Schneider's Ohio Criminal Code
   Ohio Criminal Law and Practice
   Ohio Court Rules

The experience of the Library in the Jail Project has proved that there is definite inmate interest in and need for a dynamic library program. A bank of information is being accumulated on the kinds of legal questions asked by inmates and on the law materials best suited to provide the answers from the viewpoint of content, readability and cost. Frustrations and problems encountered are valuable; even if they cannot be solved in the present facility, they illuminate pitfalls to be avoided in the future quarters at the Justice Center. The immediate aim, however, is to continue attempts to provide the best possible service in the present jail.

No requests have been made for the services of the County Welfare Department by the inmates up to this time.

Summary Resume

The Jail Crisis Project is now basically meeting the needs of the inmates. Problem areas are being dealt with so as to prevent blocking the program or causing any further slump and relieving Deputies of these responsibilities and easing tension between the Jail Staff and the inmate.

Present plans are to increase staff and expand the Library and Educational Program. The Board Committee plans to meet more frequently

and work on problem areas to help derive a more comprehensive in-depth service program to the inmates and their families.

Major Andrew Crawford of the Sheriff's Department has been named the new Project Coordinating Supervisor.

Respectfully submitted,
Col. Al Brockhurst

MOTOR VEHICLE DIVISION
1973 ANNUAL REPORT

1. The Cuyahoga County Sheriff's Department has a complement of twenty-four (24) vehicles.

   A. Fourteen unmarked vehicles
   B. Ten marked vehicles

2. Total mileage for the year 1973..... 332,795 miles

   A. Detective Bureau..... 74,274 miles
   B. Staff Cars..... 81,119 miles
   C. Transportation Division... 135,237 miles

3. Total amount of money spent for gas and repairs at County Garage and outside agencies..... $29,187.00

4. New Vehicles and radios purchased.

   A. Seven new vehicles were purchased and exchanged under a Federal Grant for a sum of $24,272.
   B. Ten new radios were purchased and exchanged under a Federal Grant for the sum of $10,465.
   C. Ten new radios installed under a Federal Grant for the sum of $1,100.

5. For the year of 1973, all numbers of vehicles were changed and marked for the various divisions.

   A. Warrant Division
   B. Detective Bureau
   C. Jail Division
   D. Transport Division
   E. Staff Motor Pool

For the year 1974, you can expect more mileage on the vehicles due to the Warrant, Transport and Detective Divisions.

Respectfully submitted,
Lt. Howard Ponsky

END