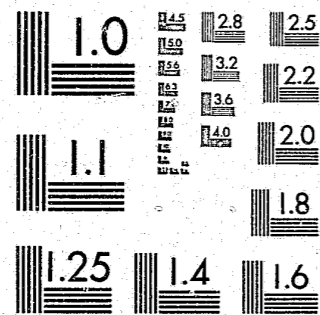


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National Institute of Justice
United States Department of Justice
Washington, D. C. 20531

8/7/85

97106

**Law Enforcement in Ohio Counties
Serving Under 100,000 People:
*A Task Analysis***

97106

U.S. Department of Justice
National Institute of Justice

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Richard F. Celeste, Governor

DEPARTMENT OF DEVELOPMENT
Alfred S. Dietzel, Director

Office of Criminal Justice Services
Statistical Analysis Center

July, 1983

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<u>PARTICIPATING AGENCIES</u>		
<u>COUNTY SHERIFFS' DEPARTMENTS</u>	<u>PATROL OFFICERS</u>	<u>SUPERVISORS</u>
Athens	7	1
Belmont	7	0
Champaign	2	1
Coshocton	18	2
Crawford	7	1
Delaware	10	2
Gallia	10	0
Guernsey	0	1
Hancock	6	1
Hardin	5	1
Jefferson	8	1
Knox	9	1
Lawrence	8	1
Logan	7	1
Mercer	5	1
Miami	9	2
Muskingum	8	2
Ottawa	4	1
Paulding	4	1
Pickaway	6	2
Pike	5	1
Preble	2	1
Sandusky	6	2
Scioto	8	2
Tuscarawas	5	1
Van Wert	5	1
Vinton	2	0
Wayne	9	2
	<u>182</u>	<u>33</u>

PREFACE

This report has been prepared especially for sheriffs and administrative officers in Ohio's sixty-five small sheriffs' departments, all of which serve county jurisdictions of less than 100,000 people. It analyzes the responses of over two hundred officers from twenty-eight of those departments who participated in the state-wide task analysis study conducted in 1981-82 by the Office of Criminal Justice Services for the Ohio Peace Officer Training Council. Because each of these officers responded to more than one thousand questions about their backgrounds, sources of information, equipment, types of investigation, tasks, and physical activities, there now exists a rich data base which sheriffs can use for decisions relating to hiring, training, planning--and especially in analyzing the propriety of departmental standards.

A total of 3,155 Ohio peace officers representing nearly 400 law enforcement agencies took part in this survey, the results of which are contained in a report issued in November, 1982. However, eight separate summaries (five for police jurisdictions, three for sheriffs' jurisdictions) like this one are also being published so that chief executive officers can see how their own departments compare with an aggregate profile of similarly-sized agencies throughout the State. It is hoped that this process will also allow mayors, city managers, county commissioners, and other local officials to see their law enforcement operations in better perspective.

Actually, the task analysis study is three studies in one. While the 182 "small county" deputies were responding to the survey in terms of frequency (of use or performance), 33 of their supervisors were responding to the same questions in terms of (1) the importance, and (2) the learning difficulty of those items. This, in effect, triples the amount of available information, and geometrically increases the ways in which that information can be studied. Not only can it be determined how frequently a task is performed, but that information can be further analyzed in light of its importance to the law enforcement function and the difficulty with which the task is learned.

Because of the tremendous amount of data generated by this study (over two hundred and fifty thousand pieces of information in the "small county" data base alone) no summary report can adequately capture all of the worthwhile data. This report, in fact, makes no attempt to do so. Rather, it is being published as a complement to the earlier state-wide report and as an indicator of the type and depth of the available data. To that end it is hoped that this brief report will arouse the interest of local law enforcement officials who will then make fuller use of the rich data base available through the Ohio Office of Criminal Justice Services.

OFFICER PROFILE

Of the 2,620 patrol officers who participated in the state-wide task analysis study, 182 were drawn from sheriffs' departments in twenty-eight of Ohio's sixty-five small counties.

TABLE 1
COMPARISON:
ACTUAL LAW ENFORCEMENT POPULATION
V.
SURVEY (RESPONSE) POPULATION

	% of Law Enforcement Population in Ohio	% of Population in Survey Response
MUNICIPALITIES.....	77.0%	77.3%
Largest City Police (over 100,000)	26.6%	28.6%
Large City Police (25,000-100,000)	16.2%	15.6%
Medium City Police (10,000-25,000)	14.1%	12.7%
Small City Police (2,500-10,000)	11.7%	13.1%
Smallest City Police (under-2,500)	8.4%	7.3%
COUNTIES.....	18.5%	17.2%
Large County Sheriffs (over 250,000)	9.2%	7.0%*
Medium County Sheriffs (100,000-250,000)	3.1%	3.8%
Small County Sheriffs (under 100,000)	6.2%	6.4%
SPECIAL AGENCIES.....	4.5%	4.9%
Private Police		.4%
Railroad Police		.8%
Jr./Sr. High School Security		.2%
College/University Police		1.5%
Dept. of Taxation		.1%
Port Authority Police		.1%
Special Constables		.1%
Park Rangers		1.1%
Mental Health Police		.8%
MISSING.....		4%
TOTALS.....	100%	99.8%

* One large county sheriff's office, originally targeted for inclusion, was excluded after it was learned that those officers had only jail and civil processing duties.

While the task analysis study was aimed primarily at law enforcement duties, resources, physical activities, and other non-personal aspects of the job, a good deal of background information was also collected and is offered here as a basis for better understanding the people who perform the patrol function in Ohio's small counties. Wherever possible, these 182 officers will be compared to their peers throughout the remainder of the State.

When comparing officers' race and sex characteristics, deputies in small counties differ slightly from patrol officers across the balance of the state. The results are contained in Table 2.

TABLE 2
OFFICERS' RACE AND SEX CHARACTERISTICS

	Small Sheriffs' Departments	Balance of State
White	98%	89%
Black	1%	9%
Other	1%	2%
Male	97%	93%
Female	3%	7%

In terms of age, 68% of the small county deputies were under the age of 35 compared to 94% of the officers across the balance of the state.

Among the officers' acquired characteristics, educational achievement was notable for several reasons. Primary among these is the fact that most of the "small county" patrol officers have achieved more academically than the high school diploma required to become a peace officer in Ohio. At the present time 37% of the "small county" deputies surveyed have completed at least one year of post high school education.

TABLE 3
OFFICERS' EDUCATIONAL LEVELS PRIOR TO
JOINING AND AT PRESENT:
SMALL COUNTIES
VS.
BALANCE OF STATE

	PRIOR TO JOINING		PRESENT	
	Twenty-eight Small Counties	Balance of State	Twenty-eight Small Counties	Balance of State
Less Than High School	5%	2%	5%	2%
High School	65%	43%	58%	36%
1-2 Years of College	22%	37%	28%	38%
3-4 Years of College	7%	17%	7%	21%
4 + Years of College	1%	1%	2%	2%

Table 3 reflects upward academic mobility both in the small counties and state-wide. The higher levels of educational achievement among the "balance of state" officers could be the result of several factors, including jurisdiction-wide educational levels and proximity to colleges and universities in Ohio.

Three personal questions relating to job attitudes were also asked. Specifically, these addressed job interest, use of talents and training preparedness. While not an exhaustive list, these three areas are fundamentally important influences upon officer morale. The responses of the 182 "small county" deputies are contained in Tables 4-6.

TABLE 4
"MY JOB IS..."

	Number	Percent
Very Dull	0	0%
Dull	0	0%
So So	10	6%
Interesting	65	36%
Very Interesting	107	59%
	182	101%*

* Percentage exceeds 100% due to rounding.

TABLE 5
"MY JOB UTILIZES MY TALENT..."

	Number	Percent
Not at All	1	1%
Very Little	7	4%
Fairly Well	55	30%
Quite Well	80	44%
Very Well	39	21%
	<u>182</u>	<u>100%</u>

TABLE 6
"MY (BASIC) TRAINING PREPARED ME..."

	Number	Percent
Not at All	0	0%
Somewhat	54	30%
Well	87	48%
Very Well	41	22%
	<u>182</u>	<u>100%</u>

Based on these questions, the "small county" deputy can be portrayed as one who is quite interested in law enforcement work, satisfied that the job constructively utilizes his or her personal talents and, though to a lesser extent, comfortable with the degree to which his training prepared him for the actual duties he is called upon to perform. The responses of the officers did not differ significantly from those of other peace officers throughout Ohio in these areas.

Somewhat surprisingly, a large number of these relatively young deputies had already gained some law enforcement experience prior to taking their present assignments. Close to one-fourth indicated prior experience as security guards, while others had served as military police officers, police reservists, and a variety of related jobs. Upwards of one-half (42%) had prior experience as municipal police officers, a figure in dramatic contrast to most Ohio peace officers.

TABLE 7
PRIOR LAW ENFORCEMENT EXPERIENCE

	Small Counties	Balance of State
Deputy Sheriff	17%	28%
Military Police	15%	14%
Municipal Police	42%	18%
Police Reserve	35%	23%
Security Guard	24%	11%
Other	7%	6%

Several "agency" characteristics also were isolated in the survey data. Not surprisingly, the data revealed that the size of an agency's jurisdictional population will often dictate operational practices within those agencies. A notable example is the assignment of patrol officers to patrol vehicles. Table 8 reflects the differences that exist in vehicle patrol between the small counties and the balance of state.

TABLE 8
TYPE OF PATROL
BY
TYPE OF JURISDICTION

	Twenty-eight Small Counties	Balance of State
1-Person Vehicle	89%	61.9%
2-Person Vehicle	3%	23.4%
Motorcycle	0%	.3%
Foot	1%	.4%
Foot and Vehicle	1%	7.1%
Other	7%	6.9%
	<u>101%*</u>	<u>100.0%</u>

The great differences noted in the types of patrol utilized by various agencies can probably be accounted for by the demands of geography (especially for sheriffs' patrol officers), increased danger to the officers in some urban areas and, in at least some circumstances, union demands.

The 182 "small county" officers did not differ markedly from their "balance of state" peers in terms of work shifts, as is displayed in Table 9 below.

TABLE 9
WORK SHIFT: "SMALL COUNTY" DEPUTIES

	Twenty-eight Small Counties	Balance of State
Day	27%	26%
Afternoon	29%	36%
Midnight	26%	25%
Split Shift	5%	4%
Odd Shift	7%	5%
Other	6%	4%
	<u>100%</u>	<u>100%</u>

Differences do appear between the two groups when responding to the question about the number of times patrol officers are called upon to perform tasks of a higher rank, as illustrated in Table 10.

* Percentage exceeds 100% due to rounding.

TABLE 10
"I AM CALLED UPON TO PERFORM THE TASKS OF
A HIGHER RANK..."

	Small Counties	Balance of State
Never	11%	20%
Seldom	21%	33%
Occasionally	41%	32%
Frequently	18%	9%
Very Frequently	9%	5%
	<u>100%</u>	<u>99%*</u>

* Percentages do not add to 100% due to rounding.

COMPLAINT/INCIDENT SECTION

The complaint/incident section of the task analysis survey queried Ohio's peace officers to determine which complaints and incidents officers typically encountered in the course of their daily activities. The questions also gleaned the ways in which these incidents are most frequently handled. The scale below represents the categories officers could choose from when recording their responses.

COMPLAINT/INCIDENT SCALE				
When I Respond To This Type of Complaint/Incident I Usually:				
0	1	2	3	4
I have never responded to this type of complaint/incident.	Make log entry only.	Conduct preliminary investigation and write report.	Conduct complete investigation and write report.	Other response or some combination of previous 3.

The questions yielding a response of "never" include those related to aircraft, conservation, and victimless types of incidents. The questions listed in the following table describe incidents that are not as rare but which still drew many "never" responses.

TABLE 11

PERCENT OF OFFICERS NEVER ENCOUNTERING...

Complaint/Incident	Percent of Deputies Responding "Never"
Curfew Violations	37%
Evictions	36%
False Fire Alarms	30%
Impersonating an Officer	62%
Motor Vehicle Hijacking	84%

The following three tables illustrate the most frequent types of investigations conducted by the "small county" officers in response to a variety of complaint/incidents.

TABLE 12

"LOG ONLY" RESPONSES FOR SELECTED COMPLAINTS/INCIDENTS

Complaint/Incident	Percent of Deputies Responding "Log Only"
Abandoned House	34%
Citizen Lockout	32%
Downed Wires	28%
Loud Party	21%
Perimeter Control at Fire	21%
Ruptured Water or Gas Line	16%

TABLE 13

"PRELIMINARY INVESTIGATION" RESPONSES FOR SELECTED COMPLAINTS/INCIDENTS

Complaint/Incident	Percent of Deputies Responding "Preliminary Investigation Only"
Bad Check	29%
Child Custody	32%
Credit Card Theft	29%
Motor Vehicle Theft	28%
Obscene Phone Call	32%
Robbery	28%

TABLE 14

"COMPLETE INVESTIGATION" RESPONSES FOR SELECTED COMPLAINTS/INCIDENTS

Complaint/Incident	Percent of Deputies Responding "Complete Investigation"
Concealed Weapons	64%
Disorderly Public Conduct	73%
Drunk in Public	63%
Traffic Accident	80%
Traffic Offense	71%

EQUIPMENT

Experience dictates that various equipment items play a prominent role in the effective performance of an officer's duties. As such, the tables below report equipment items frequently and seldom used by deputies in the course of their work. It is worth noting that some items (i.e. shotgun, first aid kit, fire extinguisher), although infrequently used, are rated by supervisors as very important to the patrol function. Additionally, while some items reflect low importance or involve little learning difficulty, this may not actually be the case. The inclusion of a "never used" category in the importance and learning difficulty scales may have precluded a majority of supervisors from rating certain equipment items because they are never used.

TABLE 15
FREQUENTLY USED EQUIPMENT ITEMS
(SMALL COUNTY)

	Percent of Deputies Using This Equipment Monthly Or More Often	Percent of Supervisors Rating This Equipment As "Important" or "Very Important"	Percent of Supervisors Rating This Equipment As "Very Easy" or "Rather Easy" to Learn to Operate
Automobile	98%	100%	88%
Body Armor	47%	85%	97%
Handcuffs	89%	97%	100%
Hand-Held Radio	89%	94%	97%
LEADS Terminal	86%	94%	15%
Spotlight	87%	97%	100%
Typewriter	86%	79%	58%

TABLE 16

INFREQUENTLY USED EQUIPMENT ITEMS
(SMALL COUNTY)

	Percent of Deputies Using This Equipment Monthly or More Often	Percent of Supervisors Rating This Equipment As "Important" or "Very Important"	Percent of Supervisors Rating This Equipment As "Very Easy" or "Rather Easy" to Learn to Operate
Blackjack	11%	24%	91%
Chemical Mace	3%	24%	94%
Drug/Narcotics Kit	10%	48%	58%
First Aid Kit	15%	79%	67%
Shotgun	23%	94%	70%

SOURCES OF INFORMATION

Patrol officers in the performance of their wide ranging and often complex duties must rely on a large volume of information flowing from a variety of sources. Presented below in Table 17 are the frequency, importance, and learning difficulty ratings of the eight most frequently used sources of information. Additionally, Table 18 reflects the degree to which some sources are never used.

TABLE 17
MOST FREQUENTLY USED INFORMATION SOURCES
(SMALL COUNTY)

	Percent of Deputies Required to Read These Manuals	Percent of Supervisors Rating This Information As "Important" or "Very Important"	Percent of Supervisors Rating This Information As "Very Easy" or "Rather Easy" to Learn
Criminal Law Manual	35%	88%	69%
Department Manuals	73%	76%	84%
First Aid Manuals	32%	52%	84%
Interoffice Memos	70%	52%	97%
Ohio Criminal Code and Procedures	63%	100%	81%
Ohio Vehicle Code	48%	91%	88%
Teletyped Messages	51%	91%	97%
Training Bulletins	44%	67%	91%

As seen in Table 17, most of the required reading for the majority of patrol officers is rated by supervisors as easy to learn.

TABLE 18
INFORMATION SOURCES NEVER USED BY A MAJORITY OF PATROL DEPUTIES
IN SMALL JURISDICTIONS

	NEVER USED
FAA Bulletins	76%
Fish and Game Code	52%
Harbor Statutes	90%
Health Statutes	69%
Interstate Commerce Rules	81%
Legal Transcripts	55%

ADMINISTRATIVE TASKS

As one might expect, administrative tasks were performed infrequently by patrol officers. Tabled below are both some of the more often and also never performed administrative tasks including their corresponding importance and learning difficulty ratings. As previously mentioned, some supervisors could not rank the importance and learning difficulty of certain tasks because they responded "never used" in some areas.

TABLE 19

FREQUENTLY PERFORMED ADMINISTRATIVE TASKS

	Percent of Deputy Officers Performing This Task at Least Once a Month	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Attend Briefing	44%	73%	97%
Describe Person to Other Officer	78%	85%	82%
Estimate Property Values	51%	39%	61%
Exchange Information With Other Law Enforcement Officials	79%	91%	97%
Operate LEADS Terminal to Check Persons and Property	64%	61%	28%
Request Equipment Repair	57%	91%	94%
Request Verification of Warrants Before Service	58%	82%	94%
Type Incident Reports	64%	54%	64%

TABLE 20

NEVER PERFORMED ADMINISTRATIVE TASKS

	Percent of Patrol Officers <u>Never</u> Performing This Task	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Conduct Investigations	85%	18%*	30%*
Design Training Materials	77%	36%*	24%*
Interview Applicants	85%	33%*	34%*
Investigate and Report Background on Police Applicants	79%	42%*	44%*
Participate in Planning	82%	24%*	34%*
Train Police Dogs	95%	6%**	6%**
Update Spot Maps	82%	15%*	42%*
Write Contract Specifications	93%	18%**	15%**
Write Policy Materials	87%	33%*	15%*

* Over thirty percent responded "never encountered" for this task.

** Over sixty percent responded "never encountered" for this task.

ARREST, SEARCH AND SEIZURE

There were 24 "arrest, search and seizure" tasks identified in the survey; Table 21 reflects these frequency ratings as well as the importance and learning difficulty ratings provided by the 33 small county supervisors.

TABLE 21

FIVE MOST FREQUENTLY PERFORMED
ARREST, SEARCH AND SEIZURE TASKS

	Percent of Patrol Officers Performing This Task at Least Once a Week	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Arrest Persons with a Warrant	38%	97%	82%
Arrest Persons without a Warrant	39%	94%	58%
Conduct Field Search	39%	97%	79%
Conduct Frisk	57%	97%	88%
Handcuff Suspect	59%	97%	82%

At the other end of the spectrum, the five least often performed arrest, search and seizure tasks drew a mixed response from the supervisors.

TABLE 22

FIVE LEAST FREQUENTLY PERFORMED
ARREST, SEARCH AND SEIZURE TASKS

	Percent of Patrol Officers Who Have Never Performed This Task	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Discharge Firearm at Person	81%	25%*	27%*
Plan Strategy for Arrests	30%	82%	76%
Plan Strategy for Searches	50%	73%	64%
Request Bystanders to Assist in an Apprehension	79%	9%*	21%*
Secure Search Warrant	40%	82%	39%

* Over thirty percent responded "never encountered" for this task.

PATROL FUNCTIONS

Sixty-nine patrol function tasks were identified in the survey. Because some of these were quite obscure (e.g., clean fire fighting equipment, flush fuel spills, etc.) only the five most frequently performed patrol functions are summarized here.

TABLE 23

FIVE MOST FREQUENTLY PERFORMED PATROL TASKS

	Percent of Patrol Officers Performing This Task at Least <u>Once a Week</u>	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Check For Wants Via Leads	82%	88%	73%
Check Homes of Persons on Vacation	73%	79%	97%
Check Parks	79%	58%	97%
Check Parking Lots	80%	52%	100%
Inform Dispatcher of Status	92%	100%	100%

The patrol functions list also contained several tasks which were maintenance in nature (e.g., clean weapons, inspect cruiser, etc.). Because these are supplemental to, but not indicative of, patrol operations, their ratings were not included in the calculation of the five most frequently performed tasks.

PATROL CONTACT

Although a patrol officer's primary function is law enforcement in a reactive sense, each day sees the average patrol officer in contact with the public outside of the strict law enforcement context. These contacts range from counseling juveniles to cultivating informants to establishing rapport with local citizens. And, while these contacts provide a vital and indispensable service to the community by dissolving most volatile situations, they also tend to flavor the often routine role of the patrol officer. For example, past findings indicate a direct relationship between the frequency with which patrol officers talk with people in the community and the level of interest in their jobs. Presented below are a few of the patrol contact functions dichotomized into high and low frequency categories with corresponding importance and learning difficulty ratings.

TABLE 24

FREQUENTLY PERFORMED PATROL CONTACT TASKS

	Percent of Patrol Officers Performing This Task at Least <u>Once a Month</u>	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Advise Victims.	84%	85%	73%
Give Street Directions	78%	48%	97%
Interview Suspicious Persons	75%	85%	58%
Investigate Suspicious Vehicles	84%	88%	85%
Mediate Family Disputes	73%	79%	27%
Stop Vehicle to Cite	73%	82%	76%
Warn Offenders	81%	61%	88%

TABLE 25

SELDOM PERFORMED PATROL CONTACT TASKS

	Percent of Patrol Officers Performing This Task at Least Once a Month	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Accept Bond	0%	0%*	0%*
Communicate Over Strike Disturbances	1%	36%**	27%**
Explain Demonstration Permits	1%	15%**	36%**
Fight Vehicle Fires	1%	15%**	42%**
Search for Bombs	3%	46%	21%

* Over ninety percent responded "never encountered" for this task.

** Over thirty percent responded "never encountered" for this task.

CIVIL PROCESSES

Eighteen questions were posed to the responding officers regarding their involvement in civil process duties. Overall, peace officers in Ohio seldom engage in civil process matters and, in fact, a significant number of the questions prompted an overwhelmingly "never having performed" that particular task response.

However, when the responses of sheriffs and police officers were compared, the former group was found to be more involved than the latter. This is logical because of the many civil functions assigned to the sheriffs' officers by law.

Below are some of the most and least frequently performed civil process duties engaged in by officers from Ohio's small county sheriff departments.

TABLE 26
SELECTED CIVIL PROCESS TASKS

	Percent of Patrol Officers Performing This Task a Few Times a Year or More Often	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Plan Route for Civil Process	28%	33%	67%
Record Disposition of Civil Papers	19%	30%*	42%*
Return of Civil Papers	11%	24%*	30%*
Serve Civil Process Papers	62%	61%	76%
Serve Probate Orders	50%	70%	61%
Collect Fees for Serving Civil Process	1%	24%**	6%**
Pick Up Children in Custody Matters	4%	58%	58%
Post Probate Notices, Warnings, Sale of Property Notices, etc.	0%	24%*	48%*
Record Payments	1%	21%**	24%**
Seize Property of Civil Claims	3%	27%*	30%*

* Over thirty percent responded "never encountered" for this task.

** Over sixty percent responded "never encountered" for this task.

DETENTION AND CUSTODY PROCEDURES

Sixty-six questions concerning detention and custody procedures were included in the survey. However, the vast majority were not relevant to the duties of most patrol officers with a substantial portion falling within the realm of administrative functions. Collecting bonds, responding to court orders, placing holds on prisoners, and reviewing arrest and bond documents are examples of these tasks.

Many of the tasks included duties that a jailer would perform, but jailers were not included in the survey sample. Some sheriff's departments rotate their officers between patrol and jail duties. Therefore, a small percentage of officers do, occasionally, perform some of these tasks as illustrated in Table 27.

TABLE 27

SELECTED DETENTION AND CUSTODY PROCEDURES

	Percent of Patrol Officers Performing This Task a <u>Once a Month or More Often</u>	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Aid Prisoners to Contact Legal Counsel	26%	41%	81%
Answer Inquiries Concerning Prisoners	54%	50%	81%
Book Prisoners	49%	72%	59%
Check Weapons In and Out of Detention Facility	36%	62%	75%
Escort Prisoners	31%	63%	88%
Guard Prisoners	19%	56%	63%

CRIMINAL INVESTIGATION

In the course of routine patrol work law enforcement officers have the opportunity to engage in criminal investigation. Below are ten of the criminal investigation activities most and least frequently engaged in by sheriffs' deputies in the small counties.

TABLE 28

FIVE MOST AND FIVE LEAST OFTEN PERFORMED CRIMINAL INVESTIGATION TASKS

	Percent of Patrol Officers Performing This Task at Least <u>Once a Month</u>	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Collect Evidence	68%	94%	54%
Determine Whether Incidents Are Criminal Or Civil Matters	78%	84%	58%
Interview Complainants, Witnesses, etc.	81%	97%	64%
Search Crime Scene	64%	97%	52%
Take Statements of Witnesses	76%	94%	76%
Instruct and Direct Civilians in Undercover Operations	3%	38%*	27%*
Organize and Conduct Station House Line-Ups	2%	38%	46%*
Prepare Paperwork to File Extradition Warrants	3%	30%*	18%*
Serve as Deputy Medical Examiner	0%	9%**	6%**
Witness Autopsies	0%	36%	48%

* Over thirty percent responded "never encountered" for this task.

** Over seventy percent responded "never encountered" for this task.

COURT PROCEDURES

Either as a result of their patrol duties or in addition to them, patrol officers sometimes find themselves involved in court-related procedures. Listed below are those court activities in which officers are most and least likely to engage.

TABLE 29

FIVE MOST AND FIVE LEAST OFTEN PERFORMED COURT PROCEDURE TASKS

	Percent of Patrol Officers Performing This Task at Least <u>Once a Month</u>	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Confer with Prosecutor Prior to Testimony in Case	53%	94%	82%
Discuss Cases with Prosecutors Following Legal Proceedings	43%	91%	91%
Review Reports and Notes for Court Testimony	48%	91%	67%
Serve Subpoenas	76%	85%	97%
Testify in Criminal Cases	44%	97%	52%
Act as Court Bailiff	2%	15%*	30%*
Assemble Potential Juror List	1%	15%**	21%**
Mail Jury Duty Notices	1%	12%**	24%**
Testify in Liquor Board Hearings	0%	30%*	30%*
Testify in Secretary of State Implied Consent Hearings	0%	9%**	24%**

* Over thirty percent responded "never encountered" for this task.

** Over sixty-five percent responded "never encountered" for this task.

TRAFFIC ACCIDENT INVESTIGATION

Law enforcement officers in Ohio's small counties, as elsewhere, are called upon to investigate traffic accidents. The following is a list of accident-related activities which do and do not consume the patrol officer's time.

TABLE 30

FIVE MOST AND FIVE LEAST OFTEN PERFORMED TRAFFIC ACCIDENT TASKS

	Percent of Patrol Officers Performing This Task at Least <u>Once a Month</u>	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Determine Factors Contributing to an Accident	60%	79%	36%
Diagram Accident Scenes	59%	76%	67%
Identify Owner of Vehicle Involved	56%	79%	91%
Identify Persons Involved in Accident	57%	82%	88%
Interview Persons Involved in Traffic Accidents	59%	79%	76%
Calculate Vehicle Speed Using Mathematical Formulas	1%	21%*	6%*
Determine Status of Auto Insurance	40%	36%	91%
Interview Tow Truck Operators for Relevant Accident Information	24%	30%	73%
Review Accidents with Accident Investigators	11%	46%*	67%
Test Operating Conditions of Accident Vehicle Equipment	24%	70%	64%

* Over thirty percent responded "never encountered" for this task.

TRAFFIC PATROL

Much of an officer's time on the job is spent on traffic patrol looking for violators and ensuring that traffic is flowing safely and smoothly.

TABLE 31

FIVE MOST AND FIVE LEAST OFTEN PERFORMED TRAFFIC PATROL TASKS

	Percent of Patrol Officers Performing This Task at Least <u>Once a Month</u>	Percent of Supervisors Rating This Task As "Important" or "Very Important"	Percent of Supervisors Rating This Task As "Very Easy" or "Rather Easy" to Learn
Assist Stranded Motorist	71%	73%	94%
Follow Suspect Vehicle to Observe Traffic Violations	64%	76%	79%
Inspect Operator's License	79%	70%	91%
Issue Traffic Citations	67%	70%	91%
Issue Verbal Warnings to Traffic Violators	76%	48%	91%
Count Traffic Flow Using Automatic Devices	1%	6%*	15%*
Issue Moving Traffic Citations to Bicycle Riders	1%	9%*	27%*
Operate Traffic Signals Manually	1%	3%*	27%*
Operate Videotape Equipment	2%	15%*	27%*
Record Pedestrian Flow	3%	9%*	30%*

* Over sixty percent responded "never encountered" for this task.

PHYSICAL ACTIVITIES

Because of its implications for the validation of entry-level strength and agility requirements, this section perhaps will be of greatest interest not only to sheriffs, but also to prospective recruits. Listed below are seven selected routine physical activities performed monthly or more frequently by patrol officers in thirty small county agencies.

TABLE 32

PERFORMANCE FREQUENCY FOR SEVEN SELECTED PHYSICAL ACTIVITIES

	<u>Monthly or More Often</u>	<u>Never</u>
Climb Obstacles	16%	7%
Jump Over Obstacles	11%	12%
Lift Heavy Objects or Persons	14%	10%
Physically Push Movable Object	20%	8%
Run After Suspects	6%	8%
Run Up Stairs	16%	11%
Subdue Persons Resisting Arrest	14%	5%

The remaining 19 tables of this report, and their corresponding narratives, describe in minute detail the most strenuous physical activity of the previous five work shifts undertaken by 98 of the "small county" patrol officers. The remaining 80 officers indicated no such activity for that time frame. As will become evident the task analysis study went to tedious lengths to measure these activities in feet, inches, pounds, etc. This was done because most departmental standards, especially physical standards, are measured in those same units.

TABLE 33
ACTIVITY STATUS FOR LAST FIVE WORK SHIFTS

	<u>Number of Officers</u>	<u>Percent</u>
No Activity	80	45%
Activity Without Resistance	68	38%
Activity With Resistance	<u>30</u>	<u>17%</u>
TOTAL	<u>178</u>	<u>100%</u>

During the course of patrol work, officers periodically have to run, either in pursuit of suspects or to assist in other emergency situations. Below are the distances run by "small county" patrol officers during what they described as the "most strenuous physical activity of their last five work shifts."

TABLE 34
RUNNING

	<u>Number of Officers</u>	<u>Percent</u>
1 to 24 yards	30	61%
25 to 49 yards	5	10%
50 to 74 yards	5	10%
75 to 99 yards	0	0%
100 yards and over	<u>9</u>	<u>18%</u>
TOTAL	<u>49</u>	<u>99%*</u>

* Percentage less than 100% due to rounding.

In running, deputies can expect to encounter a number of obstacles which make their job more difficult. "Small county" officers responding to the task analysis survey reported encountering the following obstacles:

TABLE 35
OBSTACLES ENCOUNTERED WHILE RUNNING

	<u>Number of Officers</u>	<u>Percent</u>
Ditch	7	15%
Fence or Wall	3	6%
Shrubs	1	2%
Stairs	7	15%
Vehicle	4	9%
2 of the above	12	26%
3 of the above	10	22%
Other	<u>2</u>	<u>4%</u>
TOTAL	<u>46</u>	<u>99%*</u>

Not often do officers find themselves crawling. One seasoned police veteran suggested this is because officers do not want to ruin their uniforms. Below are the distances Ohio's "small county" deputies crawled during their last five work shifts.

TABLE 36
CRAWLING

	<u>Number of Officers</u>	<u>Percent</u>
1 to 3 feet	9	82%
4 to 6 feet	0	0%
7 to 9 feet	0	0%
10 to 12 feet	1	9%
13 feet and over	<u>1</u>	<u>9%</u>
TOTAL	<u>11</u>	<u>100%</u>

* Percentage less than 100% due to rounding.

The typical deputy officer in Ohio does not engage in the stunts that characterize law enforcement work as depicted on television. Still, some of the officers from the small county forces did jump in the course of performing their duties. Following are the distances jumped by the task analysis respondents.

TABLE 37

JUMPING

	<u>Number of Officers</u>	<u>Percent</u>
1 to 3 feet	14	52%
4 to 6 feet	8	30%
7 to 9 feet	4	15%
10 to 12 feet	<u>1</u>	<u>4%</u>
TOTAL	27	101%*

As with the officers who ran, the ones who jumped also encountered obstacles. The table below reflects the numbers of patrol officers having to cope with each type of obstacle.

TABLE 38

OBSTACLES ENCOUNTERED WHILE JUMPING

	<u>Number of Officers</u>	<u>Percent</u>
Ditch	7	21%
Fence	3	9%
Shrubs	2	6%
Stairs	3	9%
Vehicle	2	6%
2 of the above	9	26%
3 of the above	7	21%
Other	<u>1</u>	<u>3%</u>
TOTAL	34	101%*

* Percentage exceeds 100% due to rounding.

Climbing is yet another activity which, while not consuming much of an officer's time, can make the job more difficult when it is necessary. The kinds of obstacles officers encounter can have important training implications. For example, if most of the obstacles did not have handholds or footholds, then training sessions would have to emphasize climbing techniques designed to help officers surmount these barriers. Below are some of the objects the officers were forced to climb.

TABLE 39

OBSTACLES ENCOUNTERED WHILE CLIMBING

	<u>Number of Officers</u>	<u>Percent</u>
Ditch	3	10%
Embankment	8	27%
Fence	7	23%
Ladder	2	7%
Stairs	8	27%
Other	<u>2</u>	<u>7%</u>
TOTAL	30	101%*

As mentioned earlier, handholds and footholds can be an important consideration for training purposes. The obstacles encountered by the "small county" respondents are analyzed below.

TABLE 40

OBSTACLES WITH HANDHOLDS AND FOOTHOLDS

	<u>Number of Officers</u>	<u>Percent</u>
Foothold	5	28%
Handhold	4	22%
Solid	<u>9</u>	<u>50%</u>
TOTAL	18	100%

* Percentage exceeds 100% due to rounding.

Those readers concerned with officers who climb may be interested in knowing how far the latter were forced to climb. Below is a list of the distances for the "small county" deputy respondents.

TABLE 41
CLIMBING (DISTANCES)

	<u>Number of Officers</u>	<u>Percent</u>
5 feet or less	8	29%
6 to 10 feet	12	43%
11 to 20 feet	5	18%
21 feet and over	<u>3</u>	<u>11%</u>
TOTAL	<u>28</u>	<u>101%*</u>

Pushing is another activity which most lay persons probably do not see officers do. Yet some of the task analysis respondents did, in fact, have to push objects during their last five work shifts.

TABLE 42
PUSHING (DISTANCES)

	<u>Number of Officers</u>	<u>Percent</u>
1 to 19 feet	14	64%
20 to 39 feet	5	23%
40 to 59 feet	2	9%
60 to 79 feet	<u>1</u>	<u>4%</u>
TOTAL	<u>22</u>	<u>100%</u>

The weight of an object to be pushed certainly influences the ease or difficulty with which the task is completed. Here are the weight ranges for objects pushed by deputies from the "small county" departments.

* Percentage exceeds 100% due to rounding.

TABLE 43
PUSHING (WEIGHTS)

	<u>Number of Officers</u>	<u>Percent</u>
25 to 49 pounds	2	10%
50 to 99 pounds	2	10%
100 to 149 pounds	2	10%
150 to 199 pounds	0	0%
200 pounds and over	<u>15</u>	<u>71%</u>
TOTAL	<u>21</u>	<u>101%*</u>

It is evident from the table above that a plurality of officers pushed extremely heavy objects. Some of this can be explained by the fact that 16 of the officers indicated they had pushed a vehicle. Many of the rest may have pushed people, trash dumpsters, or other heavy objects. The majority of those pushing admitted receiving some assistance; many, however, revealed that speed was not required, suggesting that most situations were not of an emergency nature.

* Percentage exceeds 100% due to rounding.

Some of the officers also found themselves pulling objects while performing their patrol duties. A breakdown of the distances the officers pulled objects is provided in the following table.

TABLE 44
PULLING (DISTANCES)

	<u>Number of Officers</u>	<u>Percent</u>
1 to 19 feet	13	62%
20 to 39 feet	2	10%
40 to 59 feet	1	5%
60 to 79 feet	1	5%
80 feet and over	<u>4</u>	<u>19%</u>
TOTAL	<u>21</u>	<u>101%*</u>

It is evident that the vast majority of officers claiming to have pulled objects did so for relatively short distances. Even more important might be the weight of the objects pulled.

TABLE 45
PULLING (WEIGHTS)

	<u>Number of Officers</u>	<u>Percent</u>
25 to 49 pounds	4	17%
50 to 99 pounds	0	0%
100 to 149 pounds	8	33%
150 to 199 pounds	7	29%
200 pounds and over	<u>5</u>	<u>21%</u>
TOTAL	<u>24</u>	<u>100%</u>

Since 83% of the officers pulled objects weighing in excess of 100 pounds it might suggest that persons were the objects pulled. In fact, almost two-thirds of the officers pulled persons. And 58% of these officers received assistance in their pulling encounter. However only, 35% of those pulling claimed that speed was required, perhaps suggesting that the officers may have been pulling intoxicated persons.

* Percentage exceeds 100% due to rounding.

The last standard physical activity to be considered is lifting. Again, the layman often does not see officers doing this. As can be seen in the following table, over three-fourths of those officers engaging in lifting did so to heights of under five feet.

TABLE 46
LIFTING (HEIGHTS)

	<u>Number of Officers</u>	<u>Percent</u>
1 foot	5	23%
2 feet	3	14%
3 feet	10	46%
4 feet	1	4%
5 feet and over	<u>3</u>	<u>14%</u>
TOTAL	<u>22</u>	<u>101%*</u>

Objects lifted often have to be carried certain distances. The table below reveals that over half of the officers carried their objects less than 20 feet.

TABLE 47
CARRYING (DISTANCES)

	<u>Number of Officers</u>	<u>Percent</u>
1 to 19 feet	13	56%
20 to 39 feet	1	4%
40 to 59 feet	3	13%
60 to 79 feet	3	13%
80 feet and over	<u>3</u>	<u>13%</u>
TOTAL	<u>23</u>	<u>99%*</u>

Lifting and carrying can, of course, be made more or less difficult by the weight of the object carried.

* Percentages less than 100% due to rounding.

TABLE 48

LIFTING (WEIGHTS)

	<u>Number of Officers</u>	<u>Percent</u>
25 to 49 pounds	9	36%
50 to 99 pounds	5	20%
100 to 149 pounds	5	20%
150 to 199 pounds	4	16%
200 pounds and over	<u>2</u>	<u>8%</u>
TOTAL	<u>25</u>	<u>100%</u>

Under one-half of these patrol officers carried people. And over one-half (52%) of them got some assistance.

As could be expected, a number of the officers engaging in physical activities met resistance (17%). The majority (87%) of these officers had to contend with only one suspect, with another 7% being forced to grapple with two. In 87% of the cases the suspects were males.

One frustrating conclusion pointed out by the data is that reasoning with resistive suspects is difficult in most cases. Almost three-fourths (71%) of the officers were unable to reason with their suspects. The task analysis respondents were given the opportunity to describe why they were unable to reason with their suspects.

TABLE 49

CAUSES OF INABILITY TO REASON WITH SUSPECTS

	<u>Number of Officers</u>	<u>Percent</u>
Drug or alcohol influence	19	61%
Emotionally or mentally upset	9	29%
Mental state unknown	1	3%
No opportunity to reason	<u>2</u>	<u>6%</u>
TOTAL	<u>31</u>	<u>99%*</u>

* Percentage less than 100% due to rounding.

Resistance by suspects can take a variety of forms. For example, a drunk presents a problem different than that posed by the armed robber.

TABLE 50

TYPES OF RESISTANCE

	<u>Yes</u>	<u>Percent</u>	<u>No</u>	<u>Percent</u>
Barricade	4	(15%)	23	(85%)
Hit/Kick	21	(72%)	8	(28%)
Passive Resistance	6	(22%)	21	(78%)
Pulled Away	21	(75%)	7	(25%)
Ran Away	13	(46%)	15	(54%)
Special Tactics	1	(4%)	26	(96%)
Threw Object	3	(11%)	24	(89%)
Weapon	4	(15%)	23	(85%)
Wrestled	24	(77%)	7	(23%)

By far the vast majority (90%) of officers encountering resistance issued verbal orders to their suspects. Slightly less than one-fourth (24%) of the officers saw their suspects submit to these orders.

In some cases, it was necessary for officers to use force to subdue the suspects. Table 51 lists the various degrees of force used by deputies in subduing resisting arrestees.

TABLE 51
 TYPES OF FORCE USED TO SUBDUE SUBJECTS

	<u>Yes</u>	<u>Percent</u>	<u>No</u>	<u>Percent</u>
Chemical Agent	1	(4%)	27	(96%)
Discharge Firearm	0	(0%)	29	(100%)
Display Firearm	1	(3%)	28	(97%)
Handcuffs with Assistance	18	(62%)	11	(38%)
Handcuffs without Assistance	8	(28%)	21	(72%)
Hit/Kick	13	(45%)	16	(55%)
Restraining Holds	26	(90%)	3	(10%)
Wrestled	19	(63%)	11	(37%)
Nightstick/Blackjack	6	(21%)	23	(79%)
Other Force	3	(16%)	16	(84%)

OTHER SAC PUBLICATIONS

March 1983

Use of Force By Ohio Peace Officers. An analysis of the use of force by Ohio law enforcers during the performance of routine patrol work. Examined are personal defense tactics as well as non-lethal and lethal force.

March 1983

The Ohio Statistical Analysis Center: A User's Profile. This administrative report highlights SAC's setting and function in Ohio government, the federal SAC network, and the field of criminal justice. It profiles SAC's structure, research priorities, information users, and similarities to other state and territorial SACs.

March 1983

OCJS Research Requests and Responses: An Analysis. An analysis of 346 research data requests received and responded to by SAC in 1982, as well as the nearly 1,000 requests received to date, by type and source of request.

Spring, 1983

The following series of eight reports are modular summaries, each about 40 pages in length, profiling the results from each of the jurisdiction levels (based on populations) represented in 1981-82 Ohio Law Enforcement Task Analysis Survey. These reports highlight the frequency of task performance, equipment usage, physical activities, as well as other facets of the peace officer's job. Also included are supervisors' assessments of importance and learning difficulty.

Law Enforcement In Ohio Cities Serving Over 100,000 People: A Task Analysis.

Law Enforcement In Ohio Cities Serving 25,000-100,000 People: A Task Analysis.

Law Enforcement In Ohio Cities Serving 10,000-25,000 People: A Task Analysis.

Law Enforcement In Ohio Municipalities Serving 2,500-10,000 People: A Task Analysis.

Law Enforcement In Ohio Municipalities Serving Under 2,500 People: A Task Analysis

Law Enforcement In Ohio Counties Serving Over 250,000 People: A Task Analysis.

Law Enforcement In Ohio Counties Serving 100,000-250,000 People: A Task Analysis.

Law Enforcement In Ohio Counties Serving Under 100,000 People: A Task Analysis.

November 1982 Survey of Ohio Citizen Attitudes Concerning Crime and Criminal Justice. the third annual report of this series, this study focusing on attitudes toward law enforcement officers, public crime-fear levels, handgun ownership, and the informational resources which mold public opinion in this area.

October 1982 Peace Officers Task Analysis: The Ohio Report. A two-and-one-half year study involving a survey of 3,155 Ohio peace officers in some 400 law enforcement agencies concerning the types of investigation, equipment, informational resources, tasks and physical activities associated with law enforcement in Ohio.

May 1982 OCJS Research Requests and Responses: An Analysis. An analysis of 308 research data requests received and responded to by SAC in 1981, as well as the 625 total requests received to date, by type and source of request.

April 1982 Fact and Fiction Concerning Crime and Criminal Justice in Ohio (1979-1982 data). A look at twenty-five popularly-believed myths about crime and criminal justice in the State, accompanied by appropriate factual data.

July 1981 Ohio Citizen Attitudes: Concerning Crime and Criminal Justice (Report #2, 1980 data). The second in a series of reports concerning Ohioans' attitudes and opinions about contemporary issues affecting law enforcement, courts, corrections, juvenile justice, crime prevention, and criminal law.

June 1981 A Stability Profile of Ohio Law Enforcement Trainees: 1974-1979 (1981 records). A brief analysis of some 125 Ohio Law Enforcement Officers who completed mandated training between 1974 and 1979. The randomly selected group was analyzed in terms of turnover, advancement, and moves to other law enforcement agencies.

May 1981 A Directory of Ohio Criminal Justice Agencies (1981 data). An inventory of several thousand criminal justice (and related) agencies in Ohio, by type and county.

April 1981 Property Crime Victimization: The Ohio Experience (1978 data). A profile of property crime in Ohio highlighting the characteristics of victims, offenders, and the crimes themselves; based on results of the annual National Crime Survey victimization studies in Ohio.

March 1981 Profiles in Ohio Law Enforcement: Technical Assistance, Budgets, and Benefits (1979 data). The second report emanating from the 1979 SAC survey of 82 sheriffs' departments and 182 police departments in Ohio; discusses technical assistance needs and capabilities among these agencies, as well as budgets and fringe benefits.

December 1980 The Need for Criminal Justice Research: OCJS Requests and Responses (1978-1980). An analysis of some 300 research requests received and responded to by the OCJS SAC Unit between 1978 and 1980, by type, request source, and time of response.

September 1980 State of the States Report: Statistical Analysis Centers (Emphasis Ohio) (1980 data). An analysis of the criminal justice statistical analysis centers located in virtually every state and several territories.

September 1980 Survey of Ohio Prosecuting Attorneys: Report (1979 data). An operational overview of 46 county prosecutors' offices.

September 1980 In Support of Criminal Justice: Money and Manpower (1977 data). Analysis of employment and expenditures within Ohio's criminal justice system, by type of component (police, courts, corrections, etc.), and type of jurisdiction (county, city, township and state).

June 1980 Concerning Crime and Criminal Justice: Attitudes Among Ohio's Sheriffs and Chiefs of Police (1979 data). Opinions and attitudes of 82 Ohio sheriffs and 182 chiefs of police, analyzed by jurisdictional size.

May 1980 Ohio Citizen Attitudes: A Survey of Public Opinion on Crime and Criminal Justice (1979 data). An analysis of public opinion and attitudes on a wide range of issues concerning law enforcement, courts, corrections, juvenile justice, crime prevention, and other areas of crime and criminal justice.

END