Ohio Attorney General's Office
Bureau of Criminal Investigation
Investigative Report

2026-2933
Officer Involved Critical Incident - 5193 Robinhood Drive, Willoughby, Ohio 44094 Lake County (L)

Investigative Activity:	Review – [redacted] Personnel File; Victims' Rights Form Received
Involves:	[redacted] (S)
Activity Date:	08/19/2026
Activity Location:	BCI - Richfield
Authoring Agent:	**SA John P. Tingley #154**

Narrative:

On Wednesday, August 19, 2026, Ohio Bureau of Criminal Investigation (BCI) Special Agent (SA) John Tingley (SA Tingley) reviewed the OPOTA Records, Personnel File, Training Records, and Qualification Records for [redacted] from the Willoughby Police Department (WPD). SA Tingley reviewed the listed files and noted the following:

Law Enforcement Experience:

[redacted] was hired by the WPD as a full-time officer on [redacted] only other previous law enforcement experience was with the Cleveland Heights Police Department as a full-time officer where he worked from [redacted].

Basic Training:

[redacted] attended and successfully completed the Ohio Peace Officer Training Academy (OPOTA) Basic Training Class [redacted] at the Cleveland Heights Police Academy. [redacted] also took and passed the OPOTA certification examination and was issued a Peace Officer Certificate by the Ohio Peace Officer Training Commission.

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Current Peace Officer Status:

Based on the records received and reviewed from OPOTA, [redacted] was a duly certified and sworn Ohio Peace Officer at the time of the Officer Involved Critical Incident.

Training File:

[redacted] has completed a number of advanced law enforcement training classes. Some of those classes include:

- Basic SWAT
- Field Training Officer (FTO)
- Judgmental Firearms Simulator
- Legal Updates
- Crisis Mitigation
- Arrest, Search and Seizure

Firearms Qualification:

The records provided by the WPD indicate that [redacted] qualified/shot on January 6, 2026, April 5, 2026, and May 4, 2026. The records, however, do not indicate which weapon was qualified/shot on these listed dates.

Disciplinary Records:

Based on the records received and reviewed from the WPD, [redacted] has no discipline related to the use of force.

Marsy's Law Documentation:

[redacted] was also provided with a Marsy's Law packet which [redacted] chose to fill out and thereby claimed the associated status.

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Officer Involved Critical Incident - 5193 Robinhood Drive, Willoughby, Ohio 44094 Lake County (L)

The OPOTA Records, Personnel File, Training Records, and Qualification Records are attached to this report. [redacted] Marcy's Law documentation is also attached. Please refer to the attachments for further details.

References:

None

Attachments:

1. OPOTA OFFICER RECORDS [redacted]
2. [redacted] file Pt. 1(msevel@willoughbypolice.com)
3. [redacted] file Pt. 2(msevel@willoughbypolice.com)
4. Range Record 2026(msevel@willoughbypolice.com)
5. [redacted] Victims' Rights Form

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Office of Ohio Attorney General

Ohio Peace Officer Training Academy

Officer Record

OPOTA London Campus
1650 State Route 56 SW
P.O. Box 309
London, OH 43140
Phone: 740-845-2700

[redacted] Willoughby Police Department, ID: [redacted]

Appointment History*

Agency	Employee Status	Start Date	End Date	Separation Reason
Willoughby Police Department	Full-time	[redacted]		
Cleveland Heights Police Department	Full-time			

Basic Academy Records

School Number	School	Start Date	End Date	Exam Date	Certificate Number	Certificate Date	Appointed By	Appointed Date
[redacted]	Cleveland Heights Police Academy	[redacted]					Cleveland Heights Police Department	[redacted]

Advanced Certifications

Certification Date	Certification	Officer Number	Officer
No Records Found			

OPOTA Advanced Training Records**

Course Title	Start Date	End Date
Cyber Crime First Responder	10/17/2022	10/17/2022
Death Investigation	2/7/2022	2/11/2022
Building Mutual Respect and Community Trust	1/10/2022	1/10/2022
Photography for Investigators	12/5/2019	12/5/2019

Course Title	Start Date	End Date
Sexual Assault Investigation	7/23/2019	7/25/2019
Trauma Informed Policing	3/13/2017	3/13/2017
Instructional Skills (80 Hours)	9/12/2016	9/23/2016
Judgmental Firearms Simulator	5/10/2016	5/12/2016
Internet Investigations I	2/23/2016	2/26/2016
Judgmental Firearms Simulator	9/29/2015	10/2/2015
Advanced Narcotics Investigator	7/7/2015	7/9/2015
ARIDE (Advanced Roadside Impaired Driving Enforcement)	8/11/2014	8/12/2014
Hostage Negotiations - Advanced	4/7/2014	4/10/2014
Search Warrants (Practical)	3/13/2014	3/13/2014
Ohio Liquor Laws	3/12/2014	3/12/2014
Core Criminal Investigation	10/21/2013	10/25/2013
Hostage Negotiations - Basic	5/20/2013	5/24/2013
Interview & Interrogation	4/23/2013	4/25/2013
Basic Narcotics Investigator	3/12/2013	3/14/2013
Autism and Alzheimer's - Looking Beyond the Obvious	2/20/2013	2/21/2013
Latent Print Development	10/10/2012	10/11/2012

LMS Training Records

Date Completed	Course Title	Officer Number	Officer
10/16/2024	Victims' Rights - Marsy's Law	[redacted]	[redacted]
10/16/2024	Responding to Mental Health Issues		
10/5/2024	NIBIN Overview		
9/25/2024	Legal Updates 2024		
9/23/2024	Crisis Mitigation - An Ohio Model		

Date Completed	Course Title	Officer Number	Officer	
8/15/2023	Response to Mass Violence and Mass Protest Seminar			
8/15/2023	Officer Wellness Seminar			
8/14/2023	National Center for Missing & Exploited Children Harnessing Resources Seminar			
8/14/2023	Part 3 - Legal Updates 2023			
8/11/2023	Part 2 - Legal Updates 2023			
8/11/2023	Part 1 - Legal Updates 2023			
8/11/2023	Ohio School Threat Assessment			
8/10/2023	Arrest, Search, and Seizure 2023			
10/15/2020	Procedural Justice and Police Legitimacy			
11/26/2019	Criminal Gang Awareness			
6/24/2019	Ethics and Professionalism			
6/1/2019	Trooper Coates Killer Interview			
5/1/2019	Trooper Coates Murder			
3/26/2019	Crime Scene Investigation			
3/26/2019	Wellness and Managing Stress			
6/20/2018	Career Survival: Overall Job Preparedness			
6/20/2018	Career Survival: Professional Policing and the Public			
5/13/2018	Career Survival: Positive Ways to Be Successful			
8/3/2017	Terrorism Awareness			
8/3/2017	Terrorism			
8/3/2017	Biological Evidence Collection and Retention			
3/21/2017	2017 Legal Update: Search and Seizure Law			
3/21/2017	2017 Legal Update: Civil Liability for Officers			
3/21/2017	04 Blue Courage Health and Wellness			

Date Completed	Course Title	Officer Number	Officer	
3/21/2017	03 Blue Courage Positive Psychology	[redacted]	[redacted]	
3/21/2017	02 Blue Courage The Nobility of Policing			
3/21/2017	01 Blue Courage Foundations			
3/21/2017	Missing Persons			
8/31/2016	Narcan eLearning Course			
5/11/2016	Human Trafficking 2016 Update			
5/11/2016	Companion Animal Encounters			
11/20/2015	Domestic Violence Legal Updates: Ohio Domestic Violence Laws			
11/10/2014	DeEscalating Mental Health Crises			
1/16/2013	Responding to Human Trafficking			
1/16/2013	Ohio Human Trafficking			
1/16/2013	Awareness of Human Trafficking			

Canine Training Records

Canine School	Certificate Date	Canine Unit	Certificate Type	Specialty	Renewal Date
No Records Found					

***The appointment records listed above reflect the appointed and separation information reported to OPOTC pursuant to section 109.761 of the Revised Code. Neither OPOTC, nor its staff, has independent knowledge of the information contained in these records.**

****The advanced training records listed above reflect ONLY THOSE trainings the peace officer scheduled through OPOTA. Records reflecting advanced training conducted by the peace officer's agency, or conducted by another organization, are not maintained by OPOTC. Requests for any such records should be directed to the peace officer's employing agency or the organization who conducted the training.**

*****Officer separation reasons are displayed only for separations that occurred on 7/1/2021 or later. For separations prior to 7/1/2021 this information may be obtained by submitting a public records request through the OPOTA Public Records Portal under "Request other records".**

remailed 3-7-17

MIKE DEWINE
★ OHIO ATTORNEY GENERAL ★

Ohio Peace Officer Training Commission
Office 800-346-7682
Fax 740-845-2675

P.O. Box 309
London, OH 43140
www.OhioAttorneyGeneral.gov

NOTICE OF PEACE OFFICER APPOINTMENT

1. Within ten days of the appointment or status change, submit one copy of this form either by email, fax or mail.
2. Type or print legibly and complete all blanks. Enter N/A if not applicable.
3. Submit pages 1 and 2 for a New Appointment. A new appointment occurs when an officer is first sworn into your agency, or has previously left the agency and returns.
4. Submit only page 1 for a Status Change. A status change occurs when an officer continues to be appointed by your agency, but has a change from one status, as listed in Box 15, to a different status.
5. Enter any necessary information for a Correction to Record, submitting all affected pages, and attach a letter explaining the requested change.

OFFICER INFORMATION

1. Name (Last)	(First)	(Middle)	2. Social Security Number
[redacted]			[redacted]
3. Alias (Last)	(First)	(Middle)	
4. Birth date (mm/dd/yyyy)	5. Email Address		6. Phone Number
[redacted]			[redacted]
7. Home Mailing Address (#/Street/PO Box)	(City)	(State)	(Zip Code) (County Name)
[redacted]			
8. Basic Training Academy (Only complete if this is the officer's first appointment or OSP)	(Academy Name)	(Academy Number)	(Dates of Training)

AGENCY INFORMATION

9. Agency Name			
Willoughby Police Department			
10. Agency Email Address	11. Agency Phone Number		
	440-953-4212		
12. Agency Mailing Address (#/Street/PO Box)	(City)	(Zip Code)	(County Name)
36700 Euclid Avenue	Willoughby	44094	Lake

APPOINTMENT INFORMATION *(Complete Date, Status and ORC)*

13. New Appointment Date: [redacted]
14. Status Change Date: / /

15. Select New Status: ☑ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal

16. Select New ORC

☒ City/Municipality Full-Time/Part-Time (737.02)	☐ City/Municipality Auxiliary/Reserve/Special (737.051)	☐ City/Municipality Chief (737.02)
☐ Village Full-Time/Part-Time/Special (737.16)	☐ Village Auxiliary/Reserve (737.161)	☐ Village Chief (737.15)
☐ Township Police Officer (505.49)	☐ Township Constable (509.01)	☐ Other Chief - List ORC/Charter _____
☐ Other - List ORC/Charter _____	☐ Deputy Sheriff (311.04)	☐ Sheriff (311)

ATTESTATION OF REPORTING AUTHORITY

I attest that the information provided on this form is true and correct and is based on my personal knowledge or inquiry.

17. Signature of Reporting Authority	18. Name and Title	19. Date
[signature]	Chief Jack M. Beckwith	[redacted]

NOTARY

Sworn to and subscribed before me this 10 day of March [redacted] in the county of Lake, Ohio.

[signature] My commission expires KIMBERLY M. PINTAR Affix Seal Here
Signature of Notary
Notary Public, State of Ohio
My Commission Expires April 23, 2019
Recorded in Lake County

This form may be emailed to: SF400@ohioattorneygeneral.gov

Officer Name (Last)	(First)	(Middle)	Social Security Number
[redacted]	[redacted]		[redacted]

20. OATH OF OFFICE

I do solemnly swear or affirm that I will support the Constitution and Laws of the United States of America, the Constitution and Laws of the State of Ohio, and Laws and Ordinances of the political subdivision to which I am appointed and to the best of my ability will discharge the duties of this office.

[redacted]
Signature of Appointee

Signature of Appointing Authority

David E. Anderson
Name of Appointing Authority (Typed or Printed Legibly)

Mayor and Safety Director
Title of Appointing Authority (Typed or Printed Legibly)

OHIO PEACE OFFICER APPOINTMENT HISTORY

Please list all prior appointments. Use additional copies of page 2, as needed, to list the entire appointment history.

21. Appointed By (Agency Name and County): Cleveland Heights	22. From(mm/dd/yyyy): [redacted]	To(mm/dd/yyyy):
23. Appointment Status (Check Appropriate Box) ☑ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		
24. Appointed By (Agency Name and County):	25. From(mm/dd/yyyy): / /	To(mm/dd/yyyy): / /
26. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		
27. Appointed By (Agency Name and County):	28. From(mm/dd/yyyy): / /	To(mm/dd/yyyy): / /
29. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		
30. Appointed By (Agency Name and County):	31. From(mm/dd/yyyy): / /	To(mm/dd/yyyy): / /
32. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		
33. Appointed By (Agency Name and County):	34. From(mm/dd/yyyy): / /	To(mm/dd/yyyy): / /
35. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		
36. Appointed By (Agency Name and County):	37. From(mm/dd/yyyy): / /	To(mm/dd/yyyy): / /
38. Appointment Status (Check Appropriate Box) ☐ Full-Time ☐ Part-Time ☐ Auxiliary ☐ Reserve ☐ Special ☐ Seasonal		

This form may be emailed to: SF400@ohioattorneygeneral.gov

Our Mission

In compliance with professional standards established by the Oath of Office, Code of Ethics and administrative directives I will perform in such a manner that promotes the publics' trust, confidence and sense of safety and security.

Purpose

Mission is the foundation upon which all operational decisions and administrative directives are grounded. Mission is the reason why our profession exists.

All members have a legal and ethical duty to perform their jobs and conduct themselves in such a manner that promotes the letter and spirit of this mission.

Every member is required to accept responsibility for the achievement of this mission and be committed to its concepts.

Commitment made by: [redacted] Date: 3-6-2017

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Professional Code of Ethics

My fundamental obligation is to be a responsible public servant.

While I consider the way I choose to conduct my private affairs a personal freedom, I accept the responsibilities for my actions, as well as inactions, while on duty or off duty, when those actions bring disrepute on the public image of my employer, my fellow workers and my chosen profession.

I vow to perform all my duties in a lawful, professional and competent manner. I consider the abilities to be courageous in the face of danger and to exercise restraint in the use of my powers and authorities to be the ultimate public trust.

I accept the responsibility to seek out knowledge and learn the necessary skills associated with my duties. I will keep myself physically fit and mentally alert so that I am capable of performing my duties according to the standards expected of my position.

I vow to be fully truthful and honest in all my dealings with others. I deplore lies, evasive and half-truths that mislead or do not fully inform those who must depend upon my honesty. I will obey the very laws that members of my agency are sworn to uphold. I will seek affirmative ways to comply with the standards of my agency and the lawful directives and orders of my supervisors.

I vow to treat others with courtesy at all times. I consider it to be a professional weakness to allow another's behavior to dictate my actions. I will not allow others' actions or failings to be my excuse for not performing my duties in a responsible and professional and expected manner. I am of the law, not above it.

I vow to empathize with the problems of people with whom I come into daily contact. However, I will not allow my personal feelings, prejudices, animosities, or friendships to influence the discretionary authorities entrusted to my job. I will affirmatively seek ways to avoid conflicts and potential conflicts of interest that could compromise my official authority or public image.

I hold the authority inherent in my position to be an affirmation of the public's trust in me as a public servant. I do not take this trust lightly. As long as I remain in this position, I will dedicate myself to maintaining this trust and upholding all the ideals of my profession.

Commitment made by: [redacted] Date: 3-6-2017

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Oath of Office

I do solemnly affirm that I will support and abide by the Constitution of the United States of America, the Constitution and Laws of the State of OHIO, and the Rules and Regulations of the Willoughby Police and that I will well and faithfully discharge the duties of [redacted], to which I have been appointed according to the law and to the best of my abilities.

I understand that my failure to comply with the provisions of this oath is cause for termination.

Signature of Employee: [redacted] Date: [redacted]

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Duties of Loyalty

All members owe their loyalty to: the lawful needs of the members of our community; our Mission; superior ranked personnel; and, peers. Loyalty requires, but is not limited to:

Obeying the Law

Committing no violations of law while on-duty or off-duty

Complying with Lawful Organizational Directives

a. Complying with all lawfully established agency directives (i.e., rules, policies, procedures and established practices), whether such directives are written or established verbally or through customs

b. Acting in a manner (on-duty and off-duty) that does not bring disrepute on the professional image or reputation of the law enforcement profession

Courtesy and Respect

Being respectful and courteous to all others at all times and under all circumstances

Performance of Tasks, Duties, and Responsibilities

Performing all job tasks, duties and responsibilities in a thorough, complete and competent manner

Impartiality

a. Never illegally discriminate in the performance of duties

b. Never allow personal associations, relationships or situations to create a conflict of interest or the potential of a conflict of interest with these duties

Confidence and Trust

Maintaining the trust, faith, and confidence of the public, superior-ranked personnel and fellow members

I have been made aware of these expectations of loyalty and understand that failing to comply with them will result in corrective action, which includes progressive discipline up to and including termination.

Signature: [redacted] Date: 3-6-2017

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Essential Commitments

In compliance with professional standards established by law, my Oath of Office, the Professional Code of Ethics and the administrative directives of my employer, I understand that my position requires a commitment to perform in such a manner that promotes the publics' trust, confidence and sense of safety and security.

1. Be loyal totheir employers' lawful interests and needs
2. Obey in letter and spirit with lawful organizational directives (i.e., values, rules, regulations, policies, procedures, customs and practices)
3. Attend work on a regular and predictable basis
4. Be available for work while at work
5. Be competent to perform their job to standards
6. Give a full day's work for a full-day's pay
7. Learn their jobs and new jobs
8. Adjust to change
9. Assume the responsibility for the decisions and the consequences for the decisions they make in their personal and professional lives
10. Be nice, easy to get along with and work with others in a harmonious work relationship with management and others

Incumbent's signature [redacted] Date: 3-6-2017

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LAW ENFORCEMENT CODE OF ETHICS

AS A LAW ENFORCEMENT OFFICER, my fundamental duty is to serve mankind, to safeguard lives and property, to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional Rights of all men to liberty, equality and justice.

I will keep my private life unsullied as an example to all, maintain self-restraint, and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal life and my official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession - Law Enforcement.

Commitment made by [redacted] Date: 3-6-2017

WILLOUGHBY POLICE DEPARTMENT

OATH OF OFFICE

I do solemnly swear that I will support the Constitution of the United States, the Constitution and the Laws of the State of Ohio, the Charter and Ordinances of the City of Willoughby; obey the rules, regulations and orders of the Division of Police of the City of Willoughby and will discharge the duties of my office to the best of my knowledge and ability, so help me God.

Commitment made by [redacted] Date: [redacted]

BWC Claim Number: _____

City of Willoughby
Report of Injury or First Aid

Instructions: Employees shall use this form to report all work related injuries & illnesses *–no matter how minor*. This form shall be completed by employee as soon as possible and given to a supervisor for further action. Finance/HR needs *immediate* verbal notification if outside care is sought/rendered to an employee.

Medical Information Release: As provided by Section 4123.651 of Ohio Revises Code, I hereby permit the release of medical info, record & reports relative to the issues necessary for administration of my workers' comp claim to my employer or its representative. A photocopy of this authorization shall serve as an original.

EMPLOYEE SECTION

I am reporting a work related: ☒Injury ☐Illness ☐First Aid Only (cabinet)

Your Name: [redacted]	Address: [redacted]	
Job Title: [redacted]	Phone: [redacted]	Birthdate: [redacted]
Supervisor: Lt. Tartaglia	Date of Injury: 04-08-2017	Time of injury: 0230hrs
Shift Started: [redacted] ☐a.m. ☒p.m.	Shift Ended: [redacted]	☒a.m. ☐ p.m.

Have you told your supervisor about this injury?

☒ Yes If yes, time & date: **04 / 08 / 2017** time: 0330 ☒a.m. ☐ p.m.

☐ No If no, did you report to someone else? Name: time & date: / / time: ☐a.m. ☐ p.m.

Timing of event: ☐ Entering or leaving work ☒Doing normal work activities ☐During meal period ☐During break ☐Working Overtime

Where did this event take place? (ie Building, Dept, Intersection) **36700 Euclid Avenue, Willoughby, Ohio 44094**

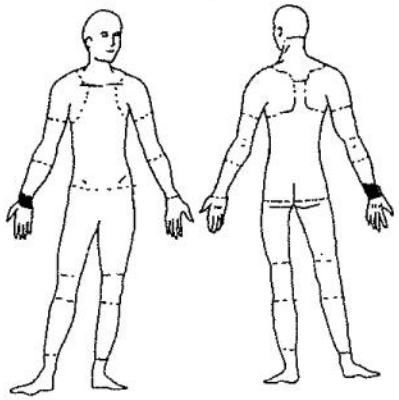
Police/Fire ONLY: did this happen while on a call? ☒Yes ☐ No **If YES:**	**Incident #:** [redacted]	**Time:** 0206hrs	**Address:** 37825 Vine St, Willoughby, OH 44094

Did you see a doctor about this injury/illness? ☐Yes ☒No	Date:
If yes, whom did you see?	Doctor's phone #:

Describe step by step what lead up to the injury, then describe incident in detail. If lifting injury, please describe lift *(Be as specific as possible)*.

While attempting to restrain an arrested person my right hand and wrist was twisted and forced out of the normal range of movement. This caused my right wrist to be soar and slightly sprained.

Part of body affected: *(shade all that apply)*



Nature of Injury: *(select any/all that apply)*

- ☐ Abrasion, Scrapes
- ☐ Amputation
- ☐ Broken Bone
- ☐ Bruise
- ☐ Burn(heat)
- ☐ Burn (chemical)
- ☐ Concussion (to the head)
- ☐ Crushing Injury
- ☐ Cut, Laceration, Puncture
  - ☐ Foreign object remaining
- ☐ Dermatitis
- ☐ Dislocation
- ☐ Hearing / Vision Loss
- ☐ Heart Attack / Stroke
- ☐ Hernia
- ☐ Illness
- ☒ Sprain, Strain
- ☐ Suffocation
- ☐ Other

Type of Accident: *(Select any/all that apply)*

- ☐ Absorption
- ☒ Caught Between
- ☐ Electrical
- ☐ Extreme Temp
- ☐ Fall-same level
- ☐ Fall-different level
- ☐ Ingestion
- ☐ Inhalation
- ☐ Lifting Heavy Object
  Est. Weight
- ☐ Loud Noise
- ☐ Radiation
- ☒ Over Exertion
- ☐ Repetitive Motion
- ☐ Slip / Trip / Fall
- ☐ Stress
- ☐ Struck Against
- ☐ Struck By
- ☐ Vehicle
- ☐ Other

Unsafe workplace conditions: (check all that apply)

- ☐ Inadequate guard
- ☐ Safety device defective
- ☐ Tool or equipment defective
- ☐ Unsafe clothing
- ☐ Unsafe lighting
- ☐ Lack of appropriate equipment/tools
- ☐ Improper maintenance/guard of equipment
- ☐ Poor Housekeeping
- ☐ Workstation layout – hazardous
- ☐ Unsafe ventilation
- ☐ Lack of needed PPE
- ☐ Failure to Lockout/tagout
- ☐ No training/insufficient training
- ☐ Other:
- ☒ No unsafe condition existed

Employee Signature: [redacted] Date: 4-8-2017

IF FIRST AID ONLY-supervisor sign here. You do not need to continue to the back of this form if you feel it is not necessary

Supervisor Signature: [signature] Date: 4-8-17

Date last edited: 04/2015

BWC Claim Number: _____

City of Willoughby
Report of Injury or First Aid
IW = Injured Worker

SUPERVISOR SECTION	
Did this incident occur on City Property?	☒ Yes ☐ No
Has IW been properly trained in task(s) they were hurt doing?	☒ Yes ☐ No
Did you interview the IW?	☐ Yes ☒ No
Did you receive a report for IW that was consistent with your understanding of the injury?	☒ Yes ☐ No
Was IW wearing appropriate PPE for task/job?	☒ Yes ☐ No
If available, did you obtain witness statements?	☐ Yes ☐ No ☒ N/A
If so, please list witnesses:	
To your knowledge, has any employee reported similar incidents and/or near misses prior to this event?	☐ Yes ☒ No
To your knowledge, has IW had previous WC claim(s) that are similar in nature to current incident?	☐ Yes ☒ No
Are you aware of any previous injuries/problems to IW wounded body part(s)?	☐ Yes ☒ No
Did anything seem suspicious or peculiar about the injury – or – IW demeanor and/or statements?	☐ Yes ☒ No
Did you personally see the accident occur?	☐ Yes ☒ No
If any question above warrants additional descriptions or details, please make those comments here:	

Unsafe acts by people: (Check all that apply)

☐ Operating without permission	☐ Using defective equipment	☐ Distraction, testing, horseplay
☐ Operating at unsafe speed	☐ Using equip/material unapproved way	☐ Failure to wear PPE
☐ Servicing equip that had power to it	☐ Unsafe lifting/loading	☐ Failure to use available equip/tools
☐ Making safety device inoperative	☐ Taking an unsafe position/posture	☐ Observed physical/mental impairment
☐ Not following rules and/or instructions	☐ Fatigued	☐ Other:
		☐ No unsafe act committed

Did IW report back to work? ☒ Yes ☐ No — If yes, when? 4-8-17 @1900

List restrictions (if any)

Date employed with City:	Months doing this specific job:	IW work status:
[redacted]		☒ Full time ☐ Part time ☐ Seasonal ☐ Temp

What changes do you suggest to prevent this incident from happening again?

☐ Stop this activity ☐ Train the employee(s) ☐ Train the supervisor(s) ☐ Redesign work station
☐ Write a new policy/rule ☐ Enforce existing policy ☐ Routinely inspect for the hazard ☐ Guard the hazard
☐ Personal Protective Equipment (PPE) ☐ Redesign task steps ☐ Other:

Please describe what has been done to remedy the situation in the near term to prevent injuries.

N/A

To the best of your knowledge of the reported incident, do you believe that this injury happened at work? ☒ Yes ☐ No

Supervisor Signature:	Date:
Sgt. J. Belgarde	4.8.17
Department Head Signature:	Date:
[signature]	4-10-17

Supervisor-Please turn in any medical paperwork IW was given at treatment facility with this completed form ASAP.

****Notice: It is a felony to file a fraudulent workers' compensation claim.****

Kim Pintar

From: Jack Beckwith
Sent: Friday, April 28, 2017 2:34 PM
To: Randy Sevel
Cc: Kim Pintar
Subject: FW: Training Determination for [redacted]

Jack M Beckwith, Chief
Willoughby Police Department
36700 Euclid Ave
Willoughby Ohio 44094
(440) 953-4212
Fax (440) 953-4225
jbeckwith@willoughbypolice.com
www.willoughbyohio.com/police

This message and any response to it may constitute a public record and thus may be publicly available to anyone who requests it.

From: Judith I. Wilson [mailto:Judith.Wilson@ohioattorneygeneral.gov]
Sent: Friday, April 28, 2017 2:33 PM
To: [redacted]; Jack Beckwith <JBeckwith@willoughbypolice.com>
Subject: Training Determination for [redacted]

Based on our evaluation, this officer is required to complete the following update training. For any of the training assigned below (except the Refresher course) the officer must make a copy of the course certificate(s), and email them to SF400@OhioAttorneyGeneral.gov or fax them to 740-845-2675.

	Reference	Description	Due Date(s)
1.	**R.C. § 109.747**	**Companion Animal Encounters (eff. 10/01/15)**	**12/31/18**

If a Refresher Course has been assigned, it must occur at a Commission-approved Refresher School, and the officer must also pass a State Certification Exam. A copy of this letter should be provided to the Commander of the Refresher School at the time of enrollment.

All other training identified should be completed on eOPOTA via OHLEG, unless an exception is requested and approved.

These courses must be completed by the dates listed above. If any such date passes, or has already passed, those courses must be completed immediately, before the officer can perform the functions of a peace officer or carry a weapon in the course of duty, and such cease function status remains in effect until the officer has received documentation from the Executive Director attesting to the satisfactory completion of the training. The Executive Director may extend the time for completion of the training requirements upon receipt of a written request from the appointing authority. Requests must contain an explanation of the circumstances creating the need for the extension. Extensions generally may not exceed one hundred ninety (90) days.

This determination is based solely upon the information reported to the Commission and does not relieve this officer or the appointing authority of any obligation to comply with the training requirements of O.A.C. 109:2-1-12. This determination does not relieve this officer of the annual firearms re-qualification and Continuing Professional Training requirements.

If you believe this determination has been made in error or if you have any questions, please feel free to contact me directly.

Sincerely,

Arienne M. Fauber

Arienne Fauber
Certification Officer
Professional Standards Division

cc: Officer

AF/jw

Memorandum

To: Patrol Commander Lieutenant R. Sevel

From: Ptl. B. Lampela / Ptl. M. Jackson

Date: May 29 2017

Ref: Field Training of [redacted]

After discussion and review of Field Training and the Field Training Manual, between Sgt, Begovic, Ptl Jackson, [redacted] and myself, It has been decided that [redacted] has successfully met the standard requirements and completed the Willoughby Police Department field training program. It's with my esteem pleasure that I announce, [redacted] is now ready for solo patrol. [redacted] should be considered shift strength.

Respectfully Submitted,

Ptl. B. Lampela #176

Field Training Officer

CC: Files

[redacted]

October 21, 2017

Dear Chief Beckwith

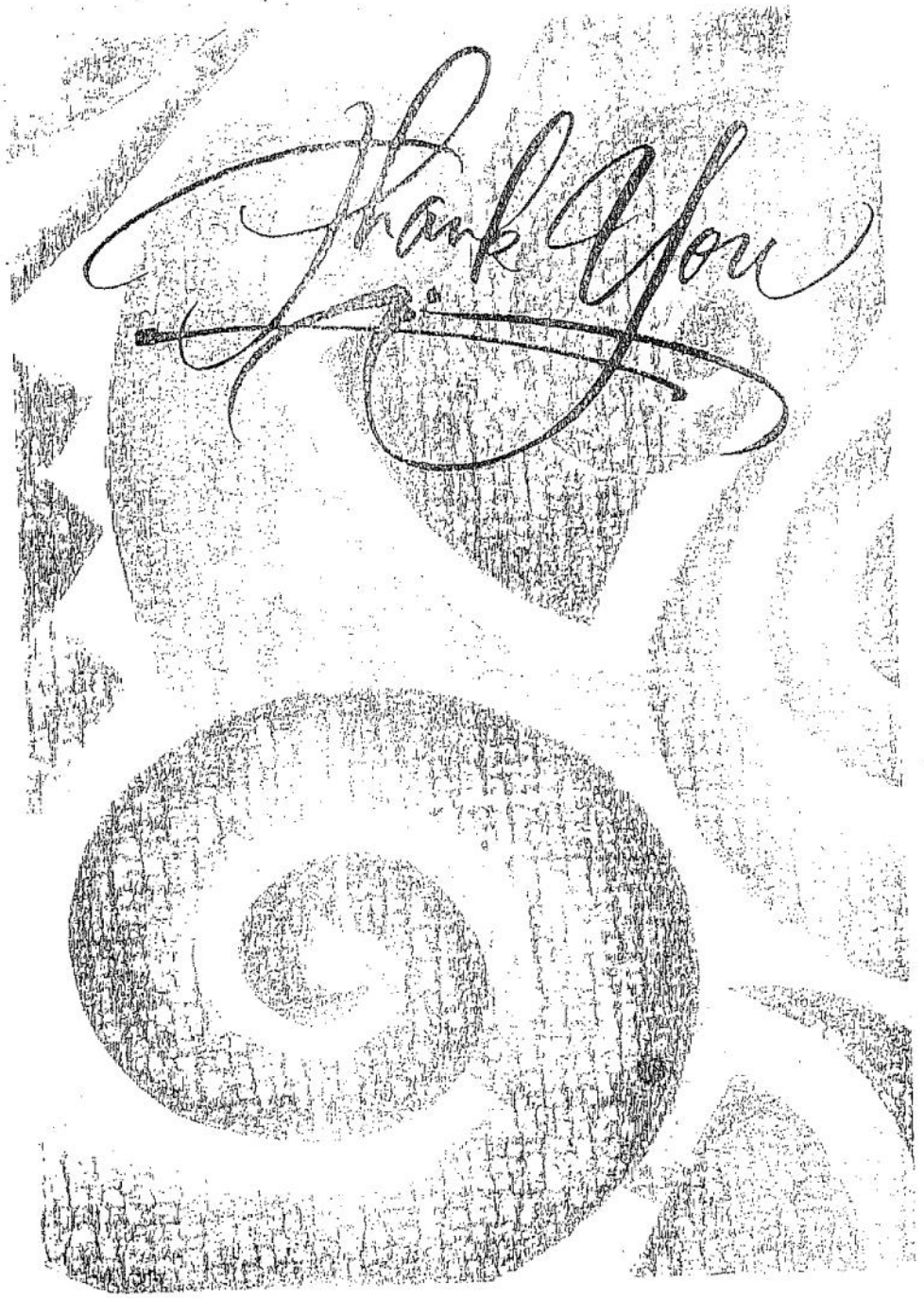
My husband and I would like to thank the officers who have been and continue to be on duty at the Willoughby-Eastlake Credit Union. They have been courteous and professional in every way.

We would like to thank all of the officers who responded swiftly to the attempted robbery two weeks ago and arrested the suspects before any harm was done. Because of their swift action. they saved the lives of our daughter Lisa, her colleagues Mary and Steve, and the employees of Sievers Security. God was watching over the officers involved.

The entire department is our hero. May God Bless all of you and keep you safe as you continue to protect and serve the community.

Lamar Martin
Don Martin

36250 Lakeshore Blvd. #124
Eastlake, OH 44095



1820 MATHESON BLVD MISSISSAUGA, ONTARIO L4W 1R1
©VGIC, LLC MADE IN U.S.A.

Memorandum

TO: Patrolman Kevin Crowley
[redacted]
Patrolman Joe Putney
Patrolman Brad Lampela
Patrolman Matt Jackson
Assistant Chief Tom Trem
Lieutenant Jim Schultz

FROM: Jack M. Beckwith
Chief of Police

DATE: October 18, 2017

RE: **Commendation**

On October 12, 2017 an armed robbery was attempted at WES Credit Union however thanks to the officer at that location Patrolman Crowley, and the assistance of others, the crime was thwarted and suspects apprehended. I received a letter of commendation from Sgt. Begovic

I wanted to take this opportunity to personally thank and commend each of you for your efforts and teamwork. As usual, I received an abundance of compliments from the public as well as city administration on how proud they are of our department. I never hesitate to respond on how I share their feelings.

I will be forwarding this information to your files and the awards committee.

Thank You

Memorandum

To: Chief Jack Beckwith

From: Sergeant John Begovic

Cc: Assistant Chief Tom Trem, Lieutenant Randy Sevel-Patrol Commander, Lieutenant Matt Tartaglia, Lieutenant Blaine Sweitzer, Det. Lt. Jim Schultz and Sgt. Lessick

Date: October 12th, 2017

Re: Letter of Commendation Ref [redacted] Willoughby Eastlake Credit Union Attempted Robbery.

Chief, I would like to commend the work done by the following officers during the Willoughby-Eastlake Credit Union Attempted Robbery:

Ptl. Kevin Crowley

[redacted]

Ptl. Joe Putney

Ptl. Brad Lampela

Ptl. Matt Jackson

On October 11th, 2017, Ptl. Crowley was working the off-duty security detail at the Willoughby Eastlake Credit Union. At about 0955 hrs., Ptl. Crowley radioed that there was an attempted robbery with an assault rifle involving two suspects. The two suspects entered the credit union with one holding an assault rifle. Ptl. Crowley drew his service weapon causing the suspects to exit the credit union. The assault rifle was left on scene. Ptl. Crowley pursued the two suspects on foot giving responding officers descriptions of the two suspects and their locations. Both suspects were seen running through backyards in the area of Second St., Clark Ct. and Sharpe Ave. Patrol units, Det. Lt. Schultz and Asst. Chief Trem arrived on scene and maintained a perimeter on the suspects last known location. Patrol officers began checking the area on foot and began pursuing the suspects who were discarding clothing that they were wearing. Both suspects were located and taken into custody in a backyard on Clark Ct. Both suspects were then transported back to post.

A secondary search was to begin for a third possible suspect and vehicle. Ptl. Jackson had seen a vehicle in the area and requested a registration check. Ptl. Jackson obtained a good description of the male driver. The owner of the vehicle was one of the suspects that were in custody. The driver and vehicle were not located at this time. At about 1031 hrs., Asst. Chief Trem radioed that there was a black male walking on Clark St. matching the description given by Ptl. Jackson. Asst. Chief Trem also advised the vehicle seen by Ptl. Jackson was not parked and unattended on Clark St. The subject was detained and handcuffed. The subject was found to have in his possession the key to the suspect vehicle. The subject was returned to post for further investigation. The vehicle was towed back to post.

Asst. Chief Trem, Det. Let. Schultz, Ptl. Lampela and [redacted] then began checking the areas where the suspects were last seen running for any discarded clothing. Officers located discarded clothing in the back yards on Clark Ct. and Sharpe Ave.

Ptl. Putney assisted Ptl. Lessick in processing all three subjects, one which was found to have been a juvenile. Ptl. Putney then assisted in photographing and bagging all evidence collected. Officers involved completed detailed reports. Interviews were conducted with all three subjects by the detective bureau and agents from the Cleveland FBI. Subjects involved appear to have been involved in multiple bank and credit union robberies.

In closing, it was a job well done by Ptl. Crowley for his actions inside the credit union and then pursuing both suspects on foot. It was great team work by officers, Asst. Chief Trem and Det. Lt. Schultz who responded to the scene, pursued the suspects and then arrested them. It was great team work by locating the suspect vehicle and taking a third suspect into custody and then later locating the discarded clothing.

Respectfully submitted,

Sgt. BEGOVIC

Sergeant John Begovic

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
POLICE OFFICER

Employee's Name [redacted] Assignment [redacted]

Rater's Name Sgt. John Begovic Date of Rating March 2018

Type of Evaluation
- Probationary ☑
- Semi-Annual ☐
- Other ☐

Evaluation Period: From: March 2017 Through March 2018

SECTION (1) - GENERAL REQUIRED STANDARDS

N=Needs improvement **P=Proficient** **E=Excels**

		N	P	E
1.)	**Integrity and organizational ethics** [redacted] adhered to the mission statement of the department and holds himself accountable to his actions.	☐	☑	☐
2.)	**Attendance** [redacted] attends all necessary in-service training. He arrives to work on time and is prepared to work.	☐	☑	☐
3.)	**Safety** [redacted] is safety conscious and does not take any unnecessary risks.	☐	☑	☐
4.)	**Dress Code** [redacted] adheres to the uniform policy. His uniforms are neat and clean.	☐	☑	☐
5.)	**Weapon proficiency** [redacted] completed all necessary ranges without incident.	☐	☐	☑
6.)	**Jail procedures** [redacted] adhered to jail policies and is able to book and release prisoners without supervision. [redacted] assists other officers in booking inmates.	☐	☑	☐

Semi-Annual

Officer: [redacted] Date Range: January 2017 thru June 2017

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4

2=2

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4

52=3

Traffic/arrests

6 month
59 or less = 0
60-74 = 1
75-89 =2
90-102 = 3
103 or more = 4

80=2

Traffic stops

6 month
89 or less = 0
90-114 = 1
115-144 = 2
145-180 = 3
181 or more = 4

123=2

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4

40=4

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4

60=4

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4

124=4

0 Through 8 Points	Unsatisfactory	
9 Through 12 Points	Below Standard	
13 Through 19 Points	Standard	
20 Through 24 Points	Above Standard	21 pts.
25 Or More Points	Outstanding	

OTHER PERFORMANCE INDICATORS

OTHER STATISTICS

Calls for service 530

Shifts Worked

Supplement reports 56

Crash reports

OH-1 15

CAD only 4

Handicap parking

SPECIALITIES

BIKE PATROL	✓
CRASH INVESTIGATOR	
DEFENSIVE TACTICS INSTRUCTOR	
EMERGENCY RESPONSE TEAM	
EVIDENCE TECHNICIAN	
EXPLOSIVE ORDNANCE DISPOSAL	
FIELD TRAINING OFFICER	
PHOTOGRAPHER	
RANGE INSTRUCTOR	
DARE INSTRUCTOR	
OTHER (list)	

Letters of commendation 2

Number of founded complaints against officer 0

Disciplinary action

Suspensions 0

Letters of reprimand 0

Written cautionary warning 0

Other 0

Sick Hours This Rating Period 0 hrs.

Occurrences this rating period 0

Occurrences last 12 months 0

Motor vehicle accidents 0

Motor vehicle accidents with officer at fault 0

Schools attended (list) 11 hours 34 hrs.

Comments:

Monthly Policy Review.

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

1.) **Job Knowledge** — N ☐ P ☑ E ☐

Comments:

[redacted] is aware and properly uses long standing policies and procedures, criminal rules, statues and ordinances. [redacted] can reason through problems and make the right decisions.

2.) **Quality of Work** — N ☐ P ☑ E ☐

Comments:

[redacted] written and investigative work is routinely thorough and organized. Examples are mentioned on the final page.

3.) **Quantity of Work (Other than Arrests)** — N ☐ P ☑ E ☐

Comments:

[redacted] completes work assignments in a timely manner. [redacted] makes productive use of his discretionary time.

4.) **Planning and Organization** — N ☐ P ☑ E ☐

Comments:

[redacted] documents work assignments and maintains accurate records. [redacted] coordinates well with co-workers.

5.) **Initiative and Innovation** — N ☐ P ☑ E ☐

Comments:

[redacted] esponds in a positive manner to changes and challenges. He sees through assignments and follow-ups without any prompting. He asked questions early on but quickly understood what needed to be completed and how to complete it.

6.) **Judgment and Problem Solving** — N ☐ P ☑ E ☐

Comments:

[redacted] takes the appropriate action on a consistent basis. He shows the ability to reason through problems and arriving at a logical conclusion.

REVIEW

Evaluator's comments

Include stated goals for next rating period.

began working for the Willoughby Police Department on He had spent the with the Cleveland Heights Police Department in the patrol division. He spent the first week of orientation with Ptl. Scozzie. was assigned to Lt. Tartaglia's Platoon on to begin his training with his FTO, Ptl. Lampela. Ptl. Jackson was assigned as his second FTO. During his training, maintained a positive attitude and offered his assistance in any way so to quickly acclimate himself with our procedures. began the shadowing portion of his training on He then became shift strength on used his discretionary time to complete follow-ups, TTA's, business checks and community relations. reports are well written and turned in a timely manner (See below). portrays a positive image and gets along well with his fellow officers. completed his required CPT training fo was a member of the Cleveland Hts. SWAT Team for about four years and has indicated that he would be interested should there be an opening in the Western Lake County SWAT Team.
On 10-12-2017, along with other officers on the platoon received a letter of commendation for their actions relating to the attempted aggravated robbery at the W.E.S. Credit Union On 12-09-2017, Lt. Tartaglia was advised by he had received his Master's Degree in Criminal Justice from the University of Cincinnati. Lt. Tartagalia forwarded a memorandum to Chief Beckwith advising of accomplishment.

Officer's comments

To include stated personal and departmental accomplishments and contributions.

In 2018, was assigned to Lt. Smith's Platoon. Lt. Smith advised is working great with his new platoon and an excellent addition to this department.
Completed reports worth noting that were well written and investigated in 2017:
07-06-2017): B&E and Grand Theft Report at Discount Tobacco
07-20-2017): Suspicion report at Grant Elementary that was self-initiated.
09-13-2017): DOA/ Opiate Overdose
10-23-2017): Accident-OVI Arrest in which a Search Warrant was obtained for blood draw.
11-06-2017): Grand Theft at Skylight Inn
HAS SUCCESSFULLY COMPLETED HIS PROBATIONARY PERIOD.

Reviewer's comments:

I CERTAINLY CONCUR WITH EVERYTHING NOTED ABOVE BY SGT BEGOVIC. IS A PERFECT FIT FOR THE WILLOUGHBY POLICE AND EXPECT HIM TO CONTINUE HIS EXCELLENT WORK

Employee's signature Date 2-24-18

Evaluator's signature: SGT. BEGOVIC Date 2-23-18

Reviewer's signature: Date 2/23/18

Note: Signature indicates the employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in accordance with Departmental General Order A-7.

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
POLICE OFFICER

Employee's Name [redacted] Assignment [redacted]

Rater's Name Sgt. John Begovic Date of Rating January 2018

Type of Evaluation
- Probationary [ ]
- Semi-Annual [✓]
- Other [ ]

Evaluation Period: From: July 2017 Through December 2017

SECTION (1) - GENERAL REQUIRED STANDARDS

N=Needs improvement **P=Proficient** **E=Excels**

		N	P	E
1.)	**Integrity and organizational ethics** [redacted] adhered to the mission statement of the department and holds himself accountable to his actions.	[ ]	[✓]	[ ]
2.)	**Attendance** [redacted] attends all necessary in-service training. He arrives to work on time and is prepared to work. [redacted] had no sick time in the second half of the year.	[ ]	[ ]	[✓]
3.)	**Safety** [redacted] is safety conscious and does not take any unnecessary risks.	[ ]	[✓]	[ ]
4.)	**Dress Code** [redacted] adheres to the uniform policy. His uniforms are neat and clean.	[ ]	[✓]	[ ]
5.)	**Weapon proficiency** [redacted] completed all necessary ranges without incident.	[ ]	[ ]	[✓]
6.)	**Jail procedures** [redacted] adhered to jail policies and is able to book and release prisoners without supervision. [redacted] assists other officers in booking inmates.	[ ]	[✓]	[ ]

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

	N	P	E
1.) **Job Knowledge**			
Comments: [redacted] is aware and properly uses standing policies and procedures, criminal rules, statues and ordinances. [redacted] can reason through problems and make the right decisions. He will ask for assistance if needed.	☐	☑	☐
2.) **Quality of Work**	N	P	E
Comments: [redacted] written and investigative work is routinely thorough and organized. He has completed many follow-ups and reports that he has taken. Examples are mentioned on the final page.	☐	☑	☐
3.) **Quantity of Work (Other than Arrests)**	N	P	E
Comments: [redacted] completes work assignments in a timely manner. [redacted] makes productive use of his discretionary time.	☐	☑	☐
4.) **Planning and Organization**	N	P	E
Comments: [redacted] documents work assignments and maintains accurate records [redacted] coordinates well with co-workers.	☐	☑	☐
5.) **Initiative and Innovation**	N	P	E
Comments: [redacted] responds in a positive manner to changes and challenges. He sees through assignments and follow-ups without any prompting. He asked questions early on but quickly understood what needed to be completed and how to complete it.	☐	☑	☐
6.) **Judgment and Problem Solving**	N	P	E
Comments: [redacted] takes the appropriate action on a consistent basis. He shows the ability to reason through problems and arriving at a logical conclusion.	☐	☑	☐

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

7.) **Technical Skills** — N ☐ P ☑ E ☐

Comments:

[redacted]utilizes all necessary technical equipment that is provided to him. He understands forensic and investigative methods and will seek others for assistance if needed.

8.) **Communication and Professionalism** — N ☐ P ☑ E ☐

Comments:

[redacted] demonstrates and conveys a favorable image of the department to co-workers and the public.

9.) **Teamwork** — N ☐ P ☑ E ☐

Comments:

[redacted] has a consistent positive approach to the departments mission, work goals and duties. He works well with his peers and superior officers. He assists others without compromising his assignments.

10.) **Public Contacts** — N ☐ P ☑ E ☐

Comments:

[redacted] is genuinely courteous, friendly and empathetic to the public and co-workers.

11.) **Report Writing** — N ☐ P ☑ E ☐

Comments:

[redacted] reports are well written and contain necessary information. He has done this in a consistent manner. Reports are rarely returned for any corrections or additions. Original and follow-up reports are very detailed.

OTHER PERFORMANCE INDICATORS

OTHER STATISTICS

Calls for service 508

Shifts Worked

Supplement reports 60

Crash reports

OH-1 14

CAD only 11

Handicap parking

SPECIALITIES

BIKE PATROL ☑

CRASH INVESTIGATOR ☐

~~DEFENSIVE TACTICS INSTRUCTOR~~ ☐

EMERGENCY RESPONSE TEAM ☐

EVIDENCE TECHNICIAN ☐

EXPLOSIVE ORDNANCE DISPOSAL ☐

FIELD TRAINING OFFICER ☐

PHOTOGRAPHER ☐

RANGE INSTRUCTOR ☐

DARE INSTRUCTOR ☐

OTHER (list) ☐

Letters of commendation 1

Number of founded complaints against officer 0

Disciplinary action

Suspensions 0

Letters of reprimand 0

Written cautionary warning 0

Other 0

Sick Hours This Rating Period 0 hrs.

Occurrences this rating period 0

Occurrences last 12 months 0

Motor vehicle accidents 0

Motor vehicle accidents with officer at fault 0

Schools attended (list) 5 hours 8 hrs.

Comments:

Training Classes Completed: CPT Use of Force, Biological Evidence Collection, Terrorism, Terrorism Awareness & Weapons Training.
Monthly Policy Review.

Semi-Annual

Officer [redacted] Date Range: January 2017 thru June 2017

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4

2=2

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4

52=3

Traffic/arrests

6 month
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80=2

Traffic stops

6 month
89 or less = 0
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181 or more = 4

123=2

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4

40=4

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4

60=4

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4

124=4

0 Through 8 Points	Unsatisfactory	
9 Through 12 Points	Below Standard	
13 Through 19 Points	Standard	
20 Through 24 Points	Above Standard	21pts.
25 Or More Points	Outstanding	

REVIEW

Evaluator's comments

Include stated goals for next rating period.

[redacted] became shift strength on [redacted] used his discretionary time to complete follow-ups, TTA's, business checks and community relations. Ptl. Lastoria's reports are well written and turned in a timely manner (See below). [redacted] portrays a positive image and gets along well with his fellow officers. [redacted] completed his required CPT training for [redacted] obtained an above average rating in his arrest productivity goals.

On 10-12-2017 [redacted] along with other officers on the platoon received a letter of commendation for their actions relating to the attempted aggravated robbery at the W.E.S. Credit Union [redacted] in which three suspects were arrested.

Completed reports worth noting that were well written and investigated in 2017:

[redacted] (07-06-2017): B&E and Grand Theft Report at Discount Tobacco

(07-20-2017): Suspicion report at Grant Elementary that was self-initiated.

(09-13-2017): DOA/ Opiate Overdose

(10-23-2017): Accident-OVI Arrest in which a Search Warrant was obtained for blood draw.

(11-06-2017): Grand Theft at Skylight Inn

GOALS FOR 2018: Maintain the positive attitude and the consistent work through each month. Attend any schools relating to Interview & Interrogation.

Officer's comments

To include stated personal and departmental accomplishments and contributions.

Reviewer's comments:

IN HIS BRIEF TIME @ WPD, [redacted] HAS PROVEN TO BE AN EXCELLENT ADDITION TO THIS DEPT. HE IS HARD WORKING AND PRODUCES WELL THROUGHT OUT REPORTS AND ARRESTS. HE SURELY IS MISSED IN Cleveland Hts., BUT WELCOMED HERE @ WPD. KEEP UP THE GREAT WORK

Employee's signature [redacted] Date 1/22/18

Evaluator's signature: Sgt J. Berger Date 1-22-18

Reviewer's signature: M. Z. Date 1.19.18

Note: Signature indicates the employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in accordance with Departmental General Order A-7.

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
POLICE OFFICER

Employee's Name [redacted] Assignment [redacted]

Rater's Name Sgt. John Begovic Date of Rating March 2018

Type of Evaluation
- Probationary ☑
- Semi-Annual ☐
- Other ☐

Evaluation Period: From: March 2017 Through March 2018

SECTION (1) - GENERAL REQUIRED STANDARDS

N=Needs improvement **P=Proficient** **E=Excels**

		N	P	E
1.)	**Integrity and organizational ethics** [redacted] adhered to the mission statement of the department and holds himself accountable to his actions.	☐	☑	☐
2.)	**Attendance** [redacted] ttends all necessary in-service training. He arrives to work on time and is prepared to work.	☐	☑	☐
3.)	**Safety** [redacted] is safety conscious and does not take any unnecessary risks.	☐	☑	☐
4.)	**Dress Code** [redacted] adheres to the uniform policy. His uniforms are neat and clean.	☐	☑	☐
5.)	**Weapon proficiency** [redacted] completed all necessary ranges without incident.	☐	☐	☑
6.)	**Jail procedures** [redacted] adhered to jail policies and is able to book and release prisoners without supervision. [redacted] assists other officers in booking inmates.	☐	☑	☐

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

1.) **Job Knowledge** — N ☐ P ☑ E ☐

Comments:

[redacted] is aware and properly uses long standing policies and procedures, criminal rules, statues and ordinances. [redacted] can reason through problems and make the right decisions.

2.) **Quality of Work** — N ☐ P ☑ E ☐

Comments:

[redacted] written and investigative work is routinely thorough and organized. Examples are mentioned on the final page.

3.) **Quantity of Work (Other than Arrests)** — N ☐ P ☑ E ☐

Comments:

[redacted] completes work assignments in a timely manner. [redacted] makes productive use of his discretionary time.

4.) **Planning and Organization** — N ☐ P ☑ E ☐

Comments:

[redacted] documents work assignments and maintains accurate records. [redacted] coordinates well with co-workers.

5.) **Initiative and Innovation** — N ☐ P ☑ E ☐

Comments:

[redacted] responds in a positive manner to changes and challenges. He sees through assignments and follow-ups without any prompting. He asked questions early on but quickly understood what needed to be completed and how to complete it.

6.) **Judgment and Problem Solving** — N ☐ P ☑ E ☐

Comments:

[redacted] takes the appropriate action on a consistent basis. He shows the ability to reason through problems and arriving at a logical conclusion.

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

7.) **Technical Skills** — N ☐ P ☑ E ☐

Comments:

[redacted] utilizes all necessary technical equipment that is provided to him. He understands forensic and investigative methods and will seek others for assistance if needed.

8.) **Communication and Professionalism** — N ☐ P ☑ E ☐

Comments:

[redacted] demonstrates and conveys a favorable image of the department to co-workers and the public.

9.) **Teamwork** — N ☐ P ☑ E ☐

Comments:

[redacted] has a consistent positive approach to the departments mission, work goals and duties. He works well with his peers and superior officers. He assists others without compromising his assignments.

10.) **Public Contacts** — N ☐ P ☑ E ☐

Comments:

[redacted] is genuinely courteous, friendly and empathetic to the public and co-workers. [redacted] isplays a favorable image of this department.

11.) **Report Writing** — N ☐ P ☑ E ☐

Comments:

[redacted] reports are well written and contain necessary information. He has done this in a consistent manner. Reports are rarely returned for any corrections or additions.

Semi-Annual

Officer [redacted] Date Range: January 2017 thru June 2017

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4

2=2

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4

52=3

Traffic/arrests

6 month
59 or less = 0
60-74 = 1
75-89 =2
90-102 = 3
103 or more = 4

80=2

Traffic stops

6 month
89 or less = 0
90-114 = 1
115-144 = 2
145-180 = 3
181 or more = 4

123=2

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4

40=4

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4

60=4

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4

124=4

0 Through 8 Points	Unsatisfactory	
9 Through 12 Points	Below Standard	
13 Through 19 Points	Standard	
20 Through 24 Points	Above Standard	21 pts.
25 Or More Points	Outstanding	

OTHER PERFORMANCE INDICATORS

OTHER STATISTICS

Calls for service 530

Shifts Worked

Supplement reports 56

Crash reports

OH-1 15

CAD only 4

Handicap parking

SPECIALITIES

BIKE PATROL	✓
CRASH INVESTIGATOR	
DEFENSIVE TACTICS INSTRUCTOR	
EMERGENCY RESPONSE TEAM	
EVIDENCE TECHNICIAN	
EXPLOSIVE ORDNANCE DISPOSAL	
FIELD TRAINING OFFICER	
PHOTOGRAPHER	
RANGE INSTRUCTOR	
DARE INSTRUCTOR	
OTHER (list)	

Letters of commendation 2

Number of founded complaints against officer 0

Disciplinary action

- Suspensions 0
- Letters of reprimand 0
- Written cautionary warning 0
- Other 0

Sick Hours This Rating Period 0 hrs.

- Occurrences this rating period 0
- Occurrences last 12 months 0

Motor vehicle accidents 0

Motor vehicle accidents with officer at fault 0

Schools attended (list) 11 hours 34 hrs.

Comments:

Monthly Policy Review.

REVIEW

Evaluator's comments

Include stated goals for next rating period.

[redacted] began working for the Willoughby Police Department on [redacted]. He had spent the [redacted] with the Cleveland Heights Police Department in the patrol division. He spent the first week of orientation with Ptl. Scozzie. [redacted] was assigned to Lt. Tartaglia's Platoon on [redacted] to begin his training with his FTO, Ptl. Lampela. Ptl. Jackson was assigned as his second FTO. During his training, [redacted] maintained a positive attitude and offered his assistance in any way so to quickly acclimate himself with our procedures [redacted] began the shadowing portion of his training on [redacted]. He then became shift strength on [redacted] [redacted] sed his discretionary time to complete follow-ups, FTA's, business checks and community relations. [redacted] reports are well written and turned in a timely manner (See below). [redacted] portrays a positive image and gets along well with his fellow officers. [redacted] completed his required CPT training for [redacted] was a member of the Cleveland Hts. SWAT Team for about four years and has indicated that he would be interested should there be an opening in the Western Lake County SWAT Team.

On 10-12-2017, [redacted] along with other officers on the platoon received a letter of commendation for their actions relating to the attempted aggravated robbery at the W.E.S. Credit Union [redacted]. On 12-09-2017, Lt. Tartaglia was advised by [redacted] he had received his Master's Degree in Criminal Justice from the University of Cincinnati. Lt. Tartagalia forwarded a memorandum to Chief Beckwith advising of [redacted] accomplishment.

Officer's comments

To include stated personal and departmental accomplishments and contributions.

In 2018, [redacted] was assigned to Lt. Smith's Platoon. Lt. Smith advised [redacted] is working great with his new platoon and an excellent addition to this department.

Completed reports worth noting that were well written and investigated in 2017:

[redacted] 07-06-2017): B&E and Grand Theft Report at Discount Tobacco
07-20-2017): Suspicion report at Grant Elementary that was self-initiated.
09-13-2017): DOA/ Opiate Overdose
10-23-2017): Accident-OVI Arrest in which a Search Warrant was obtained for blood draw.
11-06-2017): Grand Theft at Skylight Inn
[redacted] HAS SUCCESSFULLY COMPLETED HIS PROBATIONARY PERIOD.

Reviewer's comments:

I CERTAINLY CONCUR WITH EVERYTHING NOTED ABOVE BY SGT BEGOVIC. [redacted] IS A PERFECT FIT FOR THE WILLOUGHBY POLICE AND EXPECT HIM TO CONTINUE HIS EXCELLENT WORK

Employee's signature [redacted] Date 2-24-18

Evaluator's signature: SGT BEGOVIC Date 2-23-18

Reviewer's signature: [signature] Date 2/23/18

Note: Signature indicates the employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in accordance with Departmental General Order A-7.

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
POLICE OFFICER

Employee's Name [redacted] Assignment [redacted]

Rater's Name Sgt. Ken Jordan Date of Rating July 24, 2018

Type of Evaluation
- Probationary ☐
- Semi-Annual ☑
- Other ☐

Evaluation Period: From: Jan. 1, 2018 Through June 30, 2018

SECTION (1) - GENERAL REQUIRED STANDARDS

N=Needs improvement **P=Proficient** **E=Excels**

		N	P	E
1.)	**Integrity and organizational ethics** — Adheres to the Mission Statement of the department.	☐	☑	☐
2.)	**Attendance** — No sick time used this half. No tardiness.	☐	☐	☑
3.)	**Safety** — No motor vehicle accidents during this evaluation period.	☐	☑	☐
4.)	**Dress Code** — In compliance with the departments uniform policy.	☐	☑	☐
5.)	**Weapon proficiency** — Attended and passed all firearms programs.	☐	☐	☑
6.)	**Jail procedures** — Courteous to prisoners and is able to use all booking equipment.	☐	☑	☐

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

1.) **Job Knowledge**

N	P	E
☐	☑	☐

Comments:

[redacted] has a good understanding of what his job responsibilities are and continues to learn and ask questions if needed.

2.) **Quality of Work**

N	P	E
☐	☑	☐

Comments:

[redacted] completes reports as needed with no instances of CAD only reports when a report was required.

3.) **Quantity of Work (Other than Arrests)**

N	P	E
☐	☑	☐

Comments:

[redacted] completes reports when needed and has no instances of Cad only when a report was needed.

4.) **Planning and Organization**

N	P	E
☐	☑	☐

Comments:

[redacted] is able to coordinate his follow-up investigation with current and ongoing investigations.

5.) **Initiative and Innovation**

N	P	E
☐	☑	☐

Comments:

[redacted] has responded positively to suggestions made by his supervisors.

6.) **Judgment and Problem Solving**

N	P	E
☐	☑	☐

Comments:

[redacted] routinely takes the appropriate action when dealing with difficult situations. [redacted] will ask questions and ask for opinions when needed.

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

7.) **Technical Skills**

Comments:

Properly utilizes all department equipment.

N	P	E
☐	☑	☐

8.) **Communication and Professionalism**

Comments:

[redacted] does a good job of communicating with his supervisors and also with supervisors [redacted]ghout the department about follow up investigations.

N	P	E
☐	☑	☐

9.) **Teamwork**

Comments:

[redacted] will assist other officers when needed without them asking. He is willing to help with booking.

N	P	E
☐	☑	☐

10.) **Public Contacts**

Comments:

[redacted] is courteous to the public and listens to their concerns.

N	P	E
☐	☑	☐

11.) **Report Writing**

Comments:

Reports are completed in a timely manner. [redacted] conducts follow-up investigations when needed. Oh-1 reports are completed with proper use of the drawing program.

N	P	E
☐	☑	☐

Semi-Annual

Officer: [redacted] Date Range: 01/01/2018 thru 06/30/2018

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4

2

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4

0

Traffic/arrests

6 month
59 or less = 0
60-74 = 1
75-89 =2
90-102 = 3
103 or more = 4

0

Traffic stops

6 month
89 or less = 0
90-114 = 1
115-144 = 2
145-180 = 3
181 or more = 4

1

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4

3

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4

4

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4

4

0 Through 8 Points	Unsatisfactory	
9 Through 12 Points	Below Standard	
13 Through 19 Points	Standard	14
20 Through 24 Points	Above Standard	
25 Or More Points	Outstanding	

OTHER PERFORMANCE INDICATORS

OTHER STATISTICS

Calls for service 788

Shifts Worked

Supplement reports 46

Crash reports 36

OH-1 19

CAD only 17

Handicap parking

SPECIALITIES

BIKE PATROL	✓
CRASH INVESTIGATOR	
DEFENSIVE TACTICS INSTRUCTOR	
EMERGENCY RESPONSE TEAM	
EVIDENCE TECHNICIAN	✓
EXPLOSIVE ORDNANCE DISPOSAL	
FIELD TRAINING OFFICER	
PHOTOGRAPHER	
RANGE INSTRUCTOR	
DARE INSTRUCTOR	
OTHER (list)	

Letters of commendation 0

Number of founded complaints against officer 0

Disciplinary action

- Suspensions 0
- Letters of reprimand 0
- Written cautionary warning 0
- Other 0

Sick Hours This Rating Period 0

- Occurrences this rating period 0
- Occurrences last 12 months

Motor vehicle accidents 0

Motor vehicle accidents with officer at fault 0

Schools attended (list) 6 hours 22.5

Comments:

Career Survival series, LE Prevention of Terrorist Acts, Raider Training

REVIEW

Evaluator's comments

Include stated goals for next rating period.

[redacted] has been with this department for just over one year. [redacted] has been a good fit to the department. [redacted] is always willing to assist other officers with reports and arrests.

[redacted] asks for advise and responds positively to suggestions. [redacted] writes a well written report with little to no corrections.

[redacted] applied for and completed the first series of test for the Western Lake County SWAT Team.

[redacted] needs to show improvement in productivity in the areas of traffic stops and tickets and arrests along with parking. [redacted] had an overall rating of Standard.

[redacted] should continue to look for and attend schools of interest.

Officer's comments

To include stated personal and departmental accomplishments and contributions.

Reviewer's comments:

Employee's signature [redacted] Date 8-17-18

Evaluator's signature: Sgt. [redacted] Date 8-17-18

Reviewer's signature: [redacted] Date 8/14/18

Note: Signature indicates the employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in accordance with Departmental General Order A-7.

MEMORANDUM

TO: Participating Officers

FROM: Jack Beckwith – Police Department

DATE: December 4, 2018

IN REF: Mike Garlisi Funeral

To all,

I would like to take this opportunity to commend on record, all of you who took the time to assist with memorial services for Ptl. Mike Garlisi (ret). As some of you have known and worked with Ptl Garlisi, many of you did not, but stepped in to fill time slots for Honor Guard as well as Ceremonial activities at the funeral. Your efforts go a long way in helping a grieving family, and it shows that his years of service to the community are not forgotten.

I am sure most of you have seen the comments left on our Facebook page:

"On behave of the Garlisi family, I would like to thank all the men and woman of the department, who took the time to honor my late husband Patrolman Michael Garlisi at this difficult time. A special thank you to Chief Beckwith for support for myself, my son Dan and his wife Heather. Willoughby should be proud of their Police Department. Thank you all for being there. Much love to all"

The Willoughby Police Department has an excellent public image and everything you do affects that image. I thank all of you for continuing to strengthen the positive image and hope that example is followed by every other officer.

I commend you all in your excellence and pride in your profession and the Willoughby Police Department.

Thank You

Cc: Patrol Commander Randy Sevel
Kim Pintar
Personnel files;

PC Randy Sevel	Lt. Jim Schultz
Lt. Dan Pitts	Sgt. Ken Jordan
Sgt. John Begovic	Ptl. Bruce Fedor
Ptl. Matt Jackson	Ptl. Mike Fitzgerald
Ptl. Laura Licursi	Ptl. Chris Scozzie
Ptl. Brad Lampela	[redacted]
Ptl. Dennis Corbett	Ptl. Jerry Spradlin

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
POLICE OFFICER

Employee's Name [redacted] Assignment [redacted]

Rater's Name Sgt. Ken Jordan Date of Rating Jan. 5, 2019

Type of Evaluation
- Probationary ☐
- Semi-Annual ☑
- Other ☐

Evaluation Period: From: July 1, 2018 Through Dec. 31, 2018

SECTION (1) - GENERAL REQUIRED STANDARDS

N=Needs improvement **P=Proficient** **E=Excels**

		N	P	E
1.)	**Integrity and organizational ethics** — Adheres to the Mission Statement of the department.	☐	☑	☐
2.)	**Attendance** — No sick time used this half. No tardiness.	☐	☐	☑
3.)	**Safety** — No motor vehicle accidents during this evaluation period.	☐	☑	☐
4.)	**Dress Code** — In compliance with the departments uniform policy.	☐	☑	☐
5.)	**Weapon proficiency** — Attended and passed all firearms program except for the rifle course.	☐	☑	☐
6.)	**Jail procedures** — Courteous to prisoners and is able to use all booking equipment.	☐	☑	☐

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

1.) **Job Knowledge** — N ☐ P ☑ E ☐

Comments:

[redacted] has a good understanding of what his job responsibilities are and continues to learn and ask questions if needed.

2.) **Quality of Work** — N ☐ P ☑ E ☐

Comments:

[redacted] completes reports as needed with no instances of CAD only reports when a report was required.

3.) **Quantity of Work (Other than Arrests)** — N ☐ P ☑ E ☐

Comments:

[redacted] completes reports when needed and has no instances of Cad only when a report was needed.

4.) **Planning and Organization** — N ☐ P ☑ E ☐

Comments:

[redacted]s able to coordinate his follow-up investigation with current and ongoing investigations.

5.) **Initiative and Innovation** — N ☐ P ☑ E ☐

Comments:

[redacted]has responded positively to suggestions made by his supervisors.

6.) **Judgment and Problem Solving** — N ☐ P ☑ E ☐

Comments:

[redacted]routinely takes the appropriate action when dealing with difficult situations. [redacted] will ask questions and ask for opinions when needed.

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

	N	P	E
7.) **Technical Skills**			
Comments: Properly utilizes all department equipment.	☐	☑	☐
8.) **Communication and Professionalism**			
Comments: [redacted] does a good job of communicating with his supervisors and also with supervisors throughout the department about follow up investigations.	☐	☑	☐
9.) **Teamwork**			
Comments: [redacted] will assist other officers when needed without them asking. He is willing to help with booking.	☐	☑	☐
10.) **Public Contacts**			
Comments: [redacted] is courteous to the public and listens to their concerns.	☐	☑	☐
11.) **Report Writing**			
Comments: Reports are completed in a timely manner. [redacted] conducts follow-up investigations when needed. Oh-1 reports are completed with proper use of the drawing program.	☐	☑	☐

Semi-Annual

Officer [redacted] Date Range: 07/01/2018 thru 12/31/2018

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4 — 2

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4 — 1

Traffic/arrests

6 month
59 or less = 0
60-74 = 1
75-89 =2
90-102 = 3
103 or more = 4 — 0

Traffic stops

6 month
89 or less = 0
90-114 = 1
115-144 = 2
145-180 = 3
181 or more = 4 — 1

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4 — 3

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4 — 4

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4 — 4

0 Through 8 Points	Unsatisfactory	
9 Through 12 Points	Below Standard	
13 Through 19 Points	Standard	15
20 Through 24 Points	Above Standard	
25 Or More Points	Outstanding	

OTHER PERFORMANCE INDICATORS

OTHER STATISTICS

Calls for service 862

Shifts Worked

Supplement reports 43

Crash reports 53

OH-1 36

CAD only 17

Handicap parking

SPECIALITIES

BIKE PATROL	✔
CRASH INVESTIGATOR	
DEFENSIVE TACTICS INSTRUCTOR	
EMERGENCY RESPONSE TEAM	
EVIDENCE TECHNICIAN	✔
EXPLOSIVE ORDNANCE DISPOSAL	
FIELD TRAINING OFFICER	
PHOTOGRAPHER	
RANGE INSTRUCTOR	
DARE INSTRUCTOR	
OTHER (list)	

Letters of commendation 0

Number of founded complaints against officer 0

Disciplinary action

Suspensions 0

Letters of reprimand 0

Written cautionary warning 0

Other 0

Sick Hours This Rating Period 0

Occurrences this rating period 0

Occurrences last 12 months 0

Motor vehicle accidents 0

Motor vehicle accidents with officer at fault 0

Schools attended (list) 6 hours 22.5

Comments:

Career Survival series, LE Prevention of Terrorist Acts, Raider Training

REVIEW

Evaluator's comments

Include stated goals for next rating period.

[redacted] has been with this department for just over one year. [redacted] has been a good fit to the department. [redacted] is always willing to assist other officers with reports and arrests.

[redacted] asks for advise and responds positively to suggestions. [redacted] writes a well written report with little to no corrections.

[redacted] applied for and completed the first series of test for the Western Lake County SWAT Team. [redacted] completed a well written and detailed report 18-24176 for a disturbance at Frank & Tony's

[redacted] needs to show improvement in productivity in the areas of traffic stops and tickets and arrests along with parking. [redacted] had an overall rating of Standard.

[redacted] should continue to look for and attend schools of interest.

Officer's comments

To include stated personal and departmental accomplishments and contributions.

Reviewer's comments:

Employee's signature: [redacted] Date 2-3-19

Evaluator's signature: [signature] Date 2-3-19

Reviewer's signature: [signature] Date 1/25/19

Note: Signature indicates the employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in accordance with Departmental General Order A-7.

EUCLID
THE LAKEFRONT CITY OF SUPERIOR SERVICES

585 East 222nd, Street, Euclid, OH 44123-2099

EUCLID POLICE DEPARTMENT
Scott Meyer
Chief of Police
545 East 222nd Street
(216) 289-8513
Fax: (216) 289-8327
email: smeyer@cityofeuclid.com

March 7, 2019

Chief Jack M. Beckwith
Willoughby Police Department
36700 Euclid Avenue
Willoughby, Ohio 44094

Chief Beckwith,

I want to commend [redacted] for the exceptional level of care and compassion that he showed for my mother and father who were involved in a private property MVA in the City of Willoughby. They were both very shook-up by this incident. This MVA occurred on 3-6-19, report number [redacted]

My mother and father are 50 plus year residents of the City of Willoughby. I am a born and raised Willoughby "kid". I have peace of mind knowing that the Willoughby Police Department serves the public with a high level of professionalism, care and compassion.

Thank you and your Officer's for the commitment to exceptional police work!

Sincerely,

Scott Meyer, Chief

Memorandum

To: Chief Jack Beckwith

CC: Assist Chief Thomas Trem, Patrol Commander Lieutenant Randy

From: Detective Lieutenant James Schultz

Date: July 23, 2019

Re: Department Excellence – Miracle League of Lake County

On Saturday July 20, 2019, Willoughby Police Officers Ross Shirey, Mike Sevel, [redacted] and Detectives Dave Burrington and Greg Knack volunteered their personal time and efforts at the Miracle League of Lake County First Responders Battle Baseball game.

First Responders from area jurisdictions arrived in full force to help make the event a memorable one for everyone involved. The Miracle League, a nationwide non-profit organization, works to remove the barriers that keep children with mental and physical disabilities off the baseball field and lets them experience the joy of America's favorite pastime. It's a unique community of athletes with disabilities that in many other environments, might be excluded from active play. The organization helped build the Lake Health Miracle Field and Playground located just outside the Lake County Captains Field for everyone to enjoy.

It is the effort, selflessness, and investment by Ross Shirey, Mike Sevel, [redacted] Dave Burrington, and Greg Knack, that help make the Willoughby Police Department such an outstanding law enforcement agency in Northeast Ohio. I am requesting that their volunteer work be recognized as they are true role models in our Department and community. Thank you.

Respectfully,

Det. Lt. [signature]

James H. Schultz
Detective Lieutenant

WILLOUGHBY POLICE DEPARTMENT
MID YEAR PERFORMANCE EVALUATION PROGRESS REPORT
POLICE OFFICER

Employees Name: [redacted] Assignment: [redacted]

Rater's Name: Sgt Ken Jordan Date of Rating: July 15, 2019

Evaluation Period: From: Jan. 1, 2019 To: June 30, 2019

SECTION (I) – GENERAL REQUIRED STANDARDS

1. Integrity and Organizational Ethics
2. Attendance, Reporting for Duty on Time
3. Safety
4. Dress Code and Uniform Appearance
5. Weapons Proficiency
6. Physical Conditioning / Duty Capability
7. Prisoner Booking and Jail Procedures

(Meets or Exceeds Standards) Below Standards

Comments

SECTION (II) – POSITION PERFORMANCE FACTORS

Unsatisfactory – **U** Below Standard – **B** Meets Standards – **M** Above Standards – **A** Outstanding - **O**

1. Job Knowledge — U B (M) A O
2. Quality of Work — U B (M) A O
3. Quantity of Work (other than arrests) — U B (M) A O
4. Planning and Organization — U B (M) A O
5. Initiative and Innovation — U B (M) A O
6. Judgment and Problem Solving — U B (M) A O
7. Technical Skills — U B (M) A O
8. Communications & Professionalism — U B (M) A O
9. Teamwork — U B (M) A O
10. Public Contacts — U B (M) A O
11. Arrests

Traffic citations	___
DUI Arrests	2
Parking Citations	___
Felony, Misdemeanor & MM	___

Section II Overall Rating:

Outstanding Above Standards (Meets Standards) Below Standards Unsatisfactory

Comments

Monthly

Officer: [redacted] Date Range: 01/01/2019 thru 06/30/2019

Traffic/arrests

Month

9 or less = 0
10-12 = 1
13-14 = 2
15-17 = 3
18 or more = 4 — 0

Traffic stops

Month

14 or less = 0
15 - 19 = 1
20 - 24 = 2
25 - 30 = 3
31 or more = 4 — 1

Follow-up

Month

2 or less = 0
3 = 1
4 = 2
5 = 3
6 or more = 4 — 4

TTA

Month

4 or less = 0
5 = 1
6 - 7 = 2
8 = 3
9 or more = 4 — 4

Community relations/Business check/City business

Month

9 or less = 0
10-12 = 1
13-14 = 2
15-17 = 3
18 or more = 4 — 4

Total Ranking:

0 Through 6 Points	Unsatisfactory	
7 Through 8 Points	Below Standard	
9 Through 11 Points	Standard	
12 Through 15 Points	Above Standard	13
16 Or More Points	Outstanding	

Semi-Annual

Officer: [redacted] Date Range: 1-1-19 thru 6-30-19

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4 2

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4 _____

Traffic/arrests

6 month
59 or less = 0
60-74 = 1
75-89 =2
90-102 = 3
103 or more = 4 47-0

Traffic stops

6 month
89 or less = 0
90-114 = 1
115-144 = 2
145-180 = 3
181 or more = 4 91-1

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4 34-4

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4 57-4

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4 106-4

0 Through 8 Points	Unsatisfactory	
9 Through 12 Points	Below Standard	
13 Through 19 Points	Standard	15
20 Through 24 Points	Above Standard	
25 Or More Points	Outstanding	

OTHER PERFORMANCE INDICATORS

1.)	Traffic Citations	____
2.)	Misdemeanor Arrests	____
3.)	Felony Arrests	____
4.)	Parking Citations	____
5.)	DUI Arrests	2
6.)	Commendation Letters	____
7.)	Disciplinary Actions	—
8.)	Sick days used	24 HRS (2)
9.)	Motor Vehicle Accidents	____ At fault ____
10.)	Schools attended	____
11.)	Quarterly Range completed	____

Evaluator's comments: [redacted] has been with this department for almost two year. [redacted] is always willing to assist other officers with reports and arrests. [redacted] has a positive attitude and is always willing to help. [redacted] asks for advice and responds positively to suggestions. [redacted] writes a well written report with little to no corrections. [redacted] completes follow up reports on many of his initial reports.

[redacted] needs to show improvement in productivity in the areas of traffic stops and traffic tickets and arrests.

[redacted] should continue to look for and attend schools of interest.

[redacted] has a mid-year rating of Above Standard

Employee comments:

Overall Rating:
Outstanding Above Standards Meets Standards Below Standards Unsatisfactory

Employee's signature [redacted] Date 9/13/2019

Evaluator's signature: Sgt. [redacted] Date 9-13-19

Reviewer's signature: Lt Pitts 1778 Date 9-26-19

Note: Signature indicates that employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in writing within (5) working days, as written in Departmental General Order A-7.

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
POLICE OFFICER

Employee's Name [redacted] Assignment [redacted]

Rater's Name Sgt. Ken Jordan Date of Rating 01-01-2020

Type of Evaluation
- Probationary ☐
- Semi-Annual ☑
- Other ☐

Evaluation Period: From: 07-01-2019 Through 12-31-2019

SECTION (1) - GENERAL REQUIRED STANDARDS

N=Needs improvement **P=Proficient** **E=Excels**

		N	P	E
1.)	**Integrity and organizational ethics**	☐	☑	☐
2.)	**Attendance** [redacted] used no sick time this half.	☐	☐	☑
3.)	**Safety**	☐	☑	☐
4.)	**Dress Code**	☐	☑	☐
5.)	**Weapon proficiency** [redacted] has completed all weapons courses this half.	☐	☐	☑
6.)	**Jail procedures**	☐	☑	☐

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

1.) **Job Knowledge** — N ☐ P ☑ E ☐

Comments:

2.) ~~**Quality of Work**~~ — ~~N~~ ☐ ~~P~~ ☑ ~~E~~ ☐

Comments:

3.) **Quantity of Work (Other than Arrests)** — N ☐ P ☑ E ☐

Comments:

4.) **Planning and Organization** — N ☐ P ☑ E ☐

Comments:

5.) **Initiative and Innovation** — N ☐ P ☑ E ☐

Comments:

6.) **Judgment and Problem Solving** — N ☐ P ☑ E ☐

Comments:

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

7.) **Technical Skills**

N	P	E
☐	☑	☐

Comments:

8.) **Communication and Professionalism**

N	P	E
☐	☑	☐

Comments:

9.) **Teamwork**

N	P	E
☐	☑	☐

Comments:

10.) **Public Contacts**

N	P	E
☐	☑	☐

Comments:

11.) **Report Writing**

N	P	E
☐	☑	☐

Comments:

Semi-Annual

Officer [redacted] Date Range: 07-01-2019 thru 12-31-2019

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4

3=3

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4

45=1

Traffic/arrests

6 month
59 or less = 0
60-74 = 1
75-89 =2
90-102 = 3
103 or more = 4

39=0

Traffic stops

6 month
89 or less = 0
90-114 = 1
115-144 = 2
145-180 = 3
181 or more = 4

89=1

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4

33=4

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4

54=4

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4

105=4

0 Through 8 Points	Unsatisfactory	
9 Through 12 Points	Below Standard	
13 Through 19 Points	Standard	17
20 Through 24 Points	Above Standard	
25 Or More Points	Outstanding	

OTHER PERFORMANCE INDICATORS

OTHER STATISTICS

Calls for service 739

Shifts Worked

Supplement reports 44

Crash reports 43

OH-1

CAD only

Handicap parking

SPECIALITIES

BIKE PATROL	✔
CRASH INVESTIGATOR	
DEFENSIVE TACTICS INSTRUCTOR	
EMERGENCY RESPONSE TEAM	✔
EVIDENCE TECHNICIAN	
EXPLOSIVE ORDNANCE DISPOSAL	
FIELD TRAINING OFFICER	✔
PHOTOGRAPHER	✔
RANGE INSTRUCTOR	
DARE INSTRUCTOR	
~~OTHER (list)~~	

Letters of commendation

Number of founded complaints against officer

Disciplinary action

- Suspensions 0
- ~~Letters of reprimand~~ 0
- Written cautionary warning 0
- Other 0

Sick Hours This Rating Period 0

- Occurrences this rating period 0
- Occurrences last 12 months 2

Motor vehicle accidents 0

Motor vehicle accidents with officer at fault

Schools attended (list) 5 hours 99

~~Comments:~~

Field Training Officer,Sexual Assault Investigation, 40 Hour Tactics, Criminal Gang Awareness, Photography for Investigators

REVIEW

Evaluator's comments

Include stated goals for next rating period.

[redacted] started with this department on [redacted] will assist other officers with arrests and booking without being asked. [redacted] is always willing to help any member of the squad taking both calls for service and reports. [redacted] writes a well written report and OH-1 with very few corrections if any. [redacted] appears to always be in a good mood and deals with the public with empathy.

[redacted] is the newest member of the Lake County SWAT Team and has taken several classes of interest.

[redacted] needs to increase productivity in the area of traffic tickets and arrests and should increase the amount of traffic stops made.

[redacted] should continue to sign up for classes.

Officer's comments

To include stated personal and departmental accomplishments and contributions.

Reviewer's comments:

Employee's signature [redacted] Date 2-16-20

Evaluator's signature: Sgt. [redacted] Date 2-16-20

Reviewer's signature: Lt Pitts 028 Date 2-22-20

Note: Signature indicates the employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in accordance with Departmental General Order A-7.

Kim Pintar

From: James Schultz
Sent: Tuesday, May 26, 2020 3:36 PM
To: Peter Huth; Kenneth Jordan; Matthew Jackson [redacted]
Cc: Kim Pintar
Subject: Honor Guard

Pete, Ken, MJ, and [redacted]

Thank you for participating in yesterday's Memorial Day Ceremony at the American Legion Hall as the Willoughby Police Department's Honor Guard. I appreciated the commitment you made to be there Monday morning, and you were all excellent representatives of the Willoughby Police Department.

Moving forward, I'd like to see more participation/recruitment of our newer officers to the Honor Guard unit. Please let me know if you have any suggestions or ideas on how we can increase the membership to the unit.

Thanks again,
Jim

James H. Schultz
Chief of Police
Willoughby Police Department
36700 Euclid Avenue
Willoughby, Ohio 44094

440-953-4229
440-953-4225

jschultz@willoughbypolice.com
www.willoughbyohio.com/police
www.facebook.com/WilloughbyPolice

Willoughby Police Department

Memorandum

To:
Assistant Chief Randy Sevel
Lieutenant John Begovic
Lieutenant Ken Jordan
Sergeant Mike Fitzgerald
Detective Chuck Krejsa
Detective Gabe Sleigh
Patrolman Jason Pitt
Patrolman Jon Greig
[redacted]
Patrolman Brad Lampela
Patrolman Ryan Gregorin
Patrolman Travis Stevenson
Patrolman Kevin Crowley
Patrolman Chuck Popik
Dispatcher Frances Rivas
Dispatcher Lisa Lesner
Captain Phil Smith
Detective Lieutenant Matt Tartaglia
Sergeant Chris Scozzie
Detective Greg Knack
Detective David Burrington
Patrolman Bruce Fedor
Patrolman Paul Sciarrino
Patrolman Ross Shirey
Patrolman Kyle Dunphy
Patrolman Kevin Rastall
Patrolman Casey Kraft
Patrolman Matt Neath
Patrolman Jeremy Blackstone
Patrolman Matt Zarbock
Dispatcher Danette Perkins
Clerk Sue Schilling

From: Chief James Schultz
CC: Mayor Robert Fiala, Administrative Assistant Kim Pintar
Date: July 7, 2020
Re: Downtown Willoughby Planned Protest #3

I would like to take this opportunity to commend each one of you for your dedication, professionalism, and effort during the planned protest in Downtown Willoughby on the afternoon and evening of June 29, 2020. This marked the 3rd protest we had in Downtown Willoughby since June 9, 2020. I know each of you had to endure some extremely difficult situations, language, and threats during this last protest. I am sorry that you had to be subjected to this. You should never be treated in such a disrespectful way, especially since you all treat our residents and visitors in such high regard.

The Willoughby Police Department's greatest asset is its people. You and everyone else employed here make our department strong, and I truly appreciate everything you give to our police department and to the City of Willoughby. I promise you that I will do everything in my power to promote our department's greatest asset as I work every day to earn your trust.

Your efforts, professionalism, and service during the protest were greatly appreciated by me, Mayor Fiala, our City Council, and our city. In light of some of the negative opinions about police officers recently, I believe even stronger that law enforcement/public safety is the greatest profession, and I'm extremely proud of the efforts and investment that each of you give every day to make the City of Willoughby a better place. Thank you!

Respectfully,

CHIEF

James Schultz
Chief of Police

Willoughby Police Department

Memorandum

To: Patrolmen Bruce Fedor [redacted] Walter Cole, Communications Operator Danette Perkins, Communications Supervisor Marlene Matteo, Special Patrolman Gerald Spradlin, WPD Explorers Gabe Liberatore, Ella McCoy, Gracie Brunnet, Christian Marn, Russ Bitner, and Travis Gumm

From: Chief James Schultz

CC: Assistant Chief Randy Sevel, Captain Phil Smith, Lieutenant John Begovic, Lieutenant George Lessick, and Mayor Robert Fiala

Date: October 12, 2020

Ref: 1st Annual Lake County First Responders Trunk or Treat

I would like to take this moment and thank each one of you for your enthusiasm, professionalism, and dedication in reference to Lake County's 1st Annual First Responders Trunk or Treat on October 11, 2020. I truly appreciate every one of you taking time out of your busy lives and volunteering to make this a very special event.

When this event was initially constructed, I felt that we would have several hundred families and children show up. What we saw last evening was several thousand people who attended, and we did not disappoint. I watched each one of you interact with all the children and parents in such a special way that I was extremely proud to wear the same shield and patch that each of you wear. You all did a tremendous job, and I wanted to thank each of you for being a part of the Truck or Treat event. Thank you for your service and commitment to making our community so special!

Respectfully,

James Schultz
Chief of Police

WILLOUGHBY POLICE DEPARTMENT
MID YEAR PERFORMANCE EVALUATION PROGRESS REPORT
POLICE OFFICER

Employees Name: [redacted] Assignment: [redacted]

Rater's Name Sgt. Ken Jordan Date of Rating July 1, 2020

Evaluation Period: From: Jan. 1, 2020 To: May 8, 2020

SECTION (I) – GENERAL REQUIRED STANDARDS

1. Integrity and Organizational Ethics
2. Attendance, Reporting for Duty on Time
3. Safety
4. Dress Code and Uniform Appearance
5. Weapons Proficiency
6. Physical Conditioning / Duty Capability
7. Prisoner Booking and Jail Procedures

Meets or Exceeds Standards Below Standards

Comments: [redacted] has used 0 hours of sick time this half.

SECTION (II) – POSITION PERFORMANCE FACTORS

Unsatisfactory – **U** Below Standard – **B** Meets Standards – **M** Above Standards – **A** Outstanding - **O**

1. Job Knowledge	U B M A O	7. Technical Skills	U B M A O
2. Quality of Work	U B M A O	8. Communications & Professionalism	U B M A O
3. Quantity of Work (other than arrests)	U B M A O	9. Teamwork	U B M A O
4. Planning and Organization	U B M A O	10.Public Contacts	U B M A O
5. Initiative and Innovation	U B M A O		
6. Judgment and Problem Solving	U B M A O		

Section II Overall Rating:

Outstanding Above Standards Meets Standards Below Standards Unsatisfactory

Comments: [redacted] always comes in with a positive attitude and is in a good mood.

OTHER PERFORMANCE INDICATORS

1.)	Commendation Letters	__1__
2.)	Disciplinary Actions	__0__
3.)	Sick days used	__0__
4.)	Motor Vehicle Accidents	__0__ At fault _____
5.)	Schools attended	__0__
6.)	Quarterly Range completed	__2__

Evaluator's comments: With the onset of COVID 19 in early March, Willoughby Officers were advised to have as little personal contact with the public as possible. Officers were responding to calls for service over the phone. Community Relations and Business Checks were completed with officers driving by. Traffic Stops, Tickets, and Arrests were done as a last resort. Due to a city wide shut down, Productivity Numbers will not be addressed for this evaluation.

[redacted] had 39 Traffic Stops, 40 Business Checks/ Comm Relations/ City Errands, 21 Follow Ups, 635 Calls for Service, and 35 Total tickets/ arrests.

[redacted] comes to work with a positive attitude and is always smiling. [redacted] writes a well written report and is eager to assist fellow officers with arrests and booking. [redacted] s a member of the Lake Co. SWAT Team and has requested to become a range officer.

[redacted] received a Great Job letter from Chief Schultz ref. [redacted] theft of wallet and misuse of a credit card. [redacted] did an extensive follow up report.

[redacted] used no sick time this half.

Employee comments:

_____

_____

_____

_____

_____

_____

Overall Rating:

Outstanding Above Standards Meets Standards Below Standards Unsatisfactory

Employee's signature [redacted] Date 8-25-20

Evaluator's signature: _____ Date _____

Reviewer's signature: LT. [signature] Date 8-25-20

JHS

Note: Signature indicates that employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in writing within (5) working days, as written in Departmental General Order A-7.

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
POLICE OFFICER

Employee's Name [redacted] Assignment [redacted]

Rater's Name Sgt Fitzgerald Date of Rating January 15, 2021

Type of Evaluation
- Probationary ☐
- Semi-Annual ☐
- Other ☑

Evaluation Period: From: January 1, 2020 Through December 31, 2020

SECTION (1) - GENERAL REQUIRED STANDARDS

N=Needs improvement **P=Proficient** **E=Excels**

		N	P	E
1.)	**Integrity and organizational ethics** [redacted] holds himself accountable for his actions and adheres to the mission statement of the Willoughby Police Department	☐	☑	☐
2.)	**Attendance** [redacted] arrives early for his shift prepared for work. [redacted] attends all in service training	☐	☐	☑
3.)	**Safety** [redacted] is safety conscious and does not take unnecessary risks [redacted] is able to protect fellow officers if needed.	☐	☑	☐
4.)	**Dress Code** [redacted] adheres to the uniform policy. His uniforms are well kept and he presents a professional image.	☐	☑	☐
5.)	**Weapon proficiency** [redacted] is proficient in his duty weapon, the shotgot and the rifle. [redacted] is a member of ERT and trains with multiple weapons [redacted] maintains his weapons after a range program	☐	☐	☑
6.)	**Jail procedures** [redacted] is proficient with all booking and release procedures of the jail. [redacted] maintains jail safety procedures as well	☐	☑	☐

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

	N	P	E
1.) **Job Knowledge**			
Comments: [redacted] adheres to WPD's policies and procedure [redacted] will generally reason through an incident and make the correct decisions without assistance.	☐	☑	☐
2.) **Quality of Work**			
Comments: [redacted] has well written, detailed reports. [redacted] will follow up cases when needed and time permits.	☐	☐	☑
3.) **Quantity of Work (Other than Arrests)**			
Comments: [redacted] handles the calls within his assigned zones and will assist others when needed. He completes work in a timely manner.	☐	☑	☐
4.) **Planning and Organization**			
Comments: [redacted] is able to handle multiple tasks in a work period. [redacted] assists with planning defensive tactics training	☐	☐	☑
5.) **Initiative and Innovation**			
Comments: [redacted] sees through his assignments and follows up his cases without prompting.	☐	☐	☑
6.) **Judgment and Problem Solving**			
Comments: [redacted] takes appropriate action and makes sensible decisions	☐	☑	☐

SECTION II - POSITION PERFORMANCE FACTORS - POLICE OFFICER

EXCELS
PROFICIENT
NEEDS IMPROVEMENT

7.) **Technical Skills** — N ☐ P ☑ E ☐

Comments:

[redacted] utilizes all technical equipment provided.

8.) **Communication and Professionalism** — N ☐ P ☐ E ☑

Comments:

[redacted] is consistently professional with radio traffic and presents a professional image to the public

9.) **Teamwork** — N ☐ P ☐ E ☑

Comments:

[redacted] assists others with booking, provides backup on calls & traffic stops and assists in booking when needed [redacted] takes calls for other officers when they are busy or he is in the area of the call.

10.) **Public Contacts** — N ☐ P ☑ E ☐

Comments:

[redacted] presents a positive image when dealing with the public. He is empathetic and courteous with others

11.) **Report Writing** — N ☐ P ☑ E ☐

Comments:

[redacted] reports are well written and contain the neccessary information. Reports are completed in a timely manner. Reports are rarely returned to [redacted] for corrections or missed information.

Semi-Annual

Officer [redacted] Date Range: 07-01-20 thru 12-31-20

OVI (6 month only)

0 = 0
1 = 1
2 = 2
3 = 3
4 = 4 — 1

Parking (6 month only)

40 or less = 0
41-52 = 1
53-57 = 2
58-69 = 3
70 or more = 4 — 0

Traffic/arrests

6 month
59 or less = 0
60-74 = 1
75-89 =2
90-102 = 3
103 or more = 4 — 19

Traffic stops

6 month
89 or less = 0
90-114 = 1
115-144 = 2
145-180 = 3
181 or more = 4 — 22

Follow-up

6 month
14 or less = 0
15-18 = 1
19-21 = 2
22-25 = 3
26 or more = 4 — 20

TTA

6 month
29 or less = 0
30-35 =1
36-42 = 2
43-53 = 3
54 or more = 4 — 0

Community relations/Business check/City business

6 month
59 or less = 0
60-72 = 1
73-84 = 2
85-100 = 3
101 or more - 4 — 12

0 Through 8 Points	Unsatisfactory
9 Through 12 Points	Below Standard
13 Through 19 Points	Standard
20 Through 24 Points	Above Standard
25 Or More Points	Outstanding

OTHER PERFORMANCE INDICATORS

OTHER STATISTICS

		Crash reports		11
Calls for service	504		OH-1	6
Shifts Worked			CAD only	5
Supplement reports	34	Handicap	parking	0

SPECIALITIES

BIKE PATROL	✔
CRASH INVESTIGATOR	
DEFENSIVE TACTICS INSTRUCTOR	✔
EMERGENCY RESPONSE TEAM	✔
EVIDENCE TECHNICIAN	
EXPLOSIVE ORDNANCE DISPOSAL	
FIELD TRAINING OFFICER	✔
PHOTOGRAPHER	
RANGE INSTRUCTOR	
DARE INSTRUCTOR	
OTHER (list)	✔

Letters of commendation 0

Number of founded complaints against officer 0

Disciplinary action
- Suspensions 0
- Letters of reprimand 0
- Written cautionary warning 0
- Other

Sick Hours This Rating Period 32
- Occurrences this rating period 1
- Occurrences last 12 months 1

Motor vehicle accidents 0

Motor vehicle accidents with officer at fault

Schools attended (list) Gracie Survival hours 40

Comments:

LEADS testing completed Sept 22nd. Completed FOPOTA online training Procedural Justice and Police Legitimacy. Completed monthly policy reviews in jail training. [redacted] sick time was due to [redacted] also a member of our Honor Guard and OPBA Union Rep

REVIEW

Evaluator's comments

Include stated goals for next rating period.

I have only personally supervised [redacted] for the past 6 months, July 1, 2020 to December 31, 2020. [redacted] always enters the work day in a positive manner and he presents a positive image to the public. [redacted] follows up calls as far as he can as long as time permits.
[redacted] received a thank you from a motorist thanking him for helping change a tire (cad# [redacted]

Numbers were calculated for the past 6 months but officers had previously been advised to reduce contacts with the public due to the COVID 19 pandemic. Due to this, productivity numbers will not be addressed in this evaluation. [redacted] is a member of the ERT and a Defensive tactics Instructor [redacted] s also a Field Training Officer assisting new and part time officers. [redacted] always apppears to be looking for ways to advance his career with the WPD.

Officer's comments

To include stated personal and departmental accomplishments and contributions.

Reviewer's comments:

Employee's signature: [redacted] Date 1-21-21

Evaluator's signature: [signature] Date 1-21-21

Reviewer's signature: [signature] Date 1-21-21 JKS

Note: Signature indicates the employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in accordance with Departmental General Order A-7.

Willoughby Police Department

Memorandum

To: Captain Phil Smith, Detective Chuck Krejsa, Patrolmen Mike Sevel, Jon Greig, Shane Rahz, Ross Shirey, [redacted] Matt Neath, Brad Lampela, Kevin Crowley, Allen Cole, Bruce Fedor, Gerald Spradlin, Willoughby Police Explorers Post, and Assistant Fire Chief (Retired) Scott Mlakar

From: Chief James Schultz

CC: Mayor Bob Fiala, Fire Chief Todd Ungar, Lieutenants George Lessick, John Begovic, Sergeants Toby Davis, and Mike Fitzgerald

Date: August 9, 2021

Ref: National Night Out 2021

I want to take this moment to thank each one of you for participating in the National Night Out on Tuesday August 3, 2021. Thank you for not only organizing and participating, but really engaging with everyone who stopped by to visit. It was great to see and hear the conversations, the demonstrations, and the smiles that so many kids and adults had from just a few moments of your time.

Community policing has been a practice and influence that started back in the 80's. National Night Out is an annual community-building campaign that promotes police-community partnerships to help make our neighborhoods safer places to live. But to be effective, we must really do this every day in our jobs. We all have to give so much of ourselves and let our "guards" down so that we're genuine and sincere. I saw that sincere, warm, and genuine attitude and behavior out of all of you that evening and every day. It's giving that "little piece of you" and your honesty that helps build trust and faith with our community. I am extremely proud to be able to work alongside of each of you. You are all outstanding representatives of the Willoughby Police Department and the City of Willoughby. Thank you!

Respectfully,

James Schultz
Chief of Police

Willoughby Police Department

Memorandum

To: Assistant Chief Matthew Tartaglia, Captain Phi Smith, Detective David Burrington, [redacted] Brandon Zinner, Mike Sevel, Ryan Gregorin, Ross Snirey, and Mike Nogalo

From: Chief James Schultz

CC: Mayor Robert Fiala, Administrative Assistant Kim Pintar, Lieutenants George Lessick, Ken Jordan, and Sergeant Toby Davis

Date: October 6, 2021

Ref: Miracle League of Lake County

I wanted to thank each of you for attending the two Miracle League of Lake County baseball games on Saturday September 25th at the Captain's Stadium. It was outstanding seeing so many of our finest there that afternoon. Our time there was only a couple of hours, but I think you all made a lasting impression on so many people that day. Mayor Fiala, Councilman Garry, and I appreciated your time, effort, and honor.

The Miracle League of Lake County posted several pictures on their Facebook page from our games. Our team was described as "enthusiastic and ready to go." Everyone associated with the Miracle League of Lake County appreciated your commitment and donation that afternoon. You represented in such an outstanding way! Thank you!

Respectfully,

Chief

James Schultz
Chief of Police

James Schultz

From: James Schultz
Sent: Thursday, October 28, 2021 11:07 AM
To: [redacted]
Cc: George Lessick; Michael Fitzgerald; Phillip Smith; Kim Pintar; Kevin Brodzinski; Matthew Tartaglia
Subject: 2133643 General Assist
Attachments: 20211028104317851.pdf

Dan,

Assistant Chief Tartaglia and I received a note from Dispatcher Brodzinski on a call for service you handled at 5561 Ericson Lane on 10-18-2021 at 2132 hours; see attached CAD[redacted]

Great job and thank you for going above and beyond the call of duty to assist Mr. Vandestadt and his wife. The selfless actions you did for them that evening are just some of the consistent examples of your dedication, loyalty, integrity, and service to the City of Willoughby that I greatly appreciate, and that our community absolutely loves.

Thank you for what you do....everyday! Keep up the great work!
Jim

James M. Schultz
Chief of Police
Willoughby Police Department
36700 Euclid Avenue
Willoughby, Ohio 44094

440-953-4229
440-953-4225

jschultz@willoughbypolice.com
www.willoughbyohio.com/police
www.facebook.com/WilloughbyPolice

Willoughby

CAD Number [redacted]

CAD Call For Service

Date:	Time:	Mrc:	Dispatchers:	
10/18/2021	21:32:35	T	213	213

Location: 5561 ERICSON LN

City: WILLOUGHBY **Zone:** 3 **Grid:** 341 **Agency** WY

Call Type: GENERAL ASSIST

Incident#: **Accident#:** **EMS #:** **Fire #**

Reviewed By: 106 **Disposition:** COMPLETE **Strat Transport** **End Transport**

Common Name:

Caller:

Caller: CHARLES VANDESTADT

Caller Address: 5561 ERICSON LN WILLOUGHBY O

Phone [redacted]

Units / Times

Unit:	Dispatch:	Route:	Arrive:	Cleared:	Patient:	Leave:	Hospital:	In Service:	Quarters:	Badge1	Badge2:	Agency
0814	21:35:13			21:46:38						155		WY
[redacted]	21:46:31		21:46:35	22:51:42						196		WY

Narrative

Male in lobby states that his power went out at 1800 and his cable went out also and he needs assistance to call the cable company.

[redacted] enroute to the residence.

-- From 10/18/2021 22:51:47 To 10/18/2021 22:51:48 Disp 185 --

[redacted] made contact with Spectrum and they will expedite repairs due to medical concerns.

P/C PATROLMAN [redacted] WENT ABOVE + BEYOND TO HELP THIS RESIDENT. 82-YOM TAKES CARE OF HIS WIFE WHO HAS MEDICAL ISSUES AND THE POWER WENT OUT - HE LOST HIS CABLE + PHONE AND HAD NO WAY TO CALL FOR HELP IF NEEDED. [redacted] WENT TO CALL SPECTRUM FROM THE STATION, THEN WENT TO HIS HOUSE TO FIX IT FOR HIM. WHILE THERE HE WAS ABLE TO GET SPECTRUM TO EXPEDITE THE REPAIR GIVEN HIS WIFE'S HEALTH AND NEED FOR HIS SPECTRUM PHONE TO BE IN WORKING ORDER.

KEVIN B.

Willoughby

CAD Number [redacted]

Persons Involved with Call

First Name:	Middle	Last Name:	Til:	DOB:	Date of Contact:	Phone:
CHARLES	D	VANDESTADT		12/19/1938	10/18/2021	[redacted]

Street #:	Street Name:	Apt:	City:	St:	Zip:	Cell Phone:	Employer Phone:
5561	ERICSON LN		WILLOUGHBY	OH	44094		

Hgt:	Wgt:	Hair:	Eyes:	Race:	Sex:	Incident #:	Relation:	SSN:	Driver Lic #	Lic St
600	230	WHI	BLU		M		PRP	[redacted]		OH

James Schultz

From: James Schultz
Sent: Tuesday, November 2, 2021 10:13 AM
To: [redacted] Richard Myers; Danette Perkins (DPerkins@willoughbypolice.com); Kim Pintar; Mike Sevel; Gerald Spradlin
Subject: 2021 Trunk or Treat

Good morning everyone,

I would like to thank each of you, your spouses, and our Explorers Post for attending this year's Lake County First Responders Trunk or Treat at the Lake County Captain's Stadium. Horrible weather couldn't keep us or the kids away from another great event.

Special thanks to Danette and her husband for the set-up of our Circus theme (ohhhh the irony of it, LOL).

Great enthusiasm by everyone!

Also, Eastlake Police Chief Larry Reik sent us a letter thanking you all for your participation.

Keep up the great work!
Jim

James H. Schultz
Chief of Police
Willoughby Police Department
36700 Euclid Avenue
Willoughby, Ohio 44094

440-953-4229
440-953-4225

jschultz@willoughbypolice.com
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Chief of Police
Larry Reik

Safety Director
Mayor Dennis Morley

EASTLAKE POLICE DEPARTMENT

35150 Lakeshore Boulevard, Eastlake, Ohio 44095
440-951-1400 • Fax 440-951-7781

10/25/2021

Willoughby Police Department,

On behalf of the Eastlake Police Department as well as the City of Eastlake, we would like to thank you for participating in the second annual Lake County First Responders Trunk-or-Treat event! It is with your support that this event continues to be a success. We recognize that the weather wasn't ideal however, it just reinforces the fact that we, as first responders, show up for our community rain or shine. We look forward to your support in future events and hope to see you next year!

Chief Reik

Eastlake Police Department

Willoughby Police Department

Memorandum

To: Sergeant Mike Fitzgerald, Patrolmen Matt Neath, Jon Greig, Mike Sevel, Ross Shirey, Shane Rahz, [redacted], Kyle Dunphy, and Taylor Zana

From: Chief James Schultz

CC: Mayor Bob Fiala, Councilman Chris Wooden, Assistant Chief Matthew Tartaglia, Captain Phil Smith, Lieutenant Ken Jordan, Sergeant Pete Huth

Date: November 18, 2021

Ref: Letter of Commendation – Disturbance/Barricaded Subject at Great Lakes Place Apts. – [redacted]

I received memorandums from Captain Phil Smith and Sergeant Mike Fitzgerald commending your efforts on resolving the disturbance/barricaded subject call on Monday November 15th at 1000 hours at Great Lakes Place in a safe manner. The initial details of the call were disturbing and required an extraordinary amount of patience and tact to resolve a hopeless situation. It was clear that the subject suffered from mental illness and left you will very little options to resolve the incident.

Based on your experience, training, professionalism, and teamwork, you were able to secure a perimeter, keep the subject contained in a small area, escort innocent people away from the scene, utilize diligent negotiations and communication, keep all police personnel safe and secure, develop creative options like the use of multiple less lethal techniques and drone surveillance, and ultimately resolve the incident with the most successful outcome possible.

Hopefully, the subject will receive the treatment he needs from outside resources. Your planning, tactics, and problem-solving techniques were outstanding and is an example of your strong service to our community. These are the critical moments that our community expects us to respond to and resolve, but your actions, ownership, and teamwork were above and beyond the call of duty.

I commend each of you on your bravery, loyalty, diligence, commitment, and integrity. I thank you, and I greatly appreciate all your efforts and dedication at keeping our City a safer community. You are tremendous assets to the Willoughby Police Department and the City of Willoughby.

Respectfully,

CHIEF

James Schultz,
Chief of Police

Willoughby Police Department

Memorandum

To: Chief James Schultz
From: Captain Phil Smith
CC: A/C Matt Tartaglia, Awards Committee
Date: November 16, 2021
Ref: [redacted] Lance Watson incident

At 1034 hours on November 15, 2021, our department responded to Great Lakes Place, 38751 Lakeshore Blvd., for a disturbance involving a male who would not leave the apartment. Upon arrival, officers observed Lance Watson on a third-floor balcony with a hatchet in his hand. Watson was screaming and stated, "You've got to kill me!" as he hacked the balcony railing with the hatchet. Watson then went back inside the apartment bedroom and officers made contact with the resident, who advised that Watson was in a state of severe emotional distress due to a number of personal issues he is dealing with. The complainant also advised that Watson had a hatchet and several knives zip tied to his body in preparation for a fight with the police.

Patrolman Ross Shirey was able to begin a dialogue with Watson from the living room area of the complainant's apartment. Watson was still inside the bedroom and was refusing to come out. Officers could hear Watson moving furniture within the bedroom in an attempt to barricade himself inside. They also heard Watson repeatedly striking the bedroom door with the hatchet. Watson made the following statements to officers: "I've made my decision" and Come and get me". On scene in the apartment with Shirey were Patrolmen John Greig, Matt Neath, [redacted] Kyle Dunphy and Taylor Zana. Sergeant Mike Fitzgerald, the shift officer in charge, was also in the apartment in command of the scene.

Patrolman Shirey maintained a constant dialogue with Watson that lasted over 3 hours. Patrolman Shirey covered a wide range of topics in an attempt to get Watson to voluntarily come out of the apartment. During this time of negotiation, the surrounding apartments were evacuated for the safety of the residents. Patrolman Shane Rahz also was called to respond to the scene with the drone and attempted to get a visual of the inside of the apartment. Detective Sergeant Chris Scozzie and Detectives Chuck Krejsa, Dave Burrington and Gabe Sleigh also responded to the scene to assist. Patrolman Popik responded from the high school as well due to having a long history with Watson.

In the eventuality that a flashbang would need to be used, Patrolman Mike Sevel was called in from home to gather the needed supplies and respond to the scene. Lieutenant Manus McCaffery and Patrolman Brett Peoples of the Wickliffe Police Department responded to the scene to assist with the negotiation. Eastlake Patrolman Chris Korun also responded with flashbangs.

After over 3 hours of negotiations, it was apparent that Watson was not willingly going to exit the bedroom. And officers did not want to forcefully enter the bedroom, as it was likely to cause a negative encounter with Watson that would have ended in his injury or death. A decision was made to have Patrolman Sevel launch PepperBalls into the open window of the apartment in an attempt to force Watson to exit. Patrolman Sevel shot a beanbag round to knock out the window screen, then launched several rounds of

PepperBalls into the bedroom from the ground below. Patrolman Rahz was able to maneuver the drone to observe that the PepperBalls were having the desired effect. Watson was observed to be crouched between the bed and wall with a fabric over his head. A knife was observed near Watson on the bed. Patrolman Shirey continued the dialogue with Watson by asking him to come out of the room with his hands up. After several minutes, the bedroom door opened and Watson did come out with his hands up. He was taken then into custody and was transported to Lake West Hospital for treatment. Charges of inducing panic, aggravated disorderly conduct and criminal damaging are forthcoming.

I just wanted to take this opportunity to recognize all officers involved in this incident. They all worked together as a team, used the various equipment and personnel available to them, and formulated a plan that resulted in the suspect being apprehended unharmed. Sergeant Fitzgerald maintained excellent command and control of the scene and allowed Patrolman Shirey the time needed to try and negotiate a surrender. Patrolman Shirey did an outstanding job negotiating. However, when negotiations were not successful, a plan was developed that produced a safe outcome for everyone involved. It certainly appears that Watson was pushing for our officers to enter the room and had that happened, it likely would have resulted in his serious injury/death or injury to our officers. In addition, Dispatchers Carla Gabele and Kevin Brodzinski did an excellent job gathering the necessary information from the initial caller and relaying that information to the responding officers. They also assisted with getting needed personnel and equipment to the scene, called in officers to cover the road, and monitored channel 1A, which was being used by Kirtland PD and other Willoughby units for calls not related to this incident.

Sergeant Fitzgerald and his officers then conducted a debriefing of the incident the next morning in an attempt to see what was done right and what could have been done better. Also represented in this debriefing were members of the Detective Bureau and Dispatch. It is events like these that remind me how fortunate I am to be able to work with such caring, knowledgeable and competent officers and dispatchers.

Philip A. Smith
Patrol captain

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION PATROLMAN

Employee Name [redacted] Assignment [redacted]

Raters Name Sgt Fitzgerald Date of Rating January 4, 2021

Evaulation Period January 2021 December 2021

SECTION (1) - GENERAL REQUIRED STANDARDS

N = Needs Improvement **P = Proficient** **E = Excels**

1.) **Integrity and Organizational Ethics**
Performs all activities in accordance with Oath of Office, Law Enforcement Code of Ethics, Mission Statement, pertinent laws, rules and regulations. Sets an example for other officers in situations where discretion is warranted.

N ☐ P ☑ E ☐

2.) **Attendance, Reporting for Duty on Time**
Reports for duty in time to prepare for roll call and obtain briefing by the previous shift commander. Observes established working hours. Is conscientious with use of compensatory time and shift trades. Sick time usage is in accordance with City Policy 301.

N ☐ P ☑ E ☐

3.) **Safety**
Adheres to safety rules and regulations. Maintains a level of physical fitness to ensure they are able to protect themselves and others.

N ☐ P ☑ E ☐

4.) **Dress Code and Uniform Appearance**

Adheres to departmental uniform requirements. Uniforms are neat and clean. Department issued ballistic body armor is utilized.

N ☐ P ☑ E ☐

5.) **Weapons Proficiency**

Completes required range training. Achieves passing scores with all required weapons.

N ☐ P ☑ E ☐

6.) **Prisoner Booking and Jail Procedures**

Performs all required booking procedures in accordance with departmental policy and procedures. Reports unsafe conditions and problems to supervisor without delay.

N ☐ P ☑ E ☐

7.) **Technical Skills**

Makes proper use of Radar, MDT, CAD, in car video, Livescan, Intoxilizer 8000, and weapons. Understands forensic and investigative methods and is able to either implement methods or enlist personnel whom can.

N ☐ P ☑ E ☐

COMMENTS:

[redacted] is proficient in all catergories of the Genral Required Standards. He is proficient in booking and arrest procedures and assists others on his squad. [redacted] is proficient with his weapon and maintains a high level of physical fitness. [redacted] arrives for work early with a neat and clean uniform.

SECTION II - POSITION PERFORMANCE FACTORS

1.) **Job Knowledge:**
Standard performance is demonstrated by the Patrolman's understanding and use of current laws, rules, techniques and procedures. Makes an effort to understand and utilize new procedures and techniques. Job knowledge is appropriate with job experience.

N	P	E
☐	☑	☐

Comments:

[redacted] stays up to date with laws, policies and procedures. His knowledge appears to be appropriate in regards to expierience.

2.) **Quality of Work/Report Writing:**
Written work is thorough and organized. Follow up investigation is productive and useful and conducted without prompting. Work requires few revisions. Individual and squad goals are accomplished effectively.

N	P	E
☐	☑	☐

Comments:

[redacted] turns in well written, complete reports. [redacted] will follow up his reports until all avenues are exhausted. Revisions are generally not needed with his reports.

3.) **Quantity of work:**
Completes assignments, incident reports, accident reports, and follow up investigations in a timely manner. Assists others, evidence collection on officer's initiative.

N	P	E
☐	☑	☐

Comments:

This officer did discuss an incident from July 13th [redacted] was in roll call with a trainee and acknowledged the call as back up [redacted] never left post. I sen[redacted] [redacted] a text stating "acknowledging a call then not leaving the station is probably not a great thing to teach the probationer". The text was not answered. We later discussed it.

4.) **Initiative and Innovation**

Utilizes new ideas and techniques. Responds positively to challenges and changes. Assignments are completed without prompting.

N ☐ P ☑ E ☐

Comments:

[redacted] remains positive regardless of the situation.

5.) **Judgment and Problem Solving**

Appropriate action is taken on a consistent basis and situations are handled effectively. Shows ability to reason through problems arriving at a logical conclusion.

N ☐ P ☑ E ☐

Comments:

[redacted] remains calm and level headed consistently and will handle a call effectively even with those that may be uncooperative.

6.) **Communication/Teamwork**

Demonstrates the use of clear, concise, and accurate communication in both written and oral form. Demonstrates good listening skills. Has a positive approach to the department's mission, policies, goals, and duties. Works effectively with peers and supervisors. Assists other officers without compromising assignments or activities.

N ☐ P ☑ E ☐

Comments:

[redacted] works well with his peers as well as his supervisors. He assists other officers and generally completes his assignments in a timely fashion.

7.) **Public Contacts**

Officer is genuinely and properly courteous, friendly, and empathetic. Communicates professionally with objectivity. Is able to take action without creating offense or hostility. No founded complaints or pattern of complaints regarding citizen contacts.

N ☐ P ☑ E ☐

Comments:

[redacted] is courteous and friendly with citizens. He does not escalate situations unnecessarily. There has been no citizen complaints in regards to [redacted]

OTHER PERFORMANCE INDICATORS

1.) Letters of commendation from Supervisors	6	5.) Calls for service	1268
2.) Letters of commendation from citizens	3	6.) TTA's	42
3.) Number of founded complaints against officer	0	7.) Follow up reports	37
4.) Disciplinary actions against officer	N/A	8.a) Sick hours used this period	56
		8.b) Occurences used this period	1

9.) Motor vehicle accidents | 0

10.) Motor vehicle accidents with officer at fault |

11.) Schools attended (list below):

OHLEG Security Training
Leads testing
Numerous Police and Procedure reviews
OTOA Conference (40 Hrs)

**There were not many schools approved this year due to covid as well as budget issues.

In-Service Training Hours:

Less Lethal	2	Taser	2
Firearms-Pistol	38	Firearms - Rifle	38
Defensive Tactics	2	RAIDER	4
K-9	0	ERT	96
Task Force	16	Other	4
Driving Skills	0		

Use of Force Incidents-Justified | N/A

Use of Force Incidents-Not Justified |

Comments:

[redacted] is always up to date with in service training hours [redacted] is also a part of the defensive tactics instructing, The US Marshals Task Force and the Western Lake County Emergency Response Team.

Evaluator's Comments:

[redacted] is a reliable employee that seldom misses work. He is a member of The Task Force and ERT and can take charge of a tactical sitiation when needed. [redacted] will follow up a case as far as he can until sending it over to the Detective Bureau.
[redacted] is proficient in all the numbered catergories except for Traffic/Arrests. I believe the amount of arrests [redacted] is involved in with the Task Force more than makes up for being just 7 short in that catergory. Therefore, I do not believe a PIP is necessary (The space provided below does not allow me to type more than one sentence).

Employee's Comments:

Reviewer's Comments:

Employee's Signature: [redacted] Date: 2-3-22

Evaluator's Signature: Sgt [illegible] Date: 2-3-22

Reviewer's Signature: Capt [illegible] JHS Date: 2-4-22

Note: Signature indicates that employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in writing within(5) working days, as written in Departmental general order A-7.

6 Month Period
OVI
0 = Needs Improvement
1 - 3 = Proficient
4 + = Excels
Total 2

Year Total
OVI
0 - 1 = Needs Improvement
2 - 6 = Proficient
7 + = Excels
Total 6

6 Month Period
PARKING
0 - 20 Needs Improvement
21 - 34 Proficient
35+ Excels
Total 23

Year Total
PARKING
0 - 41 Needs Improvement
42 - 68 Proficient
69+ Excels
Total 32

6 Month Period
TRAFFIC/ARREST
0 - 63 Needs Improvement
64 - 90 Proficient
90+ Excels
Total 56

Year Total
TRAFFIC/ARREST
0 - 126 Needs Improvement
127 - 180 Proficient
181+ Excels
Total 98

6 Month Period
TRAFFIC STOPS
0 - 74 Needs Improvement
75 - 120 Proficient
121+ Excels
Total 105

Year Total
TRAFFIC STOPS
0 - 148 Needs Improvement
149 - 240 Proficient
241+ Excels
Total 166

6 Month Period
BUSINESS/CITY CHECKS
0 - 53 Needs Improvement
54 - 84 Proficient
85+ Excels
Total 70

Year Total
BUSINESS/CITY CHECKS
0 - 106 Needs Improvement
107 - 168 Proficient
169+ Excels
Total 127

Performance Improvement Plan Needed: Yes ☐ No ☑

If Officer needs improvement in a category but no PIP is needed, supervisor is required to explain below in addition to other comments:

[redacted] working hours are reduced due to being elected to the US Marshals Task Force.

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION PATROLMAN

Employee Name [redacted] Assignment [redacted]

Raters Name Sgt Peter J. Huth Date of Rating December 2022

Evaulation Period 01-01-2022 12-31-2022

SECTION (1) - GENERAL REQUIRED STANDARDS

N = Needs Improvement P = Proficient E = Excels

	N	P	E
1.) **Integrity and Organizational Ethics** Performs all activities in accordance with Oath of Office, Law Enforcement Code of Ethics, Mission Statement, pertinent laws, rules and regulations. Sets an example for other officers in situations where discretion is warranted.	☐	✓	☐
2.) **Attendance, Reporting for Duty on Time** Reports for duty in time to prepare for roll call and obtain briefing by the previous shift commander. Observes established working hours. Is conscientious with use of compensatory time and shift trades. Sick time usage is in accordance with City Policy 301.	☐	☐	✓
3.) **Safety** Adheres to safety rules and regulations. Maintains a level of physical fitness to ensure they are able to protect themselves and others.	☐	☐	✓
4.) **Dress Code and Uniform Appearance** Adheres to departmental uniform requirements. Uniforms are neat and clean. Department issued ballistic body armor is utilized.	☐	✓	☐
5.) **Weapons Proficiency** Completes required range training. Achieves passing scores with all required weapons.	☐	☐	✓
6.) **Prisoner Booking and Jail Procedures** Performs all required booking procedures in accordance with departmental policy and procedures. Reports unsafe conditions and problems to supervisor without delay.	☐	✓	☐
7.) **Technical Skills** Makes proper use of Radar, MDT, CAD, in car video, Livescan, Intoxilizer 8000, and weapons. Understands forensic and investigative methods and is able to either implement methods or enlist personnel whom can.	☐	✓	☐

COMMENTS:

- No sick time was used during this rating period
- Maintains a high level of phisical fitness.
- Defensive Tactics Instructor.
- ERT and Task Force member.

SECTION II - POSITION PERFORMANCE FACTORS

1.) **Job Knowledge:**

N	P	E
☐	☑	☐

Standard performance is demonstrated by the Patrolman's understanding and use of current laws, rules, techniques and procedures. Makes an effort to understand and utilize new procedures and techniques. Job knowledge is appropriate with job experience.

Comments:

- Uses all resources available to him.
- Keeps current with new laws and techniques.
- Continues to enhance his skills by attending classes.

2.) **Quality of Work/Report Writing:**

N	P	E
☐	☑	☐

Written work is thorough and organized. Follow up investigation is productive and useful and conducted without prompting. Work requires few revisions. Individual and squad goals are accomplished effectively.

Comments:

- Reports are well written, complete and require few corrections.
- Regularly handles calls from initial report to closure.
- Follow up reports are done when needed.

3.) **Quantity of work:**

N	P	E
☐	☑	☐

Completes assignments, incident reports, accident reports, and follow up investigations in a timely manner. Assists others, evidence collection on officer's initiative.

Comments:

- Assignments are completed in a timely manner.
- Regularly assists other officers without being asked.

4.) **Initiative and Innovation**

N	P	E
☐	☐	☑

Utilizes new ideas and techniques. Responds positively to challenges and changes. Assignments are completed without prompting.

Comments:

- Conducts Defnsive Tactics trainig for the department.
- Is an ERT and Task Force member.
- **Completed the Master Criminal Investigator Course through OPOTA **

5.) **Judgment and Problem Solving**

N	P	E
☐	☑	☐

Appropriate action is taken on a consistent basis and situations are handled effectively. Shows ability to reason through problems arriving at a logical conclusion.

Comments:

- Thinks things through when making decisions.
- Has a calm demeanor, able to de-escalate situations [redacted]

6.) **Communication/Teamwork**

N	P	E
☐	☐	☑

Demonstrates the use of clear, concise, and accurate communication in both written and oral form. Demonstrates good listening skills. Has a positive approach to the department's mission, policies, goals, and duties. Works effectively with peers and supervisors. Assists other officers without compromising assignments or activities.

Comments:

- Communicates well with supervisors, other officers and dispatch.
- Always willing to assist when needed without being asked.
- Accepts any task presented to him.

7.) **Public Contacts**

N	P	E
☐	☑	☐

Officer is genuinely and properly courteous, friendly, and empathetic. Communicates professionally with objectivity. Is able to take action without creating offense or hostility. No founded complaints or pattern of complaints regarding citizen contacts.

Comments:

- Polite and courteous with the public and with members of the department.
- Presents a positive and professional image, which reflects well on the department.

OTHER PERFORMANCE INDICATORS

1.) Letters of commendation from Supervisors	1	5.) Calls for service	945
2.) Letters of commendation from citizens	1	6.) TTA's	15
3.) Number of founded complaints against officer	0	7.) Follow up reports	27
4.) Discliplinary actions against officer	0	8.a) Sick hours used this period	0
		8.b) Occurences used this period	0

9.) Motor vehicle accidents	0
10.) Motor vehicle accidents with officer at fault	0

11.) Schools attended (list below):

- Death Investigation
- Statement Analysis for the Informed Interview
- Cyber Crime First Responder
- Master Criminal Investigator
- Completed all required CPT training this rating period.

In-Service Training Hours:

Less Lethal	3.5	Taser	1
Firearms-Pistol	8	Firearms - Rifle	1
Defensive Tactics	80**	RAIDER	NA
K-9	NA	ERT	145
Task Force	210	Other	TS/BS 7 **
Driving Skills	2.5		

Use of Force Incidents-Justified	0
Use of Force Incidents-Not Justified	0

Comments:

- ** Defensive Tactics, Traffic Stops and Building Searches Instructor.
- ERT and Task Force Member.

Evaluator's Comments:

[redacted] regularly arrives early for his shift, willing to take calls for the outgoing shift. [redacted] used zero (0) hours of sick time this rating period. [redacted] uniforms are well kept and neat, allowing him to present a positive and professional image. [redacted] handles all calls for service in his assigned zone, and assists other officers on a regular basis. [redacted] will regularly investigate calls to the furthest extent. [redacted] completed the Master Investigator Course through OPOTA. [redacted] is very active in many areas of the department (FTO, ERT, Task Force, Bike Patrol, DT/TS/BS, and Honor Gard). [redacted] has a lot of knowledge to offer the WPD, which will only increase, and will benefit the WPD.

Employee's Comments:

Reviewer's Comments:

Employee's Signature: [redacted] Date: 1/29/23

Evaluator's Signature: Sgt Vera J Hunt Date: 1 29 23

Reviewer's Signature: JHS Date:

Note: Signature indicates that employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in writing within(5) working days, as written in Departmental general order A-7.

6 Month Period
OVI
0 = Needs Improvement
1 - 3 = Proficient
4 + = Excels
Total _____

Year Total
OVI
0 - 1 = Needs Improvement
2 - 6 = Proficient
7 + = Excels
Total 4**

6 Month Period
PARKING
0 - 20 Needs Improvement
21 - 34 Proficient
35+ Excels
Total _____

Year Total
PARKING
0 - 41 Needs Improvement
42 - 68 Proficient
69+ Excels
Total 34**

6 Month Period
TRAFFIC/ARREST
0 - 63 Needs Improvement
64 - 90 Proficient
90+ Excels
Total _____

Year Total
TRAFFIC/ARREST
0 - 126 Needs Improvement
127 - 180 Proficient
181+ Excels
Total 92**

6 Month Period
TRAFFIC STOPS
0 - 74 Needs Improvement
75 - 120 Proficient
121+ Excels
Total _____

Year Total
TRAFFIC STOPS
0 - 148 Needs Improvement
149 - 240 Proficient
241+ Excels
Total 144**

6 Month Period
BUSINESS/CITY CHECKS
0 - 53 Needs Improvement
54 - 84 Proficient
85+ Excels
Total _____

Year Total
BUSINESS/CITY CHECKS
0 - 106 Needs Improvement
107 - 168 Proficient
169+ Excels
Total 111**

Performance Improvement Plan Needed: Yes ☐ No ☑

If Officer needs improvement in a category but no PIP is needed, supervisor is required to explain below in addition to other comments:

** Was the secondary FTO for Ptlm. Wright this rating period.
** Defensive Tactics, Traffic Stops and Buildng Searches Instructor.
** ERT and Task Force member.

James Schultz
Chief of Police

Robert A. Fiala
Mayor and Safety Director

City of Willoughby

Matthew A. Tartaglia
Assistant Chief of Police

★ POLICE DEPARTMENT ★



Phone (440) 953-4212
Fax (440) 953-4225
Detective Bureau (440) 953-4210

36700 Euclid Avenue
Willoughby, OH 44094

September 12, 2022

Chief James Schultz,

On Saturday September 10th, 2022 several members of the Willoughby Police Department participated in the Local Heroes All Star Game held at the Miracle League Park. The league provides a venue where first responders and physically challenged children can get together on the ball field and have some fun. The following officers participated in the event and I would like your office to be aware of their dedication to our community.

Captain Phil Smith

Lieutenant James Davis

Sergeant Brad Lampela

Sergeant Michael Sevel

Detective David Burrington

Patrolman Ross Shirey

[redacted]

Patrolman Jackson Hyams

Patrolman Allan Cole

[redacted]

Patrolman Dominic Disanto

Patrolman Michael Nogalo

I applaud their dedication to the community and to Willoughby Police Department.

Respectfully Submitted,

Assistant Police Chief Matthew Tartaglia

Willoughby Police Department

Memorandum

To: Assistant Chief Matt Tartaglia, Captain Phil Smith, Lieutenant Chris Scozzie, Detective Lieutenant John Begovic, Detective Sergeant Mike Sevel, Detectives Chuck Krejsa, David Burrington, George Lessick, Patrolmen Bruce Fedor, [redacted], Kyle Bucher [redacted] Dennis Corbett, Jerry Spradlin, and Chuck Popik

From: Chief James Schultz

CC: Administrative Assistant Kim Pintar

Date: November 23rd, 2022

I want to thank each of you for standing guard and honoring Lieutenant Jack Poshe on his day of visitation at the Brickman Bros. Funeral Home. He deserved the best, and you gave him your best.

Most of you worked here for many years with Jack. Jack was full of enthusiasm, constantly positive, and always made everyone feel important and included. Jack loved to joke around with each of us and make our jobs much more fun. Jack worked unselfishly to fight crime, and he loved being a police officer. He wore the Willoughby Police uniform and later the Lake County Sheriff's Office uniform with pride and honor.

For most of 2022, we sadly knew this day was coming. Jack fought a long and difficult battle, just like he fought to keep this City safe. Jack gave everything he had to all his officers who worked for him. Lieutenant Jack Poshe would have greatly appreciated the commitment and honor you gave him as you stood alongside to protect him.

Thank you for your honor, commitment, and loyalty. I greatly appreciated it!

Respectfully,

Chief

James Schultz
Chief of Police

Willoughby Police Department

Memorandum

To: Sergeant Brad Lampela, Patrolmen Kyle Bucher, [redacted] Taylor Zana, Patrolwoman Stacee Wright, Dispatchers Carla Gabele, and Frances Rivas

From: Chief James Schultz

CC: Mayor Robert Fiala, Assistant Chief Matthew Tartaglia, Captain Phil Smith, Lieutenant Chris Scozzie, Lieutenant James Davis, Sergeant Pete Huth, and Communications Supervisor Marlene Matteo

Date: February 22, 2023

Ref: Incident [redacted] – Letter of Commendation

On Friday, February 17, 2023, at 0549 hours, Willoughby Dispatch began receiving multiple 911 calls for an active fire at the Chagrin River Walk construction site. You responded to the scene and immediately assisted the Willoughby Fire Department with closing Mentor Avenue. You then went to the individual apartment buildings in phase 1 and phase 2 of the Chagrin River Walk complex to evacuate the residents. Quickly, you were able to evacuate everyone from over 80 apartments in four buildings. Fire Chief Todd Ungar was equally impressed with your innovation of pulling fire alarms to save lives. The communication efforts from Dispatch to all police, fire, and service units on scene and to hundreds of outside entities was incredible, professional, and outstanding.

Yesterday, I received an email from a resident at Chagrin River Walk who expressed her sincere gratitude and thanks for your squad rescuing her dog while she was away at work. The resident wrote "Thanks to you, your department, and the countless other first responders, the residents and many pets of Chagrin River Walk are safe. Thank you for your service to the people of Willoughby. I wish I had the words to properly express just how grateful I am." I think she said it beautifully. This morning, I read an email sent by Sergeant Lampela to Lieutenant Scozzie, Sergeant Huth, and Communications Supervisor Matteo about what an outstanding job you all did that morning.

I greatly appreciate your professionalism, dedication, loyalty, and determination for making the City of Willoughby a safer place. Friday morning, you all were cold, wet, and tired, but I observed something different when I arrived. I saw calmness and confidence in Dispatch, ownership of the scene, a determination to keep everyone safe, an extreme effort to complete the mission that morning, and I saw the incident, as awful as it was, under complete control by Sergeant Lampela, [redacted] Bucher, Zana, [redacted] Patrolwoman Wright, and Dispatchers Gabele and Rivas. This memo will serve as a letter of commendation from my office for your efforts on Friday. Thank you!

Respectfully,

James Schultz
Chief of Police

36700 EUCLUD AVE WILLOUGHBY OHIO 44094

James Schultz

From: James Schultz
Sent: Tuesday, February 21, 2023 2:02 PM
To: Alyssa DiGeronimo
Cc: Kim Pintar; Phillip Smith; Brad Lampela; Peter Huth; Chris Scozzie; James Davis
Subject: RE: Thank You So Much! - Chagrin Riverwalk Resident & Her Rescued Pup

Ms. Belli,

Last Friday morning was an extremely tragic incident. The fortunate thing was that no one was injured or killed as a result of the fire. I am extremely proud of our police officers and their actions Friday morning at the fire scene assisting the residents and fire fighters. I am also very proud of our Fire Department and the over 20+ Fire Departments who responded and helped our city that morning.

Thank you for reaching out to me about the incident and I am happy that my officers could assist you the way they did. Your words mean the world to me and to my Department. I will pass along your message to all the officers that worked that morning as it was truly a team effort. You can rest assure that you live in a city that has THE FINEST police officers and fire fighters serving this great community.

Thank you!
Jim

James H. Schultz
Chief of Police
Willoughby Police Department
36700 Euclid Avenue
Willoughby, Ohio 44094

440-953-4229
440-953-4225

jschultz@willoughbypolice.com
www.willoughbyohio.com/police
www.facebook.com/WilloughbyPolice

From: Alyssa DiGeronimo <digeronimo.alyssa@gmail.com>
Sent: Tuesday, February 21, 2023 1:01 PM
To: James Schultz <JSchultz@willoughbypolice.com>
Subject: Thank You So Much! - Chagrin Riverwalk Resident & Her Rescued Pup

Dear Chief Schultz,

I wanted to take a moment to thank you and the entire Willoughby Police Department.

I live at Chagrin Riverwalk and was at work when the fire started early Friday morning. (I work in local news and actually heard it over the scanner). My apartment building was evacuated and my pup Louie was still inside when I learned that it was the new construction that was burning. After a panicked phone call from me, my friend Sara located a Willoughby Police Officer who then rescued my dog from Building 4 while I raced home from downtown Cleveland.

I wish I knew the Officer's name so I could thank him directly - I cannot describe how much his service and care means to me and my family. My mini goldendoodle was scared and wouldn't come out of the crate, so the Officer carried him out of my apartment and down the stairs before he finally agreed to come out. The Officer then ensured my dog was given to my friend Sara until I could meet up with them. He then found me and let me know the crate was left in the stairway so I could go find it later.

Thanks to you, your department, and countless other first responders, the residents (and many pets) of Chagrin Riverwalk are safe. Thank you for your service to the people of Willoughby. I wish I had the words to properly express just how grateful I am.

God bless and take care.

Sincerely,

Alyssa Belli

MAROUS

On February 17th, Chagrin Riverwalk III, which was in the construction process, was completely lost due to a catastrophic fire that also affected Chagrin Riverwalk I and II. First and foremost, our number one priority and concern was and always is the safety and security of our residents, their families and guests, the first responders, the Willoughby community, and our colleagues and contractors.

We would like to thank all the first responders. Their efforts of controlling and putting out the fire, mitigated further damages and saved many lives. I want to stress; this was a very serious fire. No lives were lost or injured due to the efforts of first responders and fully operational fire systems in the occupied buildings.

We also want to thank the residents of Chagrin Riverwalk. There were numerous residents impacted by the fire. Through this tragic event, our residents helped and supported each other and worked effortlessly with our teams. The positivity, generosity, and patience they maintained was truly commendable.

Through valiant efforts, we gathered all our resources available, utilizing teams from Marous Management, Marous Builders, Marous Development, Marous Brother's Construction and Service Master. Those efforts allowed us to have every resident re-occupy their homes by 5pm that day. We will now begin the planning phase of getting the repairs made to the affected units and buildings.

Sincerely,

Joe Carmigiano
Director of Property Management
Marous Management Services

Robert A. Fiala
Mayor and Safety Director
Todd M. Ungar
Fire Chief
Michael E. Dorsey
Assistant Fire Chief
Michael J. Kocab
Captain

City of Willoughby

FIRE DEPARTMENT **37000 Euclid Avenue · Willoughby, OH 44094**
Fire Administration 440-953-4343
Fire Prevention 440-953-4344
Fax 440-918-8579

February 27, 2023

Sergeant Brad Lampela, [redacted], Kyle Bucher, [redacted] Stacee Wright, and Taylor Zana,

On the morning of February 17, 2023 we responded to a building fire at 38501 Mentor Avenue. Most of you arrived well before the fire department and quickly acted – without hesitation – entering the buildings on each side of the fire to alert residents and begin evacuating those who were unaware of the fire. What I witnessed firsthand and from watching video footage shows true bravery, you literally *ran* towards one of the largest fires our city has ever responded to with the intent to save lives. Every resident of our community should be proud of each of you for the service you provide to the City of Willoughby.

I commend each of you for your actions that morning and our department and citizens are grateful for your unwavering dedication.

Sincerely,

Todd Ungar
Fire Chief

Copy: Mayor Fiala
Chief Schultz
Assistant Chief Tartaglia
Captain Smith

BWC Claim Number: _____

City of Willoughby
Report of Injury or First Aid

Instructions: Employees shall use this form to report all work related injuries & illnesses –*no matter how minor*. This form shall be completed by employee as soon as possible and given to a supervisor for further action. Finance/HR needs ***immediate*** verbal notification if outside care is sought/rendered to an employee.

Medical Information Release: As provided by Section 4123.651 of Ohio Revises Code, I hereby permit the release of medical info, record & reports relative to the issues necessary for administration of my workers' comp claim to my employer or its representative. A photocopy of this authorization shall serve as an original.

EMPLOYEE SECTION

I am reporting a work related: ☒Injury ☐Illness ☐First Aid Only (cabinet)

Your Name [redacted]	Address: [redacted]	
Job Title: [redacted]	Phone: [redacted]	Birthdate: [redacted]
Supervisor: **Sgt. Lampela**	Date of Injury: 07/13/2023	Time of injury: 8:00pm
Shift Started [redacted] ☒a.m. ☐p.m.	Shift Ended: [redacted] ☐a.m. ☒ p.m.	

Have you told your supervisor about this injury?

☒ Yes If yes, time & date: **07 / 17 / 2023** time: **7:00** ☒a.m. ☐ p.m.

☐No If no, did you report to someone else? Name: time & date: / / time: ☐a.m. ☐ p.m.

Timing of event: ☐ Entering or leaving work ☒Doing normal work activities ☐During meal period ☐During break ☐Working Overtime

Where did this event take place? (ie Building, Dept, Intersection) **Police Department, 36700 Euclid Ave**

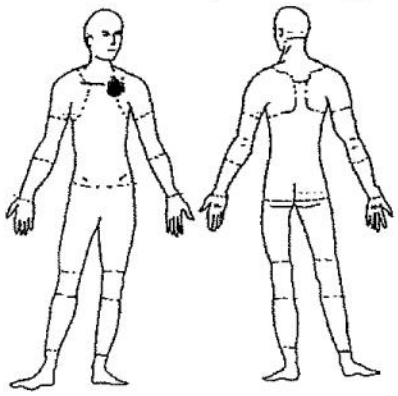
Police/Fire ONLY: did this happen while on a call? ☒Yes ☐ No **If YES:**	**Incident #:**	**Time:**	**Address:**
	[redacted]	7:28pm	36700 Euclid Ave

Did you see a doctor about this injury/illness? ☒Yes ☐No	Date: 07/18/2023
If yes, whom did you see? [redacted]	Doctor's phone #: [redacted]

Describe step by step what lead up to the injury, then describe incident in detail. If lifting injury, please describe lift *(Be as specific as possible).*

While being an assistant instructor during a Defensive Tactics training session, I was struck in the right side of the chest by one of the participant's head.

Part of body affected: ***(shade all that apply)***



Nature of Injury:
(select any/all that apply)

- ☐ Abrasion, Scrapes
- ☐ Amputation
- ☐ Broken Bone
- ☒ Bruise
- ☐ Burn(heat)
- ☐ Burn (chemical)
- ☐ Concussion (to the head)
- ☐ Crushing Injury
- ☐ Cut, Laceration, Puncture
  - ☐ Foreign object remaining
- ☐ Dermatitis
- ☐ Dislocation
- ☐ Hearing / Vision Loss
- ☐ Heart Attack / Stroke
- ☐ Hernia
- ☐ Illness
- ☐ Sprain, Strain
- ☐ Suffocation
- ☐ Other

Type of Accident:
(Select any/all that apply)

- ☐ Absorption
- ☐ Caught Between
- ☐ Electrical
- ☐ Extreme Temp
- ☐ Fall-same level
- ☐ Fall-different level
- ☐ Ingestion
- ☐ Inhalation
- ☐ Lifting Heavy Object
  Est. Weight
- ☐ Loud Noise
- ☐ Radiation
- ☐ Over Exertion
- ☐ Repetitive Motion
- ☐ Slip / Trip / Fall
- ☐ Stress
- ☐ Struck Against
- ☒ Struck By
- ☐ Vehicle
- ☐ Other

Unsafe workplace conditions: (check all that apply)

- ☐ Inadequate guard
- ☐ Safety device defective
- ☐ Tool or equipment defective
- ☐ Unsafe clothing
- ☐ Unsafe lighting
- ☐ Lack of appropriate equipment/tools
- ☐ Improper maintenance/guard of equipment
- ☐ Poor Housekeeping
- ☐ Workstation layout – hazardous
- ☐ Unsafe ventilation
- ☐ Lack of needed PPE
- ☐ Failure to Lockout/tagout
- ☐ No training/insufficient training
- ☐ Other:
- ☒ No unsafe condition existed

Employee Signature [redacted] Date: 7/18/23

IF FIRST AID ONLY-supervisor sign here. You do not need to continue to the back of this form if you feel it is not necessary

Supervisor Signature: [signature] Date: 7-18-2023

**** Notice: it is a felony to file a fraudulent worker's compensation claim. ****

BWC Claim Number: _____

City of Willoughby
Report of Injury or First Aid

IW = Injured Worker

SUPERVISOR SECTION	
Did this incident occur on City Property?	☑ Yes ☐ No
Has IW been properly trained in task(s) they were hurt doing?	☑ Yes ☐ No
Did you interview the IW?	☐ Yes ☑ No
Did you receive a report for IW that was consistent with your understanding of the injury?	☑ Yes ☐ No
Was IW wearing appropriate PPE for task/job?	☑ Yes ☐ No
If available, did you obtain witness statements?	☐ Yes ☑ No ☐ N/A
If so, please list witnesses:	
To your knowledge, has any employee reported similar incidents and/or near misses prior to this event?	☐ Yes ☑ No
To your knowledge, has IW had previous WC claim(s) that are similar in nature to current incident?	☐ Yes ☑ No
Are you aware of any previous injuries/problems to IW wounded body part(s)?	☐ Yes ☑ No
Did anything seem suspicious or peculiar about the injury – or – IW demeanor and/or statements?	☐ Yes ☑ No
Did you personally see the accident occur?	☐ Yes ☑ No
If any question above warrants additional descriptions or details, please make those comments here:	

Unsafe acts by people: (Check all that apply)

☐ Operating without permission	☐ Using defective equipment	☐ Distraction, testing, horseplay
☐ Operating at unsafe speed	☐ Using equip/material unapproved way	☐ Failure to wear PPE
☐ Servicing equip that had power to it	☐ Unsafe lifting/loading	☐ Failure to use available equip/tools
☐ Making safety device inoperative	☐ Taking an unsafe position/posture	☐ Observed physical/mental impairment
☐ Not following rules and/or instructions	☐ Fatigued	☐ Other:
		☑ No unsafe act committed

Did IW report back to work? ☑ Yes ☐ No	If yes, when? 7-17-2023
List restrictions (if any)	

Date employed with City:	Months doing this specific job:	IW work status: ☑ Full time ☐ Part time ☐ Seasonal ☐ Temp

What changes do you suggest to prevent this incident from happening again?

☐ Stop this activity ☐ Train the employee(s) ☐ Train the supervisor(s) ☐ Redesign work station
☐ Write a new policy/rule ☐ Enforce existing policy ☐ Routinely inspect for the hazard ☐ Guard the hazard
☐ Personal Protective Equipment (PPE) ☐ Redesign task steps ☑ Other: None

Please describe what has been done to remedy the situation in the near term to prevent injuries.

Training Instructors were made aware of the injury and how it occurred.

To the best of your knowledge of the reported incident, do you believe that this injury happened at work? ☑ Yes ☐ No

Supervisor Signature: [signature]	Date: 7-18-2023
Department Head Signature:	Date:

Supervisor-Please turn in any medical paperwork IW was given at treatment facility with this completed form ASAP.

****Notice: It is a felony to file a fraudulent workers' compensation claim.****

Willoughby Police Department

Memorandum

To: Patrolmen Ross Shirey, [redacted], Michael Nogalo, Detective David Burrington, Detective Sergeant Mike Sevel, Detective Lieutenant John Begovic, Sergeant Brad Lampela, Dispatchers Michelle Spehar and Lindsey Dieterich, and Assistant Chief Matthew Tartaglia

From: Chief James Schultz

CC: Captain Phil Smith, Lieutenants Jamie Greig, Toby Davis, Chris Scozzie, Sergeants Kevin Crowley, Matt Neath, and Communications Supervisor Marlene Matteo

Date: October 23, 2023

Ref: Letter of Appreciation – Miracle League of Lake County

I wanted to thank each of you for attending the two Miracle League of Lake County baseball games on Saturday September 16th at the Lake County Captain's Stadium. It was outstanding seeing so many of our FINEST there that afternoon, and it was an honor to participate alongside of each one of you. We only spent a few hours there, but I think you all made a lasting impression on so many people that day.

The Miracle League of Lake County posted several pictures on their Facebook page of our games. They said our team "came STRONG Saturday for our Local Heroes All-Star Game. Willoughby Police always brings a large, enthusiastic crew that are fired up to help the athletes, and this year was no different." Everyone associated with the Miracle League of Lake County appreciated your commitment, efforts, and donation that afternoon. You represented strong! Thank you!

Respectfully,

Chief Schultz

James Schultz
Chief of Police

October 20, 2023

Chief James Schultz,

On Saturday September 16th, 2023 several members of the Willoughby Police Department participated in the Local Heroes All Star Game held at the Miracle League Park. The league provides a venue where first responders and physically challenged children can get together on the ball field and have some fun. The following officers participated in the event and I would like your office to be aware of their dedication to our community.

Detective Lieutenant John Begovic

Sergeant Brad Lampela

Sergeant Michael Sevel

Detective David Burrington

Patrolman Ross Shirey

[redacted]

Patrolman Michael Nogalo

Dispatcher Michelle Spehar

Dispatcher Lindsey Dieterich

I applaud their dedication to the community and to Willoughby Police Department.

Respectfully Submitted,

Assistant Police Chief Matthew Tartaglia

Willoughby Police Department

Memorandum

To: Patrolmen Joe Putney, Brandon Zinner, [redacted] Jonathan Mehm, Ross Shirey, Kyle Dunphy, Walter Cole, Kyle Bucher, Kevin Rastall, Jonathan Thompson, Dominic DiSanto, Charles Popik, Patrolwomen Laura Licursi, Victoria Godfrey, Sergeants Brad Lampela, Kevin Crowley, Lieutenant James Greig, Dispatchers Michelle Spehar, Kiersten Jaggie, Graceann Mitri, Kristin Kahley, Communications Supervisor Marlene Matteo, Detective Sergeant Mike Sevel, Detectives Charles Krejsa, David Burrington, Shane Rahz, Gabriel Sleigh, Captain Phil Smith, and Assistant Chief Matthew Tartaglia

From: Chief James Schultz

CC: Mayor Robert Fiala, Lieutenant Toby Davis, Detective Lieutenant John Begovic

Date: December 18th, 2023

Ref: Assist Other Agency [redacted] – Letter of Commendation

On Thursday, November 16, 2023, at 1636 hours, Dispatcher Michelle Spehar broadcasted information to all Willoughby units of a shots fired incident at the Mentor Green Mobile Home Park, 7166 Mentor Avenue, directly east of the City of Willoughby border. Patrolmen Brandon Zinner and Jonathan Mehm were the first officers to acknowledge, and they requested to respond to the scene. Dispatcher Spehar continued to broadcast critical information to all units.

As the incident unfolded in Mentor, Ohio, Patrolmen Joe Putney [redacted] Ross Shirey, Kyle Dunphy, Walter Cole, Kyle Bucher, Kevin Rastall, Jonathan Thompson, Dominic DiSanto, Patrolwoman Laura Licursi, Detectives David Burrington, Chuck Krejsa, Shane Rahz, Gabe Sleigh, Detective Sergeant Mike Sevel, Sergeant Brad Lampela, Captain Phil Smith, and Assistant Chief Matt Tartaglia all responded to the active scene to assist in many ways. Patrolmen Zinner and Mehm were able to transport two victims out of the immediate hot zone. Dispatchers Spehar, Jaggie, Mitri, Kahley, and Communications Supervisor Matteo kept our communications fluid and effective throughout the evening. Patrolmen Bucher, Cole, Popik, Patrolwoman Godfrey, Lieutenant Greig, and Sergeant Crowley assisted by arriving to work early, responding to calls for service, helping to secure area businesses including the Fine Arts Association and Andrews Osborne Academy, and interviewing and counseling family members. Everyone ran towards the danger, found necessary tasks to complete, and protected our City. I commend and greatly appreciate each of your efforts and professionalism during this tragic incident. You all make our police department stronger and our City safer. This memo will serve as a letter of commendation for your efforts on November 16th, 2023. Thank you!

Respectfully,

Chief

James Schultz
Chief of Police

Willoughby Police Department

Memorandum

To: Officers Victoria Godfrey, Stacey Wright, Fred Brown, Kyle Bucher, Taylor Zana, Jonathon Mehm, [redacted] Jackson Hyams, Gary Betzler, Detectives David Burrington, Charles Krejsa, Shane Rahz, Sergeant Brad Lampela, Lieutenants Mike Sevel, Kevin Crowley, and John Begovic

From: Chief James Schultz

CC: Mayor Robert Fiala, Assistant Chief Matthew Tartaglia, Captain Toby Davis

Date: May 24, 2024

Ref: Letter of Commendation – Funeral of Euclid Police Officer Jacob Derbin

On May 11th, 2024, Euclid Police Officer Jacob Derbin was murdered in the line of duty. Officer Derbin had only served the Euclid community for nine months, and he was only 23 years old. I wanted to thank each of you for attending the visiting hours and funeral for Officer Derbin last weekend.

You volunteered your time to honor one of law enforcement's Finest, and I greatly appreciate your efforts, commitment, dedication, and integrity. It was impressive to see so many of our officers, cruisers, motorcycles, and K9's honoring our fallen brother. Officer Derbin may have been lost, but you all made sure he was not forgotten.

I commend your efforts honoring Euclid Police Officer Jacob Derbin, and I greatly appreciate your dedication to our department and to law enforcement. You are all outstanding representatives of the Willoughby Police Department. This memo will serve as a letter of commendation for your efforts. Thank you everyone!

Respectfully,

James Schultz
Chief of Police

* emailed to Heather 9-5 + cc'd finance

Memorandum

TO: Heather Ballard
HR Administrator

FROM: James H. Schultz JHS
Chief of Police

DATE: September 4, 2024

INRE: Personnel Changes

This memorandum will serve as notification of the following personnel changes as of September 8th, 2024:

Charles Krejsa will be changed to Patrolman in dept. 204.

[redacted] will be changed to [redacted] in dept. 203.

Cc: Cher Hoffman
Patrick Trost

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION PATROLMAN

Employee Name [redacted] Assignment [redacted]

Raters Name Brad Lampela Date of Rating 1/11/2024

Evaulation Period 1/1/2023 12/31/2023

SECTION (1) - GENERAL REQUIRED STANDARDS

N = Needs Improvement **P = Proficient** **E = Excels**

1.) **Integrity and Organizational Ethics**
Performs all activities in accordance with Oath of Office, Law Enforcement Code of Ethics, Mission Statement, pertinent laws, rules and regulations. Sets an example for other officers in situations where discretion is warranted.

N	P	E
☐	☑	☐

2.) **Attendance, Reporting for Duty on Time**
Reports for duty in time to prepare for roll call and obtain briefing by the previous shift commander. Observes established working hours. Is conscientious with use of compensatory time and shift trades. Sick time usage is in accordance with City Policy 301.

N	P	E
☐	☐	☑

3.) **Safety**
Adheres to safety rules and regulations. Maintains a level of physical fitness to ensure they are able to protect themselves and others.

N	P	E
☐	☑	☐

4.) **Dress Code and Uniform Appearance**
Adheres to departmental uniform requirements. Uniforms are neat and clean. Department issued ballistic body armor is utilized.

N	P	E
☐	☑	☐

5.) **Weapons Proficiency**
Completes required range training. Achieves passing scores with all required weapons.

N	P	E
☐	☑	☐

6.) **Prisoner Booking and Jail Procedures**
Performs all required booking procedures in accordance with departmental policy and procedures. Reports unsafe conditions and problems to supervisor without delay.

N	P	E
☐	☑	☐

7.) **Technical Skills**
Makes proper use of Radar, MDT, CAD, in car video, Livescan, Intoxilizer 8000, and weapons. Understands forensic and investigative methods and is able to either implement methods or enlist personnel whom can.

N	P	E
☐	☑	☐

COMMENTS:

[redacted] arrives to work on time, is ready for duty, and adheres to the department uniform requirements. [redacted] performs all department-related activities with the best interest of the department in mind. [redacted] used no sick time in 2023. [redacted] is professional and courteous with the public. [redacted] is safety conscious and uses safe tactics. [redacted] is familiar with, and proficient in the use of all issued equipment and weapon systems. [redacted] is proficient with booking into, and releasing prisoners from the jail.

SECTION II - POSITION PERFORMANCE FACTORS

1.) **Job Knowledge:**
Standard performance is demonstrated by the Patrolman's understanding and use of current laws, rules, techniques and procedures. Makes an effort to understand and utilize new procedures and techniques. Job knowledge is appropriate with job experience.

N	P	E
☐	☑	☐

Comments:

[redacted] is aware of and adheres to long-standing policies and procedures, criminal rules, statutes and ordinances. He consistently demonstrates job familiarity. [redacted] is a FTO, passing his job knowledge onto trainees and future hires.

2.) **Quality of Work/Report Writing:**
Written work is thorough and organized. Follow up investigation is productive and useful and conducted without prompting. Work requires few revisions. Individual and squad goals are accomplished effectively.

N	P	E
☐	☑	☐

Comments:

[redacted] completes thorough investigations, with little to no assistance, that require few revisions. His reports are completed in a timely fashion and contain all pertinent information. [redacted] conducts follow-up investigations, if needed, without prompting.

3.) **Quantity of work:**
Completes assignments, incident reports, accident reports, and follow up investigations in a timely manner. Assists others, evidence collection on officer's initiative.

N	P	E
☑	☐	☐

Comments:

[redacted] completes his work in a timely manner and assists other officers when assistance is needed and / or requested. [redacted] needs improvement in reaching his performance objective numbers.

4.) **Initiative and Innovation**

Utilizes new ideas and techniques. Responds positively to challenges and changes. Assignments are completed without prompting.

N	P	E
☐	☑	☐

Comments:

[redacted] is open to and responds positively to new ideas, techniques, and training. [redacted] completes assignments without prompting. [redacted] passes on this initiative and training to new officers.

5.) **Judgment and Problem Solving**

Appropriate action is taken on a consistent basis and situations are handled effectively. Shows ability to reason through problems arriving at a logical conclusion.

N	P	E
☐	☑	☐

Comments:

[redacted] is able to consistently reason through problems, make good decisions, and handle difficult situations effectively. He will not hesitate to ask questions or advice from his supervisors, as well as provide alternative solutions.

6.) **Communication/Teamwork**

Demonstrates the use of clear, concise, and accurate communication in both written and oral form. Demonstrates good listening skills. Has a positive approach to the department's mission, policies, goals, and duties. Works effectively with peers and supervisors. Assists other officers without compromising assignments or activities.

N	P	E
☐	☑	☐

Comments:

[redacted] works effectively with peers and supervisors to obtain goals. [redacted] has the department's best interest in mind.

7.) **Public Contacts**

Officer is genuinely and property courteous, friendly, and empathetic. Communicates professionally with objectivity. Is able to take action without creating offense or hostility. No founded complaints or pattern of complaints regarding citizen contacts.

N	P	E
☐	☑	☐

Comments:

[redacted] is courteous, friendly, and empathetic when dealing with the public. [redacted] received no complaints from the public during the rating period.

OTHER PERFORMANCE INDICATORS

1.) Letters of commendation from Supervisors	7	5.) Calls for service	1053
2.) Letters of commendation from citizens	3	6.) TTA's	1
3.) Number of founded complaints against officer	0	7.) Follow up reports	31
4.) Discliplinary actions against officer	0	8.a) Sick hours used this period	0
		8.b) Occurences used this period	0

Evaluator's Comments:

[redacted] continues to be a valuable asset to the WPD. Besides being an ERT and Marshals Task Force member and a DT and traffic stop training instructor, [redacted] is the department's OPBA director and a FTO. [redacted] is in line for promotion and rightfully so. In 2024, [redacted] needs to be more aggressive in his traffic enforcement which will in turn improve his traffic/arrest performance objective numbers [redacted] should continue to pass on his knowledge to new officers during FTO training and in general to officers around him [redacted] should continue to lead officers around him and also sign up for classes that interest him and benefit the department.

Employee's Comments:

Reviewer's Comments:

Employee's Signature: [redacted] Date: 1-29-2024

Evaluator's Signature: [redacted] Date: 1-29-2024

Reviewer's Signature: [redacted] JHS Date: 1-29-24

Note: Signature indicates that employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in writing within(5) working days, as written in Departmental general order A-7.

9.) Motor vehicle accidents: 0

10.) Motor vehicle accidents with officer at fault: 0

11.) Schools attended (list below):

Street Crimes, OTOA General Session-Lecture Series and Critical Incident Debriefings, OTOA Red Dot Pistols for Law Enforcement, OTOA Covert Lock Picking, OTOA Unified Strategies for Tactical Officers and Negotiators, Police Jiu-Jitsu, C4C-Foundations and Level 1 Certification

In-Service Training Hours:

Less Lethal	1	Taser	2
Firearms-Pistol	9	Firearms - Rifle	1
Defensive Tactics	144	RAIDER	4
K-9	0	ERT	168
Task Force	40	Other	30
Driving Skills	0		

Use of Force Incidents-Justified	0
Use of Force Incidents-Not Justified	0

Comments:

[redacted] completed all required CPT and all scheduled in-service training. [redacted] is a WPD traffic stop training instructor. [redacted] is a DT Instructor and has assisted in greatly improving the WPD's DT training program. [redacted] s an ERT and US Marshals Task Force member, which accounted for a large amount of required training time.

6 Month Period
OVI

0	=	Needs Improvement
1 - 3	=	Proficient
4 +	=	Excels

Total 1

Year Total
OVI

0 - 1	=	Needs Improvement
2 - 6	=	Proficient
7 +	=	Excels

Total 4

6 Month Period
PARKING

0 - 20	Needs Improvement
21 - 34	Proficient
35+	Excels

Total 5

Year Total
PARKING

0 - 41	Needs Improvement
42 - 68	Proficient
69+	Excels

Total 20

6 Month Period
TRAFFIC/ARREST

0 - 63	Needs Improvement
64 - 90	Proficient
90+	Excels

Total 63

Year Total
TRAFFIC/ARREST

0 - 126	Needs Improvement
127 - 180	Proficient
181+	Excels

Total 103

6 Month Period
TRAFFIC STOPS

0 - 74	Needs Improvement
75 - 120	Proficient
121+	Excels

Total 70

Year Total
TRAFFIC STOPS

0 - 148	Needs Improvement
149 - 240	Proficient
241+	Excels

Total 138

6 Month Period
BUSINESS/CITY CHECKS

0 - 53	Needs Improvement
54 - 84	Proficient
85+	Excels

Total 59

Year Total
BUSINESS/CITY CHECKS

0 - 106	Needs Improvement
107 - 168	Proficient
169+	Excels

Total 112

	Yes	No
Performance Improvement Plan Needed:	☑	☐

If Officer needs improvement in a category but no PIP is needed, supervisor is required to explain below in addition to other comments:

See Attached

Performance Improvement Plan – Patrolman Performance Evaluation

Ptl. Daniel Lastoria

Deficiency: Parking, Traffic/Arrest and Traffic Stops

At the end of 2023, [redacted] fell into the "needs improvement" level in the parking, traffic/arrest and traffic stops categories of his performance objectives. [redacted] was in the "needs improvement" level of the same three categories at the end of 6-months. In 2024, to reach a proficient level in the parking category [redacted] should issue 3.5 parking citations per month, [redacted] would need to issue/charge 2.5 cites/charges per week in the traffic/arrest category and for the traffic stop category, make 2.9 traffic stops per week.

My recommendation to [redacted] is that in 2024, he keeps a daily, or at least weekly, personal record of each of his performance objective category numbers so that he may be more aware of where he stands in each category, and to ensure that he is on pace to reach a year-end proficient level.

[redacted] **Performance Improvement Plan:**

I agree that keeping a personal record will help me reach the proficient levels in all necessary categories.

Sgt. Brad Lampela

[redacted]

Willoughby Police Department

Memorandum

To: Lieutenant Mike Sevel, Sergeant Matt Neath, Patrolmen Ross Shirey, Kyle Bucher, Jeremy Blackstone, Ryan Pate, and Jon Thompson, Detective Lieutenant John Begovic, [redacted] Gabriel Sleigh, and David Burrington, Dispatchers Frances Zukoski, Kristin Kahley, Susan Schilling, and Carla Gabele, Battalion Chief Tim Gamiere, Firefighters Mike Ragazzo, Charles Holub, James Jerson, Jaydyn Early, Shannon Contreras, and Shaun Derganc

From: Chief James Schultz

CC: Mayor Robert Fiala, Fire Chief Todd Ungar, Assistant Chief Matthew Tartaglia, Assistant Fire Chief Mike Dorsey, Captain James Davis, and Communications Supervisor Marlene Matteo

Date: June 11th, 2025

Ref: Letter of Appreciation – Critical Incident [redacted] on Strawberry Lane

I would like to commend and thank all of you for your sacrifice, effort, determination, and dedication to the missions of the Willoughby Police & Fire Departments on Saturday June 7th, 2025.

Saturday, June 7th, was a day that no one, not even first responders, wants to go to. We swore an oath to serve and protect, to protect the community through effective fire safety services, and to provide the best possible emergency communications, but Saturday was not an incident anyone signed up for. While there is no amount of preparation or experience that readies you for something like this, you all did what you were trained to do, what you were asked to do, and much more, and I thank you for it. This type of incident is difficult to offer praise, but it is important that all of you know your efforts and professionalism were greatly appreciated by the Willoughby Police and Fire Departments.

I commend your efforts and sacrifice, and I greatly appreciate your dedication to our City and to public safety. You are all outstanding representatives of the Willoughby Police and Fire Departments. This memo will serve as a letter of appreciation for your dedication and sacrifice. Thank you everyone!

Respectfully,

Chief Schultz

James Schultz
Chief of Police

emailed 7-29

Memorandum

TO: Heather Ballard
HR Administrator

FROM: James H. Schultz JHS
Chief of Police

DATE: July 29, 2025

INRE: Lieutenant and Sergeant Promotions

This memorandum will serve as notification of the following promotions as of August 4th, 2025:

Mike Sevel will be promoted to Det. Lieutenant and moved to dept. 203.

[redacted] will be promoted to [redacted] and moved to dept. 204.

Brad Lampela will be promoted to Lieutenant in dept. 204.

Cc: Cher Hoffman
Patrick Trost

James Schultz

From: James Schultz
Sent: Wednesday, September 10, 2025 10:17 AM
To: Matthew Tartaglia; Charles Krejsa; [redacted] Kyle Bucher
Cc: Kim Pintar; Kevin Crowley; Brad Lampela; Matthew Neath
Subject: RE: [redacted]

Chuck [redacted] and Kyle,

OUTSTANDING job by all of you!! Thank you for sharing this information with us.

This is awesome work by you all and the TF. Very proud of all of you for your efforts and dedications with arresting over 130 violent fugitives, 10 sex offenders, and rescuing 10 children in the past month.

Some of the cases that were outlined in the press release were absolutely gruesome, but I'm glad we're able to partner with them and help get these criminals off the streets. I greatly appreciate all your efforts and sacrifice. I'm adding the details to your files.

Thank you!!
Jim

James H. Schultz
Chief of Police
Willoughby Police Department
36700 Euclid Avenue
Willoughby, Ohio 44094

440-953-4229
440-953-4225

jschultz@willoughbypolice.com
www.willoughbyohio.com/police
www.facebook.com/WilloughbyPolice

From: Matthew Tartaglia <MTartaglia@willoughbypolice.com>
Sent: Wednesday, September 10, 2025 9:44 AM
To: James Schultz <JSchultz@willoughbypolice.com>
Subject: FW: [redacted]

From: Krejsa, Charles (USMS) <Charles.Krejsa@usdoj.gov>
Sent: Tuesday, September 9, 2025 6:52 PM
To: jschutz@willoughbypolice.com; Matthew Tartaglia <MTartaglia@willoughbypolice.com>; James Davis <JDavis@willoughbypolice.com>
Cc: [redacted]@willoughbypolice.com>; Kyle Bucher <KBucher@willoughbypolice.com>
Subject: Fw: Operation TriDENT

Chief

Just a FYI reference a USMS press release in regard to this Operation that our team assisted with.

Chuck Krejsa

Task Force Officer

United States Marshal Service

Northern Ohio Violent Fugitive Task Force

801 W. Superior Avenue

Cleveland, Ohio 44113

216-522-2150 Office

216-389-6479 Cell

Charles.krejsa@usdoj.gov

From: Murphy, Anne (USMS) <Anne.Murphy1@usdoj.gov>
Sent: Tuesday, September 9, 2025 10:55
To: OHN-ALL (USMS) <USMS-OHN-ALL@usms.doj.gov>
Subject: [redacted]

Good morning,

Attached is the press release that went out to all media partners across the district earlier today. Also attached is the executive summary that was sent to USMS HQ (this report is LE sensitive and should not be shared outside of USMS).

It was a total team effort to get this operation off the ground and then finish with truly impressive results.

Thank you all for your hard work and dedication to this portion of the USMS mission.

Anne Murphy
Assistant Chief
United States Marshals Service
Northern Ohio
216-522-3499-office
216-276-7505-cell

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION
DETECTIVE

Employee Name [redacted] Assignment [redacted]

Raters Name Sgt. Kevin Rastall Date of Rating 1/15/25

Evaluation Period: From 9/9/2024 Through: 12/31/2024

SECTION I (1) - GENERAL REQUIRED STANDARDS

	Meets Standards	Below Standards
1.) **Integrity and Organizational Ethics-**	☑	☐
2.) **Attendance, Reporting for Duty on Time**	☑	☐
3.) **Safety –**	☑	☐
4.) **Dress Code and Uniform Appearance**	☑	☐
5.) **Weapons Proficiency**	☑	☐
6.) **Physical Conditioning/Duty Capability**	☑	☐
7.) **Prisoner Booking and Jail Procedures**	☑	☐

Comments: Detective Lastoria arrives on time and ready for work. He handles his cases with integrity and remains unbiased throughout his investigations. Being a member of the Emergency Response Team and the Marshal's Task Force he is proficient with both pistol and rifle, and is safety concious when handling suspects. For the same reasons he is in good physical condition and ready to handle a physically demanding situation if needed. He is always dressed in a professional manner and portrays a positive image of the Department and the Detective Bureau.

SECTION II (2) - POSITION PERFORMANCE FACTORS – DETECTIVE

Unsatisfactory – U Below Standard – B Meets Standards – M Above Standards – A Outstanding – O .

1. Job Knowledge	M	7. Leadership & Development of Subordinates	M
2. Quality of Work	M	8. Communications & Professionalism	A
3. Quantity of Work	M	9. Teamwork	A
4. Administrative Ability	M	10. Public Contacts	A
5. Initiative and Innovation	M	11. Employee Relations	A
6. Judgment and Problem Solving	M		

Comments [redacted] is not afraid to help other Detectives in finishing tasks and working on cases. Not only does he support members of the Detective Bureau, but he also supports Patrol as well. In felonious assault case [redacted] he did not hesitate to help Patrol in following up and interviewing the suspect and victims, among other tasks. In my limited time with him in the Detective Bureau he has been organized and aware of the status of his cases and case load. Being that he came to the bureau on 9/9/24 he is adapting and learning well in his new role.

Other Performance Indicators:
Statistics

	Bureau Total	Individual Detective
Case Assignments	na	8
Narcotic Assignments	na	na
Supplement Reports	na	75

Specialties

Bike Patrol	☑	Video Forensics	☐
Crash Investigator	☐	CVSA Operator	☐
Defensive Tactics Instructor	☑	MDT Technician	☐
Emergency Response Team	☑	Range Instructor	☐
RAIDER Instructor	☐	DARE Instructor	☐
Evidence Technician	☐	Field Training Officer	☑
Photographer	☐		
Other: [redacted]			

Other Performance Indicators:

1.	Commendation Letters	0
2.	Disciplinary Actions	0
3.	Sick Days Used/Hours	2 days/20 hrs
4.	Motor Vehicle Accidents	0
5.	Schools Attended	3
6.	Quarterly Ranges Completed	9

Evaluator's Comments: [redacted] is new to the Detective Bureau but shows eagerness to learn and adapt to his new assignment. When he needs help or assistance he is not afraid to ask or seek guidance. He has a good attitude and works well with all members of the Department. He has previously attended basic Detective classes and is a certified Master Investigator through OPOTA. He is attending an upcoming cell phone records analysis class.

Employee Comments: [redacted] was certainly the right hire for the position and I look forward to watching his promising career.

MAT 1/22/2025

Employee's Signature: [redacted] Date: 1-15-2025

Evaluator's Signature: [signature] Date: 1-15-25

Reviewer's Signature: LT. BEGOVIN JHS Date: 1-21-20

Note: Signature indicates that employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in writing within (5) working days, as written in Departmental General Order A-7.

Willoughby Police Department

Memorandum

To: Lieutenant Bradley Lampela, Sergeant Jackson Hyams, Officers Walter Cole, Ryan Pate, Aleashia Tapia, Charles Popik, and Steven Jevnikar, Detective Sergeant Kevin Rastall, Detectives David Burrington and Gabriel Sleigh, [redacted] Dispatchers Bryan Griffith and Kiersten Mastrocola

From: Chief James Schultz

CC: Mayor Robert Fiala, Assistant Chief Matthew Tartaglia, Captain James Davis, Detective Lieutenant Michael Sevel, and Communications Supervisor Marlene Matteo

Date: July 20th, 2026

Ref: Letter of Commendation – Fatal Crash [redacted] and Serious Injury Crash [redacted]

On July 13th, 2026, I received a letter from newly promoted Sergeant Jackson Hyams regarding Lieutenant Bradley Lampela's outstanding leadership he demonstrated managing several critical incidents during the night shift on Friday July 10th, 2026.

At approximately 2252 and 2253 hours, Dispatch received numerous 911 calls for a female who was struck and run over by a motor vehicle in the parking lot of the Willoughby Tavern, 38464 Lakeshore Boulevard. One minute later, Dispatch received 911 calls about a serious injury crash on SR 2 west of Lost Nation Road. Dispatchers Bryan Griffith and Kiersten Mastrocola remained calm, professional, and obtained all the needed information from both incidents while multi-tasking actions and communication to responding police and fire units. They also were tasked with calling in additional officers and other agencies to assist in the two critical incidents. They were highly successful in their performance while managing all the other emergency communications during the rest of their shifts.

Sergeant Jackson Hyams, Officers Walter Cole, Ryan Pate, and Aleashia Tapia responded to each of the calls, closed off the scenes, attended to the victims, located the suspects, controlled combative witnesses and persons involved in each incident, investigated the crimes and scenes, and sacrificed for the betterment of the city. Special Officers Charles Popik and Steven Jevnikar responded to the scenes to assist with all the tasks that needed to be completed. [redacted] responded from being off duty to assist with all the other calls for service throughout the city. Detective Sergeant Kevin Rastall, Detectives David Burrington and Gabriel Sleigh, and Officer

Dominic DiSanto responded from being off duty to investigate the fatal crash, document the evidence and crash scenes, and de-escalate the combative suspect at the UH Lake West Medical Center from the serious injury crash on SR 2.

Lieutenant Bradley Lampela was the officer in charge of the night shift that evening. His assigned squad had a minimum of five (5) officers patrolling the city that evening along with the minimum of two (2) dispatchers providing emergency communications for both Willoughby and Kirtland. The critical incidents were handled with professionalism and sacrifice because each of these police officers and dispatchers were highly trained, experienced, and dedicated. Each of the details that Sergeant Hyams provided were accurate and worth noting in terms of how and what Lieutenant Lampela managed during the shift. But the synergy and cohesiveness of the work effort, professionalism, and commitment is directly from Lieutenant Lampela's leadership, dedication, decision making, integrity, and daily effort he brings to serving his team and this department.

I am extremely proud of what everyone was able to accomplish during the shift of July 10th, 2026, under the stress of the critical incidents and volume of calls for service. You are all outstanding police officers, dispatchers, and leaders of the Willoughby Police Department. I commend your efforts and sacrifice with your assistance to another agency, and I greatly appreciate your dedication to our department and to public safety. This memo will serve as a letter of commendation for your efforts. Thank you everyone!

Respectfully,

Chief

James Schultz
Chief of Police

WILLOUGHBY POLICE DEPARTMENT
PERFORMANCE EVALUATION SERGEANT

Employee Name [redacted] Assignment Patrol Sergeant

Raters Name Lt. Kevin Crowley Date of Rating 1/6/26

Evaulation Period 8/4/25-12/31/25 Years of Rank: 149 days

SECTION (1) - GENERAL REQUIRED STANDARDS

N = Needs Improvement **P = Proficient** **E = Excels**

1.) **Integrity and Organizational Ethics-**
Performs all activities in accordance with pertinent laws, rules, and regulations. Sets an example for other officers in situations where discretion is warranted.

N	P	E
☐	☑	☐

2.) **Attendance, Reporting for Duty on Time**
Reports for duty in time to prepare for roll call and obtain briefing by the previous shift commander. Observes established working hours. Is conscientious with use of compensatory time and shift trades.

N	P	E
☐	☑	☐

3.) **Safety**
Sergeant maintains a safe environment for officers when possible. Enforces all rules and regulations. Investigates accidents regarding safety violations. Sets an example in the appropriate use of vehicles, weapons, and other city issued equipment.

N	P	E
☐	☐	☑

4.) **Dress Code and Uniform Appearance**
Sergeant adheres to departmental uniform requirements. Uniforms are neat and clean. Department issued ballistic body armor is utilized. Enforces departmental dress code.

N	P	E
☐	☑	☐

5.) **Weapons Proficiency**
Sergeant completes required range training. Achieves passing scores with all required weapons. Ensures his assigned officers attend all range training programs.

N	P	E
☐	☐	☑

6.) **Physical Conditioning/Duty Capability**
Sergeant maintains a degree of physical conditioning required to satisfactorily perform all aspects of police supervision without jeopardizing his own well being or that of other officers.

N	P	E
☐	☐	☑

7.) **Prisoner Booking and Jail Procedures**

N	P	E
☐	☑	☐

Sergeant performs all required booking procedures in accordance with departmental policy and procedures. Frequently checks condition of prisoners and jail area. Reports unsafe conditions and problems to jail administrator without delay.

COMMENTS:

As a member of the Western Lake County ERT and a DT instructor [redacted] consistently sets a positive example for his squad by applying the experience, skills, and professionalism he has developed over his career.

SECTION II - POSITION PERFORMANCE FACTORS - SERGEANT

1.) **Job Knowledge:**

N	P	E
☐	☑	☐

Standard performance is demonstrated by the Sergeant's understanding and use of current laws, rules, techniques and procedures. The Sergeant's supervision skills are adequate to ensure the efficient operation of his assigned platoon.

Comments:

[redacted] always utilizes the current laws, rules and techniques and procedures that are essential to performing his duties.

2.) **Quality of Work:**

N	P	E
☐	☑	☐

Routinely checks on progress of his assigned platoon. Sergeant encourages officers to be decisive and make quality decisions while maintaining ultimate control and accepting responsibility for all situations. Sergeant is available to his assigned platoon and responds when necessary. He is aware of the conduct of his platoon and monitors their patrol activities on a daily basis. Ensures follow-up work is completed when possible.

Comments:

[redacted] keeps track of the officers assigned to him. He insures that they are completing tasks in a timely manner. He is easily accessible and provides assistance when needed.

3.) **Administrative Ability**

N	P	E
☐	☐	☑

Standard performance requires adequate planning and organization of individual work activities and platoon member assignments. Sergeant documents work activity and maintains accurate notes and records.

Comments:

[redacted] assumed management of squad training/CPT records and streamlined forms, earning praise from Capt. Davis.

	N	P	E
4.) **Initiative and Innovation** The Sergeant promotes and utilizes new ideas and techniques. Sergeant responds positively to challenges and independently recommends actions to improve efficiency of department operations. Sergeant motivates the platoon to be innovative and proactive.	☐	☑	☐

Comments:

[redacted] helps provide WPD continuing training on a variety of topics (CQT, DT, and traffic stops) to members of the squad[redacted] is currently working on evolving the DT program.

	N	P	E
5.) **Judgment and Problem Solving** Standard performance is shown by the Sergeant's ability to identify the causes of daily and long range problems, analyze applicable data, and generate workable solutions. The Sergeant takes appropriate action as needed. Conflicts are mediated in the best interest of the city and the employee.	☐	☑	☐

Comments:

[redacted] makes timely, effective decisions and proactively addresses issues before they escalate.

	N	P	E
6.) **Leadership and Development of Subordinates** Standard performance occurs when the Sergeant sets an example for, and motivates officers. Assignments are delegated to maximize productivity and employee development. The Sergeant disciplines equally and fairly. The Sergeant instructs, evaluates, and coaches officers. City and department policies are positively promoted and enforced. The Sergeant is quick to recognize morale problems and address's the cause. Rumors are squelched and feedback rendered to assigned platoon members.	☐	☑	☐

Comments:

[redacted] fairly evaluates officers, provides timely feedback, and regularly offers guidance. He is steadily gaining confidence in his new role.

	N	P	E
7.) **Communication and Professionalism** Standard performance occurs when the Sergeant communicates clearly in both written and oral form. Accurate Information flow is facilitated inside and outside the department. Sergeant demonstrates good listening skills. Media and public contacts are handled effectively, promoting a professional image of the Police Department and the City of Willoughby. Chain of command is followed and enforced. Information flows equally well from supervisors to assigned platoon and vice versa.	☐	☐	☑

Comments:

[redacted] communicates up and down the chain of command. He acts in a professional manner with both the public, superiors and subordinates.

8.) **Teamwork**

N	P	E
☐	☐	☑

Standard performance is reflected when the Sergeant maintains a positive approach to mutual departmental goals and duties. The Sergeant demonstrates the ability to work effectively with other supervisors, officers, employees, and City employees. Attention is taken to ensure all pertinent information is passed to other supervisors, divisions, and platoons.

Comments:

[redacted] consistently backs up officers on calls, assists with arrest paperwork and booking, and is always available to help when needed. He effectively utilizes the strengths of team members and is well respected by both WPD personnel and the public.

9.) **Public Contacts**

N	P	E
☐	☐	☑

Standard performance is judged by the Sergeant's ability to handle difficult situations with proper tact and empathy. The Sergeant tends to control emotions and presents a professional image at all times. Citizen complaints are addressed quickly with diplomacy and proper regard for those involved.

Comments:

[redacted] maintains a courteous and professional demeanor in challenging situations and handles them effectively. When needed, he appropriately addresses issues arising from other officers' actions and skillfully mediates disputes and complaints.

10.) **Employee Relations**

N	P	E
☐	☐	☑

Standard performance occurs when an appropriate balance between organizational objectives and officer interests is achieved. The Sergeant demonstrates an awareness of existing labor agreements, departmental rules, policy and procedure. All officers are dealt with on an equal basis.

Comments

[redacted] fosters positive relationships throughout the squad and is respected by his peers. He balances advocacy for his officers with a consistent commitment to departmental goals. Dan is a long time Union representative for patrol and now Sgts/Lts.

OTHER PERFORMANCE INDICATORS

1.)	Letters of commendation from supervisors	3
2.)	Letters of commendation from citizens	0
3.)	Number of founded complaints against officer	0
4.)	Disciplinary actions against officer	
A.)	Suspensions	0
B.)	Letters of reprimand	0
C.)	Written cautionary warning	0
D.)	Other	0
5.)	Sick Hours Used This Rating Period	0
	Occurrences This Rating Period	0

6.) Motor vehicle accidents	0
7.) Motor vehicle accidents with officer at fault	0
8.) Schools attended (List below)	5

Legal Updates for Law Enforcement, Legally Confident-Tactically Confident, Detective Legal Update, Red Dot Pistols-Modern Samurai, OTOA Debriefs

Evaluator's comments:

[redacted] was recently promoted to [redacted] He regularly seeks input and engages in thoughtful discussion regarding squad and departmental matters, reflecting his dedication to leadership and growth in his new role. Recognizing the challenges of transitioning from peer to supervisor, particularly in matters of conflict resolution and discipline, [redacted] has handled these responsibilities confidently and professionally. He has also demonstrated maturity by respectfully addressing differences of opinion with another supervisor while ensuring his viewpoints are clearly articulated.

Employee's comments

Reviewer's comments:

Employee's signature: [redacted] Date 1/26/2026

Evaluator's signature: [signature] Date 1-26-26

Reviewer's signature: Capt Doo Date 2-9-26

Note: Signature indicates that employee has observed and discussed this evaluation with a supervisor and has been given the opportunity to add written comments. Agreement with the content of this evaluation is not necessarily implied. Appeal of this evaluation must be done in writing within (5) working days, as written in Departmental general order A-7.

JMS 02-23-2026