

Village of Cottage Grove  
**POLICE DEPARTMENT**

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**Daniel L. Layber**  
Chief of Police

To: Village Board, Village Administrator, Police Commission, Stakeholders  
From: Daniel Layber, Chief of Police  
Date: 2-8-2018  
Re: Village of Cottage Grove Police Department Management Plan

The following is the Village of Cottage Grove Police Department Management Plan that includes department goals and objectives for 2018.

**Goal #1: Achieve Accreditation**

The Cottage Grove Police Department (Department) is currently working towards the accreditation goal by participating in the WILEAG (WI Law Enforcement Accreditation Group) accreditation process. The Department has been working towards this goal by changing and implementing policies and the way we function as a Department. In 2017 the Department finalized all “proofs” that show how we follow WILEAG standards, and an onsite visit in March of 2018 will determine if we have achieved all the required standards for excellence in policing.

*Achieved – The Cottage Grove Police Department achieved accreditation from the Wisconsin Law Enforcement Accreditation Group in 2018. There were a few onsite corrections made during the inspection, but, overall the department passed with flying colors. We are one of 42 agencies in Wisconsin (out of 529) that has achieved this tough to achieve certification.*

**Goal #2: Implement an effective School Resource Officer Position in the Cottage Grove Schools and continue to provide and Enhance Effective Police Programming in the Cottage Grove Schools**

The Department received permission from the Cottage Grove Village Board to create a police school liaison position (SRO) in the Cottage Grove Schools in 2017. The SRO started her duties in September of 2017. The Department has implemented policies to make sure we are in compliance with state, local and federal laws and policies as it applies to police officers in schools. Most importantly, the Department needs to make sure this position is being utilized most effectively in providing for the safety and education of our students and staff at the schools. The SRO has enhanced our educational efforts in the schools and a meeting with all

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three school principals in the recent past indicated an even more aggressive educational effort is needed.

*Achieved – The School Resource Officer program has taught all students and staff the ALICE active shooter response program and the students and staff at the middle school have practiced blockading and hiding with the help of the CGPD. Monthly reports from the SRO have been forwarded to the LEC and they are pleased with our SRO program.*

### **Goal #3: Continue to Enhance the Police Department and Community Cooperation in Crime Fighting**

The Department became a member of a private Community Watch group on Facebook in 2016 and enhanced its participation in this site in 2017. The Department has also become a member of “Nextdoor” which is a national website that is set up by neighborhood in the community. There are 1000 village residents who are members of this website. The Department shares posts on this website and has received valuable information from residents concerning suspicious activities in their neighborhoods. The Department can reach specific neighborhoods with information sharing or can reach out to the whole community if needed. The Department also interacts with the community by use of Facebook, the village website, press releases and media coverage of events, crimes, and suspicious activities that are important for citizens to be aware of, and to seek public cooperation in solving these issues. Face to face interaction is also effective, however, this is limited by resources. We seek to enhance our outreach to the community in 2018 by utilizing new, and existing resources.

*Achieved - We have continued our outreach via Facebook and Nextdoor and we continue to receive tips and cooperation from our citizens and business owners. Feedback from the community has been positive.*

### **Goal #4: Integrate the 13<sup>th</sup> Police Officer into the Department**

The Department was authorized to hire a 13<sup>th</sup> officer in 2017 to replace the school resource officer position that became vacant in the patrol ranks due to the assignment of Officer Helgeland to the SRO position. The challenge is to make sure this officer enhances our efforts in the village to make the community safer. Making sure this officer has an actual effect on our efforts in 2018 by more proactive patrol efforts for the department is our goal in 2018. Utilizing this officer in the most effective manner involving scheduling and deployment will be key.

*Achieved – We integrated the 13<sup>th</sup> police officer into the department, and as a result, our use of overtime decreased and our solve rates on property crimes has increased.*

### **Goal #5: Maintain Solve Rates for Property Crimes**

The department currently solves thefts at a 60% rate. This is well above the state rate of solving thefts which is 31% in 2013. The goal for 2018 is to maintain that solve rate which may be difficult due to the high number of car break-ins that we encounter during the summer months that are notoriously difficult to solve, however, every effort will be made to achieve this goal.

*Achieved – Based upon the FBI’s Uniform Crime Reporting system, we achieved an 83% solve rate on property crimes through December of 2018. This is a 23% improvement over 2017.*

**Goal #6: Continue to provide and Enhance Effective Police Programming in the Cottage Grove Schools**

In the police department’s history there has been very little programming presented to the students by police personnel. Contact with young people gives them a positive image of officers and can have a positive impact on their future behavior. In 2017 the Department increased programming to new highs with enhanced programs involving internet safety, safety related topics such as home and street safety, getting to know police officers and their duties. In addition, the Department provided school shooter safety topics and practical drills at two of the three Cottage Grove Schools. Officers also familiarized themselves with the school layouts and conducted drills to enhance our response to the potential threats of the active shooter. In 2018 we will attempt to provide drug, alcohol and tobacco safety related topics to 4<sup>th</sup> graders and to conduct an active shooter training session for staff at the last remaining school to receive this training. The SRO has enhanced our educational efforts in the schools and a meeting with all three school principals in the recent past indicated an even more aggressive educational effort is needed.

*Achieved – We provided more programming and assistance in the schools than in past years to include the active shooter training, internet safety, and drug, alcohol and tobacco awareness programming.*