

IACLEA Agency Spotlight Form

Purpose: *The purpose of the Agency Spotlight is to highlight on IACLEA's website our institutional member agencies. In particular, we wish to highlight those agencies that have implemented innovative and exceptional programs in crime prevention, outreach, community policing, emergency management, use of technology, and other areas.*

Name of Agency: Anne Arundel Community College Department of Public Safety

Name of Chief/Director: Chief Gary Lyle

Name/email for Point of Contact: Deputy Director Cleveland Smith; cesmith12@aacc.edu

Public College, Non-sworn

Armed (2)

Unarmed (28)

Number of Staff Members:

Officers – 30

Civilians – 1

Students – 10

Total: 41

Please briefly describe an agency program or initiative that is innovative and has made a positive impact in the areas listed above (please attach any documents or reports describing this program or provide a web link to more detailed information).

Anne Arundel Community College Department of Public Safety started out as Campus Security and was managed by the Facilities Division, originally housed in the Physical Operations Plant with other areas of the Facilities Division including Maintenance, Grounds and Custodial Services. Security had 3 fulltime employees who supervised guards hired on contract from an outside agency.

In 1990, the college was unhappy with the contract security companies and decided to expand its Security Department with more fulltime college employees. These Security Officers replaced the contract guards and increased the Campus Security Department to 9 fulltime employees and 1 part-time evening dispatcher. These new Security Officers attended a 4-week training session taught by the Anne Arundel County Police at the Police Academy in Davidsonville, Maryland. The Security employees were trained in various aspects of law enforcement, such as Patrol Tactics and Procedures, Crime Prevention and Interacting with the General Public.

In 1991, Campus Security moved to the ICOX Building, sharing it with the Office of Institutional Research & Development. The Security Department was only able to utilize space in the basement and half of the first floor. In an effort to enhance the professionalism and effectiveness of Campus Security, the President of the college, Dr. Thomas E. Florestano Sr. entered into an agreement with the Anne Arundel County Police Department to have a County Police Lieutenant and a Sergeant assigned to manage the Campus Security personnel as Commander and Deputy Commander. In 1992, Anne Arundel County Police Chief Robert

Russell assigned Lieutenant Gary Lyle as the Commander of the Anne Arundel County Police College Detachment. Lt. Lyle chose Sgt. Cleveland Smith to work as his Deputy Commander.

Lt. Lyle conducted a crime analysis of the college and an audit of the security department. Lt. Lyle's report was critical of the management and operation of the security department by the college, and Dr. Florestano agreed to implement all the recommendations that were suggested. These recommendations included updating the training and duty procedures to be more professional, efficient and accountable, converting the radio system from a very inefficient low band to a 800mhz system utilized by Anne Arundel County Government and revising the Campus Security report writing system so it would be in compliance with the format of the reports written by the County Police. Campus Security officers could now write police reports for specific minor offenses that occurred on college property and communicate directly with other county agencies such as the Police and Fire Departments during a special event or emergency situation. Lt. Lyle allowed the members of the security department to develop their own patch to be worn on their uniform. This was well received and helped improve moral and instilled a sense of ownership in the department.

In 1995, Lt. Lyle retired from the County Police Department and was hired by Anne Arundel Community College as the Director of Security. In 2003, he received authorization to change the name of the Department from Security to the Department of Public Safety. The Department has grown from 3 employees to 27 fulltime Special Police Officers, 1 part-time officer and a Director and Deputy Director who are armed Special Police Officers and serve the Department as Chief and Deputy Chief.

In 2007, the Department of Public Safety moved into the new Central Services Building. Chief Lyle designed the office space that houses the Department of Public Safety with the public safety function in mind. The new office contains a state-of-the-art Communications Center and houses the college's Emergency Operations Center.

The duties and responsibilities of AACC Public Safety officers have grown to much more than security patrol. Public Safety Officers respond to routine incidents, crimes, medical emergencies, conduct safety escorts, assist disabled motorist, provide crime prevention assessments, enforce campus traffic regulations, provide traffic control for vehicles and pedestrians and provide referrals to outside agencies as appropriate. All Public Safety officers receive 40 hours of initial classroom training followed by 192 hours with a certified Field Training Officer. They also receive 16 hours of In-service training annually on several mandated topics including CPR, First aid & AED training, Rules, Regulations and Legal Considerations for the Use of Force, Handcuffing Techniques and the Use of Pepper Spray.

In the pursuit of excellence Chief Lyle decided to enhance the professionalism of the Department as well as maintain recognized standards of service by seeking accreditation through IACLEA. The preparations and processes for accreditation began in earnest in June 2006. The Department of Public Safety achieved accredited status through IACLEA on September 26, 2008, becoming the first two year college in the country to become accredited through IACLEA. In October 2011 the Department of Public Safety was re-accredited with IACLEA.

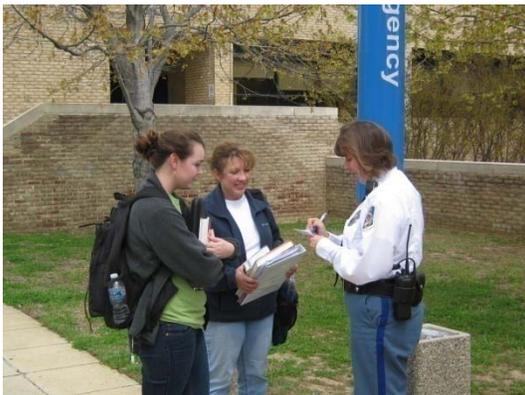
Patrol Operations

The College has an enrollment of 18,500 credit students and 45,500 non-credit students. The Arnold campus is comprised of twenty-four buildings on 240 acres located six miles north of Annapolis which is the State capital. The college has four off campus locations including the Glen Burnie Town Center, the Hospitality, Culinary Arts and Tourism Institute (HCAT) located in downtown Glen Burnie, AACC at Arundel Mills and the Cyber Crime and Professional Training Center both sites are located in Hanover, Maryland.

Public Safety officers provide 24 hours-a-day, 365 days-per-year public safety coverage at the Arnold campus. Officers patrol the Glen Burnie Town Center, HCAT, AACC at Arundel Mills and the Cyber Center & Professional Training Center (CCPT) locations during normal operating hours. Uniformed patrol officers are the primary service delivery component of the department and respond to calls-for-service from the college community including criminal activity, disorderly persons, recovered property and medical emergencies to name a few. They engage in proactive policing, and provide traffic control and enforcement. Patrol officers spend many hours on foot meeting with students, faculty/staff, identifying problems, and working the options available for timely resolutions. They check buildings, equipment, open areas, parking lots, athletic fields and offices for signs of possible criminal activity and unsafe conditions.



AACCDPS officers use a variety of methods to patrol the campus. The department has six marked vehicles. Officers may also patrol on bicycles after attending a police bike patrol course and obtaining bicycle certification. The bicycle officers are used in a variety of special event assignments to provide quick response in crowded situations. Officers patrol on foot for high visibility and ease of access to all of the buildings on campus as well as the Glen Burnie Town Center, HCAT, AACC at Arundel Mills and CCPT.



Emergency Operations Center

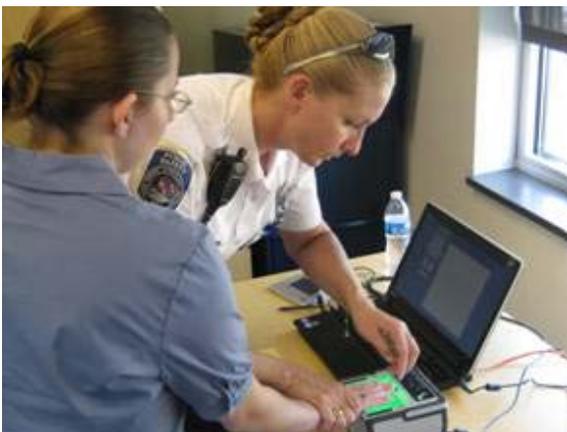
The Department of Public Safety office in the Central Services Building houses the college's Emergency Operations Center. The EOC is equipped with technology and supplies to be used during an emergency or special event, including 12 workstations equipped with a laptop computer and landline telephone. Members of the Public Safety Department and College administration are trained in Incident Command and NIMS (National Incident Management System).



LiveScan Fingerprinting

The Department of Public Safety partnered with Cogent Fingerprinting Services to become an authorized private provider to submit fingerprints directly to the Maryland Criminal Justice Information System (CJIS) for the purpose of obtaining criminal history record checks. Starting in March of 2012 the State of Maryland mandated all fingerprinting be conducted through "Live Scan Fingerprinting." Public Safety staff members are trained and certified by CJIS and are qualified to fingerprint applicants for positions at the college as well as community members who need to have their fingerprints taken for background checks for employment or licensing purposes. All persons fingerprinted pay a standard fee set by the State.

www.aacc.edu/publicsafety/LiveScan.cfm



RAD/radKIDS Programs

The Rape Aggression Defense System (R.A.D.) is a program of realistic self-defense tactics and techniques for women. The R.A.D. System is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. Public Safety officers are trained and certified to teach the course after successful completion of Instructor Training conducted by R.A.D. Officers also are certified to teach radKIDS. The program provides education and enhances the ability of children and parents to utilize knowledge, skills, and power to protect themselves from violence and harm. The Department recently started a RAD for Seniors Program.

www.aacc.edu/publicsafety/Rad.cfm



Child Safety Seat Inspection Program

The Child Safety Seat Inspection program is a free service to the community to promote child car seat safety. Public Safety officers are trained and certified by the National Highway Traffic Safety Administration to correctly install child safety seats, inspect safety seats installed by parents and provide safety information and techniques to help protect children while riding in a vehicle. The department has inspected over 2200 child safety seats since the beginning of the program in 2003.

www.aacc.edu/publicsafety/Child_Safety.cfm



Community Services Unit

The Department of Public Safety Community Services Unit oversees crime prevention activities and the RAD/radKIDS and Child Safety Seat Programs. It is also responsible for attending campus or community events to promote safety and provide information. The Community Services Unit staffs information tables during student orientation, college events, campus club day and during National Campus Safety Awareness Month. They also participate in Student Association programs and activities.

www.aacc.edu/publicsafety/Auxillary.cfm



Bicycle Patrol Unit

Public Safety officers selected for this Unit attend training sanctioned by the International Police Mountain Bike Association (IPMBA). Bike Patrol officers learn safety concerns and vehicle laws pertaining to bicycles, as well as specialized riding techniques and tactics to skillfully control the bike for pedestrian safety. The unit was started as another facet to the Department's proactive approach to campus safety and service to the community.

The Bicycle Patrol is viewed as both an aid to furthering positive community relations and as a sensible approach to patrolling the terrain of the college campus. Using mountain bikes, officers are better able to quickly and efficiently patrol the inner recesses of the largely pedestrian campus areas. Officers riding bikes are more visible to the public and create a sense of amicability that makes them more approachable.

www.aacc.edu/publicsafety/BicyclePatrol.cfm



Lot Patrol Unit

The Department of Public Safety increases visibility and safety awareness by utilizing a Lot Patrol Unit. This unit composed of students who patrol parking lots and pedestrian areas wearing identifiable reflective vests. The Lot Patrol staff is equipped with two-way radios and flash lights, and provide campus escorts for students, employees and guests upon request.

www.aacc.edu/publicsafety/Lot_Patrol.cfm



Color Guard Unit

In May of 2002, a Department Color Guard was established. The Color Guard attends special events such as AACC Commencement ceremonies, parades, college building dedications, memorial ceremonies and other special events upon request.

www.aacc.edu/publicsafety/Color_Guard.cfm



Community Relations and Outreach

Members of the Public Safety Department regularly participate in community events to help and support the community. The Department has been a collection location for the United States Marine Corps Toys-4-Tots program, which collects toys in December to be given to children in need at Christmas. The college has received the largest collections of toys in Anne Arundel County for several years, and has recently been designated a distribution site for the toys.

The Department hosts an Annual Halloween Safe Night event for children. The event has games, snacks, a costume contest and special guests, such as a magician or animal wrangler.

Members of the Public Safety Department regularly promote safety with on-campus children at the Child Development Center (CDC) and the Kids in College summer program. Bike Patrol Officers provide a safety presence for the annual Trike-a-thon fundraising event, including a Bike Safety discussion. The Kid Identification Program (KIP) is a fingerprint kit that officers prepare with the children at the CDC, Kids in College and the nearby Camp Blaze summer kids program at a local fitness center. Parent's hold the cards in a safe place in case law enforcement officers need it for possible missing persons, abduction or criminal cases.

Public Safety Officers have supported their community by raising donations for the Maryland Special Olympics by participating in the annual Polar Bear Plunge, the Law Enforcement Torch Run and the Red Robin Tip-a-Cop events. Officers also participated in other fundraising bike riding events benefitting the United Way and the Kennedy Krieger Institute.



Lt. Wallace coordinates collection of Toys for Tots



Bike Patrol officers support Special Olympics