



# Coles County Sheriff's Office

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**Kent Martin, Sheriff Tyler Heleine, Chief Deputy**

## 2024 Annual Report

This is the Coles County Sheriff's Office Annual Report for 2024. This is the third annual report submitted under my administration. I will continue to submit an annual report to the county board and publish it on our agency's website. I believe citizens have a right to know how their tax dollars are being spent and what their elected officials are doing. My staff and I will strive to provide accurate, comprehensive information regarding the operations of the sheriff's office. As I've said many times before, I will explain any line items that exceed the amount budgeted by the county board.

2024 brought many positive changes at CCSO, particularly in the services offered in the Coles County Safety and Detention Center. Additional educational materials and resources are now available through our inmate telephone vendor, Homewav. Inmates may purchase corrections-approved movies, songs and reading materials. Our medical provider, Advanced Correctional Healthcare, provided 6 hours of mental health services per week to our inmates. We were able to increase that number to 12 hours per week. Services are a combination of in-person and virtual sessions. CCSO also collaborates with Hour House to provide Recovery Oriented Systems of Care to our inmates, and our mentoring program remains operational.

Several equipment purchases were completed in 2024. We obtained new portable radios for use by the jail staff. Radio reception inside the jail, which of course is built with concrete and steel, was poor. The same could be said for areas of the 1890's-era tunnel connecting the jail and the courthouse. This tunnel is used daily to move inmates to and from court. The radio upgrade now provides sufficient coverage in all areas of the jail, tunnel, and courthouse. I have implemented policy that corrections officers will be issued ballistic vests and are required to wear them when outside of the jail. This includes inmate court appearances, medical/dental visits, and transporting inmates to other counties or the penitentiary. This was a serious officer safety issue that had been overlooked for far too long.

Several projects were completed or put in motion in 2024. Nearly 100 boxes of documents have been scanned, electronically archived, and shredded. Obsolete property has been discarded, including non-functioning electronics, outdated computer software, scrap metal, broken furniture, and worn out uniforms. This has freed up a significant amount of space, which enabled us to move items out of the hallways and the conference room and into bona fide storage areas. This has resulted in a more professional looking working environment, and an increase in morale. The elevators at the courthouse and the jail were replaced, which was a major undertaking as both buildings remained operational throughout the project. CCSO worked out an agreement with Sarah Bush Lincoln Health Center to utilize an office inside the entrance to the Emergency Department. This was very beneficial for CCSO, as it gives us a private location where we can speak with victims and witnesses at the hospital, and it allows us to have office space on the west side of the county where we can store basic supplies and complete paperwork.

This eliminates the need for deputies to drive all the way back to Charleston to get supplies or connect to our databases. I am also excited to announce that the long-awaited jail remodel was approved in 2024, a contract has been awarded, and construction (or, more accurately, demolition) is scheduled to begin in March with a completion date in Fall 2025.

There were significant personnel changes in 2024. We had several officers retire or resign from the agency. The patrol division lost Sergeant Steve Spear and Deputy Sean Lane to retirement, representing a combined 50 years of service. Chief John Hatfill retired from court security after 8 years of service. Lt. Kyle Childress resigned after 12 1/2 years of service to enter the private sector, and Sergeant John Vaultonburg retired with 20 years of service. Both of them worked in the corrections division. Deputy Mark Harris, IT Director, separated from the county to take a position with the City of Charleston. We hired 4 corrections officers, 2 telecommunicators, 3 court security officers, a patrol deputy, and filled an IT position.

We continue to face challenges regarding recruitment of personnel, both civilian and sworn. High insurance costs are often cited as a reason our employees are looking for jobs elsewhere. Family insurance, in particular, is very expensive. This makes it very difficult to keep young people here, as many of them spend an entire paycheck solely on health insurance.

Each year the deputies vote by secret ballot to select a Corrections Officer of the Year and a Patrol Officer of the Year. The 2024 awards went to Thad Lang and Aaron Coleman, respectively. All employees of the Coles County Sheriff's Office-civilian staff, maintenance, court security officers and bailiffs, corrections officers, patrol deputies, and administrators-serve the citizens of Coles County every day with dedication and selflessness. I'm proud of the work my staff has done and the progress we continue to make. I hope you will join me in thanking them for a job well done.

Sheriff Kent Martin  
March 3, 2025

## **1. Administrative Section**

This section is dedicated to activity that is not specific to corrections, investigations or patrol. In this section you will find summary budget and expenditure reports, a review of all funds generated and collected by the Coles County Sheriff's Office, personnel changes, department-wide firearms training, warrant activity and other items of interest. The administrative staff includes the Sheriff, the Chief Deputy, the Captain, three Lieutenants, and four civilian employees.

### **Personnel**

The Coles County Sheriff's Office once again experienced a significant amount of turnover during 2024. We continued to face significant staffing shortages relating to corrections officers, telecommunicators, and cooks. At one point in 2024, the jail was staffed with 15 corrections officers instead of the 22 they were authorized to employ. This shortage resulted in officers frequently working overtime-sometimes voluntarily but often by being forced to come in early or stay late. There was also difficulty in maintaining staffing levels in the telecommunicator positions. We have rarely had all four telecommunicator positions filled, which at times requires a corrections officer or a member of the civilian staff to work overtime to fill this role. The difficulty in recruiting employees is not unique to CCSO, and is a common topic of discussions I have with my fellow sheriffs. The number of patrol deputies and detectives has remained relatively steady, occasionally having an opening or two but not significantly impacting operations. Patrol openings are typically filled by reassigning a corrections officer from the jail to the road, which leads to a rob-Peter-to-pay-Paul situation.

Corrections officers and patrol deputies are hired through the Sheriff's Merit Commission. The commission is a bi-partisan, five-member board, the members of which are nominated by the sheriff and approved by the Coles County Board. This commission is established by state statute and oversees recruit and promotional testing, hiring, promotions, and some disciplinary matters. In 2024 we continued to face staffing shortages and recruitment challenges. We are working to address these through various strategies, such as encouraging lateral transfers from other law enforcement agencies. The Merit Commission, chaired by Mr. Rory Steidl, has invested significant time and effort to ensure we are hiring and promoting quality applicants who will serve Coles County honorably and professionally. The other commissioners are Mike Martin (no relation), Leon Smith, Steve Ferguson, and Chad Reed. I thank them all for their service.

The following personnel changes occurred during 2024:

**Promotions/Reassignment**

Derrick Finney promoted from Corrections Officer to Corrections Sergeant  
Ryan Shepherd reassigned from Corrections Officer to Patrol Deputy  
Josh Miller reassigned from Corrections Sergeant to Corrections Officer  
Marshall Reinhart promoted from Detective to Patrol Sergeant  
Alex Kersten promoted from Corrections Officer to Corrections Sergeant  
Shane Duzan promoted from Detective Sergeant to Detective Lieutenant  
Kari Beadles promoted from Corrections Sergeant to Corrections Lieutenant  
J.D. McCain promoted to Chief of Courthouse Security  
Cody Parsons reassigned from Patrol Deputy to Detective

**Hired**

Logan McKibben  
Madisyn Strange  
Theron Reno  
Chisum Wilson  
Tannar Pforr  
Peyton Cox  
Cody Brown  
Don Drake  
Melissa Merritt  
James Saxton  
Cade Hutchcraft  
Jeremiah Hayes

**Position**

IT  
IT  
Corrections Officer  
Corrections Officer  
Corrections Officer  
Corrections Officer  
Patrol Deputy  
Court Security  
Court Security  
Court Security  
Telecommunicator  
Telecommunicator

**Separated**

Logan McKibben  
Logan Brown  
Kyle Childress  
Kyle Stromley  
J.D. Haney  
John Hatfill  
Nicole Katz  
Caden Price  
Macie Waddill  
Tracy Peterson

**Position**

IT  
Corrections Officer  
Corrections Lieutenant  
Corrections Officer  
Court Security  
Court Security  
Corrections Officer  
Corrections Officer  
Corrections Officer  
Cook

**Retirement**

Sean Lane  
Stephen Spear  
John Vaultonburg

**Position**

Patrol Deputy  
Patrol Sergeant  
Corrections Sergeant

The sworn personnel of the sheriff's office (patrol officers, corrections officers, sergeants, and lieutenants) are covered by a collective bargaining agreement and are represented by the Illinois Fraternal Order of Police Labor Council. The civilian employees (administrative secretary, detective secretary, warrants clerk, and telecommunicators) are covered by a separate CBA and are also represented by the FOP. Both units negotiated successor agreement contracts, and they were ratified in early 2024.

**Civil Process**

The Coles County Sheriff's Office is charged with serving all civil process papers generated by our courts. Furthermore, we serve civil process from other counties where the plaintiff / respondent resides in Coles County. By law, only sheriff's deputies or licensed process servers are authorized to serve these court papers. Unlike warrants, local police departments may not serve these papers. We received 2643 papers for service which was an increase of 3 papers from last year. The Sheriff's Office served 2113 civil papers for a success rate of 80%. Last year our success rate was 63%. CCSO collected \$36,995.25 in fees for civil process, down from \$41,743.75 last year.

**Grants****Sustained traffic enforcement program**

The Coles County Sheriff's Office received a grant from the Illinois Department of Transportation titled the Sustained Traffic Enforcement Program or STEP grant. This grant provided funding in the amount of \$7840. These funds are used to pay the salary of deputies during hire-backs to enforce traffic laws specifically in areas that have a high number of traffic crashes. These funds are broken into different campaigns that encompass time periods around holidays and other special events with higher traffic concentrations. The purpose of the funding is to provide the financial resources to enforce traffic laws with the goal of reducing the number of accidents which cause serious injuries.

**Illinois Sheriffs Association Grant**

Through funding from the Centers for Disease Control and Prevention (CDC) and in conjunction with the Illinois Department of Public Health, the Illinois Sheriffs' Association coordinated the purchase of COVID-19 mitigation items from Grainger, Inc. Coles County was awarded \$25,000. We used these funds to purchase foam mattresses for the jail, exam gloves, infrared thermometers, and cleaning equipment.

### **Less Lethal Alternatives for Law Enforcement Grant**

In May 2023, the Illinois Criminal Justice Information Authority (ICJIA), pursuant to language in the Illinois State Legislature's SAFE-T Act, posted a Notice of Funding Opportunity (NOFO) for the Less Lethal Alternatives for Law Enforcement Grant. As the name implies, this State-funded grant is designed to offer law enforcement officers alternatives to the use of force by providing less lethal tools and training.

ILEAS launched the grant application in May 2024, and CCSO applied. Applications were scored by a panel of law enforcement professionals and subject matter experts recognized by ILEAS, the ISA (Illinois Sheriffs Association) and the ILACP (Illinois Association of Chiefs of Police). Agency award decisions took several weeks due to the number of applicants. We were awarded \$12, 717 for the purchase of 5 conducted energy weapons, also known as Tasers.

### **Crisis Response Team**

The Coles County Crisis Response Team (CRT) was established as a multi-agency tactical team in 1999. Founding members included the Coles County Sheriff's Office, Charleston Police Department, Mattoon Police Department, and Eastern Illinois University Police Department. The team has since grown to include Lake Land College Police Department and Mattoon Fire Department. Tactical medics from MFD are inserted with the team to provide emergency medical treatment in the event of injury to a team member, suspect, or other person. The team schedules training on a bi-monthly basis and plans for a multi-day training activity annually. CRT responded to 9 incidents in 2024. One incident resulted in the recovery of 1.25 pounds of methamphetamine and \$12,000 drug money, with multiple suspects arrested. Another involved a felon in possession of a firearm, fentanyl, and cocaine. Officers responded to a call with a barricaded felon wanted on outstanding warrants, and another incident involved suspects sending fentanyl via United States mail. All incidents were resolved peacefully.

### **Firearms Training**

The Coles County Sheriff's Office has trained and certified firearm instructors on staff. Lieutenant Shane Duzan is the Chief Range Officer. He is assisted by Sergeant Brody Coe and Deputy Ransom Beadles. Every deputy sheriff is required by law to qualify annually with his or her sidearm. All officers passed this qualification course. CCSO also requires each patrol deputy to qualify with their patrol rifle if they choose to carry one. Deputies are also required to qualify with any off-duty sidearm they choose to carry. Court security officers and bailiffs are now required to attend firearms training and qualifications with CCSO staff. Under a previous sheriff they had completed their own training and qualification courses.

In 2024 the agency conducted firearms training in May and November. The training topics included basic fundamentals, annual qualification, and low-light shooting. Deputies expended

approximately 7,000 rounds last year. These rounds were fired during the previously listed trainings and qualifications, Crisis Response Team monthly training, patrol rifle certification class, and officers attending corrections and/or patrol basic training academies.

### **Budget**

The Coles County Sheriff's Office FY24 budget, covering December 1, 2023 through November 30, 2024, totaled \$4,429,063. While exact final numbers won't be available from the County Treasurer's Office until later this spring, it appears CCSO has finished the fiscal year under budget by \$294,107. Of our twenty-two line-items, five were over budget. Expenditures exceeded the budgeted amount in the following areas: Merit Commission, Extra Pay Benefits, Fleet Maintenance, Inmate Meals, and Other Contractual. Here are the explanations for the areas where we exceeded the budgeted amounts:

- Merit Commission expenses totaled \$1306.61 against a budget of \$1000. This was primarily due to more frequent testing of applicants for corrections and patrol.
- Our largest overrun, Extra Pay Benefits, was \$67,790.89 over our budgeted amount of \$400,000. The good news is this is a decrease from 2023, when we spent just shy of \$560,000 against a budget of \$357,000. This line pays for overtime, holidays, benefit time buyback, and salaries for part-time officers
- Fleet maintenance expenses totaled \$76,146.35 which was \$39,646.35 over our budgeted amount. Our fleet is aging and has high mileage. Please see the 'Fleet Information' section later in this report for detailed information.
- Inmate meals exceeded our budgeted amount by \$14,097.46 for a total expenditure of \$137,097.46. This total cost is only a few hundred dollars more than last year. Our inmate population had been down for the first several months but began trending up toward the end of FY24. This increase, combined with inflation, drove the price of food, consumables, and supplies higher than we had anticipated.
- Other Contractual spent \$3514 against a budget of \$2500. The main expense in this area for FY24 was \$1800 to return the Humvee to the Department of Defense in Dayton, OH. CCSO had obtained this "free" item several years ago from a US government surplus property program for use as a public relations tool. This vehicle was insured even though it was inoperable and had not been used or even moved for several years.

CCSO was under budget in some areas, such as fleet fuel, inmate medical, and equipment maintenance. We hope to continue to see savings in these areas, but many aspects of these expenses are outside of our control.

### **Funds Generated**

Funds are generated from a variety of sources. These sources include restitution, grants, and various fees. Many of these funds are restricted to specific uses. As an example, the DUI Restitution Fee may only be used to offset the costs associated with drunken driving enforcement

and equipment purchases. Arrestee Medical is used to supplement the Medical Expense line item and the Drug Fund is used, obviously, for drug enforcement.

	<u>2023</u>	<u>2024</u>	<u>Difference</u>
Training Reimbursement	\$53,595.32	32,428	-21,167.32
Civil Process Fees	41,743.75	36,995.25	-4748.50
Traffic Fines	65,107.09	27,222.24	-37,884.85
Criminal Cases	162,669.83	63,265.93	-99,403.90
Reports	1435.00	1010.00	-425.00
Fingerprint Fees	240.00	290.00	+50
Sheriff Sales	10,200.00	13,800.00	+3600
Tow Fees	3,600.00	2350.00	-1250
Kiosk Fees	5,376.00	3983.00	-1393
Delivery of Felons to IDOC	2313.50	1607.90	-705.60
Sex Offender Registration	1,470.00	2100.00	+630
Arrestee Medical	5,744.63	7466.10	+1721.47
DUI Restitution	27,363.02	20,688.26	-6674.76
E-Citation Fees	3513.85	2960.00	-553.85
Police Vehicle Fund	20.00	21.25	+1.25
Failure to Appear Fees	3,476.97	2170.00	-1306.97
Bond Fees	16,811.00	2791.00	-14020.00
Execution of Warrant Fees	20,541.99	458.00	-20,083.99
Total	\$425,222.33	221,606.93	-203,615.40

### **East Central Illinois Task Force**

CCSO has been a member of the drug task force since its inception in 1989. The task force investigates illegal drug activity in Coles and surrounding counties. We normally have one deputy assigned to this task force, which is based out of Mattoon. In 2024, the task force opened 103 cases, resulting in 81 arrests and 31 convictions. Seven cases were dismissed and the others are pending. The breakdown of charges is as follows:

Class X felony	25	31% of new cases
Class 1 felony	9	11%
Class 2 felony	9	11%
Class 3 felony	32	40%
Class 4 felony	5	6%
Class A misdemeanor 1	1	1%

The following substances were involved in the 81 arrests by ECITF agents last year:

Methamphetamine	56	69% of total arrests
Cocaine	10	13%
Fentanyl	5	6%
Other	5	6%
Cannabis	3	4%
Heroin	1	1%

The following charges were filed in these arrests:

Delivery of Controlled Substance	37	46% of total charges
Possession of Controlled Substance	36	44%
Other charges	5	6%
Delivery of Cannabis	3	4%

The following amounts of drugs were seized:

Cocaine	22,979.3 grams	\$2,297,940 street value
Cannabis	3,589.2	6,9251.5
Methamphetamine	1,545.6	151,797
Steroids	133.6	50
Psilocybin	106.5	1,232
Fentanyl	78.3	6,185
Various Pharmaceuticals	74.2	690
Crack cocaine	29.5	2,900
Heroin	3.8	380
Total	28,540	\$2,530,425 street value

ECITF also seized 7 firearms, consisting of 5 semi-automatic pistols and 2 revolvers.

### **Fleet Information**

We traveled 363,993 miles in 2024 and consumed a total of 29,152.4 gallons of gasoline. CCSO requested 3 additional vehicles through the ARPA program and received funding for one vehicle in the FY24 budget, which allowed us to replace three aged vehicles and one totaled vehicle. We have a fleet of 27 vehicles for use by patrol deputies, detectives, administrators, and jail transport units. In 2024, we spent almost \$40,000 on maintenance for vehicles with over 100,000 miles. We have 10 vehicles with over 100,000 miles and three more with over 90,000 miles.

<u>Vehicle make/model</u>	<u>Mileage</u>
2007 Chevy Tahoe	200,280
2013 Ford sedan	154,439
2017 Ford Explorer	144,228
2017 Ford Explorer	142,246

2015 Chevy Tahoe	126,330
2017 Ford F-150	119,959
2017 Ford Explorer	110,785
2016 Ford F-150	103,803
2019 Dodge Charger	101,116
2007 Ford E-250 van	100,840
2019 Dodge Charger	98,068
2017 Ford sedan	94,238
2011 Ford Crown Victoria	92,793
2020 Dodge Durango	84,452
2007 Chevy Impala	82,226
2017 Nisan Altima	74,736
2020 Dodge Durango	71,640
2021 Dodge Charger	55,926
2021 Dodge Durango	44,698
2021 Dodge Durango	37,697
2022 Dodge Durango	37,145
2022 Dodge Durango	35,424
2023 Dodge Durango	31,803
2023 Dodge Charger	21,212
2023 Dodge Charger	19,999
2023 Dodge Durango	12,169
2023 Dodge Durango	9,138

## **Warrants**

Arrest warrants issued by Coles County courts are received by the sheriff's office and entered into a statewide database (LEADS-the Law Enforcement Agency Data System.) Most felony warrants are entered into a national database called NCIC (National Crime Information Center.) When law enforcement across the country has contact with an individual, the person's name and date of birth are checked against these databases to determine if there is an outstanding arrest warrant for that person. Patrol deputies attempt to serve local warrants and out-of-county warrants for individuals residing in Coles County.

The CCSO warrants clerk is responsible for entering the warrants as they are received by the agency. We work diligently to update our records by removing warrants for individuals who are deceased and removing warrants that have been quashed.

The following table includes information on the number of Coles County warrants issued, served, and quashed. Please note that the "number served" does not necessarily indicate that all warrants served in a given year had been issued in that year. Warrants may be quashed for a number of reasons, including but not limited to the death or incarceration of the suspect, the

inability or unwillingness of a victim to continue with the prosecution of the case, or the discovery of new information or evidence in the case.

<u>Year</u>	<u>Issued</u>	<u>Served</u>	<u>Quashed</u>
2017	1230	1091	328
2018	1611	1326	276
2019	1684	1435	287
2020	1525	1088	194
2021	1856	1208	249
2022	1441	1259	237
2023	1209	1086	258
2024	1171	965	179

### **Freedom of Information Act Requests/Subpoenas Duces Tecum**

Coles County Sheriff's Office received a total of 187 requests for information pursuant to the Freedom of Information Act, up from 100 in 2023. The agency has a designated FOIA officer who processes these requests and ensures the agency responds to them as required by law. We also processed 12 subpoenas duces tecum, which is an order commanding the production of evidence and/or documents for a court proceeding.

### **Lexipol**

2024 saw the completion of a major policy upgrade for the Coles County Sheriff's Office. When I took office, I discovered our policy and procedure manuals were stored in PDF format, requiring updates and revisions to be applied manually. That process was labor intensive and inefficient. In 2023 we began the process of converting our policy manuals to the electronic platform with automatic updates available to reflect new legislation and case law on both the state and federal levels. The new system also incorporates monthly training on our policies, giving us better trained and knowledgeable employees.

### **Sheriff App**

In an effort to increase our digital presence and to get information to the public in a timely manner, CCSO subscribed to the Sheriff App, a mobile app for iPhones and android devices. This program allows us to share information directly to our citizens. Users can review our Ten Most Wanted list, submit tips, obtain inmate information, commend an officer, and receive information such as road closures or weather bulletins.

### **Use of Force Certification**

As part of the process to become eligible for an equipment grant through the Illinois Law Enforcement Alarm System (ILEAS), which is a statewide law enforcement mutual aid network, I submitted our policies regarding use of force, rendering aid, and other related areas to the

Illinois Association of Chiefs of Police for review. They have completed their review of our policies, and we have been certified as meeting the federal use of force eligibility requirements, set forth by the Department of Justice. This makes us eligible for discretionary federal grants.

### **Flock Cameras**

CCSO has invested in automated license plate reading technology. Flock cameras read license plates and send instant alerts to law enforcement officers when the cameras identify license plates that match those on "hot lists" of cars that are stolen or otherwise of interest to the police. They do not collect data relating to speed or seat belt usage. They are neither designed nor used for traffic enforcement. I intend to expand the use of this technology throughout the county, as it has proven to be an invaluable resource for our patrol and investigations divisions.

## **2. Corrections Section**

This section is dedicated to topics related to the Coles County Safety and Detention Center. Topics include a description of corrections officer staffing, daily population information, cost and number of inmate meals, inmate medical expenses, and other information pertaining to the operation and staffing of the facility.

### **Staffing**

The current staffing in the jail consists of one Lieutenant (who serves as Jail Administrator), four sergeants, and eleven correctional officers. Out of this group, one CO is attending the Corrections Academy in Belleville and two others will attend in March. Our authorized staffing for corrections officers is 21. In addition to corrections staff, one full-time cook and three telecommunicators work in the jail. We have one telecommunicator position vacant but expect to fill it very soon. Kyle Childress had served as the Jail Administrator for several years, but resigned unexpectedly in 2024 to take a job in the private sector. We wish him well and thank him for his service. Sergeant Kari Beadles was promoted to Lieutenant and now serves in the role of Jail Administrator.

### **Daily Population**

The average daily population (ADP) for 2023 was 82 inmates. In 2024, that number fell slightly to 75. Our lowest ADP was 66 in January, and the highest was 82 in June.

### **Inmate Meals**

According to Illinois Jail Standards, we are required to serve a minimum of 1800-2000 calories per day spread across three meals. At least one of the meals must be a hot meal. Our food expense for 2024 was \$130,562.88. We served 78,584 meals, down from 92,628 in 2023. The average cost per meal rose from \$1.44 to \$1.66. When figuring in the other costs of preparing meals, such as disposables, detergent/chemicals, and laundering, the county spent an additional \$5096.01. This increased the average cost per meal to \$1.73. Our dietician spends several hours a

week comparison shopping to obtain the best value for our tax dollars. We will diligently explore ways to hold down the cost of meals and associated expenses throughout my term of office.

### **Inmate Medical Expenses**

The Coles County Sheriff's Office contracted with Advanced Correctional Healthcare for inmate medical services many years ago. That partnership still exists today. Advanced Correctional Healthcare provides a nurse to the detention center 40 hours per week, and a doctor makes weekly sick call visits. We also have resources available by telephone for after-hours medical questions, including mental health concerns. As the result of a resolution passed by the County Board several years ago, CCSO is charged Medicare rates for inmate emergency care. Our medical costs were up approximately \$6000 from 2023. Notably, we doubled the number of hours a mental health provider is available to our inmates mid-year in 2024. A provider is now available 12 hours a week. Services are provided both in-person and virtually.

### **Miscellaneous Information**

The corrections officers perform a wide variety of duties. These duties include, but are certainly not limited to, booking inmates into the jail, transporting inmates to court proceedings in Coles County and other jurisdictions, extraditing inmates from other jurisdictions (both in-state and out-of-state), transporting inmates to the Illinois Department of Corrections, providing transportation to and security for hospital/doctor visits, and ensuring the safety and security of the inmates. In 2024, corrections officers booked 1273 inmates, down from 1524 inmates in 2023. CCSO staff also transported and/or escorted inmates to 2437 court appearances. We transported 63 inmates to the Illinois Department of Corrections, and completed 160 transports to off-site medical appointments.

The Coles County Safety and Detention Center has historically offered a mentor program to provide spiritual support and guidance to inmates. This program utilized professional and lay ministers, and consisted of in-person interactions with inmates. This program was eventually discontinued due to repeated rules violations by the mentors. These violations consisted of relaying messages to and from inmates, posting bond or providing monetary support for an inmate, delivering items to or from inmates, and/or making phone calls on behalf of an inmate. As promised during my campaign, I have met with the mentors and resumed this program. I have restricted the program to video meetings only. This decision was made as a compromise that would allow the program to resume while still ensuring the safety of the mentors and inmates, as well as reducing the potential for improper interactions between the parties.

For the last couple of years, the Coles County Safety and Detention Center worked with the Coles County Board and the American Rescue Plan Act committee to remodel the jail and create a medical wing with the ability to isolate inmates who are afflicted with communicable diseases. Blueprints have been drawn, submitted to Illinois department of Corrections for approval, and released for bid. This project has been approved and will begin in 2025.

### **Coles County Jail 2024 Compliance Monitoring Report**

I am honored to announce that the Coles County Jail has recently completed the annual inspection process through the Illinois Department of Corrections, and our facility has been declared compliant with all aspects of Illinois County Jail Standards for the second consecutive year. These inspections are very thorough, as the IDOC inspector not only inspects the facility itself but also reviews our policies, practices, and training requirements. I am incredibly proud of the commitment and dedication of the entire CCSO staff. Every member has played a part in making this successful inspection possible, and I appreciate their efforts. We will continue to work hard to keep our facility safe, clean, and secure.

### **3. Investigations Section**

The investigations section of the Coles County Sheriff's Office generally works from 8:00 a.m. to 4:00 p.m. Monday through Friday. Of course, they are subject to call-outs and scheduling adjustments based on operational need. Det. Lt. Shane Duzan, Det. Cody Parsons, and Det. Garin Johnson are assigned to this section. Deputy Sam Jackson was transferred from investigations to patrol.

When staffing permits, a deputy can be assigned to this section temporarily to participate in "OJT", or on-the-job training. This allows deputies to work alongside detectives and learn advanced skills such as crime scene processing, interviewing/interrogation techniques, and evidence collection and processing. We have not had any deputies participate in this very valuable program due to staffing shortages.

CCSO deputies Marshall Reinhart, Butch Beadles, Ransom Beadles, and Cody Parsons serve as crime scene technicians. They have the training and equipment needed to process most of our own scenes, reducing the need to rely upon the Illinois State Police for crime scene services and evidence collection.

The investigations section is responsible for numerous tasks, some of which include reviewing criminal offense reports, assigning reports for follow-up investigation, and creating case folders and "hot files" for entry into the Law Enforcement Agency Data System (a computer network that allows law enforcement agencies the ability to access information on an individual's driving record, license and vehicle registration information, and criminal history, among other things.) Other duties include handling evidence, preparing disposal orders for evidence, conducting background investigations on prospective employees of this agency and outside agencies, review pawn shop records, providing reports to the State's Attorney's Office for prosecution, maintaining case files, reporting index crimes to state and local entities, and providing courtroom testimony.

A total of 561 cases were reviewed by detectives in 2024. Five hundred thirty-three cases reached disposition, leaving twenty-eight pending cases carried over into 2025. Of those 533 cases, dispositions were as follows: 163 cleared by arrest or notice to appear, 5 exceptionally cleared (death of offender, etc), 70 were inactive, 104 information only, 25 referred to other agency, 126 forwarded to State’s Attorney, 16 unfounded, and 24 victim refused prosecution.

#### 4. Patrol Section

##### Patrol Activities

The Coles County Sheriff’s Office provides police protection, investigates criminal activity, and responds to calls for service in the small municipalities and unincorporated areas of the county. We also assist the Charleston, Mattoon, Eastern Illinois University, Lake Land College, and Oakland police departments as needed.

In 2024, we were involved in 11,298 incidents. This is an increase from 10,574 in 2023. These incidents covered a wide variety of topics, such as traffic accidents, fire and medical responses, civil standbys, community policing activities, follow-up investigations, criminal complaints, motorist assists, and traffic stops.

##### Motor Vehicle Accidents

Deputies responded to a total of 308 traffic crashes during the year, including three fatal accidents and 95 injuries reported. A total of 60 traffic citations were issued. Please see the following tables:

<u>Day of Week</u>	<u>Total Accidents</u>
Sunday	45
Monday	37
Tuesday	57
Wednesday	39
Thursday	51
Friday	50
Saturday	29

<u>Time of Day</u>	<u>Accidents</u>	<u>Time of Day</u>	<u>Accidents</u>
12:00am-1:00am	7	12:01pm-1:00pm	8
1:01am-2:00am	11	1:01pm-2:00pm	19
2:01am-3:00am	12	2:01pm-3:00pm	19
3:01am-4:00am	4	3:01pm-4:00pm	26
4:01am-5:00am	3	4:01pm-5:00pm	29
5:01am-6:00am	17	5:01pm-6:00pm	31
6:01am-7:00am	23	6:01pm-7:00pm	25
7:01am-8:00am	22	7:01pm-8:00pm	34

8:01am-9:00am	10	8:01pm-9:00pm	15
9:01am-10:00am	13	9:01pm-10:00pm	10
10:01am-11:00am	14	10:01pm-11:00pm	14
11:01am-12:00pm	7	11:01pm-11:59pm	17

### **K-9**

Our canine, Jett, is a black lab. His handler is Sergeant Nick Clapp. Jett was deployed 21 times for various reasons. These include vehicle and building searches, article searches, and tracking missing and/or endangered persons. Jett located drug paraphernalia and methamphetamine in 2024. He was deployed 8 times to assist other agencies. The K-9 team earned the State of Illinois narcotics certification on April 4, 2024.

### **5. Court Security/Bailiffs**

The court security officers and bailiffs who work in the courthouse fall under the authority of the Coles County Sheriff. Court security officers and bailiffs are sworn employees of CCSO and work to maintain the safety and security of the courtrooms and the courthouse grounds. These employees screen visitors and employees as they enter the courthouse, serve warrants and civil papers when appropriate, assist with escorting inmates to court appearances, and respond to incidents in the courthouse. Oren Lockhart was hired as the first Chief of Security in 2002. This division of CCSO currently has 2 full-time and 8 part-time employees, and is led by Chief J.D. McCain.

### **6. Maintenance**

The maintenance division of CCSO is based at the courthouse. Steve Simpson, maintenance supervisor, and his staff of 4 full-time employees are responsible for cleaning and maintaining the courthouse, the jail, and the grounds. Maintenance staff performs duties ranging from basic cleaning and sanitation to electrical, plumbing, general repairs, and lawncare. While some projects are beyond the scope of the services our maintenance department can tackle, Steve and his crew do a great job and perform high quality work for a small fraction of what the county would spend on outside contractors.

I am very proud of the work being done by the members of the Coles County Sheriff's Office. As always, we will work hard to maintain the high quality of service we have provided for many years. I encourage anyone with concerns, comments, suggestions, or compliments to contact me at [kmartin@co.coles.il.us](mailto:kmartin@co.coles.il.us), or at 217-348-0584.