

Hancock County Sheriff's Office Strategic Plan

The unifying philosophy of the Hancock County Sheriff's Office is the belief that our top priority is law enforcement and the prevention of crime, followed by providing support to the efforts of others whose role it is to rehabilitate offenders.

The Mission of the Hancock County Sheriff's Office is to provide professional services which ensure the safety and security of our citizens, maintain human rights, protect property, and preserve life, by adhering to a philosophy that allow law enforcement and community residents to work together to prevent and solve crime.

The following *goals* have been identified during strategic planning sessions with the supervisory staff:

1. Public Information – We will strive to increase the public's awareness and knowledge of the role and value of the Hancock County Sheriff's Office in the community.
2. Internal Efficiencies – We will identify areas within the Hancock County Sheriff's Office where we can reduce paperwork, be more cost efficient, and still maintain the quality of service to the public with updated training and policies.
3. Internal Communications – We will strive to keep all employees informed of internal operation changes, external information pertinent to this office and upcoming events.
4. Technology – We will strive to keep the Sheriff's Office as current as possible with technology to allow the organization to run efficiently and to maintain the safety of our employees, inmates and citizens of Hancock County.
5. Legislative Advocacy – We will keep current with legislative action at the state, local and federal level and develop position statements on issues relative to law enforcement and the criminal justice system.

For each goal established above, objectives have been identified and action steps have been developed. The following table presents the plan.

Summary Table Of Goals, Objectives and Action Steps

Goal 1: Public Information

Objective 1.1 Awareness of Crime

Action Step 1.1.1

Educate Public on Drug Activity

Action Step 1.1.2

Educate Public on Internet Crime

Action Step 1.1.3

Educate Public about Domestic Violence / Child Abuse

Objective 1.2 Crime Prevention

Action Step 1.2.1

Maintain and Offer Speakers Bureau

Action Step 1.2.2

Reactivate Adopt-an-Officer Program in Schools

Action Step 1.2.3

Reactivate Block Watch Program

Objective 1.3 Financial / Statistical

Action Step 1.3.1

Educate public on Unfunded Mandates & Cost Savings

Objective 1.4 Internal Operations

Action Step 1.4.1

Open Houses & Public Tours

Action Step 1.4.2

Utilize Public Newsletter

Objective 1.5 Educate General Public on role of Criminal Justice

Action Step 1.5.1

Continue to Develop External Relationships

Action Step 1.5.2

Utilize Citizens Academy Alumni

Action Step 1.5.3

Partner with Others to Rebuild Trust in Government

Action Step 1.5.4

Keep Website Current

Goal 2: Internal Efficiencies

Objective 2.1 Training

Action Step 2.1.1

Keep Training Committee Active

Objective 2.2 Paperwork Reduction

Action Step 2.2.1

Maintain Current Records Retention Procedures

Action Step 2.2.2

Complete Inventory of Required vs. Requested Paperwork

Action Step 2.2.3

Coordinate Efforts within Criminal Justice to Reduce Information

Action Step 2.2.4

Identify Electronic vs. Hard Copy Information Needs

Action Step 2.2.5

Obtain Input from Direct Staff on Information Needs

Objective 2.3 Policy & Procedure

Action Step 2.3.1

Review P & P for Corrections

Action Step 2.3.2

Review P & P for Enforcement

Action Step 2.3.3

Develop P & P for Administrative Functions

Objective 2.4 Future Issues

Action Step 2.4.1

Accreditation

Action Step 2.4.2

Establish Internal Quality Improvement Committee

Objective 2.5 Manpower

Action Step 2.5.1

Analyze Manpower to Determine Future Needs

Action Step 2.5.2

Develop Statements of Need

Goal 3: Internal Communications

Objective 3.1 Internal Operations

Action Step 3.1.1

Communicate Changes / Updates to Employees

Objective 3.2 Financial / Statistical

Action Step 3.2.1

Annual Reports to all Employees

Action Step 3.2.2

Centralize & Standardize Statistical Reporting

Objective 3.3 Events

Action Step 3.3.1

Utilize Central Calendar System to Keep Employees Updated

Action Step 3.3.2

Develop Network within Organization to Report Events

Objective 3.4 External Information

Action Step 3.4.1

Utilize Newsletter & Email to Update Employees

Goal 4: Technology

Objective 4.1 Technology

Action Step 4.1.1

Develop Plan Outlining Needs to Meet Industry Standards

Action Step 4.1.2

Develop Replacement Plan for all Equipment

Objective 4.2 Combined with 4.1

Objective 4.3 Computer Upgrades

Action Step 4.3.1

Maintain Comprehensive List of Computer Equipment

Action Step 4.3.2

Develop Replacement Plan

Objective 4.4 Educate General Public on Need

Action Step 4.4.1

Develop Statements of Need to be Communicated to Public

Action Step 4.4.2

Develop Plan to Take Information to Public

Objective 4.5 Identify Potential Collaborative Partners

Action Step 4.5.1

Identify Groups and Businesses

Action Step 4.5.2

Develop Plan to Collaborate with Partners

Objective 4.6 Develop Contingency Plan / Failure of Current Equipment

Action Step 4.6.1

Identify Areas where Contingency Plans for Equipment Failure are Vital to Operations

Action Step 4.6.2

Develop Contingency Plan for Each Area

Goal 5: Legislative Advocacy

Objective 5.1 Internal Task Force

Action Step 5.1.1

Monitor Legislative Activity

Action Step 5.1.2

Meet w/ Elected Officials to Advocate for Needed Changes

Objective 5.2 Develop Position Statements on Priority Issues

Action Step 5.2.1

Retirement

Action Step 5.2.2

Sentencing Laws in Relationship to Crimes Committed

Action Step 5.2.3

Closure of State Facilities

Action Step 5.2.4

Unfunded Mandates

Objective 5.3 Solicit Help of Elected Officials in Educating Public on Criminal Justice Needs

Action Step 5.3.1

Identify and Make Contact with Individuals

Action Step 5.3.2

Develop Network of Support

Action Step 5.3.3

Identify Information and Issues to Target