

**MEDAL OF MERIT
COMMUNITY SERVICE OFFICER RYAN BERLETH
2015**

On September 1, 2015, we went live on a new, all-inclusive electronic system for handling all aspects of the operations within the PD. In one day all operations with regard to report writing, CAD, property and evidence handling, mobile computer terminal functionality and even taking and uploading evidentiary photographs changed from the way we did things the previous day. Ryan Berleth, as a field report taker and a person qualified to answer phones in dispatch, had to learn both roles' new responsibilities within Spillman.

Every employee was sent through the appropriate training for their role within the Department. Due to his dual roles Ryan had to attend more training sessions than any other employee in the Department. It was clear during these training sessions that Ryan was quick to digest and apply the information.

Ryan gave a refresher course to all of the briefings that were conducted the first week to ensure everyone had a base understanding of the system. When called upon to remain available and assist the officers in completing their entries and reports in Spillman, Ryan quickly agreed and performed well in that role. He even stepped up and wrote and trained our staff on the reference materials.

Ryan has remained our most advanced user within the Department. He has since continued to participate in writing additional procedural guides for the system and has just completed updating all of those for incorporation into an overall reference guide for new and existing employees.

Ryan took the role of trainer and is well-respected for the way he handles the role. He is seen as a resource throughout the Department on this system. He went well above his normal job duties which is why he is deserving of the Medal of Merit.

Todd D. Elgin
Chief of Police