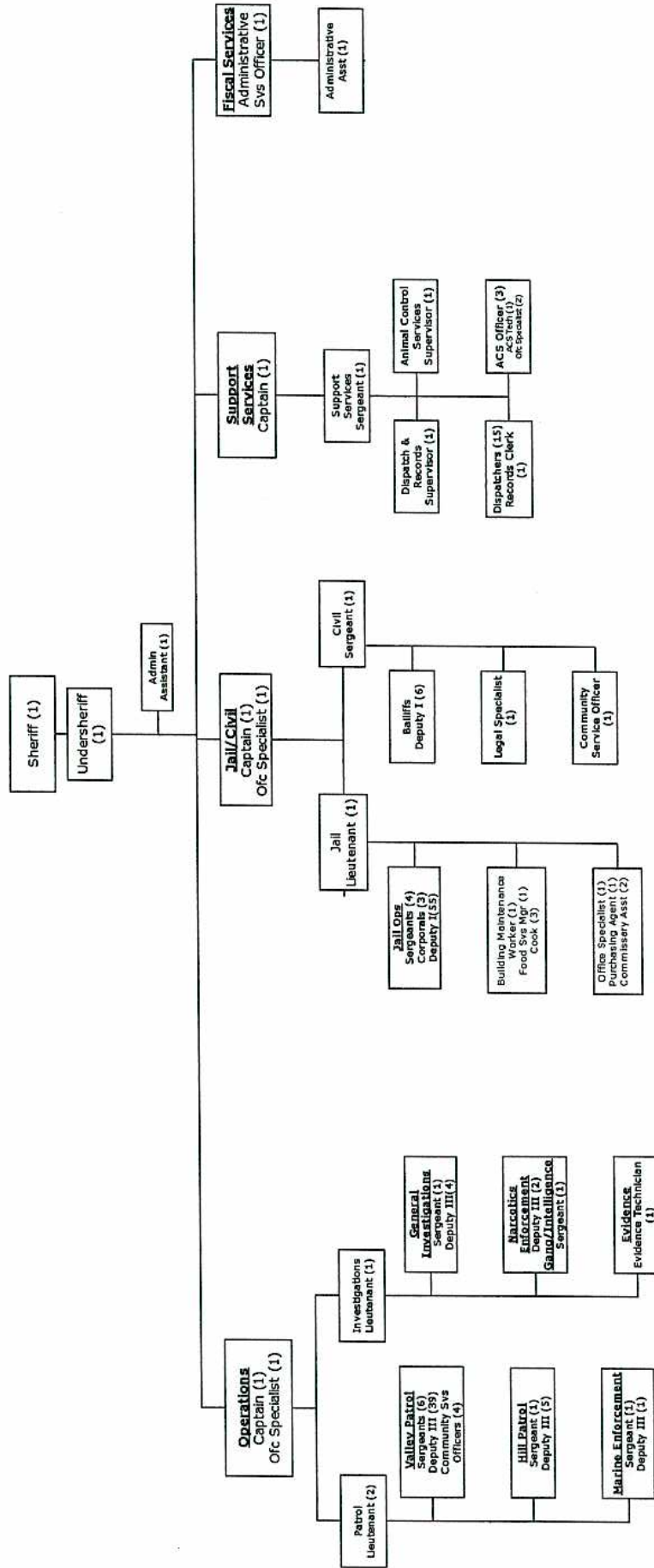


Yuba County Sheriff's Department Organizational Chart



SHERIFF

<u>Sheriff</u>	Budget	Requested	Recommend	Change
Budget Category	2006/07	2007/08	2007/08	(Col 3-Col 1)
APPROPRIATIONS				
Salaries & Benefits	\$7,735,928	\$8,079,546	\$8,079,546	\$343,618
Svs & Supplies	\$2,001,857	\$1,951,216	\$1,951,216	-\$50,641
Other Charges	\$2,000	\$2,000	\$2,000	\$0
Fixed Assets	\$149,530	\$43,800	\$43,800	-\$105,730
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	-\$136,985	-\$136,958	-\$136,958	\$27
A-87 Charges	\$649,874	\$638,896	\$638,896	-\$10,978
Total Appropriations	\$10,402,204	\$10,578,500	\$10,578,500	\$176,296

REVENUES

Fed/State Revenue	\$2,869,051	\$2,862,473	\$2,862,473	-\$6,578
Grant Revenue	\$70,000	\$15,000	\$15,000	-\$55,000
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$1,175,570	\$1,155,330	\$1,155,330	-\$20,240
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$6,287,583	\$6,545,697	\$6,545,697	\$258,114
Total Revenues	\$10,402,204	\$10,578,500	\$10,578,500	\$176,296

<u>Sheriff-Boat Grant</u>	Budget	Requested	Recommend	Change
Budget Category	2006/07	2007/08	2007/08	(Col 3-Col 1)
APPROPRIATIONS				
Salaries & Benefits	\$204,828	\$205,028	\$205,028	\$200
Svs & Supplies	\$24,796	\$25,615	\$25,615	\$819
Other Charges	\$0	\$0	\$0	\$0
Fixed Assets	\$0	\$0	\$0	\$0
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	\$0	\$0	\$0	\$0
A-87 Charges	\$0	\$0	\$0	\$0
Total Appropriations	\$229,624	\$230,643	\$230,643	\$1,019

REVENUES

Fed/State Revenue	\$0	\$0	\$0	\$0
Grant Revenue	\$140,905	\$166,131	\$166,131	\$25,226
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$88,719	\$64,512	\$64,512	-\$24,207
Total Revenues	\$229,624	\$230,643	\$230,643	\$1,019

<u>Sheriff-Standards & Trng</u>	Budget	Requested	Recommend	Change
Budget Category	2006/07	2007/08	2007/08	(Col 3-Col 1)
APPROPRIATIONS				
Salaries & Benefits	\$0	\$0	\$0	\$0
Svs & Supplies	\$0	\$39,610	\$39,610	\$39,610
Other Charges	\$0	\$0	\$0	\$0
Fixed Assets	\$0	\$0	\$0	\$0
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	\$0	\$0	\$0	\$0
A-87 Charges	\$0	\$0	\$0	\$0
Total Appropriations	\$0	\$39,610	\$39,610	\$39,610

REVENUES				
Fed/State Revenue	\$0	\$39,610	\$39,610	\$39,610
Grant Revenue	\$0	\$0	\$0	\$0
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$39,610	\$39,610	\$39,610

<u>Sheriff-Animal Control</u>	Budget	Requested	Recommend	Change
Budget Category	2006/07	2007/08	2007/08	(Col 3-Col 1)
APPROPRIATIONS				
Salaries & Benefits	\$364,650	\$385,354	\$385,354	\$20,704
Svs & Supplies	\$268,348	\$272,970	\$272,970	\$4,622
Other Charges	\$0	\$0	\$0	\$0
Fixed Assets	\$4,000	\$0	\$0	-\$4,000
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	-\$83,000	-\$83,000	-\$83,000	\$0
A-87 Charges	\$0	\$0	\$0	\$0
Total Appropriations	\$553,998	\$575,324	\$575,324	\$21,326

REVENUES				
Fed/State Revenue	\$0	\$0	\$0	\$0
Grant Revenue	\$0	\$0	\$0	\$0
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$140,000	\$150,000	\$150,000	\$10,000
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$413,998	\$425,324	\$425,324	\$11,326
Total Revenues	\$553,998	\$575,324	\$575,324	\$21,326

<u>Sheriff-Auto Service</u>	Budget	Requested	Recommend	Change
Budget Category	2006/07	2007/08	2007/08	(Col 3-Col 1)
APPROPRIATIONS				
Salaries & Benefits	\$0	\$0	\$0	\$0
Svs & Supplies	\$408,062	\$457,949	\$457,949	\$49,887
Other Charges	\$47,986	\$18,570	\$18,570	-\$29,416
Fixed Assets	\$206,500	\$352,100	\$352,100	\$145,600
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	-\$661,500	-\$829,000	-\$829,000	-\$167,500
A-87 Charges	-\$1,048	\$381	\$381	\$1,429
Total Appropriations	\$0	\$0	\$0	\$0
REVENUES				
Fed/State Revenue	\$0	\$0	\$0	\$0
Grant Revenue	\$0	\$0	\$0	\$0
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0

Operations Division

Program Description

Public safety is the highest priority in any community. The Yuba County Sheriff's Department is committed to providing our citizens with the highest standard of service possible. We recognize and embrace this responsibility. We know this is only accomplished through developing strong relationships between the Sheriff's Department and the community we serve. It is our mission to be responsive to the needs of our citizens, while at all times remaining professional.

The Sheriff is charged with enforcing state and local laws within the unincorporated areas of Yuba County. The Operations Division is one of three divisions that comprise the Sheriff's Department. The functions of the Operations Division are varied, and include:

- ✓ Patrol Unit
- ✓ Investigations Unit
- ✓ Narcotics Task Force
- ✓ Marine Enforcement
- ✓ Technical Search and Rescue
- ✓ Crisis Negotiations
- ✓ Coroner / Public Administrator
- ✓ Canine Program
- ✓ Gang Task Force
- ✓ STARS Volunteer Program
- ✓ Sheriff's Reserve Program
- ✓ Sheriff's Cadet Program
- ✓ Sheriff's Posse Program
- ✓ Sheriff's Aero Squadron

The Sheriff's Department provides law enforcement services to the unincorporated areas of Yuba County. We serve approximately 55,000 people. The Department's main office is located in Marysville. We also operate substations in West Linda, Olivehurst, District 10 and Brownsville.

The Patrol Unit serves the needs of the community by responding to a variety of calls for service, conducting criminal investigations, taking reports, enforcing laws, and protecting citizens and their property. The Patrol Unit is divided into Valley Patrol and Foothill Patrol. The Valley Patrol operates from our main office and serves the more populated areas of the county south of Marysville. The Foothill Patrol serves the more sparsely populated communities in the foothills northeast of Marysville.

The Investigations Unit investigates more serious crimes such as homicides, robberies, burglaries, serious assaults, and sex crimes. The unit aggressively tracks registered sex offenders to ensure they comply with registration requirements. The unit is also responsible for investigating missing person cases.

The Sheriff's Department is a committed member of the multi-agency Narcotics Enforcement Team (Net-5). This unit is responsible for investigating the manufacturing, sales and use of narcotics in the Yuba-Sutter area.

The Marine Enforcement Detail is responsible for patrolling and enforcing boating regulations on the lakes and rivers in Yuba County. These include Bullards Bar Reservoir, Collins Lake, Englebright Lake, Camp Far West Lake, and the Yuba and Feather Rivers.

Our Technical Search and Rescue Team are trained to perform search and rescue missions on both land and water. They are equally adept at swift water rescue and land-based missions. Our team is highly recognized as one of the best trained and capable teams of its kind in the north state.

Our crisis negotiators are especially skilled at resolving highly volatile incidents to a peaceful resolution. They often work in tandem with special technical and weapons teams.

The Coroner / Public Administrator component of the Sheriff's Department investigates all deaths that occur within the County to determine the cause and manner of death ensure notification is made to the family, and ensure personal property is protected until it is properly relinquished.

Our canine program currently has one dog fully trained and on patrol. It is available for call out when not on duty. It is cross-trained in both personal protection and search skills.

The Sheriff's Department is a member of a multi-agency gang task force made up of representatives from law enforcement agencies in the Yuba-Sutter area. Task force members combine resources to combat criminal street gangs throughout Yuba and Sutter Counties.

The Sheriff's Department has several auxiliary and volunteer programs designed to support our full time staff. These groups include the Sheriff's Team of Active Retired Seniors (STARS), Sheriff's Reserves, Sheriff's Cadets, Sheriff's Posses and Sheriff's Aero Squadron.

Major Accomplishments FY 2006/07

- ✓ The Sheriff's Department, along with the Marysville Police Department, Wheatland Police Department, Yuba County Office of Emergency Services, Yuba County Health Department, and both County and City Fire Departments completed the Mobile Command Vehicle project. This multi-agency command and communications vehicle will serve all of Yuba County in emergencies, major incidents, and community events.
- ✓ Increased staffing to the Patrol Unit and Narcotics Task Force.
- ✓ We brought on line a mobile crime scene processing van to further enhance our crime scene investigation capabilities.
- ✓ We added members to our crisis negotiations team, bringing the team total to four.
- ✓ We opened a substation in the new fire station built in the Plumas Lake area.
- ✓ We implemented a multi-agency task force aimed at targeting underage drinking and underage drinking and driving in the Yuba-Sutter area.
- ✓ We have continued our aggressive sexual offender registration program to ensure sexual offenders comply with registration requirements.

- ✓ We completed several community oriented projects designed to improve the quality of life in our community.
- ✓ We implemented a full time gang enforcement unit as part of our Investigations Unit. This team will allow us to focus resources exclusively on criminal street gangs.
- ✓ We continued our involvement in YSAGE – a multi agency law enforcement task force focused on combating criminal street gangs.
- ✓ We continued our involvement in VSET – a multi agency law enforcement task force designed to investigate and address vehicle thefts and related criminal offenses.

Major Goals FY 2007/08

- ✓ We hope to expand our newly implemented gang enforcement unit.
- ✓ We will continue to develop our crime scene investigation capabilities through specialized training, improved technology, and dedicating personnel.
- ✓ We hope to expand our crime prevention efforts through updated literature, community meetings, and special projects.
- ✓ We intend on expanding our canine program by adding at least two additional canine teams.
- ✓ We will research the feasibility of developing a department special weapons and tactics team.
- ✓ We hope to expand training opportunities for our employees to help develop their skills and knowledge.
- ✓ We intend on increasing patrol coverage in rural and sparsely populated areas.
- ✓ We will develop a comprehensive staffing plan that will identify current needs as well as plan for future growth.
- ✓ We will develop a strategic plan focusing on such areas as retention, recruitment, succession planning, policing strategies, equipment needs, and administrative functions.

Support Services Division

Program Description

The Sheriff is required by State law to enforce State and local laws and ordinances within the County of Yuba.

Major Program Responsibilities:

The Support Services Division of the Yuba county Sheriff's Office is responsible for a variety of programs and services. The programs and services include:

- ✓ Communications
- ✓ Records
- ✓ Animal Care Services (ACS)
- ✓ Technical Support
- ✓ Vehicle Maintenance
- ✓ Special Projects
- ✓ Training
- ✓ Recruitment

The Sheriff's Office Support Services Division is responsible for providing support service to units and divisions within the Department.

The Communications Unit answers emergency telephone calls and provides radio dispatching services for the Yuba County Sheriff's Office, Wheatland Police Department, ambulance services, four county-wide fire agencies and California Division of Forestry. The Unit also coordinates quality assurance for the California 9-1-1 Emergency Telephone System.

The Records Unit is responsible for maintaining an extensive records section, which includes criminal arrest warrants, criminal reports, permits, criminal arrest records, crime statistics, Live Scan fingerprinting, and a variety of other documents. In addition, the Unit provides mandated data collection for domestic violence orders and the data integrity of the 9-1-1 databases. The record clerk is usually the first point of contact for citizens who come into the Sheriff's Office.

The Animal Care Services Unit is responsible for the regulation and enforcement of laws dealing with animals within the unincorporated areas of the County, and within the incorporated cities under contract as well as running the Animal Shelter.

The Technical Support Unit is an ongoing cooperation with the County Information Technology Department. The individuals assigned to the Sheriff's Office are responsible for the daily operation of computers and the computer programs associated with the Sheriff's Office.

The Vehicle and Facility Maintenance Unit assists in the procurement of vehicles for all three Divisions, maintains the Sheriff's Office fleet (Maintenance, repairs, and service), and provides building maintenance for the main Sheriff's Office, substations, and range facility.

The Special Projects sections assists with any Sheriff's Office project which may affect any of the three Divisions or which may require a coordinated approach with other Yuba County Departments or outside agencies.

The Training Unit identifies, schedules, coordinates, and maintains the records for training for all Divisions of the Sheriff's Office.

The Recruitment Unit assists the three Divisions of the Sheriff's Office with their personnel needs including coordination with the Yuba County Personnel Department to recruit personnel for openings as well as attending job fairs, updating job classification data, and assisting any needs to make the Sheriff's Office employees careers more productive.

Major Accomplishments FY 2006/07

- ✓ Continued planning for Dispatch upgrade utilizing existing funding and State of CA enhanced 9-1-1 funding in excess of \$400,000. This planning had been part of the Yuba County Sheriff's Office 1st and 3rd floor remodeling project but was changed to reflect updated site location and is partially incorporated in new site design.
- ✓ Continued planning for the off-site remodel of a new Sheriff's Office facility
- ✓ Implemented an automated answering service for non-emergency calls directed to the Emergency Communications Center
- ✓ Completed the purchase and implementation which enhanced communications with the Foothill JPA Fire Agencies for interoperability in times of emergencies.
- ✓ Continued to aggressively recruit Emergency Dispatcher, Deputy III, and Deputy I vacancies
- ✓ Purchased and outfitted a total of 8 new and used vehicles for the Operations, Jail, and Detective Units.
- ✓ Continued installation in new Patrol vehicles of the GPS (Global Positioning System) hardware which enhances Dispatch and Operations coverage in conjunction with the MDT's (Mobile Data Transmitters). This technology includes "Looking Glass" (Dispatch) and "Mobile Mapping" (Patrol MDB's).
- ✓ Installed 4 new computers in the Communications/Dispatch unit with "quad" mount monitor systems which will allow more user friendly viewing of multiple screens.
- ✓ Attended 9 Job Fairs/recruitment fairs in local community.
- ✓ Provided in-house and POST certified training for over 60 Operations and Support Services Division Peace Officers to bring all into compliance with departmental and POST requirements.
- ✓ Obtained and installed a new Live Scan fingerprint machine in the Sheriff's Records Unit.

Major Goals and Objectives FY 2007/08

- ✓ Complete YCSO new facility planning for new Sheriff's facility
- ✓ Complete Dispatch and Records remodel/upgrade
- ✓ Complete new "online" departmental manual
- ✓ Examine feasibility of Animal Control contract with the Cities of Wheatland and Marysville.
- ✓ Examine feasibility of Marysville PD contract to provide Dispatch services
- ✓ Maintain high level of training for sworn and non-sworn personnel
- ✓ Examine upgrades to Miller Day Hall and range
- ✓ Examine feasibility of in-car digital surveillance/monitoring systems
- ✓ Continue to install "Looking Glass"/Mobile Mapping GPS in-car systems program

- ✓ Examine feasibility of modifying the Patrol MDB computer system(s)
- ✓ Continue to purchase and upgrade handheld radios in an effort to reduce repair costs, replace old equipment, and comply with FCC rules and regulations as well as Project 25 compliance.
- ✓ Complete detailed recruitment and retention plan
- ✓ Continue and improve department training plan reference both in-house and POST certified courses
- ✓ Work towards a more efficient and trackable “work-order” system with County Information Technology Department
- ✓ Develop new graphics package for marked patrol vehicles
- ✓ Examine feasibility of records scanning software
- ✓ Review the current Field Based Reporting system and examine other products for comparison

JAIL

Budget Category	Budget 2006/07	Requested 2007/08	Recommend 2007/08	Change (Col 3-Col 1)
APPROPRIATIONS				
Salaries & Benefits	\$5,034,290	\$5,199,152	\$5,199,152	\$164,862
Svs & Supplies	\$1,878,975	\$1,840,023	\$1,840,023	-\$38,952
Other Charges	\$0	\$0	\$0	\$0
Fixed Assets	\$47,400	\$96,365	\$96,365	\$48,965
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	-\$3,000-	\$5,000-	\$5,000	-\$2,000
A-87 Charges	\$1,023,648	\$907,482	\$907,482	-\$116,166
Total Appropriations	\$7,981,313	\$8,038,022	\$8,038,022	\$56,709

REVENUES

Fed/State Revenue	\$19,000	\$28,000	\$28,000	\$9,000
Grant Revenue	\$0	\$0	\$0	\$0
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$3,434,637	\$3,520,605	\$3,520,605	\$85,968
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$4,527,676	\$4,489,417	\$4,489,417	-\$38,259
Total Revenues	\$7,981,313	\$8,038,022	\$8,038,022	\$56,709

Program Description

The Sheriff has the responsibility to operate the county jail. The Yuba County Jail staff is charged with maintaining the safe and secure confinement of persons placed in their custody. In addition, the jail houses federal immigration detainees on a contract basis to generate revenue for the county. The jail also provides programs for inmates to facilitate their rehabilitation and successful reintegration into the community upon release.

Program Responsibilities

The county jail currently houses approximately 380 prisoners. On average, 220 prisoners are county prisoners and the remaining 160 prisoners are INS detainees. The county prisoner population is made up of those who are sentenced to county jail and those who are pre-trial and who have not yet been sentenced. The jail provides a necessary link in the criminal justice system. There are numerous programs operating within the facility including medical, kitchen, exercise, commissary, visiting, law library, inmate education, work programs, work furlough program, weekender program, and inmate classification. The jail operates under the guidelines set forth in Title 15 of the California Code of Regulations.

Major Accomplishments FY 2006/07

The jail staff performed its mission in an exemplary manner in 2006-2007. There are 55 Deputy I positions allocated to the jail. At the time this report was prepared, (March 2007), there were four Deputy I vacancies. The average number of vacant Deputy positions during the past year was 7.4 per month. The high vacancy rate contributed to staff working substantial overtime the past year. The experience level for a Deputy I is approximately 37 months which is up from 36 months last year. Two years ago the average experience level of a deputy was 40 months of service. The relatively young and new work force has brought excellent work ethics, energy and positive morale to the organization.

The jail staff continues to work a schedule where two watches work eight-hour shifts and a third watch

works a ten-hour shift. This schedule which was implemented in February 2002 allows an overlap and permits daily training and briefings on each shift

Emphasis continues to be placed on offering rehabilitative training to inmates. Vocational training is offered in janitorial services, construction, and life skills. Other programming includes alcohol and drug counseling, GED, anger management and stress management.

The jail produces revenue with the majority of it coming from the renting of surplus bed space to Immigration and Custom's Enforcement, (ICE) for the housing of federal immigration prisoners. Revenues decreased from 3.9 million in 2005 to 3.4 million in 2006. As county prisoner populations grow, there will be a decrease in available bed space to rent which will adversely impact revenues. The county should be aware of this and anticipate that these revenues will decrease over time.

Major Goals and Objectives FY 2007/08

- ✓ Continue the safe, humane, secure and efficient operation of the county jail.
- ✓ Continue to maximize revenues through the rental of excess bed space.
- ✓ Continue the hiring, training and development of jail staff with the goal of having a stable, skilled, and motivated work force.
- ✓ Increase the level of supervision and leadership in the jail by adding one Correctional Sergeant and one Correctional Corporal.
- ✓ Approval of a staffing plan that adequately addresses the current personnel needs for the division.
- ✓ Minimize exposure to liability through system development, policy improvement and risk management.

Pending Issues

- ✓ Staffing remains the single most critical issue. It will continue to be a goal to fill our vacant positions with qualified individuals and train them properly.

Civil Unit

Program Description

The Sheriff has the responsibility to serve civil processes and execute certain civil actions. There are a wide variety of processes served from the simple subpoena to the more complex civil actions such as garnishments, evictions, bank levies, personal property levies and real property levies. The civil office serves or enforces approximately 6,000 civil actions per year. The office is conveniently housed on the second floor of the courthouse in close proximity to the courts.

Major Program Responsibilities

The civil personnel take in civil actions and processes at the public counter or via the mail. They set up and track each action via a specialized civil computer system. The system also tracks monies held in trust or collected as fees. The department employs a community service officer who work as process servers and who serve the majority of actions. The patrol personnel assist with process service in the outlying areas of the county and when night service is required. The civil function is governed by law established in the Civil Code and the California Code of Civil Procedures. California State Sheriffs Association also publishes a comprehensive Sheriff's Civil Procedures manual that serves as a guideline in performance of these duties.

Major Accomplishments FY 2006/07

The Civil Unit maintained a high level of public service in 2006-2007. Turnaround time on civil processes were acceptable. The staff has remained responsive to those members of the public requiring civil process service.

Major Goals and Objectives FY 2007/08

The civil unit will strive to maintain excellent service to the public while minimizing the turnaround service time for civil actions. The Civil Sergeant will retire this year and appointing his successor and training that successor will be of utmost importance.

Pending Issues

Selection of and training of a Civil Sergeant.