

Sheriff-Coroner

Steve Durfor – Sheriff-Coroner

108-2700	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	9,830,492	10,168,321	337,829
Services and Supplies	1,973,168	1,907,163	(66,005)
Other Charges	1,017,058	546,182	(470,876)
Fixed Assets	8,500	0	(8,500)
TOTAL EXPENDITURES	12,829,218	12,621,666	(207,552)
REVENUE			
Fed/State	2,552,000	2,422,000	(130,000)
Grant	50,000	150,000	100,000
Realignment	140,000	140,000	0
Fees/Misc	2,126,500	1,993,204	(133,296)
TOTAL REVENUE	4,868,500	4,705,204	(163,296)
FUND BALANCE	475,000	475,000	0
NET COUNTY COST	7,485,718	7,441,462	(44,256)

Program Description

The Operations Division of the Sheriff's Department is comprised of many different functions that are all dedicated to serving the citizens of Yuba County.

- Valley and Foothill Patrol
- Investigations Unit
- Narcotics Task Force
- Gang Enforcement
- Marijuana Eradication Team
- Sexual Offender Program
- Coroner
- Crime Prevention
- Reserve Deputy Program
- Men's & Women's Posses
- Property & Evidence System
- Technical Search and Rescue
- Special Weapons & Tactics (SWAT)
- Crisis Negotiations Team

- Canine Program
- Field Training Program
- Public Administrator
- STARS Volunteer Program
- Cadet Program
- Aero Squadron

Patrol Operations is the largest unit in the Operations Division and provides around-the-clock service to more than 60,000 residents in the unincorporated areas of the County. Patrol Operations is divided between Valley Patrol and Foothill Patrol. Valley Patrol operates from our main office in Marysville and serves those areas south and immediately north of the city of Marysville. Foothill Patrol operates primarily from our Brownsville Substation and serves the foothill communities northeast of Marysville.

- The **Investigations Unit** investigates the more serious and complex crimes.

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Detectives are specially trained at interviewing, interrogating, report writing and crime scene processing. Most felony crimes are investigated by this unit, including homicides, robberies, burglaries, serious physical assaults and sexual assaults.

- The Sheriff's Department has its own internal **Gang Enforcement Unit** that is a component of the Investigations Unit. It focuses on problems associated with criminal street gangs. The Sheriff's Department also participates in a multi-agency Yuba-Sutter Gang Enforcement team, or YSAGE. This task force combines the resources of local law enforcement agencies to take a multi-jurisdictional approach to gang enforcement.
- The Sheriff's Department is a long-time member of a multi-agency narcotics task force called **Net-5**. The task force serves the Yuba-Sutter area and includes officers from the Yuba and Sutter County Sheriff's Departments, Yuba City Police Department, California Highway Patrol, Sutter County Probation Department and Sutter County District Attorney's Office. Net-5 is divided into two main components. The first is to investigate the manufacturing, sales, and use of illegal narcotics. The second is to address criminal street gang activity.
- Our **Marijuana Eradication Team, or METYU**, investigates the illegal cultivation, sales, and possession of marijuana. The team is comprised of members from both Patrol and Investigations. The illegal cultivation of marijuana for profit is an escalating problem throughout California and this team stays busy combating the problem in Yuba County.
- The Sheriff's Department is very proactive in its approach to monitoring

sexual offenders who work or reside in Yuba County. Offenders are required to register with the department. Our **Sexual Offender Program** uses that information to aggressively monitor the registrants and ensure they comply with all legal requirements.

- Our **Technical Search and Rescue Team** is responsible for coordinating search and rescue operations in Yuba County. They are also available for mutual aid requests within the region. Team members are trained in swift water rescue, underwater rescue and recovery, and land-based operations. The team is well equipped with some of the latest and most effective equipment to allow them to handle any type of terrain.
- The **Special Weapons and Tactics Team, or SWAT**, is comprised of highly trained and skilled members of the Yuba County Sheriff's Department and Marysville Police Department. Their primary responsibility is to respond and assume control of high risk incidents such as barricaded subjects, hostage situations, active shooter incidents, and the execution of dangerous arrest and search warrants. The **Crisis Negotiations Team** is a component of SWAT. Negotiators are specially trained to negotiate highly volatile situations to a peaceful resolution. They work in tandem with the tactical component of SWAT.
- The **Coroner** and **Public Administrator** functions for Yuba County are combined with the Sheriff's Department. The Coroner has the responsibility to investigate the cause and manner of all deaths. The Public Administrator functions focus on the administration of personal estates when there is no executor or other

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- person qualified or willing to serve as administrator of the estate.
- The Sheriff's Department has a very active **Canine Program**. We currently have three active canine teams assigned to Patrol. They are a valuable resource and assist with building searches, criminal apprehension, search and rescue operations, crowd control, community events, SWAT operations and personal protection. We have some of the most highly decorated and well trained canine teams in the State.
- Newly hired patrol deputies are first assigned to the **Field Training Program**. This 16-week program is divided into four phases. Each phase is designed to provide instruction in the various aspects of patrol work. Recruits are evaluated daily. Successful completion of the program is mandatory before a deputy can work in a solo capacity.
- **Crime Prevention** programs are an essential component in combating crime and serving our community. We embrace the philosophy that it is better to prevent a crime than to investigate one. The Sheriff's Department has numerous programs committed to educating and working with the community. Establishing partnerships with our citizens is the most effective way to address crime and other community issues.
- The Sheriff's Department has an extensive **Property and Evidence System**. Each year thousands of items pass through this system. They are received, categorized, stored and disposed of in accordance with the law. Properly processing evidence is a key part to the chain of custody that leads to the successful resolution of criminal cases and the safe handling of personal property.

- The Sheriff's Department has a number of auxiliary and volunteer programs dedicated to supporting our full time staff and to serving the public. Each group serves a unique purpose. These groups include the **Sheriff's Team of Active Residents in Service (STARS)**, **Sheriff's Reserve Program**, **Sheriff's Cadet Program**, **Sheriff's Posse Program** and **Sheriff's Aero Squadron**.

The **Support Services Division** is one of three Divisions within the Yuba County Sheriff's Department. The Division is comprised of a variety of programs and services. As the name implies, the Division provides support for all the Units and Divisions with the Sheriff's Department. It ensures the backbone and the infrastructure of the Department is in place to allow the Department to serve the public.

The **Communications Unit** is responsible for all emergency 911 services, non-emergency business calls, and radio dispatching for the Yuba County Sheriff's Department, Wheatland Police Department, ambulance services and four fire agencies plus the California Department of Forestry. The Unit is staffed 24/7.

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 host of other documents. The Unit also provides mandated data collection for domestic violence restraining orders and a variety of State mandated statistics.

The **Sheriff's Work Alternative Program (SWAP)** was instituted in the 3rd quarter of 2011 after California Assembly Bill 109 was passed. SWAP is run through the Support Services Division and it has one full-time Deputy Sheriff I (SWAP Coordinator) assigned to screen sentenced inmates, place inmates into work

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and training programs, and monitor the work release of sentenced inmates.

The Sheriff's Department took over the **Adult Offender Work Program (AOWP)** from the Yuba County Probation Department after AB109 was passed in 2011. One Sheriff's Community Services Officer (CSO) oversees the day-to-day direct supervision of up to eight AOWP workers. This CSO works closely with the SWAP Coordinator to ensure that workers are fulfilling their assigned tasks/work hours as ordered by the Yuba County Superior Court.

The **Technical Support Unit** works in collaboration with the County Information Technology Unit to provide continued upkeep, upgrade and replacement of the assorted computer programs and equipment used throughout the Department. Instant and reliable access to information is vital to the Sheriff's Department so professional technical support is a key component to our operation.

The **Training Unit** manages internal training efforts through daily training bulletins, roll call training programs and regular in-house training in perishable skills. Additionally, they manage an effective program to send personnel to specialty training using funds reimbursed by the California Peace Officer Standards and Training Program.

Recruitment is a continuous effort as we seek the best available applicants for the Yuba County Sheriff's Department. Working alongside the County's Personnel Department, we coordinate recruitment efforts through job fairs and other marketing programs.

The **Crime Analysis Unit (CAU)** provides a systematic and analytical process designed to provide timely and pertinent data relative to crime patterns and trends. This information gives operations and administrative staff the information they need to efficiently and

effectively plan and deploy resources toward the prevention and suppression of criminal activities and criminal investigations.

The Sheriff's Department operates and manages a large **vehicle fleet**, and this requires close and constant monitoring. We are responsible for all vehicle purchases, maintenance, service and repairs.

Accomplishments FY 2015-2016

- Our Canine Team added a narcotics detection dog to its ranks, enabling the Sheriff's Department to expand our ability to search for illegal narcotics.
- Marijuana Eradication Team was very successful combating the illegal cultivation and sales of marijuana.
- Maintained a productive CompStat program that analyzes criminal activity to provide staff with important information to focus resources.
- Participated in National Night Out. We were well received in the community and there was a strong participation by the public.
- Continued crime prevention efforts, including distribution of crime prevention literature, numerous community events, neighborhood watch meetings, child fingerprint registration and volunteer patrols.
- Continued our coordination with local farmers for crime prevention and theft awareness.
- Conducted a strong sexual offender compliance program.
- Maintained strong and active auxiliary programs.
- Successful prosecution of several serious felony investigations.
- Construction of the new Sheriff's facility was started and is ongoing.

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- Began implementation of a radio communications project to enhance radio coverage throughout the County.
- Purchased new jet skis for the Marine Enforcement Team.
- Continued with the replacement of Patrol Unit mobile PC's/all-in-one computers for new vehicle builds.
- Replaced multiple Sierra Wireless modems for patrol vehicle to replace older units and enhance connectivity.
- Continued to provide fleet maintenance in coordination with the STARS (Sheriff's Team of Active Residents in Service) program.
- Completed build and equipment purchases for the "Forensics Examination Lab," which allows a place where all examination of computer/cell phone equipment can take place.
- Completed forensic examination and evidence capture on 27 hard drives, including computers, laptops, and tablets. Completed forensic examination of 104 cell phones. These forensic investigations were conducted based on requests from YCSO Investigations Unit, YCSO Patrol Division, Yuba County Probation Department, State of CA Parole, NET-5 and the Yuba County District Attorney's Office.
- Provided internal training and records management for staff as well as scheduling 2,300 hours of POST certified training for sworn personnel.
- The room behind the Sheriff's Main Lobby window was reconstructed for use of the sex and drug offender registration.
- The old Records room and Dispatch center were remodeled and now house the Patrol Deputy area and Patrol Sergeants Office.
- Continued successfully working out of the new "Day Reporting Center," which houses the Sheriff's Work Alternative Program (SWAP), Adult Offender Work Program (AOWP) and some Yuba County Probation programs.
- Support Services assisted all divisions of the Sheriff's Office with IT related issues. This includes over 2,200 assists/work orders with problems directly related to computers, computer accessories, software and phone problems.
- Continued with the third full year implementation of the AB109 programs, including the SWAP and AOWP programs, by staffing two positions and continuing development of policies and procedures for the program.
- The SWAP and AOWP continued to provide outstanding services by using sentenced inmates to perform beneficial work and provide beneficial work/life experience for those sentenced.
- The SWAP provided alternative sentences for 49 Yuba County inmates during the calendar year.
- The SWAP maintained an average of 3 workers at the Animal Care Shelter for the year.
- The SWAP/AOWP handled 320 Yuba County Court referrals for AOWP placement.
- SWAP and AOWP assisted CalTrans with 2,765 hours of work.
- The AOWP provided 7,685 hours (calendar year) of work/clean-up on Yuba County roadways, public access areas and government buildings. These hours were completed by 379 participants.
- The AOWP assisted Linda Fire Department with weed abatement in numerous areas.
- The AOWP assisted with continual maintenance and upkeep on 9 different

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- Yuba County Government Buildings and 13 public places.
- The Crime Analyst completed the Yuba County Employee Development Academy.
- The Crime Analyst was trained to aid in 290 Registration Data Quality Control Auditing.
- The Crime Analyst took over maintenance of the Yuba Sheriff Public Website, completing numerous edits and additions for multiple divisions.
- The Crime Analyst was a participating member in the Northern California Crime and Intelligence Analysis Association and California Crime Analyst Association.
- CAU participated in the Northern California Organized Retail Crime Association, networking with Loss Prevention agents and neighboring law enforcement agencies to combat retail crime in the region.
- CAU provided support to DA Office Investigators and Prosecutors for a high profile jury trial.
- CAU provided support for the Board of Supervisors Marijuana Ordinance Review that began in 2014, supplying citizens and department heads with statistics used in the proceedings.
- All Yuba County Dispatchers are completing CA POST updated training.
- All YCSO personnel continue to receive updated CLETS training as required by law. This training is managed through the YCSO Dispatch staff.
- Dispatch took calls for and utilized the CAD (Computer Aided Dispatch) system to log over 5,800 criminal reports for calendar year 2014.
- Dispatch handled almost 19,000 911 calls.
- Dispatch handled over 67,000 calls for service (including self-initiated calls).
- All Dispatchers maintained monthly proficiency in the County's "Code Red" Emergency Notification System.
- Two "Tactical Dispatchers" received POST certified training and worked directly with the Yuba County SWAT (Special Weapons and Tactics) team.
- The Records Unit, along with its STARS volunteers, logged over 800 Live Scan fingerprints.
- All CLETS Testing for Sheriff's Department personnel was completed where recertification was due. The entire department is in compliance with CA DOJ requirements.
- Maintained a healthy vehicle fleet through additional new patrol car purchases and a stringent maintenance program.
- Began using the County's new mapping system (Vantage Point) and found it a useful tool.

Goals and Objectives

FY 2016-2017

- Develop new strategies for the use of crime analysis.
- Complete construction on the new Sheriff's Department facility.
- Complete our radio communications project.
- Work in partnership with local fire departments and the District Attorney's Office to train new arson investigators.
- Expand our online reporting system to improve its efficiency.
- Participated in the development of a regional officer involved shooting investigative team.
- Continue providing in-house training which meets the POST compliant objectives wherever possible.

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- CA POST training for all peace officers is up-to-date.
 - Continue to work with the Patrol and Detective Units to develop and improve the crime analysis unit to provide even more timely and pertinent information on crime trends and patterns.
 - Continue with upgrading all Department computer-related equipment for the move from Windows XP to Windows 7.
 - Expand SWAP and AOWP programs to encompass additional public agency and non-profit participation so that additional court-ordered work hours and inmates can be involved in the program.
 - Continue training program for two additional Forensic Recovery Evidence Device (FRED) deputies, as well as providing training for cell phone evidence recovery.
 - For the Crime Analysis Unit to continue working closely with the Administration and Operations Staff to develop as much information and statistical data as possible, which will help identify the criminal element and possible methods of operation.
 - Complete training of additional forensic evidence officers.
 - Upgrade and reconfigure the FRED for storage, allowing the technology unit 24 terabytes of storage capacity.
- condition, and staff is spread throughout the building in an inefficient manner. The new Sheriff's facility project is making progress and we are looking for completion during the next fiscal year to address this problem.
- The California Peace Officer's Standard & Training (POST) has historically reimbursed law enforcement agencies for the costs of much of our needed and mandatory training. However, POST has terminated reimbursement of the majority of the courses causing a serious financial hardship to our agency, because the training is still required but the funding is gone for the immediate future.
 - The radio communication system for the Sheriff's Department is in desperate need of upgrade. Current communications to field units is inconsistent, at best, and presents an officer safety issue. An upgrade to this system is part of the new Sheriff's facility project.

Pending Issues/Policy Considerations FY 2015-2016

- The Operations Division continues to function with 12 unfunded positions due to recent budget constraints, creating a hardship on remaining employees.
- The current Sheriff's facility is grossly undersized for our needs, in poor

Sheriff Boat Grant

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101-2701	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	225,488	223,226	(2,262)
Services and Supplies	33,687	35,173	1,486
Other Charges	0	0	0
Fixed Assets	0	0	0
TOTAL EXPENDITURES	259,175	258,399	(776)
REVENUE			
Fed/State	0	0	0
Grant	166,131	166,131	0
Realignment	0	0	0
Fees/Misc	40,000	40,000	0
TOTAL REVENUE	206,131	206,131	0
FUND BALANCE	0	0	0
NET COUNTY COST	53,044	52,268	(776)

Program Description

The **Marine Enforcement Detail** or Boat Patrol, as it is more commonly known, patrols the lakes and rivers of Yuba County. The Unit is staffed year round. The waterways they are responsible for include Bullard's Bar Reservoir, Camp Far West Lake, Englebright Lake, Collins Lake, Lake of the Pines, and the Yuba and Feather Rivers.

- Continued staff training to enhance technical skill.

Goals and Objectives FY 2016-2017

- Prepare for a busier season with the higher water flows.
- Present a water safety class at the OPUD public pool opening.
- Provide water safety to the lakes and rivers in Yuba County.
- Continue to provide water safety courses to the public.
- Continue the training of staff to improve technical skills.
- Participate in the national event program "Operation Dry Water" that focuses on boating under the influence.
- Continue the women's boating education classes.

Accomplishments FY 2015-2016

- Completed the grant process and obtained two new Jetskis for Marine Enforcement and Water Rescue.
- Completed numerous public education presentations to both adults and juveniles.
- Conducted a women's boating education course that covered trailer backing, knot tying and boating laws.

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Standards and Training

	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
133-7800			
EXPENDITURES			
Salaries	0	0	0
Services and Supplies	39,145	39,880	735
Other Charges	0	0	0
Fixed Assets	0	0	0
TOTAL EXPENDITURES	39,145	39,880	735
REVENUE			
Fed/State	39,145	39,880	735
Grant	0	0	0
Realignment	0	0	0
Fees/Misc	0	0	0
TOTAL REVENUE	39,145	39,880	735
FUND BALANCE	0	0	0
NET COUNTY COST	0	0	0

Auto Service Fund

	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
151-9400			
EXPENDITURES			
Salaries and Benefits	0	0	0
Services and Supplies	575,000	450,000	(125,000)
Other Charges	(1,170,000)	(770,000)	400,000
Fixed Assets	595,000	320,000	(275,000)
TOTAL EXPENDITURES	0	0	0
REVENUE			
Fed/State	0	0	0
Grant	0	0	0
Realignment	0	0	0
Fees/Misc	0	0	0
TOTAL REVENUE	0	0	0
FUND BALANCE	0	0	0
NET COUNTY COST	0	0	0

Jail

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108-2900	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	7,594,911	8,045,898	450,987
Services and Supplies	2,539,965	2,267,971	(271,994)
Other Charges	193,187	374,015	180,828
Fixed Assets	0	0	0
TOTAL EXPENDITURES	10,328,063	10,687,884	359,821
REVENUE			
Fed/State	23,000	24,000	1,000
Grant	0	0	0
Realignment	1,700,000	2,000,000	300,000
Fees/Misc	4,802,000	4,899,027	97,027
TOTAL REVENUE	6,525,000	6,923,027	398,027
FUND BALANCE	300,000	300,000	0
NET COUNTY COST	3,503,063	3,464,857	(38,206)

Program Description

The Mission of the Yuba County Jail is to provide the safe, efficient, humane, and secure custody of all persons incarcerated. Prisoners are prepared mentally and physically for their successful reintegration into the community. In addition, the jail houses federal immigration detainees on a contract basis to generate revenue for the county.

Program Responsibilities

Last year the county jail housed an average of 393 prisoners, including ICE detainees. The county prisoner population is made up of those who are sentenced to county jail, those serving state prison sentences in the county jail under AB109 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 and the Federal Detention Standards.

Accomplishments FY 2015-2016

The jail staff performed its mission in an exemplary manner in 2015-2016. There are 55 Deputy I positions allocated to the jail. At the time this report was prepared, (April 2016), there is one Sergeant Position vacant with no Deputy I vacancies. The average number of vacant Deputy Positions during the past year was two per month. The workforce was fairly stable with normal attrition. There were 6 new jail officers hired during the year. The workforce continues to be competent, energetic and dedicated to the mission.

Yuba County has been conditionally awarded a \$20 million grant to fund a two-story building that will house medical and mental health beds, as well as additional programming space for the jail. The new facility will be built beside the existing courthouse building.

Training continues to be at the core of development for jail staff. Between daily roll call training, monthly divisional training and state certified training across the region, officers are kept up-to-date on legal standards, the handling of the multiple classes of inmates incarcerated in the facility, use of force issues and specialized training in the handling of subjects with mental health issues. In 2015-2016 the Deputies received an approximate total of 2500 hours of certified training.

The jail produced substantial revenue, with the majority of it coming from the renting of surplus bed space to Immigration and Customs Enforcement (ICE), for the housing of federal immigration prisoners. We continue to operate under the rate of \$75.16 per detainee per day, negotiated in May of 2012. Revenues increased from approximately \$5.3 million in 2014 to approximately \$5.8 million in 2015. The current contract with ICE runs through 2018.

The Jail Command Staff continues to have direct oversight of the facility's medical unit. The medical staff is comprised of one part-time physician, a full-time Family Nurse Practitioner (FNP), 4 full-time licensed Vocational Nurses (LVN), 1 extra-hire (LVN), 4 full-time Medical Assistants (MA) and 3 extra hire (MA). The department will add a fifth LVN to the unit in 2016. The Medical Unit continues to host externs from regional colleges who gain valuable experience in their fields. A civilian full-time Executive Assistant directly supervises the unit. The medical staff is responsible for administering daily medication, handling sick call visits and performing intake medical screenings.

The jail division continued to monitor and improve on the programs initiated in accordance with the realignment legislation of 2011. Thanks to the teamwork of the Community Corrections Partnership (CCP) and the Sheriff's Department Support Services Division, the Sheriff's Work Alternative Program (SWAP), home detention through the use of electronic monitoring devices and valuable rehabilitative programs continued to thrive. In 2015-2016 the Jail added a full-time Licensed Clinical Social Worker (LCSW) to assist those inmates with Mental Health related issues. Additionally, the jail will add a part-time Psychology Technician to the staff, through Sutter/Yuba Mental Health, during calendar year 2016.

Goals and Objectives FY 2016-2017

Continue the safe, humane, secure, and efficient operation of the county jail.

Continue to maximize revenues through the rental of excess bed space.

Prepare prisoners- mentally and physically- for successful reintegration into the community.

Zero escapes and in-custody deaths.

Continue to work with ICE for criminal alien processing and deportation.

Maintain facility and various systems to insure reliability, security, and efficiency.

Continue high standard of training for the division via roll call training, monthly training and off site training. Consider individual officer's training recommendation when developing training plans.

Assess facility systems such as graphic panels and the heating and air conditioning system,

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with consideration of developing a long-range plan that addresses system upgrades.

Continue the upgrade of the facilities camera and communication systems, which began in 2014.

Continue the development of the Correctional Reserve program through recruiting, hiring, and training.

Develop a space plan for the office space in the courthouse that will be vacated by the pending sheriff's office move.

Develop a team to assist in the beginning phases of building the new medical, mental health and programming structure.

Continue to develop instructional programming for the Jail's television/video system that aids in the education and development of the inmate / detainee population.

Assess the vehicle fleet of the transportation unit and, if necessary, develop a plan for transitioning to the replacement vehicles.

Work with the Probation Department to monitor the performance of the County's Pre-Trial Release Program.

defendants who will most likely complete program requirements, appear in court, and not re-offend while awaiting their court appearance.

In terms of facility improvements, the department has begun a renovation of the jail's exercise yard located on the facilities roof. Equipment has been added to the yard and new fencing and walls are planned for 2016.

The facility will soon be in need of replacing the graphic panels that house the controls the deputies use to operate the facilities doors. The current system is dated and the facility will look to upgrade to a more modern design.

There will be continued focus on aesthetic improvements to the facility also. Painting and resurfacing of walls, ceilings, and floors is on-going.

Pending Issues/Policy Considerations FY 2016-2017

Yuba County continues to face economic struggles. The department will continue to monitor and develop its alternative sentencing and rehabilitative programs to prevent jail overcrowding. Simultaneously, the department is continuing to work with the Yuba County Probation Department in operating a Pre-Trial Release Program.

The Pre-Trial Release Program seeks to release defendants, who meet certain criteria, prior to trial. The program uses a system of scientific data and a risk assessment tool to identify those

Court Bailiffs

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108-7400	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	525,920	564,414	38,494
Services and Supplies	5,280	10,434	5,154
Other Charges	3,904	29,313	25,409
Fixed Assets	0	0	0
TOTAL EXPENDITURES	535,104	604,161	69,057
REVENUE			
Fed/State	0	0	0
Grant	0	0	0
Realignment	535,104	604,161	69,057
Fees/Misc	0	0	0
TOTAL REVENUE	535,104	604,161	69,057
FUND BALANCE	0	0	0
NET COUNTY COST	0	0	0

Program Description-Civil Division

The Civil Unit is made up of a Supervising Sergeant, 6 Bailiffs and one Sheriff's Civil Services Associate. The unit has the responsibility to serve civil processes and execute civil actions. There is 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 members of the unit serve the

majority of actions. 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.

Accomplishments FY 2015-2016

The Civil Unit maintained a high level of public service in 2015-2016. Turnaround times on civil processes were acceptable. The staff has remained responsive to those members of the public requiring civil process service.

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Goals and Objectives FY 2016-2017

The civil unit will strive to maintain excellent service to the public while minimizing the turnaround service time for civil actions.

Pending Issues/Policy Considerations FY 2016-2017

The long-time Sergeant who oversees the Civil Unit will be retiring and due to the complex nature of the division, there will be an effort to ensure the successor is well trained in the management of civil operations.

In addition, all members of the unit with direct involvement in civil services will attend new or updated training in civil processes.

Animal Care Services

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101-4400	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	500,430	515,614	15,184
Services and Supplies	336,321	337,796	1,475
Other Charges	(141,302)	(145,541)	(4,239)
Fixed Assets	0	0	0
TOTAL EXPENDITURES	695,449	707,869	12,420
REVENUE			
Fed/State	0	0	0
Grant	0	0	0
Realignment	0	0	0
Fees/Misc	248,000	246,000	(2,000)
TOTAL REVENUE	248,000	246,000	(2,000)
FUND BALANCE	0	0	0
NET COUNTY COST	447,449	461,869	14,420

Program Description

Animal Care Services (ACS) is responsible for the regulation and enforcement of laws dealing with domesticated animals in the unincorporated areas of Yuba County. The animal shelter is located on Feather River Boulevard in Linda. ACS focuses on two main areas: assisting citizens who visit the shelter or who call for assistance and require an officer response, and the care of any and all animals who must be housed in the shelter. ACS also provides a very effective animal adoption program, as well as public outreach programs designed to improve animal care and to find “forever” homes for animals.

- The ACS Officers continued with Animal in Disaster online training, which was offered through FEMA’s Emergency Management Institute.
- ACS continued working with local animal shelters and animal rescue organizations, which allow some adoptable dogs to be transferred to their shelter to find forever homes.
- Decreased overall euthanasias this year, partly through an aggressive adoption policy and use of pet rescue organizations.
- Added additional cat enrichment to rooms A & B.
- Filled Supervisor and Kennel technician open positions.

Accomplishments FY 2015-2016

- Continued to expand our pet adoption and public education outreach programs at Animal Care Services.

Goals and Objectives FY 2016-2017

- Continue training ACS staff on animal disaster rescue procedures.

Animal Care Services

Steve Durfor – Sheriff-Coroner

- Continue to hold periodic rabies clinics in various areas of the County.
- Continue expansion of Animal Shelter programs that benefit the health and well-being of the animals.
- Upgrade the “get-acquainted outdoor area” so people and animals have a place to bond.
- Examine additional roles for volunteers and determine best guidelines.
- Examine ideas for front office security upgrades, including a barrier for front office staff and security cameras.
- Examine ways to expand the secure parking lot for ACS vehicles.
- Examine ways to add more space for horses, goats, and other animals.
- Add storage for feed and equipment.
- Review potential of vehicle mounted computers or tablets and software which would allow calls for service to be viewed as well as the ability to input call disposition from the field.
- Upgrade hand-held radios.
- Upgrade mobile radios as vehicles are replaced.
- Review potential of additional officer and kennel technician positions.
- advanced software, radio, and possibly personnel to upgrade.
- The ACS software program(s) will require enhanced County IT infrastructure if in-car technology is planned.
- Office radios need upgrades.
- The use of Sheriff’s Work Alternative Program participants is not as efficient as the former YCSO Jail Trustee program and requires more staff hours to ensure adequate staffing.
- Office phone system needs upgrading.
- Update internal ACS manual.

Pending Issues/Policy Considerations FY 2016-2017

- ACS non-emergency and emergency calls for service remain high. Staff to call ratio is high.
- Shelter space/animal intake remains extremely high and often requires creative space management.
- The growth potential of Wheatland, Marysville, and the County (and the animal ownership related to that growth) is of future concern.
- ACS dispatching of calls for service and the post-call narratives and reports are not as efficient as they could be and will require

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
SHERIFF					
Salaries & Benefits					
108-2700-422.01-01	REGULAR	5,454,100	5,750,513	6,236,278	6,194,415
108-2700-422.01-03	EXTRA HELP	35,183	33,334	35,000	35,000
108-2700-422.01-04	OVERTIME	417,828	495,995	422,000	425,000
108-2700-422.01-05	HOLIDAY PAY	159,357	176,594	188,239	188,826
108-2700-422.01-07	VACATION PAY	9,579	46,011	0	0
108-2700-422.01-08	SICK LEAVE	2,053	0	0	0
108-2700-422.01-09	SHERIFF RESERVE RIDES	52,869	62,192	55,000	55,000
108-2700-422.02-02	CO SHARE PERS	1,461,655	1,363,045	1,374,132	1,533,731
108-2700-422.02-03	COPST	1,512	1,581	2,000	2,700
108-2700-422.02-04	GROUP HEALTH INSURANCE	989,965	955,632	1,093,710	1,264,371
108-2700-422.02-05	MEDICARE	80,246	84,254	92,112	94,925
108-2700-422.02-06	WORKERS COMP INS	188,644	227,831	286,063	339,640
108-2700-422.02-07	LIFE INSURANCE	2,869	2,998	3,176	3,206
108-2700-422.02-08	UNEMPLOYMENT INS	26,452	0	29,132	17,525
108-2700-422.02-09	RETIREE HEALTHCARE INS	12,948	13,253	13,650	13,982
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*	Salaries & Benefits	8,895,260	9,213,233	9,830,492	10,168,321
Services & Supplies					
108-2700-422.11-00	CLOTHING & PERSONAL	69,916	68,249	67,180	70,540
108-2700-422.12-00	COMMUNICATIONS	64,036	67,542	65,000	65,000
108-2700-422.15-00	INSURANCE	130,199	218,548	235,406	276,658
108-2700-422.17-00	MAINTENANCE/EQUIPMENT	55,680	53,099	56,970	84,460
108-2700-422.18-00	MAINTENANCE/BLDG & IMPROV	2,608	1,876	1,785	1,785
108-2700-422.20-00	MEMBERSHIPS	4,628	4,593	5,050	5,050
108-2700-422.22-00	OFFICE EXPENSE	47,054	41,556	55,000	55,000
108-2700-422.23-00	PROFESSIONAL SERVICES	279,353	244,944	298,882	314,575
108-2700-422.23-01	AUTOPSIES	160,757	146,519	160,000	160,000
108-2700-422.25-00	RENTS & LEASES/EQUIPMENT	56,125	55,944	56,595	56,595
108-2700-422.27-00	SMALL TOOLS/INSTRUMENTS	0	385	500	500

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
108-2700-422.27-01	SAFETY EQUIPMENT	49,297	45,144	76,100	81,400
108-2700-422.28-00	SPECIAL DPMT EXPENSE	131,043	123,304	116,100	104,000
108-2700-422.28-03	MJ ERAD-SPEC DEPT EXP	56,129	50,000	50,000	50,000
108-2700-422.28-05	ENCENTIVE AWARD PROG	1,423	1,600	1,600	1,600
108-2700-422.29-00	TRAVEL	569,899	710,358	650,000	503,000
108-2700-422.29-03	POST SCHOOLING	77,601	75,904	62,000	62,000
108-2700-422.30-00	UTILITIES	11,533	10,698	15,000	15,000
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*	Services & Supplies	1,767,281	1,920,263	1,973,168	1,907,163
Other Charges					
108-2700-422.53-01	A-87 CHARGES	769,420	1,124,486	1,674,434	829,603
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*	Other Charges	769,420	1,124,486	1,674,434	829,603
Fixed Assets					
108-2700-422.63-50	HEAVY/UNLICENSED EQUIPMNT	0	47,002	8,500	0
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*	Fixed Assets	0	47,002	8,500	0
Cost Reimbursements					
108-2700-422.90-00	REIMBURSEMENTS	579,640-	637,977-	657,376-	283,421-
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*	Cost Reimbursements	579,640-	637,977-	657,376-	283,421-
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**	SHERIFF	10,852,321	11,667,007	12,829,218	12,621,666
***	SHERIFF	10,852,321	11,667,007	12,829,218	12,621,666

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
SHERIFF BOAT GRANT					
Salaries & Benefits					
101-2701-422.01-01	REGULAR	129,430	139,322	147,159	133,417
101-2701-422.01-04	OVERTIME	1,474	1,600	2,500	2,500
101-2701-422.01-05	HOLIDAY PAY	3,511	2,473	2,500	2,500
101-2701-422.02-02	CO SHARE PERS	37,571	35,236	33,686	35,424
101-2701-422.02-04	GROUP HEALTH INSURANCE	30,296	29,539	30,716	39,890
101-2701-422.02-05	MEDICARE	1,845	1,947	2,232	2,031
101-2701-422.02-06	WORKERS COMP INS	4,192	4,698	5,898	7,003
101-2701-422.02-07	LIFE INSURANCE	61	61	61	61
101-2701-422.02-08	UNEMPLOYMENT INS	648	0	736	400
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*	Salaries & Benefits	209,028	214,876	225,488	223,226
Services & Supplies					
101-2701-422.11-00	CLOTHING & PERSONAL	1,760	1,760	1,760	1,760
101-2701-422.15-00	INSURANCE	1,371	1,575	1,127	1,113
101-2701-422.17-00	MAINTENANCE/EQUIPMENT	6,766	1,478	3,500	3,500
101-2701-422.25-00	RENTS & LEASES/EQUIPMENT	2,400	2,100	2,100	2,100
101-2701-422.28-00	SPECIAL DPMT EXPENSE	1,805	383	1,700	1,700
101-2701-422.29-00	TRAVEL	26,703	18,500	23,500	25,000
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*	Services & Supplies	40,805	25,796	33,687	35,173
Fixed Assets					
101-2701-422.63-00	EQUIPMENT	0	23,921	0	0
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*	Fixed Assets	0	23,921	0	0
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**	SHERIFF BOAT GRANT	249,833	264,593	259,175	258,399

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
	STDS & TRAINING- SHERIFF				
	Services & Supplies				
133-7800-422.29-00	TRAVEL	33,875	37,675	39,145	39,880
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*	Services & Supplies	33,875	37,675	39,145	39,880
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**	STDS & TRAINING- SHERIFF	33,875	37,675	39,145	39,880
***	STDS & TRAINING- SHERIFF	33,875	37,675	39,145	39,880

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
JAIL					
Salaries & Benefits					
108-2900-423.01-01	REGULAR	4,026,518	4,326,668	4,738,108	4,827,085
108-2900-423.01-03	EXTRA HELP	194,374	198,879	160,500	160,500
108-2900-423.01-04	OVERTIME	114,293	158,894	125,000	125,000
108-2900-423.01-05	HOLIDAY PAY	109,061	120,948	138,248	143,898
108-2900-423.01-06	STANDBY	3,000	3,000	3,000	3,000
108-2900-423.01-07	VACATION PAY	22,921	9,265	0	0
108-2900-423.01-08	SICK LEAVE	14,632	2,665	0	0
108-2900-423.01-11	JAIL RESERVES	33,890	26,035	30,000	30,000
108-2900-423.02-02	CO SHARE PERS	1,030,685	996,350	1,028,239	1,179,889
108-2900-423.02-03	COPST	1,535	2,179	3,000	5,715
108-2900-423.02-04	GROUP HEALTH INSURANCE	992,043	901,262	993,588	1,144,949
108-2900-423.02-05	MEDICARE	64,769	68,700	73,017	76,621
108-2900-423.02-06	WORKERS COMP INS	180,260	211,390	265,419	322,133
108-2900-423.02-07	LIFE INSURANCE	2,518	3,213	3,530	3,622
108-2900-423.02-08	UNEMPLOYMENT INS	20,341	0	22,636	14,156
108-2900-423.02-09	RETIREE HEALTHCARE INS	10,116	10,319	10,626	9,330
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*	Salaries & Benefits	6,820,956	7,039,767	7,594,911	8,045,898
Services & Supplies					
108-2900-423.11-00	CLOTHING & PERSONAL	58,499	58,502	55,220	60,220
108-2900-423.11-01	CLOTHING-INMATES	28,299	25,927	38,000	38,000
108-2900-423.12-00	COMMUNICATION	7,938	43,175	9,000	9,000
108-2900-423.13-00	FOOD	496,617	466,559	500,000	500,000
108-2900-423.14-00	HOUSEHOLD EXPENSE	126,085	121,469	135,000	135,000
108-2900-423.15-00	INSURANCE	42,555	56,054	43,325	62,031
108-2900-423.17-00	MAINT EQUIP & SOFTWARE	43,643	43,939	46,700	75,730
108-2900-423.18-00	MAINTENANCE/BLDG & IMPROV	124,142	103,947	120,000	110,000
108-2900-423.19-00	MED,DENTAL, & LAB SUPPLIES	60,054	65,052	58,000	58,000
108-2900-423.22-00	OFFICE EXPENSE	30,269	23,998	24,220	24,220

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
108-2900-423.23-00	PROFESSIONAL SERVICES	897,032	1,018,782	1,080,500	764,755
108-2900-423.27-01	SAFETY EQUIPMENT	28,021	23,287	25,500	25,500
108-2900-423.28-00	SPECIAL DPMT EXPENSE	67,174	83,149	85,000	85,000
108-2900-423.28-02	INMATE COMMISSARY STORE	140,313	142,573	145,000	145,000
108-2900-423.28-03	INMATE WELF MISL	102,984	130,204	110,000	110,000
108-2900-423.29-00	TRAVEL	0	0	500	1,515
108-2900-423.29-04	TRANSPORTATION-PRISONER	56,340	59,164	58,000	58,000
108-2900-423.30-00	UTILITIES	5,186	3,322	6,000	6,000
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*	Services & Supplies	2,315,151	2,469,103	2,539,965	2,267,971
Other Charges					
108-2900-423.53-01	A-87 CHARGES	863,723	880,801	408,187	600,725
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*	Other Charges	863,723	880,801	408,187	600,725
Fixed Assets					
108-2900-423.62-01	EQUIPMENT	0	11,250	0	0
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*	Fixed Assets	0	11,250	0	0
Cost Reimbursements					
108-2900-423.90-00	REIMBURSEMENTS	77,746-	68,186-	215,000-	226,710-
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*	Cost Reimbursements	77,746-	68,186-	215,000-	226,710-
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**	JAIL	9,922,084	10,332,735	10,328,063	10,687,884
***	SHERIFF-COUNTY JAIL	9,922,084	10,332,735	10,328,063	10,687,884

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
SHERIFF - BAILIFFS					
Salaries & Benefits					
108-7400-421.01-01	REGULAR	308,946	323,907	342,486	358,450
108-7400-421.01-03	EXTRA HELP	19,108	15,231	20,000	20,000
108-7400-421.01-04	OVERTIME	2,400	2,610	1,500	1,500
108-7400-421.01-05	HOLIDAY PAY	174	607	1,000	1,100
108-7400-421.02-02	CO SHARE PERS	86,595	80,136	77,589	92,432
108-7400-421.02-03	COPST	0	457	0	600
108-7400-421.02-04	GROUP HEALTH INSURANCE	61,876	53,238	58,563	62,469
108-7400-421.02-05	MEDICARE	4,475	4,859	5,166	5,602
108-7400-421.02-06	WORKERS COMP INS	12,576	14,093	17,695	21,009
108-7400-421.02-07	LIFE INSURANCE	184	184	184	184
108-7400-421.02-08	UNEMPLOYMENT INS	1,545	0	1,737	1,068
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*	Salaries & Benefits	497,879	495,322	525,920	564,414
Services & Supplies					
108-7400-421.11-00	CLOTHING & PERSONAL	5,280	5,280	5,280	5,280
108-7400-421.17-00	MAINTENANCE/EQUIPMENT	0	0	0	5,154
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*	Services & Supplies	5,280	5,280	5,280	10,434
Other Charges					
108-7400-421.53-01	A-87 CHARGES	0	1,669	3,904	29,313
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*	Other Charges	0	1,669	3,904	29,313
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**	SHERIFF - BAILIFFS	503,159	502,271	535,104	604,161
***	SHERIFF - BAILIFFS	503,159	502,271	535,104	604,161

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
ANIMAL CONTROL					
Salaries & Benefits					
101-4400-427.01-01	REGULAR	290,586	295,559	308,698	313,916
101-4400-427.01-03	EXTRA HELP	0	1,996	6,000	6,000
101-4400-427.01-04	OVERTIME	12,424	12,244	17,000	15,000
101-4400-427.01-05	HOLIDAY PAY	1,759	1,739	3,000	3,000
101-4400-427.01-06	STANDBY	6,620	7,980	8,640	8,640
101-4400-427.02-02	CO SHARE PERS	43,621	47,754	52,861	53,885
101-4400-427.02-03	COPST	0	0	200	180
101-4400-427.02-04	GROUP HEALTH INSURANCE	77,279	72,145	77,118	84,660
101-4400-427.02-05	MEDICARE	3,802	3,803	4,192	4,343
101-4400-427.02-06	WORKERS COMP INS	14,672	16,441	20,644	24,510
101-4400-427.02-07	LIFE INSURANCE	215	457	538	538
101-4400-427.02-08	UNEMPLOYMENT INS	1,469	0	1,539	942
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* Salaries & Benefits		452,447	460,118	500,430	515,614
Services & Supplies					
101-4400-427.11-00	CLOTHING & PERSONAL	2,700	3,120	3,180	3,300
101-4400-427.12-00	COMMUNICATION	1,836	1,812	2,500	2,000
101-4400-427.14-00	HOUSEHOLD EXPENSE	12,962	12,315	13,000	12,738
101-4400-427.15-00	INSURANCE	4,325	6,507	4,822	13,736
101-4400-427.17-00	MAINTENANCE/EQUIPMENT	9,779	4,397	4,610	6,492
101-4400-427.20-00	MEMBERSHIPS	240	140	400	400
101-4400-427.22-00	OFFICE EXPENSE	15,302	20,636	17,000	17,000
101-4400-427.23-00	PROFESSIONAL SERVICES	153,903	156,082	171,447	159,768
101-4400-427.23-12	SPAY & NEUTER SVC	4,833-	301	0	0
101-4400-427.26-00	RENTS & LEASES/BLDG & IMP	11,911	12,362	12,362	12,362
101-4400-427.28-00	SPECIAL DPMT EXPENSE	20,815	32,674	25,000	25,000
101-4400-427.29-00	TRAVEL	35,000	40,000	50,000	50,000
101-4400-427.30-00	UTILITIES	32,086	34,671	32,000	35,000
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
*	Services & Supplies	296,026	325,017	336,321	337,796
	Cost Reimbursements				
101-4400-427.90-00	REIMBURSEMENTS	84,458-	83,000-	141,302-	145,541-
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*	Cost Reimbursements	84,458-	83,000-	141,302-	145,541-
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**	ANIMAL CONTROL	664,015	702,135	695,449	707,869
***	ANIMAL CONTROL	664,015	702,135	695,449	707,869