

Hugo Neighborhood Association & Historical Society

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March 28, 2016 Letter/Email

Dave Daniel, Sheriff
Josephine County Sheriff's Office
1901 NE F Street
Grants Pass, Oregon 97526
541-474-5123 #3
Email: jocosherriff@co.josephine.or.us



Subject: Learn About Josephine County's (JO CO's) Sheriff's Public Safety Services (PSS)

Dear Dave:

Thank you for your previous assistance. We are starting to understand the JO CO Justice System & Public Safety Services (JS&PSS) Problem/Issue, and this is a follow up request to meet to better understand your responsibility for the adult jail, patrol deputies, and criminal investigations and related office support services (Sheriff PSS).

Our interest is to learn about the Sheriff PSS as part of a project to research the six major PSS (i.e., 1. Adult Jail, 2. Juvenile Justice, 3. District Attorney's Office, 4. Sheriff Rural Patrol Deputies, 5. Criminal Investigations & Related Sheriff's Office Support Services, and 6. Animal Control/Protection) identified in the last four county levies and the sales tax proposal (2012 - 2015). We will also research the other PSS as a second project (e.g., Adult Corrections, etc.). Like most of our research, it would be web published (Appendix A). Our proposed agenda for the meeting has two items.

- Item # 1. Continue answering any questions you might have about *Study Design*, and its major project, *Study*, while focusing on information and studies that describe the Sheriff PSS.
- Item # 2. We are interested in the county's PSS, including identified elective, necessary, and/or mandated services as policy. The descriptions and the standards could become part of a range of alternative solutions to be analyzed in the socio-economic impact *Study*. These descriptions could also act as the affected conditions analyzed for direct and indirect impacts from the *Study* alternatives.

Per the direction of the Management Team at a March 7, 2016 meeting with us, we are researching the county's budget document for elective, necessary, and/or mandated PSS (*Josephine County Sheriff, Josephine County, Oregon Adopted Budget: FY 2015-16*). What we found for the Sheriff's PSS is covered in Appendix B which is the context for any elective,

necessary, and/or mandated PSS, including other descriptive information and studies. The description of the Sheriff's PSS will also serve as a public awareness description for future levies.

We recognize you as the "expert" manager of the Sheriff's PSS. With that in mind, we are requesting your comments on any supplemental needs that should be web published for public understanding. We are especially interested in descriptive documents and/or references.

In conclusion, we hope you will be interested in sharing information with us, especially relating to Appendix B. We propose a 30 minute to one hour meeting.

Sincerely,

Mike & Jon :)

Mike Walker, Chair
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Appendices

Appendix A. Josephine County Public Safety Services

Appendix B. Josephine County Sheriff's Office Public Safety Services

Appendix A. Josephine County Public Safety Services

Public Safety Services

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<http://www.hugoneighborhood.org/pss.htm>

The Josephine County Jail, Sheriff Rural Patrol Deputies, and Criminal Investigations & Related Sheriff's Office Support Services are three of six major public safety services identified in the last four county levies and the sales tax proposal (2012 - 2015). Locally there are usually considered to be the six major components of the JO CO public safety program.

Appendix 4B. Josephine County's Minimally Adequate Level of Public Safety Services Standards, Section III.C. Components Of JO CO Public Safety Program For Increased Funding: 2012 - 2015.

JS&PSS Exploratory Committee

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<http://www.hugoneighborhood.org/malpss.htm>

- Walker, Mike; Whalen, Jon, Members JS&PSS Exploratory Committee, Hugo Neighborhood Association & Historical Society. Very Draft December 15, 2015. Appendix 4B. JO CO's Minimally Adequate Level of Public Safety Services (MALPSS) Standards, Including Law Enforcement Staffing & Deployment. Supporting Justice System & Public Safety Services Study Design: 2015. Hugo, OR.

1. Adult Jail.
2. Juvenile Justice.
3. District Attorney's Office.
4. Sheriff Rural Patrol Deputies.
5. Criminal Investigations & Related Sheriff's Office Support Services.
6. Animal Control/Protection.

Other PSS

7. Adult Corrections.

Josephine County Sheriff's Office Public Safety Services

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Appendix B. Josephine County Sheriff's Office Public Safety Services

- Josephine County (JO CO) Board of County Commissioners (BCC). June 17, 2015. *Josephine County, Oregon Adopted Budget FY 2015-16*. JO CO BCC Resolution Number 2015-026. Grants Pass, OR.

PUBLIC SAFETY FUND (PSF), JOSEPHINE COUNTY, OREGON (PSF, pages 158/764 - 223/764)

I. PUBLIC SAFETY FUND DESCRIPTION (PSF, page 160/764)

II. BUDGET – RESOURCES AND REQUIREMENTS

III. PROGRAM DESCRIPTIONS AND BUDGETS

A. Sheriff (PSF, pages 164/764 - 199/764)

1. Program: Administration
2. Program: Emergency Services/Search and Rescue
3. Program: Civil
4. Program: Records
5. Program: Dispatch
6. Program: Patrol + Cave Junction (CJ) Patrol
7. Program: Marine Patrol
8. Program: Evidence & Property
9. Program: Adult Jail
10. Program: Court Services

B. District Attorney (n/a; PSF, pages 200/764 - 216/764)

C. Juvenile Justice (n/a; PSF, pages 217/764 - 223/764)

PUBLIC HEALTH FUND (PHF), JOSEPHINE COUNTY, OREGON (n/a; PHF, pages 262/764 - 321/764); Animal Protection and Regulation (n/a; PHF, pages 300/764 - 302/764)

ADULT CORRECTIONS FUND (ACF), JOSEPHINE COUNTY, OREGON (n/a; ACF, pages 224/764 - 261/764)

I. PUBLIC SAFETY FUND DESCRIPTION (PSF, page 160/764)

The Public Safety Fund was formed in 2006. It was comprised of three departments: Sheriff, District Attorney, and Community Justice, which had previously been in the General Fund. The Community Justice Department was further reorganized into Juvenile Justice and Adult Corrections. In 2007, Adult Corrections was moved to a separate fund. The Sheriff and District Attorney are elected officials. The manager of the Juvenile Justice Department reports to a liaison County Commissioner. The departments within this fund provide support for the criminal justice system utilized by city, county and state law enforcement. County wide services include court prosecution, civil services, the jail and juvenile facility.

The budget is in balance, which means that the budgeted requirements (expenditures and ending fund balance) are equal to the resources (beginning fund balance and revenues) that are estimated to be available during the budget year. The primary source of revenue to operate the departments in this fund had been monies received under the Troubled Assets Relief Program (TARP), and a

transfer from the General Fund. Additionally, programs operated by the three departments generate revenues for specific program purposes. The TARP “county payments” money replaced the O&C distributions that the County received for many years.

A summary of the Public Safety Fund (Resources and Requirements) is presented first in the *Josephine County, Oregon Adopted Budget FY 2015-16*, followed by sections for each of the three departments. The money available for them is equal to total resources of the fund, less the requirement for Internal Service Fund charges. Major reductions in programs occurred in FY 2012-13 due to the loss of funding and five percent reductions have been occurring annually since.

For each department, there is a summary of its programs (Schedule A), which in turn is supported by a Program Worksheet (Schedule B) for each program. Schedule B provides information about the purpose of the program, how much revenue it is expected to generate during the budget year, and a breakdown of its expenditure budget by the categories specified in Oregon Local Budget Law.

Schedules C, D, and E provide details of resources, personal services and other expenditures, respectively.

III. PROGRAM DESCRIPTIONS AND BUDGETS

A. Sheriff (PSF, pages 164/764 - 199/764)

The following 10 Josephine County Sheriff’s programs are in the order addressed in the *Josephine County, Oregon Adopted Budget FY 2015-16*.

1. Program: Administration
2. Program: Emergency Services/Search and Rescue
3. Program: Civil
4. Program: Records
5. Program: Dispatch
6. Program: Patrol + Cave Junction (CJ) Patrol
7. Program: Marine Patrol
8. Program: Evidence & Property
9. Program: Adult Jail
10. Program: Court Services
11. Standards: Sheriff’s Office

1. Program: Administration (PSF, page 170/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2910

Purpose of Program Responsible for the Office's planning and research, contracts and records, professional standards and ethics, labor relations, grant management, community relations and training, as well as fiscal and personnel management functions.

ORS 206.010. General duties of the Sheriff. The Sheriff is the chief executive officer and conservator of the peace of the county.

2. Program: Emergency Services/Search and Rescue (PSF, page 173/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2915

Purpose of Program Responsible for coordinating activities related to county-wide planning, mitigation, response, and recovery from natural and man-made disasters; coordinates writing and revisions for all emergency operations plans. Administers Homeland Security grant funds, assists other departments, agencies, and the community with emergency preparedness.

ORS 401.560 & 401.573. The Sheriff is responsible for search and rescue activities within the County, and shall adopt a search and rescue plan.

3. Program: Civil (PSF, page 176/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2920

Purpose of Program Responsible for prompt and efficient service of all court documents for the community; this includes subpoenas, writs, judgements, restraining orders, eviction notices, etc. Civil Division is also responsible for concealed weapons permits and fingerprinting for employment and licensing purposes.

- ORS 206.010. Execute the process and order of the courts of justice or of judicial officers, when delivered to the Sheriff for that purpose, according to law.
- ORS 206.030 and 040. The Sheriff must serve papers, execute process, and make return thereon.

4. Program: Records (PSF, page 179/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2925

Purpose of Program Responsible for both emergency and non-emergency calls-for-service, as well as serves as a clearinghouse for most office contacts. Oversees the integrity of the records management system, including warrant entry, expungements, sealed records, and case report distribution to other criminal justice agencies.

- ORS 206.010. Execute all warrants delivered to the Sheriff for that purpose by other public officers, according to law.
- ORS 401.720. Every public safety agency within the state shall participate in a 911 emergency reporting system, using enhanced 911

5. Program: Dispatch (PSF, page 182/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2930

Purpose of Program The dispatch center operates telephone, radio, computer and other office equipment in receiving and processing incoming calls for law enforcement emergency assistance and other public requests for help; dispatches public safety resources to scenes of emergency and investigation, and routes other emergency and non-emergency calls to other appropriate agencies. Provides pre-arrival instructions to callers awaiting arrival of arriving response.

- ORS 206.010. Execute all warrants delivered to the Sheriff for that purpose by other public officers, according to law.
- ORS 401.720. Every public safety agency within the state shall participate in a 911 emergency reporting system, using enhanced 911

6. Program: Patrol + Cave Junction (CJ) Patrol (PSF, page 184/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2935

Purpose of Program Promote the safety of the community and engender a feeling of security among the citizens. Responds to calls-for-service, identifies and arrests criminal element, patrol and enforcement of laws within the County. Patrol deputies are the first responders to all emergent and non-emergency calls-for-service. Patrol area is over 1,600 square miles.

ORS 206.010. Arrest and commit to prison all person who break the peace, or attempt to break it, and all persons guilty of public offenses. Execute the process and order of the courts of justice or of judicial officers, when delivered to the Sheriff for that purpose, according to law.

7. Program: Marine Patrol (PSF, page 187/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2936

Purpose of Program Responsible for patrolling the waterways of Josephine County including the Rogue River, Illinois River, Applegate River, Lake Selmac and Bolen Lake. This is a contract program.

8. Program: Evidence & Property (PSF, page 190/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2940

Purpose of Program Responsible for the care and chain of custody for all evidentiary property related to criminal cases.

9. Program: Adult Jail (PSF, page 193/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2965

Purpose of Program Responsible for the incarceration of offenders in a humane, professional, sound manner as well as providing for safe and secure operations. This includes protecting the public from escape risks, protecting jail staff, contractors, and inmates from exposure to violence to the extent possible within budgetary constraints.

- ORS 206.010. Arrest and commit to prison all person who break the peace, or attempt to break it, and all persons guilty of public offenses.
- ORS 169.320. The County must pay for the care of county prisoners. The Sheriff has custody and control of prisoners in the facility.

10. Program: Court Services (PSF, page 196/764)

Fund: Public Safety Fund (12)

Office/Division: Sheriff

Cost Center #: 2970

Purpose of Program The fundamental duty of Court Services is the provisioning of a safe and secure work environment for the court, it's officers, employees and patrons.

- ORS 206.010. Attend, upon call, the Supreme Court, Court of Appeals, Oregon Tax Court, circuit court, justice court or county court held within the County, and to obey its lawful orders or directions.

11. Standards: Sheriff's Office

a) Oregon Revised Statutes

- ORS 169.320 Adult Jail: The County must pay for the care of county prisoners. The Sheriff has custody and control of prisoners in the facility.
- ORS 206.010 Sheriff's General Duties
- ORS 206.030 and 040 The Sheriff must serve papers, execute process, and make return thereon.
- ORS 404.110 The Sheriff is responsible for search and rescue activities within the County
- ORS 404.120 The Sheriff shall adopt a search and rescue plan.
- ORS 403.115 Every public safety agency within the state shall participate in a 911 emergency reporting system, using enhanced 911

Program: Administration

- ORS 206.010. General duties of the Sheriff.

Program: Emergency Services/Search and Rescue

- ORS 401.560 & 401.573. The Sheriff is responsible for search and rescue activities within the County, and shall adopt a search and rescue plan.

Program: Civil

- ORS 206.010. Execute the process and order of the courts of justice or of judicial officers, when delivered to the Sheriff for that purpose, according to law.
- ORS 206.030 and 040. The Sheriff must serve papers, execute process, and make return thereon.

Program: Records

- ORS 206.010. Execute all warrants delivered to the Sheriff for that purpose by other public officers, according to law.
- ORS 401.720. Every public safety agency within the state shall participate in a 911 emergency reporting system, using enhanced 911

Program: Dispatch

- ORS 206.010. Execute all warrants delivered to the Sheriff for that purpose by other public officers, according to law.
- ORS 401.720. Every public safety agency within the state shall participate in a 911 emergency reporting system, using enhanced 911

Program: Patrol + Cave Junction (CJ) Patrol

- ORS 206.010. Arrest and commit to prison all person who break the peace, or attempt to break it, and all persons guilty of public offenses. Execute the process and order of the courts of justice or of judicial officers, when delivered to the Sheriff for that purpose, according to law.
- ORS 206.010. Cave Junction (CJ) Patrol: This is a contract program with the Oregon State Marine Board.

Program: Marine Patrol

- Josephine County Policy/Law. Responsible for patrolling the waterways of Josephine County including the Rogue River, Illinois River, Applegate River, Lake Selmac and Bolen Lake. This is a contract program with the Oregon State Marine Board.

Program: Evidence & Property

- Josephine County Policy/Law. Responsible for the care and chain of custody for all evidentiary property related to criminal cases.

Program: Adult Jail

- ORS 206.010. Arrest and commit to prison all person who break the peace, or attempt to break it, and all persons guilty of public offenses.
- ORS 169.320. The County must pay for the care of county prisoners. The Sheriff has custody and control of prisoners in the facility.

Program: Court Services

- ORS 206.010. Attend, upon call, the Supreme Court, Court of Appeals, Oregon Tax Court, circuit court, justice court or county court held within the County, and to obey its lawful orders or directions.

Program: National Lands Patrol?

- Josephine County Policy/Law. Responsible for patrolling the Federal lands in Josephine County administered by the BLM. This is a contract program with the BLM Medford District Office.

b) Oregon Administrative Rules ??

c) Josephine County Policy/Law ??

Program: Cave Junction (CJ) Patrol

- ORS 206.010. Arrest and commit to prison all person who break the peace, or attempt to break it, and all persons guilty of public offenses. Execute the process and order of the courts of justice or of judicial officers, when delivered to the Sheriff for that purpose, according to law.
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