



The mission of the Corona Police Department is to ensure the safety and security of the public through strong community partnerships and excellence in policing.

***“Committed to Our Community through Excellence in Policing”***

## Summary of Services

### Chief of Police

The Chief of Police, with the Police Captains, Lieutenants and civilian managers, are responsible for overseeing the department's policies and procedures, providing internal and external communication regarding departmental matters and events, and directing the goals and mission of the department. The Police Chief and the Command Staff will direct the department to pursue the basic mission of quality customer service, reduction of crime, efficiency of systems and service, and excellence through training. Additionally, they set the leadership and standards of performance that ensure all department employees treat a diverse community with respect, courtesy, dignity, and empathy.

There are three divisions within the Police Department, they are Field Services Division, Investigative Services Division, and Support Services Division, the three are commanded by a Police Captain.

### Field Services Division

Field Services Division, or FSD, is the largest in the organization and is responsible for providing services by uniformed personnel. The FSD consists of the Patrol Bureau, and the Media Relations/Risk Management/Fleet and Equipment Management Unit.

The Patrol Bureau is the first responder to citizen's calls for service. The City is divided into four geographical areas, each containing a deployment zone. Each zone is managed by a Lieutenant and patrolled by officers assigned to the zone. This enhances public access and community interaction creating closer ties, and facilitates citizens and police working together to address community problems. Patrol staff participates in the Adopt-A-School program, where officers enhance community relations by having a presence at elementary and middle schools. Units within the Patrol Bureau include:

The Air Support Unit is responsible for policing services of emergency critical incidents and other officer safety measures working in the field by use of helicopter support.

The Community Service Officers, or CSO's, unit provides various support to the Police Department. CSO's assists in investigations or requests to provide information involving other agencies. They can provide public counter and phone inquiries assistance. They also assist in community outreach and compiling reports. Jailers process individuals in custody and provide jail management duties.

The Domestic Violence Response Team Unit focuses on the arrest and prosecution of domestic violence offenders, as well as providing protection to the children and others who are subject to domestic violence within their home.

The Field Training Program provides in-field training to new officers who will rotate and work in various policing operations with an experienced officer.

The Flex Team's primary function is to support patrol officers in facilitating problem solving efforts throughout the community utilizing community policing initiatives and crime suppression operations. The team is comprised of officers whose main objective is to address and resolve specific community needs/concerns without having to respond by way of traditional radio calls for service. Team schedules are adjustable and flexible specific to those community problems they are addressing.

The Homeless Task Team is a two person team that will assist and mitigate the reasons why homelessness is a particular issue for the individuals contacted. Also the team will provide support to stop any illegal activities related to the homeless.

Honor Guard Unit performs ceremonial duties. Funerals, City events, and special community events may require this Unit's attendance.

The K-9 and Mounted Units provide resources and support to patrol and other police divisions as requested. K-9 provides a much safer and more effective means of conducting building searches, apprehending fleeing criminals, tracking lost persons and suspects, narcotics and evidence searches, and scene control. The Mounted Unit is a team of specially trained, equestrian certified police officers, who also participate in ceremonies, parades, holiday theft prevention patrol, search and rescue, criminal transient abatement enforcement and other special events throughout the year.

The Post-Release Accountability and Compliance Team, or PACT, is a multi-jurisdictional team consisting of various law enforcement agencies, and county probation to focus on "high-risk" or "at-large" Post Release Community Supervision (PRCS) offenders that pose the most risk to public safety.

The Special Response Team consists of sworn personnel who support the Field Services Division and the Investigative Services Division. This team is utilized when the situation requires a specially trained team for maximum effectiveness towards the protection and safety of the community. Such incidents may include, but are not limited to: hostage situations, barricaded suspects, homicidal/suicidal individuals, dignitary protection, and high risk warrant services.

The Media Relations/Risk Management/Fleet and Equipment Management Unit manages all public information, provides risk management and grants support, and manages the department's vehicle, equipment, and technology needs.

## **Investigative Services Division**

Investigative Services Division, or ISD, is responsible for investigating major crimes occurring within the City, conducting criminal cases, and filing criminal cases with the District Attorney. The ISD consists of the Investigative and Special Enforcement Bureaus, and the Performance Standards Unit.

The Investigation Bureau investigates all crimes not solved by patrol officers' initial investigations and assist patrol officers in more serious investigations. Units included in the Investigation Bureau:

The Forensic, Evidence, and Property Unit provides latent fingerprint identification, photographs, and processes items of evidence at crime scenes.

The Gang Task Force Unit supports investigations of activities associated with identification of local street gang members with an emphasis on prevention of gang related crimes

The Persons Crimes Unit oversees crimes against people. Also this unit contains Project Kids, a regionally based child abuse center. The center provides a child/family friendly, single site for comprehensive and multidisciplinary team response to the investigation and follow-up processes involved in child abuse cases.

The Property Crimes Unit ensures that items of evidence are properly preserved and available for on-going investigations and court presentations, returns property to the rightful owners, and disposes unclaimed property and contraband as prescribed by law.

The Vice, Narcotics, and Intelligence Unit, or VNI, is responsible for identifying and apprehending persons engaged in the illegal possession, manufacturing, sales, and use of narcotics and dangerous drugs. VNI also gathers intelligence and enforces prostitution and gambling laws. The unit often participates in various state and county task forces to address these issues.

The Special Enforcement Bureau is responsible for other operations of the Police Department. Units included in the Special Enforcement Bureau:

The Traffic Unit is responsible for collision investigations, vehicle code enforcement, traffic flow regulations, review of City development plans related to public safety concerns and traffic issues, commercial vehicle enforcement,

parking enforcement, tow rotation regulations and oversight, tow rotation company inspections, and special event permits.

The Youth and Family Services Unit is comprised of various programs, such as the Youth Diversion Team Program which provides intervention services to first-time juvenile offenders and at-risk youth. The Graffiti Restitution Program in which a coordinator works in conjunction with other departments and uses a graffiti tracker program. The School Resource Office Program provides full time police officers on high school campuses to prevent and deter crime, and provide technical and educational assistance to staff and students. The California Gang Reduction, Intervention and Prevention Program, or CalGRIP, strives to reduce gang activity through the use of evidence based prevention and suppression activities and it provides for a Gang Prevention Officer at the middle schools.

The Performance Standards Unit is an internal administrative unit responsible for investigating complaints that are received from the public concerning the performance, demeanor, and behavior of police personnel, and internal investigations concerning violations of department policy and criminal law.

## **Support Services Division**

The Support Services Division, or SSD, serves many support functions. This function serves to hire and train departmental personnel. SSD also provides many business services to the department and community. SSD consists of:

The Animal Control Unit is responsible for enforcement of City and state regulations pertaining to animal welfare. The Unit enforces licensing requirements for the control of rabies and provides the public with animal-related information and instructions for the control and over-population of unwanted animals, as well as the care and treatment of pets.

The Fiscal Services Unit is responsible for the development and administration of the budget, grants management, purchasing, accounts payable, accounts receivable, payroll, contracts administration, facility management, alarm permits, false alarm billings, and Web-Watch program management.

The Jail Management/Facility Management Unit tends to the jail and facility needs.

The Communications and Records Unit:

The Communications Services Unit provides support for answering 9-1-1 emergency services requests including all wireless and Voice Over Internet Protocol calls from all providers in the jurisdiction, receiving and dispatching calls for service to police, fire, and medical personnel in Corona, Norco, and

surrounding areas. The section also provides pre-arrival and often lifesaving Emergency Medical Dispatching instructions on medical emergencies

The Records Unit provides first level contact for all Police Department business inquiries and is the primary service provider for public inquiries, vehicle and report releases, a variety of permits, and other front counter customer services, as well as processing reports, arrest complaints, court dispositions, citations, and any related documentation. The Records Unit inputs data for the purpose of collection and analysis of statistical data related to state and federal reporting requirements. In addition, the Records Unit tracks and responds to all civil and criminal subpoenas and processes requests for the public disclosure of records.

The Personnel and Training Unit recruits, tests, and conducts background checks on all department prospective employees. Additionally, this unit is responsible for the coordination and management of police cadets, volunteer programs, policy development, special community events, and special project coordination. Other duties include coordinating all state mandated training and training records management, and the department shooting range and training facility. The Unit also oversees the Clergy Program, Volunteer Program, and the Corona Police Community Partnership.

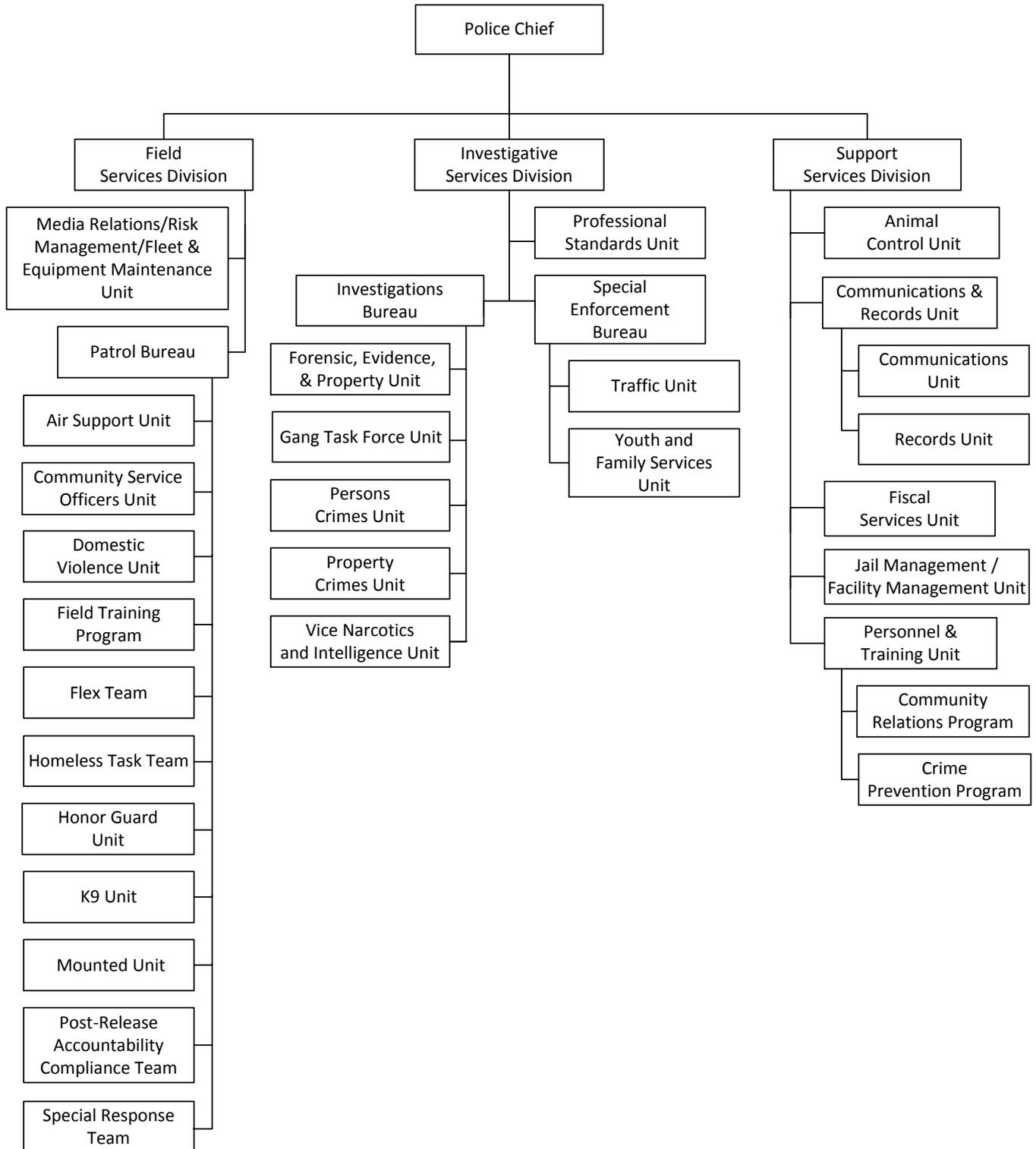
## Department Accomplishments for Fiscal Year 2013-14

- Responded to Priority Type I (meaning medical aid, crimes in progress, etc.) calls for service on an average of 5 minutes and 11 seconds, with 90% of the Priority Type I response times less than 5 minutes.
- Received 66,393 citizen calls for service and completed 36,053 officer initiated incidents.
- Identified and implemented the department's Strategic Plan for one year.
- Completed the Compstat (crime statistical system) approach in order to provide better dissemination of information to all pertinent employees. Purchased additional software to improve analysis and gather data in a more-timely manner.
- Expanded and utilized social media as a means for communicating with the public by means of social networking and website applications.
- Augmented police staffing by four positions by means of grant funding that include Community Oriented Policing, or COPs, Hiring and the California Gang Reduction, Intervention, and Prevention, or CALGRIP, awards.

## Department Goals for Fiscal Year 2014-15

- Complete the Citywide Unified Camera System Project, which allows staff to increase efforts in community security through the collaboration of various City departments through September 2014.
- Continue to develop external cooperative working relationship with outside agencies in order to create regionalization partnerships through June 2015.
- Continue hiring and training sworn personnel to the standards of the department through June 2015.
- Enhance radio interoperability system to communicate more effectively between agencies through June 2015.
- Continue to seek and enhance technology to streamline processes by June 2015.
- Oversee the Animal Control Facility relocation to the 1330 Magnolia Avenue site through June 2015.
- Investigate opportunities to participate in force multiplying task forces by June 2015.
- Maintain excellence response time to Priority Type 1 calls and continue efforts to reduce crime through June 2015.

# Department Organizational Chart by Function Police Department



# Financial Summary Operational

**POLICE**

<u>Account/Description</u>	<u>Actual Expenditures FY 2011-12</u>	<u>Actual Expenditures FY 2012-13</u>	<u>Adopted Budget FY 2013-14</u>	<u>Cumulative Budget FY 2013-14</u>	<u>Adopted Budget FY 2014-15</u>
<b>BUDGET SUMMARY</b>					
1000 Salaries - Benefits	\$ 35,164,067	\$ 34,259,911	\$ 36,402,121	\$ 37,210,733	\$ 38,790,092
2000 Services - Supplies	6,003,448	5,220,645	4,645,192	4,930,788	3,635,969
5000 Capital Outlay	-	28,876	100,000	110,467	42,000
Total Department	<u>\$ 41,167,515</u>	<u>\$ 39,509,432</u>	<u>\$ 41,147,313</u>	<u>\$ 42,251,988</u>	<u>\$ 42,468,061</u>

**PROGRAMS**

3211 Administration	\$ 1,445,548	\$ 1,399,929	\$ 1,739,101	\$ 1,581,550	\$ 1,618,506
3221 Personnel and Training Unit	366,367	403,193	1,204,210	1,168,141	1,233,479
3222 Fiscal Services Unit	2,290,001	1,854,618	1,866,876	2,510,078	1,929,661
3223 Community Relations	20,434	22,534	-	-	-
3224 Training Section	795,406	614,708	-	13,407	-
3231 Patrol Enforcement	18,134,786	19,285,947	20,673,383	20,978,227	21,369,770
3232 Special Enforcement Bureau	3,462,934	3,233,632	4,297,615	4,455,938	3,869,509
3233 Animal Control Bureau	987,672	951,649	854,353	1,051,152	1,074,151
3234 Communication Services Unit	2,811,452	2,766,932	2,906,591	2,874,555	3,216,698
3235 Special Enforcement and Tactics (SET) Team	1,166,754	23,227	-	-	-
3241 Investigations	5,629,928	5,535,238	6,407,292	6,529,627	7,097,567
3242 Records Unit	1,171,590	1,016,096	939,892	1,013,847	1,058,720
3243 Narcotics Enforcement	783,581	714,190	258,000	22,754	-
3245 Youth Diversion Program	1,093,389	742,482	-	11,750	-
3246 Neighborhood Community Police Program	7,786	19,971	-	-	-
3247 K-9 / Mounted Police	858,117	774,766	-	13,098	-
3249 Special Response Team	141,770	150,320	-	27,864	-
Total Programs	<u>\$ 41,167,515</u>	<u>\$ 39,509,432</u>	<u>\$ 41,147,313</u>	<u>\$ 42,251,988</u>	<u>\$ 42,468,061</u>

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<b>FUNDING SOURCES</b>					
110 General Fund	\$ 40,480,648	\$ 38,862,782	\$ 40,069,383	\$ 40,742,775	\$ 41,402,903
231 CAL COPS Grants Fund	198,656	246,691	178,520	670,800	213,970
250 Asset Forfeiture Fund	63,047	102,030	258,000	268,813	249,646
411 US Department of Justice Grant Fund	95,415	47,547	-	136,222	249,634
422 Traffic Offender Fund	281,637	250,382	641,410	433,378	351,908
475 Successor Agency Administration Fund	48,112	-	-	-	-
Total Funding	<u>\$ 41,167,515</u>	<u>\$ 39,509,432</u>	<u>\$ 41,147,313</u>	<u>\$ 42,251,988</u>	<u>\$ 42,468,061</u>