

Police Department

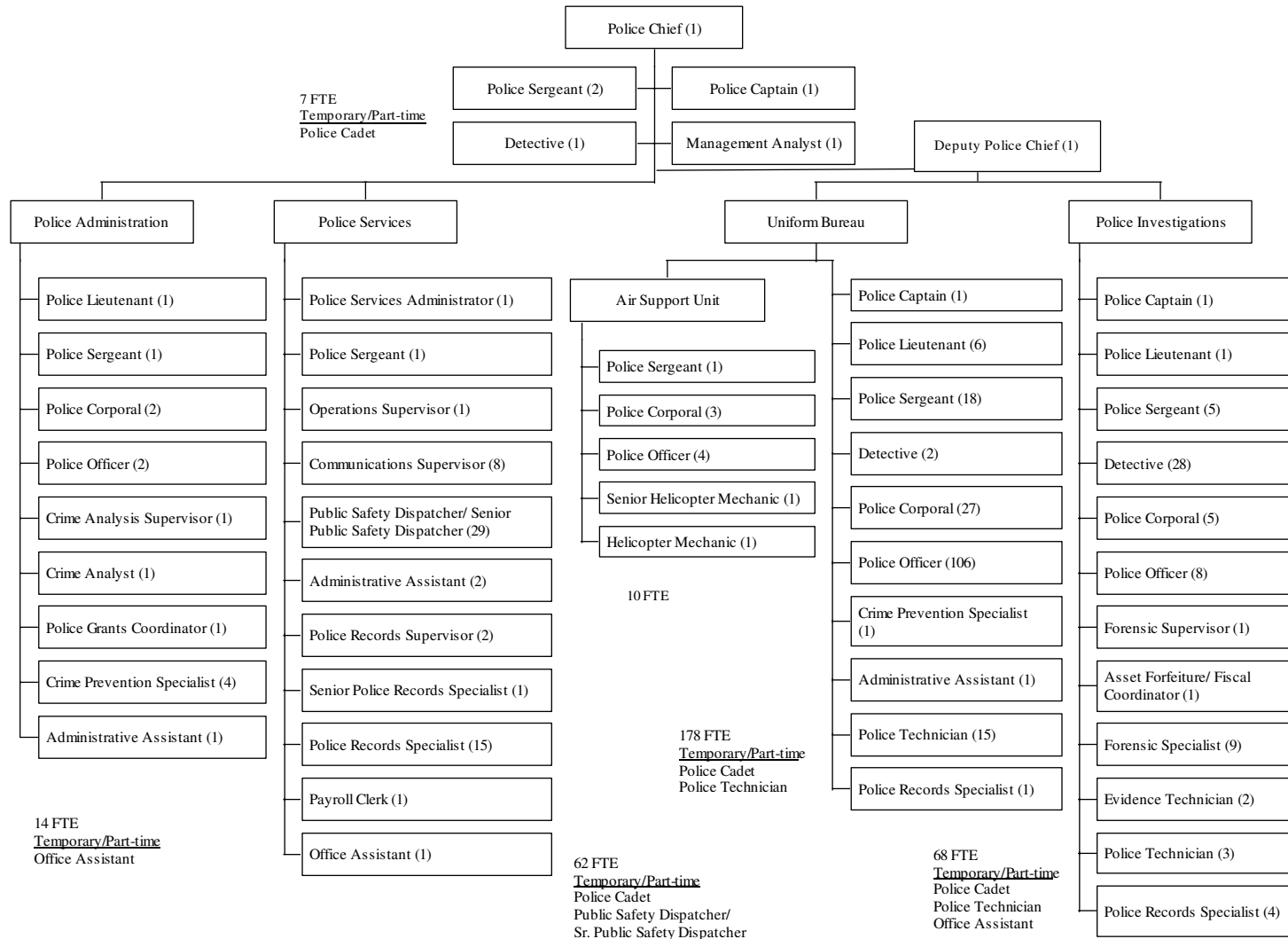
Bureau of Police Administration

Police Services

Uniform Bureau

Police Investigations

2005-06 Organizational Chart
Police Department
 Effective July 1, 2005
 (339 Full-time employees)



City of Ontario
Summary of Personnel and Organizational Changes

<u>Police Department</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Office of the Police Chief			
Deputy Police Chief	1	1	1
Detective	2	2	1
Management Analyst	1	1	1
Police Chief	1	1	1
Police Sergeant	2	1	2
	<hr/>	<hr/>	<hr/>
	7	6	6
Police Administration			
Administrative Assistant	2	2	2
Administrative Officer	1	1	0
Crime Analysis Supervisor	1	1	1
Crime Analyst	1	1	1
Detective	1	0	0
Payroll Clerk	1	1	1
Police Grants Coordinator	1	1	1
Police Lieutenant	1	1	1
Police Services Administrator	0	0	1
	<hr/>	<hr/>	<hr/>
	9	8	8
Police Services			
Administrative Assistant	1	1	1
Communications Supervisor	8	8	8
Crime Prevention Specialist	4	4	4
Office Assistant	1	1	1
Operations Supervisor	1	1	1
Police Captain	1	1	1
Police Corporal	4	1	2
Police Officer	4	3	2
Police Records Specialist	15	16	15

Summary of Personnel and Organizational Changes**Fiscal Year 2005-06**

	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Police Records Supervisor	1	2	2
Police Sergeant	3	2	2
Public Safety Dispatcher/Sr. Public Safety Dispatcher	29	29	29
Senior Police Records Specialist	0	1	1
	<hr/> 72	<hr/> 70	<hr/> 69
Uniform Bureau			
Administrative Assistant	1	1	1
Crime Prevention Specialist	1	1	1
Detective	2	2	2
Helicopter Mechanic	2	1	1
Police Captain	1	1	1
Police Corporal	29	32	30
Police Lieutenant	5	6	6
Police Officer	101	104	110
Police Records Specialist	1	0	1
Police Sergeant	19	20	19
Police Technician	16	16	15
Senior Helicopter Mechanic	0	1	1
Senior Police Records Specialist	1	0	0
	<hr/> 179	<hr/> 185	<hr/> 188
Police Investigations			
Asset Forfeiture/Fiscal Coordinator	1	1	1
Detective	24	25	28
Evidence/Property Manager	1	0	0
Evidence Technician	0	1	2
Forensic Specialist	9	9	9
Forensic Supervisor	0	1	1
Police Captain	1	1	1
Police Corporal	4	4	5
Police Lieutenant	2	1	1
Police Officer	11	9	8

Summary of Personnel and Organizational Changes***Fiscal Year 2005-06***

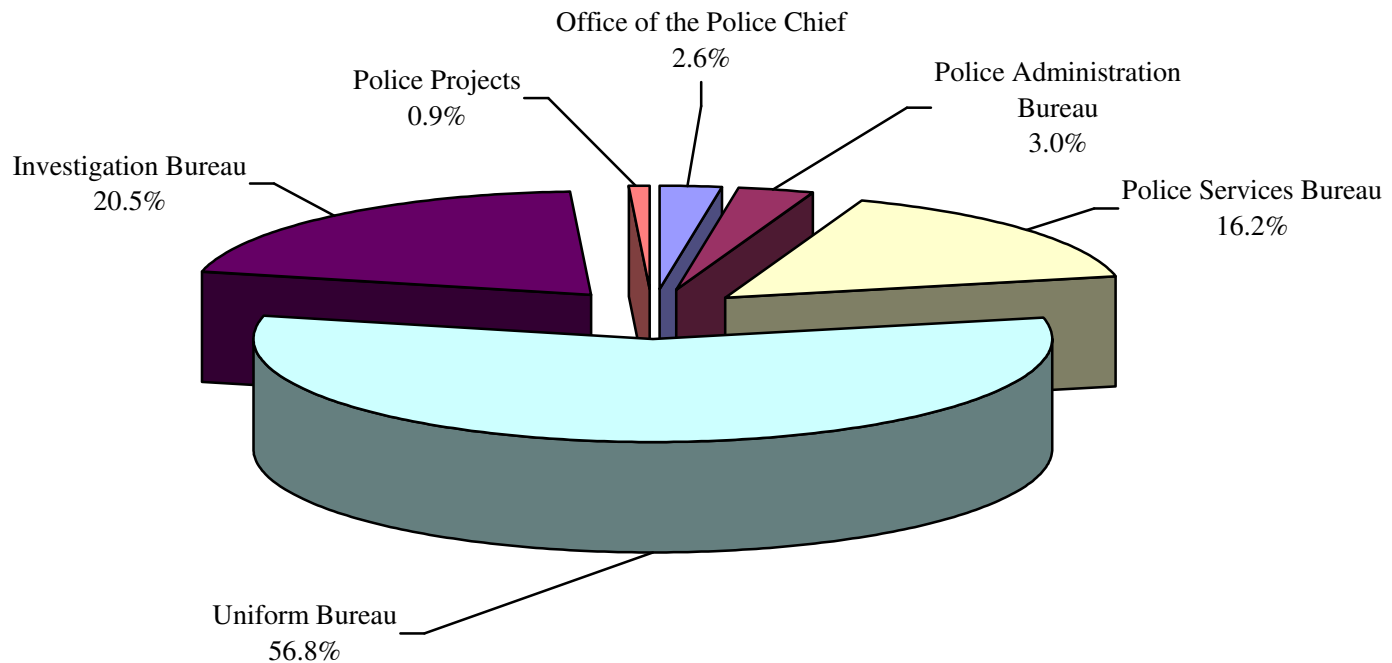
	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Police Records Specialist	5	4	4
Police Sergeant	4	5	5
Police Technician	4	3	3
	<hr/> 66	<hr/> 64	<hr/> 68
<i>Total Police Department</i>	333	333	339

Police Department

Total Funds: \$51,642,527
General Fund: \$50,647,286
Other Funds: \$995,241

OTHER FUNDS CONSIST OF:

C.D.B.G. - \$196,600
Asset Seizure - \$314,005
General Fund Grants - \$484,636



AGENCY SUMMARY FOR FISCAL YEAR 2005-06

Police Department

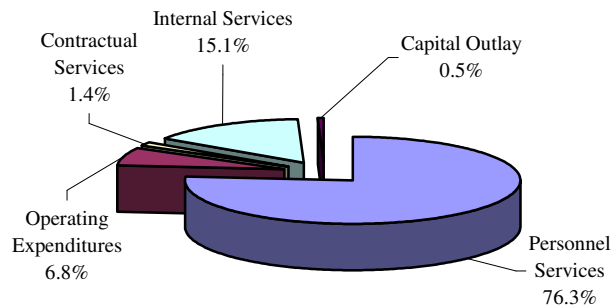
The primary function of the Police Department is to provide public safety services for the City. Included in the Department are: Office of the Police Chief; Police Administration; Police Services; Uniform Bureau; Police Investigations; and Police related projects and/or grants.

Service Objective:

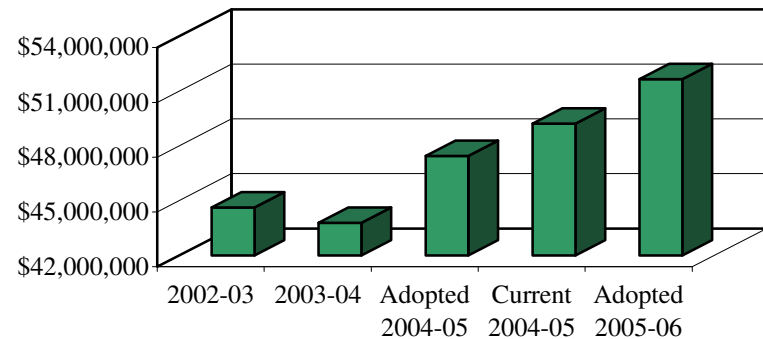
The mission of the Ontario Police Department is to protect the rights and privileges of all within its jurisdiction to be free from criminal attack, to be secure in their possessions, and to live in peace. To provide those services in a positive, empathetic, and professional manner which reflects the sensitivity to the needs of the community and the individual.

Adopted Budget Expenditures

\$51,642,527



Expenditures



Budget

<u>Expenditures Category</u>	<u>FY 2002-03</u>	<u>FY 2003-04</u>	<u>Adopted FY 2004-05</u>	<u>Current FY 2004-05</u>	<u>Adopted FY 2005-06</u>	<u>% Change to Adopted 04-05</u>
Personnel Services	\$ 31,498,003	\$ 33,115,822	\$ 36,614,170	\$ 36,698,730	\$ 39,415,476	7.7%
Operating Expenditures	3,534,164	3,393,026	3,237,905	4,245,888	3,491,013	7.8%
Contractual Services	696,871	955,611	424,275	560,976	706,468	66.5%
Internal Services	5,448,352	5,601,738	6,906,450	6,899,293	7,781,234	12.7%
Debt Services	-	-	-	-	-	0.0%
Capital Outlay	3,438,576	707,822	258,262	799,289	248,336	-3.8%
Total Expenditures	\$ 44,615,966	\$ 43,774,019	\$ 47,441,062	\$ 49,204,176	\$ 51,642,527	8.9%
Annual Percentage Change		-1.9%	8.4%	3.7%	5.0%	
Annual Amount Change		\$ (841,947)	\$ 3,667,043	\$ 1,763,114	\$ 2,438,351	

Historical data may reflect fluctuations due to organizational restructuring.

Police Department
2005-06 Department Summary

Department Title (Department ID)	Detail Book Page Number	2002-03 Actual	2003-04 Actual	2004-05 Adopted Budget	2004-05 Current Budget	2005-06 Adopted Budget	% Change to Adopted Budget 2004-05
Office of the Police Chief (248)	128	\$ 959,644	\$ 1,166,435	\$ 970,481	\$ 992,481	\$ 1,322,686	36.3%
Police Administration (016)	131	1,051,977	1,003,424	1,032,284	1,027,284	1,312,358	27.1%
Police Administration/Crime Analysis (029)	133	169,898	190,249	236,495	238,660	245,360	3.7%
Police Services/Police Services Management (030)	134	186,098	208,081	216,878	216,878	71,999	-66.8%
Police Services/Personnel Recruitment (031)	136	921,792	564,101	501,770	505,430	508,165	1.3%
Police Services/Records Processing (032)	138	1,252,932	1,267,984	1,694,066	1,686,188	1,641,632	-3.1%
Police Services/Communications (033)	141	3,454,902	3,536,266	4,136,905	4,132,325	4,539,779	9.7%
Police Services/Crime Prevention (034)	144	402,076	384,972	439,139	440,147	446,405	1.7%
Police Services/Public Service Police (035)	147	196,600	196,600	196,600	196,600	196,600	0.0%
Police Services/Personnel Training (036)	148	851,882	858,270	846,408	876,392	970,792	14.7%
Uniform Bureau/Command Management (017)	151	363,077	381,291	403,710	403,710	338,878	-16.1%
Uniform Bureau/Traffic Support Services (018)	152	1,930,587	1,541,005	1,586,321	1,591,270	1,679,683	5.9%
Uniform Bureau/COPS/Multi Enforcement Team (019)	154	2,609,070	2,363,529	2,619,726	2,627,234	2,599,088	-0.8%
Uniform Bureau/Storefront - Ontario Mills (020)	156	1,816,105	1,940,663	2,447,636	2,447,636	2,513,152	2.7%
Uniform Bureau/Patrol (021)	158	13,490,737	15,018,754	16,822,967	17,391,711	18,952,713	12.7%
Uniform Bureau/Extra Duty - Other (022)	161	235,606	424,194	257,000	265,376	257,000	0.0%
Uniform Bureau/Canine (026)	162	485,302	492,932	548,012	548,012	603,358	10.1%
Uniform Bureau/Drug/Gang Special (027)	164	5,000	13,100	13,500	13,500	18,500	37.0%
Uniform Bureau/Air Support (028)	165	1,540,907	1,725,826	1,981,998	2,243,212	2,163,913	9.2%
Uniform Bureau/SWAT (195)	168	-	-	-	-	198,205	0.0%
Police Investigations/Police Investigations Mgmt (037)	169	191,762	181,279	212,737	212,737	217,173	2.1%
Police Investigations/Detective Division (038)	170	3,942,713	4,139,826	4,867,427	4,881,427	5,377,017	10.5%
Police Investigations/Narcotics (039)	172	2,969,577	2,963,131	3,184,079	3,185,446	3,332,537	4.7%
Police Investigations/ID/Evidence (040)	174	1,153,004	1,157,836	1,242,199	1,226,138	1,355,393	9.1%
Police Investigations/State & Local Asset Seizure (192)		1,800,984	-	-	-	-	0.0%
Police Investigations/Federal Equitable Shares (193)	176	897,013	264,080	280,495	384,594	295,505	5.4%
Police Project (309)	177	1,736,721	1,790,191	702,229	1,469,788	484,636	-31.0%
Total Police Department		\$ 44,615,966	\$ 43,774,019	\$ 47,441,062	\$ 49,204,176	\$ 51,642,527	8.9%

Historical data may reflect fluctuations due to organizational restructuring.

**Police Department
Major Accomplishments
Fiscal Year 2004-05**

To Ensure a Safe Community

- Increased staffing levels to 96% filled (both sworn and non-sworn).
- Maintained number of Part I offenses to those reported in Fiscal Year 2003-04.
- Adopted a tow ordinance to update towing agreements and to provide for better regulation of towing services within the City.
- Received the Sherwood Award in recognition of the Nazi Low Rider Task Force accomplishments against hate crimes.
- Received California Office of Traffic Safety Award for 2005.

Recruit, Retain, and Promote a Highly Skilled and Diverse Workforce

- Implemented an “open” recruitment program to streamline the hiring process of police personnel.
- Hired 12 police officers and 15 civilian employees who reflect of our diverse community.

Optimize Workforce Effectiveness Through Training, Technology, Equipment, and Facilities

- Completed CAD/RMS and report writing upgrades.
- Reinstated the Department’s Technology Committee in order to provide a department technology road map and to guide development of future Information Technology systems and applications.
- Trained employees on Penal and Municipal Code sections relating to quality of life issues.
- Automated Watch Commander’s log by instituting the “E-Track” program to provide up-to-date activity reports.
- Began implementation of the Tele Staff program to automate scheduling of patrol shifts.
- Developed interactive briefing training.
- Provided 2,160 hours of computer training to police personnel.
- Implemented pepper ball training as a less than lethal tool.

Establish and Maintain Community Contacts to Properly Identify Programs and Needs

- Completed various deterrent and enforcement programs to improve quality of life issues, such as street racing, graffiti, vendor license requirements, vagrancy, and traffic checkpoints.
- Developed community and police partnership programs by completing 8 block parties to assist the community in resolving quality of life issues.

**Police Department
Major Accomplishments
Fiscal Year 2004-05**

- Completed 5 Crime Free Multi-Housing training programs and implemented a “West End Property Managers Association” to keep illegal activity out of rental properties.
- Completed 60 neighborhood watch programs and 22 crime prevention meetings with the business community.

Continue to Conduct Internal Affairs Investigations in a Timely and Proficient Manner

- Completed citizen complaints in a timely manner.

Establish Administrative Expectations

- Completed 10 divisional staff meetings and 3 quarterly supervisory staff meetings to increase communication within the Department.
- Updated the Department’s Mission Statement reflecting the Department’s new organizational direction.
- Actively sought and obtained various technology, personnel, and equipment grant funding, such as the Anti-Drug Abuse, Bureau of Justice Assistance/Local Law Enforcement Block Grant, Brulte Citizen’s Option for Public Safety, Community Development Block Grant, Homeland Security Grant, Juvenile Accountability Incentive Block Grant, COPS Secure Our School, and the County of San Bernardino 4th District for the Marquisha Chandler Children’s Interview Room, for a total of \$1,206,244.

**Police Department
Major Goals
Fiscal Year 2005-06**

Recruit, Retain, and Promote a Highly Skilled and Diverse Workforce

Operate in a Businesslike Manner

- Achieve budgeted staffing levels (sworn and non-sworn).
- Complete and facilitate workload study of entire Police Department (sworn and non-sworn personnel).
- Develop a short-term and long-term strategic recruiting plan based on the workload study.
- Actively seek funding mechanisms to increase budgeted staffing levels; both sworn and non-sworn.
- Continue to evaluate the current organizational structure to ensure resources are utilized for the maximum benefit of the Department, its employees and community (i.e., alternative work schedules; use of non-sworn employees to lessen the workload of patrol officers)
- Begin implementation of a Department mentoring and leadership development program and monitor organizational health through active employee participation
- Review and evaluate volunteer programs to increase participation and usage

Optimize Workforce Effectiveness Through Training, Technology, Equipment, and Facilities

Maintain the Current High Level of Public Safety

- Continue to explore and evaluate less than lethal technologies
- Research the use of digital voice recordings with the intent to lessen Patrol's workload

Operate in a Businesslike Manner

- Complete implementation of TeleStaff scheduling software program
- Train employees on "quality of life" issues identified by the community and provide them with proper tools and direction
- Continue to strive towards a paperless environment within the Police Department by supporting the Department's Technology Committee in their task of providing a departmental technology road map and guide to the development of future information technology systems and applications
- Evaluate and develop long-range training needs for the Department while maintaining high training standards for all Department personnel

**Police Department
Major Goals
Fiscal Year 2005-06**

To Ensure a Safe Community

Maintain the Current High Level of Public Safety

- Create partnerships and innovative responses to crime-related problems by addressing social disorders and physical decay (the “broken window theory” factors), and responding to community needs
- Maximize enforcement of “quality of life” issues identified by the community
- Continue proactive follow-up investigations above “industry standard” clearance rates for Part I offenses
- Reduce Part I offenses through crime prevention and crime control strategies

Pursue City’s Goals and Objectives by Working with Other Governmental Agencies

- Enhance relationships with other law enforcement agencies for better information sharing to increase case solvability

Establish and Maintain Community Contacts to Properly Identify Problems and Needs

Focus Resources in Ontario’s Commercial and Residential Neighborhoods

- Assist the community in identifying and reporting “quality of life” concerns
- Resolve community concerns in a timely manner
- Develop a community survey to assist the Police Department in accurately assessing community needs
- Establish community and police partnership programs
- Continue to promote neighborhood watch activities and other crime prevention programs

Establish Administrative Expectations

Operate in a Businesslike Manner

- Update Organizational Values
- Promote and support “value based leadership”
- Increase communication within the Department by maximizing the use of established lines of communication
- Promote concept of “risk manager” philosophy among supervisors
- Run a fiscally sound and cost-effective Department

**Police Department
Performance Measures
Fiscal Year 2005-06**

	Page, Goal #	Actual ¹ FY 2003-04	Actual ¹ FY 2004-05	Target FY 2005-06
2004 FBI Crime Index ²	Pg. xxvii, 2	8,499	8,150	8,200
2003 California Crime Index ³	Pg. xxvii, 2	5,303	5,307	5,370
Total response time for Priority 1 call-for-service	Pg. xxvii, 2	8.9	9.4	9.6
Traffic Collision Index Clearance Rate	Pg. xxvii, 2	13	8	7.1
Percent of Part 1 crime rate from Ontario Mills Mall and vicinity ⁴	Pg. xxvii, 2	8%	11%	11%
Hours donated by departmental volunteers	Pg. xxvii, 2	12,664	10,510	11,500
Projected number of Citizen Complaints with a Police Officer	Pg. xxvii, 2	27	15	15

¹ – Historical data restated by reporting entity

² – FBI Crime Index includes homicide, forcible rape, robbery, aggravated assault, burglary, motor vehicle theft, larceny-theft, arson

³ – California Crime Index includes homicide, forcible rape, robbery, aggravated assault, burglary, motor vehicle theft, theft and larceny-theft over \$400

⁴ – Area boundaries: East side of Milliken Ave. to 15 FWY; I-10 Fwy to Fourth Street