
Sheriff

Mission Statement:

The Clallam County Sheriff's Office has a Proactive Commitment to Providing Honest, Ethical, and Quality Service to the Community with Integrity and Professionalism. This Commitment is focused on the Improvement of Quality of Life for those we Serve by Delivering the Highest Possible Standard of Law Enforcement Services.

Statement of Vision:

The Vision of the Clallam County Sheriff's Office is to Foster an Environment where Citizens Feel Safe and Take Pride and Comfort in the Quality of Life in Our Community. That the Quality of Life will be Positively Impacted by the Incorporation of Proactive and Innovative Community Oriented Policing Strategies, Positive Leadership, Contemporary Technologies, and Efficient and Effective Use of Resources in Delivery of All Law Enforcement Services.

Organizational Values:

Commitment to Service -

The primary duty of the Clallam County Sheriff's Office is to safeguard lives and property, while respecting the human and Constitutional rights of all.

Commitment to Community Involvement –

Community partnerships are critical elements of our organization. Cooperation and communication with our citizens and businesses in an atmosphere of trust is the framework for successful Community Oriented Policing.

Commitment to Our Employees –

Our employees are the greatest and most valuable assets of our organization; and that through regular training, education, career development, exemplary leadership and organizational support, our employees will reach the highest standards of performance and professional satisfaction, while serving the needs of our community.

Commitment to Responsibility and Accountability –

The prudent and effective management of our resources is critical to the future of our organization.

Functions:

Our Sheriff's Office has the following primary functions:

- Efficient and effective enforcement of law/ordinances countywide.
- Efficient and safe management of a correctional facility.

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- Effective fulfillment of all civil duties as mandated by law.
 - Safeguarding of life, property, and maintenance of order in the event of natural or manmade critical incidents.
 - Provision of resources to citizens to facilitate the prevention of crime.
 - Interdiction of illicit activities within our county.

Long Term Goals:

- Continually enhance public trust through efficiency and responsibly utilizing funds while fostering a customer service attitude among our members.
- Develop additional ways for all members of the department to interact positively with the citizens of our County, especially with the youth of this County.
- Develop a partnership with all stakeholders involved in the administration of criminal justice to better serve our community.
- Effectively recruit, develop, and retain high quality employees while improving staffing levels to industry standards.
- Aggressive pursuit of grants and other funding resources to address emerging challenges.
- Develop a plan for funding and construction of a new centralized multi-agency evidence storage facility.
- Purchase of "Krimesite" Ultraviolet Imaging device for locating and photographing fingerprints on all surfaces.
- Improve fingerprint method for Concealed Pistol License applicants by obtaining an automated fingerprint machine.

Short Term Objectives:

- Maintain current manpower levels.
- Continue to find ways to address officer safety through training and new technology.
- Secure funding and technology to complete Phase II of the OPSCAN plan to place digital mobile data consoles in all Operations vehicles.
- Continued enhancement of Sheriff's internet page.
- Identify additional time-saving and cost effective uses of the Sheriff's intranet web site for storage and dissemination of internal information.
- Final development and implementation of the courthouse Critical Incident Response Plan.
- Develop funding source, purchase, and install mobile data capability for patrol operations allowing in-car data communications with PENCOR and State/NCIC.
- Complete audit and purge of all property and evidence storage locations.

Accomplishments in 2008:

- Recruited and trained 2 new deputies to fill vacancies from retiring deputies. Major personnel shortfalls from 2007 were reversed which allowed for restructuring patrol schedules and patrol teams to provide

better coverage and enhanced officer safety. This change allowed for significant savings in overtime previously needed for deputy training days and shift coverage.

- Realization of full staffing allowed for the assignment of a detective sergeant and return to two full time detectives to handle major case investigations.
- Assigned supervisor to traffic section for monitoring and management of traffic issues and provide closer coordination with County Road Department for traffic related needs.
- Assigned supervisor to Search and Rescue to work with assigned SAR Deputy. This allows for greater attention to administration of the SAR function and management of our SAR capabilities.
- Worked with Sequim Ambulance to affect donation of a used ambulance for use during SAR missions which significantly enhances sustainability of long termed SAR missions.
- Established two new sergeant positions which allowed for team restructuring and better management of training, overtime and patrol coverage.
- Upgraded department training and achieved Criminal Justice Training Commission training standards required for all sworn personnel.
- All patrol vehicles were outfitted with hands free cell phone devices for safety and to set an example for the motoring public.
- Completed contract negotiations for 3 union contracts.
- Resurrected the Sheriff's Office Annual Report after approximately 15 years so citizens and county personnel can view department programs and accomplishments.
- Conducted a complete inventory of all evidence and property items in the department evidence storage. Old evidence is being purged and removed from the system. Evidence re-structure and re-organization is underway to provide better tracking and management of items being held.
- Initiated agreements with Department of Natural Resources and with Clallam County to provide new office space in Forks for the West-end detachment that will be both secure and accessible to the public.
- Initiated interagency discussions and obtained federal grants to study the feasibility of a joint agency emergency operations center to serve the county in the event of a disaster or catastrophic event.
- All basic uniform and equipment for deputies, corrections officers, and support staff were brought up to professional standards.
- Obtained a federal grant which provided all new portable radios and new vehicle radios for deputies.
- Initiated discussions with PENCOT advisory board regarding upgrading dispatch and Records Management Systems (RMS) through New World Systems to the new Microsoft platform. The current RMS will no longer be supported in 18 months. Discussions with New World Systems include upgrading the communications system to accommodate Mobile Data Terminals in patrol vehicles.
- Established use of Leads On Line pawn alert system as an investigative tool for operations personnel
- Established use of LInX computer system as a means to view criminal records databases maintained by other local, state, and federal law enforcement agencies as well as allow access to Sheriff's Office data by other agencies.
- Accomplished a complete review of all disciplinary files from 1983 to present and brought the disciplinary file system into compliance with mandated retention schedules.
- Filled all Sheriff's Advisory Committee positions and commenced regular Sheriff's Advisory Committee meetings.
- Accomplished replacement of the Sheriff's Office radio repeater in Canada (1970's vintage) to significantly enhance mobile communications.
- Senior staff completed the first Criminal Justice Training Commission (CJTC) senior management training course "Leading Police Organizations" which constituted 160 hours of classroom training with significant

take home study projects. The LPO course is expected to become the State training standard for senior police administrator's.

- Actively supported re-establishment of the Violent Crimes Task Force to involve both private and government organizations in discussions to address and eliminate family violence and violence against women.
- Began transition to newer LED emergency lighting for patrol vehicles to save energy and reduce costs by eliminating the need to keep patrol cars running while emergency lights are in use at crimes scenes and vehicle accident scenes.
- Acquired new laptop computers for sergeants which will make them more effective managing their teams, responding to incidents and managing crime and accident scenes.
- Initiated the Sheriff's Chaplain program with volunteer Chaplains to assist deputies with citizens affected by traumatic events and to assist department personnel who deal with traumatic death scenes and events.
- Restructured office security to come into compliance with state accreditation standards.
- Returned animal control responsibility to the Sheriff's Office. Hired two Animal Control Deputies to manage and maintain a viable animal control program within the county and to begin the program restructuring process.
- Purchased 7 new patrol cars in a major effort to bring patrol car mileage closer to 125,000 turn in rate. This has been shown to significantly reduce vehicle repair costs and increases fuel economy.
- Through partnerships with Department of Community Development several long standing community problems have been resolved.
 - Over 12 Neighborhood Empowerment Workshops have been held
 - Map Your Neighborhood training and Neighborhood watch programs have been provided to over 650 Clallam County Residents
 - Volunteer Special Deputies have been training with and providing training to the Incident Management Team for emergency activations
 - Community participation in telephone & email inquiries and reporting, community policing and Map Your Neighborhood continues to increase.

• Performance Indicators:

- Monitoring of peak-time coverage and response times
- Monitoring of hot call response statistics
- Monitoring of department overtime use against special circumstances and unforeseen events
- Monitoring of department progress to ensure successful completion of scheduled project work

Workload Indicators:

Type of Activity	2006 Actual	2007 Actual	6/30/08 Actual	2009 Estimated
Incidents (calls for service) handled	15,696	15,082	7,178	
Case reports written and processed	3,093	3,060	1,368	
Traffic stops	3,418	3,661	2,106	
Civil papers served	2,106	1,885	853	

Civil papers processed	2,708	2,496	1,054	
Civil paper attempts	2,630	2,181	932	
Evictions	67	55	26	
Concealed pistol licenses issued	799	843	407	
Pistol Transfers processed	549	595	370	
Harvest Permits issued	214	252	142	
Animal control incidents handled	298	276	434	
Animal control case reports written and processed	21	21	12	
DUI Victims Panel attendance	309	319	187	
Traffic School attendance	293	263	113	

Staffing Level:

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Full Time Equivalents Sheriff's Operations	42.50	43	43	43
Administration	2.5	2.5	4.5	4.5
Investigations	7	7	3	3
Patrol	24.5	25	28	28
Support Services	7.5	7.5	5.5	5.5
Property Room			1	1
Enhanced 911	1	1	1	1
Full Time Equivalents Sheriff's Community Projects	1	1	1.5	1.5
Full Time Equivalents Animal Control			2	2
Full Time Equivalents Sheriff's Recreation/Boating	1	0	0	0
Full Time Equivalents Sheriff's OPNET Drug	2.5	2	2	1
Full Time Equivalents Sheriff's Interoperability		.5	.5	0
Full Time Equivalents Sheriff's PSIC Grant				.5
Full Time Equivalents Federal Forest	1	1	1	0

Operating Budgets

Revenues - Sheriff's Operations

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Taxes	0	0	0	0
Licenses and Permits	25,169	36,354	17,882	41,000
Intergovernmental Revenues	112,183	387,875	211,453	421,555
Charges for Goods and Services	332,940	121,060	23,419	43,600
Fines and Forfeitures	8,971	12,273	4,615	14,900
Miscellaneous Revenues	7,720	6,682	8,409	7,250
Nonrevenues	0	0	0	0
Other Financing Sources	450,000	450,000	650,000	450,000
General Tax Support	2,966,215	3,239,125	1,151,205	4,002,814
TOTAL	\$3,903,198	\$4,253,369	\$2,066,983	\$4,531,119

Expenditures - Sheriff's Operations

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Salaries and Wages	2,396,676	2,538,047	1,208,808	2,718,619
Personnel Benefits	443,696	770,624	391,964	864,105
Supplies	66,960	147,299	80,494	92,685
Other Services and Charges	190,362	249,685	131,320	243,940
Intergovernmental Services	164,975	148,259	74,749	195,070
Interfund Payments for Services	640,529	361,674	179,648	366,500
Capital Outlay	0	37,781	0	50,200
TOTAL	\$3,903,198	\$4,253,369	\$2,066,983	\$4,531,119

Revenues - Sheriff's Community Projects

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	59,511	81,564	26,580	95,702
Charges for Goods and Services	0	0	0	0
Fines and Forfeitures	19,785	17,055	9,530	17,750
Miscellaneous Revenues	0	332	0	0
Nonrevenues	0	0	0	0
Other Financing Sources	0	0	0	0
General Tax Support	44,563	35,740	34,662	53,288
TOTAL	\$123,859	\$134,691	\$70,772	\$166,740

Expenditures - Sheriff's Community Projects

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Salaries and Wages	57,884	60,492	37,123	87,552
Personnel Benefits	9,654	16,560	9,196	30,788
Supplies	5,835	2,971	3,640	14,870
Other Services and Charges	33,453	42,540	11,343	29,350
Intergovernmental Services	0	0	0	0
Interfund Payments for Services	17,033	12,128	9,470	4,180
Capital Outlay	0	0	0	0
TOTAL	\$123,859	\$134,691	\$70,772	\$166,740

Revenues - Sheriff's Animal Control

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Taxes	0	0	0	0
Licenses and Permits	0	0	0	6,000
Intergovernmental Revenues	0	0	0	0
Charges for Goods and Services	0	0	0	0
Fines and Forfeitures	0	0	0	0
Miscellaneous Revenues	0	0	0	0
Nonrevenues	0	0	0	0
Other Financing Sources	0	0	0	0
General Tax Support	200,334	206,000	116,484	187,608
TOTAL	\$200,334	\$206,000	\$116,484	\$193,608

Expenditures - Sheriff's Animal Control

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Salaries and Wages	0	0	6,838	45,648
Personnel Benefits	0	0	2,641	17,460
Supplies	0	0	88	7,000
Other Services and Charges	199,436	206,000	102,604	113,500
Intergovernmental Services	0	0	0	0
Interfund Payments for Services	898	0	4,313	10,000
Capital Outlay	0	0	0	0
TOTAL	\$200,334	\$206,000	\$116,484	\$193,608

Revenues - Sheriff's Search and Rescue

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	0	0	0	0
Charges for Goods and Services	0	0	0	0
Fines and Forfeitures	0	0	0	0
Miscellaneous Revenues	0	10	5	500
Nonrevenues	0	0	0	0
Other Financing Sources	2,105	0	0	0
General Tax Support	8,662	12,867	3,444	33,650
TOTAL	\$10,767	\$12,877	\$3,449	\$34,150

Expenditures - Sheriff's Search and Rescue

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Salaries and Wages	0	0	0	0
Personnel Benefits	0	0	0	0
Supplies	4,404	6,707	1,611	9,900
Other Services and Charges	1,528	5,010	1,371	4,750
Intergovernmental Services	0	0	0	0
Interfund Payments for Services	4,835	1,160	467	4,500
Capital Outlay	0	0	0	15,000
TOTAL	\$10,767	\$12,877	\$3,449	\$34,150

Agency Structure: Department did not provide.