SBCCD DISTRICT PROGRAM REVIEW
Resource Request Division Rankings

Division: District Police Department

Programs: District Police Department

Resource Request Rankings

Ranking	Resource Request*
1	Four (4) College Police Officers
2	One (1) Police Sergeant
3	Five (5) Police Vehicles
4	Police Safety Equipment
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* Should match Resource Request field in accompanying SBCCD PROGRAM REVIEW RESOURCE REQUEST APPLICATION

SBCCD PROGRAM REVIEW RESOURCE REQUEST APPLICATION

Name of Person Submitting Request:	Al Jackson, Chief of Police
Program or Service Area:	District Police Department
Resource Request:	Four (4) College Police Officers
Type of Request:	☑Personnel ☐Equipment/Technology ☐Budget
Request Need:	☐Replacement ☑Growth ☐Prof. Expert ☐Categorical
Amount Requested:	Per Officer at Range A - $69,636 salary, plus benefits
Resource Type:	☐One Time ☑Ongoing
Object Code:	
Program Ranking:	1
District and/or Campus Master Planning:	DR.9, CS.1, CS.2, SBS.2, SBS.3

Are there alternative funding sources? (For example, Department Budget, Perkins, Grants, etc.)
Yes☐ No☑   If yes, what are they?

1. Provide a rationale for your request. (*Explain, in detail, the need for this request*.)

> It is a policy of the Board of Trustees for the SBCCD to protect members of the entire college community and the property of the District. In accordance with this policy, the District maintains a Police Department (PD) 24 hours a day, 7 days a week, & 365 days per year. The officers assigned to the PD are sworn and fully Commissioned Police Officers of the State of CA as defined in section 830.32 of the Penal Code and 72330 of the CA Ed. Code. To effectively carry out the above policy, increase campus safety, reduce liability, and manage predictable risk to the District, the PD is requesting four (4) additional police officers. Currently, the PD has only three (3) police officers and is well below proper staffing levels to adequately cover the three duty shifts during the 24 hour period or handle major incidents within the District. It should be noted that comparable Community College Districts, with a similar student population, have an average of 12-19 police officers.

2. Indicate how this request is related to the challenges, opportunities, goals, objectives and data in the department's Program Review Self-Evaluation.

> The main goals of the PD are:1) to provide exceptional campus safety to students, faculty, and staff throughout the entire campus community 2) strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing, and 3) reduce response times, improve officer safety, and reduce the overall incidents of Clery Act crimes.
> Currently, the PD has unsafe staffing levels forcing police officers to work an average of 50-60 hours per week, including weekends, just to cover the respective duty shifts.

3. Indicate how this request will improve productivity and service.

> This approval of this request would allow the PD to:
> *Provide exceptional campus safety to students, faculty, and staff throughout the entire campus community.
> *Strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing.
> *Reduce response times, improve officer safety, and reduce overall incidents of Clery Act Crimes
> *Reduce liability and manage predictable risk to the District
> *Increase employee wellness and reduce the number of fatigued police officers.

4. Indicate how this request will improve student learning.

As outlined in a CNN Report (May 2018), we were only "21 weeks into 2018 and there have already been 23 school shootings where someone was hurt or killed. That averages out to more than 1 shooting a week." It is strongly felt that having more well trained police officers to deployed in the field, the PD will be able to provide a more secure and stable learning environment for all students throughout the District. Furthermore, students will feel much safer on campus as the PD continue to work toward increasing its visibility and provide additional safety presentations thus assisting students with focusing more on learning and less on their personal safety.

5. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.).*

Lack of police coverage makes it very difficult, if not impossible, for the PD to handle or address any type of major incident (e.g., active shooter, armed intruder, earthquake, etc.) on either campus, as well as maintain 24/7/365 field coverage.

6. Indicate any related costs (including any ongoing maintenance or updates) and program/area's plans to support those costs.

Ongoing personnel costs, benefits, and Peace Officer Standards and Training (POST) in-service training courses, the purchase of police uniforms, safety equipment, and additional police vehicles, etc. If approved, these related costs will be added to, and included in the PD's future budgets.

7. Given that district resource requests are assessed to the colleges, what is the benefit of this request to the colleges?

The benefit to the colleges are as follows:
*A safer campus community and learning environment for students, facility, & staff
*A higher level of customer service and reduce response times to calls for service
*A reduction in Clery Act and UCR reportable Part I crimes
*Increase visibility & more collaboration with the campus community
*Better command and control of major incidents at both campuses
*Increase of safety presentations (active shooter, sexual assault prevention) to students, faculty, staff

8. What are the consequences of not funding this request?

The consequences of this request not being funded are as follows:
*A reduction in campus safety and officer safety due to unsafe staffing levels
*An increase risk to the District due to fatigued police officers
*An increase response times to calls for service
*Reduction in employee wellness & an increase in sick time usage
*Excessive use of overtime hours from the District operating budget

SBCCD PROGRAM REVIEW RESOURCE REQUEST APPLICATION

Name of Person Submitting Request:	Al Jackson, Chief of Police
Program or Service Area:	District Police Department
Resource Request:	One (1) Police Sergeant
Type of Request:	☑Personnel ☐Equipment/Technology ☐Budget
Request Need:	☐Replacement ☑Growth ☐Prof. Expert ☐Categorical
Amount Requested:	Police Sergeant at Range A - $71,925.85 salary, plus benefits
Resource Type:	☐One Time ☑Ongoing
Object Code:	
Program Ranking:	2
District and/or Campus Master Planning:	DR.9, CS.1, CS.2, SBS.2, SBS.3

Are there alternative funding sources? (For example, Department Budget, Perkins, Grants, etc.)
Yes☐ No☑   If yes, what are they?

1. Provide a rationale for your request. (*Explain, in detail, the need for this request*.)

    It is a policy of the Board of Trustees for the SBCCD to protect members of the entire college community and the property of the District. In accordance with this policy, the District maintains a Police Department (PD) 24 hours a day, 7 days a week, & 365 days per year. The officers assigned to the PD are sworn and fully Commissioned Police Officers of the State of CA as defined in section 830.32 of the Penal Code and 72330 of the CA Ed. Code. To effectively carry out the above policy, increase campus safety, reduce liability, & manage predictable risk to the District, the PD is requesting an additional field supervisor. Currently, the PD has only two (2) field supervisors & is well below staffing levels to appropriately supervise the three duty shifts during the 24 hour period or handle major incidents within the District. It should be noted comparable Community College Districts, with similar student populations, have an average of 3 - 6 field supervisors, as well as a lieutenant.

2. Indicate how this request is related to the challenges, opportunities, goals, objectives and data in the department's Program Review Self-Evaluation.

    The main goals of the PD are:1) to provide exceptional campus safety to students, faculty, and staff throughout the entire campus community 2) strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing, and 3) reduce response times, improve officer safety, and reduce the overall incidents of Clery Act crimes.
    Currently, the PD has unsafe staffing levels forcing both field supervisors to work an average of 55-65 hours per week, including weekends, just to cover and/or supervise the respective duty shifts. Additionally, CSEA classified employees are now working without any supervision on graveyard shifts (midnight to 0800 AM) Monday though Friday.

3. Indicate how this request will improve productivity and service.

    This approval of this request would allow the PD to:
    *Provide exceptional campus safety to students, faculty, and staff throughout the entire campus community.
    *Strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing.
    *Reduce response times, improve officer safety, and reduce overall incidents of Clery Act Crimes
    *Reduce liability, provide appropriate supervision of officers, & manage predictable risk to the District
    *Increase employee wellness and reduce the number of fatigued field supervisors

4. Indicate how this request will improve student learning.

As outlined in a CNN Report (May 2018), we were only "21 weeks into 2018 and there have already been 23 school shootings where someone was hurt or killed. That averages out to more than 1 shooting a week." It is strongly felt that having more trained field sergeants deployed in the field to supervise officers, the PD will be able to provide a more secure and stable learning environment for all students throughout the District. Furthermore, students will feel much safer on campus as the PD continue to work toward increasing its visibility and provide additional safety presentations, thus assisting students with focusing more on learning and less on their personal safety.

5. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.).*

Ideally, each shift should have a field supervisor/sergeant on duty when CSEA employees are deployed in the field. Currently, with only two sergeants and especially when one of them calls off sick or take a vacation day, the PD is often left without any field coverage by a supervisor. Additionally, this makes it very difficult, if not impossible, for the PD to handle or address any type of major incident (e.g., active shooter, armed intruder, earthquake, etc.) on either campus, as well as maintain 24/7/365 field coverage.

6. Indicate any related costs (including any ongoing maintenance or updates) and program/area's plans to support those costs.

Ongoing personnel costs, benefits, and Peace Officer Standards and Training (POST) in-service training courses, the purchase of police uniforms, safety equipment, and additional police vehicles, etc. The related costs will be included in the PD's future budget.

7. Given that district resource requests are assessed to the colleges, what is the benefit of this request to the colleges?

The benefit to the colleges are as follows:
*A safer campus community and learning environment for students, facility, & staff
*A higher level of customer service and reduce response times to calls for service
*A reduction in Clery Act and UCR reportable Part I crimes
*Increase visibility & more collaboration with the campus community
*Better command and control of major incidents at both campuses
*Increase of safety presentations (active shooter, sexual assault prevention) to students, faculty, staff

8. What are the consequences of not funding this request?

The consequences of this request not being funded are as follows:
*An increase risk to the District due to limited or no field supervision
*Improper management oversight during major field incidents
*An increase risk to the District due to fatigued supervisors
*An increase in response times to calls for service
*Reduction in employee wellness & an increase in sick time usage
*Excessive use of overtime hours from the District's operating budget

SBCCD PROGRAM REVIEW RESOURCE REQUEST APPLICATION

Name of Person Submitting Request:	Al Jackson, Chief of Police
Program or Service Area:	District Police Department
Resource Request:	Five (5) Police Vehicles
Type of Request:	☐Personnel ☑Equipment/Technology ☐Budget
Request Need:	☑Replacement ☑Growth ☐Prof. Expert ☐Categorical
Amount Requested:	$300,000
Resource Type:	☑One Time ☐Ongoing
Object Code:	
Program Ranking:	3
District and/or Campus Master Planning:	DR.9, CS.1, CS.2, SBS.2, SBS.3

Are there alternative funding sources? (For example, Department Budget, Perkins, Grants, etc.)
Yes☐ No☑ If yes, what are they?

1. Provide a rationale for your request. (*Explain, in detail, the need for this request*.)

   It is a policy of the Board of Trustees for the SBCCD to protect members of the entire college community and the property of the District. In accordance with this policy, the District maintains a Police Department (PD) 24 hours a day, 7 days a week, & 365 days per year. The officers assigned to the PD are sworn and fully Commissioned Police Officers of the State of CA as defined in section 830.32 of the Penal Code and 72330 of the CA Ed. Code. To effectively carry out the above policy, increase campus safety, reduce liability, and manage predictable risk to the District, the PD is requesting five (5) fully equipped police vehicles. Currently, the PD has only three (3) fully equipped black and white police vehicles with the required mobile digital computer (MDC). In fact, two of the vehicles have are nearing one hundred thousand miles on the odometer and should be salvaged out soon due to ongoing high maintenance costs.

2. Indicate how this request is related to the challenges, opportunities, goals, objectives and data in the department's Program Review Self-Evaluation.

   The main goals of the PD are:1) to provide exceptional campus safety to students, faculty, and staff throughout the entire campus community 2) strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing, and 3) reduce response times, improve officer safety, and reduce the overall incidents of Clery Act crimes. Currently, the PD has only three (3) fully equipped black and white police vehicles with the required MDC's. As the Department add additional officers, these officers will not have the necessary police vehicles to transport them to and from each campus, as well as the District offices making it nearly impossible to carry out its primary mission of providing a safe campus community for students, faculty, and staff.

3. Indicate how this request will improve productivity and service.

   This approval of this request would allow the PD to:
   *Provide exceptional campus safety to students, faculty, and staff throughout the entire campus community.
   *Strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing.
   *Reduce response times, improve officer safety, and reduce overall incidents of Clery Act Crimes
   *Reduce liability and manage predictable risk to the District

4. Indicate how this request will improve student learning.

As outlined in a CNN Report (May 2018), we were only "21 weeks into 2018 and there have already been 23 school shootings where someone was hurt or killed. That averages out to more than 1 shooting a week." It is strongly felt that having more police vehicles deployed in the field, the PD will be able to increase overall campus safety and provide a more secure and stable learning environment for all students throughout the District. Furthermore, students will feel much safer on campus as the PD continue to work toward increasing its visibility thus assisting students with focusing more on learning and less on their personal safety.

5. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.).*

Currently, the PD has only three (3) fully equipped police vehicles with the required MDC. Also, having limited transportation provides the PD with many challenges, including limited visibility, increase response times, and unable to provide aid across the District. Additionally, this makes it very difficult, if not impossible, for the PD to handle or address major incidents (e.g., active shooter, armed intruder, earthquake, etc.) on either campus, as well as maintain 24/7/365 field coverage.

6. Indicate any related costs (including any ongoing maintenance or updates) and program/area's plans to support those costs.

The related costs are as follows:
*Routine vehicle maintenance (e.g., oil change, tires, breaks, etc.)
*Initial cost to install a MDC and an emergency equipment package
*Initial cost to install the SBCCD PD's decals on the police vehicles
*A monthly fee paid to SB Co. to maintain a wireless modem connection in each vehicle to facilitate the use of the MDC
The related maintenance costs will be included in the PD's future budget.

7. Given that district resource requests are assessed to the colleges, what is the benefit of this request to the colleges?

The benefit to the colleges are as follows:
*A safer campus community and learning environment for students, facility, & staff
*A higher level of customer service and reduce response times to calls for service
*A reduction in Clery Act and UCR reportable Part I crimes
*Increase visibility & more collaboration with the campus community
*Better command and control of major incidents at both campuses

8. What are the consequences of not funding this request?

The consequences of this request not being funded are as follows:
*Increase risk to the District due to limited police vehicles
*Improper vehicle inventory during major incidents
*Increase in response times to calls for service & unable to provide aid across the District
*A reduction of high visibility patrols & crime deterrents throughout the District
*When a vehicle is out for service/repairs, the PD do not have enough vehicles to appropriately deploy field personnel

SBCCD PROGRAM REVIEW RESOURCE REQUEST APPLICATION

Name of Person Submitting Request:	Al Jackson, Chief of Police
Program or Service Area:	District Police Department
Resource Request:	Safety Equipment
Type of Request:	☐Personnel ☑Equipment/Technology ☐Budget
Request Need:	☑Replacement ☑Growth ☐Prof. Expert ☐Categorical
Amount Requested:	$40,000.00
Resource Type:	☑One Time ☐Ongoing
Object Code:	
Program Ranking:	4
District and/or Campus Master Planning:	DR.9, CS.1, CS.2, SBS.2. SBS.3

Are there alternative funding sources? (For example, Department Budget, Perkins, Grants, etc.)
Yes☐ No☑   If yes, what are they?

1. Provide a rationale for your request. (*Explain, in detail, the need for this request*.)

    It is a policy of the Board of Trustees for the SBCCD to protect members of the entire college community and the property of the District. In accordance with this policy, the District maintains a Police Department (PD) 24 hours a day, 7 days a week, & 365 days per year. The officers assigned to the PD are sworn and fully Commissioned Police Officers of the State of CA as defined in section 830.32 of the Penal Code and 72330 of the CA Ed. Code. To effectively carry out the above policy, increase campus safety, reduce liability & manage predictable risk to the District, the PD is requesting funding to purchase the necessary police safety equipment for four (4) College Police Officers and one (1) Police Sergeant. Specifically, the PD will need the funds to purchase the following safety equipment: firearms, ballistic safety vests & helmets, Sam-browne duty belts, police duty uniforms, duty shoes, hand-cuffs, batons, Tasers, hand-held radios, long rifles, shotguns, and ammo, etc.

2. Indicate how this request is related to the challenges, opportunities, goals, objectives and data in the department's Program Review Self-Evaluation.

    The main goals of the PD are:1) to provide exceptional campus safety to students, faculty, and staff throughout the entire campus community 2) strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing, and 3) reduce response times, improve officer safety, and reduce the overall incidents of Clery Act crimes.

    Currently, the PD only has enough safety equipment for its existing on-duty police officers. As the Department adds additional police officers, the new officers will need the necessary safety equipment to effectively carry out their primary duties and mission of keeping the campus community safe.

3. Indicate how this request will improve productivity and service.

    This approval of this request would allow the PD to:
    *Provide exceptional campus safety to students, faculty, and staff throughout the entire campus community.
    *Strengthen campus and other law enforcement relationships, increase visibility, and implement community-oriented policing.
    *Reduce response times, improve officer safety, and reduce overall incidents of Clery Act Crimes
    *Reduce liability and manage predictable risk to the District

4. Indicate how this request will improve student learning.

As outlined in a CNN Report (May 2018), we were only "21 weeks into 2018 and there have already been 23 school shootings where someone was hurt or killed. That averages out to more than 1 shooting a week." It is strongly felt that having more police officers deployed in the field with the appropriate safety equipment, the PD will be able to keep its officers protected, as well as provide a more secure and stable learning environment for all students throughout the District. Furthermore, officers and students will feel much safer on campus as the PD continue to work toward increasing its visibility, thus assisting students with focusing more on learning and less on their personal safety.

5. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.).*

Currently, the PD has only three (3) full-time police officers and two (2) full-time police sergeants with the required safety equipment. As the Department adds additional officers, these officers will need the necessary equipment to safely carry out their primary field duties, as well as the mission of of the SBCCD. Additionally, this makes it very difficult for the PD to safely handle or address any type of major incident (e.g., active shooter, armed intruder, earthquake, etc.) or criminal investigation on either campus if officers are deployed without the proper safety equipment.

6. Indicate any related costs (including any ongoing maintenance or updates) and program/area's plans to support those costs.

The related costs are as follows:
* Five (5) Firearms   * Five (5) sets of handcuffs
* Five (5) Ballistic safety vests & helmets   * Five (5) Sam browne duty belts
* Five (5) Hand-held radios   * Duty uniforms & shoes for five new officers
* Five (5) Long rifles   * Five (5) Tasers
* Five (5) Shotguns and ammo
Any related maintenance costs will be included in the PD's future operating budget.

7. Given that district resource requests are assessed to the colleges, what is the benefit of this request to the colleges?

The benefit to the colleges are as follows:
*A safer campus community and learning environment for students, facility, & staff
*A higher level of customer service and reduce response times to calls for service
*A reduction in Clery Act and UCR reportable Part I crimes
*Increase visibility & more collaboration with the campus community
*Better command and control of major incidents at both campuses
*Enough safety equipment for all on-duty officers

8. What are the consequences of not funding this request?

The consequences of this request not being funded are as follows:
*Increase chance of on-duty PD personnel being seriously injured while handling criminal incidents
*Increase risk to students, faculty, and staff due to officers being deployed without safety equipment
*Unable to safely provide assistance throughout the District without the proper safety equipment
*Insufficient safety equipment in the PD's inventory during major incidents

District and Campus Master Planning

	District Wide Strategic Support Services Plan: Recommendations
DR.1	Complete and regularly update the three-year staffing plan and develop a process to increase the number of full-time faculty and increase the ratio of full-time to adjunct faculty in the District.
DR.2	To stabilize staffing levels, the District Human Resources department must address upcoming retirements and hiring procedures that include strategies for interviewing candidates from across the country. Additionally, consider completing a market study to understand the levels of salary, compensation, and benefits that will attract highly qualified candidates.
DR.3	Complete and regularly update the District Enrollment Management Plan. Support the Colleges' community outreach and marketing efforts in order to increase campus visibility, highlight instructional opportunities, and increase FTES
DR.4	Support each Colleges' effort for addressing basic skills needs.
DR.5	Support the Colleges' effort to work with K-12 entities, the EDCT, adult schools, and the Inland Adult Education Consortium to become a leader in providing education to adults in the region.
DR.6	Support Distance Education at each campus with the software, hardware, training, and support mechanisms as identified through local processes by the Colleges.
DR.7	Continue to sustain funding for technology in order to support the needs of students, faculty, and staff.
DR.8	Establish a full-time and robust facilities department within the District to secure state funding through the Capital Outlay Process, manage construction projects, oversee and integrate maintenance and operations, implement design standards, coordinate sustainability efforts, and implement a Total Cost of Ownership model for facilities.
DR.9	Continue to sustain funding for site security and safety and proactively design outdoor and building spaces using best practices for creating secure environments.
DR.10	Establish and maintain a cyclical process through which college planning informs the development and revision of District plans, including the Educational Master Plan, Facilities Master Plan, College Strategic Plan, and Technology Plan.
EDCT.1	Each college should explore the EDCT as a resource to support grant development, contract education offerings, non-credit and not-for-credit courses and short-term vocational training opportunities.
KVCR.1	Reevaluate the role and function of the radio and television station to operate as a fiscal asset that is an economically viable and self-sufficient entity. Develop a process for resource distribution between the District, EDCT, KVCR, and the Colleges.
	Crafton Hills College Major Strategies
CS.1	Promote Student Success
CS.2	Build Campus Community
CS.3	Develop Teaching + Learning Practices

CS.3	Expand Access
CS.4	Enhance Value to the Surrounding Community
CS.5	Promote Effective Decision Making
CS.6	Develop Programs + Services
CS.8	Support Employee Growth
CS.9	Optimize Resources
	San Bernardino Valley College Strategic Directions + Goals
SBS.1	Increase Access
SBS.2	Promote Student Success
SBS.3	Improve Communication, Culture + Climate
SBS.4	Maintain Leadership + Promote Professional Development
SBS.5	Effective Evaluation + Accountability
SBS.6	Provide Exceptional Facilities