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DEPARTMENT OF
POLICE

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JOHN P. KEARNS
CHIEF OF POLICE

March 23, 1989

Budget and Finance Committee
Sacramento, California

Honorable Members in Session

SUBJECT: POLICE STAFFING ASSIGNMENTS

SUMMARY

On March 14, 1989, the Budget and Finance Committee asked for a report back from the Police Department regarding recent temporary assignments of officers from Community Resource Section to Patrol Division. The concern of the Committee was the affect of these reassignments on the Neighborhood Watch Program.

Due to a potential over expenditure of the Police Department budget caused primarily by mounting overtime expenditures, several steps were taken by the Department to reduce overtime. One of those was the reassignment of three officers from the Community Resource Section to Patrol Division. This action caused the temporary discontinuance of the Neighborhood Watch Program for the balance of this fiscal year.

BACKGROUND

In January, following the review of the budget, it was projected that the Department would overexpend its budget by approximately \$1 million at the current level of overtime usage. In light of the City's current financial problem, it was decided to make every attempt to reduce overtime rather than ask for a budget augmentation. Each of the four Offices in the Department was asked to examine their overtime expenditures, determine the causes, and make recommendations of how to reduce overtime without risking public safety.

Increased Use of Overtime

It was determined that the primary causes of increased use of overtime were as follows:

1. There has been a 63% increase in narcotics arrests over the last two years. This increase in arrests has had a corresponding increase in court overtime. Most of the arrests are made by officers working at night who must testify during the daytime.
2. The backfill of the primary units in Patrol Division results in high usage of overtime. The minimum number of primary patrol units must be fielded each day on each shift. Each Watch Commander may adjust the number of officers fielded based upon circumstances occurring on that shift. At the present time the Department has 23 persons that are missing from their regular assignments; most of them are in Patrol Division. These persons are missing due to injury on duty, pregnancy, medical leave of absence, etc.
3. There were training requirements associated with our mandatory Advanced Officer Course (a POST requirement) which further depleted available regular man-hours. Additionally, the implementation of the new Mobile Digital Terminal/Records Management System has required a great deal of overtime. The overtime hours have been used to meet minimum patrol staffing as well as maintain adequate staffing levels in the Records Section and Communications Division.
4. Dignitary protection, necessitated by the 1988 Presidential election in the first half of the fiscal year, required the use of additional overtime.
5. Increases in the number of community meetings scheduled by Council and City staff plus increases or enlargements in a number of special events such as marathon runs, jazz festival and water festival, etc., have required an increased use of overtime.

Overtime Reduction Measures

The following steps have been taken by the Department to reduce overtime:

1. Field supervisor have been instructed to critically supervise narcotic arrest scenes to ensure that as few officers as possible will have to testify in the case.
2. Agreements have been reached with the District Attorney's Office regarding officer subpoenas and how they are issued. This should result in a decrease in overtime.
3. Patrol Division has changed its staffing requirements through the following steps:

- a. Reduced the minimum staffing for footbeats in the Downtown area from four to two.
 - b. Adopted the use of Jeep officers, non-SWAT CSU, and CSU Truancy Officers as an on-duty pool to fill primary cars when there is a shortage.
4. Instructed all Offices to delay non-mandatory training or some paper processing functions when possible if that training or paperwork would require the use of overtime. We have also cancelled all non-reimbursable trips or training wherever possible.
 5. Three officers in the Community Resource Section were transferred to Patrol Division to fill primary units.

Reduction in Community Resource Presentations

After reviewing all of the services that the Police Department must provide to the citizens of Sacramento, I decided that those nonessential services we could best afford to give up were some of the education programs that originate in the Community Resource Section. While recognizing that these programs are important and valued by the community, they are not essential and will not result in an immediate harm to the community. The following presentations will be discontinued until the manpower is restored to the Community Resource Section:

- Neighborhood Watch 1, 2, 3, 4
- Neighborhood Watch Update
- Gang and Drug Awareness
- Role of the Police
- 911 for Kids

The above programs will still be conducted in that area of Del Paso Heights and any church groups which are covered by our grant from the Office of Criminal Justice Planning. We will continue to accommodate requests for daytime presentations which include meetings with community groups and organizations. Department managers and representatives from Patrol Division, Narcotics and Gangs will still be available to attend community meetings to discuss problems or give information to groups when requested.

Various educational programs such as Senior Safety, Personal Safety (includes rape prevention), Bomb Threats, Theft/Bunco, Fraudulent Documents, Shoplifting, Robbery Prevention, Child Safety, Residential and Commercial Security Surveys, Substance Abuse, and Business Alert will continue to be offered by the Community Resources Section.

The reduction in Community Resource presentations will not jeopardize Public Safety or affect the way in which we respond to emergency calls for service. I hope to reinstate the Neighborhood Watch Programs in the coming fiscal year.

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FINANCIAL DATA

- Police Employee Services Budget (FY 88/89) \$45,977,894
- Projected Police Employee Services Expenditures for FY 88/89 as of 1/30/89 47,017,670
- Anticipated Employee Services deficit for FY 88/89 as of 1/30/89 (1,039,776)
- Projected minimum deficit reduction with adoption of staffing changes and overtime restrictions 250,000

POLICY CONSIDERATION

None.

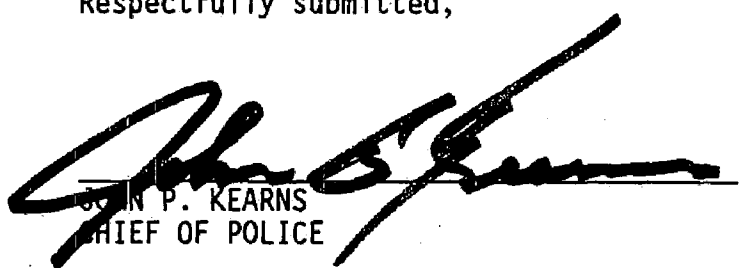
MBE/WBE EFFORTS

None.

RECOMMENDATION


None. Submitted for informational purposes.

Respectfully submitted,



JOHN P. KEARNS
CHIEF OF POLICE

APPROVED FOR COMMITTEE
INFORMATION:



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April 4, 1989
ALL DISTRICTS

JPK/slw
REF: 3-55