Volume 4 - Contract Cities

• 4-01/010.00 - Contract Compliance City of Hidden Hills

PURPOSE

To ensure a consistent, uniform level of law enforcement service to the residents of the city of Hidden Hills.

PROCEDURE

At the conclusion of his/her individual shift, each Watch Sergeant shall make a notation in the red Watch Commander's log book detailing the level of service provided to the city of Hidden Hills during his/her shift. In the event standard patrol service was not provided during the shift or the level of service provided did not meet our contractual obligation, the Watch Sergeant shall provide a specific reason explaining the service deficiency.

NOTE: Insufficient units/personnel is an inadequate explanation and shall not be used.

• 4-01/020.00 - Contract City Monthly Reports

PURPOSE

This order is to define the reporting responsibilities for supplying each contract city administration with information on Departmental activity within its respective city.

REPORT CONTENTS

Each report will contain significant crime incidents, crime statistics and a traffic accident and statistical enforcement summary. The following personnel will be responsible to submit to the Operations Sergeant the material needed to compile the reports:

TRAFFIC SERGEANT

The accident statistics for the month with comparisons for the previous month, cumulative activity by fiscal year and comparative statistics from the same period of the previous year.

Enforcement statistics for the month with comparisons for the previous month, cumulative activity by fiscal year and comparative statistics from the same period of the previous year.

DETECTIVE BUREAU SERGEANT

Responsible to insure that the Crime Analyst prepares a statistical summary of criminal activity for the month, comparative statistics for the same period of the previous year, and significant criminal incidents for the month.

REPORT PREPARATION

The Operations Lieutenant oversees the information received from the indicated persons and prepares the final copy for the Station Commander's review and forwarding to the concerned city manager.

• 4-01/030.00 - Contract City Daytime Curfew/Truancy Enforcement Program

PURPOSE

To establish a standard for enforcing and tracking the curfew/truancy violations of the various contract cities policed by Malibu/Lost Hills Station.

PROCEDURE

Truancy or daytime curfew ordinances have been passed by most of the cities policed by Malibu/Lost Hills Station. The purpose of these infractions is to provide deputies with a constructive tool to combat localized problems associated with juveniles who should be in school.

Deputies should utilize the daytime curfew ordinance as probable cause to stop only those juveniles who appear to be aimless and have no apparent destinations. This ordinance should not be used to stop vehicles with juvenile operators or passengers.

It is not necessary for students to have school identifications when they are away from campus during the hours of the curfew. Many schools, however, do place lunch or work pass restrictions on their student identification cards which might be helpful in quickly removing suspicion regarding certain students.

Station policy requires that deputies who detain juveniles for daytime curfew fully investigate the legitimacy of the explanations offered by the students for their absence from campus. Justifiable absences would include home schooling, parental permission, medical excuses, etc.

Deputies should confirm a truancy with either the student’s school, student’s parent, or the student themselves prior to issuing a citation. Station desk personnel should be utilized to attempt confirming via telephone calls. Deputies should strive to accomplish any required investigation within ten minutes.

If a deputy cannot clearly confirm the truancy, no citation should be issued and the student should be allowed to continue on to their destination, if they can safely do so.

Once a citation has been generated for a violation of this section, the citation will initially be given to the Juvenile Intervention Team. The J.I.T. will record the information as prescribed in Field Operations Directive 96-4, have the citations processed for court, and prepare the monthly report for the chief. This report will be submitted no later than the 5th of each month.