



VENTURA COUNTY SHERIFF'S DEPARTMENT

- BOB BROOKS
SHERIFF
- CRAIG HUSBAND
UNDERSHERIFF

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May 20, 2008

Ventura County Grand Jury
800 South Victoria Ave. L#3751
Ventura, California 93009

Below are the required responses to the 2007-2008 Grand Jury report titled "Ventura County Hall of Administration: Safety, Security, and Executive Protection."

Recommendation R-5

The BOS should request the Sheriff assign a VCSD deputy to serve as a Sergeant-at-Arms for each public BOS Meeting. (C-01 and C-04)

Response: This recommendation was previously implemented. The Sheriff's Department provides a plain clothed, armed Sheriff's Deputy at every Tuesday Board of Supervisor's (BOS) Meeting. This cooperative arrangement, utilizing Administrative Sergeants from several Sheriff's Department Divisions based at the Government Center, has occurred continuously since October 2006.

Recommendation R-27

All County employees working for a department headed by an appointed or elected official should receive the same security and awareness training. Specialized training should be provided by security professionals as designated and approved by the VCSD. (C-01, C-04 through C-06)

Response: This recommendation is currently realized, however, I disagree partially with the suggestion that the Sheriff must approve of the instructors and course topics. All newly hired county employees are mandated to attend Security and Awareness training prior to or immediately after work commencement. A refresher course is also required every four years thereafter. This required training is outlined in the County Administrative Policy Manual, Chapter IV (B) -2. Sworn Sheriff's Department staff are intensely educated in this training topic during the basic academy and, therefore, do not attend the County HR course. All other staff receives this training. The initial source of the agenda and outline for the County Security and Awareness training course were retired local law enforcement employees. This instruction has been revised to include a

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focus on cooperativeness and the understanding and prevention of workplace violence. Periodic modifications to the course content are introduced to stay current with the changing work force. County HR managers consult with the GSA building security professionals and are highly capable of selecting the proper instructors and current course topics. The Sheriff will, however, continue to fully cooperate with concerns or inquiries of any county department or agency regarding safety and security issues.

Hopefully, the information contained in these responses will satisfy the concerns and findings in your recent report.

Sincerely,

A handwritten signature in cursive script that reads "Bob Brooks". The signature is written in black ink and is positioned below the word "Sincerely,".

BOB BROOKS
Sheriff

c: Honorable Colleen Toy White, Presiding Judge
Superior Court of California, Ventura County