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AUG 21 2017

Grand Jury  
800 South Victoria Avenue  
Ventura, CA 93009  
(805) 477-1600  
Fax: (805) 658-4523  
grandjury.countyofventura.org

Ventura County  
Grand Jury

## Response to Grand Jury Report Form

Report Title: Annual Detention Facilities and Law Enforcement Reports

Report Date: May 9, 2017

Response by: City of Port Hueneme Title: City Council

### FINDINGS / CONCLUSIONS

- I (we) agree with the findings / conclusions numbered: FA-02, C-02
- I (we) disagree wholly or partially with the Findings / Conclusions numbered:  
FA-05, C-05  
(Attach a statement specifying any portions of the Findings / Conclusions that are disputed; include an explanation of the reasons.)

### RECOMMENDATIONS

- Recommendations numbered R-02 have been implemented.  
(Attach a summary describing the implemented actions and date completed.)
- Recommendations number \_\_\_\_\_ have not yet been implemented, but will be implemented in the future.  
(Attach a time frame for the implementation.)
- Recommendations numbered \_\_\_\_\_ require further analysis.
- Recommendations numbered R-05 will not be implemented because they are not warranted or are not reasonable.

Date: 8/7/17

Signed: 

Number of pages attached: 4



# City of Port Hueneme

## Administration

August 14, 2017

Pamela Riss, Foreperson  
2016-17 Ventura County Grand Jury  
County of Ventura  
800 S. Victoria Avenue  
Ventura, CA 93009

### Re: 2017 Annual Detention Facilities and Law Enforcement Reports Reports

Dear Ms. Riss:

On May 17, 2017, the Ventura County Grand Jury completed a ***Final Report on Annual Detention Facilities and Law Enforcement Reports*** in the County of Ventura. This included a full and unconditional inspection of the Port Hueneme Police Department along with its Holding Facility located at its main station, 250 North Ventura Road. The Grand Jury found the Port Hueneme Police Department Holding Facility met all minimum standards as dictated by the Corrections Standards Authority (CSA), found in Titles 15 and 24 of the California Code of Regulations.

While all legal standards were satisfactorily met, the Ventura County Grand Jury noted several areas for improvement and made the following Conclusions:

- C-02:** The Grand Jury concluded six city holding facilities have insufficient signage in the pre-booking areas explaining rights and procedures in both English and Spanish. (FA-02)
- C-05:** The Grand Jury concluded the financial situation in Port Hueneme has resulted in staff shortages. With limited staffing, the safety of citizens and officers could be compromised. This situation is aggravated when sworn officers are required to work overtime as dispatchers or while performing required arrestee transport and booking. (FA-05)

#### Response C-02/R-02

The Port Hueneme Police Department Holding Facility was found to lack signage which articulates a prisoner's rights in both English and Spanish. Based on the recommendation from the Grand Jury, the Port Hueneme Police Department has amended their jail signage to include both English and Spanish. This new sign has

been drafted, created, and posted in the jail facility and is now visible to all prisoners who temporarily visit our facility. Please see the attached photos shown as Exhibit 'A'.

### **Response C-05/R-05**

While it may be safe to deduce that the financial situation in Port Hueneme has led to staffing shortages, this conclusion lacks the proper foundation. The City of Port Hueneme and the Port Hueneme Police Department have not eliminated any positions directly effecting our patrol or dispatch staffing. During 2015 and 2016, the Chief of Police vacancy created a line level vacancy as officers were moved around to fill interim positions. Since this time, the Chief of Police position has been filled leaving the police department with no current sworn vacancies. There have been no reductions in force of any sworn or civilian personnel.

The staffing shortages in the communication center were a direct result of an untimely resignation and termination in 2016. With a complete staffing contingency of five (5) dispatchers, this left the police department with three (3) dispatchers. Since this time, our police department has hired or transferred personnel to fill these crucial gaps. We currently have all (5) positions filled and have also found a part-time civilian dispatcher to fill any unforeseen shortages due to vacations or illnesses.

As a result of filling these positions, any police officer overtime in our communication center is voluntary and not mandated. The complete staffing of our communication center has essentially eliminated all police officer overtime in the center.

In regards to contracting services and as a matter of record, the Port Hueneme Police Department has reviewed the feasibility of contracting dispatching services and booking services with the Oxnard Police Department. Based on the cost estimates provided by the Oxnard Police Department, the cost benefit analysis still shows keeping such services in-house is more cost-efficient for the City of Port Hueneme. The Oxnard Police Department is also unwilling to accept the liability of accepting our prisoners for transportation.

### **Summary**

The Port Hueneme Police Department and the City of Port Hueneme take the recommendations of the Ventura County Grand Jury very seriously and will continue to remain diligent in providing the citizens of Port Hueneme with exceptional service. We will remain transparent in our daily operations and encourage thoughtful insight from those sharing the same mission.

Sincerely,



Tom Figg, Mayor

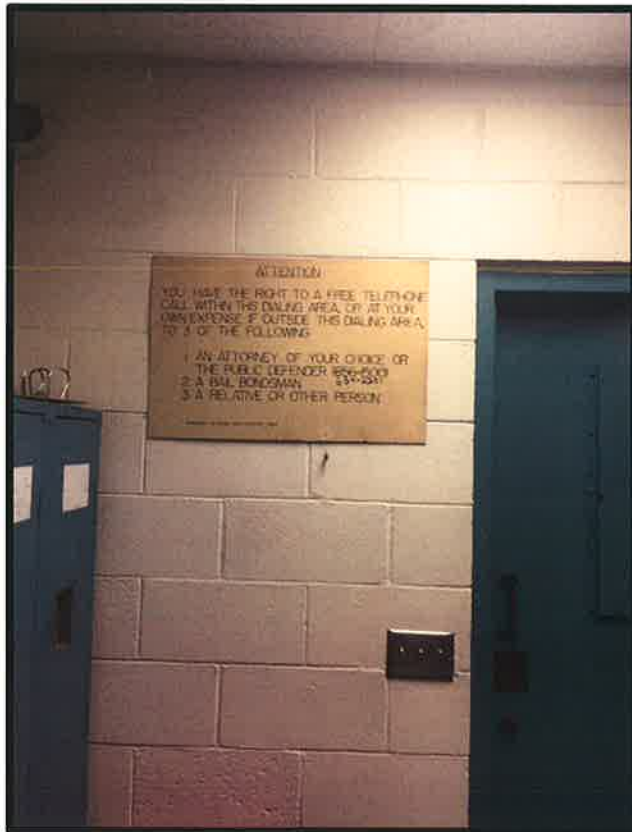
cc: Grand Jury Foreperson  
Presiding Judge of the Ventura County Superior Court



# City of Port Hueneme

250 North Ventura Road • Port Hueneme, CA 93041 • (805) 986-6500

## 2017 City of Port Hueneme Grand Jury Response EXHIBIT 'A'



**BEFORE**



**AFTER**