

## VOLUME 2 - CHAPTER 12

### COUNTYWIDE SERVICES DIVISION

#### 2-12/000.00 COUNTYWIDE SERVICES DIVISION

This chapter outlines the functions, responsibilities and jurisdiction of the Countywide Services Division.

#### 2-12/010.00 FUNCTIONS AND RESPONSIBILITIES

These Bureaus are responsible for the performance of the basic police tasks of protecting life and property, preserving the peace, preventing and suppressing crime and the apprehension of violators of the law. Specialized functions are shown in the section governing the general structure of each Bureau.

#### 2-12/020.00 JURISDICTION

Divisional operations are carried out in the areas of the County specific to each Bureau for law enforcement services.

#### 2-12/030.00 RESPONSIBILITIES OF BUREAUS

Each Bureau is responsible for the performance of the basic police tasks within its jurisdictional area. Bureaus which serve a contract are also responsible for providing the necessary administrative, supervisory and clerical services required.

#### 2-12/040.00 COMMUNITY COLLEGE BUREAU

Community College Bureau's primary focus and principal jurisdiction shall be limited to law enforcement on the campuses of the Los Angeles Community College District (District) or other grounds or properties owned, operated, controlled, or administered by the District.

Community College Bureau is also responsible for the following law enforcement and security services:

- observing and reporting facility problems (for example, broken windows, burnt-out lights, water leaks, and the like), safety hazards, and other matters needing attention by District personnel (for example, graffiti, or excessive litter);
- investigating the whereabouts of missing equipment or property; responding to

- incidents requiring first aid; completing and submitting injury reports;
- providing security and maintaining order at meetings, hearings, rallies, and other gatherings; and
- rendering aid to students and others on campus who need assistance as a result of having vehicle problems (e.g., dead battery, lost keys.) or who ask to be escorted to their vehicles at night or in other appropriate circumstances.

## **2-12/050.00 COMMUNITY ORIENTED POLICING BUREAU**

This Bureau is comprised of seven details whose responsibilities are as follows:

### **Community Oriented Policing Teams (COPS)**

- identify and resolve “Quality of Life” issues within communities throughout the County;
- build and maintain a strong, positive relationship with the citizens of the communities served by the Los Angeles County Sheriff’s Department; and
- develop strategies for addressing specific community concerns, and work with community members and other agencies in order rectify those concerns.

### **Community Impact Teams (CIT)**

- primarily target gang members;
- suppress gang related criminal activity in specific communities; and
- provides assistance to Community Oriented Policing Teams.

### **High Impact Teams (HIT)**

- work in conjunction with the Community Oriented Policing Teams to resolve specific problematic areas within a community;
- organize and conduct community surveys;
- disseminate information gathered from community members to Department personnel; and
- provide additional support to COPS Bureau through the use of surveillance, saturation patrols, and traditional law enforcement techniques.

### **Abatement Team**

- targets specific problematic properties including residences, businesses, vacant lots, etc.;
- researches the history of an identified property history, determine ownership, and gather evidence to support a nuisance claim;
- works with property owners and occupants to rectify identified issues; and
- when necessary, assembles a task force to resolve problems by means of the civil property abatement process.

### Community Development Commission (CDC) Team

- provides law enforcement services through a contract with the Housing Authority County of Los Angeles (HACoLA);
- responsible for policing sixty-five housing project sites throughout Los Angeles County;
- provides crime prevention programs to site residents; and
- conducts saturation and bicycle patrols at various sites.

### Vital Intervention and Development Alternatives Program (VIDA)

- provides structured drug and gang intervention programs to assist teenagers throughout Los Angeles County; and
- consists of a sixteen week program which includes compulsory physical fitness, family counseling, health education, and associated intervention programs.

### Parking Enforcement Detail (PED)

- provides centralized administration of parking violation enforcement and citation processing for the unincorporated areas of Los Angeles County; and
- consists of non-sworn personnel assigned to enforce parking and vehicle code related violations in unincorporated areas of Los Angeles County.

## **2-12/060.00 COUNTY SERVICES BUREAU**

County Services Bureau provides contractual general law enforcement and private security for various health centers and public and social service facilities throughout Los Angeles County. County Services Bureau is headquartered in the basement of Hall of Records. In addition to a unit commander, contractual responsibilities include headquarters operations, patrol, and detective functions, 24 hour desk and dispatch capabilities including Watch Commander, Watch Sergeant, and Watch Deputy oversight, training and scheduling staff, private security contract monitoring oversight, canine teams, Sheriff Security Officers and a complete cadre of LET, and professional staff.

County Services Bureau is divided into two primary autonomous branches:

- Facility Services; and
- Health Services.

The Facility Services branch of the County Services Bureau is responsible for providing security services to the following:

- Los Angeles County Department of Juvenile Probation;
- Los Angeles County Department of Public Social Services;

- Los Angeles County Department of Children and Family Services;
- Los Angeles County Department of Mental Health;
- Los Angeles County Register Recorders Office;
- Los Angeles County Public Libraries; and
- Los Angeles County Hall of Administration.

The Health Services branch of the County Services Bureau is responsible for security services to the following:

- Harbor – UCLA Medical Center;
- Martin Luther King Medical Center;
- Rancho Los Amigos Rehabilitation Center;
- LAC+USC Medical Center;
- High Desert Hospital;
- Olive View Medical Center;
- Long Beach, South Valley, Hubert Humphrey, Dollarhide, El Monte, Hudson, and Roybal County health centers; and
- Department of Mental Health Headquarters.

## **2-12/070.00 PARKS BUREAU**

Parks Bureau partners with the Los Angeles County Department of Parks and Recreation and the Offices of the Los Angeles County Board of Supervisors with the goal of providing a safe environment for people who visit Los Angeles County parks, nature trails, wildlife sanctuaries, lakes, and golf courses. Parks Bureau is a proactive uniformed patrol element of the Sheriff's Department, providing general patrol services to all County parks and addressing "quality of life" issues in and around the parks.

Parks Bureau is divided into three geographical zones (North, South, and East) under the central command of a Captain and operations staff. Each of the three zones has a contingent of Sergeants, Deputies, and Security Officers under the supervision of a Service Area Lieutenant. Each zone has a support staff of professional staff. Parks Bureau has a Detective Team, Boating enforcement and dive team services for Castaic and Pyramid Lakes, Off-Road Enforcement Team, Community Safety and Public Information Office, and a fulltime Mounted Enforcement Detail (MED). Additionally, the Sheriff's Department's Mounted Enforcement Detail comprised of collaterally-assigned Deputies, as well as Reserve Deputies, are under the command of the Parks Bureau Captain.

The primary responsibility of Parks Bureau patrol personnel are:

- provide directed patrol of Los Angeles County parks;
- work closely with the Department of Parks and Recreation Department to address "quality of life" issues, and provide security at their events and locations;
- work with promoters in the planning of events held in Los Angeles County Parks

- and ensure the safety of park patrons during these events;
- take appropriate action on any law enforcement matters or observed or encountered problems and respond to calls for service; and
  - attend neighborhood and community meetings related to concerns of park safety and crime prevention.