

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Community Involvement		CHAPTER/SECTION NO.: 32.4,32.5	
EFFECTIVE DATE: 10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES: See attached sheet		APPROVED: <u>** See Master File</u> Sheriff	
STANDARD NUMBER: 45.2.1		Revised 9/10/03	

32.4 Purpose

- 32.4.1 In order for the WEBER COUNTY SHERIFF'S OFFICE to more effectively carry out its responsibilities to the community and to foster a closer working relationship with the citizens of Weber County, a community involvement program is established. To accomplish its assigned role, a good working relationship with the community is a necessity. This requires an in-depth understanding of the limitations, needs, and desires of each participant. Since public opinion is based largely upon individual deputy's actions, deputies should perform their duty in a professional and courteous manner. It is the role of the Sheriff's Office to protect and to serve, and any improvement in one will have a positive effect on the other.

32.5 Policy

- 32.5.1 Contacts with Community Members
- A. Deputies of the Sheriff's Office shall, during the course of their normal duties, make citizen contacts in both business and residential areas. These contacts are intended to gather information on current community needs, and also to help break down any barriers that exist between the Sheriff's Office and the community. If community concerns are identified, those concerns shall be forwarded to the deputies immediate supervisor and/or the C.O.P. unit. These

concerns should be addressed and documented through the Operations Bureau Commander to the Sheriff.

- B. Refer to Chapter 38, Internal Affairs, for the handling of citizen complaints against the Sheriff's Office and/or employees. See also information regarding the Sheriff's Office Criminal Justice Advisory Council.

32.5.2 Community Relations Plan

- A. The C.O.P. unit shall maintain a liaison with civic, community (formal and informal), school, and church groups within Weber County.
 - 1. If a deputy is made aware of a problem through the community groups, he/she will pass that information to a supervisor, community officer and/or the C.O.P. unit for help in resolving the issue, if needed.
- B. **Every WCSO member, particularly deputies in the field, are responsible for achieving community involvement objectives of the Office.** These objectives as well as general maintenance and improvement of police-community relations may be achieved through:
 - 1. crime prevention activities/programs,
 - 2. traffic safety programs or surveys,
 - 3. public safety presentations to all sectors of the community,
 - 4. meetings with concerned citizens regarding specific issues,
 - 5. acting as liaison (when addressing community concerns) between the Sheriff's Office and community groups, etc.
 - 6. adhering to applicable conduct and ethical standards.
- C. Site, info The Sheriff's Office will make every effort to continually publicize agency objectives, problems and successes through

available means, such as but not limited to: Office Web information brochures, periodic reports, and community newspapers or newsletters.

- D. Training needs, identified through the use of interviews with community representatives, Sheriff's Office supervisors, and consultations with citizens, will be submitted in written form to the Chief Deputy.
- E. The establishment of community groups, where such groups do not exist, will be coordinated by the C.O.P. Unit. The necessity of establishing any group shall be thoroughly researched. A clear need should be documented. This documentation shall be brought to the attention of the Sheriff through a Bureau Commander prior to any action being taken.

32.5.3 Community Relations Officers

- A. The community relations officer's duties shall be performed by the C.O.P. deputies, but ultimately shall include the energies of the entire Sheriff's Office.
- B. The C.O.P. deputies, and patrol deputies responsibilities are to act as liaisons between the Sheriff's Office and all community organizations, groups, and citizens.
- C. Each C.O.P. deputy is responsible to maintain close contact with their respective community City Council representatives through person to person interaction and attendance at City Council meetings as needed on public safety agenda items or to make presentations on pertinent issues.
- D. C.O.P. deputies will, wherever possible and practical, organize a Citizens Advisory Board in respective community areas to advise on or discuss public safety issues in their communities. In smaller communities, the

City Council may serve this function.