



San Diego County Sheriff's Department



William D. Gore, Sheriff

Kelly A. Martinez
Undersheriff

May 13, 2021

Susan N. Youngflesh, Board Chairperson
Citizens' Law Enforcement Review Board
555 West Beech Street, Suite 505
San Diego, CA 92101-3819

LETTER OF CONCERN REF CLERB CASE NUMBER: 20-015

Dear Chairperson Youngflesh,

The Sheriff's Department welcomes and supports the Citizens' Law Enforcement Review Board's independent review of complaints alleging improper actions by members of this organization. We continuously strive to respond with professionalism and concern to the citizens we serve, and the CLERB process provides invaluable input to that end.

After reviewing the CLERB Investigator's report and the CLERB's Letter of Concern dated May 3, 2021, the Sheriff's Department understands the concerns expressed by the CLERB members.

The CLERB's questions along with the Sheriff's Department's responses are below:

1. Is there a mechanism or procedure in place to track the location of take-home vehicles at any given time? If not, CLERB expressed concern about the potential misuse of take-home vehicles in addition to officer safety issues.

Sheriff's sworn personnel who are designated a home garage vehicle must complete an Authorization for Home Garage or Off Duty Use of County Vehicle form with the garage/storage location of their assigned vehicle. In addition, the form requires the employee's signature in accordance to Policy and Procedure 5.2 Vehicle Coordination and Usage. This form must be approved through their chain of command up to and including the Undersheriff. Per Policy and Procedure 5.8 Home Garaging and Usage, the home garage assignments are reviewed semi-annually by each Bureau Commander and annually every July 1st by the Undersheriff.

Work cellular phones are issued to Sheriff's sworn personnel and per Policy and Procedure 7.4 Cellular Phone/Other Wireless Electronic Devices, "The Location Services feature must be left on/active at all times." The location services feature left on/active can assist with officer safety while deputies are working and utilizing their assigned county vehicle.

2. Is there a mechanism or procedure in place to track hours worked by sworn personnel with nontraditional or on-call work schedules? If not, CLERB expressed concern about the inability to track when someone is technically off-duty as opposed to when they are, in fact, on-duty.

Every Sheriff employee's work schedule is tracked and approved by their direct supervisor and their hours are accounted for in a database requiring supervisor approval every pay period. The Sheriff's Department puts valued trust in their supervisors to maintain accountability and responsibility in overseeing their personnel and their personnel's work hours and work schedule.

It is our goal to provide the "highest quality public safety services" to everyone in San Diego County. I would like to thank you for your service to the citizens of the County of San Diego.

Sincerely,

WILLIAM D. GORE, SHERIFF



Michelle Craig, Lieutenant
Office of the Sheriff
Division of Inspectional Services
WDG:MC:mc

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CITIZENS' LAW ENFORCEMENT REVIEW BOARD

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May 3, 2021

Sheriff William Gore, County of San Diego
Attn: Lieutenant Michelle Craig, Division of Inspectional Services
9621 Ridgehaven Court
San Diego, CA 92123

LETTER OF CONCERN - CASE NO. 20-015

Dear Sheriff Gore:

On April 13, 2021, the Citizens' Law Enforcement Review Board (CLERB) reviewed CLERB Case No. 20-015 regarding Jesus and Leticia Montoya. During its review, CLERB raised the following questions and requested they be forwarded to you via this letter:

1. Is there a mechanism or procedure in place to track the location of take-home vehicles at any given time? If not, CLERB expressed concern about the potential misuse of take-home vehicles in addition to officer safety issues.
2. Is there a mechanism or procedure in place to track hours worked by sworn personnel with nontraditional or on-call work schedules? If not, CLERB expressed concern about the inability to track when someone is technically off-duty as opposed to when they are, in fact, on-duty.

CLERB supports the Sheriff's Department's careful and prompt review of these questions / concerns and we look forward to your response.

Sincerely,

SUSAN N. YOUNGFLESH, Chair
Citizens' Law Enforcement Review Board (CLERB)

SNY::prp

cc: Sergeant Aaron Meleen