

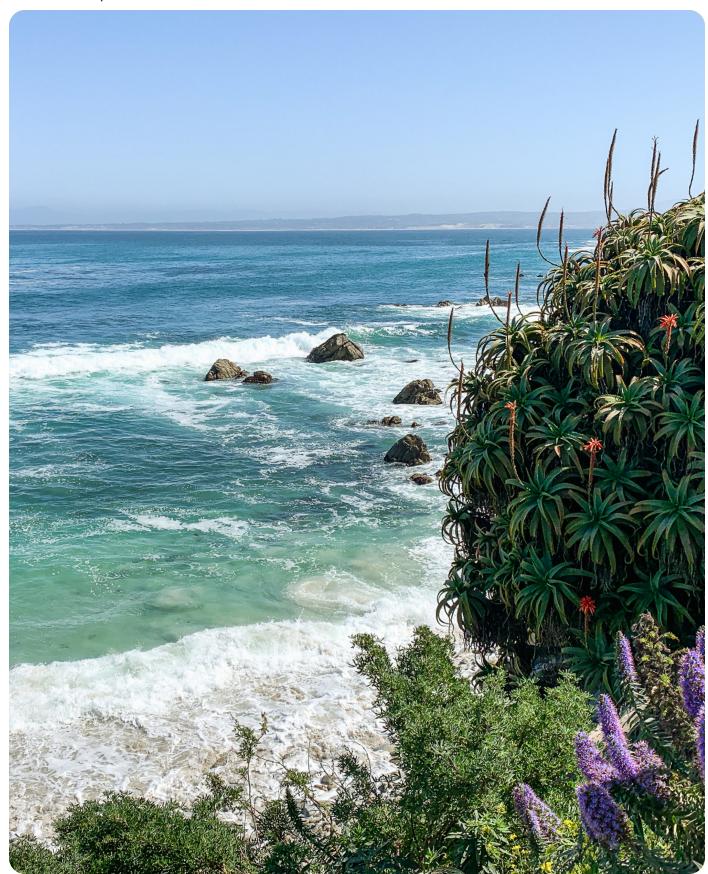
PACIFIC GROVE POLICE DEPARTMENT 2021 ANNUAL REPORT

"OUR COMMUNITY, YOUR POLICE"

2021 Annual Report

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MESSAGE FROM THE CHIEF

As Chief, I am proud to present the Pacific Grove Police Department's 2021 Annual Report. This report provides a snapshot of information and statistics on a wide range of activities. Although the annual report is a valuable and informative tool, it is only a brief summary of all the work conducted by our staff. No document of this type could ever measure the service these professionals provide to our community.

I want to thank those who assisted with preparing this report, namely Administrative Technician Vincent Garcia. I further wish to thank the Pacific Grove Police Department members for their dedication to the community and continuously striving for excellence in service. The Pacific Grove Police Department professionals are dedicated public servants who take great pride in serving our community with honor, respect, professionalism, and integrity.

In 2021 the department continued to cope with the ever-changing environment posed by the pandemic and staff vacancies. In a year fraught with challenges and obstacles, I cannot overstate how proud I am of the resiliency and flexibility of our staff. Despite the challenges, we were determined to keep moving forward as a department and steadfast in our mission.

Members of the police department patrol the City respond to varying calls for service, and provide excellent community service and support. Our team is committed to creating a safe, vibrant, and welcoming community for all.

I cannot emphasize enough that our employees are our most valuable resource.

Law Enforcement is constantly evolving. The development of our staff remains a high priority and is integral to maintaining high morale and a high standard of excellence. Training and new innovative ideas and practices help us utilize our department personnel and resources efficiently and effectively. Members of the department take pride in learning and applying new skills.

Our scenario-based training includes de-escalation and use of force techniques that help us determine how to react to real-world situations. 2021 Annual Report

Our department has developed core values of excellence, community, respect, professionalism, and integrity. These values are a blueprint for creating and maintaining relationships that provide excellence in service. As an example, the Pacific Grove Police Department is an Accredited agency through CALEA (Commission of Accreditation for Law Enforcement Agencies). Currently, we are the smallest municipal police department in California and the first and only department in the tri-county area to be accredited. The community can be proud to know that their police department will continue to maintain and adhere to nationally recognized standards of "best practices" for years to come.

We believe in accountability, transparency, and communication both internally and externally. We strive to promote an atmosphere that allows our members to evolve in healthy and meaningful ways, which in turn help staff be the best public servants.

We recognize we are not perfect; we are human. We will and do make mistakes but will continue to progress, improve, and move forward. Always remembering the reason why, we are in our roles as law enforcement professionals, to serve and protect with dignity and respect. This level of service is made possible by the compassion and kindness our personnel display daily.

Over the years, we have enjoyed incredible support. We are determined to continue to achieve community support, trust, and confidence through every contact we make. Policing our City is everyone's responsibility, so we encourage you to stay vigilant because you are the eyes and ears of the community, and we need your help and support to be successful.

I am proud of the daily efforts of our staff and honored to work alongside them. Pacific Grove Police Department staff genuinely live up to the oaths they have taken and continuously strive to make the City greater and better than it was when entrusted to them.

On a personal note, I am blessed and humbled to serve this community. I appreciate the support of the community, the members of the Police Department, City Staff, friends, and family. I truly am one lucky Chief!

On behalf of the women and men of the Pacific Grove Police Department who police with kindness and compassion, I would like to thank you for your commitment to public safety and for taking the time to read our annual report.

In the words of Sir Robert Peel, "...the police are the public and the public are the police..." cherishing the principle that public safety is a shared responsibility within the community.

Over the course of this new year, we will be introducing many new programs. I encourage you to follow our media platforms to learn about upcoming events, safety tips, and other informative topics.



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MISSION, VISION, AND VALUES

MISSION

To provide exceptional public safety service and enhance the quality of life in our community.

VISION

To achieve a culture of excellence by partnering with our community, respecting the rights and dignity of all people, and providing professional public safety service through integrity and accountability.

VALUES

Excellence

We will promote the common good, uphold the public trust, and leave the department greater and better than when entrusted to us.

<u>Community</u>

We will commit to partnering with our community and deliver excellent public safety services.

<u>Respect</u>

We will respect the rights and dignity of all people.

Professionalism

We will exemplify professionalism in all we do as public employees.

Integrity

We will be accountable to ourselves, the public, and the law enforcement profession.

"OUR COMMUNITY, YOUR POLICE"





CODE OF ETHICS

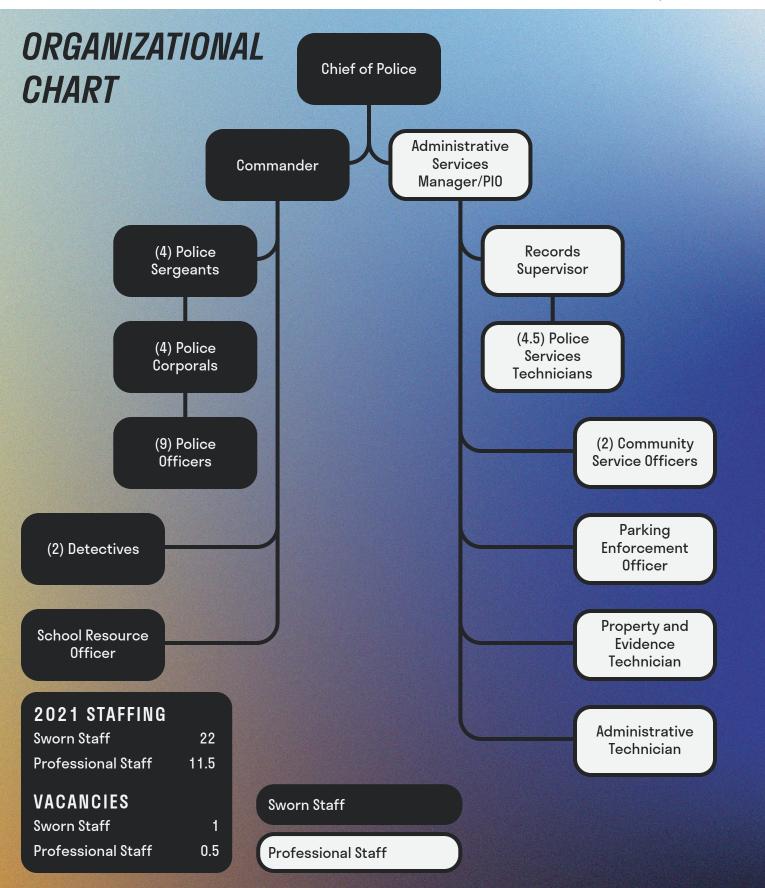
AS A LAW ENFORCEMENT OFFICER, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all to liberty, equality and justice.

I WILL keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I WILL never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession...law enforcement.

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RECRUITMENT AND ASSIGNMENTS

In 2021, law enforcement agencies across the country struggled with staffing. The Pacific Grove Police Department was no exception. We began the year with five open police officer vacancies. Considering the total sworn staffing is twenty-two, this was nearly a quarter of our allocated police officer positions.

We worked very hard recruiting officer candidates that would be the perfect fit for our department and community. We set high standards for those seeking to work for our department. Though staffing was extremely challenging, we would not lower our standards simply to fill a vacancy. We successfully hired four new officers to our team in 2021 and will continue to actively recruit for our last open position.

OFFICER ALVARADO

Officer Gilbert Alvarado graduated the police academy on December 10, 2021. He is working hard to successfully complete our field training program. We welcome him as our newest police officer. He comes to us from the Central Valley.

OFFICER HILL

Officer Andrea Hill successfully completed the field training program in 2021. Her high energy and friendly personality is a welcome addition to the team. She comes to us after serving in the United States Coast Guard.

OFFICER SHUM

Officer Kevin Shum is another officer to successfully complete the field training program in 2021. Officer Shum is always on the lookout for traffic violators and works hard to keep our roadways safe. He comes to us from the Stockton Unified School District Police Department.

OFFICER MINE

Officer Michael Mine also completed the field training program in 2021. He is an extremely active officer who works hard to keep the criminal element off the streets of Pacific Grove. He comes to us with prior experience from the Santa Clara Police Department.





CRIME STATS

CRIME REPORTING⁺(% COMPARED TO LAST YEAR)

Homicide	0	0%
Rape	2	-83.3%
Robbery	1	-66.6%
Non-Aggravated Assault	24	-20%
Aggravated Assault	13	-13.3%
Burglary	44	+76%
Larceny-Theft	188	-3.1%
Vehicle Theft	12	+33.3%
Domestic Violence	32	0%
Arson	0	0%
Hate	1	-50%

TOP TEN REPORT TYPES

Suspicious Incidents
 Persons Cared For
 Thefts from Vehicle
 Property Damage
 Disturbing the Peace
 Theft
 Fraud

8. Civil Matters

- 9. Warrants
- 10. Burglary

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2020/2021 DEPARTMENT BUDGET

EXPENDITURES+

Non-Operating Transfers \$75,000

Debt Services \$790,562

Service and Supplies \$877,500

Salaries and Benefits \$6,375,749





WORKLOAD	
INDICATORS*	
Written Reports:	1,72
Citations:	62
Field Interviews:	36
Arrests:	22



* Pacific Grove Police Department Workload Indicators * Annual Reporting to DOJ Uniform Crime Reporting

POLICE GRANTS

Technology Equipment SR0 Parking Vehicle Vehicle Leases \$245,000 \$75,000 \$120,000 \$35,000 \$27,000

BUDGETED FULL-TIME POSITIONS **22** sworn **11.5** prof. **33.5** total







COMPLETED PROJECTS

- RIPA Veritone
- Server Room Update
- Training Room Update
- New Parking Scooter
- Evidence Equip/Supply Storage Reorganization
- Cordico Employee Wellness App
 Department Chaplain
- Department Chaplain Program

STO

2021 Annual Report



*Data from Annual Traffic Report



442 **MOVING VIOLATIONS**

Most common violations: Stop Sign and Expired Registration

4,697 PARKING VIOLATIONS

Most common violations: **Overtime and Meter**



HIGH COLLISION INTERSECTIONS

1. Forest and Pine

- 2. Forest and Stuart
- 3. Central and Fountain
- 4. Central and 19th
- 5. Ocean View Boulevard



2021 Annual Report

335 HOURS Policy/Accreditation

501 HOURS Professional Development

571 HOURS

Advanced Officer Training

862 HOURS

POST Perishable Skill

Between training on updated policy, Professional Development for professional staff, Advanced Officer Training for Sworn staff, and perishable skills training mandated by the Commission on Peace Officers Standard and Training (POST), our department participated in 2,269 hours of training throughout 2021. Below are just a few examples of the courses taken last year.

POLICY/ ACCREDITATION

- Customer Service/De-Escalation
- **Ethical Decision Making**
- **Bloodborne Pathogens**
- **HAZMAT** Training
- **Bias Based Policing**

ADVANCED OFFICER TRAINING

- Civil Procedures
- Search and Seizure
- RADAR/LIDAR
- POST Supervisory Course
- Force Options
- **Firearms Instructor**

PROPERTY AND EVIDENCE



1,218

304 booked as found property

Items purged or released.



DEPARTMENT TRAINING



Field Training Officer Update

PROFESSIONAL DEVELOPMENT

- Property and Evidence Management
- Advanced CSI •
- FEMA/EOC Training •
- Humane Officer Course
- Women Leaders in Law **Enforcement Conference**

POST PERISHABLE SKILLS

- Firearms Training •
- **Tactical Communications**
- Pursuit Driving •
- First Aid/CPR/AED •
- **Defensive Tactics**

22-MONTH PLAN RECAP

In 2020, the City Manager directed each city department to create a 22-Month Work Plan. Listed below are our goals along with updates of our progress.

GOAL 1: EQUITY AND EMPOWERMENT: EMPLOYEE DEVELOPMENT

- Develop a robust recruitment and retention plan
- Improve staff training plan, mentorship, and • succession plan.
- Liaison with City Council in the creation of the Diversity, Inclusion, and Equity Task Force.

Update: The Department is currently in the background process with an applicant to complete our sworn staff and are actively recruiting to complete our professional team with a part time position. The PD team conducted in person recruiting at the local police academies, updated job descriptions, and recruitment application. Members of the PD attended 2,269 hours of training to include professional development training for succession planning leadership positions in the future. The department is excited to announce we have collaborated and coordinated a city-wide Diversity, Equity, and Inclusion training for all employees, elected officials, and boards and commissions which will be held in May of 2022.

GOAL 2: EXPAND TRANSPARENCY AND COMMUNITY OUTREACH

- Create a Youth Police Academy
- **Conduct a Citizen Police Academy**
- Continue to improve on social media campaign
- Participate in community events

Update: Department members are super excited to conduct our first youth police academy in April 2022. The academy will provide cadets with a snapshot of the day-to-day activities of members of the police department. The cadets will be exposed to scenario-based training activities and encourage collaboration, teamwork, and transparency between members of the department and participants. Members of the department anticipate conducting a citizen police academy in the fall of 2022. Our social media team has really stepped it up this year with many new campaigns and activities to engage our community. Lastly, our team brought back National Night Out, and participated with the City's first Bike Night. Both were huge hits! With COVID restrictions being lifted, we are eager to get back to seeing our community in person and participating in future events in 2022.



GOAL 3: EMPLOYEE WELLNESS PROGRAM

- Create a Chaplain Program
- Build upon employee wellness program
- Provide resources such as CORDICO app for staff

Update: In 2021 we purchased the CORDICO app for all current and retired members of the department. The app provides resources for officers who may be having trouble dealing with stressors of the job, home, family, or life in general. In addition, we are excited to announce we have two volunteer chaplains to assist the members of the department and community members experiencing a crisis. Employee wellness is critical to the success of the department because our employees are our most valuable resources. Having a healthy staff is critical. Officers need to be healthy in mind, body, and spirit to cope with job related stressors in an effective and professional manner. We encourage officers to seek assistance when they are struggling. We are proud of the healthy culture within the department and continuously work to crush the stigma surrounding officer wellness.

GOAL 4: TECHNOLOGY

- Implement a new RMS (Record Management System) for the department
- Upgrade server room for security and functionality

Update: We are a few months away from transitioning to a new Record Management System (Mark43). The process began back in January of 2021 when we researched and crafted system requirements and opened the process to vendors through the request for proposal process (RFP). Staff vetted ten applications and narrowed the selection down to Mark43. Record Management Systems are critical to the success and daily operations of police departments. As such, we negotiated a "piggyback clause" within our RFP to allow our fellow law enforcement partners to take advantage of our hard work throughout the process and avoid duplication of efforts by their staff. Because of staff efforts, at least two other agencies on the peninsula have taken advantage of the piggyback clause! Way to go team PGPD!! In addition, our server room was upgraded to include proper ventilation and cooling systems to ensure our computer equipment was properly protected.

GOAL 5: TRAFFIC SAFETY

- Host Pedestrian & Bike Safety Youth Workshops
- Enhance Bicycle Patrol Program
- Work with Caltrans & Traffic Engineer on Sunset/19th Street Improvements
- Work on staffing levels to create a dedicated traffic officer.

Update: SRO Hankes conducted a bicycle rodeo at Robert Down School and it was fun!

We look forward to hosting more events with our kids soon. Department staff collaborated with Public Works, Caltrans, and the City Traffic Engineer to improve the signage, markings, and lighting to promote pedestrian safety at the intersection of 19th and Sunset. That work is ongoing as we await approvals from Caltrans to implement the new safety equipment at that location. We are eager to complete the project once the permits are approved from Caltrans.

We are hoping to include a dedicated traffic officer beginning in July of 2022 when our staffing levels are full.

CULTURE OF EXCELLENCE

2021 OFFICER OF THE YEAR CORPORAL WILEY GRIFFIN

Before coming to PG in 2017, Corporal Griffin had eight years of law enforcement experience working at both the San Jose Police Department and Santa Cruz County Sheriff's Office. Since coming to PGPD, Corporal Griffin has served as an Officer and a Corporal. Part of the responsibility of our Corporals is to serve as a field training officer (FT0) to our newest members. The work of the FT0 is integral to the success of this department.

Corporal Griffin has served on the POA Board in the past, and this year, he took over the role of President. As he states it, he is the "voice of the people." Well, Corporal, the people have spoken and selected you as the 2021 Officer of the Year. Corporal Griffin was selected for several reasons, some of which are his positive and infectious work attitude, his passion about the job, his ability to impart his knowledge to his peers, his unending desire to learn, his reliability and dependability, his ability to accept feedback, and his humorous nature and ability to unite the team both in and outside of work.

Corporal Griffin has a strong work ethic and is one of our most proactive members. His positivity is contagious. He has an uncanny ability to build rapport with members of the public, even those he arrests.

Corporal Griffin is also one of our members who enjoys engaging with our community on social media. He can let his hair down and have some fun in a professional manner. Daily, he absolutely lives up to the oath he took to make the city greater and better than entrusted to him. I am proud and privileged to present him with Officer of the Year 2021 award.

2021 SUPPORT SERVICES EMPLOYEE OF THE YEAR POLICE SERVICES TECHNICIAN ALEXANDRA BALLASH

This last year, PST Ballash knocked it out of the park! Ali provides exceptional public service, maintaining positive interactions with both community members and her co-workers. Ali volunteers to learn new things and take on new challenges. As a co-worker put it, she "gets jazzed about expanding her knowledge". She is doing a fantastic job creating a new mental health resource program and participating with Community Action Team meetings to work with local partners in better providing resources to those in need. Last, but not least, Ali did a wonderful job helping to coordinate National Night Out.



EXCELLENCE AWARD

Awarded to those who strive for excellence in everything they do, are responsible and dependable for the success of the department, take initiative and seek challenges, and commit to our Mission and Values.

The members of the Pacific Grove Police Department are dedicated to providing excellent service to our community. This often involves working assignments outside of what would be normally expected. Detective Murray shows his dedication to the department and the community on a daily basis. During 2021, he was assigned to work several cases involving concerns with our youth. The cases included multiple interviews of children and staff members from schools. The investigations were complicated in nature, but were thoroughly completed. In addition to his workload, Detective Murray began working on the Coleman cold case from 1995. He meticulously reviewed previous interviews, reports, and evidence collected. He is working with federal and state partners to re-examine evidence collected in 1995 to have previously collected evidence re-examined. With advances in technology we are hoping to identify the murder suspect and provide the family with some closure and peace.



PROFESSIONALISM AWARD

Awarded to those who lead by example and do the right thing, are willing to go beyond traditional expectations, and set a positive example in our personal and professional lives.

Although CSO Quaresma just went full-time last year, it seems like many community members already know her by name and are quick to compliment her! She is compassionate and patient with our community, taking time to listen, to ask questions and explain the why. Jackie is also a fantastic team member, and is always willing to help with special projects, as well as helping her co-workers out in the field and in the station. One project is the purchase of a new CSO/ACO van, she researched and contacted vendors to get us a fantastic price.

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COMMUNITY AWARD

Awarded to those who are empathetic and compassionate, treat all problems as important, follow through on promises - when expectations are set they meet or exceed them, and who foster cooperation and collaboration with the public.

This last year, PST Flores was recognized by the City Manager as one of the City Employees of the Year! Macee has done an incredible job creating a robust, informative, and community-oriented social media program. She is fantastic at creating and developing content. Macee's attention to detail is second to none - she does a great job listening to the radio, anticipating officer requests, and ensuring accuracy in all aspects of records management. All of this and working on her bachelor's degree. Great job Macee!

INTEGRITY AWARD

Awarded to employees who constantly strive to uphold each department value of Excellence, Community, Respect, Professionalism and Integrity.

Sgt. Perez is the Field Training Program Supervisor. This is an extremely important role within any police agency. Sgt. Perez maintains the standards of the program and ensures both the Field Training Officers and recruits are held to these standards. In 2021, Sgt. Perez successfully received formal approval from California POST for our Field Training Program. This achievement included a complete rewrite of the FTO manual and update of the program procedures. POST was so impressed with the rewritten manual that it has been used as an example to follow for other agencies.

Not only did Sgt. Perez redesign the FTO Program, he also implemented the LEFTA system to provide tracking of the progress of recruits from entrance into the FTO Program, through completion of FTO. Implementing any new technology is never a simple task. Sgt. Perez worked with the staff from LEFTA, our IT Department, and the Field Training Officers to ensure the program was successful. Sgt. Perez maintains the program and implements new versions as needed. He also maintains the status of members' credentials within the program.

Training our new officers sets them up for a successful career and lays the foundation for following our department values.



22





RESPECT AWARDS

Awarded to those who act consistently with our values and expectations, let compassion and courtesy guide their actions, have respect for all people, ideas, opinions, apply rules, regulations, and law in an unbiased manner.

Over the course of 2021, the department faced many challenges. One significant challenge was staffing. Like most departments, we had staffing issues resulting from COVID and we often had open shifts to fill. We also needed officers for special events and jail transports. Officer Appling was always available for us. When we needed someone, he was there. He volunteered numerous times to respond to transport arrestees to jail in the middle of the night allowing us to maintain coverage for the City. He was also a great team member and changed shifts early to allow another team member to take a family vacation. His dedication to the department, his co-workers, and our community is outstanding.

CASE OF THE YEAR

On March 30, 2021, we received a report of a male taking photos or video "up skirts" of two juvenile females in the Starbucks at Safeway. The report came in several hours after the event so the female victims were never identified. Luckily, the store manager recognized the male in the video footage as a previous employee. This was the information passed along to Detective Nagamine. Paul did not let the lack of victims stop him. He researched case law and convinced not only our DA, but the Judge to sign a search warrant for this misdemeanor crime. Let me say that again, he had no victims, the crime was a misdemeanor, and he convinced the DA and a Judge to sign a search warrant, unheard of!

Fast forward, the search warrant was executed. Electronic devices were collected and sent to the FBI crime lab in San Francisco. At the conclusion of the investigation Paul reviewed more than 26,000 images of child pornography. Paul interviewed the suspect and was able to obtain a full confession. Paul worked tirelessly on this case to put this predator behind bars. The suspect is facing 7 years in Federal prison.

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APPRECIATION OF SERVICE

ELIZABETH CONTI-YEO

Community Service Officer Conti-Yeo was hired as an Animal Control Officer with the Pacific Grove Police Department in August 1996. She served the PG community for 25 years and became not only the resident animal expert, but a valuable resource to all Peninsula agencies. She successfully re-united thousands of lost animals to families, conducted criminal investigations, and worked with local animal rescue groups, veterinarians, and volunteers to ensure all the best for both our local wildlife and family pets. CSO Conti-Yeo was awarded Employee of the Year in 1999 and 2014, and received the Challenging the Process award in 2018. CSO Conti-Yeo your contributions to the community have made it greater and better than when entrusted to you. Thank you for your 25 years of service to the community and the Pacific Grove Police Department! Well... almost! We welcomed Liz back this year as a volunteer! Great job Liz!









COMMUNITY SERVICE OFFICERS

Community Service Officers have a wide variety of responsibilities! CSOs are responsible for animal services, municipal code violation calls, parking services, evidence collection, traffic control, vehicle abatement, and property reports. In addition, they provide a valuable resource to our coastline by educating and informing the public about our natural resources and wildlife.

The CSO program is an integral part of police operations and providing services to our community, by handling calls for service that do not require a police officer. Police officers then have more time to dedicate to crimes against person calls for service, investigations, and proactive enforcement.

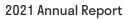


SCHOOL RESOURCE OFFICER

The SR0 acts as the liaison between the school and PD, handles calls for service, conducts school or student related investigations, maintains a visible presence on campus, attends school functions, and ancillary duties that might include reading to a class, coordinating presentations, or providing help to students and faculty. School Resource Officer Justin Hankes is assigned to the schools in Pacific Grove. He fluctuates his days between the High School, Middle School, Elementary Schools and the Adult School. SR0 Hankes spends his time collaborating with students, parents, and school staff, and teaching the DARE program. Most importantly, SR0 Hankes builds bonds and relationships with our youth, faculty, staff, and parents within our community.







CHAPLAIN PROGRAM

We kicked off our Chaplain program in 2021 by participating in the National Faith & Blue Weekend in October. National Faith & Blue Weekend is based on the premise that strong communities are built on mutual respect, trust, and understanding. Law Enforcement entities and faith based groups are key pillars of a local community, and when they work together, neighborhoods thrive. We also took this opportunity to announce both of our new Chaplains. Pastor Charlie Rodriguez with Peninsula Church and Deacon Scott Taylor. If you are interested in volunteering for this role, please reach out, all faiths are encouraged to apply!





28 Pacific Grove Police Department **COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES**

In July 2020, the Department completed the Compliance Service Member review, which included auditing each policy against CALEA standards, and reviewing proof the Department was in compliance. In August 2020, the Department completed a virtual On-Site Assessment which included tours of the station, interviews with staff on selected standards, and a public hearing. And in November 2020, the Department received CALEA accreditation!

But that's not where it ends. Each year, we are required to continue updating policies and providing proofs to maintain accreditation. In November 2021 the Department completed and passed our first of three web-based assessments. This web-based assessment consists of submitting an annual report to CALEA, and a review of our proofs for that calendar year to ensure compliance with CALEA Standards. PGPD was once again in compliance!



COMMUNITY OUTREACH

Each year the Pacific Grove Police Department takes part in a variety of community events - both on and off duty. This year we were able to host National Night out, department tours, crossing guard training, child vehicle safety training, a trunkor-treat drive-thru, and various other community events. We love our community and look forward to seeing you more in 2022!



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Special thanks to photographer Peter Mounteer