
Lathrop Police Department Transition Update, GG 21-11

City Council Regular Meeting
May 10, 2021



City Council Update

➤ **Human Resources:**

- CPS – Police Chief recruitment ready to publish upon approval tonight of job description and salary range
- Staff recruitment timeline completed
- Command Staff job descriptions drafted
- CalPERS has accepted/approved draft job descriptions to initiate CalPERS retirement review



City Council Update

➤ **Community Outreach**

- Developed Frequently Asked Questions (FAQ) and Fact Sheets for new Police Department Development
- Assisting City staff develop materials to assist in officer recruitment
- Will provide regular updates for the City's Police Project Webpage
 - Email Subscription for project updates



City Council Update

➤ **Researching Best Practices**

- Menifee CA Police Department, July 2019
- Riverton UT Police Department, July 2019
- Taylorsville UT Police Department, July 2021
- Queens Creek AZ Police Department, January 2022
- Multiple cities have started police departments in 14 months or less

➤ **Milestones & Timeline**

- Drafted preliminary high level and more comprehensive task list for a 14-month implementation schedule



City Council Update

- Researching Dispatch and Property/Evidence options
- Drafted citizen input survey—anticipate distribution within a week
- Initiated a request to obtain an Originating Agency Identification (ORI) number from the Department of Justice (DOJ)
- Meeting regularly with City Manager & Staff



Milestones

April 2021 to July 2022

Lathrop Police Department

Milestones include key benchmarks in the process to form a new City of Lathrop Police Department and represents the best estimates for completion.



APR	MAY 2021	JUN 2021	JUL 2021	AUG 2021
Project Initiated <ul style="list-style-type: none"> • CC Approves Starting New Police Department • MRG Retained • Initiate Contact with POST Re: Agency Recognition 	Project Team <ul style="list-style-type: none"> • CC Approves CPS Proposal • Recruitment Strategic Plan • Chief Recruitment Starts • Investigate Dispatch Opt. • Police Webpage • FAQ & Fact Sheet • Citizen Survey • ID Background Vendors • Develop Critical Issues List 	Outreach <ul style="list-style-type: none"> • HR Dir. Recruitment Starts • Chief Selection Starts • Citizen Survey Report • Recruitment Videos • Best Practice Visit(s) • Eval. Station Readiness • Vehicle Transition Plan • ID Software/Hardware Needs 	PERS Approval Safety Retirement <ul style="list-style-type: none"> • Chief Selected • PERS Safety Retirement Establishment • Records: In-House or Contact Decision • ID Veh. Maintenance Vendors • HR Dir. Selection 	Leadership Team Recruitment <ul style="list-style-type: none"> • Commander Recruitment Starts • Station Modification Planning • ID needed Officer Safety Equipment • Select Software/ Hardware, like RMS

Note: Some of these items span multiple months. These milestones are not intended to represent all tasks.



SEP 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022
Chief Onboard <ul style="list-style-type: none"> • New Chief Starts • Community Meet the Chief • Dispatch Contract • Property/Evidence Determination 	Station Modification <ul style="list-style-type: none"> • Station Modification Starts • Sgt Recruitment Starts • Equipment Procurement Begins • HR Dir. Starts • Design Badge/Patch/Veh. Graphics 	Equip. Procurement <ul style="list-style-type: none"> • Commanders Selected • Sgt. Selection Process • Specialized Svc Agreements • Officer Equipment Procurement 	Policy Development (P&P) <ul style="list-style-type: none"> • Begin Dev. P&P Procedures • Commanders Start • Officer Recruitment Starts • Contract for Major Investigation Support 	Staff Recruitment <ul style="list-style-type: none"> • Sgts Start • Contract for Backgrounds • Other Staff Recruitment Starts • Design Patrol Beats • Configure Shifts & Bid Process

Note: Some of these items span multiple months. These milestones are not intended to represent all tasks.



FEB 2022

Station Readiness

- Station Mod. Complete
- Officers Selected
- Some Specialized Off. Positions Start

MAR 2022

Leadership in Place

- Some Officers Start
- Leadership Team Dev. & Coaching
- Specialized Training

APR

Officers & Staff Onboarding

- All Staff Onboard
- P&P Developed
- Develop Training
- Equipment Readied for Issue
- New Veh. Equipped

MAY 2022

Training

- Staff Training, Team Scenarios, Firearms Qualifications, & Team Building
- City Familiarization
- Officer Bidding
- Community Education

JUN 2022

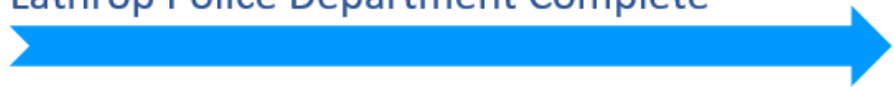
Final Details

- Final Preparations
- Station Dedication
- Community & Family Open House
- Thank You Event for SJSO Staff
- June 30: Anticipated Transition Complete; County to City



July 1, 2022

Lathrop Police Department Complete



Note: Some of these items span multiple months. These milestones are not intended to represent all tasks.



QUESTIONS