

2023-2024 Napa Valley College Police Department's End-of-the Year Report

Please answer the following questions below to **summarize** your unit's highlights, accomplishments and challenges encountered in 2023-24. Please be detailed but please try to keep your response to ½-1 page per question.

1. What are **two or three** of the greatest accomplishments of your unit this past year (2023-24)?

Transparency and Community Input: This year the Napa Valley College Police Department (NVCPD) made large steps forward in transparency with our community and allowing for easier community input. With the help of Robyn Wornall and her team in the NVC Office of Research, Planning and Institutional Effectiveness we were able to update our annual College Police survey, and create a new contact survey. The annual survey was sent out in April 2024 and received 97 respondents. The survey was informative with good feedback and recommendations. The contact survey is a quick 5 question survey that can be submitted completely anonymously. The contact survey can be accessed via a QR code that has been placed on all CPD staff's business cards inviting people to take the survey. The QR code is also on the front page of our College Police website to illicit additional feedback from our community.

The Department now has a robust and active College Police Advisory Committee. The committee includes representatives from the constituent groups on campus, along with additional stakeholders, representatives and subject matter experts. The committee meets 4 times a year, and the committee members and meeting minutes are posted on the NVCPD website.

The College Police's front webpage now has a "REPORT IT" button. This is where the public or the college community can report criminal or suspicious behavior, or file a complaint. A link to the reporting feature is also in the middle of the main NVCPD webpage and under the Crime Watch Reporting tab. By putting this in multiple places on our webpage it allows for easier access to this important feature.

Field Training Program: The Napa Valley College Police Department has completely updated and redone our Field Training Program. This was a project started back in 2020, however all work was lost in the college's 2022 cyber-attack. The new field training program is POST approved and includes 2 volumes, with 18 sections that each have their own competency requirements requiring for the Field Training Officer to sign off once completed. All of these sections have integration with our NVCPD policy manual. In addition, the Field Training Officer must complete Daily Observation Reports for their trainees and much more. This was a big undertaking but something that will allow new officers within the department to ensure they are getting the most up to date and relevant training needed to be successful at Napa Valley College.

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Continued Community Involvement:



Officer Alba Madrigal organized and ran the Napa County Law Enforcement's Annual Torch Run for Special Olympics, a fundraiser where Napa County Law Enforcement carries the Special Olympics torch through all of Napa County. Sgt. Hoyt Maddox drove the support van for the entire event and Dispatcher Jazmin De La Cruz and CSO Esmeralda Curiel ran in the event. NVCPD has participated in the run raising money for Special Olympics athletes for over 15 years straight.



Dispatcher De La Cruz helped organize and run Napa County's second Walk a Mile in Her Shoes event. The event took place downtown and was a huge success in spreading awareness and helping to raise \$15,000 for survivors of sexual assault and domestic violence.

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Dispatcher De La Cruz, and Officer Madrigal ran the Napa Valley College Police's booth at Napa County's National Night Out. This is the third time NVCPD has participated in this event that encourages community-police partnerships to help bring trust, awareness, and crime prevention education to the community.



Chief Wade, Officer Madrigal, and Dispatcher De La Cruz all participated in Napa County's annual Shop With a COP event. This event is a great opportunity for Napa County Law Enforcement to connect with and help Napa County children and families.

2. What one or two areas needed greatest improvement, or what goals were you unable to accomplish for some reason?

Despite much work and effort from College and College Police staff, NVCPD has not been able to grow the department. The hiring market is very competitive, and the hiring of police officers and police officer trainees is a long-complicated endeavor. Despite recommendations, the process of hiring officers started too close to the opening of River Trail Village and so NVCPD did not have enough staff to handle 24-hour patrol prior to the opening of housing. Napa Valley College is working on a contract with the Napa County Sheriff's Office to assist with patrol during the off hours, along with investigative and records services.

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The staffing goal for NVCPD to be able to run patrol for 24 hours, 7 days a week, is 5 police officers and 2 sergeants. The current staffing is 1 officer and 1 sergeant. NVC has to commend Sergeant Hoyt Maddox, Officer Alba Madrigal, and Dispatcher Jazmin De La Cruz for taking on so much to keep our department and the college running smoothly. Sergeant Maddox and Officer Madrigal have been covering sometimes over 133+ hours a week, 7 days a week to keep the campus covered for college and outside user activities. I have made recommendations to the district on how we can recruit and retain police officers at NVC. More officers are necessary for a more functional and healthy work environment, along with the expansion of patrol services.

3. Do you have any innovative ideas for your unit?

The College Police will be working on transforming our parking program on campus. Currently the majority of the people paying for parking on our campus are our students. We need to work on how to make parking more equitable for all users of the campus. NVC has an ageing infrastructure and parking funds are needed to help keep our roadways and parking lots operatable.

4. How many students did your unit serve in the 2023-24 academic year?

During the fiscal year 2023-2024, the College Police responded to 15,976 calls for service, which is an 8% decrease from the previous year. In addition to the calls for service, the college police provided direct service to 855 people at our service window, which is an 187% increase from the prior year. Also, staff provided \$4,855 worth of assistance to students and staff in the form of fingerprint services and motorists' assistance. The college police handled 82 found items, returning 23% of them.

5. Is there any other information you think is important to note?

NVCPD, along with many other staff and groups on campus, have been essential in preparing for River Trail Village, assisting with move in, and operations. Because this is a new venture for the college there will be much learning and work being done by NVC to ensure our residents are safe and in an environment conducive to success.

NVCPD continues to contribute on campus as well as in the community: participating in on-campus events, committees, college van safe driver trainings, taskforces and hiring committees; being an EEO representative; River Trail Village preparations/operations; and many other safety related presentations and classes. This type of connection and outreach, both on and off campus, is a necessity for Community Policing and developing trust with the population that we serve.