



CROOK COUNTY SPECIAL PUBLIC MEETING AGENDA

Monday, September 29, 2025 at 2:00 pm

Crook County Annex | 320 NE Court St. | Prineville OR

Members of the public and media are welcome to attend in person or via Zoom: Phone:
1-253-215-8782; Meeting ID: 995 6523 3908; Passcode: 807292

PUBLIC COMMENT

Please note that each speaker is limited to a maximum of five (5) minutes. This guideline helps ensure that everyone has an equal opportunity to speak.

DISCUSSION

1. Review Sheriff's Office Core Services and Level of Service for Each Division

Requester: Will Van Vactor
County Manager

NOTICE AND DISCLAIMER

The Crook County Board of Commissioners is the governing body of Crook County, Oregon, and holds work sessions to deliberate upon matters of County concern. As part of its efforts to keep the public apprised of its activities, the Crook County Board of Commissioners has published this PDF file. This file contains the material to be presented before the County Board of Commissioners for its scheduled special session.

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Additional Items

Additional items may be discussed that arise too late to be included as a part of this notice. For information about adding agenda items, please contact the County Administration office at 447-6555. Assistance to handicapped individuals is provided with advance notice.

Contact: Brian Barney (brian.barney@crookcountyor.gov (541) 447-6555) | Agenda published on 09/25/2025 at 11:05 AM

Memorandum

TO: Crook County Board of Commissioners
FROM: Will VanVactor, County Manager
DATE: September 26, 2025
SUBJECT: Sheriff's Office Core Services Review

Purpose of Special Meeting

A special meeting of the Board of Commissioners has been scheduled for September 29, 2025, to facilitate an informational discussion regarding the core services of the Crook County Sheriff's Office (SO). The meeting will provide an opportunity to review and clarify the fundamental functions, responsibilities, and legal obligations of the SO as part of ongoing efforts to ensure organizational alignment and inform future budget development.

Materials and Presentation

Commissioners will be provided with the following for review and discussion:

- A written description of the Sheriff's Office's current core services.
- A summary description of state-mandated services required of the Sheriff's Office.
- A presentation by the Sheriff's Office outlining different potential service level options.

Meeting Objectives

- Promote a clear, shared understanding of both the core and mandated services of the Sheriff's Office among the Board and staff.
- Identify and discuss service level options in the context of upcoming budget planning.
- Gather and address any initial questions or requests for further information from the Board ahead of the October 23 Budget Committee meeting, where long-term sustainability options will be more formally discussed.

Important Note on Meeting Scope

This meeting is informational only. No recommendations regarding sustainability or specific budget strategies will be presented or requested from staff at this time. The intent is to provide foundational information and field Board questions to inform future decision-making. Any consensus or direction on next steps as we approach the October 23, 2025, Budget Committee meeting is welcome, but not required.

Next Steps

Staff and the Sheriff's Office will compile responses to any questions raised and will be prepared to return with additional information as requested by the Board.

Please let me know if additional information or clarification is needed in advance of the meeting.

Crook County Sheriff's Office Core Services Statement

Department Mission Statement:

The Crook County Sheriff's Office is committed to ensuring public safety, enforcing the law, and serving the community with integrity, professionalism, and accountability. Our mission is to provide proactive law enforcement services, uphold justice, and enhance the quality of life for all residents of Crook County.

Describe Essential Functions:

The Crook County Sheriff's Office performs essential public safety functions, including Law Enforcement (Patrol), Community Corrections (Parole and Probation), Jail Operations, Court Security, Civil Process, Emergency Management, and Community Engagement. These services are critical for maintaining law and order, protecting lives and property, and ensuring the smooth operation of the county's justice system.

Core Services Overview:

1. Law Enforcement & Patrol Services

- **Description:** Enforcing local, and state laws, responding to emergency calls, conducting investigations, and providing proactive crime prevention measures.
- **Key Activities:** Proactive patrols, responding to 911 calls, conducting traffic enforcement, criminal investigations, and community policing initiatives.
- **Impact:** Enhances public safety, reduces crime rates, and provides rapid response to emergencies. Without these services, crime and disorder would increase, jeopardizing community well-being.
- **Alignment with BOC Goals and Priorities:** Supports County goals of public safety, emergency preparedness, and community trust.

2. Corrections (Jail) Operations

- **Description:** Managing county detention facilities, ensuring the safe and humane incarceration of individuals, and providing rehabilitation opportunities.
- **Key Activities:** Inmate intake and classification, housing and supervision, rehabilitation programs, and transport of detainees.
- **Impact:** Maintains security and order within the county jail, ensuring compliance with legal detention standards and reducing recidivism. Lack of proper jail operations would lead to overcrowding and potential legal liabilities.
- **Alignment with BOC Goals and Priorities:** Ensures legal compliance and public safety through responsible jail management.

3. Community Corrections (Parole and Probation)

- **Description:** Supervising individuals on probation or parole, ensuring compliance with court-ordered conditions, and providing resources for rehabilitation and reintegration into the community.
- **Key Activities:** Offender supervision, risk assessment, case management, drug and alcohol monitoring, coordination of treatment programs, and enforcement of probation and parole conditions.
- **Impact:** Reduces recidivism, supports offender rehabilitation, and enhances community safety by ensuring compliance with legal requirements. Without these services, the risk

of repeat offenses would increase, leading to higher incarceration rates and greater public safety concerns.

- **Alignment with BOC Goals and Priorities:** Supports County goals of reducing incarceration costs, promoting rehabilitation, and enhancing long-term public safety.

4. Court Security

- **Description:** Providing security at county courthouses to ensure a safe environment for judicial proceedings.
- **Key Activities:** Courtroom security, screening individuals entering the courthouse, monitoring for potential threats, and transporting detainees for court appearances.
- **Impact:** Ensures the safety of judges, attorneys, staff, and the public, preventing disruptions that could compromise the judicial process. Without court security, there would be an increased risk of violence, intimidation, and interruptions in legal proceedings.
- **Alignment with BOC Goals and Priorities:** Supports the efficient administration of justice by maintaining a secure and orderly court environment.

5. Civil Process

- **Description:** Serving legal documents related to civil cases to uphold due process and ensure legal matters proceed as required by law.
- **Key Activities:** Service of subpoenas, restraining orders, eviction notices, summonses, and other legal documents; executing writs and court orders.
- **Impact:** Facilitates legal due process, ensuring that individuals receive proper notice of legal actions. Without these services, court cases and legal proceedings could be delayed or compromised.
- **Alignment with BOC Goals and Priorities:** Supports the rule of law by ensuring timely and effective delivery of legal documents and enforcement of court orders.

6. Emergency Management & Disaster Response

- **Description:** Coordinating emergency preparedness, response and recovery efforts during natural disasters, accidents, and public emergencies.
- **Key Activities:** Disaster planning, search and rescue operations, coordinating with emergency services, and public safety education.
- **Impact:** Saves lives and minimizes damage during emergencies. Without these services, the county would be unprepared for crises, leading to increased casualties and losses.
- **Alignment with BOC Goals and Priorities:** Enhances county resilience and disaster readiness.

7. Community Outreach & Crime Prevention

- **Description:** Engaging with residents to foster trust, educate on crime prevention, and enhance community relations.
- **Key Activities:** Community Engagement events such as Citizen's Academy, Junior Deputy Academy, Faith and Blue event, and High School Career Day.
- **Impact:** Strengthens community trust, reduces crime through proactive measures, and enhances overall public confidence in law enforcement.
- **Alignment with BOC Goals and Priorities:** Promotes transparency, community trust, and public safety education.

Performance Metrics & Service Delivery Standards:

- Response time to emergency calls and incidents.
- Crime clearance rates and arrest statistics.
- Jail population management and compliance with state/federal regulations.

- Court security incidents and civil process service completion rates.
- Community engagement participation and feedback metrics.

Key Partnerships:

- Local, state, and federal law enforcement agencies.
- Crook County courts and judicial system.
- Fire departments, EMS, and emergency management agencies.
- Community organizations, schools, and civic groups.
- County and State Road/Highway Departments.
- USFS, BLM, BOR, State Parks, State Marine Board.

Potential Budgetary Considerations:

- Rising operational costs for jail management and law enforcement equipment.
- Need for additional staffing to meet growing public safety demands.
- Funding for updated technology and emergency response infrastructure.
- Grant opportunities to supplement County budget allocations.

Additional Notes (Optional):

- The Crook County Sheriff's Office remains committed to innovation, efficiency, and continuous improvement to better serve our community and ensure fiscal responsibility in resource allocation.



Mandated Services of the County Sheriff's Office

The County Sheriff is a constitutionally and statutorily established office responsible for maintaining law and order, operating correctional facilities, and executing court processes. Additionally, the Sheriff's Office often manages other mandated county functions, such as community corrections and emergency management, though these functions are not required by law to be housed within the Sheriff's Office.

1. Core Statutory Duties of the Sheriff

- Under ORS 206.010, 206.020, and 206.030, the Sheriff must:
 - Arrest and imprison violators of the law.
 - Maintain public order in the county.
 - Execute and process all court orders and warrants.
 - Obey lawful orders of any court with jurisdiction in the county.
 - Keep accurate records of all associated fees.
- Additionally:
 - Maintain an office in the building where the county court is held (ORS 206.180).
 - Provide security for courts and transport prisoners and persons in custody as required (ORS 206.315).
 - Participate in the Law Enforcement Data System (LEDS) (ORS 24.190).
 - Perform service of process and various duties relating to writs, executions, and provisional remedies (ORS Chapters 18, 21, 87, 105, and ORCP 84–85).

2. Local Correctional Facility Operations

- By law, each county must provide for a correctional facility or contract with a city to provide one:
 - ORS 169.030 – Facility requirements (e.g., fireproof materials, fire exits).
 - ORS 169.220 – County must provide for care of prisoners (e.g., three meals daily).
 - ORS 169.076 – Sets mandatory jail standards.
 - ORS 169.320 – Sheriff must maintain custody and control of all county prisoners.

3. Community Corrections (Administered by Sheriff in Crook County)

- Although not required to be performed by the Sheriff, Crook County has assigned responsibility for these mandated services to the Sheriff's Office:
 - ORS 423.475–423.478 – Supervision of felony offenders sentenced to 12 months or less; probation, parole, and post-prison supervision.
 - ORS 423.560 – Convene and support the Local Public Safety Coordinating Council to oversee criminal justice policy and use of state funds.



4. Emergency Management (Administered by Sheriff in Crook County)

- Again, while not required to be the responsibility of the Sheriff, Crook County's Sheriff manages these county-mandated functions:
 - ORS 401.305 – County must establish an emergency management agency and appoint an executive officer.
 - ORS 401.116(4) – Annual emergency response exercises required.
 - ORS 403.115 – Participation in the statewide 9-1-1 system.
 - ORS 404.110–404.120 – Sheriff is responsible for search and rescue and must adopt a SAR plan.
 - ORS 682.062–682.063 – County must develop a plan for ambulance services and review provider proposals.

5. Additional Statutory Responsibilities

- ORS 163A.225 – Provide public access to sex offender information.
- ORS 275.110–160 – Sell county-owned property.
- ORS 314.430, 319.182, 320.080, 323.390, 323.610, 324.190 – Levy assets for unpaid taxes.
- ORS 433.355(4) – Support rabies control enforcement.
- ORS 609.090 – Impound dogs running at large.
- ORS 419B & ORS 430.743 – Investigate child abuse cases.
- ORCP 7, 55, 84–85 – Accept service of subpoenas and perform process-related functions.

Crook County

Sheriff's Office: Core Services



Meeting Purpose & Goals

- Today we will review and discuss:
 - The core services description for the Sheriff's Office
 - State mandated services
 - Current and alternative Sheriff's Office service levels
- Identify additional information necessary and discuss next steps



Core Services

Core services in the public sector refer to the fundamental and essential functions that a government department or agency provides to fulfill its mission and serve the community. These services are vital for ensuring public welfare, security, and the effective administration of governmental responsibilities.

They typically include:

- Primary Functions Critical to Mission Fulfillment
- Legally Mandated or Required Services
- Essential Public Goods and Services
- Operational Sustainability

Key Characteristics:

- Centrally Aligned with Mission and Community Needs
- Subject to Public Expectation and Demand
- Prioritized in Strategic and Financial Planning
- Foundation of Public Trust and Accountability



Sheriff's Office Core Services

Law Enforcement & Patrol Services

- *Description:* Enforce local and state laws, respond to emergency calls, conduct investigations, and provide proactive crime prevention measures.
- *Activities:* Proactive patrols, responding to 911 calls, conducting traffic enforcement, criminal investigations, and community policing initiatives.
- *Impact:* Enhances public safety, reduces crime rates, and provides rapid response to emergencies. Without these services, crime and disorder would increase, jeopardizing community well-being.
- *Alignment with BoC Goals:* Supports County goals relating to public safety (Goal #4), emergency preparedness and community trust (Goal #1).

Sheriff's Office Core Services

Corrections (Jail) Operations

- *Description:* Manage county detention facilities, ensure the safe and humane incarceration of individuals, and provide rehabilitation opportunities.
- *Activities:* Inmate intake and classification, housing and supervision, rehabilitation programs, and transport of detainees.
- *Impact:* Maintains security and order within the county jail, ensuring compliance with legal detention standards and reducing recidivism. Lack of proper jail operations would lead to overcrowding and potential legal liabilities.
- *Alignment with BoC Goals:* Ensure legal compliance and public safety (Goal #4) through responsible jail management.

Sheriff's Office Core Services

Community Corrections (Parole and Probation)

- *Description:* Supervise individuals on probation or parole, ensure compliance with court-ordered conditions, and provide resources for rehabilitation and reintegration into the community
- *Activities:* Offender supervision, risk assessment, case management, drug and alcohol monitoring, coordination of treatment programs, and enforcement of probation and parole conditions.
- *Impact:* Reduces recidivism, supports offender rehabilitation, and enhances community safety by ensuring compliance with legal requirements. Without these services, the risk of repeat offenses would increase, leading to higher incarceration rates and greater public safety concerns.
- *Alignment with BoC Goals:* Supports County goals of reducing incarceration costs (Goal #2), promoting rehabilitation, and enhancing long-term public safety (Goal #4).

Sheriff's Office Core Services

Court Security

- *Description:* Provide security at county courthouses to ensure a safe environment for judicial proceedings.
- *Activities:* Courtroom security, screening individuals entering the courthouse, monitoring for potential threats, and transporting detainees for court appearances.
- *Impact:* Ensures the safety of judges, attorneys, staff, and the public, preventing disruptions that could compromise the judicial process. Without court security, there would be an increased risk of violence, intimidation, and interruptions in legal proceedings.
- *Alignment with BoC Goals:* Supports the efficient administration of justice by maintaining a secure and orderly court environment (Goal #4).

Sheriff's Office Core Services

Civil Process

- *Description:* Serve legal documents related to civil cases to uphold due process and ensure legal matters proceed as required by law.
- *Activities:* Service of subpoenas, restraining orders, eviction notices, summonses, and other legal documents; executing writs and court orders.
- *Impact:* Facilitates legal due process, ensuring that individuals receive proper notice of legal actions. Without these services, court cases and legal proceedings could be delayed or compromised.
- *Alignment with BOC Goals:* Supports the rule of law by ensuring timely and effective delivery of legal documents and enforcement of court orders (Goals #1, #4).



Sheriff's Office Core Services

Emergency Management & Disaster Response

- *Description:* Coordinate emergency preparedness, response and recovery efforts during natural disasters, accidents, and public emergencies.
- *Activities:* Disaster planning, search and rescue operations, coordinating with emergency services, and public safety education.
- *Impact:* Saves lives and minimizes damage during emergencies. Without these services, the county would be unprepared for crises, leading to increased casualties and losses.
- *Alignment with BOC Goals:* Enhances county resilience and disaster readiness (Goal #4).

Sheriff's Office Core Services

Community Engagement

- *Description:* Engage with residents to foster trust, educate on crime prevention, and enhance community relations.
- *Activities:* Community Engagement events such as Citizen's Academy, Junior Deputy Academy, Faith and Blue event, and High School Career Day.
- *Impact:* Strengthens community trust, reduces crime through proactive measures, and enhances overall public confidence in law enforcement.
- *Alignment with BOC Goals:* Promotes transparency, community trust, and public safety education (Goals #1, #5).

State Mandated Services

- **Civil Process:** Mandatory service of legal papers (ORS 206.010, ORS 206.320)
- **Jail Operations:** Staffing, inmate supervision, medical/legal access (ORS Ch. 169)
- **Court Security & Transport:** Required security and transport for in-custody defendants
- **Emergency Response:** Suppression of riots, affrays (ORS 206.040)

Must meet statutory minimums—no waiver for required functions



Levels of Service

- Intentionally Blank



Levels of Service: Summary

- Minimum: Reactive, increased compliance risk, no proactive/community services, high liability exposure
- Current/Mid: Balances mandates and reasonable public safety presence
- Ideal: Proactive, flexible, resilient, strong community partnership



Board Input Needed

- What further information or analysis is needed?
- What questions does the Board have?

Next Steps

- Answer questions/follow-up with another special meeting
- Special Budget Committee meeting October 23 for recommendations regarding sustainability





Crook County Sheriff's Office Jail

Oregon Revised Statute: Chapter 169

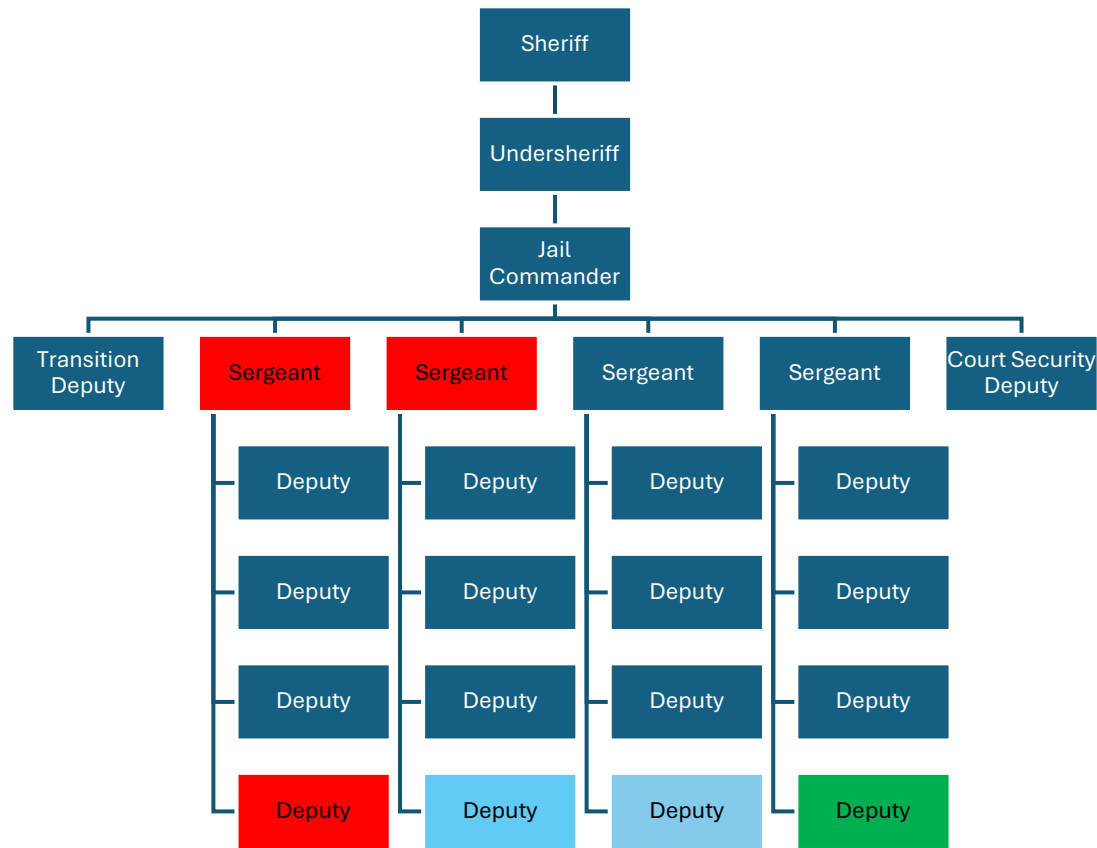
- Chapter 169.076:

- Provide sufficient staff to perform all audio and visual functions with personal inspections at least once per hour.
- Provide for emergency medical and dental health.
- Ensure confined detainees and prisoners are fed daily at least three nutritionally adequate meals, and that the food is maintained in sanitary conditions.
- Ensure the facility remains clean and each detainee or prisoner is provided materials to maintain personal hygiene and clean clothing.
- Safeguard and ensure that the prisoner's legal rights to access legal materials are protected.
- Maintain a comprehensive written policy in line with statute.



Crook County Sheriff's Office

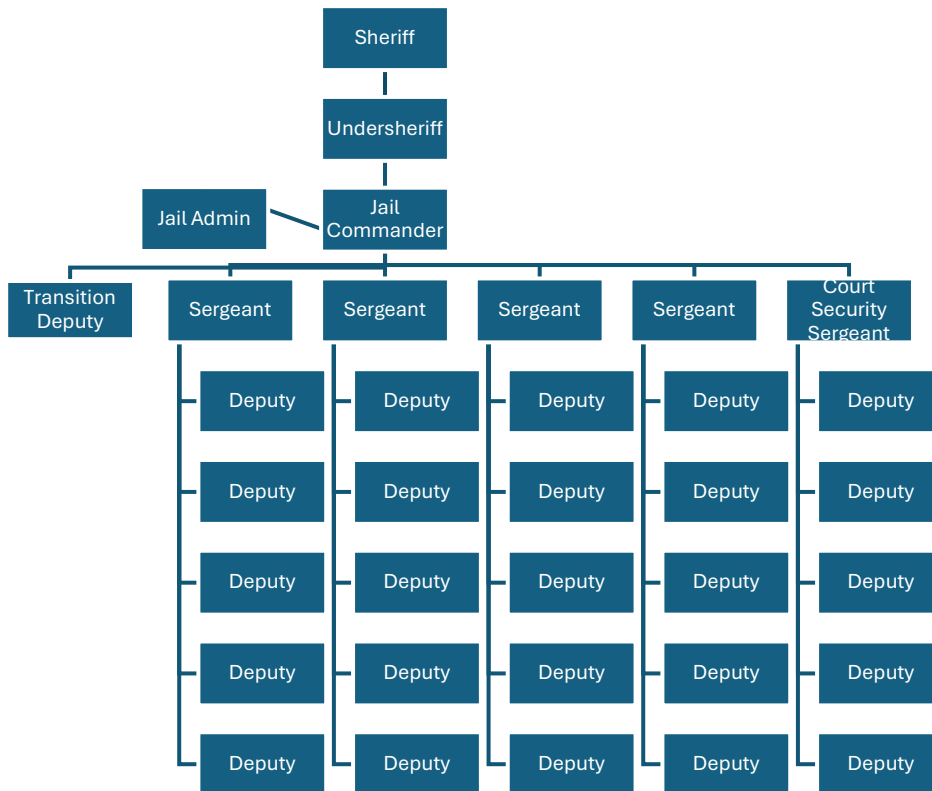
Current Jail/Justice Center Staffing



- Ability to house new arrests without a matrix system. Current operational capacity is 65 to 70.
- Patrol assists with coverage of most night shifts and some days because two teams are short one body to make minimums.
- Any hospital transport or comprehensive medical care only remains in custody if the charges are significant. Otherwise, they are medically released.
- Staff can respond to and control most emergencies in the jail. This includes medical emergencies, combatives, suicide attempts, and fights. Patrol staff sometimes respond to assist with safely controlling combative subjects.
- The Transition Deputy and Jail Commander manage warrant entry for all incoming warrants in Crook County.
- Justice Center has one designated deputy who works the front door and runs the metal detector/scanner.
- Staff must work overtime for in-custody court or transport matters, or the Jail Commander covers it.

Crook County Sheriff's Office

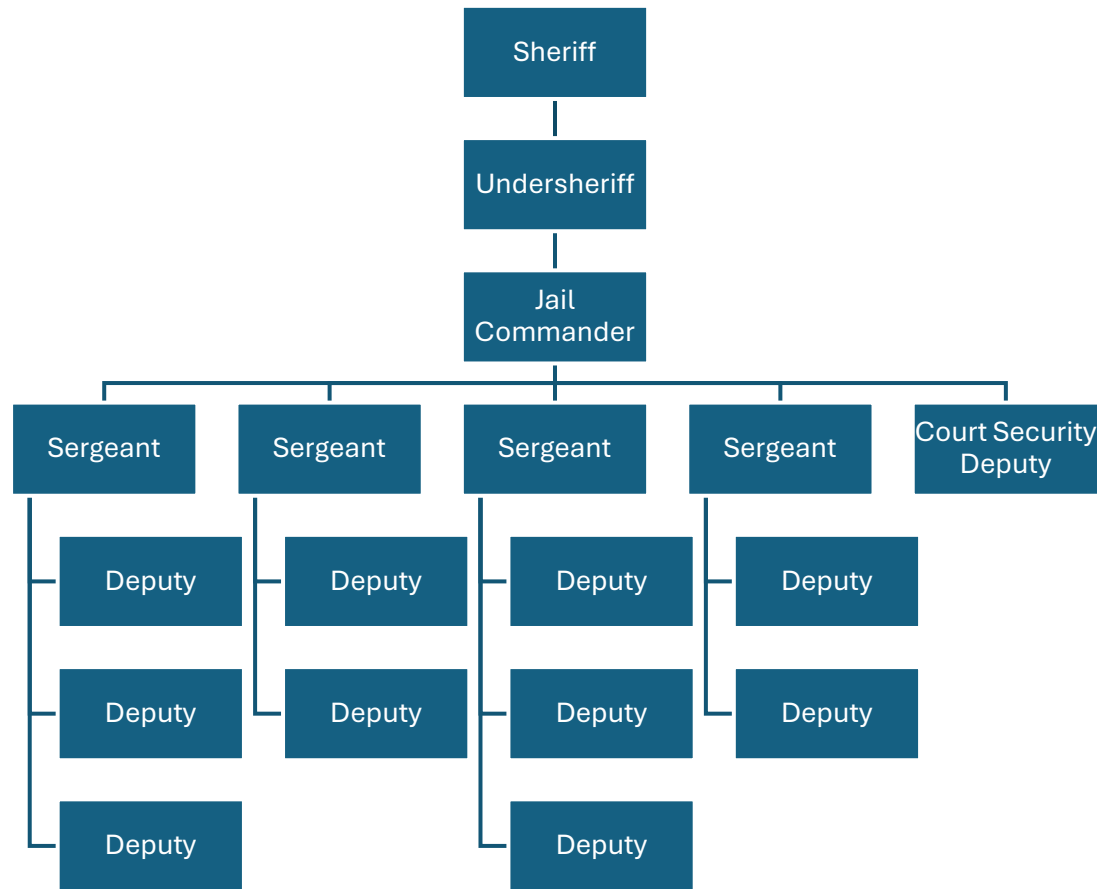
Ideal Jail/Justice Center Staffing



- Ability to house all new arrests regardless of crime, impairment, mental illness, or medical risk.
- Justice Center assigned team to manage securing the front entrance, courtroom security, in-custody hearings, trials, and transports.
- Jail Admin who can assist with extraditions, billing, supply ordering, and warrant entry/clearance.
- Adequate staffing to cover vacations, illness, FMLA, and necessary training.
- Higher visibility in the living areas to prevent incidents from occurring, and faster response when they do.
- Ability to safely control combative subjects with minimal risk to staff or the inmate.

Crook County Sheriff's Office

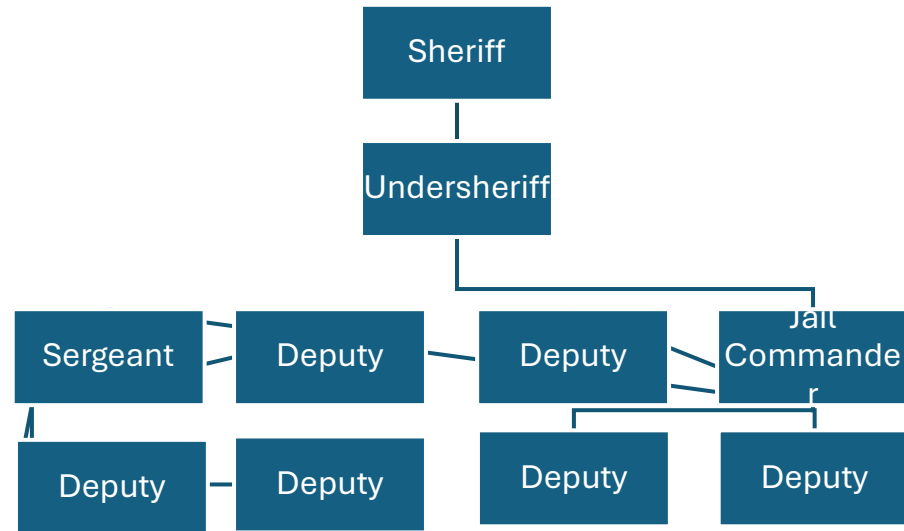
Jail/Justice Center Critical Staffing



- Because the night shifts only have two deputies on the floor, the jail will have a modified operational capacity of 30, or a 15:1 ratio per staff member. This ratio is the best practice to ensure staff can safely complete the required duties. This number will decrease depending on the number of violent or high-risk arrestees in custody.
- When capacity has been reached, the jail will utilize a matrix system and release the best-qualified candidate per the matrix guidelines. The jail reverts to practices that existed prior to the new jail's opening.
- The Justice Center will not have courtroom security. The Jail Commander and Patrol staff will manage in-custody matters and transports.
- Inadequate staffing to cover any time off. This will require Patrol to break down and cover long-term in the jail, or mandatory overtime to cover.
- Any major medical concern, hospitalization, or overdose will require emergency release due to the inability to cover the hospital trip. Staff will be unable to enter a pod or cell during a major incident until sufficient staff have arrived to assist.
- The jail was built by and for the community. It is expected to be used, but this staffing plan fails that expectation.

Crook County Sheriff's Office

Jail Statutory Minimum



- Absolute minimum staffing, one deputy in Control and one working the floor. One Sergeant is assigned to the Jail, and the Jail Commander position breaks down and works the floor assigned to a team.
- Sheriff, Undersheriff, or Patrol will handle all Justice Center security and in-custody transports.
- Staff illness or vacation will require significant overtime or other Divisions to cover the jail. This would include the Sheriff or Undersheriff.
- Highly impaired, mentally ill, or suicidal arrests will either require a cite and release, or Patrol will be reassigned to the jail to assist with managing (if the charges are significant).
- Any combative inmate or emergency will require the assistance of Patrol or another agency before jail staff enter.
- Operational maximum capacity of 15. This number will decrease depending on the number of violent or high-risk arrestees in custody.
- If a female is not on duty, female arrestees will either be refused, or Patrol will have to break down and directly monitor the female until a female deputy can search her.



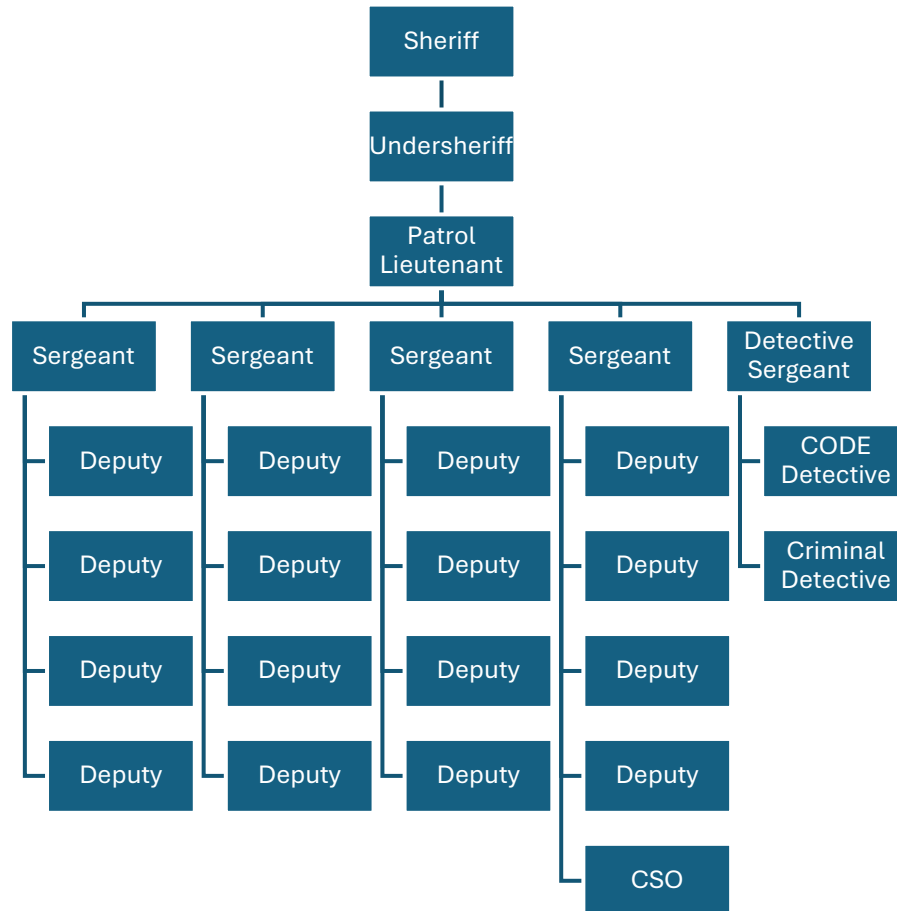
Crook County Sheriff's Office Patrol

Oregon Revised Statute: Chapter 206

- Chapter 206.010:
 - Arrest and commit to prison all persons who break the peace, or attempt to break it, and all persons guilty of public offenses.
 - Defend the county against those who, by riot or otherwise, endanger the public peace or safety.
 - Execute the process and orders of the courts of justice or of judicial officers, when delivered to the sheriff for that purpose, according to law.
 - Execute all warrants delivered to the sheriff for that purpose by other public officers, according to law.



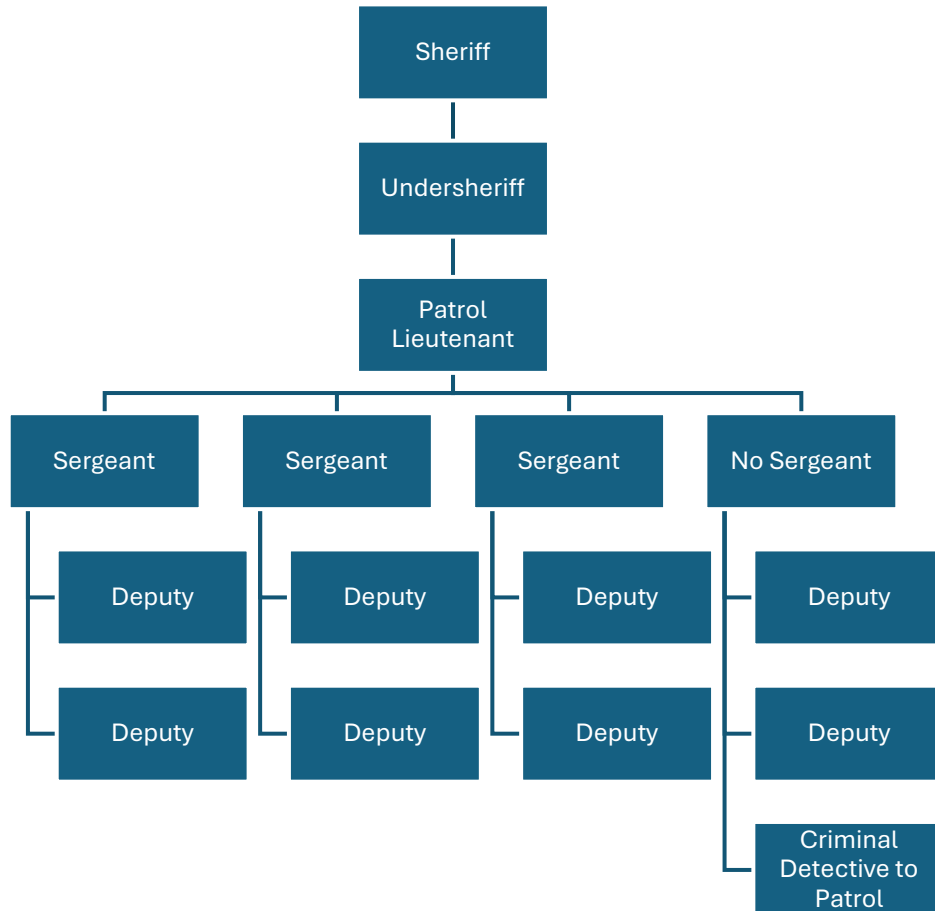
Crook County Sheriff's Office (Green) - Ideal Patrol Staffing



- (Green) - Adequate coverage for patrol to cover any time off or major incident.
- Proactive patrols/Increased visibility to remote areas of the county.
- Criminal Detective caseload is evenly dispersed between the supervisor and the detective.
- Reinvest in CODE to proactively deter drug activity in Crook County.
- Allows for specialty assignments, i.e., DRE, Drone, K9, and CERT.
- CSO takes workload off deputies to focus on complex investigations. CSO also handles most quality-of-life issues in Crook County.

Crook County Sheriff's Office

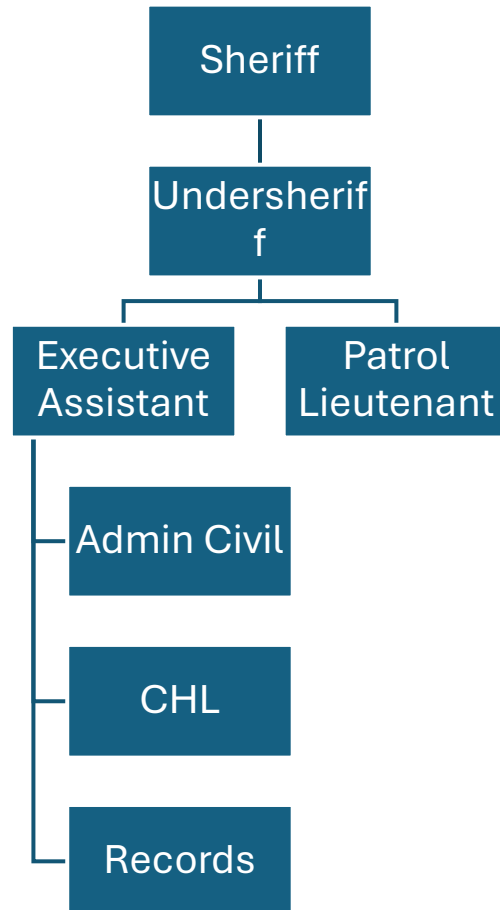
(Yellow) - Patrol critical Staffing



- (Yellow) – Critical staffing **AS OF SEPTEMBER 2, 2025** – Three teams (Sergeant plus two deputies) one team has no sergeant with three deputies. Critical staffing only allows for one deputy to be off (sick/PTO) at a time. Burnout is a concern.
- Reduced service hours. Deputies moved to on-call status.
- Reactive patrol. Increase in traffic complaints due to lack of proactive patrol. Quality of life calls increase.
- Shift minimums are depleted due to patrol backfilling in the jail. Single patrol deputy coverage results in “desk deputy” being completely reactive.
- We do not have a fourth patrol sergeant and will have to move the criminal detective back to patrol for coverage.

Crook County Sheriff's Office

(Red) - Patrol Statutory Minimum



- Exclusively reactive patrol. Triage calls for service. Response to only serious in-progress person crimes.
- The impact on citizens is extreme. Recovery from the negative impact on citizens will likely take several years.
- Liability to the county significantly increases.
- Still statutorily required to serve civil papers.
- Lack of significant resources for major incidents/crimes.
- On-call 24/7-burnout likely.
- Rely on the Oregon State Police for response to calls for service. Response time will likely be significantly delayed.



Crook County Sheriff's Office

Community Corrections

Oregon Revised Statute: Chapter 423

- Chapter 423.478: Section 2

Subject to [ORS 423.483 \(Baseline funding\)](#), each county, in partnership with the department, shall assume responsibility for community-based supervision, sanctions and services for offenders convicted of felonies, designated drug-related misdemeanors or designated person misdemeanors who are:

- (a) On parole;
- (b) On probation;
- (c) On post-prison supervision;
- (d) Sentenced, on or after January 1, 1997, to 12 months or less incarceration;
- (e) Sanctioned, on or after January 1, 1997, by a court or the State Board of Parole and Post-Prison Supervision to 12 months or less incarceration for violation of a condition of parole, probation or post-prison supervision; **or**
- (f) On conditional release under [ORS 420A.206 \(Conditional release\)](#).



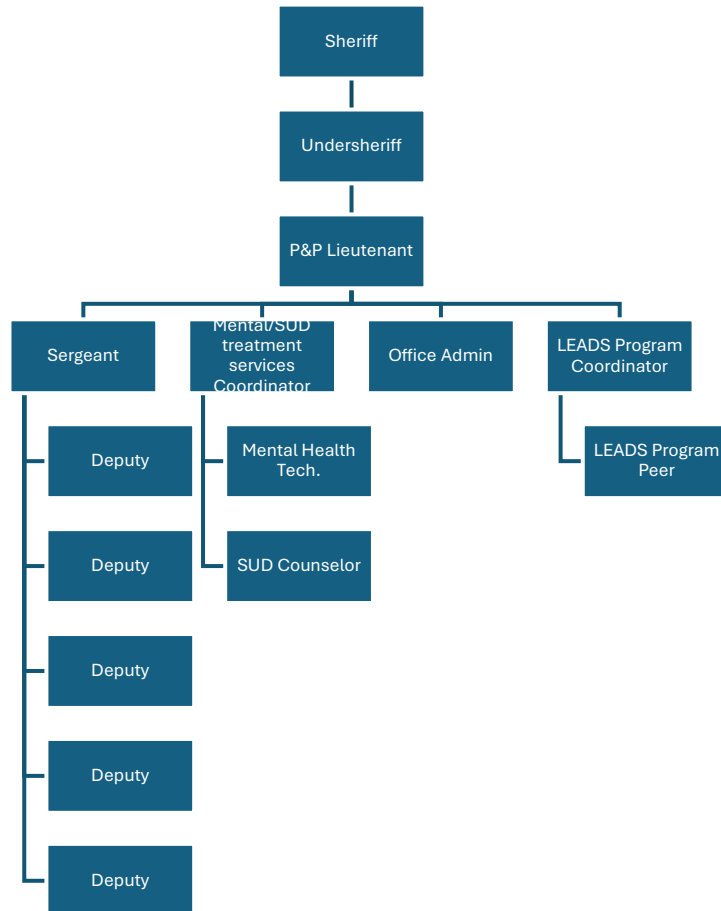
ORS 137.630 outlines Duties of Parole and Probation Officers

The duties of parole and probation officers appointed pursuant to [ORS 137.590 \(Appointment of parole and probation officers and assistants\)](#) or [423.500 \(Definitions for ORS 423.500 to 423.560\)](#) to [423.560 \(Local public safety coordinating council\)](#) are:

- (a) To make investigations and reports under [ORS 137.530 \(Investigation and report of parole and probation officers\)](#) as are required by the judge of any court having jurisdiction within the county, city or judicial district for which the officer is appointed to serve.
- (b) To receive under supervision any person sentenced to probation by any court in the jurisdiction area for which the officers are appointed to serve.
- (c) To provide release assistance, and supervise any person placed in a diversion, work release or community services alternative program, by any court in the jurisdiction area for which the officers are appointed to serve.
- (d) To give each person under their supervision a statement of the conditions of probation or program participation and to instruct the person regarding the conditions.
- (e) To keep informed concerning the conduct and condition of persons under their supervision by visiting, requiring reports and otherwise.
- (f) To use all suitable methods, not inconsistent with the condition of probation or program participation, to aid and encourage persons under their supervision and to effect improvement in their conduct and condition.
- (g) To keep detailed records of the work done and to make reports to the courts and to the Department of Corrections as the courts require.
- (h) To perform other duties not inconsistent with the normal and customary functions of parole and probation officers as may be required by any court in the jurisdiction area for which the officers are appointed to serve.

Crook County Sheriff's Office

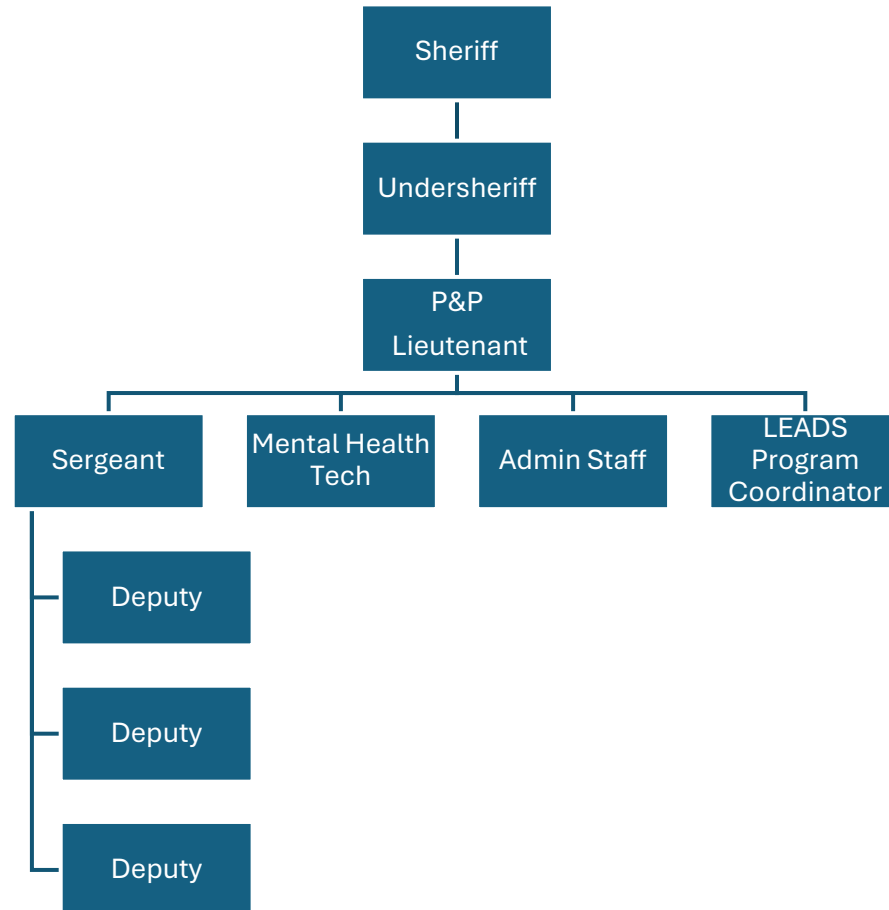
(Green) - Ideal Parole & Probation Staffing



- **(Green)** – Allows Caseload Size of 20-25 medium/high risk individuals. This aligns with State and National best practice recommendations for caseload size.
- Expands our ability to conduct in-house drug and alcohol treatment services and provide additional mental health services.
- Allows deputies to meet current OARs around Case Planning, Contact standards, Risk assessments, and Sex Offender Notification Leveling
- Gives deputies time to work with clients to follow evidence-based practices to help clients make positive changes and reduce recidivism
- Allows time for deputies to spend more time conducting home visits and community contacts to ensure community safety of offenders.

Crook County Sheriff's Office

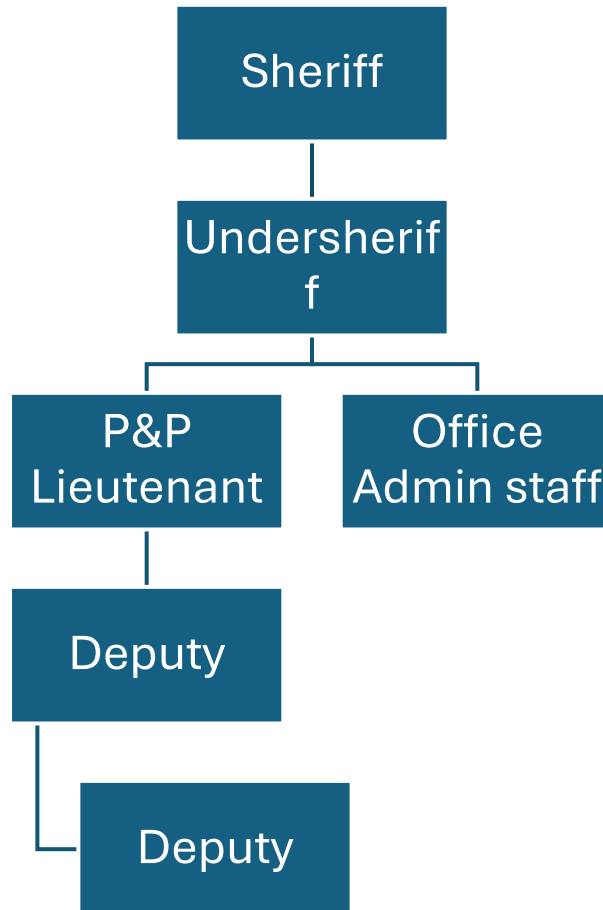
(Yellow) – Current Parole and Probation Staffing



- (Yellow) – Current staffing – Three Parole and Probation Deputies and Sergeant. All maintain caseloads of 40 to 45 medium and high risk Clients.
- Allows PO's to complete most of the required functions outlined in OARs, including the contact standards and completing assessments on time. With 40-45 clients, performing deep, involved, evidence-based case planning each month for all clients becomes difficult.
- Are able to provide some inhouse services for behavior change including MRT Program and Courage to Change Program.
- Deputies after-hours calls are kept at a reasonable level with this caseload size.
- Allows deputies time to conduct home visits and community checks to ensure community safety.

Crook County Sheriff's Office

(Red) – Minimum Parole and Probation Staffing



- Case load size of 70 high and medium risk clients per PO and Sergeant, along with a Lieutenant having a case load of 50 clients
- Would not allow time for PO's to meet OARs of supervision standards laid out due to many clients on a case load. Clients would only be seen once per month and home visit's and community checks would not occur.
- Would not be able to comply with any evidence based practices in supervision.
- After hours calls from law enforcement would occur multiple times per week if not daily and PO's would burn out quickly.
- No ability for the Community Corrections Office to provide any form of client services to encourage positive behavior change.
- Crime rates and recidivism rates increase rapidly