



# OREGON ACCREDITATION ALLIANCE FINAL REPORT

10135 NW Coyner Avenue, Redmond Oregon, 97756 503-881-5566

**Report Type:**

Initial Final Report	<input type="checkbox"/>
Re-accreditation Final Report	<input checked="" type="checkbox"/>
Onsite Report	<input type="checkbox"/>
Short Report	<input type="checkbox"/>

**Agency Information:**

Agency Assessed:	Deschutes County Sheriff's Office
CEO:	Sheriff Shane Nelson
Accreditation Manager:	Lt. Bryan Husband, Jennifer Hill
Agency Address:	63333 W. Hwy. 20, Bend Or 97703
Agency Phone:	541-693-6911
Number Authorized Sworn FTE	93
Number Authorized Non-Sworn FTE	31

**Assessment:**

Date of Last Assessment:	September 26, 2019
Current Assessment Date:	November 22, 2022
Review Period:	2019,2020,2021/22
Onsite Date:	January 6, 2023
Extension Requested:	No

**Assessor(s):**

Assessor	Tom Rousseau
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**INTRODUCTION**

The Oregon Accreditation Alliance program was established to assist law enforcement and communications agencies in establishing and maintaining standards that represent current professional practices. Oregon Accreditation Alliance standards support continued improvement of law enforcement services, establishes best practice, agency accountability and transparency, and enhancement of management operations.

The Deschutes County Sheriff's Office joined the Oregon Accreditation Alliance in March 2002 and was awarded its initial accreditation in April 2004. Re-accreditation occurs every three years. This is the Agency's seventh assessment under the leadership of Sheriff Shane Nelson.

## **COUNTY PROFILE**

Deschutes County, founded in 1916, is a central Oregon county of approximately 3,055 square miles. Its topography ranges from the forested mountains of the Cascade Range in the west to the more arid high desert country to the east. It contains four incorporated cities; Bend (est. 2022 population: 102,834) is the largest and is the county seat. Sisters (est. 2022 population: 3,489) lies to the west, Redmond (est. 2022 population: 37,566) lies to the north, and La Pine (est. 2022 population: 2,838) to the south. There are also three resort communities: Sunriver to the south, Black Butte Ranch to the west, and Eagle Crest just west of Redmond. There are also the unincorporated communities of Tumalo, Terrebonne, Brothers, Hampton and Millican. Deschutes County's July 1, 2022, population estimate was 207,561. With Central Oregon being a major tourist destination and the numerous recreational opportunities available locally, it is not uncommon for there to be an additional 20-50,000 visitors recreating in Deschutes County on any given day.

## **CEO PROFILE**

Sheriff Nelson has been in law enforcement since 1993 and is in his second term as Sheriff. The Deschutes County Commissioners unanimously appointed Nelson as the 9<sup>th</sup> Sheriff of Deschutes County in July 2015. He was voted in by the citizens of Deschutes County in November 2016 and November 2020. He was born and raised in Bend and graduated from Mountain View High School in 1988. After graduating from Oregon State University in 1993, he moved back to Bend. He and his wife, Lisa, a retired Bend Police Officer, have four children.

Sheriff Nelson is an active member of the community; as Sheriff of Deschutes County, he serves on the Board of the Oregon State Sheriffs' Association, holds the office of President, is a past Vice President and Secretary, and is a member of several committees to include budget, legislative, and training committee; is a board member of the High Intensity Drug Trafficking Area and past Chair and Vice Chair of the Finance Subcommittee; serves on the Board of Oregon Accreditation Alliance as Vice Chair and is a past Secretary/Treasurer; he serves on the Board of Directors for Pilot Butte Partners and has served on the Board of Directors for the Redmond School District. He is also a CORE 3 (Central Oregon Ready, Responsive, Resilient) Regional Training and Response Center Executive Council and Political Leadership Team Member.

Sheriff Nelson is the past Director of the Redmond Youth Football Program and has coached youth soccer and basketball for the Redmond Area Parks and Recreation District. He is a past member of the Deschutes County Shared Future Coalition, Redmond Development Commission Safety Stakeholder Committee, as well as a past member of the Redmond Executive Association.

### **CAREER**

- 1993 – Deschutes County Sheriff's Office – Reserve Deputy
- 1994 – Deschutes County Sheriff's Office – Patrol Deputy Sheriff
- 1999 – Deschutes County Sheriff's Office – Corporal
- 2001 – Deschutes County Sheriff's Office – Criminal Detective
- 2003 – Deschutes County Sheriff's Office – Patrol Sergeant
- 2006 – Deschutes County Sheriff's Office – Patrol Lieutenant
- 2010 – Deschutes County Sheriff's Office – Administrative Lieutenant
- 2012 – Deschutes County Sheriff's Office – Operations Division Commander

- 2013 – Deschutes County Sheriff’s Office – Corrections Division Commander
- 2015 – July 1, 2015 - Sheriff of Deschutes County

#### EDUCATION

- 1993 – Oregon State University, B. S. Speech Communication

#### PROFESSIONAL EDUCATION

- Department of Public Safety Standards and Training – Executive Certificate
- Department of Public Safety Standards and Training – Middle Mgt. Course
- Mark Hatfield School of Government, Portland State University-“Supervision in the Public Sector”
- Graduate of Class #2 Oregon State Sheriffs’ Association Command College
- Graduate of the 2012 Leadership Bend Class

#### AVOCATION

- Family outings, skiing, hunting, hiking, and fishing.

## AGENCY PROFILE

The Deschutes County Sheriff’s office is a full-service professional organization providing 24/7 emergency services for Deschutes County. The Agency is comprised of 231 total employees, with 177 sworn law enforcement deputies and 54 non-sworn professional staff members. The Agency currently has seven (7) Reserve Officers and 366 volunteers. The sheriff’s office is divided into three divisions: Corrections, Patrol, and Detectives; a Captain commands each division. Emergency 911 calls for service are received and dispatched through the Deschutes County 911 Center.

The Deschutes County Sheriff’s office is deeply rooted throughout Deschutes County, providing extensive community outreach programs, investigative services, and emergency operations throughout the region. Programs consist of but are not limited to;

#### **Deschutes County Sheriff’s Office Programs:**

Take Care, Be Aware Prescription Drug Disposal, Free Residential Shredding Events, Boater Education Classes, Concealed Handgun License Class, Shop with a Cop, Meal Vouchers, Central Oregon Partnerships with Youth (COPY), Volunteer Cold Case Unit, Rickard Road Animal Rescue Ranch, Alternative Seat Belt Classes, Crime Stoppers, Citizen’s Academy, La Pine Christmas Baskets, Vacation Checks, Citizen Volunteer Program, Citizen Ride-a-longs, Reserve Program, Safe Gun Storage, Health of the Force initiative, Bicycle Safety, and Leader Limo.

#### **Special Services:**

Deschutes County Sheriff’s Office Search and Rescue Foundation, Volunteer Search and Rescue (Medical, Ground, Mountain Rescue, ATV, Dive, Swift Water, Snowmobile, Ski, Air, Tracking, K-9, Horse, Incident Management, Logistics Teams), Marine Patrol, Forest Patrol, Off-Highway Vehicle Patrol (OHV), Sheriff’s Office Posse, Emergency Management, Oregon State Snowmobile Association, Snowmobile Patrol program, and the Wilderness First Response.

#### **Agency Affiliations:**

High Intensity Drug Trafficking Area (HIDTA), Central Oregon Emergency Response Team (CERT), Deschutes County Sheriff’s Office Special Weapons and Tactics (SWAT) team, Central Oregon Critical

Incident Team (CIT), Central Oregon Stolen Bicycle Task Force, Central Oregon Major Crimes Team, Central Oregon Law Enforcement Services (COLES), Central Oregon Drug Enforcement (CODE), Deschutes County Senior and Disabled Services, Multidisciplinary Team, Central Oregon Human Trafficking Multidisciplinary Team, Kids Center Child Abuse/Sex Abuse Multidisciplinary Team, Oregon State Sheriffs' Association, Oregon Accreditation Alliance, Oregon Internet Crimes Against Children Task Force, Department of Public Safety and Standards Training (DPSST), Kids Center, Darkness to Light Program, Deschutes County Family Drug Court, Oregon Police Canine Association, Saving Grace, Deschutes County College, Safe Schools Alliance, SafeKids, National Child Safety Council, National White Collar Crime Center, Central Oregon Arson Task Force, International Association of Coroners and Medical Examiners (IACME), International Association of Computer Investigative Specialists (IACIS), High Technology Crime Investigation Association, and the High Tech Crime Consortium, Deschutes County Stabilization Center, and Operation Guardian Angel.

### **Community Outreach/Member Contributions**

Central Oregon Police Chaplaincy, Jericho Road, Kids Center Special Olympics, Oregon (Torch Run, Polar Plunge), Salvation Army, Toys for Tots, Deschutes Family Recovery, La Pine Community Kitchen, Neighbor Impact, Oregon Youth Challenge, and the United Way of Central Oregon.

## **ASSESSMENT PHASE**

The Oregon Accreditation Alliance utilizes two methods of review, an electronic policy review using the PowerDMS Accreditation Module and an onsite review of the agency's practices.

During the first assessment phase, the Assessor reviews the agency's policies, procedures, and proofs of compliance to confirm the agency is in compliance with accreditation standards. If the agency has policies that require modifications or there are proofs of compliance that are insufficient, the Assessor will request the agency make policy adjustments and/or provides additional proofs of compliance to ensure the agency conforms with standard requirements.

The second phase consists of an onsite assessment to confirm the agency policies and procedures are in practice. Generally, the Assessor will meet command personnel, conduct interviews, inspect facilities and equipment to the extent necessary to determine compliance with standards, and conduct an exit interview with command personnel. The onsite assessment includes an onsite review of the communications center the Agency utilizes for emergency 9-1-1 services.

## **ASSESSMENT SUMMARY**

On January 6, 2023, Executive Director Scott Hayes conducted the onsite assessment of the Deschutes County Sheriff's Office and confirmed the following observable standards. Deschutes County utilizes Deschutes County 911 for its dispatch services. Deschutes County 911 is accredited, an onsite occurred on January 6, 2023, as well, and the following observable standards were confirmed.

### OBSERVABLE STANDARDS

2.2.8	Body Armor	✓
2.2.9	Occupant Safety Restraints	✓
2.5.1	Patrol Vehicles Emergency Equipment	✓
2.5.2	Vehicle Equipment	✓
3.1.1	24-Hour Two-way Radio Communications	✓
3.1.2	Communications Recording and Playback	✓
3.1.3	Communications Emergency Power	✓
3.1.5	Communications Security	✓
3.3.5	Appropriate Bio-Hazard Labeling	✓
3.3.6	Secure Storage of Evidence and Property	✓
3.3.7	Temporary Secure After-Hours Storage for Evidence	✓
4.1.1	Temporary Holding Facility	<input type="checkbox"/>

### STANDARDS SUMMARY REPORT

Status	Total Mandatory Standards
Mandatory	106
Not Applicable	9
Waiver	0
Non-Compliance	0
<b>Total</b>	106

## DATA MAINTENANCE AND POLICY MODIFICATIONS

### Data Maintenance:

The Assessor reviews PowerDMS data to determine if the agency standards and data has been entered correctly and that all standards and proofs of compliance have been addressed. This section does not indicate compliance with standards or report on agency practices. Generally, it indicates preparedness and understanding of the accreditation process.

The following standards required additional information to confirm compliance:

1.3.2, 1.5.5, 1.5.9, 1.7.2, 1.9.1, 2.2.3, 2.5.4, 3.3.1, 3.3.10

### Policy Modifications, Applied Discretion:

If an agency's policies or procedures require modification to meet standard requirements, the agency can modify the current policy or add new policy to adhere to standard requirements. New or modified policy changes are considered "wet ink" and is considered applied discretion. Modifications or additions to policy must be made prior to Board review.

The following standards required changes or additions to policy to confirm compliance:

None

### Policy Manual(s):

Deschutes County Sheriff's Office policy manual

### N/A by Function:

1.5.12 Cadets  
1.10.1 Crime and Traffic Analysis  
4.1.1 Temporary Holding Facility  
4.1.2 Juvenile Temporary Holding Facility  
4.2.1 Administration and Organizational Structure  
4.2.2 Operational Procedures  
4.3.1 Custody Searches  
4.3.2 Emergency Response  
4.3.3. Alcohol and Controlled Substances

### Out of Compliance Standard(s):

None

## ASSESSMENT REVIEW

### 1.2.5 – Bias-Based Policing:

The Agency has a clear policy on bias-based policing with annual training requirements. Deputies do not target an individual for suspicion of violating a provision of law based on age, race, ethnicity, color, national origin, language, gender, gender identity, sexual orientation, political affiliation, religion, homelessness, or disability. Annual training is provided to all agency personnel on policy as well as various topics that can be associated with the practice of bias-based profiling. Related topics can include, but are not limited to: ethics, field contacts, traffic stops, interview techniques, cultural diversity,

discrimination, and legal issues that surround these topics. An annual administrative review is conducted by the Sheriff or his designee concerning bias-based profiling complaints as well as citizen concerns.

### **1.3.3 – Use of Firearms:**

Written reports are required for all weapons discharges other than for training or recreational purposes. Deputies are forbidden from discharging firearms from a moving vehicle or as a warning, signal, or communication method. Deputies are prohibited from discharging firearms at a moving vehicle unless deadly force is justified and then, if practical, only with a supervisor's permission.

### **1.3.4 – Firearms Proficiency:**

Training and proficiency requirements for the agency are thorough, clear, and meet all requirements of the standard. Annual training includes the agency's Use of Force policy. Remedial firearms training must be completed within 30 days. Training consists of a curriculum developed on a per-case basis to address the observed deficiencies of the employee and to bring the employee's skill level to meet and/or exceed the minimum standards. The training consists of the following: basic firearms handling and concepts, empirical qualifications, stress and combat-related courses, and advanced firearms handling skills. Failure to achieve or repeated failure to achieve a minimum qualifying score may be deemed cause for discipline.

### **1.3.7 – Use of Force Reporting and Review:**

All incidents where physical force is used that could result in injury must be documented in the appropriate report. Agency policy lists those specific circumstances where reports are mandated. Supervisors and Sheriff's Legal Counsel shall review each Use of Force for compliance with the agency guidelines. Supervisors and Sheriff's Legal Counsel will recommend actions in regard to those deputies involved in the use of force incident. A monthly review is conducted to discuss use of force issues, trends, and training. Members participating in the review will include the Division Captains, a Training Sergeant, and Sheriff's Office Legal Counsel. The Division Captain will conduct an annual review of all use of force incidents that resulted in a Use of Force Report and forward a memorandum to the Office of the Sheriff. The purpose of the review is to examine use of force incidents which may be useful in identifying agency policy and/or training needs.

The agency provided the following three years of annual use of force reports: Y2019, Y2020, Y2021.

### **1.3.8 – Officer Involved Shootings:**

A comprehensive policy establishes protocols for responding to and investigating officer-involved shootings in compliance with all standard requirements. A separate policy governs response to civil litigation. The Sheriff, in conjunction with the District Attorney, will control the release of information to the media. The agency participates in the regional Major Incident Team, which is governed by the Central Oregon Law Enforcement Services Board (COLES) Board. Such incidents are reviewed in accordance with agency practices regarding use of force incidents.

### **1.4.0 – Medical Considerations:**

Appropriate medical treatment will be provided for any individual injured as a result of a deputy's use of force by deputies, ambulance or emergency medical services, and/or hospital personnel. Individuals subjected to chemical irritants shall have the affected areas flushed with water as soon as safe and practical. All physical injuries shall be promptly treated as soon as safe and practical by trained medical personnel. Any individual in custody alleging to have been injured by a deputy shall be transported to the hospital for examination and/or treatment. If any loss of consciousness or other physical complaints,



including difficulty breathing, results from a use of force, that individual will be examined by trained medical personnel.

**1.5.3 – Evaluations of Employee:**

Each non-probationary member shall be evaluated by their immediate supervisor biannually. Rating periods are now set from January to June and July to December. The performance evaluation process and criteria are specified in policy. Policy includes a review and appeals process. Probationary members will be evaluated according to the standards of the Sheriff's Office's Police Training Officer (PTO) or other applicable training standards required for their unit. After the evaluating supervisor completes the form, it should be discussed with their immediate supervisor. The Division Captain shall prepare a summary report of the evaluation process within 30 days of the rating period, and the report shall be forwarded to the Sheriff. A member may appeal the results of an evaluation.

**1.6.1 – Cash Funds/Accounts:**

The Agency maintains cash drawers for the receipt of exact cash or checks for payment of fees and permits. All members are authorized to receive and process cash within the normal course of their duties, following proper policies and procedures. Funds are collected, counted, and transferred to the Finance Department and are reconciled with receipts and the deposit report. The County's independent auditor conducts an annual audit of the office's accounts receivable and receipts. The Agency maintains a confidential funds account. The Business Manager conducts quarterly audits of the Street Crimes, Central Oregon Drug Enforcement (CODE) team, and Asset Forfeiture accounts.

**1.7.1 – Personnel Complaint Procedure:**

The complaint policy is comprehensive and complies with all standard requirements. The complaint process is divided into two categories, Citizen Complaints, and Allegations of Misconduct. Citizen Complaints are minor complaints, such as procedural or policy inquiry that originates outside the Agency. Allegations of Misconduct are complaints against an employee, regardless of origin, alleging conduct that constitutes a crime or a serious violation of agency policy/procedure. Minor complaints can be resolved by the on-duty supervisor, whereas allegations of misconduct are referred to the internal affairs office for review to determine assignment in the office or return the investigation to the supervisor for resolution. Complaint dispositions include: Sustained, Not Sustained, Exonerated, Unfounded, or Policy Failure. Agency discipline is based on a Progressive Discipline Theory outlined in policy. Supervisors are authorized to issue verbal reprimands, written reprimands, and suspensions without pay. They may also recommend more severe discipline if warranted. Division commanders are authorized to issue discipline up to and including a 30-day suspension without pay. Employee rights, maintenance, and security of discipline records are clearly articulated in policy. Grievance procedures are outlined in policy and in the current bargaining agreement.

The agency provided the following three years of annual personnel complaint reports: Y2019, Y2020, Y2021.

**1.8.1 – Training Policy:**

It is the policy of the Deschutes County Sheriff's Office to provide excellent initial and ongoing training to its members that meet the needs, safety, and career goals of the individual, the office, and the community. During the agency's annual planning session, overall training goals for the organization and goals for the different Units will be developed. The Training Sergeants shall maintain all training records for agency members and updated employee training records following participation in training programs. The supervisor scheduling training shall determine the frequency of training, though briefing training should occur at least once a week. Briefing training may be used for required annual training that includes: 1. Legislative changes in Oregon Revised Statutes; 2. Developments in state and federal case

law; 3. State mandated training; 4. Prison Rape Elimination Act (PREA); 5. High liability issues training; and 6. Agency policies and procedures.

**2.1.2 – Vehicle Pursuit Driving:**

The agency has a comprehensive policy that establishes procedures for the conduct of vehicle pursuits and complies with all standard requirements. A separate Pursuit Report Form, similar to the Use of Force Report, is used to document all vehicle pursuits, as well as the primary incident report, and requires a supervisory and command review. Policy requires that every incident have a Post-Pursuit Review. The Sheriff may convene an Administrative Hearings Board to examine the incident and make recommendations. The Sheriff, Patrol Captain, or his designee conducts an annual review of all pursuits to identify trends, problems, or deficiencies and to address concerns through additional training or policy change/modifications. The agency shall conduct regular pursuit training as determined by the agency training coordinator in accordance with DPSST.

The agency provided the following three years of vehicle pursuit reports: Y2019, Y2020, Y2021.

**2.1.6 – Special Response Unit:**

The agency has a Special Weapons and Tactics Team (SWAT) that is administered by the Sheriff and Division Captains. A comprehensive policy establishes training requirements, activation criteria, deployment procedures, and reporting requirements. Quarterly qualifications and training are conducted, as well as monthly training. All SWAT activities will be logged by an assigned Incident Recording Officer in the command post. The SWAT Commander(s) or his designee shall submit an after-action report to command staff. Specific criteria to be covered in the report are listed in policy.

**2.1.7 – Prisoner Transport:**

In the event a prisoner escapes while being transported, the deputy does the following: 1. Immediately notify 9-1-1 Dispatch of the escape, including a description of the suspect; 2. Evaluate the situation and use discretion before pursuing the suspect alone; 3. Notify the immediate supervisor of the situation and initiate steps to locate the suspect; 4. If the suspect is apprehended, complete a detailed report and forward it to the supervisor and the division commander; and 5. If the suspect is not apprehended, complete a detailed report and submit it to the DA's Office for a warrant request. There were no incidents of prisoner escape during this accreditation period.

**2.3.1 – Disaster Plan:**

The agency participates in the Deschutes County Emergency Operations Plan. The plan is reviewed annually by the Emergency Planning Committee and will be reviewed and re-approved every five years by the County governing body. The agency has an Incident Command System and Incident Action Plan for the purpose of coordinating and controlling complex situations regarding unusual occurrences and disaster situations.

**2.5.3 – Vehicle Inspections:**

Agency policy requires vehicle inspections at the beginning of each shift for condition, operation, and equipment, to include damage, to ensure all equipment works. The Interior of the vehicle is inspected at the beginning of the shift and prior to placing a prisoner in the vehicle for transport.

**3.1.3 – Emergency Power (Communications):**

Communications services are provided by Deschutes County 911, which provides answering and emergency communications for all law enforcement, ambulance, and fire service districts in Deschutes County. Agency operations in the areas of EMD and recording/playback comply with all standard requirements. Should the primary power for the center be disrupted, the building’s generator will automatically activate. The generator runs an automatic self-test every Monday. DCSO building maintenance maintains and monitors the generator. If the primary power is disrupted, the battery power (UPS) unit provides power continuity during the few seconds the generator is powering up. The UPS is inspected quarterly by Systems personnel and annually by a service representative. Batteries are replaced every two years. The emergency generator is located in the secured parking area, with an associated underground 500-gallon diesel storage tank. The generator is load tested annually and exercised weekly.

**3.3.4 – Administration and Operations (Property and Evidence):**

Deschutes County Sheriff’s Office has a well-defined property and evidence function that ensures all property coming into its possession is properly recorded on a Property/Evidence Report with all necessary identifying and processing/disposal information. The agency follows proper procedures for the destruction of evidence. A minimum of two sworn Sheriff’s Office members will monitor the loading of items to be destroyed, accompany the items to the destruction site, and observe the destruction process. After destruction, a report shall be submitted documenting the event.

**3.3.10 – Property and Evidence Audits:**

At least twice yearly, the supervisor of the evidence technicians inspects the evidence storage facilities to ensure adherence to appropriate policies and procedures. Unannounced inspections of evidence storage areas are conducted semi-annually as directed by the Sheriff. An annual audit of evidence held by the agency is conducted by a person designated by the Sheriff, not routinely or directly connected with evidence control. Whenever the person responsible for the property and evidence control is transferred or replaced, an inventory of all evidence and property is conducted to ensure that records are correct and all evidence and property is accounted for and properly documented. Full inventories are also required when there is a change in Sheriff or if possible tampering is suspected. Moving forward, the agency will utilize a standardized form to document inspections. There were no changes in personnel or reason to believe evidence was tampered with; therefore, no inventories were conducted.

Y2019: (A) Inspection, (B) Audits-3

Y2020: (A) Inspection, (B) Audit,

Y2021: (A) Inspections-2 (B) Audit

Y2022: (A) Inspection, (D) Unannounced Inspection

**4.1.1 – Temporary Holding Facility Inspections:**

N/A by Function

**4.1.2 – Temporary Juvenile Detention:**

N/A by Function

**4.2.1 – Administration and Organizational Structure (Lockup Facility):**

N/A by Function

**4.3.2 – Emergency Response Equipment Inspection and Evacuation Plan Training:**

N/A by Function

**RECOMMENDATIONS:**

Having reviewed information entered into PowerDMS, an onsite review, and personnel interviews, the following recommendation is forwarded to the Oregon Accreditation Alliance Board for review.

**Assessor**

- Approval:
- Non-Approval:
- Board Referral:

**Executive Director**

- Approval:
- Non-Approval:
- Board Referral:

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