



# Roll Call Training Bulletin

Produced by: Lt. Brent Kaneyuki, Community Advancement Division  
Prepared by: Officer Jeff Kuhlmann, PSU

Katherine Lester, Chief of Police  
Volume 111

## Violence Reduction/Community Referrals

8-1-2022

On 7/1/22, the Sacramento Police Department's (SPD) Violent Crime Reduction Strategy (VCRS) was officially launched. Part of this strategy embraces a collaborative partnership between field and investigative personnel of SPD and designated Community-Based Organizations (CBO). These CBOs are coordinated through the new Office of Violence Prevention (OVP), which is a part of the SPD Community Advancement Division (formerly called Outreach and Engagement). VCRS aims to reduce violent crime in our community through a multifaceted approach. This includes using CBOs during preplanned events, critical incidents, and referrals for assistance from SPD personnel.

SPD personnel with field and investigative assignments have the opportunity to help augment the VCRS through their direct contact with community members. When contacting a person who matches the conditions listed below, consider forwarding the person's information to the Community Advancement Division so that a CBO can follow up with them. Alternatively, provide a card or share the QR code below so that the person can reach out themselves. CBO referrals shall not be used in place of enforcement action.

### **1 - Officer Referrals** (*Focused Individual Intervention*)

- Patrol officer referrals should focus on those involved in or with a history of violent crime, gun violence, or gang affiliation.
- Officer provides the referral business card (w/QR code that directs the referred person to resource opportunities). **See the example on Page 2.**
- Officer gathers all the VCRS Subject Referral information and completes an *Outreach Referral – I Report*. The referral's role will be "subject". Utilize and completely fill out the *Outreach Referral Template*. (**See the example on Pages 2**).
- Community Advancement officers work with Dr. Nicole Clavo (OVP) to assess the needs and provide referrals to the appropriate CBO.
- Referrals will be tracked by the Community Advancement Division.



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## Referral Card:



## VCRS Subject Referral:

File Edit View Help

Save Cancel Refill View Report RT Help Help

OUTREACH REFERRAL

CAD CALL/REPORT #:  DATE OF CONTACT: -- / -- / 15

REFERRED BY (OFC/IDENTIFIER):

SUBJECT'S NAME:

HOME ADDRESS:

SUBJECT'S CONTACT NUMBER:

EMAIL:

ARRESTED?:  YES  NO

BRIEF DESCRIPTION OF CIRCUMSTANCES:

RESOURCES REQUESTED/NEEDED:

- ALCOHOL/DRUG ADDICTION
- DOMESTIC VIOLENCE VICTIM RESOURCES
- EDUCATION/CAREER ADVANCEMENT RESOURCES
- GANG PREVENTION/INTERVENTION/DIVERSION RESOURCES
- GENERAL COMMUNITY RESOURCES
- GUN RELATED RESOURCES
- HUMAN TRAFFICKING RESOURCES
- IDENTITY THEFT VICTIM RESOURCES
- LEGAL SERVICES
- LGBTQ+ RESOURCES
- MENTAL HEALTH ASSISTANCE
- NEIGHBORHOOD CONCERNS
- NUTRITION CONCERNS
- PERSONS EXPERIENCING HOMELESSNESS RESOURCES
- SENIOR CITIZEN RESOURCES
- VETERAN RESOURCES
- YOUTH SERVICES
- OTH

WOULD IT BE BETTER FOR AN OFFICER OR COMMUNITY BASED ORGANIZATION TO FOLLOW UP?



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In addition to field contacts and referrals, CBOs can be used for planned events and critical incidents by police managers and their designees. Examples include working with a CBO for an event like National Night Out when completing an Incident Action Plan; or calling for assistance at the scene of a violent crime. To efficiently deploy CBOs and properly track their use, please use the guidelines below to route information to the Community Advancement Division.

## **2 - Planned Events** (Short notice response to public gathering places to prevent and intervene in problematic behaviors.)

- **Required Information:** Manager should include the following pertinent information, as well as the nature of the event:
  - Address/location of the event (district)
  - Specific date & time of the event
  - Scheduled Incident Commander (IC)/Watch Commander (WC) for the event
  - Event's primary contact (name, phone, email contact information)
  - Estimated number of CBO representatives needed and when
- The manager emails the required information above to Lt. Kaneyuki at [bkaneyuki@pd.cityofsacramento.org](mailto:bkaneyuki@pd.cityofsacramento.org)
- Event information will be assessed/assigned by Lt. Kaneyuki
- The following information for the event shall be noted on the IC or WC's daily report and emailed to [bkaneyuki@pd.cityofsacramento.org](mailto:bkaneyuki@pd.cityofsacramento.org):
  - Was the CBO response timely (within 1-Hour of Notification)?
  - Did the CBO representatives help deescalate the situation?
  - Were the CBO representatives helpful to SPD?
  - Was there productive communication between the CBO and SPD?
- The event will be tracked by the Community Advancement Division (Outreach).



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## **3 - Critical Incidents** (Emergency response after a critical incident.)

- IC or WC directs Communications to send a CBO Everbridge notification.
- Required Information for Everbridge: IC or WC should include the following pertinent information, as well as the nature of the event:
  - Summary and type of the event
  - Address/location of the event (district)
  - IC/WC's name and mobile phone number
  - Estimated number of CBO representatives needed
- Lead CBO contact will call the IC/WC to coordinate specific responses and identify responding CBOs/provide responding CBO(s) mobile phone number(s).
- Responding CBO contacts IC/WC
  - CBOs will check-in/out with the IC/WC
  - IC/WC will track the arrival/time on-scene/departure of responding CBOs
- The following information for the event shall be noted on the IC or WC's daily report and emailed to [bkanevuki@pd.cityofsacramento.org](mailto:bkanevuki@pd.cityofsacramento.org):
  - Was the CBO response timely (within 1-Hour of Notification)?
  - Did the CBO representatives help deescalate the situation?
  - Were the CBO representatives helpful to SPD?
  - Was there productive communication between the CBO and SPD?
- The event will be tracked by the Community Advancement Division (Outreach).

The collection and tracking of the information above are critical to the overall communication, effectiveness, and response of this referral process. Please include all the required information for each notification and contact Lt. Brent Kaneyuki in the Community Advancement Division with any questions.

For more information on this program, please click the following link:

[SPD Violent Crime Reduction Strategy 2022](#)