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**NEVADA COUNTY  
SHERIFF'S OFFICE**



**KEITH ROYAL**  
SHERIFF / CORONER  
PUBLIC ADMINISTRATOR

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**NEVADA COUNTY CaIMMET OPERATIONAL AGREEMENT  
2016-2017**

This operational agreement stands as evidence that the Nevada County Sheriff's Office, Nevada County District Attorney's Office, Nevada County Probation Department, Nevada County Behavioral Health, and the Grass Valley Police Department intend to work together toward the mutual goal of providing maximum enforcement to curb methamphetamine and other narcotics' use, trafficking and manufacturing in Nevada County. These agencies believe that implementation of this proposal, as described herein, will further this goal. To this end, each agency agrees to participate in the program. The participating agencies and the designated contact person for the CaIMMET Program are as follows:

Nevada County Sheriff's Office  
Keith Royal, Project Director,  
Chair of the Steering Committee

Nevada County District Attorney  
Cliff Newell, District Attorney

Nevada County Probation Department  
Michael Ertola, Chief Probation Officer

Grass Valley Police Department  
Chief Alex Gammelgard

The above contact persons also comprise the Steering Committee. The roles and responsibilities of the participating agencies are as follows:

## Nevada County Sheriff's Office

The Sheriff's Office will serve as project coordinator, with the Sheriff as Project Director, and the Detective Lieutenant of the Narcotics Unit, as the Project Manager. The Sheriff's Office will operate a multi-jurisdictional Task Force, which will consist of the Sheriff's Sergeant in Charge of the Sheriff's Narcotics Unit, three Deputy Sheriffs assigned to the Narcotics Unit, the partially funded Legal Office Assistant II, and other Sheriff's Deputies assisting with project related functions as needed. The Sheriff's Detective Sergeant will be partially funded at a flat percentage rate of (53%) of available funding by the CalMMET funds. The Legal Office Assistant II will be partially funded at a flat percentage rate of (12.50%) of available funding from the CalMMET funds.

The Task Force members will work on Narcotic investigations, probation searches, public service organization talks and training, school presentations and other assigned Task Force functions. The Task Force will mostly target street level and mid-level narcotic offenders and work these cases with the goal of targeting major offenders, should an investigation lead that direction. The Sheriff's intelligence computer will be the central repository for our Narcotics-related intelligence received from all sources, including local, state and federal agencies.

Regularly scheduled meetings will be held with representatives of the Task Force to discuss activities with other agencies when necessary. These meetings will be held to share information, establish priorities, select targets and plan strategies. The Sheriff will meet with other members of the steering committee to monitor the activity of the participants and Task Force. The Sheriff's Narcotic Unit will maintain statistics for reporting purposes and to monitor the effectiveness of the Task Force.

The Task Force will be involved in the enforcement of narcotic violations and the apprehension and prosecution of those responsible. Additionally, the Task Force will be involved with local

schools and community service organizations in providing information. The Sheriff's Office agrees to cooperate to the fullest extent with all agencies participating in this agreement award.

#### **Nevada County District Attorney's Office**

The District Attorney's Office, throughout the period of the agreement, will assign a Deputy District Attorney and back-up Deputy District Attorneys to handle drug caseloads as drug prosecutors, liaison to the Task Force, and as a member of the Nevada County Drug Court team and Proposition 36 team. These prosecutors will be in direct contact with Officers assigned to the Task Force, the Probation Officer(s) assigned to support the Task Force, and other agreement participants when needed.

The Deputy District Attorney assigned to support the Task Force will be partially funded at a flat percentage rate of (14%) of available funding from CalMMET. This Deputy District Attorney will be assigned to the majority of the agreement-generated cases. One of the Deputy District Attorneys will be available for contact by members of the Task Force regarding search warrants, search and seizure issues, and be kept apprised of current cases and their status.

The prosecutor will attend meetings on a regular basis with representatives from the Task Force. The purpose of these meetings will be to coordinate ongoing cases and investigations and to seek and give advice. The District Attorney will meet regularly with other members of the Task Force to monitor the activities of the participants. The District Attorney's Office hereby agrees to cooperate to the fullest extent with all agencies participating in the awarded funding.

The District Attorney's Office agrees to collect statistical data and forward that information to the Nevada County Sheriff's Office on a quarterly basis. There the information will be entered into a database and maintained by the Nevada County Sheriff's Office support staff.

#### **Nevada County Probation Department**

Five Deputy Probation Officers who supervise caseloads comprised of drug offenders will assist the Task Force on an as-needed basis. The Task Force will be in contact with the five Deputy

Probation Officers and the Supervising Probation Officer, who will help coordinate all related activity. The Supervising Probation Officer will work closely with law enforcement to target probationers for probation searches, and provide frequent urinalysis testing and probation searches as needed.

Probation will coordinate searches, surveillances and investigations of probationers with the Task Force. An additional Probation Officer is assigned as the program manager for the Nevada County Drug Court and will liaison and collaborate with the Task Force members, the other Probation Officers, and the Supervising Probation Officer, who handles and supervise the drug caseload. Many of these clients are on probation as a result of cases generated by the Task Force. Probation will staff all violations of probation with a prosecutor for legal sufficiency and consistent dispositions.

A Deputy Probation Officer will be partially funded at a flat percentage rate of (7%) of the available funding from CalMMET. The Probation Department will continue to provide timely affidavits and pre-sentencing reports to facilitate timely resolution of cases. The Chief Probation Officer will meet with other members of the steering committee to monitor the activity of the participants. The Probation Department will maintain statistics for reporting purposes, and assist in determining effectiveness of the activity. The Probation Department hereby agrees to cooperate to the fullest extent with all agencies participating in the awarded funding.

The Nevada County Probation Department agrees to collect statistical data and forward that information to the Nevada County Sheriff's Office on a quarterly basis. This information will be entered into a database and maintained by the Nevada County Sheriff's Office support staff.

#### **Grass Valley Police Department**

The Grass Valley Police Department will assign a full-time police officer to the multi-jurisdictional Task Force. The Grass Valley Police Officer will be partially funded at a flat percentage rate of (13.50%) of available funding from CalMMET. This Officer will be housed with the Nevada

County Sheriff's Narcotics Unit and be supervised by the Sergeant of the Sheriff's Narcotics Unit. The Grass Valley Officer will participate in all narcotics and related investigations with the Narcotic Unit throughout Nevada County. The Grass Valley Officer will also keep in constant contact with other members of the Police Department for intelligence gathering and current investigations they are working on. The Chief of Police, or designee, will meet with other members of the steering committee to monitor the activity of the Task Force. The Grass Valley Police Department agrees to cooperate to the fullest extent with all agencies participating in this awarded funding.

#### **Drug Endangered Children Program**

The Task Force agrees to work closely with the Child Protective Services regarding Drug Endangered Children (DEC). A policy establishing an action plan and protocols is in place and fully functional. The policy addresses Level I and Level II cases, medical and psychological needs, and toxicology screening. The DEC Program allows Child Protective Services and Law Enforcement to work together to make timely and appropriate safety decisions on behalf of children located in narcotic crime scenes. The overall goal of the DEC Program is to improve the safety and health of children exposed to drug use and chemicals associated with the manufacture and production of drugs by providing appropriate medical services, and toxicology testing. The Task Force recognizes that Drug Endangered Children are crime victims and will facilitate criminal investigations on child endangerment issues.

#### **Asset Forfeiture Distribution**

It is agreed that all forfeited assets will be distributed according to the formula set forth in Health and Safety Code Section 11489. When reimbursement is received from the adjudicated cases, it will be deposited into a special fund account. A check will be written and mailed to the recipient. Should other law enforcement agencies receive a portion of the law enforcement share of

forfeited assets, they will be prorated, depending on the degree of the agency's participation in the particular investigations and arrests.

The Probation Department, if involved in an investigation resulting in an asset forfeiture distribution, will receive a portion of the law enforcement share, which will be decided depending on the degree of their participation in the particular investigation. Any dispute will be resolved by a majority vote of the members of the Steering Committee. The Nevada County Sheriff's Office agrees to reimburse the Nevada County District Attorney's Office, Nevada County Probation Department, and the Grass Valley Police Department for assignment of said Deputy District Attorney, Deputy Probation Officer, and said Police Officer per the 2015-2016 CalMMET Operational Agreement. When reimbursement is received from the available funding, it will be deposited into a special fund account. A journal entry will be made and funds will then be transferred directly into the account of the recipient.

All seizures that become the property of the task force at the state level (the District Attorney's Office secures its share of the seizure prior to the disbursement of funds) shall be dispersed as follows:

- 80% of the seizure shall go to the Nevada County Sheriff's Office and
- 20% of the seizure shall go to the Grass Valley Police Department.

Assets seized at the federal level that become property of the task force shall be disbursed as follows:

- 80% of the seizure shall go to the Nevada County Sheriff's Office and
- 20% of the seizure shall go to the Grass Valley Police Department when there is no involvement in the case by the District Attorney's Office.
- 75% of the seizure shall go to the Nevada County Sheriff's Office and
- 20% shall go to the Grass Valley Police Department when there is involvement in the case by the District Attorney and the remaining

- 5% shall go to the District Attorney's Office.

When assets are seized during a probation search initiated by and/or conducted by the Nevada County Probation Department, the funds shall be dispersed as follows:

- 80% of the seizure shall go to the Nevada County Sheriff's Office.
- 10% of the seizure shall go to the Nevada County Probation Department.
- 10% of the seizure shall go to the Grass Valley Police Department.

Modifications to the asset forfeiture agreement require a majority vote of the attending members of the Task Force Council.

**Nevada County Sheriff's Office**

**Nevada County District Attorney's Office**

**Nevada County Probation Department**

**Grass Valley Police Department**

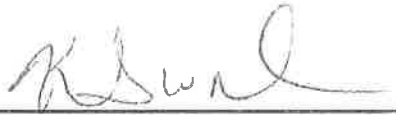
In accordance with the CalMMET Program, Nevada County Sheriff's Office will reimburse all participating agencies for the following expenditures incurred for the agreement period of July 1, 2016 through June 30, 2017. Reimbursement is contingent upon continued program funding through 2011 Realignment. All expenditures must be in accordance with the guidelines and regulations as has been established by CalEMA. Documentation supporting all expenditures must accompany all reimbursement requests and payments.

The Nevada County Sheriff's Office will serve as the project coordinator, with the Sheriff as Project Director and the Supervisor of the narcotics unit being the Project Manager. The other participating agencies listed below will be responsible for providing the necessary documentation for their expenditures in a timely manner at the end of each quarter to allow the Project Manager to submit those figures for reimbursement. The reimbursement from the 2011 Realignment funds will be disbursed to the Nevada County Sheriff's Office and then disbursed to the participating agencies.

Positions and Percentages:

1 – Sheriff Sergeant, Nevada County Sheriff’s Office	(CaIMMET)	53%
1 - Legal Office Assistant, Nevada County Sheriff	(CaIMMET)	12.50%
1 - Deputy District Attorney, District Attorney’s Office	(CaIMMET)	14%
1 – Probation Officer, Nevada County Probation	(CaIMMET)	7%
1 - Police Officer – Grass Valley Police Department	(CaIMMET)	13.50%



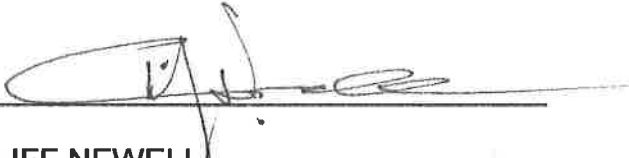


KEITH ROYAL

Nevada County Sheriff's Department

9-19-16

DATE



CLIFF NEWELL

Nevada County District Attorney's Office

9/21/2016

DATE

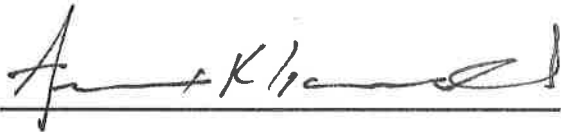


MICHAEL ERTOLA

Nevada County Probation Department

10/13/16

DATE



ALEX GAMMELGARD

Grass Valley Police Department

9/22/16

DATE