



MEMORANDUM OF UNDERSTANDING



Between the
**Ventura County Community College District
Police Department**

and the
Santa Paula Police Department

**RESPONSE TO PART I CRIMES OCCURRING ON
THE VENTURA COLLEGE EAST CAMPUS**

February 21, 2024

**MEMORANDUM OF UNDERSTANDING
VCCCD POLICE DEPARTMENT AND VENTURA POLICE DEPARTMENT**

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**MEMORANDUM OF UNDERSTANDING
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**ARTICLE 1
PREAMBLE**

It is the purpose of this Memorandum of Understanding (hereinafter referred to as Agreement) to designate operational responsibility between the Ventura County Community College District Police Department (hereinafter referred to as VCCCD Police Department) and the City of Santa Paula Police Department (hereinafter referred to as SPPD). This Agreement is made and entered into this 21 day of February, 2024, between the VCCCD Police Department and SPPD.

This Agreement supersedes any prior agreements between the involved parties.

**ARTICLE 2
AUTHORITY**

- 2.1 This memorandum is the statement of agreement reached by the VCCCD Police Department and SPPD, in compliance with Assembly Bill 913 which enacted California Education Code Section 67381, which is also known as the Kristin Smart Campus Safety Act of 1998. This legislation requires the VCCCD Police Department to enter into a written agreement with SPPD designating which law enforcement agency has operational responsibility for the investigation of Part 1 violent crimes, sexual assaults, and hate crimes. It further requires that the specific geographical boundaries of each department be identified for operational responsibilities.
- 2.2 Section 72330(a) of the California Education Code further advises that the governing board of a community college district may establish a community college police department under the supervision of a community college chief of police, and may employ personnel as necessary to enforce the law on or near the campus of the community college and in or about other grounds or properties owned, operated, controlled, or administered by the community college, or by the state acting on behalf of the community college.

**ARTICLE 3
BACKGROUND**

- 3.1 SPPD provides municipal law enforcement services for the City of Santa Paula, State of California. The VCCCD's Ventura College East Campus is located within the incorporated area of the City of Santa Paula. The VCCCD has its own District-wide Police Department, certified by the California Commission on Peace Officer Standards and Training, which provides law enforcement services to Moorpark, Oxnard, and Ventura Community Colleges.

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**ARTICLE 4
ADMINISTRATIVE AND TERM**

- 4.1 The SPPD Chief of Police and the VCCCD Police Department Chief of Police, or their designees, will serve as the primary representative of each department in all contacts between the two departments and with regard to any revisions to or deviation from this Agreement.
- 4.2 A copy of this Agreement shall be made available for public viewing in accordance with Section 67381(e) of the California Education Code.
- 4.3 This Agreement shall continue in force until such time either party requests revision or termination. Either party may terminate this Agreement by giving the other party ninety (90) days of written notice of the party's intention to terminate. Any plans for revision shall be submitted to the other party in writing. In accordance with Section 67381(e) of the California Education Code, this Agreement shall be reviewed and updated, if necessary, every five years after July 01, 2016.

**ARTICLE 5
OPERATIONAL RESPONSIBILITIES**

- 5.1 The investigation of all crimes occurring on the Ventura College East Campus property will be the responsibility of the VCCCD Police Department's Ventura College Station, with the following exceptions, which will be the responsibility of SPPD:
 - a.) Homicide / Manslaughter
 - b.) Forcible Rape
 - c.) Kidnapping
 - d.) Serious Bodily Injury / Fatal Traffic Collisions
 - e.) Officer-Involved Shooting
 - f.) Investigations Requiring Specialty Units
- 5.2 SPPD will be notified immediately by the Ventura College Station of any and all of the above-listed crimes, and will assume primary responsibility for the investigation and provide the lead investigator(s). The Ventura College Station will provide assistance as required and follow the investigation with SPPD.
- 5.3 SPPD will provide investigative aid for crimes of sexual assault and hate crimes occurring at the Ventura College East Campus within the jurisdictional boundaries of the Ventura College Station, in accordance with California Education Code Section 67381.

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- 5.4 SPPD will be the primary investigating agency for all death investigations, including deaths related to overdose, suicide, and natural causes. The Ventura College Station will provide assistance as required and follow the investigation with SPPD.
- 5.5 Both SPPD and Ventura College Station will respond to any request for assistance made by the other agency in accordance with their respective policies.
- 5.6 Incidents involving missing persons from the Ventura College East Campus will be reported to VPD without delay for follow-up investigation pursuant to California Penal Code Section 14211. If the preliminary investigation indicates suspicious activity or foul play, SPPD will be notified immediately, to allow for rapid response and the full use of its resources.
- 5.7 The Ventura College Station will enforce the California Vehicle Code and other traffic regulations on the Ventura College East Campus grounds. College police officers may enforce the California Vehicle Code and other traffic regulations on streets adjacent to and in the immediate vicinity of the campus should the violation warrant enforcement action. Parking enforcement on streets adjacent to the campus will be primarily the responsibility of SPPD.
- 5.8 The Ventura College Station will assist SPPD in any mutual aid request, be it with personnel or the use of college facilities.
- 5.9 SPPD will assist the Ventura College Station in any mutual aid request, in particular with regard to incidents of civil disturbance or major unrest.
- 5.10 The Ventura College Station will be responsible for all police services at special and sporting events held on the Ventura College East Campus, if applicable.
- 5.11 If special events held on the Ventura College East Campus require the assistance of SPPD, SPPD will enter into an agreement with the special events sponsors for recovery of costs for those services, not unlike that between the special events sponsors and the Ventura College Station.
- 5.12 VCCCD police officers are authorized by law to investigate crimes that have occurred within their jurisdiction anywhere in the State of California. If the Ventura College Station investigates a crime beyond a one-mile radius of the college, it will notify the proper jurisdiction as a courtesy. SPPD will assist the VCCCD police officers as much as possible with investigations extending into the City of Santa Paula when requested to do so by VCCCD police officers.
- 5.13 SPPD officers attempting to serve an arrest or search warrant on the Ventura College East Campus will notify the Ventura College Station and request their assistance. VCCCD police officers will notify SPPD when officers attempt to serve a warrant within the jurisdiction of SPPD.

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- 5.14 To assist in coordinating activities between the Ventura College Station and SPPD, SPPD officers, whether in uniform or in plainclothes, going onto the college campus to take law enforcement action will notify the Ventura College Station located at 71 Day Road, Ventura, on the northeast corner of Ventura College, near the intersection of Loma Vista Road and Day Road (contact: 805-289-6486).

ARTICLE 6 JURISDICTIONAL BOUNDARIES

- 6.1 Pursuant to Section 72330 of the California Education Code and Index Letter Opinion No. 92-809,¹ the primary jurisdiction of the VCCCD Police Department officers is “on or near” the college district properties. Areas or locations that are “near” the college district properties are defined as sidewalks and streets bordering the college campus property, as well as nearby businesses which are primarily patronized by students, professors, and staff. This may include the area near the college, public or private, from which an officer standing on the college premises could observe a public offense that might be committed against college personnel, students, or college property. The extent of such areas and locations, including the “immediate vicinity” of the college premises, shall be determined on an individual basis, based upon the nature and seriousness of the public offense. Typical off-campus VCCCD police patrol should not extend beyond more than one mile from the campus boundaries.

The geographical boundaries of Ventura College East Campus consist of 957 Faulkner Road Suite #106, the parking lots surrounding the building, Faulkner Road to the south, and Todd Road Lane to the west (Appendix A).

- 6.2 VCCCD police officers may affect arrests and issue citations for violations of the California Vehicle Code when such violations do not occur on VCCCD property, but do occur on city or county streets that are on or near the college property.
- 6.3 VCCCD police officers shall restrict their field patrol activities to the college campus and to the areas “on or near” and in the “immediate vicinity” of the college properties, with the following exceptions:
- a.) Requests for assistance from public safety agencies (i.e., local police, fire, and paramedics) to locations that are not “on or near” college properties;
 - b.) Emergency life threatening situations (e.g., “officer needs help” broadcasts, citizen “flag downs”) even though they are not “on or near” college property;

¹ Lungren, D. E. (1992, December 09). Opinion No. 92-809 [Letter to The Honorable Pat Nolan]. Department of Justice, Sacramento, California.

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- c.) Misdemeanor and felony crimes in progress that are not “on or near” college property but which are observed by VCCCD police officers, provided there is immediate danger to a person or property, or to prevent the escape of the perpetrator of the offense.


- 6.4 If a SPPD officer or a VCCCD officer witnesses a violent crime that is within the defined jurisdiction of the other agency, the officer will take immediate action to: (1) terminate the crime and apprehend the suspect, if possible; (2) immediately notify the other agency and request assistance; and (3) subsequently provide appropriate documentation of involvement to the investigating agency as soon as possible.

- 6.5 SPPD shall be responsible for the response to, and investigation of, crimes occurring in the parking lot surrounding the Ventura College East Campus (Suite #106) and on all property and roadways adjacent to, but apart from, the campus. Those crimes occurring within Suite #106 will be the responsibility of the Ventura College Station, except for the crimes listed in Section 5.1.

**ARTICLE 7
AGREEMENT SIGNATORIES**

This Agreement is being executed in duplicate originals for each signatory department. This Agreement and the foregoing articles are hereby agreed to by:

FOR SPPD



Don Aguilar
Interim Chief of Police
Santa Paula Police Department

Date

2/21/24

FOR VCCCD



Kelli Florman
Chief of Police
VCCCD Police Department

Date

2-21-24

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APPENDIX A



Appendix A. *Satellite Imagery of Ventura College East Campus with geographic boundaries superimposed.*