

**CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
DIVISION OF CORRECTIONAL POLICY RESEARCH AND INTERNAL OVERSIGHT
OFFICE OF CORRECTIONAL SAFETY**

**DEPUTY CHIEF, OFFICE OF CORRECTIONAL SAFETY
CEA LEVEL B**

DUTY STATEMENT

The Deputy Chief, Office of Correctional Safety (OCS), reports to the Chief, OCS and is responsible for the management and administration of OCS units and programs that serve the broad investigative and security interests of the California Department of Corrections and Rehabilitation (CDCR). The incumbent has management responsibility for staff in various sworn and non-sworn classifications located in headquarters and oversight of OCS administrative functions.

Duties include, but are not limited to:

- 20% Participate in the development, implementation, and evaluation of departmental strategic and operational plans. Serve as liaison to, and develop and maintain good working relationships with federal, state, and local law enforcement and criminal justice agencies; provide advice and consultation to the CDCR Secretary, Undersecretary, Administration, Chief, OCS, and other administrators in the formulation of departmental policies, programs, and training related to law enforcement, gang/security threat group (STG) management, criminal intelligence, security operations, tactical response, emergency planning and management, apprehension of adult and juvenile escapees and Parolees-at-Large (PALs), and investigations involving inmates, wards, and parolees. Responsible for planning and directing OCS activities and resources in coordination with departmental and allied law enforcement agencies in criminal investigations and operations.
- 20% Responsible for prison gang/STG management by ensuring continual development and maintenance of intelligence-gathering, tracking, and reporting mechanisms and strategies; identifying, assessing, and advising administration of gang/STG activities within the correctional system; and researching and recommending strategies for better management of this unique population, including the development of policy and regulatory procedures. Represent OCS and CDCR with regard to gang/STG issues and policies, ensuring appropriate and consistent interpretation and application of related policies and procedures; and providing consultation on CDCR gang/STG-related management, interdiction operations, and processes.
- 20% Oversee fugitive apprehension operations, which involve investigation, location, pursuit, and detention of escapees from adult institutions and juvenile facilities, parolees with arrest warrants, and high-risk/violent/notoriety criminal suspects. Liaise with CDCR units and external law enforcement agencies relative to parole-related investigations, task force operations, and the development of effective strategies to apprehend PALs posing the greatest public threat. Responsible for administration of criminal intelligence and analysis efforts and mechanisms to collect and analyze data from numerous sources that facilitate identification of links, trends, and individuals involved in criminal enterprise. Forge and maintain mutually beneficial associations with CDCR, federal, state, and local law enforcement programs for the production and dissemination of intelligence products and information to counter or control criminal activities and threats to homeland security.

- 20% Ensure facilitation of emergency response and management operations, including the provision of tactical response to critical departmental incidents, tactical training and evaluation (Crisis Response Team, alarm response, hostage negotiation, tactical-entry, firearms, and less lethal technology), and emergency planning oversight to ensure appropriate, immediate, controlled, and consistent emergency response throughout CDCR. Responsible for identification of potential issues, community standards, and emergent developments related to emergency planning and management; development and implementation of emergency preparedness, mitigation, and recovery strategies, procedures, and mechanisms; and administration of the Department Operations Center.
- 15% Establish guidelines, priorities, and management systems to ensure efficient and effective unit operations; develop policies and procedures as they relate to departmental and unit issues; evaluate and plan for the potential impact of laws, rules, and court decisions; oversee the management of the Department's protective vest program and OCS' budget, workforce, and resources. Responsible for departmental security functions, ensuring the safety of high-level departmental staff, overseeing threat assessment operations, and providing high-risk transportation details. Research and identify collaborative and resource opportunities, quality improvement strategies and mechanisms, and interventions and processes to improve operational efficiency and effectiveness. Serve as Use of Force (UOF) Committee Chair/Executive Review relative to all UOF within OCS; attend inter-agency and interdisciplinary meetings and conferences; oversee special projects; act as Chief, OCS in his/her absence.
- 5% Attends department meetings at the Headquarters office in Sacramento, or may attend meetings/training at various CDCR offices.