



VENTURA COUNTY

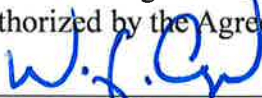
LAW ENFORCEMENT COORDINATING COMMITTEE


Southern California Hi-Tech Task Force, Ventura County




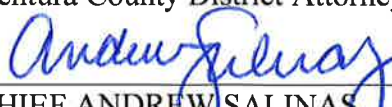
July 2022


In order to proactively address the proliferation of high technology crimes in Ventura County and the need for a consistent and integrated response by law enforcement, the Ventura County Law Enforcement Coordinating Committee hereby agrees to and adopts the Southern California High-Tech Task Force Memorandum of Understanding FY 2022-2023 incorporated herein and recommends funding as authorized by the Agreement.


SHERIFF WILLIAM AYUB
Ventura County Sheriff


ERIK NASARENKO
Ventura County District Attorney


CHIEF TRAVIS WALKER
Santa Paula Police Department


CHIEF ANDREW SALINAS
Port Hueneme Police Department


CHIEF DAVID LIVINGSTONE
Simi Valley Police Department


CHIEF DARIN SCHINDLER
Ventura Police Department


CHIEF JASON BENITES
Oxnard Police Department

MISSION STATEMENT

The mission of the Southern California High-Tech Task Force – Ventura County is to address the proliferation of high-technology crimes in Ventura County. This encompasses crimes where high technology is used as an instrument in committing a crime, assisting in the commission of a crime, or constitutes evidence of a criminal act. In addition, the Task Force is responsible for the forensic examination of all types of digital evidence, including not only computers, but also such technology as cell phones, digital video recorders, and other existing and developing computer based equipment. This task force approach is the most effective manner to respond to computer-based crimes, as well as to develop evidence regarding more traditional crimes such as homicides.

STRATEGY

The strategy for accomplishing this mission will be for the Sheriff and District Attorney to train an adequate number of investigators and office system coordinators to provide assistance to law enforcement agencies during the investigation of technology crimes. The technology investigators and office system coordinators will be trained as Computer Forensic Examiners. These examiners will augment local law enforcement when requested to assist in local investigations.

HIGH-TECH TASK FORCE DESCRIPTION

The birth of electronic computer technology started in the mid-1950s. Our society, however, did not see home computers until the late 1970s. In the early 1990s, the internet boom became a major component for commerce and a very fast source to communicate. Today, approximately 95% of all documents are created on a computer. Daily electronic e-mail traffic far outweighs traditional postal mail and telephone usage combined. Computer technology affects every facet of modern life. The field of computer forensics entails the identification, preservation, extraction, interpretation, and presentation of computer-related evidence. Far more information is retained by a computer than most people realize. Without using the right tools and techniques to preserve, examine and extract data, you run

the risk of losing something important, rendering what you find inadmissible, or even causing spoliation of evidence.

Law enforcement has taken its time to adapt and utilize this very valuable and necessary technology. We have all witnessed computers being installed in dispatch centers, patrol cars, and desktops. However, our response to the computer savvy criminal elements has been a very slow process. Computer crime has grown from the theft of the technology itself to the storage of evidence on individual hard drives. Numerous peripheral devices have been introduced such as digital cameras, cell phones and personal tablet computers, such as iPads, that all need our attention when solving crime. Law enforcement initially ignored computers and the evidence that is contained inside them. Captain Hoganson from the Sacramento Valley High-Tech Task Force stated that some law enforcement agencies have overlooked these types of crimes, but this philosophy is no longer an option. She stated “Over the years, we have witnessed a number of agencies turn their backs on such transgressions due to the lack of training and equipment. Eventually, they all have to face the fact that computer crimes do occur, and it is up to their cops to track down the violators and prosecute them to the fullest extent possible.”

In the mid-1990s, the Ventura County District Attorney’s Office (VCDAO) had only one investigator assigned to handle the analysis of digital evidence. It was not long before it became apparent that one investigator could not even begin to handle the volume of computer cases, especially those requiring the forensic examination of digital evidence. The Ventura County Sheriff’s Office (VCSO) and the VCDAO recognized the need to find a funding source to assist with the creation of a Computer Crimes Unit.

In the late 1990s, the State of California created the Statewide High-Technology Crime Apprehension and Prosecution Program. When this grant was first introduced, five task forces were awarded the funding to address the growing rate of high-technology crime. One of the agencies involved in this program was the Los Angeles County Sheriff’s Department (LASD). The LASD subsequently created the Southern California High-Tech Task Force (SCHTTF), whose jurisdiction includes Los Angeles, Orange, and Ventura counties. Funds from this grant are used to offset the costs associated with forensic laboratory office space, specialized equipment, and highly specialized training.

The creation of the Camarillo office occurred in early 2001, with just three forensic examiners assigned. Over the years, the number of full-time computer forensic examiners has fluctuated. The VCDAO currently has a senior district attorney investigator (supervisor), three investigators, and one office system coordinator assigned to the SCHTTF to analyze electronic digital evidence. The VCSO has assigned one senior deputy to the SCHTTF and three office system coordinators working in that same capacity as well as an administrative assistant to assist with day to day office functions.

The most recent changes at the SCHTTF include entering into MOU's with the FBI's Business Email Compromise Task Force and the Secret Service's Electronic Crimes Task Force. These MOU's now allow the SCHTTF access to resources and training not previously available in Ventura County. Both federal agencies have excellent records of providing training and resources to their task force partners.

The needs of the criminal justice system for analysis of digital evidence will continue to grow, evolve, and expand at a disproportionately high rate. By enlisting the support of the entire Ventura County law enforcement community, the SCHTTF will be appropriately funded for personnel costs to meet the needs of all county law enforcement agencies.

**DUTIES OF THE SOUTHERN CALIFORNIA
HIGH-TECH TASK FORCE – VENTURA COUNTY**

Members of the Southern California High-Tech Task Force – Ventura County, will be managed jointly by the Ventura County District Attorney’s Office and the Ventura County Sheriff’s Office. The satellite office in Camarillo is currently managed by a senior district attorney investigator. The task force will:

1. Coordinate law enforcement high-technology investigative activities by utilizing task force members to effectively deal with the growing number of high-technology crimes;
2. Pool resources and share high-technology investigative expertise and provide cost-effective law enforcement;
3. Decrease high-technology investigation response time in order to comply with identified county law enforcement needs;
4. Provide a service network to all law enforcement agencies within Ventura County;
5. Assess and facilitate high-technology training needs in Ventura County;
6. Decrease the potential for economic loss and danger to public safety by increasing the probability of apprehension and prosecution of high-technology crimes.

TIMELINE AND COSTS

The projected cost of the three Office System Coordinators (Forensic Computer Examiners) will be divided between the law enforcement agencies as described in the table on page six. The civilian forensic computer examiners will be paid at the Office Systems Coordinator II and III levels, based on their education and experience.

Office System Coordinator III	\$152,805
Office System Coordinator III	\$135,147
Office System Coordinator III	\$132,531
Total	\$420,483

The table which follows lists the estimated shared budget costs for the three VCSO office system coordinator positions from July 1, 2021, through June 30, 2022.

Each city shall contribute a percentage of the costs for these non-sworn positions based on the population of their respective jurisdictions. The following is a breakdown of the population for each jurisdiction based on the January 2021 population figures published by the State of California, Department of Finance.

City	Population	Percentage of County Population	Contribution for 3 Forensic Positions
Camarillo	70,171	8.42%	\$33,552.06
Fillmore	16,469	1.98	\$8,306.74
Moorpark	35,399	4.25%	\$17,854.79
Ojai	7,466	0.90%	\$3,765.75
Oxnard	2000,050	24.00%	\$100,902.56
Port Hueneme	21,599	2.59%	\$10,894.25
Santa Paula	30,892	3.71%	\$15,581.51
Simi Valley	124,985	14.99%	\$63,040.77
Thousand Oaks	124,592	14.95%	\$62,842.55
Ventura	108,231	12.98%	\$54,590.28
Unincorporated	93,798	11.25%	\$47,310.47
	833,652	100.00%	\$420,483.00

The Sheriff's Business Office will bill each agency quarterly for the actual costs incurred.

MANAGEMENT

The Ventura County District Attorney's Office and the Ventura County Sheriff's Office will continue to jointly manage the Southern California High-Tech Task Force – Ventura County. This management shall include, but not be limited to, daily oversight and ongoing evaluations of the program. The chief investigator of the District Attorney's Office or the assistant sheriff of the Ventura County Special Services Division will serve as the management level contacts for participating agencies. The satellite office in Camarillo will continue to be managed by a senior district attorney investigator.

CONTRACTUAL AGREEMENT

The Operational Agreement will begin on July 1, 2022 and will last through June 30, 2023. Any agency may terminate its participation under this agreement by giving a 30-day written notice to the Sheriff and each of the other agencies.

This agreement is subject to all terms and conditions set forth herein. This agreement may, upon mutual agreement, be extended annually for an additional one-year period.

This agreement will terminate if any agency fails to appropriate the funds called for in the agreement. If the agreement is terminated, each agency will be responsible for paying its pro-rata share of the costs accrued to date of termination.