



DONNY YOUNGBLOOD
Sheriff-Coroner

1350 Norris Road, Bakersfield, California 93308-2231
Telephone (661) 391-7500

Kern County

SHERIFF

ISSUE: 26-03

TRAINING BULLETIN

DATE: January 15, 2026

Community Policing and COPS Log Entries

This training bulletin will detail guidelines for Community Policing, Problem-Oriented Policing (POP), and COPS log entries.

COMMUNITY POLICING:

Community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime.

POLICY:

It is the policy of the Kern County Sheriff's Office (KCSO) to promote positive relationships between members of the organization and the community by treating community members with dignity and respect. It is the goal of the KCSO to engage with the community to enhance public safety services. Members of the KCSO are expected to monitor data and trends to ensure law enforcement actions are part of an effective crime prevention strategy that does not contribute to counter-productive divisiveness or tension between the KCSO and the community (refer to Stipulated Judgement paragraph 60 for further information). The COPS log located on SheriffNet shall be used to enter community policing activities, along with POP projects.

COMMUNITY ORIENTED POLICING EVENTS:

Community-oriented policing events include, but are not limited to:

- Attending/participating in community meetings/events
- Crime prevention activities
- Community and youth activities and programs
- Law Enforcement Operations Education

This training bulletin will detail guidelines for Community Policing, Problem-Oriented Policing (POP), and COPS log entries.

PROBLEM ORIENTED POLICING (POP) PROJECTS:

POP is a proactive policing strategy that aims to address the root causes of crime and disorder rather than just responding to individual incidents. It involves analyzing crime

patterns and trends to identify underlying problems and then developing tailored strategies to prevent and mitigate those problems. POP emphasizes collaboration between law enforcement, community members, and other stakeholders to find innovative and sustainable solutions. The approach is based on the idea that addressing the underlying problems can lead to long-term crime reduction and improved quality of life for communities.

When members of the KCSO address POP projects, they will utilize the SARA model identified below. Members will identify specific crime problems, analyze them to determine their root causes, and develop targeted solutions to address those causes. This can involve a wide range of approaches, from increasing law enforcement visibility in certain areas to working collaboratively with other organizations to reduce crime (refer to the 4th Pillar of 21st Century Policing and the Kern County Sheriff's Office annual report on Community Engagement and Strategic Plan for further details).

When members are developing POP projects, the activities shall be entered into the COPs log for each stage of the SARA model (reference sources: US Department of Justice, Community Oriented Policing Services, article on Community Policing Defined; and the Arizona State University Center for Problem-Oriented Policing):

Step 1. Scanning:

- Use available resources to identify recurring problems of concern to the public and law enforcement.
- Prioritize those problems and confirm that the problems exist.
- Determine how frequently the problem occurs and how long it has been taking place.

Step 2. Analysis:

- Collect and review relevant data, such as crime statistics, and research the cause of the problem.
- Determine how the problem is currently addressed, and the strengths and limitations of the current response.
- Narrow the scope of the problem as specifically as possible.
- Identify a variety of resources that may be of assistance in developing a deeper understanding of the problem. Resources may include local schools, Chamber of Commerce, etc.

Step 3. Response:

- Develop solutions to bring about lasting reductions in the problem.
 - Research what other communities with similar problems have done.
-

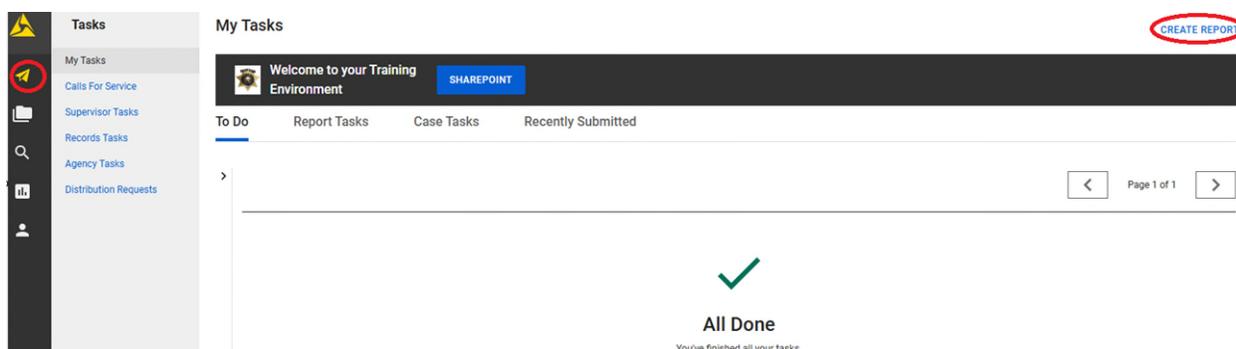
- Carry out the plan.

Step 4. Assessment:

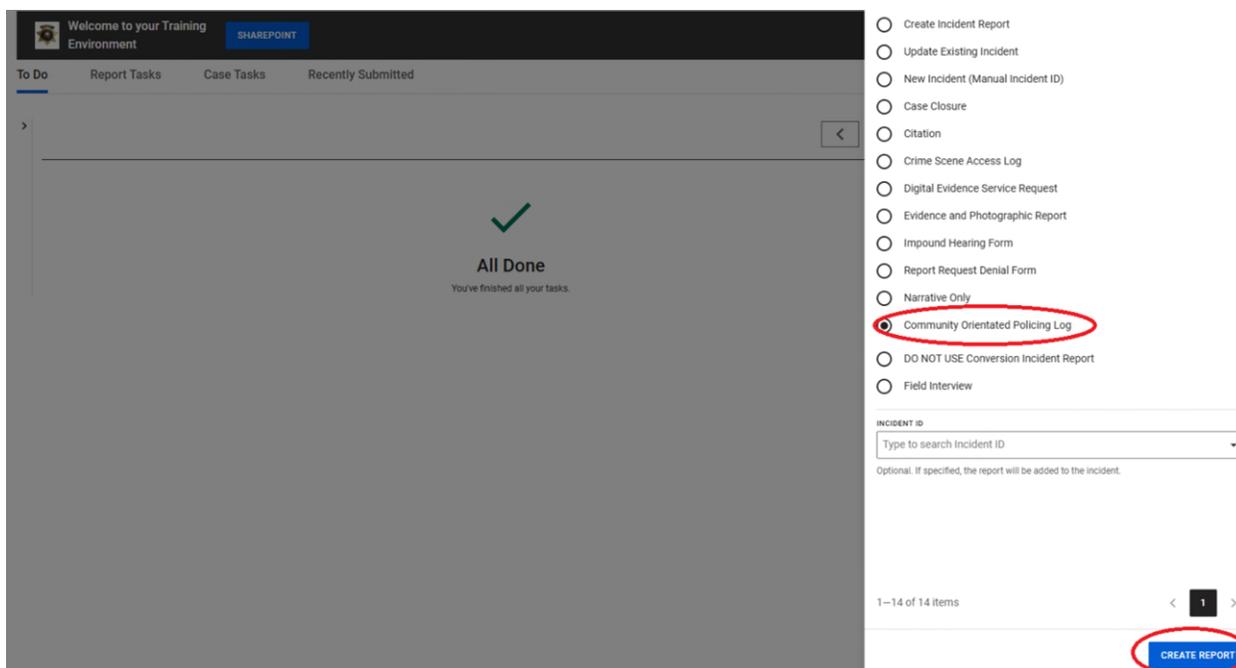
- Evaluate the success of the response through surveys and crime analysis.
- Conduct ongoing assessment to ensure continued effectiveness.

CREATING A NEW ENTRY:

On the Axon web portal, click on “Tasks” and “Create Report”



Once “Create Report” has been selected, choose “Community Orientated Policing Log” and press “Create Report.” Do not type in an incident number unless you are updating an existing POP Project.



Select the appropriate “Activity.” Include the number of people in attendance if appropriate, address, response area, and details. If “No Issues found” is displayed, click “Submit.”

The screenshot shows the 'COPS Log' form for report 2025-COPS-0000035. The 'ACTIVITY' field is circled in red and contains the text 'Attend Community Service Organization Meeting'. Other fields include 'ASSIGNMENT: Mojave', 'LOCATION: Auto Address', 'ADDRESS/CROSS STREET: 1834 Inyo St, Mojave, Kern County, CA, 93501, USA', 'TOTAL ATTENDEES: 50', and 'AREA: Mojave'. The 'DETAILS' section contains the text: 'Attended a back-to-school night event at Mojave High School. Spoke with parents about truancy and responsible social media.' At the bottom right, a 'SUBMIT' button is circled in red.

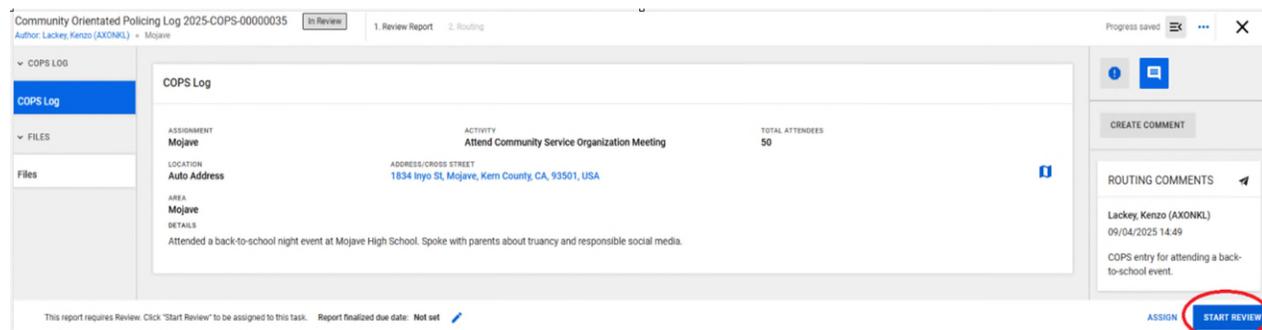
Submit the COPs activity to a supervisor for approval.

The screenshot shows the routing form for the COPS Log activity. It includes a dropdown menu for 'Select where the report should be routed' with the option 'Request supervisor review' selected. Below it is a dropdown for 'Select District' with 'Mojave' selected. There is also a text area for 'Add a Note' containing the text: 'COPS entry for attending a back-to-school event.' At the bottom right, a 'SUBMIT' button is circled in red.

Supervisors will receive all COP/POP submissions under the “Recently Submitted” task. Supervisors may approve the activity or reject it. Activities can be rejected for multiple reasons, including insufficient information, or the activity does not meet the standard of a COP/POP activity. If the activity is a POP Project, the activity can be assigned out to a specific deputy.

The screenshot shows the 'My Tasks' dashboard. The 'Recently Submitted' tab is active, displaying a list of tasks. The first task is 'Review Community Orientated Policing Log 2025-COPS-0000035 Mojave' by 'Lackey, Kenzo (AXONKL)'. The task was submitted on 09/04/2025 and updated on 09/04/2025. The report finalized due date is 2 minutes ago. The action is 'ASSIGN'.

Task	Author	From	Report finalized due date	Actions
Recently Routed Review Community Orientated Policing Log 2025-COPS-0000035 Mojave	Lackey, Kenzo (AXONKL) Submitted 09/04/2025 Updated 09/04/2025	Lackey, Kenzo (AXONKL) 2 minutes ago	COPS entry for attending a b...	ASSIGN



Under the COP/POP activity, members will enter information for each step of the SARA model. The selected station tab will notify the area supervisor of the COP/POP activity and its status. The time frame tab will notify the supervisor of how long the author expects the next stage of the SARA model to take. At the conclusion of the COP/POP activity, members of the organization will be able to review the activity to see if it made a meaningful difference.

TRADITIONAL COMMUNITY POLICING EVENTS:

Many of the events that members of the Kern County Sheriff's Office attend qualify as COPs activities. The following is a list of activities that should be entered into the COPS log:

- **Attended/Participated in Community Meeting/Event**

When a member(s) of the Sheriff's Office attends any community activity or event, and are representing the Sheriff's Office by their attendance, whether or not they are an active participant, they promote and strengthen the relationship between the community and the Sheriff's Office. The events or activities would include marching in a Christmas Parade, attending a service organization meeting such as the Rotary Club, manning a booth at a community event, etc.

- **Community Partnerships**

When members of the Sheriff's Office actively participate in meetings, events, or activities, which may include being a permanent board member on an advisory committee as the Sheriff's representative or being a member of any community collaborative. Following are examples of community partnerships: Parents Helping Parents, East Bakersfield Community Collaborative (EBCC), Mothers/Men Against Senseless Killings (MASK), Network for Children, Friends of Jawbone, faith-based partnerships like Catholic Charities, non-profit community organizations like Police Activities League (PAL), Boy or Girl Scouts of America, Community Action Partnership of Kern (CAPK), Stop the Violence, and community business partners like a small business association, Lions Club, Rotary Club, etc.

Community Partnerships also include activities that may help build a new community partnership and activities that strengthen or enhance current partnerships. Building future partnerships includes activities such as: contacting business owners, soliciting feedback from members of the community, and conducting customer service surveys. Also, when a problem is identified, any group or organization KCSO seeks to work with to improve/resolve the issue, including when KCSO links people with services, is part of building partnerships with the service agency or the community group.

• Sheriff's Activities League (SAL)

Any activity involving SAL.

• School/Education Activities

When a representative of the Sheriff's Office participates in any school or educational activity, such as reading to children, giving a gang or narcotics lecture, truancy prevention, school resource activities, etc.

All COPs activities will be logged. See below for example:

COPS Log

ASSIGNMENT CAP Unit	ACTIVITY School/Education Activities	TOTAL ATTENDEES 90
LOCATION Auto Address	ADDRESS/CROSS STREET Beardsley Elementary School, 1001 Roberts Ln, Bakersfield, Kern County, CA, 93308, USA	
ADD UNIT		
AREA 1 Zone		
DETAILS Attended a school reading event. Read a book for elementary school students in three different classrooms. After reading, I spoke with the students about staying away from drugs.		
ADD ANALYZE ADD RESPOND ADD ASSESS		
SUBMIT		

Traditional COPs events do not involve the SARA model. A brief summary of the event should be listed in the details box. The area supervisor will be notified of the event.

The KCSO COPS Activity Log can be located on the Analytics page of the Axon web portal. When members access the COPs log, they will be able to see in-progress COPs/POP activity, completed COPs/POP activity, and generate/update COPs/POP activity.

Report Number	Start Date	Location	Author Name	Assigned Officer	Activity	Problem Name	Problem Solving Criteria	Problem Classification	Contact Complainant	Workstation	Description	Completed
2025-COPS-0000014	8/25/2025		LACKEY, KENZO (AXONKL)	LACKEY, KENZO (AXONKL)	POP PROJECT ACTIVITIES	BOOKS THEFT	CONCERN TO COMMUNITY PUBLIC EXPECTATION THAT SOMETHING BE DONE. REQUIRES A STRATEGIC AND ORGANIZED PROCESS	CRIME SAFETY RELATED		CAP UNIT	BOOKS HAVE BEEN STOLEN FROM THE LIBRARY.	
2025-COPS-0000013	8/11/2025		KRAFT, WESLEY (Q01703)	SMITH, LIV (Q0SMTH)	POP PROJECT ACTIVITIES	THEFT	CONCERN TO COMMUNITY PUBLIC EXPECTATION THAT SOMETHING BE DONE. REQUIRES A STRATEGIC AND ORGANIZED PROCESS	CRIME SAFETY RELATED		CSI	SATURATION PATROL.	
2025-COPS-0000012	8/8/2025		KRAFT, WESLEY (Q01703)	SMITH, LIV (Q0SMTH)	POP PROJECT ACTIVITIES	DRUG USE	CONCERN TO COMMUNITY PUBLIC EXPECTATION THAT SOMETHING BE DONE. RECURRING INCIDENTS RELATED CHARACTERISTICS, REQUIRES A STRATEGIC AND ORGANIZED PROCESS	CRIME SAFETY RELATED		BUTTONWILLOW	JUVENILES ARE SMOKING MARIJUANA IN THE BATHROOM AND OTHER AREAS OF THE PARK.	
2025-COPS-0000011	8/5/2025		LACKEY, KENZO (AXONKL)	LACKEY, KENZO (AXONKL)	POP PROJECT ACTIVITIES	FUEL THEFT	CONCERN TO COMMUNITY PUBLIC EXPECTATION THAT SOMETHING BE DONE	CRIME SAFETY RELATED		CAP UNIT	SEVERAL PEOPLE HAVE BEEN COMPLAINING ABOUT THEFT OF FUEL FROM PARKED VEHICLES IN THE OLD DALE AREA.	ANALYSIS REVEALED THE THEFT OF FUEL IS RELATED TO RISING CIGARETTE COSTS AND LACK OF ENFORCEMENT

The above information is a summary of the guidelines and requirements contained within KCSOPPM A-0200, which will be published on SheriffNet soon. All sworn staff will be attending training to familiarize themselves with the policy.

By acknowledging this training bulletin, you are indicating that you have read and understand this training bulletin. All personnel are required to review and acknowledge this training bulletin and begin all new COPS Log entries in Axon no later than **Wednesday, January 28, 2026.**