



**Sheriff's Office
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: October 30, 2018 – **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
County Counsel Sign-Off	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Carina Lemus, Paralegal PHONE: (559) 802-9466

SUBJECT: Approve a two year agreement with the Tulare County Office of Education and add one position allocation to the Sheriff's Office.

REQUEST(S):
That the Board of Supervisors:

1. Approve an agreement with the Tulare County Office of Education in the amount of \$182,437 (\$79,831 for year one and \$102,606 for year two), to provide law enforcement services outlined in the Tobacco Law Enforcement Prop 56 Grant program at designated school sites in Tulare County, retroactive from July 1, 2018 to June 30, 2020. The agreement is retroactive due to delays in negotiations.
2. Find that the Board had authority to enter into the proposed agreement as of July 1, 2018 and that it was in the County's best interest to enter into the agreement on that date.
3. Authorize the Chairman to sign three copies of the agreement.
4. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).
5. Approve the attached personnel resolution

Add the following allocation:
1.0FTE Sheriff's Deputy II

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DATE: October 30, 2018 – **REVISED**

6. If grant funding is not sufficient to fully fund this additional position in the future fiscal years, such position shall be deleted so as not to incur any Net County Cost, unless there are extenuating circumstances justifying retention of the affected positions and such position shall be approved by the Board of Supervisors.

SUMMARY:

The Tulare County Office of Education (TCOE) applied for the Tobacco Law Enforcement Prop 56 grant, effective July 1, 2018 through June 30, 2020, as the lead agency and looked to the Sheriff's Office as a partner to support them with this grant; the funding request was to provide a Sheriff's Deputy II who will work with TCOE to support and assist in the facilitation of the Tobacco Law Enforcement Prop 56 Grant program by providing TCOE with services outlined in the grant. The goals and strategies of the Sheriff's Office are detailed in the agreement. The Sheriff's Deputy will work 40-hours a week with core hours Monday through Friday, 7:30 am to 3:30pm. This position is unique in that education is the primary focus. The deputy will provide safety and security for staff and students at the designated school areas through campus policing. The deputy will enforce tobacco laws in coordination with TCOE and assist and collaborate in tobacco-related awareness/outreach activities at school events. With the support of TCOE, the Sheriff's Office will conduct retailer education classes focusing on prevention of the furnishing of tobacco products to minors; the Sheriff's Office will also assist with providing vendor/merchant scans within a 20 mile radius of the identified school sites to increase awareness of legal requirements of tobacco sales with a prevention-focused message. The deputy will report to the following school sites:

- Sundale School
- Buena Vista School
- Oak Valley School
- Palo Verde School
- Waukena Joint Union Elementary

The agreement is retroactive because the Sheriff's Office is providing services to TCOE and costs are being accrued. The Sheriff's Office began providing services on September 4, 2018, after the start of the 2018 school year, and will continue to provide services for the full 2019 school year. Due to delays in finalizing the agreement, the annual amounts will differ and the cost of services in 2018 has been prorated. Additionally, the Deputy Sheriff assigned to the grant program will utilize a vacant Sheriff's position, while the new grant position is being implemented. Once the new position has been established, the deputy will be transferred to the new position number designated for the grant. TCOE will reimburse the Sheriff's Office up to \$79,831 in grant funds for year one, and up to \$102,606 for year two once invoices are provided.

The agreement has been approved as to form by County Counsel. The substantive deviations from the standard County boilerplate are: 1) the agreement provides for

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mutual indemnification, 2) it is a multi-year agreement, and 3) the agreement allows both parties to terminate without cause.

FISCAL IMPACT/FINANCING:

The Tulare County Office of Education will reimburse the Sheriff's Office for one (1) FTE Deputy to include salaries, benefits and operating costs. The total agreement amount is \$182,437. Funds will be received on an annual basis for the term of the agreement. Expenses have been incurred and revenue is being generated for services provided in FY 2018/2019.

For the first year, September 4, 2018 to June 30, 2019, \$79,831 will be included in the Sheriff's FY 2018/2019 operating budget. Revenue and expenditures of \$79,831 of the program for FY 2018/2019 are reflected in the attached AUD 308.

An additional \$102,606, for August 12, 2019 to June 30, 2020 will be included in the Sheriff's proposed FY 2019/2020 operating budget. There is no net County cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year Strategic Business Plan and Management System include Safety and Security initiatives to provide for the safety and security of the public. This agreement will fulfill this initiative with the development of a FTE Deputy Sheriff that will provide safety and security through campus policing at the designated school sites and collaborate with other grant partners on tobacco related operations to prevent the furnishing of tobacco products to minors.

ADMINISTRATIVE SIGN-OFF:



Mike Boudreaux
Sheriff-Coroner

cc: County Administrative Office
Human Resources and Development

Attachment A – Agreement
Attachment B – AUD 308
Attachment C – Personnel Resolution

BEFORE THE BOARD OF SUPERVISORS COUNTY OF TULARE, STATE OF CALIFORNIA

IN THE MATTER OF APPROVE A)
 TWO YEAR AGREEMENT WITH THE) Resolution No. _____
 TULARE COUNTY OFFICE OF EDUCATION) Agreement No. _____
 AND ADD ONE POSITION ALLOCATION)
 TO THE SHERIFF'S OFFICE)
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
 SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
 BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
 _____, BY THE FOLLOWING VOTE:

AYES:
 NOES:
 ABSTAIN:
 ABSENT:

ATTEST: JASON T. BRITT
 COUNTY ADMINISTRATIVE OFFICER/
 CLERK, BOARD OF SUPERVISORS

BY: _____
 Deputy Clerk

* * * * *

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4. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

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BEFORE THE BOARD OF SUPERVISORS COUNTY OF TULARE, STATE OF CALIFORNIA

IN THE MATTER OF AMENDING THE)
POSITION ALLOCATION LISTING) Resolution No. 2018-

Upon Motion of Supervisor (Name), Seconded by Supervisor (Name), the following was adopted by the Board of Supervisors, at an official meeting held October 30, 2018 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Attest: Jason T. Britt
County Administrative Officer/
Clerk, Board of Supervisors

By: _____
Deputy Clerk

Add, Delete, Reclassify or Amend	Effective Date	Previous Job Code	Previous Class Title	New Job Code	New Class Title	No. Of Pos	FTE	Grade	Position Number(s)	Dept ID	Job Cost Dist. No.
Add	10/28/18			015320	Sheriff's Deputy II	1	1	202	*****	240-161	240-2758

Explanation: Add one (1) Sheriff's Deputy II allocation, grant funding.

AUD-308 - Budget Adjustment Form

2:33 PM

10/18/18		4/19	2019
Date	Document ID Number	Accounting Period	Budget Fiscal Year
Sheriff's Office		Terrie Saenz (CRL)	802-9450
Agency Name		Contact Person	Phone
		Extension	

Action** A,C,D	Fund	Dept	Appr #	LEVEL 1 Finish Here			Current Amount	Revised Amount	Inc / Dec Amt	
A	001	240	240SBEN				82,795,195	82,861,882	66,687	
A	001	240	240INTRA				9,948,832	9,952,714	3,882	
A	001	240	240SSUP				8,643,427	8,648,522	5,095	
A	001	240	240IT				4,729,154	4,729,629	475	
A	001	240	240GS				7,346,178	7,349,870	3,692	
									-	
									-	
									-	
Appropriations Total							<i>Need Not Equal Zero</i>	113,462,786	113,542,617	79,831

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here			
A	001	240		2758		5054	-	79,831	(79,831)	
A	001	240	240SBEN	2758	6001		-	42,983	42,983	
A	001	240	240SBEN	2758	6003		-	492	492	
A	001	240	240SBEN	2758	6004		-	8,732	8,732	
A	001	240	240SBEN	2758	6011		-	7,723	7,723	
A	001	240	240SBEN	2758	6012		-	3,707	3,707	
A	001	240	240SBEN	2758	6014		-	3,050	3,050	
A	001	240	240SSUP	2758	7005		-	399	399	
A	001	240	240SSUP	2758	7066		-	4,696	4,696	
A	001	240	240INTRA	2758	9300		-	3,882	3,882	
A	001	240	240IT	2758	9318		-	369	369	
A	001	240	240GS	2758	9319		-	3,692	3,692	
A	001	240	240IT	2758	9310		-	106	106	
									-	
Line Total							<i>Must Equal Zero</i>	\$ -	\$ 159,662	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

To record revenue and expenditures for the agreement with Tulare County Office of Education Tobacco Law Enforcement Prop 56 Grant for School Resources Officer program FY 18/19 for one full time Deputy II. To be effective October 28, 2018 (Pay Period 24). There is no net county cost.


 Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: _____ County Executive Office Action: No. _____ Date: _____ () Approved () Disapproved	Entered By: _____ Date: _____ Distribution: 1: BOS/CAO/Auditor
By: _____ Board of Supervisors Action: No. _____ Date: _____	

** Action Codes: A=Add, C=Change, D=Deactivate
 * Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISFs
 * Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa
 * Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa