

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**




Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**

**Prepared on:** 5/8/02  
**Department:** Sheriff-Coroner  
**Budget Unit:** 3110  
**Agenda Date:** 5/28/02  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors  
**FROM:** Jim Thomas, Sheriff  
Sheriff-Coroner   
**STAFF CONTACT:** Leland Bentley - X4292  
**SUBJECT:** Destruction of Records

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**Recommendation(s):**

That the Board of Supervisors:

Endorse the purging and disposal of Internal Affairs files, at least five years old.

**Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with actions required by law or by routine business necessity.

**Executive Summary and Discussion:**

The Sheriff's Department requests authorization to destroy internal affairs investigation files, at least five (5) years old. County Counsel and the Auditor's Office have reviewed and approved the department's request.

**Mandates and Service Levels:**

No change in programs or service level.

## SCHEDULE OF RECORDS FOR DESTRUCTION

<u>TYPE OF RECORD</u>	<u>ORIGINAL OR COPY</u>	<u>PERIOD COVERED</u>
Internal Affairs Files And Audio Tapes	Original	January 11, 1996 Through September 17, 1996

APPLICATION FOR DESTRUCTION OF RECORDS

CERTIFICATION OF APPROVAL

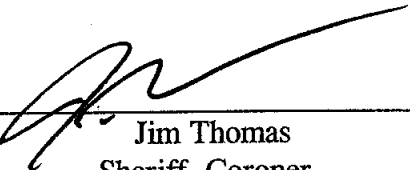
TO: Board of Supervisors  
County of Santa Barbara, California

The undersigned officer hereby applies, pursuant to the law cited below, for an order to destroy the records described in the attached schedule and to excuse said officer and his assistants, deputies and employees from further custody of said records.

*Code and Section Number:* Government Code Section 26202, Evidence Code Section 1045 (a)(1).

*Reason for Destruction:* Complaints made pursuant to Penal Code section 832.5 and any reports or findings relating thereto need not be retained in excess of five (5) years.

Executed at Santa Barbara, California, on May 28, 2002.

  
\_\_\_\_\_  
Jim Thomas  
Sheriff- Coroner

**APPROVED:**

COUNTY COUNSEL

By:   
\_\_\_\_\_

AUDITOR-CONTROLLER

By:   
\_\_\_\_\_

CERTIFICATION OF APPROVAL

I hereby certify that the above application was approved and adopted on \_\_\_\_\_, 20\_\_\_\_, by the following vote of the Board of Supervisors:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
County Clerk and ex officio Clerk of the Board  
Of Supervisors, County of Santa Barbara, State  
Of California

By: \_\_\_\_\_