



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

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

**Department Name:** Sheriff  
**Department No.:** 032  
**For Agenda Of:** November 29, 2022  
**Placement:** Administrative  
**Estimated Time:** Not Applicable  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5 Vote

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**TO:** Board of Supervisors  
**FROM:** Department Bill Brown, Sheriff-Coroner  
Director(s)  
Contact Info: Melissa Macias, Human Resources Manager, (805) 681-4280  
**SUBJECT:** Sheriff's Office Salary Resolution Amendment Adding 7.0 Positions

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Human Resources

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Adopt changes to the salary resolution (Attachment A) to allocate six (6) full-time (1.0 FTE) Sheriff Service Technician and one (1) full-time (1.0 FTE) Community Resource Deputy (Sheriff's Deputy/Sheriff's Deputy Special Duty) positions to the Sheriff's Office, effective 11/28/2022;
- b) Approve the Budget Journal Entry No. #0008615, to increase appropriation of \$847,400 in Sheriff's General Fund for Salary & Benefits (\$747,400) and Other Financing Uses (\$100,000) funded by Intergovernmental Revenue-State (\$697,850) and an Operation Transfer from Capital Outlay Fund (\$149,550). Establish Appropriation of \$149,550 in Sheriff's Capital Outlay Fund for Other Financing Uses funded by a release of Committed Sheriff's Project Fund Balance; and
- c) Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guidelines Section 15378(b)(4), since the recommended actions are government fiscal activities which do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

Approval of the recommended actions would add six (6) additional Sheriff Service Technicians (SSTs) and one (1) Community Resource Deputy – Orcutt, classified as a Sheriff’s Deputy/ Sheriff’s Deputy Special Duty.

**Background:**

On October 18, 2022, the CEO’s office provided a comprehensive report on Sheriff-Coroner overtime usage and costs, and proposed budget development policy for overtime mitigation, as well as an update on Proposition 172 funding. During the Board’s deliberations the recommended actions were to fund six (6) additional Sheriff Service Technicians (SSTs) and one (1) Community Resource Deputy-Orcutt.

The SSTs positions will work closely with custody deputies to help offset structural staffing deficit in the Custody Operations Branch. The Community Resource Deputy would serve the communities of Orcutt and Los Alamos.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

General Fund					
State	\$	697,850.00			
Federal					
Fees					
Other:Capital Outlay	\$	149,550.00			
Total	\$	847,400.00	\$	-	\$ -

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Narrative: On October 18, 2022, the Board approved the addition of 6 Sheriff’s Service Technicians (SSTs), totaling \$648,000, using available ongoing Proposition 172 funds, to help alleviate overtime usage in the jails. Additionally, on October 18, 2022, the Board approved the addition of an Orcutt/Los Alamos Community Resource Deputy (CRD) to be funded 25% (\$49,850) from ongoing Proposition 172 funds and 75% (\$149,550) from the Orcutt Community Facilities District (CFD). This budget revision increases appropriations in the Sheriff’s Office for the addition of 6 SSTs and 1 CRD, increases appropriations in the Sheriff’s Office and General Services for the addition of 1 marked Sheriff Vehicle, and appropriates funding from Proposition 172 and the release of Fund Balance from the Sheriff’s Capital Outlay Fund for the Orcutt CFD.

**Staffing Impacts:**

**Legal Positions:**

Add 7

**FTEs:**

Add 7.0

**Special Instructions:**

Please return one (1) copy of the minute order to Tracy Rogers, Employment and Workforce Planning Division, Human Resources Department at [trogers@countyofsb.org](mailto:trogers@countyofsb.org) ; and one copy to Sheriff's Business Office at [finance@sbsheriff.org](mailto:finance@sbsheriff.org).

**Attachments:**

Attachment A: Salary Resolution

Attachment B: Budget Journal Entry - 0008615

**Authored by:** Melissa Macias

**CC:**

Mona Miyasato, County Executive Officer

Betsy Schaffer, Auditor-Controller

Bill Brown, Sheriff – Coroner