

**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:** 9/18/02  
**Department Name:** Sheriff  
**Department No.:** 032  
**Agenda Date:** 10/15/02  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Jim Thomas  
Sheriff Department

**STAFF CONTACT:** Michael D. Burridge, Commander, Jail Services Division  
681-4249

**SUBJECT:** Fiscal Year 2001-2002 Inmate Services Annual Income Statement

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**Recommendation(s):**

That the Board of Supervisors:

Accept and file two Annual Income Statement Reports for Inmate Services Program for fiscal year 2001-2002.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with actions required by law or by routine business necessity.

**Executive Summary and Discussion:**

The current California Penal Code requires that your Board receive and file information pertaining to jail inmate welfare funds annually. Attached please find two reports: the first, representing the Jail Commissary Fund, and the second report which encompasses the entire Inmate Services Program. The Jail Commissary Fund included receipts from inmate sales commission less associated operating expenses. The Inmate Welfare Fund included profit from the Jail Commissary Fund plus phone sales, grants, interest earned and other minor revenues as well as the operating expenses of the Inmate Services Program. The Inmate Services Program provides inmate education, drug and alcohol counseling and treatment, library and legal services, and miscellaneous indigent care.

The Jail Commissary Fund and the Inmate Welfare Fund were combined into one Fund at the beginning of Fiscal Year 2002-2003 called the, "Inmate Services Fund" to comply with current GASB and audit requirements.

**Mandates and Service Levels:**

California Penal Code, Title 4, Chapter 1, Section 4025 (e) requires that our Department submit an annual report of itemized expenses and receipts to your Board. The format follows an Income Statement format suggested by the Auditor-Controller's office at the conclusion of one of the routine audits.

**Fiscal and Facilities Impacts:**

There are no fiscal or facility impacts associated with the acceptance and filing of this report.

**Special Instructions:**

Clerk of the Board: Please send an official Minute Order to the Sheriff Department, attention: Judy Villareal.

**Concurrence:**

File: G/Exec/BOSLtrs/InSvcsAnlRpt01-02.doc