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:	CEO
Department No.:	012
For Agenda Of:	July 19, 2016
Placement:	Departmental
Estimated Time:	30 minutes
Continued Item:	No
If Yes, date from:	
Vote Required:	Majority

TO:	Board of Supervisors	
FROM:	Department Director(s)	Mona Miyasato, County Executive Officer, 568-3400
	Contact Info:	Joseph Toney, Interim Deputy County Executive Officer, 568-3400

SUBJECT: **Security Committee Update**

County Counsel Concurrence	**Auditor-Controller Concurrence**
As to form: Yes	As to form: Yes

Other Concurrence: N/A

Recommended Actions:

a) Receive and file an update on proceedings and recommendations of the Security Committee; and

b) Determine pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(5) that the above action is not a project subject to CEQA review, because the action consists of organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

Summary Text:

In the aftermath of the San Bernardino County shooting, the County of Santa Barbara formed an ad hoc committee to review security needs of the County. The committee is composed of upper management employees from the following departments: County Executive Office (CEO), Human Resources, District Attorney, General Services and the Sheriff's Office. The primary purpose of the committee is to make recommendations to the CEO concerning potential enhancements to the overall safety and security of County employees and facilities.

Background:

The Committee discussed and reviewed many topics and ideas over the last six months and developed short and long term recommendations to the CEO. The items are listed below.

Short-Term Recommendations:

- **Identification (ID) Badges** – Require all County employees to prominently display their County-issued ID badges, if not in a County uniform, while inside a County facility that clearly identifies them as a County employee. Doing so would allow staff to easily and quickly identify potentially unauthorized persons in areas off-limits to the public. Requiring County employees to prominently display their County-issued ID badges will also assist emergency personnel in the event of an accident or other crisis. The badges have the ability to be programmed for access and passage points. Public Health, Behavioral Wellness, Social Services, Child Support Services and Sheriff already require their employees to carry or display their County-issued ID badges. This recommendation is estimated to cost $16,000 countywide (estimated to be about $7,000 from the General Fund), and will be absorbed in the existing budget.

- **Training** - Require all County employees to complete County-approved Critical Incident Management (Active Shooter) Training. The objective is to provide an accurate and accessible training module that will increase appropriate responses by County employees to a critical incident. The County Safety Officer has a Critical Incident Management presentation and has already provided in-person training to several employees. This training can be added to the County's existing online safety training (Target Solutions) program or administered in-person. Some County Departments/Divisions have already required their employees to complete similar training. The training would not apply to County employees who carry firearms in the performance of their duties (i.e., Sheriff and Probation), as they would already have completed similar training. There is no additional cost with this recommendation.

- **Local Alert (keyboard button/panic button)** – Conduct a pilot project test of the Lynx ePanic Button system. The Lynx ePanic Button is a computer-based panic button system that utilizes keyboard "hotkeys" and desktop icons to immediately send alerts to designated personnel so employees in distress can summon help quickly. The system would support and augment current communication protocols in place for emergency situations. The pilot system will be coordinated with General Services Information Technology. The pilot will be conducted in the County Executive Office to assess its usefulness and effectiveness. If the pilot is successful, the system can be expanded to other departments. The pilot will not have an additional cost. Expansion of the system to 1,000 computers would cost an estimated $23,000, and would be funded by California State Association of Counties – Excess Insurance Authority (CSAC-EIA). Further expansion would have additional cost funded by CSAC-EIA as well as the County.

- **Hotline -** Utilize the current Safety Hotline to include the reporting of suspicious activities. The Safety Hotline currently permits County employees to anonymously report safety concerns. The Committee members agreed that the Safety Hotline should also be utilized to report security concerns. This use of the Hotline offers another avenue for employees to anonymously report suspicious activities. Essentially this recommendation has already been implemented and was first advertised in the March 2016 Safety Newsletter. Risk Management and the County Executive Office will take additional steps to promote and make employees aware of the Hotline. The Hotline has no additional cost.

- **Updates -** Communication of any future actions will be detailed to the CEO and relayed to all employees as needed and through the best means possible.

- **Intranet -** The County's intranet will be used to provide additional safety information, tips and reminders as needed. The intranet is internal to the organization. This will serve as a resource for information and updates. Use of the intranet will have no additional cost.

Long-Term Recommendations**:**
General Services will continue to conduct and coordinate County Facility Risk Assessments (evaluate vulnerability and prioritize projects and facilities). As part of the FY 2016-18 Budget, $700,000 was approved as initial funding to begin addressing countywide security vulnerabilities. The funding will allow further Risk Assessments and will improve or construct recommended security infrastructure. The Risk Assessment recommendations include staff processes and changes to work environments that enhance security such as but not limited to: more protective front entries, additional audio and visual equipment, and items ensuring adequate safety lighting around County facilities. As facilities are analyzed for security improvements staff will prioritize them into what can be accomplished this fiscal year with the $700,000 appropriation. Addressing countywide facility security vulnerabilities is a multiyear project that will require additional financing, project planning and construction. Staff will report back on the accomplishments after further analysis and the projects are completed.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Sources	Current FY Cost:	Annualized On-going Cost:	Total One-Time Project Cost
General Fund	$ 707,000.00		$ 707,000.00
State			
Federal			
Fees			
Special Revenue Fund:	$ 9,000.00		$ 9,000.00
Total	$ 716,000.00	$ -	$ 716,000.00

Narrative: Of the short-term recommendations, the badges will cost an estimated $16,000 countywide. These costs will be absorbed in the existing budget and are based on number of employees. If the ePanic pilot is successful, implementation costs are anticipated to be funded by CSAC-EIA. The long term facility assessment and initial improvements of $700,000 were approved as part of the FY 2016-18 Adopted Budget.

Authored by:

Joseph D. Toney, Interim Deputy County Executive Officer, 568-3400