



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

Submitted on:
(COB Stamp)

Department Name: Sheriff-Coroner
Department No.: 032
Agenda Date: November 4, 2025
Placement: Administrative Agenda
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director: Bill Brown, Sheriff-Coroner
Contact: Robert Minter, Lieutenant
SUBJECT: **Memorandum of Agreement between the Bureau of Alcohol, Tobacco, Firearms, and Explosives and the Santa Barbara County Sheriff's Office for Reimbursement of Overtime Salary Costs associated with the ATF Task Force**

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: N/A

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve, authorize, and ratify the Sheriff to enter into an agreement with the Bureau of Alcohol, Tobacco, Firearms, and Explosives, for reimbursement of overtime salary costs associated with the ATF Task Force through May 31, 2030;
- b) Determine pursuant to CEQA Guidelines 15378(b)(5) that the above actions are not a project subject to CEQA review, because it is a government administrative activity that does not result in direct or indirect physical changes to the environment.

Summary Text:

This item is before your Board to authorize the Sheriff to receive reimbursement from the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) for staff overtime costs associated with the ATF Task Force. The Sheriff's Office currently has a memorandum of understanding (MOU) with ATF, which allows the Sheriff's Office to assign two Special Investigations Detectives to the ATF Task Force as part-time Task Force Officers (Attachment A).

In order for the Sheriff's Office to be reimbursed for overtime salary costs associated with the ATF Task Force, ATF also requires a memorandum of agreement (MOA). Since the previous MOA has expired, a new MOA is required (Attachment B).

Discussion:

On May 6, 2021, the Sheriff's Office entered a MOU with the ATF as it relates to the Santa Barbara County Crime Reduction Task Force, which is set to expire on September 30, 2026 (Attachment A). The Task Force performs such duties as investigating both State and federal violations of firearms and explosives related to crimes, investigating violent street gangs and their illegal use of firearms, gathering and reporting intelligence data relating to trafficking and firearms, and conducting undercover operations where appropriate.

The Sheriff's Office has designated two Special Investigations Bureau detectives to assist the Task Force as needed and when available. To be reimbursed for any overtime the two detectives may accrue, a MOA is required between the ATF and the Sheriff's Office for reimbursement of overtime salary costs associated with the ATF Task Force. This will provide reimbursement up to \$38,360.50 per year (\$19,180.25 per detective). The previously signed MOA expired on September 30, 2025.

Fiscal and Facilities Impacts:

Budgeted: Yes

The prior MOA was approved by the Board of Supervisors during the August 24, 2021, Board meeting, authorizing appropriations of \$38,361 in revenue and corresponding expenses. While the MOA authorizes up to 25% of a GS-12 step 1 salary per year, actual charging has been limited to approximately \$1,500/year in both FY 23 and FY 24. Therefore, this amount is still accurate for the current MOA for FY 2025-26 through FY 2029-30.

Fiscal Analysis:

Fiscal Year	Fundng Source	Total Funding
FY 2025-26	Federal	\$ 38,361.00
FY 2026-27	Federal	\$ 38,361.00 *
FY 2027-28	Federal	\$ 38,361.00 *
FY 2028-29	Federal	\$ 38,361.00 *
FY 2029-30	Federal	\$ 38,361.00 *
Estimated Total Funding		<u>\$ 191,805.00</u>

*Amount is estimated at this time

Special Instructions:

Please send a copy of the Minute Order to Chief Financial Officer Hope Vasquez and Lieutenant Robert Minter, Special Investigations Bureau, Santa Barbara County Sheriff's Office.

Attachments:

Attachment A – MOU between ATF and the Sheriff's Office for participation in the ATF Task Force

Attachment B – MOA between ATF and the Sheriff's Office for reimbursement of overtime salary costs associated with ATF Task Force

Contact Information:

Robert Minter

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