



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: 08/14/07  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: 4/5

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**TO:** Board of Supervisors

**FROM:** Department Sheriff Bill Brown  
Director  
Contact Info: Mark Kulikov, Lieutenant Ext. 6196

**SUBJECT:** **Approve Budget Revision for Costs related to Operation of Santa Maria Branch Jail as a Type II Facility**

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**County Counsel Concurrence**

As to form: N/A

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** No

As to form: N/A

**Recommended Actions:**

Approve Budget Revision # 2006984 to increase appropriations in the Sheriff's Custody division for \$134,360 for ongoing operation expenses related to the operation of the Santa Maria Branch Jail facility under the new Type II designation

**Summary Text:**

In May 2007 the Sheriff commenced a facility type reclassification project changing the Type I designation of the Santa Maria Branch Jail to a Type II facility. This project was initiated in continuing efforts toward mitigation of jail overcrowding within the County of Santa Barbara.

On May 22, 2007 the Board of Supervisors approved budget revision # 2006740 in the amount of \$25,116 to complete Corrections Standards Authority mandated modification with the facility recreation yard and visitation both required for this designation change. These required modifications are complete.

Anticipated increases in expenses related to ongoing operational costs, specifically food services and staffing, were discussed at the FY 2007-08 budget hearings. However, funding was deferred until the County closed its financial books on June 30, 2006. The Sheriff's Department's Adopted budget for FY 2007-08 does not have the capacity to absorb the additional cost. This revision funds the additional services and overtime staff necessary to operate the Santa Maria Branch Jail facility at the increased Type II levels. Reclassification of the Santa Maria Branch Jail to a Type II facility will maximize the

use of available bed space with a minimum of nine (9) and a potential maximum of seventeen (17) additional beds available for housing, which will help alleviate jail overcrowding.

**Background:**

Food Service:

Hot meals are presently served in the form of pre-prepared meals to the inmates housed at the Santa Maria Branch Jail. Under a Type II designation, for longer term inmates, the pre-prepared meals currently provided will not meet requirements under current nutritional health standards. The kitchen would require extensive modification in order to meet current Environmental Health Standards for classification as a food preparation kitchen. Contract food service for the facility has been explored and a vendor selected. The Community Action Commission (CAC) currently provides food service delivery for the Santa Barbara County Juvenile Hall facility. The Community Action Commission is able to meet the nutritional requirements for adult offenders in compliance with the California Department of Corrections and Rehabilitation Adult Detention Facilities Title 15 – Minimum Standards for Local Detention Facilities – 2005 Adult Regulations, sections 1241 & 1242.

Cost for contract food service is quoted at \$4.25 per meal x 39 (*Jail Population*) - \$165.75 per day x 334 (*Days remaining in current FY*) = \$55, 360.00

Staffing:

*(Reference Title 15, section 1027 Number of personnel: A sufficient number of personnel shall be employed in each local detention facility to conduct at least hourly safety checks of inmates through direct visual observation of all inmates and to ensure the implementation and operation of the programs and activities required by these regulations. There shall be a written plan that includes the documentation of routine safety checks.*

The current operational staffing levels for the Santa Maria branch Jail are as follows:

- Four (4) operations teams consisting of three (3) officers per team are assigned twelve (12) hour shifts with one (1) eight (8) hours flex day for a total of eighty (80) hours per two week pay-period.
- Each operational team shall have at least one female officer or one female employee assigned.
- Each operational team shall have at least one supervisor assigned. That supervisor shall be at least a Senior Corrections Officer (COII) or a Corrections Sergeant.
- One Lieutenant shall be assigned to oversee the facility operations.
- Emergency staffing levels for both day and night watch shall be two (2) officers.

With the enhanced program mandates under the Type II designation, the Branch Jail cannot adequately operate at the designated "emergency" staffing level of two (2) officers without compromising the safety and security of the inmates and staff. As such, it is anticipated that overtime expenditures in FY 2007-08 will increase by an estimated \$79,000 annually from \$75,000 to \$154,000.

**Fiscal and Facilities Impacts:**

Budgeted: No On going/Annual estimated impact to the General Fund in FY 2007-08: \$134,360

- Contract food service           \$55,360
- Overtime Expenditures:       \$79,000

**Staffing Impacts:**

**Legal Positions:**

0

**FTEs:**

0

This request is for overtime dollars and no additional staff at this time.

**Special Instructions:**

Please send a copy of the minute order to CFO Doug Martin, Sheriff's Department

**Attachments:**

Budget Revision Request #2006984

**Authored by:**

Lt. Mark Kulikov

**cc:**