



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:** Probation  
**Department No.:** 022  
**For Agenda Of:** November 19, 2019  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

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**TO:** Board of Supervisors  
**FROM:** Department Tanja Heitman, Chief Probation Officer (805) 803-8537  
Director(s)  
Contact Info: Damon Fletcher, Administrative Deputy Director (805) 882-3654  
**SUBJECT:** Approve a position resolution and budget revision for the Pretrial Program Pilot grant.

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Human Resources

**Recommended Actions:**

That the Board of supervisors:

- A. Adopt a Resolution to allocate 4.0 FTE Pretrial Services Specialists and 2.0 FTE Administrative Office Professional I/II legal position to the Probation Department;
- B. Approve a Budget Revision recognizing \$608,162 in State Pretrial Pilot Program grant funds and increasing appropriations by \$608,162 and;
- C. Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(4) of the CEQA guidelines.

**Summary Text:**

The Santa Barbara Superior Court applied for, and was awarded, a Pretrial Pilot Program grant from the Judicial Council of California. The grant which began August 1, 2019, includes funding for the Probation Department to add 4.0 FTE Pretrial Services Specialists, 2.0 FTE Administrative Office Professionals. Additionally, bridge funding has been included for a Supervising Probation Officer (SPO) which was

previously added but was not funded until December 30, 2019, when the transfer of responsibility from the Courts to Probation is scheduled to occur. The grant provides funding for the SPO through December 30, 2019.

**Background:**

The Probation Department implemented a supervised pretrial release program in fiscal year (FY) 2017-18 with two officers assigned as Pretrial Compliance Officers. The number of individuals being supervised increased quickly and an additional two officers were added to address the workload. During this time there were efforts at the State level to address bail reform and locally discussions occurred between the Superior Court and the Probation Department regarding the transfer of the responsibility for pretrial assessments to Probation. It was determined that having both assessment and supervision under the Probation Department would create efficiencies which would allow Probation to address the need for additional supervision capacity, while continuing to deliver a similar level of pretrial assessment service to the Courts. In collaboration with the County Executive Office, the Probation Department submitted a budget expansion request heard at the June 2019 budget hearings which proposed transferring responsibility for pretrial services from the Court to Probation mid-way through FY2019-20.

The current level of staffing does not allow for risk assessments and analysis for possible release on pretrial supervision for every person booked into jail. In July 2019 the Santa Barbara Superior Court applied for a grant from the Judicial Council of California that included additional assessment and support staff for the Probation Department. Under the grant proposal, assessments would be completed on all individuals booked into the jail for suitability for pretrial release, with or without supervision, within 24 hours of booking. It is anticipated that the grant funded staff will provide sufficient staffing to meet this goal. The grant period ends June 30, 2021 and includes a no supplanting clause.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State	\$ 608,162.00		\$ 1,361,720.00
Federal			
Fees			
Other:	\$ -		
Total	\$ 608,162.00	\$ -	\$ 1,361,720.00

**Narrative:**

The State Pretrial Pilot Program grant will provide \$1,361,720 to the Probation Department over the 23-month grant period ending June 30, 2021. The attached budget revision adjusts appropriation and revenues for the FY 2019-20 portion totaling \$608,162. The FY 2020-21 expenditures and revenues will be included in the Probation Department’s FY 2020-21 proposed budget. There will be no impact

on the General Fund Contributions of the Probation Department as a result of approving the allocation and transfer of funding.

**Staffing Impacts:**

**Legal Positions:**  
6.0

**FTEs:**  
6.0

**Special Instructions:**

Please forward a copy of the signed resolution to Stefan Brewer in the Human Resources Department.

**Attachments:**

Attachment A: Resolution to allocate 6.0 FTE to the Probation Department

Attachment B: BJE0006677

**Authored by:**

Damon Fletcher, Administrative Deputy Director