



**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: Board of Supervisors  
Department No.: 011  
For Agenda Of: 8/15/06  
Placement: Administrative  
Estimate Time:  
Continued Item: NO  
If Yes, date from:  
Vote Required: Majority

**TO:** Board of Supervisors  
**FROM:** Department Director: Supervisor Joni Gray, 4th District  
Supervisor Joseph Centeno, 5th District  
  
Contact Info: 346-8400

**SUBJECT:** Conduct a Management Services Study of the Sheriff's Department

**County Counsel Concurrence:**

As to form/legality:  Yes  No  N/A

**Auditor-Controller Concurrence:**

As to form:  Yes  No  N/A

**Recommended Action(s):**

That the Board of Supervisors direct the County Executive Officer to hire a consultant to conduct a management services study of the Sheriff's Department.

**Summary:**

A management services study of the Sheriff's Department will continue a directive issued by the Board of Supervisors requesting management studies of County departments. It is expected that the scope of the management study will examine such organizational issues as appropriate staffing levels and configuration (span of control, civilianization and overtime) and operational issues associated with dispatch, patrol and other programs. Peer agency benchmarking and best practices will also be part of the study. It is anticipated that the study would be completed by early 2007. Upon the Board's approval, the County Executive Officer will conduct a bid process to select the most qualified firm to conduct the study with a "not-to exceed" cost of \$200,000.

**Background:**

On November 9, 2004, the Board of Supervisors directed the County Executive Officer to select one department for a Management Services Study (MSS) pilot project in an effort to evaluate the cost of public safety and other County services. In May 2005, the County hired an independent consulting firm to complete a Management Services Study of the Fire Department. In April 2006, the Board of Supervisors received a Management Services Study of the County's Fire Department entitled the "Organizational Review of the County Fire Department." In addition, the Blue Ribbon Budget Task Force has included a recommendation (#7) that the County conduct departmental review audits.

**Fiscal and Facilities Impacts:**

Management studies are not mandated. However, it is possible that recommendations emerging from the study may have fiscal and/or facility impacts.

Budgeted:  Yes  No

**Fiscal Analysis:**

Narrative: While the exact cost of the study is unknown at this time, preliminary research indicates that a study of this magnitude would cost approximately \$200,000. Therefore, no more than \$200,000 will be allocated toward this study, with the funding being provided through the General Fund Contingency. A budget revision will be forthcoming once the exact cost of the study is known.

**Staffing Impact(s):**

**Legal Positions:**

0

**FTEs:**

0

**Special Instructions:**

**Authored by:**

Sharon Friedrichsen, 568-3107

**cc:** Jim Anderson, Sheriff