



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: February 15, 2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Sheriff Bill Brown
Director
Contact Info: Sgt. Jarrett Morris ext. 14146
SUBJECT: California Integrated Vital Records System (Cal-IVRS) Coroner Participant Agreement

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors

- a. Authorize and approve the Sheriff to execute the California Integrated Records System Coroner Participant Agreement; and
- b. Determine that this action is not a project under California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5), because it is an organizational or administrative activity that will not result in direct or indirect physical changes to the environment.

Summary Text:

The California Integrated Records System Data Privacy (Cal-IVRS Data) and Security Agreement sets forth the data privacy and security requirements that the Santa Barbara Sheriff's Office and the California Department of Public Health are obligated to follow for to all Cal-IVRS Data.

Background:

The Santa Barbara Sheriff's Office is required to partner with the California Department of Public Health (CDPH) to have the ability to register all deaths which occur within the County's jurisdiction.

The CDPH, designated in statute as the State Registrar, pursuant to Division 102 of the California Health and Safety Code (H&SC), is charged with the duties of registering, maintaining, indexing and issuing certified copies of all California death records. As part of these activities, the State

Registrar operates the Electronic Death Registration System (EDRS) database, which is utilized by the Sheriff. Responsibilities set forth in H&SC section 102247 and 102249 provide legislative direction to the State Registrar to develop and maintain an automation system for vital event registration, develop and maintain public health databases, build a data system that will support policy analysis and program decisions at all levels, and be useful to the Sheriff and County. EDRS is a necessary component to fulfilling these responsibilities.

EDRS is a secure, web-based electronic death registration database maintained by the State Registrar. Access to EDRS is limited to statutorily defined record preparers, such as coroners (H&SC 102850 – 102870), as well as local registrars and the State Registrar, required by statute to register and preserve death certificates. In EDRS, record preparers enter certificate data into the registration database and electronically submit completed records to the local registrar to be registered. Once records are registered in EDRS, record data are transmitted to the Vital Records Business Intelligence System.

Unless otherwise terminated earlier in accordance with the provisions set forth in the attached Agreement, the Agreement shall remain in effect for five (5) years. After five (5) years, this Agreement will expire without further action. If the parties wish to extend this Agreement, they may do so by reviewing, updating, and reauthorizing this Agreement.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ -

Narrative: There is no required on-going or one-time project cost associated with the Agreement.

Key Contract Risks:

Under Section XIV of the Agreement, the Santa Barbara Sheriff’s Office is required to indemnify, hold harmless, and defend the California Department of Public Health for liability arising from the negligent act, omission, or willful misconduct of the Santa Barbara Sheriff’s Office.

Special Instructions:

Please forward a copy of the minute order to the Sheriff’s Office, Attn: Sgt. Jarrett Morris

Attachments:

- a. California Integrated Vital Records System (Cal-IVRS) Coroner Participant Agreement

Authored by:

Jarrett Morris, Sergeant, Sheriff-Coroner's Office, ext. 14146