



**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  
**For Agenda Of:** November 5, 2024  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

**TO:** Board of Supervisors  
**FROM:** Sheriff's Office  
Contact Info: Sheriff Bill Brown (805-681-4290) *tb*  
Lieutenant John Maxwell (805-681-4185)  
**SUBJECT:** Service Agreement with the Santa Maria Joint Union High School District and Lompoc Unified School District for Law Enforcement Services

**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:**

Risk Management, CEO Budget

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify, and authorize the Chair to execute an Agreement (Attachment A) for law enforcement services with the Santa Maria Joint Union High School District and Lompoc Unified School District for School Resource Deputy (SRD) services starting on August 1, 2024 and ending on June 30, 2025;
- b) Authorize the Sheriff to extend the Agreements for two separate one-year extensions 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 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 Sheriff proposes that the County enter into a Service Agreement with the Santa Maria Joint Union High School District and Lompoc Unified School District to provide a School Resource Deputy to each district. The School Resource Deputy will provide a law enforcement presence on the school grounds for the safety of the children, parents, teachers, administrators, and visitors of these schools.

The Agreements includes the provision of one (1) Special Duty Deputy to act as the School Resource Deputy. The duties of the School Resource Deputy will include enforcement of state and local statutes that are primarily related to youth-oriented offenses, and acting as a liaison between law enforcement, school authorities, students, and parents. The School Resource Deputy also ensures the safety of the

campus and acts as a first responder to any initial issues that might arise on the campus. At times, the School Resource Deputy will teach classes and conduct training for students and faculty. This Agreements provide for the School Resource Deputy to be present on campus and provide a quick law enforcement response if needed. When not providing services to the District, the School Resource Deputy will be used to augment the needs of general patrol, in his/her respective area.

**Background:**

The Sheriff’s Office has historically provided supplemental law enforcement services to the Santa Maria Joint Union High School District and Lompoc Unified School District on a contractual basis. The Agreement will cover all costs of a Special Duty Deputy for duties performed for both Districts at the annualized cost of a deputy working 1,440 hours during the Agreement year.

The Santa Barbara County Sheriff’s Contract Services Bureau determined the hourly cost of an E-Step Special Duty Deputy including salary and benefits, and utilized this figure to determine the quoted yearly cost for a SRD. For the Santa Maria Joint Union High School District and Lompoc Unified School District, each SRD would work the entire school year (36 weeks), totaling 1,440 hours. The remaining 16 weeks of the year when school is not in session, the SRD would be assigned to work general patrol within the County of Santa Barbara. The primary focus will be to reduce overtime charged to the County for staffing shortages incurred due to vacations, injuries, and other factors.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

Narrative:

These Agreements are designed to recover the full salary and benefits cost of the assigned deputy, and the Contract Services Bureau administrative costs, for the portion of the year contracted. This contract is notably dissimilar from existing Sheriff’s Office service contracts with other entities, including 24/7 law enforcement service agreements, both in terms of when services are provided as well as the level of administrative burden required by Sheriff’s staff to oversee the contract. Currently only direct salary and benefit costs and some administrative overhead costs are captured in this service agreement, however Sheriff’s staff is currently evaluating the level of indirect costs that may need to be captured in this agreement in the future, as well as the timing needed to equitably apply this change to similar agreements with other districts in a future contract cycle. These are a one-year contract, concluding on June 30, 2025, with an option to extend for two additional one-year terms, at the will of both parties.

Agreement	Anticipated Revenue FY 24/25
Santa Maria Joint Union High School District	199,498
Lompoc Unified School District	199,498

**Key Contract Risks:**

Contract risks are low. The Service Agreements contains indemnification and insurance provisions under Exhibit C of the agreement.

**Staffing Impacts:**

There are no staffing impacts as a result of entering into this Service Agreement, as services will be performed by existing personnel within the Sheriff's Office.

**Legal Positions:**

0

**FTEs:**

0

**Special Instructions:**

Please send a Minute Order to the Santa Barbara County Sheriff's Office, attention CFO Hope Vasquez and the Contract Services Bureau, attention Lt. John Maxwell.

Please return a fully executed copy of each service agreement to the Sheriff's Office, attention Contract Services Bureau, Lt. John Maxwell.

**Attachments:**

Attachment A: Agreement for Services with the Santa Maria Joint Union High School District

Attachment B: Agreement for Services with the Lompoc Unified School District t.

**Authored by:**

Lieutenant John Maxwell, Contract Services Bureau

County of Santa Barbara Sheriff's Office