



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: General Services
Department No.: 063
For Agenda Of: February 11, 2014
Placement: Administrative
Estimated Tme:
Continued Item: Yes
If Yes, date from: January 14, 2014
Vote Required: Majority

TO: Board of Supervisors

FROM: General Services Matthew P. Pontes, Director General Services (805) 560-1011
Contact Info: Greg Chanis, Assistant Director, General Services (805) 568-3096

SUBJECT: Sheriff – Coroner Bureau Facility Ventilation System; Second District

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: No

Other Concurrence: Risk Management/Sheriff's Office

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Receive and file the attached "Ventilation Study" related to findings 3a and 3b of the Santa Barbara Civil Grand Jury Report titled, *Sheriff-Coroner's Bureau: The Manner of Death-A Final Diagnosis*
- b) Direct staff to include the study's recommended actions in the overall assessment and prioritization of county wide deferred maintenance needs as outlined in the upcoming Facility Condition Assessment Report.
- c) Authorize the Chair to sign the letter included as Attachment A and direct staff to submit the letter to the Presiding Judge; and
- d) Determine that the proposed actions are administrative activities that will not result in physical changes to the environment and are therefore not a project subject to the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15378.

Summary Text: On September 3, 2013, the Board submitted a response to a Grand Jury Report related to the Sheriff – Coroner Bureau facility. Pursuant to that response, a study of the ventilation system at the facility was conducted. At the January 14, 2014 Board Hearing, staff asked the Board to accept the study report, direct staff to consider report recommendations in the Fiscal Year 2014-2015 budget development process and to forward a letter to the presiding Judge regarding this action. The Board voted unanimously to continue the item and directed staff to return with additional information regarding the working conditions at the facility.

Background:

On June 21, 2013, the Civil Grand Jury released a report entitled *Sheriff-Coroner's Bureau: The Manner of Death-A Final Diagnosis* (Attachment B). Findings 3a and 3b of the report concluded that certain elements related to the ventilation system of the Bureau's physical facility were in need of significant improvements. These findings specifically read as follows:

Finding 3a

The presence of lingering noxious odors in the Coroner's Bureau indicates that the existing ventilation system is not adequate.

Finding 3b

A code compliant ventilation system is necessary to control and prevent the potential of infectious agents affecting the health of Bureau staff and the public.

The report also included recommendations related to the findings, which read as follows:

Recommendation 3a

That the Santa Barbara County Board of Supervisors allocate the funds to retain a mechanical engineering firm to study and make design recommendations for the Coroner facility ventilation system.

Recommendation 3b

That the Santa Barbara County Board of Supervisors allocates the funds to implement the design recommendations for the ventilation system in the Coroner's facility

On September 3, 2013, your Board approved a response to the Grand Jury Report (Attachment C) which committed the County to retain a mechanical engineering firm to conduct a study of the Coroner's facilities ventilation system and make recommendations based on the findings. General Services subsequently contracted with Mechanical Engineering Consultants, Inc. (MEC) to complete this scope of work. On October 28, 2013, MEC provided General Services with the completed study (Attachment D), which includes numerous recommendations for improvements to the existing ventilation system. The estimated cost for completing all the recommended improvements is \$101,000.00, with no funding source identified to complete the work at the present time.

On January 14, 2014, the Board unanimously approved continuing this item and directed staff to return to the Board with additional information related to the current working conditions at the Sheriff-Coroner Bureau facility. In addition, the Board requested staff to provide the Sheriff's Office response to the Grand Jury as well any other additional information provided by the Sheriff's Office related to this matter.

General Service's staff has reviewed the work orders completed at the Coroner Facility since the release of the Grand Jury report. Work orders completed in this time period consisted of routine preventative maintenance items and responding to requests to address minor repairs. No significant repairs or upgrades have been performed by General Service's staff since the release of the Grand Jury report. On

September 3, 2013, the Sheriff's Office provided a response to the Grand Jury report (Attachment E). In addition, the Sheriff's Office is also in the process of completing a report on the Coroner Facility and has taken the following steps in response to the Grand Jury report:

- Conducted a thorough review of the CCR Title 8 regulations and Cal OSHA information.
- Consulted with SBC Public Health and other Coroner/Medical Examiner agencies
- Purchase of proper surgical rated N95 respirators
- Conducted site visit to the Coroner Facility with CSAC Excess Insurance Authority staff
- Installed deadbolts and door sweeps for inner doors of Coroner Facility to hinder unabated movement between clean and potentially contaminated areas of the facility
- Consulted with a 3M representative to determine which Powered Air Purifying Respirators would be appropriate for use at the Coroner Facility
- Provided staff with additional Personal Protective Equipment for use during all autopsies.

Staff recommendation is for your Board to accept the MEC report and assess the recommended actions as part of the overall assessment and prioritization of county wide deferred maintenance needs as outlined in the upcoming Facility Condition Assessment Report.

Fiscal and Facilities Impacts:

The cost of the study conducted by MEC, Inc. totaled \$3,300.00 and was paid for out of the allocation your Board approved for General Services in the Fiscal Year 2013-2014 Budget.

Special Instructions:

Attachments:

1. Letter to Judge Garcia (Attachment A)
2. Grand Jury Report (Attachment B)
3. County Response to Grand jury Report (Attachment C)
4. MEC Study (Attachment D)
5. Sheriff's Office Response to the Grand Jury Report (Attachment E)

Authored by:

Greg Chanis, Assistant Director General Services, Support Services Division