

**COUNTY OF SONOMA  
AGENDA ITEM  
SUMMARY REPORT**

**Clerk of the Board Use Only**  
**Meeting Date**                      **Held Until**  
 /   /                                      /   /  
**Agenda Item No:**                      **Agenda Item No:**  
 \_\_\_\_\_

**Department:** Sheriff-Coroner

**4/5 Vote Required**

**Contact:**  
Captain Jay Farmer

**Phone:**  
(707) 565-1119

**Board Date:**  
April 14, 2009

**Deadline for Board Action:**

**AGENDA SHORT TITLE:**

Appropriation Transfer

**REQUESTED BOARD ACTION:**

Approve resolution authorizing budgetary adjustment to the Sheriff's Department FY 08-09 final budget appropriating undesignated fund balance revenue from the Sheriff's AB 1109 Special Fund in the amount of \$15,000 to Sheriff's Department Civil index for the purchase of two mobile data computing devices.

**CURRENT FISCAL YEAR FINANCIAL IMPACT**

**EXPENDITURES**

**ADD'L FUNDS REQUIRING BOARD**

**Estimated Cost**                      \$      15,000

**Contingencies**                      \$  
(Fund Name:)

**Amount Budgeted**                      \$              0

**Unanticipated Revenue**                      \$      15,000  
(Source: AB 1109 Spec. Fund)

**Other Avail Approp.**                      \$  
(Explain below)

**Other Transfer(s)**                      \$  
(Source:)

**Additional Requested:**                      \$      15,000

**Add'l Funds Requested:**                      \$      15,000

**Explanation (if required):**

**Prior Board Action(s):**

None

**Alternatives - Results of Non-Approval:**

Civil CSO's will continue to operate without MDC's. The Department will continue to lack the ability to quickly and efficiently monitor their location and status at all times, increasing risk to the CSO's.

**Background:**

The Sheriff requests the Board authorize the appropriation transfer of \$15,000 from the Sheriff's AB 1109 Special Fund to the Civil Bureau to fund the costs associated with the purchase and installation of two mobile data computing devices (MDC's) in Civil Bureau vehicles.

The Sheriff's Civil Bureau is assigned three vehicles for its exclusive use. One is the Civil deputy's marked patrol vehicle. This vehicle is equipped with a MDC. Two other unmarked vehicles are used by the Community Services Officers (CSO's) assigned to the Bureau. These vehicles are not equipped with MDC's.

The two Civil CSO's perform the service of legal documents related to various civil actions throughout the County. These actions include: small claims, divorce, summons and complaints, and notices of eviction. Each CSO works alone, and typically covers a wide geographic area. The Civil CSO's are required to report their location to the Sheriff's Department Dispatch Center over the radio as they perform their duties, and constantly update their location and status. If they do not do so periodically (every 5 minutes) an alarm will sound and dispatchers must contact the CSO and update the unit's information. Normally, this is not a burdensome task. However, there are times when other emergency situations involving the coordination of multiple units and agencies require the dispatcher's undivided attention. CSO status may not be updated for an extended period of time during these instances, which creates a safety risk for the CSO.

In January 2003, members of the Sonoma County Public Safety Consortium (SCPSC) began equipping patrol vehicles with MDC systems. This equipment enables field personnel to communicate with dispatchers in real time, via instant messaging capabilities. The system also enables dispatchers to track the location of all on-duty SCPSC field personnel via a global positioning system. The MDC system automatically tracks and updates the location of field personnel, and displays the location graphically, making it very easy for a dispatcher to quickly see where a unit is located while leaving radio traffic open for higher priority activity. Field personnel are also able to update their status, including the nature of their activity and the exact address without radio activity.

**Attachments:**

Resolution

**On File With Clerk:**

**CLERK OF THE BOARD USE ONLY**

**Board Action** (If other than "Requested")

**Vote:**

**Background (Continued):**

The Civil Bureau Manager has recognized the need to install and use MDC's in the Civil CSO cars for some time. However, due to the pending replacement of the private radio network (radio data modems), the Sheriff's Department opted to wait for the new components, rather than purchase equipment that would need to be replaced within 18 months. Recently, a SCPSC member agency switched to an alternative communication system and returned their radio data modems to the SCPSC. The Sheriff's Department immediately requested that these units be designated for the Civil Bureau's use. The Civil Bureau will not be charged for these modems, but at the time of the replacement of the private radio network, the Sheriff's Department will purchase the new modems through the SCPSC.

Gov. Code § 26746 allows a \$10 assessment on disbursement checks written by the Civil Bureau for money collected under writs of execution, attachment, possession, or sale. Funds collected are deposited into the AB 1109 Special Fund. Per Gov. Code § 26746 these funds may only be appropriated for Civil vehicle expenses. The cost to outfit both of the Civil CSO vehicles is estimated at \$15,000 based on information provided by County ISD and County General Services Fleet Operations, who will coordinate the installation of the MDC's in the vehicles. The Department has determined that the costs to purchase and install the MDC's are an appropriate use of AB 1109 Special Funds. Using this revenue source to offset the vehicle related expenses will result in a zero General Fund net cost impact to the County.

Therefore, the Sheriff requests that your Board approve the resolution authorizing budgetary adjustment to the Sheriff's Department FY 08-09 final budget appropriating undesignated fund balance revenue from the Sheriff's AB 1109 Special Fund in the amount of \$15,000 to Sheriff's Department Civil index for the purchase of two mobile data computing devices.