

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Sheriff - Coroner	(2) MEETING DATE 1/27/2015	(3) CONTACT/PHONE Ian Parkinson/781-4540	
(4) SUBJECT Submittal of a resolution to 1) amend the Position Allocation List (PAL) in Fund Center 136 - Sheriff-Coroner to add 1.00 FTE Department Automation Specialist II and 2) Authorize a budget adjustment in the amount of \$37,223 using Cal ID funds as the financing source and increase Salary (\$35,223) and Services and Supplies (\$2,000) appropriation in Fund Center 136. All Districts.			
(5) RECOMMENDED ACTION It is recommended your Board  <ol style="list-style-type: none"> <li>1. Approve a resolution to amend the Position Allocation List in Fund Center 136 – Sheriff-Coroner to add 1.00 FTE Department Automation Specialist II;</li> <li>2. Approve a budget adjustment in the amount \$37,223 using Cal ID funds as the financing source and increase Salary (\$35,223) and Services and Supplies (\$2,000) appropriations by 4/5 vote.</li> </ol>			
(6) FUNDING SOURCE(S) Auto Fingerprint ID Fund/5900000000	(7) CURRENT YEAR FINANCIAL IMPACT \$37,223	(8) ANNUAL FINANCIAL IMPACT \$114,758	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1415073 <input checked="" type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW  Leslie Brown			
(18) SUPERVISOR DISTRICT(S) All Districts			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Sheriff - Coroner / Ian Parkinson/781-4540

DATE: 1/27/2015

SUBJECT: Submittal of a resolution to 1) amend the Position Allocation List (PAL) in Fund Center 136 - Sheriff-Coroner to add 1.00 FTE Department Automation Specialist II and 2) Authorize a budget adjustment in the amount of \$37,223 using Cal ID funds as the financing source and increase Salary (\$35,223) and Services and Supplies (\$2,000) appropriation in Fund Center 136 . All Districts.

## **RECOMMENDATION**

It is recommended your Board

1. Approve a resolution to amend the Position Allocation List in Fund Center 136 – Sheriff-Coroner to add 1.00 FTE Department Automation Specialist II;
2. Approve a budget adjustment in the amount \$37,223 using Cal ID funds as the financing source and increase Salary (\$35,223) and Services and Supplies (\$2,000) appropriations by 4/5 vote.

## **DISCUSSION**

### **BACKGROUND AND HISTORY**

On April 8, 1986, the Board of Supervisors approved a resolution establishing a local board for participation in the California Identification Program (CAL ID), and the Sheriff-Coroner was given the responsibility of coordinating the inception of CAL ID within the county. This action was in compliance with Penal Code Section 11112.4 which requires a local board be established to govern a telecommunications system allowing access to the Department of Justice (DOJ) Criminal Fingerprint files. This statute mandates that the Board must be comprised of the County Sheriff, the District Attorney, a Mayor, two Police Chiefs, a member of the County Board of Supervisors, and a Citizen member. The Board works on behalf of all law enforcement agencies in the county, and collectively represents community needs as they pertain to public safety programs within the defined purview of the program. The program is funded through a \$1.00 per vehicle registration fee collected in the county, and to a lesser extent through a portion of judicial penalty assessments.

The CAL ID Program currently maintains the county's Automated Fingerprint Identification System (AFIS) and peripheral components such as livescan devices which are placed within each local law enforcement agency in the county. These devices capture fingerprint images and photographs of arrestees and electronically transmit them to the AFIS for comparison with county, state and federal databases. They are also used to assist members of the public that require fingerprint-based background checks for certain employment or licensing requirements. In addition, the program provides applicant only systems to non-law enforcement agencies, such as the County Board of Education and the YMCA.

The Sheriff's Office Information Technology (IT) Unit is responsible for the purchase, installation, maintenance and support of all computer systems at the Sheriff's Office, including the computer aided dispatch system (CAD), records management software, arrest records and jail management systems and the systems associated with the CAL ID Program such as the AFIS, Livescan, and related peripherals. The Sheriff's Office IT Unit has historically maintained the systems for the CAL ID program, and assisted in the development and incorporation of new projects on behalf of the program, to the benefit of all law enforcement agencies in the county and the communities they serve.

The Sheriff's IT Unit has faced increasing demands for services including system upgrades and updates for other critical criminal justice systems it is responsible for. New projects pursued by the CAL ID program, all of which are heavily technology-dependent, must compete for the services of the Sheriff's IT Unit with other critical department programs and initiatives. At the same time, the type and nature of the projects the CAL ID program is pursuing are becoming

increasingly complex. As an example, the Mobile ID project will involve deployment and installation of handheld devices and vehicle mounted hardware/software installations and/or modifications not only to Sheriff's Office vehicles, but those belonging to other local law enforcement agencies as well. In addition to initial setup and installation, ongoing maintenance, software updates and testing will need to occur regularly. System and device problems will likely require diagnosis and repair in the field, as they cannot be remotely accessed. As the Mobile ID project will ultimately connect to DOJ and FBI databases, additional system security architecture requirements will need to be met, working in conjunction with these agencies to obtain compliance and receive approval.

In December 2014, the CAL ID Board discussed this issue, and concluded that the appropriate solution would be to employ a DAS II tasked specifically for CAL ID projects. The CAL ID Board voted unanimously to approve funding for the position from the CAL ID Trust Fund, in accordance with their authority. With approved critical public safety projects such as the countywide Mobile ID, Photo Repository and Facial Recognition pending, the CAL ID Board feels it's best to staff the position as soon as possible to prevent the delay of these projects

### **OTHER AGENCY INVOLVEMENT/IMPACT**

The Human Resources department was involved in determining the classification and preparing the resolution.

The CAL-ID Advisory Board has met and voted to recommend the addition of this position to the Sheriff's Office. The CAL-ID Board is comprised of Sheriff-Coroner Ian Parkinson, District Attorney Dan Dow, San Luis Obispo Mayor Jan Marx, San Luis Obispo Police Chief Steve Gesell, Atascadero Police Chief Jerel Haley, District 1 Supervisor Frank Mecham and Member-at-Large Jenifer Rhymes.

The following agencies continue to receive support and services from the CAL-ID Program:

San Luis Obispo Sheriff's Office	Arroyo Grande Police Department
Paso Robles Police Department	Grover Beach Police Department
Atascadero Police Department	Cuesta College Police Department
San Luis Obispo Police Department	San Luis Obispo County Board of Ed
Morro Bay Police Department	San Luis Obispo County Probation
Pismo Beach Police Department	Cal-Poly Police Department
San Luis Obispo County YMCA	

### **FINANCIAL CONSIDERATIONS**

The cost of the DAS II position is estimated at \$37,223 for Fiscal Year 2014-15. This covers four months of salaries, benefits and a computer, along with any office supplies. Funding for this position and any additional expenses will come from the CAL ID Trust Fund and will have no impact on the Department's level of General Fund Support.

### **RESULTS**

The newly allocated Department Automation Specialist II position will allow for sufficient IT support for existing systems and ongoing projects to be adequately maintained and serviced for the CAL ID Program. The position will support future CAL ID project planning, deployment and maintenance, and ensure a greater likelihood of success for these projects. The cost for these services, which benefit many agencies in addition to the Sheriff's Office, are correctly absorbed by the CAL ID program, for which these services are provided. Although the demands of the CAL ID Program will likely require additional support from the Sheriff's IT Unit beyond this DAS position, the addition of this position should allow the Sheriff's IT Unit greater flexibility to address the department's own needs as a priority.

### **ATTACHMENTS**

1. Position Allocation List (PAL)- Department Automation Specialist II