

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 25, 2024

FROM

TRACY REECE, Chief Probation Officer, Probation Department

DON DAY, Director, Project and Facilities Management Department

SUBJECT

Capital Improvement Program for the Pretrial Release Services Modular Office Project in the Central Valley Region

RECOMMENDATION(S)

1. Approve the Pretrial Release Services Modular Office Capital Improvement Program Project No. 24-170 in the Central Valley Region, in the amount of \$2,000,000, to procure and install a portable modular office to accommodate Probation Department staff working on the Pretrial Release Services program.
2. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments to the Probation Department’s 2023-24 budget, as detailed in the Financial Impact section (Four votes required).

(Presenter: Tracy Reece, Chief Probation Officer, 387-5692)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Approval of the Recommendations will approve and adjust the Capital Improvement Program (CIP) Pretrial Release Services Modular Office Project’s (Project) budget authority funded by revenue increases in the 2023-24 Budget.

The table below reflects the budget adjustments requested by the Probation Department (Probation) to fund the CIP Project No. 24-170 from the Judicial Council of California (JCC) for pretrial release services. The allocation must be encumbered or expended within the fiscal year. San Bernardino County (County) and Superior Court of California, County of San Bernardino (Courts) have a revenue Memorandum of Understanding (MOU) with the JCC to fund Pretrial Program costs. Under this MOU, Probation is eligible to be allocated one-time and ongoing funding. Funding for the Project was included in Probation’s FY 2023-24 budget.

Approval of this item will allow the Auditor-Controller/Treasurer/Tax Collector to post the following adjustments to Probation’s 2023-24 budget:

| Fund Center | WBSE | Commitment Item | Description | Action | Amount |
|-------------|------|-----------------|-------------|--------|--------|
|-------------|------|-----------------|-------------|--------|--------|

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| Fund Center | WBSE | Commitment Item | Description | Action | Amount |
|--------------------|-------------|------------------------|---------------------------------------|---------------|---------------|
| 7700003100 | 10.10.1683 | 40909975 | Operating Transfers In | Increase | \$2,000,000 |
| 7700003100 | 10.10.1683 | 54304030 | Structure & Improvement to Structures | Increase | \$2,000,000 |
| 4810001000 | - | 55305030 | Operating Transfers Out | Increase | \$2,000,000 |
| 4810001000 | - | 40408840 | State Other | Increase | \$2,000,000 |

BACKGROUND INFORMATION

On May 24, 2022 (Item No. 66), the Board of Supervisors approved a revenue MOU with the Courts for Probation to provide pretrial release services that include assessment and monitoring for pretrial released clients (Services).

Recommendation No. 1 will authorize CIP Project No. 24-170 to purchase a multi-purpose modular structure to house Probation staff providing the Services in the Central Valley Region. The structure will be located on County-owned land close to the Juvenile Detention and Assessment Center on Gilbert Street in San Bernardino. The modular office will be funded through the MOU with the Courts, which includes a one-time allocation of \$2,000,000 from the JCC pretrial operation funds.

The structure will be a modular office on a raised foundation and will include an area for modular cubicles, closed door offices, a conference area, and restrooms, to be used for pretrial services by the Courts and Probation staff. From this trailer, Probation will provide continuous assessment and monitoring services for pretrial released clients. Based on the extent of the duties and services required in the MOU, Probation staff identify individuals booked on non-serious felonies, with some exclusions for possible pretrial release. Probation is also responsible for preparing reports for the Court on assessment scores, criminal history, recommendations for release, conditions of release and data sharing with the Courts. Additionally, Probation Officers are responsible for ongoing monitoring of pretrial released clients.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by Probation (Thomas Kamara, Director of Probation Administration, 387-9631) on June 12, 2024; County Counsel (Maria Insixiengmay, Deputy County Counsel, 387-5455) on June 12, 2024; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on June 12, 2024; Finance (Jevin Kaye, 387-5285, and Yael Verduzco, 387-5285, Principal Administrative Analysts) on June 12, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officers, 387-5423) on June 12, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 25, 2024



cc: File - Probation

JLL 07/12/2024