

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

April 8, 2025

**FROM**

**SHANNON D. DICUS, Sheriff/Coroner/Public Administrator**

**SUBJECT**

Amendment to Revenue Agreement with San Bernardino Community College District for Public Safety Training Courses

**RECOMMENDATION(S)**

1. Approve **Amendment No. 7 to Revenue Agreement No. 20-513** with the San Bernardino Community College District, to provide training courses at the Sheriff/Coroner/Public Administrator's Frank Bland Regional Training Center, increasing the maximum revenue by \$638,563.49 from \$5,956,607.90 to \$6,595,171.39, with no change to the term of July 1, 2020 through June 30, 2025.
2. Authorize the Auditor-Controller/Treasurer/Tax Collector to post adjustments to the Sheriff/Coroner/Public Administrator's 2024-25 budget, as detailed in the Financial Impact section (Four votes required).

(Presenter: Carolina Mendoza, Chief Deputy Director, 387-0640)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**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). Revenue Agreement No. 20-513 (Agreement) with San Bernardino Community College District (District) provides revenue in the amount of \$3.93 per student instructional hour. The revenue will offset the cost of tuition, instructors, supplies, and equipment required to provide courses at the Sheriff/Coroner/Public Administrator's (Department) Frank Bland Regional Training Center.

Amendment No. 7 (Amendment) allows for an additional reimbursement of \$638,563.49 (\$3.93 x 162,484.35 instructional hours) from the District, for a new maximum revenue amount of \$6,595,171.39 for 2024-25 increasing the annual total from 157,500 to 319,984.35 instructional hours. The Department requests that the Auditor-Controller/Treasurer/Tax Collector post the following adjustments to the 2024-25 budget, as detailed below:

Cost Center	Commitment Item/GL	Description	Action	Amount*
4430001000	52002135	Special Department Expense	Increase	\$375,913
4430001000	52942941	Conference/Training/Seminar Fee	Increase	\$262,650

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<b>Cost Center</b>	<b>Commitment Item/GL</b>	<b>Description</b>	<b>Action</b>	<b>Amount*</b>
4430001000	40709800	Other Services	Increase	\$638,563

**\*Numbers in this table are rounded.**

**BACKGROUND INFORMATION**

The Department has provided public safety courses in conjunction with the District since 1986. On June 23, 2020 (Item No. 79), the Board of Supervisors (Board) approved a three-year Agreement from July 1, 2020 through June 30, 2023, with a maximum of 157,500 instructional hours per fiscal year, for total revenue of \$1,856,925, with an option to extend the term by two one-year periods or one two-year period.

This Amendment provides for the Department's continued affiliation with the District to provide public safety training courses for students enrolled in the Department's Basic Academy, Advanced Officer Training, Continuing Professional Training, Reserve Academy, and for students pursuing an Administration of Justice certificate through San Bernardino Valley College. Affiliation with the District enables students to receive college credit for many of the courses they complete. The Department is responsible for payment of tuition and enrollment fees for courses taken by its Deputy Sheriff Trainees. The current tuition fee for a Deputy Sheriff Trainee is \$1,700. Pursuant to the terms of the agreement, the District provides a Director to act as the Training Center Co-Director to ensure courses offered meet the requirements of the California Education Code.

The Agreement may be amended to increase the maximum number of instructional hours in the event additional hours are made available to the County. On February 10, 2025, the District notified the Department that additional funding was available to increase the amount of reimbursement for 2024-25. Approval of Recommendation No. 1 will amend the contract to allow the Department to be reimbursed based upon the actual number of student instructional hours completed, at a rate of \$3.93 per instructional hour, not to exceed 319,984.35 hours in 2024-25 increasing the Agreement's maximum revenue by \$638,563.49, from \$5,956,607.90 to \$6,595,171.39, with no change to the term of July 1, 2020 through June 30, 2025. This Agreement may be terminated by either party upon 90 days' advance written notice.

On March 23, 2021 (Item No. 63), the Board approved Amendment No. 1 to increase the number of student hours by 30,061 and increase the reimbursement amount by \$118,139.73, for a new maximum revenue amount of \$1,975,064.73, with no change to the original term of July 1, 2020 through June 30, 2023.

On June 22, 2021 (Item No. 98), the Board approved Amendment No. 2 to increase the number of student instructional hours by 92,363.25 and increase the reimbursement amount by \$362,987.57, for a new maximum revenue amount of \$2,338,052.30, with no change to the original term of July 1, 2020 through June 30, 2023.

On March 29, 2022 (Item No. 56), the Board approved Amendment No. 3 to increase the number of student hours by 143,645, and increase the reimbursement amount by \$564,524.85, for a new maximum revenue amount of \$2,902,577.15, with no change to the original term of July 1, 2020 through June 30, 2023.

On March 28, 2023 (Item No. 53), the Board approved Amendment No. 4 to increase the number of student hours by 143,500 from 157,500 to 301,000 hours with a corresponding

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increase in reimbursement of \$563,955 for a new maximum revenue amount of \$3,466,532.15. On the same action, the Board also approved the option to extend the term of the Agreement by two years for a new term of July 1, 2020 through June 30, 2025, increasing the total maximum revenue by \$1,237,950, from \$3,466,532.15 to \$4,704,482.15.

On May 23, 2023 (Item No. 90), the Board approved Amendment No. 5 to increase the number of student hours by 62,932 from 301,000 to 363,932 hours with a corresponding increase in reimbursement of \$247,323 for a new maximum revenue of \$4,951,805.15, with no change to the term of July 1, 2020 through June 30, 2025.

On February 6, 2024 (Item No. 53), the Board approved Amendment No. 6 to increase the number of student hours by 255,675 from 157,500 to 413,175 hours with a corresponding increase in reimbursement of \$1,004,802.75 for a new maximum revenue of \$5,956,607.90, with no change to the term of July 1, 2020 through June 30, 2025.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on February 19, 2025; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on March 17, 2025; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on March 20, 2025; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on March 20, 2025.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Curt Hagman

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: April 8, 2025



cc: Sheriff - Dicus w/agree  
Contractor - c/o Sheriff w/agree  
File - w/agree

CCM 04/11/2025