

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

August 20, 2024

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Amendment to Revenue Agreement with the City of Big Bear Lake for Emergency Dispatch Services

RECOMMENDATION(S)

1. Approve **Amendment No. 1** to Revenue **Agreement No. 22-509** with the City of Big Bear Lake for emergency dispatch services provided by the Sheriff/Coroner/Public Administrator, in the amount of \$33,217, extending the term by one year, for the total contract period of July 1, 2022 through June 30, 2026.
2. Authorize the Sheriff/Coroner/Public Administrator to revise and execute fee schedule amendments to Attachment A of the Revenue Agreement with the City of Big Bear Lake for 2025-26, subject to review by County Counsel.
3. Direct the Sheriff/Coroner/Public Administrator to transmit amendments in relation to this Revenue Agreement to the Clerk of the Board of Supervisors within 30 days of execution.
(Presenter: Kelly Welty, Chief Deputy Director, 387-3760)

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 Discretionary General Funding (Net County Cost). The total annual revenue of \$33,217 for 2024-25 includes an increase of 0.10 Full Time Equivalent (FTE) of a Dispatcher position requested by the City of Big Bear Lake (City) and allows for the full recovery of direct costs to provide emergency dispatch services to the City. The cost of providing emergency dispatch services varies based on changes in personnel costs resulting in the need to adjust the fee schedule (Attachment A) annually. Sufficient appropriation and revenue are included in the Sheriff/Coroner/Public Administrator's (Department) 2024-25 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

When requested by outside agencies, the Department provides dispatch services for emergencies and non-emergencies using existing personnel and equipment, with minimal operational impact. On June 14, 2022 (Item No. 79), the Board of Supervisors (Board) approved Agreement No. 22-509, to provide emergency dispatch services to the City for the period of July 1, 2022 through June 30, 2025. Additionally, the Board authorized the Sheriff/Coroner/Public Administrator to revise the fee schedule and execute Attachment A for

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2023-24 and 2024-25 to ensure proper cost recovery. These services allow the City's designated staff to have radio contact with the Department's dispatch centers in case of an emergency that requires law enforcement personnel to respond.

The proposed amendment includes an additional 0.10 FTE to increase the current contracted service level from 0.15 FTE to 0.25 FTE of a Dispatcher position as requested by the City for 2024-25. The Department is also seeking authorization to revise and execute amendments to the emergency dispatch services agreement's Attachment A to reflect updated personnel costs for 2025-26, as required, subject to review by County Counsel.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on July 26, 2024; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on July 30, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on August 1, 2024.

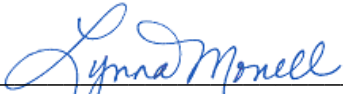
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Record of Action of the Board of Supervisors
San Bernardino County

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: August 20, 2024



cc: Sheriff/Coroner - Welty w/agree
Contractor - c/o Sheriff/Coroner w/agree
File - w/agree
MBA 08/22/2024