



# COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

## SUMMARY REPORT

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**Agenda Date:** 3/24/2020

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**To:** Board of Supervisors

**Department or Agency Name(s):** Sheriff's Office

**Staff Name and Phone Number:** Maureen Nicklas, 565-8831

**Vote Requirement:** 4/5th

**Supervisorial District(s):** All

**Title:**

Amended and Restated Joint Powers Agreement for the Sonoma County Public Safety Consortium Dated March 1, 2020

**Recommended Action:**

- A) Authorize the Sheriff to sign an Amended and Restated Joint Powers Agreement for the Sonoma County Public Safety Consortium, effective March 1, 2020 until rescinded or terminated.
- B) Adopt a Resolution to amend and restate the Joint Powers Agreement for the Sonoma County Public Safety Consortium dated March 1, 2020 pursuant to the provisions of the Joint Exercise of Powers Act, Title 1, Division 5, Chapter 5, Article 1, Sections 6500, et seq. of the California Government Code (the "JPA Act"), for the joint exercise of powers among the parties hereto, and to amend and restate the original Joint Powers Agreement dated July 1, 2008.
- C) Approve for the Sheriff's permanent appointment to the Sonoma County Public Safety Consortium Board of Directors.

**Executive Summary:**

The amended agreement provides for proper governance of the Sonoma County Public Safety Consortium (SCPSC), reflects the new staffing structure, ensures accountability and oversight, and strengthens the collaboration among the public safety agencies representing our communities. The Sheriff is requesting the Board authorize the Sheriff to sign an Amended and Restated Joint Powers Agreement for the Sonoma County Public Safety Consortium effective March 1, 2020 until rescinded or terminated.

**Discussion:**

The SCPSC is a separate public entity consisting of the City of Cotati, City of Petaluma, City of Rohnert Park, City of Sonoma, Town of Windsor, County of Sonoma, Sonoma County Junior College District, Sonoma State University and the Redwood Empire Dispatch and Communications Authority (REDCOM).

The SCPSC was formed on July 1, 2008 for the purpose of providing an integrated public safety communication and data management system, which initially included Computer Aided Dispatch (CAD), Records Management System (RMS), and Mobile Data Computers (MDC) technology.

Since its inception, SCPSC has continued to operate, maintain, and improve its public safety communication and data management systems through the CAD/RMS/MDC, and has acquired and operated new and related technologies and services.

In September 2017, the SCPSC held a strategic planning session to review the current status of operations, identify strengths and opportunities, and develop strategic goals. Over time the Joint Powers Authority (JPA) membership has grown, new and related technologies have emerged, and the benefits of a strong collaboration among our public safety agencies is more evident. It was decided that, given the maturity of the organization, it would be prudent to modify the staffing structure and hire an Executive Director to provide leadership, administrative support, and to oversee the day-to-day operations of the SCPSC. A part-time Executive Director was hired in July 2018.

In April 2019, SCPSC held another strategic planning session to review the governance structure and develop a mission, vision, and values statement. The planning session revealed that the Executive Director was handling many of the duties and responsibilities previously handled by SCPSC subcommittees. The need to modify the governance structure to better align with the new staffing model, while ensuring proper oversight, management, and efficiency of operations, was identified as a priority. These changes require the Joint Powers Authority Agreement to be amended and approved by the members' governing bodies. Working with SCPSC Legal Counsel, an Amended and Restated Joint Powers Agreement was drafted. The most significant change pertains to the structure of the Board of Directors and governance, which is summarized below.

A Board of Directors will govern the SCPSC. Each city/town member, the County of Sonoma, and REDCOM are entitled to appoint one Director each. Each city/town shall appoint their manager, and the County shall appoint the Sheriff to a permanent seat on the SCPSC Board of Directors.

Member agencies that are not entitled to appoint a Director are authorized to appoint an Alternate Director. One Alternate Director shall be appointed to the Board for a two (2) year term as indicated above. All Alternate Directors shall have the right to receive notice of Board meetings and materials and they may participate in, but not vote at, all Board meetings.

The appointed Director or Alternate Director may delegate their official duties to another individual provided that individual maintains the appropriate job classification within their respective organizations as outlined in the proposed agreement (city managers, public safety chiefs, chairperson of other JPAs, etc.).

If a Director or the appointed Alternate Director is unable to attend a Board meeting, then an Alternate Director shall be selected on a rotating basis from the list of Alternate Directors to serve/vote at that meeting.

Given the new Board structure and staffing model, as well as the evolution of SCPSC, the Oversight Committee, Management Advisory Group, and Joint Operations Advisory Group have been eliminated. The Executive Director, as needed to ensure operational/organizational efficiency, may form similar committees.

In addition, the proposed Amended and Restated JPA Agreement made the following, less substantive

changes:

- Provides clarification of the process of adding a new member. New members will be required to submit a resolution from their governing body authorizing them to join and be bound by the proposed JPA Agreement.
- If the Board of Directors would like to consider a tax measure to fund the SCPSC, the proposed JPA Agreement requires at least two-thirds (2/3) of the governing bodies of the Members provide authorization prior to any action.
- Provides clarification of the role and responsibility of the Executive Director, including, but not limited to:
  - Identification as an Officer of the SCPCS and requirement to file a bond.
  - Identification as the Purchasing Agent and establishes the purchasing authority, Contracting authority and procurement process including, but not limited to:
    - Approved Budget Items - up to \$100,000 can be approved by Exec Director
    - Any item more than \$100,000 must be approved Board.
    - Clarification of the Competitive Bidding Process
      - Up to \$5k - No process required
      - \$5k-\$30K - A minimum of 3 quotes verbally, email, or fax
      - \$30k-\$100k - Written RFP
      - Over \$100k - Written RFP for sealed or automated bids
      - Exclusions to this process clearly identified

The proposed JPA Agreement provides clarification of the budget process including, but limited to:

- Cost allocation methodology presented to Board during 1st quarter of the fiscal year
- Draft preliminary budget presented to Board at the 1st meeting after January 1st
- Final budget adopted by March 31st

**Prior Board Actions:**

10/21/2008: Board approved the Chair of the Board to execute a Service Level Agreement with the Sonoma County Public Safety Consortium, and authorized the Director of Information Services to approve all modifications to the schedules of the Agreement.

04/22/2008: Board approved the Joint Powers Agreement Establishing a Separate Public Agency to Operate and Maintain a Public Safety Communication System in Sonoma County, and authorized the Chair of the Board to sign such Agreement on behalf of the County of Sonoma.

02/05/2002: Board approved Master Agreement for operation of County Wide Multi-Agency CAD/RMS/MDC Central Facility and Support Services.

05/2001: Board approved new position allocations in ISD for staff to support the CAD/RMS/MDC system.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 19-20 Adopted</b>	<b>FY20-21 Projected</b>	<b>FY 21-22 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested			
<b>Total Expenditures</b>			
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>			

**Narrative Explanation of Fiscal Impacts:**

No fiscal impacts are associated with this item.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

No staffing impacts are associated with this item.

**Attachments:**

- Amended and Restated Joint Powers Agreement For The Sonoma County Public Safety Consortium Dated March 2020
- Amended and Restated Joint Powers Agreement For The Sonoma County Public Safety Consortium Resolution

**Related Items "On File" with the Clerk of the Board:**

Service Level Agreement, Schedules A-L, Chair of the Board Joint Powers Agreement Signature Authorization Resolution