



SUMMARY REPORT

Agenda Date: 7/7/2020

To: Board of Supervisors

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

Staff Name and Phone Number: Liz Parra, 565-3116

Vote Requirement: Majority

Supervisory District(s): All

Title:

Agreement for Inmate Vocational Education Services

Recommended Action:

Authorize the Sheriff to execute an Agreement with Five Keys Schools and Programs to provide vocational education at the Sonoma County adult detention facilities for a three-year term (July 1, 2020 to June 30, 2023), in an amount not-to-exceed \$500,000. This programming provides education, training, and work experience aimed at reducing recidivism, and provides a foundation for continued inmate success in the community.

Executive Summary:

The Sheriff's Office requests the Board's approval to execute a professional services agreement with Five Keys Schools and Programs to provide vocational education to incarcerated adults through the Jail Industries Program, increase job skills and enhance employment opportunities upon release.

Discussion:

Title 15 of the California Code of Regulations requires that the Sheriff provide various educational opportunities for incarcerated inmates. The intent of rehabilitative programming is in alignment with the County's strategic goal to provide a safe, healthy, and caring community. It also supports the Sheriff's objective to reduce recidivism in Sonoma County and lay the foundation for continued inmate success as contributing members of the community.

Historically, the Sheriff's Office contracted with the Sonoma County Office of Education and established Jail Industries as an enterprise. It has provided nursery and agricultural services at the North County Detention Facility since 1998. The facility has a dedicated plot of land to grow and sell plants to the public. The Program collaborates with the Sonoma County Master Gardeners and the Sonoma County Water Agency to provide additional opportunities and increase Program revenue.

In December 2019, the Sheriff's Office issued a Request for Proposals (RFP) for vocational education services through Jail Industries at the North County Detention Facility, and received two proposals from the following organizations: the Sonoma County of Education, a local government agency, and Five Keys Schools and Programs (Five Keys), a 501 (c)(3) non-profit. An evaluation committee comprising three members from the Sheriff's Office and one from the Probation Department reviewed the proposals using criteria including qualifications and experience, demonstrated ability to perform services, quality of work, and cost. Five Keys

has operated the chartered Five Keys Independent High School at both Sonoma County detention facilities since August 2019.

Five Keys Schools and Programs is the first accredited charter high school in the nation to provide diploma programs for adults in county jails. The RFP evaluation committee unanimously agreed to select Five Keys as the successful proposal. The proposers were formally notified in April 2020 of our intent to negotiate an agreement with Five Keys as a result of the RFP evaluation process.

The proposal presented by Five Keys included plans to generate increased revenue for Jail Industries through the procurement of additional revenue generating propagation and other service agreements. Jail Industries Program has historically generated approximately \$100,000 to \$120,000 from plant sales and service agreements. The proposal also leveraged additional administrative support through their existing staff at the Five Keys Independent High School. Five Keys has extensive experience providing incarcerated students with industry-aligned skills training in more than 20 job sectors, including horticulture and farming, at the farm located within Pitchess Detention Center in Los Angeles, since 2012.

The term of this Agreement is from July 1, 2020 to June 30, 2023. The total amount of the Agreement shall not exceed \$500,000 and will fund a vocational education instructor position and related program expenses. Costs for the first year of the Agreement will total approximately \$156,000. The total amount includes cost of living increases of 3% for instructor salary and benefits, and 2% for other program-related expenses in FY 21-22 and FY 22-23.

Prior Board Actions:

The Board has approved vocational education services since 1998, most recently on March 13, 2018.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses		\$156,000	\$160,500
Additional Appropriation Requested			
Total Expenditures		\$156,000	\$160,500
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other		\$156,000	\$160,500
Use of Fund Balance			
Contingencies			
Total Sources		\$156,000	\$160,500

Narrative Explanation of Fiscal Impacts:

The cost of this Program is primarily funded by revenue generated from Jail Industries plant sales and nursery

Agenda Date: 7/7/2020

fees, which have historically generated up to \$120,000 a year. Program costs that are not covered by the above revenue are supplemented by the Inmate Welfare Trust. The Inmate Welfare and Jail Stores Trust Committee approved funding from the Inmate Welfare Trust Fund to cover a budget shortfall in FY 19-20 caused by the Covid-19 Pandemic response and the transition between providers. The anticipated Inmate Welfare Trust year end fund balance is approximately \$963,000. In March 2020, the Committee approved up to \$85,000 to support this Program in FY 20-21 if needed and will review any future funding requests on an as-needed basis. There is no impact on the County General Fund.

Revenue and expenditures related to this Agreement are included in the Sheriff's Office FY 20-21 Recommended Budget and not contemplated for reduction.

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

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Five Keys Vocational Education 2020-2023 Agreement

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

N/A