

MARIN COUNTY SHERIFF'S OFFICE

1600 Los Gamos Drive, Suite 200, San Rafael, CA 94903

AREA CODE 415

24-HOUR NUMBER

479-2311

FAX 473-4126

ADMINISTRATION

473-7250

CIVIL 473-7282

COMMUNICATION

SERVICES 473-7243

CORONER

473-6043

COURTS 473-7393

EMERGENCY SERVICES

473-6584

INVESTIGATIONS

473-7265

JAIL 473-6655

MAJOR CRIMES TASK FORCE 884-4878

> PATROL 473-7233

RECORDS 473-7284

WARRANTS 473-7297

March 24th, 2015

Marin County Board of Supervisors 3501 Civic Center Drive, Room 329 San Rafael, CA 94903

SUBJECT: Authorize Agreement for Professional Services with the Central Marin Police Authority for the provision of police dispatching services, including the addition of 5.0 FTE positions fully offset by new revenue

Dear Board Members,

RECOMMENDATION:

Authorize the President of the Board of Supervisors to sign an Agreement for Professional Services entered into between the Sheriff's Office and Central Marin Police Authority for the provision of police dispatching services to the Authority by the Sheriff's Office, and authorize the addition of 5.0 FTE Communications Dispatcher positions to the Sheriff's Office beginning July 1st, 2015.

SUMMARY:

In April of 2013, the Sheriff's Office began a series of discussions with the Central Marin Policy Authority intended to identify potential opportunities for improving the operational and cost efficiencies of providing law enforcement dispatching services within the greater Ross Valley. In April of 2014, that discussion was broadened to include the City Manager of Larkspur and the Town Managers of San Anselmo and Corte Madera.

Arising from those conceptual discussions was a belief that both the cost and operational efficiencies of providing law enforcement dispatching services to the City of Larkspur and the Towns of San Anselmo and Corte Madera could be enhanced if the Central Marin Police Authority were to receive those services from the Marin County Sheriff's Office's Public Safety Dispatch Center.

"In Partnership with our Communities"

www.marinsheriff.org

The Sheriff's Office operates the Marin County Public Safety Dispatch Center from the newly constructed Emergency Operations Facility at 1600 Los Gamos Drive in San Rafael. The Public Safety Dispatch Center is currently staffed with 1.0 FTE Communications Dispatch Manager, 2.0 FTE Assistant Communications Dispatch Managers, 6.0 FTE Supervising Communications Dispatchers, and 32.0 FTE Communications Dispatchers — for a total compliment of 41.0 FTE. It provides Police, Fire, and Emergency Medical Dispatching services to five law enforcement agencies and to 10 fire agencies in the County. The Center processes approximately 185,000 calls for service each year.

In preparation for determining the cost of providing law enforcement dispatching services to the Authority, a detailed review of the Authority's calls for service was made, identifying not just the number of calls that were processed, but the various times of the day those calls came in. At the conclusion of that review, it was determined the Sheriff's Office could integrate the Authority's current dispatching work load with the addition of 5.0 FTE Communications Dispatcher positions, the cost of which will be fully offset by new revenue paid by the Central Marin Police Authority.

In February of 2015, the Central Marin Police Authority, through its Police Management Committee, agreed to contract with the Marin County Sheriff's Office to provide the dispatching service for its police department.

FISCAL/STAFFING IMPACT:

Provision of dispatching services for the Central Marin Police Authority will require the addition of 5.0 FTE new Communications Dispatchers (Job Class Code 0906). Contract services are expected to begin in September of 2015. The prorated estimated cost of providing dispatch service in FY 2015-16 from September 2015 through June 2016 is \$550,000 dollars. The annual ongoing cost will be \$659,935 for the 5.0 positions.

The Central Marin Police Authority has agreed to pay the County of Marin \$659,935 annually, which would fully offset the full costs (salary and benefits) of the new 5.0 FTE Communications Dispatcher positions. In addition, the Central Marin Police Authority will pay a 5% management fee and a prorated share of the Sheriff's Office's computer aided dispatch (CAD) system's maintenance agreement, which in FY 2015-16 is anticipated to be \$40,000.

The Sheriff's Office will work with the CAO to incorporate the ongoing revenues and expenditures in the FY 2015-16 Proposed Budget. Authorization to add the positions is requested now to facilitate recruitment of the 5.0 FTE new dispatchers.

REVIEWED BY: [X] County Administrator [] N/A [X] County Counsel [] N/A

[] Department of Finance	[X] N/A
[] Human Resources	[X] N/A

(UM)HV

SIGNATURE:

SHERIFF-CORONER