



# Ventura County **SHERIFF'S OFFICE**

**Jim Fryhoff** - Sheriff | **John Reilly** - Undersheriff

800 S. Victoria Avenue, Ventura, CA 93009 | 805.654.2385 | [VenturaSheriff.org](http://VenturaSheriff.org)

October 8, 2024

Board of Supervisors  
County of Ventura  
800 S. Victoria Avenue  
Ventura, CA 93009

**Subject:**      **Authorization for the Sheriff's Office to Accept the Selective Traffic Enforcement Program (STEP) Grant Award from the State of California, Office of Traffic Safety (OTS), in the Amount of \$530,000; Authorization for the Sheriff or his Designee to Sign the STEP Grant Agreement Effective October 1, 2024 through September 30, 2025 with the OTS; Approval and Ratification of the Sheriff's Office's Application to the OTS for the STEP Grant. (RECOMMENDATION #4 REQUIRES 4/5ths VOTE)**

**Recommendations:**

It is recommended that your Board:

1. Authorize the Sheriff's Office to accept the Selective Traffic Enforcement Program (STEP) grant award in the amount of \$530,000 from the State of California, Office of Traffic Safety (OTS).
2. Authorize the Sheriff or his designee's signature on the STEP grant agreement with the State of California, OTS (Exhibit 1).
3. Approve and ratify the Sheriff's Office's application to the State of California, OTS for the STEP grant (Exhibit 2).
4. Authorize the Auditor-Controller to process the necessary budgetary transactions to adjust appropriations and unanticipated revenue as follows (requires 4/5<sup>th</sup> vote):

Sheriff Police Services Division 2500

INCREASE	Intergovernmental Revenues	\$530,000
INCREASE	Salaries and Benefits	\$501,405
INCREASE	Services and Supplies	\$28,595

**Fiscal Impact / Mandates:**

Mandatory:	No
Source of Funding	California Office of Traffic Safety, Selective Traffic Enforcement Program – Federal Grant Pass-through
Funding Match Required:	None
Impact on Other Department	None

Summary of Revenue and Costs:	<u>FY 2024-25</u>	<u>FY 2025-26</u>
Revenue:	\$530,000	\$ 0
Costs:		
Direct	\$ 0	\$ 0
Indirect-Department	\$ 0	\$ 0
Indirect- County CAP	\$ 0	\$ 0
Total Costs:	\$530,000	\$ 0
Net Costs	\$ 0	\$ 0
Recovered Indirect Costs	\$ 0	\$ 0

**Current Fiscal Year Budget Projections:**

<b>FY 24-25 Budget Projection for Sheriff's Police Services - Division 2500</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$210,247,042	\$210,247,042	\$210,247,042	\$ 0
Revenue	\$106,629,748	\$106,629,748	\$106,629,748	\$ 0
Net Cost	\$103,617,294	\$103,617,294	\$103,617,294	\$ 0

**Reason for Ratification:**

The Sheriff's Office applied to OTS in January 2024 for the STEP grant. Due to the application deadline, the Sheriff's Office did not have sufficient time to take the application to your Board for approval. Thus, ratification and approval of the application is now required.

### **Strategic Plan**

The Sheriff's Office's strategies, as described below and as funded by the grant, help support the implementation of the Ventura County Strategic Plan Focus Area 4 related to Community Well Being and Focus Area 5 related to Public Safety.

### **Discussion:**

In January 2024, the Sheriff's Office applied to OTS for the STEP grant in the amount of \$824,886. The Sheriff's Office was recently notified that the FY 2025 grant award was approved by the State of California OTS in the total amount of \$530,000. This grant award includes funding for operations in the cities of Thousand Oaks, Camarillo, Moorpark, Fillmore, and Ojai.

The goal of the STEP grant is to reduce the number of persons killed and injured in traffic collisions involving alcohol and other primary collision factors. The funded strategies included in this grant program will be impaired driving enforcement, enforcement operations focusing on primary collision factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement, and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs.

The STEP program pays for overtime for personnel involved in all operations included in the grant agreement.

Other grant funded strategies include public awareness and educational presentations, the purchase of DUI checkpoint supplies, collaborative meeting supplies, and funds to attend OTS approved training courses in drug, alcohol, impaired driving, and traffic collision investigation/reconstruction courses in California. The grant period begins October 1, 2024, and runs through September 30, 2025.

We ask that your Board authorize the Sheriff's Office to accept the grant award, authorize the Sheriff or his designee's signature on the STEP grant agreement, and authorize the Auditor-Controller to process the necessary accounting transactions.

The Offices of the County Executive, County Counsel, and the Auditor Controller have reviewed this letter. If you have any questions or need additional information, please contact Assistant Sheriff Jose Rivera at (805) 494-8261.

Sincerely,

A handwritten signature in blue ink, appearing to be 'JF', with a large loop and a horizontal stroke.

James Fryhoff  
Sheriff

Exhibit 1 – Grant Agreement

Exhibit 2 – Grant Application