



# Ventura County **SHERIFF'S OFFICE**



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

800 S. Victoria Avenue, Ventura, CA 93009 | 805.654.2385 | VenturaSheriff.org

November 7, 2023

Board of Supervisors  
County of Ventura  
800 South Victoria Ave.  
Ventura, CA 93009

**Subject:**     **Ratification of the County Executive Office's Application for the Organized Retail Theft Prevention Grant Program Administered by the California Board of State and Community Corrections; Ratification of and Authorization for the County Executive Office to Accept \$15,650,000.00 in State Funds From the Organized Retail Theft Prevention Grant Program from October 1, 2023, through June 1, 2027; Adoption of a Resolution Authorizing the Sheriff's Office's Acceptance of Organized Retail Theft Prevention Grant Program Funding and Establishing the Following Fixed Term Positions: One Program Administrator I, One Sheriff's Sergeant, Four Senior Deputy Sheriffs, One Sheriff Service Technician II, One Crime Analyst II, One Office Systems Coordinator IV, One Senior Program Administrator and One Program Assistant within the Sheriff's Special Services Division and One Full Time Regular Senior Program Administrator Position in Support of Various Sheriff Managed Grants. (Recommendation #4 Requires 4/5ths Vote).**

**Recommendations:**

It is recommended that your Board:

1. Ratify the County Executive Office's application for the Organized Retail Theft (ORT) Prevention Grant Program administered by the California Board of State and Community Corrections (BSCC.)
2. Ratify and authorize the County Executive Office's acceptance of the \$15,650,000.00 in State funds from ORT Prevention Grant Program from October 1, 2023, through June 1, 2027. (Exhibit 1)

3. Adopt a Resolution in support of the ORT Prevention Grant Program authorizing the Sheriff's Office's acceptance of the program funding and establishing the following fixed term positions within the Sheriff's Special Services Division from November 12, 2023, to December 31, 2026, and one full-time regular allocation within the Sheriff's Support Services Division in support of various Sheriff managed grants, effective November 12, 2023.

<b>Job Code</b>	<b>Description</b>	<b>Business Unit</b>	<b>Dept. (Unit)</b>	<b>FTE</b>	<b>Compensation Frequency</b>	<b>Annual Range</b>
00622	Program Administrator I	SHFVC	2530	1.0	Salaried	\$66,933.97 - \$93,716.76
01780	Sheriff's Sergeant	SHFVC	2530	1.0	Hourly	\$109,173.50 - \$153,057.57
01057	Senior Deputy Sheriff	SHFVC	2530	4.0	Hourly	\$125,161.64 - \$131,395.21
01539	Sheriff's Service Technician II	SHFVC	2530	1.0	Hourly	\$51,023.54 - \$76,772.24
01690	Crime Analyst II	SHFVC	2530	1.0	Hourly	\$74,152.70 - \$98,290.37
01621	Office Systems Coordinator IV	SHFVC	2530	1.0	Hourly	\$85,151.75 - \$113,088.55
01174	Senior Program Administrator	SHFVC	2530	1.0	Salaried	\$88,212.70 - \$123,509.92
01173	Program Assistant	SHFVC	2530	1.0	Salaried	\$68,160.76 - \$95,434.45

<b>Job Code</b>	<b>Description</b>	<b>Business Unit</b>	<b>Dept. (Unit)</b>	<b>FTE</b>	<b>Compensation Frequency</b>	<b>Annual Range</b>
01174	Senior Program Administrator	SHFVC	2503	1.0	Salaried	\$88,212.70 - \$123,509.92

4. Authorize the Auditor-Controller to process the accounting transactions necessary to establish appropriations and unanticipated revenue (Requires 4/5ths Vote):

**Sheriff's Office**

INCREASE 2500-2530 Intergovernmental Revenues	\$15,650,000
INCREASE 2500-2530 Salaries and Benefits	\$ 7,434,141
INCREASE 2500-2530 Services and Supplies	\$ 2,408,459
INCREASE 2500-2530 Other Charges	\$ 3,162,400

INCREASE 2500-2530 Equipment (4601) \$ 1,650,000  
 INCREASE 2500-2530 Other Financing Uses \$ 995,000

**General Services Agency**

INCREASE 4570-4571 Vehicles (4671) \$ 995,000  
 INCREASE 4570-4571 Other Financing Sources \$ 995,000

**Fiscal Mandates/Impact:**

Mandatory: No  
 Funding Match Required: None  
 Impact on other Departments: Minimal grant expense tracking  
 Source of Funding: State Budget Act of 2022 (Senate Bill 154, Chapter 43, Statutes of 2022) as managed by the California Board of State and Community Corrections and various Sheriff Grant funds

Summary of Revenue and Total Costs:	<u>FY2023/24</u>	<u>FY2024/25</u>
Revenue:	\$ 2,671,333*	\$13,041,667
Costs:		
Direct	\$ 2,671,333*	\$13,041,667
Indirect-Dept.	\$ 0	\$ 0
Indirect-CAP	\$ 0	\$ 0
Total Costs	\$ 2,671,333*	\$13,041,667
Net Cost	\$ 0	\$ 0
Recovered Indirect Costs	\$ 0	\$ 0

\*Includes \$63,000 of cost and revenue related to the regular allocation of Senior Program Administrator for the Sheriff's Support Services division.

**Current Fiscal Year Budget Projections:**

<b>FY 2023-24 Budget for Sheriff's Police Services - Division 2500</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$219,103,326	\$ 219,103,326	\$ 219,103,326	0
Revenue	\$ 117,414,194	\$ 117,414,194	\$ 117,414,194	0
Net Cost	\$ 101,689,132	\$ 101,689,132	\$ 101,689,132	0

<b>FY 2023-24 Budget for General Services - Agency Division 4570</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$22,153,226	\$22,153,226	\$22,153,226	0
Revenue	\$20,851,460	\$20,851,460	\$20,851,460	0
Net Cost	(\$1,301,766)	(\$1,301,766)	(\$1,301,766)	0

**Reasons for Ratification:**

Due to the short timeline of the grant application process, the County Executive Office did not seek formal approval from the Board prior to the submission of the grant. The County Executive Officer (CEO) signed the Standard Agreement with the BSCC due to the short timeline required for acceptance of the grant funds.

**Discussion:**

In April of 2023, the Sheriff's Office learned of the Organized Retail Theft Prevention Grant Program administered by the BSCC. Funding for the ORT Prevention Grant Program was provided by the California Budget Act of 2022, Senate Bill 154 and made \$242 million dollars available through two grant application categories. The grant was available to California State Sheriff's Offices, Municipal Police Departments, and Probation Departments, however applications needed to be submitted by City Councils, County Boards of Supervisors, or County Administrative Offices. The County of Ventura was awarded \$15,650,000 in funds for grant activities covering October 1, 2023, through December 31, 2026, with the final local evaluation and financial audit report due on June 1, 2027.

Ventura County, like other cities and counties throughout the state, has seen a dramatic increase in organized retail theft and auto component theft over the last few years. Our county is home to numerous large retail shopping centers, auto malls, and other highly targeted areas for these criminal enterprises. Our County's geographic location and major state highways also make us a convenient target to these groups that move quickly through areas during their crime sprees. This collaborative approach will join resources throughout the county to prevent crime, investigate local organized retail theft cases, and share data regionally to identify and prosecute these groups.

As part of the grant application process, the Sheriff's Office was designated as the Lead Public Agency for the grant by CEO Dr. Sevet Johnson. The Sheriff's Office created the Ventura County Organized Retail Theft Task Force as a collaborative effort of the Ventura

County Sheriff's Office, Ventura County Probation Agency, and the Bureau of Investigation of the Ventura County District Attorney's Office. The task force will also be

made up of personnel from every local police department in the county to include the Oxnard Police Department, Port Hueneme Police Department, Santa Paula Police Department, Simi Valley Police Department, Ventura Police Department, Ventura County Community College District Police Department, and the California State University Channel Islands Police Department. This grant will also fund vehicles and camera trailers that will be used by the ORT task force.

The Ventura County Sheriff's Office is highly experienced in task force operations coordination of resources to maintain strong partnerships with our other law enforcement agencies, the community, and our businesses to prevent crime. The Ventura County Organized Retail Theft Task Force is capable and prepared to manage these grant funds to benefit the residents of Ventura County as well as the State of California.

We ask that your Board adopt the resolution to establish the following fixed term positions in support of the ORT Prevention Grant Program from November 12, 2023, to December 31, 2026:

The Program Administrator I position will manage the operational budget, priorities, goals, and collaboration of the grant. In addition to the salary and benefits of full-time employees, the grant has a significant investment in technology and equipment. Additionally, there is several million dollars in overtime funds available to agencies throughout the county for investigations and proactive patrols. The Program Administrator will ensure compliance with the terms of the grant and monitor the burn rate of expenditures to maximize the grant funds to accomplish the goals of the program.

The Sheriff's Sergeant position will be the primary supervisor for all ORT investigations. The Sergeant will also coordinate activities of the ORT Task Force with all cities in the county as well as ORT investigative teams from the state and the region. The sergeant will manage all investigations, prevention, and education efforts.

The Sheriff's Senior Deputies (4) positions will be primarily responsible to review, investigate, and prosecute ORT thefts, auto parts, and cargo theft cases throughout Ventura County. These detectives will focus on criminal organized crime and conspiracies.

The Sheriff's Service Technician II position will deploy, retrieve, and maintain the variety of equipment and technology used to investigate ORT related crimes. There are numerous overt camera surveillance systems that will be deployed throughout the county that will be deployed and moved dependent on crime trends and investigations.

The Crime Analyst II position will be responsible for identifying ORT related crime trends and series throughout Ventura County. The analyst will work with investigators regarding ORT related investigations including statistical, geographical and intelligence driven analysis. This position will also collaborate with regional resources and external agencies for intelligence sharing on crime trends and offenders.

The Office Systems Coordinator IV position maintains video surveillance capabilities and imports various digital feeds into the investigative offices. This position will also be responsible for maintaining security on the County Information network as well as ensuring video footage is maintained in accordance with evidentiary guidelines.

The Senior Program Administrator position will serve as the Financial Grant Manager for ORT Prevention Grant Program. This position will be responsible for all fiscal accounting and financial functions associated with the grant. The Program Assistant position will be assisting the financial grant manager in monitoring all grant expenses and preparing all the calculations and supporting documents needed for the grant claims.

The Sheriff's Office has achieved great success obtaining law enforcement grants over the last five years. In FY18/19 there was less than \$5 million in grants. After the approval of the ORTPGP before you today, the Sheriff's Office will manage over \$40 million in grants funds. Over the last two years our office has actively pursued administrative and management costs to dedicate towards the fiscal management of grants. Thus, the Sheriff's Office requests that your Board adopt a resolution adding one Senior Program Administrator full time regular allocation to the Sheriff's Office that will be funded by various grants.

The Organized Retail Theft Prevention Grant is in line with the County of Ventura Strategic Plan by maintaining and increasing high performance public safety services which allows us to remain one of the safest counties in the nation. The acceptance of these grant funds also promotes fiscal responsibility by adding state funds to the budget allowing growth of needed programs to benefit the residents, business, and visitors to Ventura County. The Organized Retail Theft Task Force will make Ventura County a safer place for everyone.

Board of Supervisors  
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The offices of the County Executive, County Counsel, Auditor-Controller, General Services Agency and Probation Agency have reviewed this letter. If you have any questions, please contact Assistant Sheriff Victor Fazio at (805)383-8785.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Jim Fryhoff', written in a cursive style.

Jim Fryhoff  
Ventura County Sheriff

Attachment(s):      Resolution  
                                 Exhibit 1- State of California Standard Agreement #BSCC 1178-23