



# VENTURA COUNTY SHERIFF'S OFFICE

Bill Ayub  
Sheriff  
Monica McGrath  
Undersheriff

800 South Victoria Avenue, Ventura CA 93009 | 805.654.2380 | VenturaSheriff.org

September 10, 2019

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, California 93009

**Subject:** Adoption of a Resolution to Add One (1) Regular Position Allocation for Assistant Sheriff within Sheriff's Police Services, Support Division; and to Delete Three (3) Regular Position Allocations from Sheriff's Police Services, Information Services, East County, and Special Divisions.

**Recommendation:**

It is recommended that your Board adopt the attached Resolution:

- a. Adding the following regular position allocation within Police Services, Support Division, Budget Unit 2503, effective September 22, 2019:

Job Code	Description	Business Unit	Dept. (Unit)	FTE	Compensation Frequency	Annual Range
00328	Assistant Sheriff	SHFVC	2503	1.0	Salaried	\$158,572.20-\$222,022.84

- b. Deleting the following three (3) regular position allocations within Police Services, Information Services, Budget Unit 2547 East County, Budget Unit 2521, and Special Division, Budget Unit 2529, effective September 22, 2019:

Job Code	Position Code	Description	Business Unit	Dept. (Unit)	FTE	Compensation Frequency	Annual Range
00524	00001511	Sheriff's Senior Manager II	SHFVC	2547	1.0	Salaried	\$113,726.66-\$159,232.92
01333	00001248	Management Assistant III	SHFVC	2521	1.0	Hourly	\$41,418.33-\$57,962.88
01332	00001482	Management Assistant II	SHFVC	2529	1.0	Hourly	\$38,515.49-\$53,921.02

**Fiscal Impact Statement:**

Mandatory: No  
Source of Funding: General Fund  
Funding Match Required: None  
Impact on Other Departments: None

<u>Summary of Revenues and Costs:</u>	<u>FY2019-20</u>	<u>FY2020-21</u>
Revenues:	\$ 0	\$ 0
Costs		
Direct	\$ 96,889	\$ 0
Indirect Dept.	\$ 0	\$ 0
Indirect - County CAP	\$ 0	\$ 0
Total Costs	\$ 96,889	\$ 0
Net County Cost	\$ 96,889	\$ 0
Recovered Indirect Costs	\$ 0	\$ 0

**Current Fiscal Year Budget Projection:**

Current FY 2019-20 Budget Projection for Sheriff's Police Services – Division 2500 – Unit 2503 Support Services				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Variance
Appropriations	\$17,301,407	\$17,301,407	\$17,301,407	-0-
Revenue	\$11,505,403	\$11,505,403	\$11,505,403	-0-
Net Cost	\$5,796,004	\$5,796,004	\$5,796,004	-0-

**Discussion:**

Prior to 2010, the Sheriff's Office had four Chief Deputy Sheriff allocations, in addition to the Sheriff and Undersheriff, as part of the executive management team. Each of the four Chief Deputy Sheriffs provided executive management oversight to a respective major division (Patrol, Special, Detention or Support Services) within the Sheriff's Office. During the past eight years, a title-only change occurred from Chief Deputy Sheriff to Assistant Sheriff and the number of allocations were reduced from four to two, requiring that each of the two remaining Assistant Sheriffs assume much broader responsibilities.

Today, we are faced with increasing challenges to the organization in the form of legislative mandates and case law, increased training, a heightened need for establishing and building upon community relationships, and rapidly advancing changes

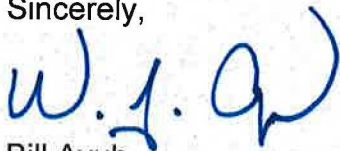
to the criminal justice system. The role of the Assistant Sheriff is to provide executive oversight and strategic thought and action to the issues affecting each of the four divisions. At present, one Assistant Sheriff is responsible for the Detention Services Division and the Support Services Division. This scope of responsibility includes, in part: the Todd Road Jail, East Valley Jail, Courts, Pre-Trial Detention Facility, Inmate Programming and Commissary, the Todd Road jail expansion, Human Resources, Professional Standards, Records, legal compliance, Sheriff's Training Center, and others. The second Assistant Sheriff is responsible for Patrol Services and Special Services. This includes, in part: six patrol stations, Lockwood Valley, Major Crimes, Narcotics, Criminal Intelligence, Crime Analysis, Aviation, Search and Rescue, SWAT, and the Bomb Team.

The addition of an Assistant Sheriff position will allow the Sheriff's Office to realign organizational responsibilities and address key issues currently facing the agency such as: adjusting to legislative impacts in a timely manner, proactively addressing legal challenges, increased focus on assigned divisions, as well as, a dedicated focus on developing creative strategies that engage the community and foster collaborative problem solving. This change will place the Sheriff's Office in a position to serve the residents of Ventura County in a more efficient and proactive manner with greater focus on key areas of organizational responsibility.

The Sheriff's Office is proposing the deletion of three existing vacant positions to offset the cost of adding the Assistant Sheriff. Although, two of the vacant positions are only partially funded this fiscal year, the Sheriff's Office is seeking no additional appropriations. Efficiencies within the existing budget will be located to fund the position for the remainder of this fiscal year. In FY 2020-21 this change will be cost neutral.

The Offices of the County Executive, County Counsel, Human Resources and the Auditor Controller have reviewed this letter. If you have any questions or need additional information, please contact Assistant Sheriff Eric Dowd at 654-3926.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. J. Ayub", written over the printed name.

Bill Ayub  
Sheriff

Attachment:            Resolution