



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
SHERIFF'S OFFICE



Date: July 16, 2015
Board Meeting Date: September 1, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Greg Munks, Sheriff

Subject: Agreement with the Service League of San Mateo County

RECOMMENDATION:

Adopt a resolution authorizing:

- A) an agreement with the Service League of San Mateo County for inmate services within the County's correctional facilities for the term of July 1, 2015 through September 30, 2015, in an amount not to exceed \$167,263; and
- B) Amendments of the County's fiscal obligations by a maximum of \$501,791 (in aggregate).

BACKGROUND:

The Inmate Welfare Trust Fund has been set up under California Penal Code Section 4025, which provides that the Sheriff may operate a commissary in the jail, and that profits shall be deposited into an Inmate Welfare Trust Fund. Section 4025 also provides that a refund, rebate or commission received from a telephone company for inmates' use of telephones shall be deposited into the Inmate Welfare Fund. The fund may only be used primarily for the benefit, education, and welfare of the inmates, and maintenance of county jail facilities, which includes the cost of operating programs to benefit the inmates, including, but not limited to, education, drug and alcohol treatment, welfare, library, accounting, and other programs deemed appropriate by the Sheriff.

A committee consisting of the Assistant Sheriff, Captain of the Sheriff's Corrections Division and a Community Representative oversees the Inmate Welfare Trust Fund operation. Each year the committee receives proposals from service providers outlining their funding requests. The committee makes recommendations for award of contracts, most of which (because of the dollar amount) come before your Board for approval.

The Inmate Welfare Trust Fund (IWTF) continues to experience a decline in revenue. At the IWTF Committee meeting on June 18, 2015, the Sheriff's Office was informed that the pending Federal Communications Commission (FCC) ruling, expected later this calendar year will impact the revenue source for the IWTF. While the actual

impact of the forthcoming FCC ruling is unclear at this time, the Sheriff's Office will move forward with the FY 2015-16 contract process to ensure continuation of important services. The Sheriff's Office will initiate contracts for quarter 1 of the fiscal year 2015-16 (July – September 2015). Any funding adjustments to contracts for quarters 2, 3 and 4 will be dependent upon the impact of the FCC ruling.

DISCUSSION:

The Service League of San Mateo County provides direct services to inmates such as education, jail orientation, counseling, referrals, jury trial clothing, childcare, travel fare for released inmates, Spanish language services, and various denominational chaplaincy services. The Service League also provides indirect services consisting of training and guidance for volunteers who interact with inmates and handle their requests, as well as build supportive networks with departments, agencies, and substance abuse treatment programs.

The County has contracted with the Service League for these services since 1989. The Service League has a unique ability to provide services to inmates by utilizing volunteers and community professionals at a reasonable cost. Therefore, it is in the best interest of the County to waive the Request for Proposals process and continue to contract with the Service League on the basis of being a sole source provider in the County of San Mateo.

The Inmate Welfare Trust Fund Committee awarded the Service League \$469,054. In addition, \$200,000 from the Sheriff's General Fund will be included in order to maintain the level of services provided to inmates during FY 2014-15, for a total contract amount not to exceed \$669,054.

Since the actual impact and effective date of the forthcoming FCC ruling is still unknown, the Sheriff's Office has decided to initiate a contract with the Service League on a quarterly basis. The proposed agreement is for a three month term commencing July 1, 2015 through September 30, 2015 and an amount not to exceed \$167,263. In the event that the funding for the entire amount becomes available, the Sheriff's Office is requesting authorization to approve amendments up to an amount not to exceed \$669,054.

The resolution contains a provision allowing amendments of the County's fiscal obligations by a maximum of \$501,791 (in aggregate), which constitutes three additional quarterly payments of \$167,263. If the funding is available, the Sheriff's Office will execute an amendment extending the contract without making any substantive changes to the terms. If the funding is not available, the Sheriff's Office will explore reducing services in proportion to the decrease in available funds, but not otherwise make any substantive changes to the terms.

The resolution and agreement have been reviewed and approved by County Counsel as to form.

Approval of this agreement contributes to the Shared Vision 2025 outcome of Safe Neighborhoods by providing educational programs and services to inmates in order to promote personal growth and development as well as seek worthy goals upon their release.

PERFORMANCE MEASURES:

Measure	FY 2014-15 Actual	FY 2015-16 Projected
The number of incoming message requests from inmates processed*	1,115	279
The number of outgoing message requests from inmates processed*	7,175	1,794

** FY 2015-16 projected performance measures are for a 3 month period to coincide with the contract term. Should the County extend the term an additional 9 months, the measures will triple.*

FISCAL IMPACT:

The proposed agreement is for a term commencing July 1, 2015 through September 30, 2015 and an amount not to exceed \$167,263. Dependent on the outcome of the forthcoming FCC ruling and subject to the availability of funding, the Inmate Welfare Trust Fund Committee awarded the Service League a total of \$469,054. In order to maintain the level of services provided in FY 2014-15, regardless of the FCC ruling impact, an additional \$200,000 will be funded through the Sheriff's General Fund (Reserves). The \$200,000 has been included in the Sheriff's Office Approved Budget for FY 2015-16.