

SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.35  
(ID # 18233)

**MEETING DATE:**

Tuesday, March 01, 2022

**FROM :** SHERIFF-CORONER-PA:

**SUBJECT:** SHERIFF-CORONER-PA: Accept FY21-22 Tobacco Grant Program Funding in the Amount of \$789,933, Administered by the California Department of Justice (DOJ); Adopt Resolution No 2022-022 Authorizing the Sheriff, Undersheriff, Assistant Sheriff, and Administrative Manager to execute the Memorandum of Understanding and to Administer the Program, District 3. [\$789,933 – State of California Proposition 56 Funds – 100%].

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Accept the Fiscal Year 2021-2022 California Department of Justice, Tobacco Law Enforcement Grant Program in the amount of \$789,933 from the grant period of December 1, 2021 through June 30, 2025, and approve the Memorandum of Understanding (MOU) No. DOJ-PROP56-2021-22-1-056 with the DOJ;
2. Approve acceptance of the California Department of Justice Tobacco Law Enforcement Grant Program funds for fiscal year 2021-2022 in the amount of \$789,933 for the grant period of December 1, 2021 through June 30, 2022, and approve the Memorandum of Understanding with the California Department of Justice for the same;
3. Adopt Resolution No. 2022-022, authorizing the Sheriff, Undersheriff, Assistant Sheriff, and Administrative Services Manager to sign and execute the MOU with the DOJ and any related grant documents, including modifications, amendments, extensions, progress reports, reimbursement requests and other related documents for the acceptance of the funds; as approved by County Counsel, on behalf of the County; and
4. Approve and direct the Auditor-Controller to make the budget adjustments in the attached Schedule A.

BR # 22-053

**ACTION:Policy**

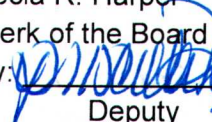
  
Donald Sharp, Assistant Sheriff 2/3/2022

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Washington seconded by Supervisor Spiegel and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: March 1, 2022  
xc: Sheriff-Coroner-PA

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 268,701	\$ 260,616	\$ 789,933	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> State of California Proposition 56 Funds 100%			<b>Budget Adjustment:</b> Yes	
			<b>For Fiscal Year:</b> 21/22-24/25	

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

In November 2016, California voters approved the California Healthcare, Research and Prevention Tobacco Tax Act of 2016 (Proposition 56). This initiative increased the tax on specific tobacco products to provide local public agencies with funding to promote a healthier California by reducing illegal sales and marketing of cigarettes and tobacco products, including e-cigarettes, to minors. The Office of the Attorney General makes these annual funds available to local law enforcement agencies through the California Department of Justice Tobacco Grant Program.

On March 20, 2021, California Attorney General Xavier Becerra announced the release of \$27 million in grants available to local governments and law enforcement to reduce illegal sales of tobacco products, especially to minors. On April 14, 2021, the Department submitted a grant proposal to the Department of Justice (DOJ) in response to the grant solicitation to support local enforcement efforts to reduce the illegal sale of tobacco products to minors.

On November 18, 2021, the DOJ approved the Department's application and awarded \$789,933 to expand the Department's efforts in reducing youth access to tobacco products by increasing enforcement of and compliance with existing and new tobacco laws. The Department will use funds to increase enforcement of underage tobacco sales and marketing tobacco products to minors and highlight their growing tobacco use.

This grant funds overtime and benefits for School Resource Officers to provide outreach to school staff and parents, including funding to conduct investigative activities and compliance checks at local tobacco retailers throughout Southwest Riverside County. The performance period for these funds is December 1, 2021, to June 30, 2025.



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**Impact on Residents and Businesses**

The Department will use these funds to provide anti-tobacco outreach and education to Riverside County youth and families and reduce access to tobacco through collaboration with law enforcement to increase enforcement of laws prohibiting underage tobacco sales to minors.

**Additional Fiscal Information**

This grant allocation is funded through the State of California Proposition 56 revenue and is 100% reimbursable, with no match requirement. The California Department of Justice will reimburse selected public agencies for approved expenditures upon receipt of approved invoices and proof of payment. The State will appropriate funding as follows:

2021/2022	\$268,701
2022/2023	\$260,616
2023/2024	\$260,616
<b>Total</b>	<b>\$789,933</b>

The Sheriff's Department will spend \$268,701 in funding for the Fiscal Year 2021/2022; therefore, a budget adjustment is required for FY 2021/2022. The remaining \$521,232 will be included in the Fiscal Year 2022/2023 and 2023/2024 respective budgets.

**Attachments:**

1. Schedule A – Budget Adjustment
2. Grant Award Letter
3. Resolution
4. MOU

**SCHEDULE A**

**Sheriff's Department**

**Increase Appropriations**

10000-2500300000-510040	Regular Salaries	112,073
10000-2500300000-510420	Overtime	50,000
10000-2500300000-518080	Other Budgeted Benefits	83,877
10000-2500300000-520230	Cellular Phone	456
10000-2500300000-520260	Computer Lines	199
10000-2500300000-523600	Audio Visual Expense	3,000

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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10000-2500300000-523640	Computer Equipment Non-Fixed Asset	1,800
10000-2500300000-527780	Special Program Expense	2,700
10000-2500300000-527860	Training-Materials	1,800
10000-2500201500-523640	Computer Equipment Non-Fixed Assets	8,346
10000-2500201500-523660	Computer Supplies	2,000
10000-2500201500-523680	Office Equip Non-Fixed Assets	950
10000-2500201500-523700	Computer Supplies	1,500

**Total Increase in Estimated Appropriations    268,701**

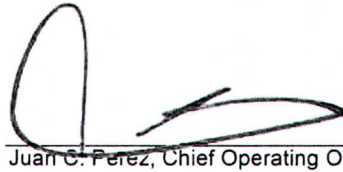
**Increase Estimated Revenues:**

10000-2500300000-755680	CA – Other Operating Grants	255,905
10000-2500201500-755680	CA – Other Operating Grants	12,796

**Total Increase in Estimated Revenues    268,701**

  
Tanya Harris, Assistant Auditor Controller

2/3/2022

  
Juan C. Perez, Chief Operating Officer

2/23/2022

  
Gregory V. Priarios, Director County Counsel

1/31/2022



DIVISION OF OPERATIONS  
TOBACCO GRANT PROGRAM  
P.O. BOX 160187  
SACRAMENTO, CA 95816-0187  
Telephone: (916) 210-6422  
E-Mail Address: TobaccoGrants@doj.ca.gov

November 18, 2021

Brian Askins, Sergeant  
Riverside County Sheriff's Department  
30755-A Auld Road  
Murrieta, CA 92563

Re: Tobacco Grant Award Notification FY 21/22

Dear Brian Askins:

Congratulations! On behalf of the California Department of Justice, I am excited to inform you that your agency's grant application for funds authorized under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016 has been approved for Funding in the amount of \$789,933<sup>1</sup>.

The California Department of Justice was excited to receive applications totaling over \$71 million to support local law enforcement agencies in educating minors about the harms of tobacco products, enforcing state and local tobacco laws, and conducting retailer enforcement. Consequently, some awards were approved with modifications.

In order to accept the award, your agency must, within 15 calendar days of the date of this letter, respond with a signed Letter of Intent (template attached) affirming either 1) your agency will seek a resolution to accept the award, if your agency has a governing body; or 2) no governing body exists and no resolution is required. The letter can be sent via email to [TobaccoGrants@doj.ca.gov](mailto:TobaccoGrants@doj.ca.gov) with subject line "FY 21-22\_Letter of Intent\_Riverside County Sheriff's Department" and/or hard copy to:

CA Department of Justice  
Division of Operations  
Tobacco Grant Program  
P.O. Box 160187  
Sacramento, CA 95816-0187

If the Letter of Intent is only being sent via hard copy, it must be postmarked within 15 days of the date of this letter. Upon receipt of the Letter of Intent, the Local Assistance Unit

<sup>1</sup>Award amounts are subject to change due to appeals or declinations of awards.



November 18, 2021

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within the California Department of Justice will provide documents as part of your grant agreement (Memorandum of Understanding, Handbook, etc.).

Also provided with the electronic version of this letter are the Award Summary and approved Budget Detail which will reflect any necessary modifications. If you wish to realign the approved funds, please reference the attached instruction sheet and return your revised Budget Detail with your letter of intent.

If you have any questions about this process, please do not hesitate to contact me at (916) 210-7006 or at [TobaccoGrants@doj.ca.gov](mailto:TobaccoGrants@doj.ca.gov).

Sincerely,

**Stacy  
Heinsen**

Digitally signed by Stacy  
Heinsen  
Date: 2021.11.17  
17:45:50 -08'00'

**STACY HEINSEN**  
Manager, Tobacco Grant Program

For **ROB BONTA**  
Attorney General

## MEMORANDUM OF UNDERSTANDING

### PURPOSE

This Memorandum of Understanding (MOU) is entered into by the Department of Justice (hereinafter, "Department") and the County of Riverside, on behalf of its Sheriff's Department (hereinafter, "Grantee"), to provide grant funds to Grantee for expenditure in compliance with the Grantee Handbook. The Grantee will expend funds for the purposes identified in the approved Summary of Award document to be funded under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016 (the "Act"), approved by the voters as Proposition 56.

The Request for Proposals, Grantee Handbook (dated March 2021), and Summary of Award document are hereby incorporated by reference into this MOU.

### COST REIMBURSEMENT

The Department agrees to reimburse Grantee in arrears, for Grantee's actual expenditures in performing the project or scope of work included in the approved Summary of Award document, upon receipt of invoices from Grantee and approval of the invoices by the Department, in accordance with the reimbursement procedures set forth in the Grantee Handbook.

### BUDGET CONTINGENCY CLAUSE

It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under the agreement does not appropriate sufficient funds for this MOU, this MOU shall be of no further force and effect. In this event, the Department shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this MOU and Grantee shall not be obligated to continue performing any provisions of this agreement for which it would have been reimbursed.

If funding for any fiscal year is reduced or deleted in the Budget Act for purposes of this MOU, the Department shall have the option to either cancel this MOU with no liability occurring to the Department, or offer an addendum to the Grantee to reflect the reduced amount.

### ADMINISTRATION

Should Grantee fail to comply with this MOU, including any expenditures for purposes not permitted under the MOU, the Department may take one or more of the actions described under Noncompliance in the Grantee Handbook.

### MISCELLANEOUS PROVISIONS

Addendum – No addendum or variation of the terms of this MOU is valid unless made in writing, and signed by the duly authorized representatives of the parties.

Assignment – This MOU is not assignable by Grantee in whole or in part.

Indemnification – Grantee agrees to indemnify and hold harmless the Department, its officers, agents and employees from all claims, liabilities, or losses in connection with the performance of this MOU.

Termination – The Department may terminate this MOU and be relieved of any obligation to provide grant funds to Grantee should Grantee fail to perform the scope of work at the time and in the manner provided in this MOU.

WHEN DOCUMENT IS FULLY EXECUTED RETURN

**CLERK'S COPY**

to Riverside County Clerk of the Board, Stop 1010  
Post Office Box 1147, Riverside, Ca 92502-1147  
Thank you.

MAR 01 2022 3.35

**TERMS**

Grant Duration: 12/1/2021 – 6/30/2025

Award Amount				
Category of Expenditure	Budget FY 2021-2022	Budget FY 2022-2023	Budget FY 2023-2024	Budget FY 2024-2025
Personal Services	\$245,950	\$245,950	\$245,950	\$0
Operating Expenses and Equipment	\$9,955	\$2,256	\$2,256	\$0
Administrative Costs (Not to Exceed 5%)	\$12,796	\$12,410	\$12,410	\$0
<b>TOTAL AWARD AMOUNT</b>	<b>\$789,933</b>			

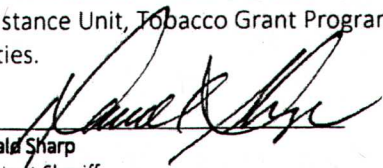
The time limit for reimbursements against this award ends 6/30/2025. Requests received after 7/15/2025 cannot be reimbursed by the Department.

**GRANTEE CONTACT INFORMATION**

Donald Sharp, Assistant Sheriff  
 Riverside County Sheriff's Department  
 4095 Lemon Street, 1<sup>st</sup> Floor  
 (951)955-2600  
[Dsharp@riversidesheriff.org](mailto:Dsharp@riversidesheriff.org)

**AUTHORIZATION**

The Department and Grantee, by their duly authorized officials, have executed this MOU on the respective dates indicated below. This MOU and any future addendums shall be mailed to the Division of Operations, Local Assistance Unit, Tobacco Grant Program, and will become fully executed upon completion of signatures from all parties.

  
 \_\_\_\_\_  
 Donald Sharp  
 Assistant Sheriff  
 Riverside County Sheriff's Department

1/24/22  
 \_\_\_\_\_  
 Date

FORM APPROVED COUNTY COUNSEL  
 BY KRISTINE BELL-VALDEZ 1.14.22  
 \_\_\_\_\_  
 DATE

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 \_\_\_\_\_

\_\_\_\_\_  
 STACY HEINSEN, GRANT MGR.  
 Division of Operations  
 California Department of Justice

\_\_\_\_\_  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 CHRIS RYAN, CHIEF  
 Division of Operations  
 California Department of Justice

\_\_\_\_\_  
 \_\_\_\_\_  
 Date



1 Board of Supervisors

County of Riverside

2 RESOLUTION NO. 2022-022

3 RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE,  
4 AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT FY2021-2022 TOBACCO LAW  
5 ENFORCEMENT GRANT PROGRAM FUNDS FROM THE CALIFORNIA DEPARTMENT OF  
6 JUSTICE

7  
8 WHEREAS, the Sheriff's Department ("Department") on behalf of the County of  
9 Riverside, desires to undertake a project to strengthen and increase the Sheriff's capacity to  
10 outreach and improve education efforts for the existing tobacco retailers, expand decoy  
11 operations for tobacco sales under 21 years of age, eliminate the illegal sales of tobacco  
12 products by unpermitted retailers; and

13 WHEREAS, the California Department of Justice (Cal DOJ) has awarded the  
14 Department grant funds through the Tobacco Law Enforcement Grant Program, as administered  
15 by the Office of the Attorney General.

16 NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board  
17 of Supervisors of the County of Riverside, State of California, in regular session assembled on  
18 January 25, 2022, that the Board of Supervisors of the County of Riverside, located on the first  
19 floor of the County Administrative Center, 4080 Lemon Street, Riverside, California, hereby  
20 authorizes the Sheriff, Undersheriff, or Assistant Sheriff of the County of Riverside to accept  
21 grant funding in the amount of \$789,933.

22 BE IT FURTHER RESOLVED that the Sheriff, Undersheriff, Assistant Sheriff and  
23 Administrative Services Manager are hereby designated as Authorized Officials for the limited  
24 purpose of executing and submitting, for and on behalf of the County of Riverside, the  
25 Memorandum of Understanding with Cal DOJ and all other related documents necessary and  
26 appropriate to carry out the purpose and intent of this resolution.

27 BE IT FURTHER RESOLVED that this resolution shall be in effect for the duration of the  
28 grant period, beginning December 1, 2021 and ending June 30, 2025.

FORM APPROVED COUNTY COUNSEL  
BY KRISTINE BELL-VALDEZ 1/14/22 DATE

2 **RESOLUTION 2022-022**

3 **RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF**  
4 **RIVERSIDE, AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT FY2021-**  
5 **2022 TOBACCO LAW ENFORCEMENT GRANT PROGRAM FUNDS FROM THE**  
6 **CALIFORNIA DEPARTMENT OF JUSTICE**

ADOPTED by Riverside County Board of Supervisors on March 1, 2022.

7 ROLL CALL:

8 Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
9 Nays: None  
10 Absent: None

11 The foregoing is certified to be a true copy of a resolution duly adopted by said Board o  
12 Supervisors on the date therein set forth.

13 KECIA R. HARPER, Clerk of said Board

14 By: 

Deputy

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**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
 Sheriff-Coroner-PA: SHERIFF-CORONER-PA: Accept FY21-22 Tobacco Grant Program Funding in the Amount of \$789,933, Administered by the California Department of Justice (DOJ); Adopt Resolution No 2022-022 Authorizing the Sheriff, Undersheriff, Assistant Sheriff, and Administrative Manager to execute the Memorandum of Understanding and to Administer the Program, District 3. [\$789,933 – State of California Proposition 56 Funds – 100%], [4/5 vote Required].

**DATE:** February 8, 2022

**PAGE:** 4 of 4

**BR 22-053**

**Schedule A**

**Sheriff's Department**

**Increase Appropriations:**

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