

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



ITEM: 3.32  
(ID # 21982)

**MEETING DATE:**  
Tuesday, June 06, 2023

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

**SUBJECT:** SHERIFF-CORONER-PA: Approval of Sheriff's Records Management Systems (RMS) Transaction Cost Allocation for FY 2022-23. Districts All. [\$2,228,640 – 77% Contract Revenue and 23% Sheriff's Budget]

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

1. Approve the FY 2022-23 contract city cost allocation and the allied agency cost of \$0.0632 per transaction for access to the Sheriff's Records Management Systems (RMS) for a total cost of \$2,228,640.

**ACTION:**Policy

  
Matthew Jimenez 5/22/2023

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Perez, seconded by Supervisor Gutierrez and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Washington, Perez, and Gutierrez  
Nays: None  
Absent: Spiegel  
Date: June 6, 2023  
xc: Sheriff

Kimberly A. Rector  
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>	\$ 2,228,640	\$	\$ 2,228,640	\$
<b>NET COUNTY COST</b>	\$ 519,168	\$	\$ 519,168	\$
<b>SOURCE OF FUNDS: 77% Contract Revenue and 23% Sheriff's Budget</b>			<b>Budget Adjustment: No</b>	
			<b>For Fiscal Year: 22/23</b>	

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

3.34, 8/2/22

BR# 23-080

**BACKGROUND:**

**Summary**

The Records Management System (RMS) houses and provides all participating agencies data access to the Master Name Index, Warrant System, Master Location Index, Jail Locator Database, and the California Law Enforcement Telecommunication System (CLETS). Access to RMS provides one shared database for law enforcement agencies to enter and query case histories to obtain criminal history information. The access and use of this information provides an additional layer to public safety.

Authorized users from the requesting agency can access and obtain desired data. Each transaction request is recorded in RMS and costs charged to requesting agencies are based on the number of transactions made. The RMS cost is calculated annually by taking prior years actual expenses and dividing it by the current year's transaction count. The total costs for FY 2021-22 were \$2,228,640 and based on the total transaction count of 35,255,141, this results in a per transaction fee for FY 2022-23 of \$0.0632.

Participating agencies will be billed \$58,553 based on current transactions, and Contract Cities will be billed \$1,650,920 based on 2021 actual transactions. The Sheriff's Department also utilizes the RMS system and budgets for its portion of the allocated costs.

This request is to approve the FY2022-23 contract city cost allocation and the allied agency cost of \$0.0632 per transaction for access to the Sheriff's Records Management System (RMS). In FY 2021-22 the Board approved an RMS cost of \$0.0517 per transaction (08/02/2023 3.34). The FY2022-23 RMS costs increased by \$252,596 resulting from technology renewal cost increases, and the number of dedicated personnel assigned to support the RMS operation. There was a total of six (6) funded vacancies resulting from retirements in the prior year calculation. The same cost factors were applied to the calculations in previous years, and the annual costs can fluctuate based on the Department's operating cost to maintain and support the system, and transactions made by requesting agencies.

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**Impact on Residents and Businesses**

The Records Management System (RMS) provides all participating agencies access to the Master Name Index, Warrant System, Master Location Index, Jail Locator Database, and the California Law Enforcement Telecommunication System (CLETS). Access to RMS provides one shared database for law enforcement agencies to enter and query case histories to obtain criminal history information. The access and use of this information provides an additional layer of public safety.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Attachment A: This attachment details the cost allocation to Contract Cities.

Attachment B: This attachment includes the estimated cost allocation to allied agencies and County partners.

  
Tanya Harris, Assistant Auditor Controller 5/18/2023

  
Rebecca S. Cortez, Principal Management Analyst 6/1/2023



FY 2022-2023

RMS BASE COST

\$2,228,640

County and Contract City % of RMS base cost (outside agency use is 2.63% of base cost)

\$2,170,087

Attachment A

2021 CALLS FOR SERVICE

	2020 Calls	RMS Amount	2021 Calls	2021 %	County Amount	Contract City %	Contract City Amt	Change from FY 2021-2022
Colorado River	10,606	\$ 12,439	9,802	1.1715%	\$25,422			\$ 12,983
Cabazon	10,383	21,540	8,724	1.0426%	\$22,626			1,086
Smith Corrections	1,195	2,312	1,245	0.1488%	\$3,229			917
Blythe Corrections	116	967	101	0.0121%	\$262			(705)
Indio (Thermal County)	14,564	29,814	13,605	1.6260%	\$35,285			5,471
Court Services-East	94	285	1,235	0.1476%	\$3,203			2,918
<b>Calimesa</b>	<b>6,881</b>	<b>12,580</b>	<b>6,231</b>		<b>\$0</b>	<b>0.7447%</b>	<b>\$16,160</b>	3,580
<b>Canyon Lake</b>	<b>2,828</b>	<b>10,074</b>	<b>4,324</b>		<b>\$0</b>	<b>0.5168%</b>	<b>\$11,214</b>	1,140
Court Services-Central	437	440	2,736	0.3270%	\$7,096			6,656
Coachella Valley Narc Task Force	249	349	251	0.0300%	\$651			302
Court Services-West	121	463	2,194	0.2622%	\$5,690			5,227
Hemet	24,911	56,372	26,758	3.1979%	\$69,398			13,026
Riverside (Jurupa Valley County)	14,521	26,883	13,750	1.6433%	\$35,661			8,778
SECP	-	-	0	0.0000%	\$0			-
SEB	3,295	7,009	2,671	0.3192%	\$6,927			(82)
<b>Eastvale</b>	<b>26,899</b>	<b>60,142</b>	<b>27,925</b>		<b>\$0</b>	<b>3.3374%</b>	<b>\$72,424</b>	12,282
Elsinore (County)	16,878	38,498	13,855	1.6558%	\$35,933			(2,565)
<b>Norco</b>	<b>18,711</b>	<b>39,526</b>	<b>18,078</b>		<b>\$0</b>	<b>2.1606%</b>	<b>\$46,886</b>	7,360
Gang Task Force	924	1,974	1,031	0.1232%	\$2,674			700
Hazardous Device Team	208	640	447	0.0534%	\$1,159			519
Homeless Outreach Team	282	971	645	0.0771%	\$1,673			702
<b>San Jacinto</b>	<b>39,252</b>	<b>85,123</b>	<b>41,590</b>		<b>\$0</b>	<b>4.9705%</b>	<b>\$107,865</b>	22,742
Indio Corrections	425	1,517	532	0.0636%	\$1,380			(137)
Indian Wells	13,226	25,465	11,985		\$0	1.4324%	\$31,083	5,618
Jurupa Valley City	66,915	146,314	66,235		\$0	7.9159%	\$171,782	25,468
Elsinore (City)	45,701	107,593	47,621		\$0	5.6913%	\$123,507	15,914
La Quinta	30,998	61,472	28,056		\$0	3.3530%	\$72,764	11,292
Moreno Valley (County)	1,366	2,999	1,435	0.1715%	\$3,722			723
<b>Menifee</b>	<b>23,557</b>	<b>106,140</b>	<b>75</b>		<b>\$0</b>	<b>0.0090%</b>	<b>\$195</b>	(105,945)
<b>Morongo</b>	<b>3,164</b>	<b>7,789</b>	<b>2,463</b>		<b>\$0</b>	<b>0.2944%</b>	<b>\$6,388</b>	(1,401)
Moreno March	1,930	2,567	2,238	0.2675%	\$5,804			3,237
<b>Moreno Valley PD</b>	<b>143,616</b>	<b>346,964</b>	<b>135,093</b>		<b>\$0</b>	<b>16.1453%</b>	<b>\$350,368</b>	3,404
Palm Desert (County)	13,686	25,718	14,021	1.6757%	\$36,364			10,646
Perris (County)	33,236	57,009	36,722	4.3887%	\$95,240			38,231
<b>Perris (City)</b>	<b>52,388</b>	<b>103,608</b>	<b>53,236</b>		<b>\$0</b>	<b>6.3624%</b>	<b>\$138,069</b>	34,461
SIB	1,877	2,988	2,186	0.2613%	\$5,669			2,681
RASP	7,526	15,661	7,195	0.8599%	\$18,660			2,999
Riverside Corrections	881	1,696	1,071	0.1280%	\$2,778			1,082
SIB	-	-	0	0%	\$0			-
SIB Southwest	-	-	0	0%	\$0			-
SIB West	-	-	0	0%	\$0			-
<b>Rancho Mirage</b>	<b>24,348</b>	<b>40,763</b>	<b>21,698</b>		<b>\$0</b>	<b>2.5932%</b>	<b>\$56,274</b>	15,511
SAFE Task Force	53	-	86	0.0103%	\$223			223
<b>Soboba Reservation</b>	<b>2,262</b>	<b>-</b>	<b>3,482</b>		<b>\$0</b>	<b>0.4161%</b>	<b>\$9,031</b>	9,031
Southwest Corrections	607	1,560	787	0.0941%	\$2,041			481
Mt San Jacinto College	469	2,956	387	0.0463%	\$1,004			(1,952)
Southwest	19,577	40,138	20,114	2.4039%	\$52,166			12,028
<b>Palm Desert (City)</b>	<b>52,873</b>	<b>107,600</b>	<b>48,747</b>		<b>\$0</b>	<b>5.8259%</b>	<b>\$126,427</b>	18,827
Temecula	81,365	184,387	83,341		\$0	9.9603%	\$216,147	31,760
TRU	6,440	14,225	9,626	1.1504%	\$24,965			10,740
<b>Wildomar</b>	<b>17,857</b>	<b>35,021</b>	<b>17,669</b>		<b>\$0</b>	<b>2.1117%</b>	<b>\$45,825</b>	10,804
Coachella	20,024	45,981	18,704		\$0	2.2354%	\$48,509	2,528
Raid Task Force	573	1,231	1,219	0.1457%	\$3,162			1,931
Corrections Other	561	-	440	0.0526%	\$1,141			1,141
Other	4,327	527	3,069	0.3668%	\$7,960			7,433
<b>TOTALS</b>	<b>865,183</b>	<b>\$ 1,898,290</b>						<b>\$ 271,797</b>
<b>TOTAL TRANSACTIONS</b>			836,731					
<b>TOTAL PERCENTAGE</b>					100.00%			
<b>PERCENTAGE SPLIT</b>				23.92%		76.08%		
<b>COST</b>					\$519,168		\$1,650,920	<b>\$2,170,087</b>
					Contract City Revenue		\$1,650,920	

**CALCULATION OF RMS RATE 2022-2023**

Attachment B

Est Recoverable RMS Costs	<u>\$2,228,640</u>	ESTIMATED CLETS TRANS (Based on ACTUALS cumulative to 5/1/23	ESTIMATED RMS TRANS (Based on ACTUALS cumulative to 5/1/23	Estimated monthly cost based on actual transactions	Estimated Trans Cost YEARLY FY 22-23	Estimated Total FY 22-23
<b>RSO TRANSACTIONS (Includes contract city activity )</b>		6,204,947	28,123,939	\$ 180,841	\$ 2,170,088	
*****Contract City calculated on calls for service *****						
<b>OTHER OUTSIDE AGENCIES</b>				<b>Monthly</b>	<b>Yearly</b>	<b>Total</b>
BLYTHE PD	24,256	10,895	\$ 185	\$ 2,222	\$ 2,222	
CITY OF MURRIETA PD	0	114,425	603	7,233	7,233	
RPD	0	88,564	467	5,599	5,599	
UC RIVERSIDE PD	24,176	10,634	183	2,201	2,201	
<b>SUB TOTAL</b>	48,432	224,518	\$ 1,438	\$ 17,254	\$ 17,254	
<b>STATE AND FEDERAL AGENCIES</b>	<b>CLETS</b>	<b>RMS</b>				
ALCOHOL TOBACCO AND FIREARMS	-	-	\$ -	\$ -	\$ -	
BUREAU OF NARCOTICS ENFORCEMENT	-	-	-	-	-	
SUPERIOR COURTS	122,001	41,594	861.80	10,341.60	10,341.60	
CRC NORCO	19,226	1,842	110.98	1,331.81	1,331.81	
DRUG ENFORCEMENT AGENCY	-	-	-	-	-	
MARCH AIR FORCE BASE	25,888	4,433	159.73	1,916.73	1,916.73	
US MARSHALLS	-	-	-	-	-	
US PRETRIAL SERVICES	-	-	-	-	-	
<b>SUB TOTAL</b>						
This revenue collected under separate billings	167,115	47,869	\$ 1,133	\$ 13,590	\$ 13,590	
<b>OTHER COUNTY AGENCIES</b>						
COUNTY DEPT FIRE	1,063	341	\$ 7	\$ 89	\$ 89	
CHILD PROTECTIVE SERVICES	0	0	-	-	-	
DISTRICT ATTORNEY	154,315	41,690	1,033	12,390	12,390	
DEPARTMENT OF CHILDRENS SERVICES	0	0	-	-	-	
DEPARTMENT OF PUBLIC SOCIAL SERVICES	47,166	84,774	695	8,341	8,341	
PROBATION	66,705	42,267	574	6,889	6,889	
<b>SUB TOTAL OTHER CO AGENCIES</b>	269,249	169,072	\$ 2,309	\$ 27,708	\$ 27,708	
<b>TOTAL</b>	<b>484,796</b>	<b>441,459</b>			<b>\$58,553</b>	