

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



ITEM: 3.63
(ID # 25207)

MEETING DATE:
Tuesday, June 25, 2024

FROM : SHERIFF-CORONER-PA

SUBJECT: SHERIFF-CORONER-PA: Approval of Sheriff's Records Management Systems (RMS) Transaction Cost Allocation for FY 2023-24. Districts All. [\$2,068,518 – 74% Contract Revenue and 26% Sheriff's Budget]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the FY 2023-24 contract city cost allocation and the allied agency cost of \$0.0478 per transaction for access to the Sheriff's Records Management Systems (RMS) for a total cost of \$2,068,518.

ACTION:Policy


David Lelevier, Assistant Sheriff 6/6/2024

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: June 25, 2024
xc: Sheriff

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 2,068,518	\$	\$ 2,068,518	\$
NET COUNTY COST	\$ 529,774	\$	\$ 529,774	\$
SOURCE OF FUNDS: 74% Contract Revenue and 26% Sheriff's Budget			Budget Adjustment:	No
			For Fiscal Year:	23/24

C.E.O. RECOMMENDATION: Approve

BR: 24-082

Prev. Agn. Ref.:

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 2022-23 were \$2,068,518 and based on the estimated total transaction count of 43,249,291, this results in a per transaction fee for FY 2023-24 of \$0.0478.

Participating agencies will be billed \$59,995 based on current transactions. Contract Cities will be billed \$1,478,749 based on 850,214 actual transactions in FY 2022-23. The Sheriff's Department also utilizes the RMS system and budgets for its portion of the allocated costs.

This request is to approve the FY 2023-24 contract city cost allocation and the allied agency cost of \$0.0478 per transaction for access to the Sheriff's Records Management System (RMS). In FY 2022-23 the Board approved an RMS cost of \$0.0632 per transaction (June 6, 2023 Item 3.32). The FY 2023-24 RMS costs decreased by \$161,565 resulting from non-renewal of obsolete software, and the reduction on the number of dedicated personnel assigned to support the RMS operation. 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.

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

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.

Additional Fiscal Information

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

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



Rene Casillas, Internal Audits Chief 6/10/2024



Rebecca S. Cortez, Principal Management Analyst 6/14/2024

CALCULATION OF RMS RATE 2023-2024

Attachment B

Est Recoverable RMS Costs	<u>\$2,068,518</u>	ESTIMATED CLETS TRANS (ACTUALS Thru 3/31/2024 - Estimates Thru June 30, 2024)	ESTIMATED RMS TRANS (ACTUALS Thru 3/31/2024 - Estimates Thru June 30, 2024)	Estimated monthly cost based on actual transactions	Estimated Trans Cost YEARLY - FY23/24	Estimated Total - FY23/24
RSO TRANSACTIONS (Includes contract city activity)		7,814,089	34,180,801	\$ 167,377	\$ 2,008,523	
<i>*****Contract City calculated on calls for service *****</i>						
OTHER OUTSIDE AGENCIES				Monthly	Yearly	Total
BLYTHE PD	30,603	11,863	\$ 169	\$ 2,031	\$ 2,031	
CITY OF MURRIETA PD	-	143,576	572	6,867	6,867	
RPD	-	102,161	407	4,886	4,886	
UC RIVERSIDE PD	34,325	15,961	200	2,405	2,405	
SUB TOTAL	64,928	273,561	\$ 1,349	\$ 16,189	\$ 16,189	\$ 16,189
STATE AND FEDERAL AGENCIES		CLETS	RMS			
SUPERIOR COURTS	168,927	55,864	\$ 896	\$ 10,751	\$ 10,751	
CRC NORCO	24,409	3,447	111	1,332	1,332	
MARCH AIR FORCE BASE	28,405	4,809	132	1,589	1,589	
US MARSHALLS	-	-	-	-	-	
US PRETRIAL SERVICES	-	-	-	-	-	
SUB TOTAL	221,741	64,120	\$ 1,139	\$ 13,672	\$ 13,672	\$ 13,672
<i>This revenue collected under separate billings</i>						
OTHER COUNTY AGENCIES						
COUNTY DEPT FIRE	917	187	\$ 4	\$ 53	\$ 53	
DISTRICT ATTORNEY	236,520	53,664	1,157	13,879	13,879	
DEPARTMENT OF CHILDRENS SERVICES	-	-	-	-	-	
DEPARTMENT OF PUBLIC SOCIAL SERVICES	59,249	123,372	728	8,734	8,734	
PROBATION	96,329	59,811	622	7,468	7,468	
SUB TOTAL OTHER CO AGENCIES	393,016	237,033	\$ 2,511	\$ 30,134	\$ 30,134	\$ 30,134
TOTAL		679,685	574,715			\$59,995