

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



ITEM: 3.49
(ID # 29358)

MEETING DATE:

FROM : SHERIFF-CORONER-PA

Tuesday, December 09, 2025

SUBJECT: SHERIFF-CORONER-PA, PROBATION, PARKS, HUMAN RESOURCES, DEPARTMENT OF PUBLIC SOCIAL SERVICES, AND DISTRICT ATTORNEY: Authorize the Sheriff, Probation, Parks, Human Resources, Department of Public Social Services, and District Attorney to continue using the State of California Department of Justice for Fingerprint Background Check services for a total aggregate amount of \$14,225,000 for ten (10) years through December 31, 2035; All Districts [Not to Exceed Total Aggregate Cost \$14,225,000 - 15.8% General Fund, 10.2% State Fund, 12.4% Federal Fund, 21.2% ISF, 1% Park Revenue, 39.4% Fees Collected]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Authorize the Sheriff, Probation, Parks, Human Resources, Department of Public Social Services, and District Attorney to continue using the State of California Department of Justice for Fingerprint Background Check services for up to a total aggregate amount of \$14,225,000 for ten (10) years through December 31, 2035; and
2. Direct the Purchasing Agent to issue Purchase Orders for required services to the State of California Department of Justice not to exceed the BOS approved total aggregate amount of \$14,225,000 for ten (10) years through December 31, 2035;

ACTION:Policy


Christopher Wright, Chief Probation Officer 11/19/2025


Kyla R. Brown, General Manager 11/19/2025


Tami Douglas-Schatz, Director of Human Resources 11/20/2025


Charity Douglas, DPSS Director 11/20/2025

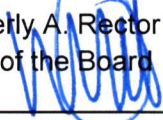

Jared Haringsma 11/21/2025


David Lelevier, Assistant Sheriff 11/24/2025

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: December 9, 2025
xc: Sheriff, Probation, Parks, HR, DPSS, DA

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	\$711,250	\$1,422,500	\$14,225,000	\$ 0
NET COUNTY COST	\$112,750	\$225,500	\$2,255,000	\$ 0
SOURCE OF FUNDS: 15.8% General Fund, 10.2% State Fund, 12.4% Federal Fund, 21.2% ISF, 1% Park Revenue, 39.4% Fees Collected			Budget Adjustment:	No
			For Fiscal Year:	25/26 - 35/36

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

BR: 26-070

Prev. Agn. Ref.: 06/10/25 3.62; 12/15/15 3.28; 02/10/04 3.19; 07/29/03 3.54

BACKGROUND:

Summary

The request before the Board is for authorization for Sheriff, Probation, Parks, Human Resources, Department of Public Social Services, and District Attorney to continue using the State of California Department of Justice (DOJ) for Fingerprint Background Check services for up to a total aggregate amount of \$14,175,000 for ten (10) years through December 31, 2035. The DOJ is the only entity authorized to maintain the identification system and provide criminal background report and identification verification services to local law enforcement and other government agencies.

Since 2002, various county departments have submitted electronic fingerprints to the California Department of Justice (DOJ) for a variety of reasons: to perform background checks on potential employees, foster parents, adoptive parents, child caregivers, relative caregivers, and for criminal and non-criminal information. The DOJ maintains a statewide network of equipment and procedures as required by California Penal Code Section 13000 that allows local law enforcement agencies direct access to this identification system. The Sheriff's Department also utilizes the DOJ for laboratory alcohol analysis, breath testing equipment and maintenance, and certified breath test operator training as required by Title 17, California Code of Regulations brought to the Board as a separate item (M.O. 3.62 dated 06/10/25).

Impact on Residents and Businesses

There is no negative impact on residents or businesses. These services are to pay for fingerprint verification for criminal background checks of potential employees and those the County may do business with. This information helps law enforcement prosecute offenders and increases the safety and security of county offices and those in the County's care.

Additional Fiscal Information

The estimated annual costs for the departments are based on prior year expense history with the DOJ:

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

Department	Est. Ann. Spend	Source of Funds	Total General Fund
District Attorney	\$ 30,000	(100% General Fund)	\$ 30,000
DPSS	\$ 300,000	(35% State, 55% Federal and 10% General Fund)	\$ 30,000
DPSS IHSS PA	\$ 30,000	(29% State, 36% Federal and 35% General Fund)	\$ 10,500
Human Resources	\$ 300,000	(100% Internal Service Fund)	\$ -
Parks	\$ 12,500	(100% Park Revenue)	\$ -
Probation	\$ 50,000	(70% State Funds and 30% General Fund)	\$ 15,000
Sheriff	\$ 700,000	(80% Fees Collected and 20% General Fund)	\$ 140,000
Estimated Total Annual Spend:	\$ 1,422,500	Estimated Total Annual General Fund Spend:	\$ 225,500

Contract History and Price Reasonableness

California Penal Code Section 13000 (d) authorizes the DOJ to charge the actual cost for supporting the fingerprint ID system.

Ordinance 459 Section 7, Category II, Subsection e. services rendered by any federal, state, or local government agency allows for award without bidding due to the nature of collaboration and partnership of beneficial programs with government entities.

ATTACHMENTS:

None

Melissa Curtis
Melissa Curtis, Deputy Director of Purchasing and Fleet

11/24/2025

Rebecca S Cortez
Rebecca S Cortez, Principal Management Analyst

12/2/2025