

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



ITEM: 3.21  
(ID # 29922)

MEETING DATE:  
Tuesday, March 03, 2026

FROM : PROBATION

**SUBJECT:** PROBATION DEPARTMENT: Authorize the Riverside County Probation Department to utilize the California Board of State and Community Corrections Mobile Probation Service Center Grant for the purchase of two (2) vehicles not to exceed the amount of \$200,000 and two (2) cooling stations not to exceed the amount of \$50,000; All Districts. [Total Cost \$250,000; 100% Board of State and Community Corrections Grant] 4/5 Vote Required

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

1. Authorize the Riverside County Probation Department to utilize the current California Board of State and Community Corrections Mobile Probation Service Center Grant for the purchase of two (2) vehicles not to exceed \$200,000; and
2. Authorize the Riverside County Probation Department to utilize the current California Board of State and Community Corrections Mobile Probation Service Center Grant for the purchase of two (2) cooling stations not to exceed \$50,000; and
3. Direct the Purchasing Agent to issue purchase orders following a competitive bidding process for two (2) vehicles and two (2) cooling stations; not to exceed a total aggregate amount of \$250,000; and
4. Approve and direct the Auditor-Controller to make budget adjustments as outlined in the attached Schedule A for Fiscal Year 2025/2026.

**ACTION:** 4/5 Vote Required, Policy

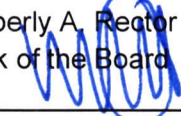
*Christopher Wright*  
Christopher Wright, Chief Probation Officer 2/10/2026

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MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Perez, and Gutierrez  
Nays: None  
Absent: Washington  
Date: March 3, 2026  
xc: Probation

Kimberly A. Rector  
Clerk of the Board  
By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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<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>	\$ 250,000	\$0	\$250,000	\$0
<b>NET COUNTY COST</b>	\$ 0	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b> Board of State and Community Corrections Grant - 100%			<b>Budget Adjustment:</b>	Yes
			<b>For Fiscal Year:</b>	2025/2026

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

**BACKGROUND:**

**Summary**

On May 09, 2023, the Board of Supervisors approved item 3.24 which accepted the Mobile Probation Service Centers Grant Program Award from the California Board of State and Community Corrections (BSCC). BSCC awarded Riverside County \$1,709,585 in grant funding to purchase and create these mobile probation service centers. The mobile probation service centers are designed to facilitate court appearances and pre-trial check-ins; complete needs assessments; and identify housing, employment, and other related services.

The Department was unable to expend the funds within the original grant period and received an extension to utilize the remaining funds; all funds must be encumbered by March 15, 2026. As part of the Mobile Service Center grant, the Riverside County Probation Department has identified operational needs that directly impact service delivery, client safety, and continuity of operations, and proposes to utilize the remaining grant funds as follows. First, the Department has identified the need for the purchase of two passenger vans to support timely and reliable transportation of clients to and from court appearances and treatment providers, which is essential to maintaining service delivery and compliance requirements. Second, the Department has identified the need for the purchase of two mobile cooling centers to mitigate health and safety risks to clients and staff during periods of extreme heat and to ensure uninterrupted field-based assessments and interviews. The Department will work collaboratively with Purchasing and Fleet Services to develop specifications and solicit competitive bids for the passenger vans and mobile cooling centers.

**Impact on Residents and Businesses**

Approval of this action will have a positive impact on Riverside County residents by supporting the timely delivery of probation services, promoting client safety, and reducing service disruptions caused by transportation limitations or extreme heat conditions. Improved access to court appearances and treatment services helps minimize delays that could affect public safety and court operations. There is no anticipated negative fiscal or operational impact on local businesses. The proposed use of grant funds supports continued Mobile Service Center operations without requiring additional County General Fund resources.

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**Additional Fiscal Information**

The proposed purchases will be fully funded through the Mobile Service Center Grant and will not result in an increase to County General Fund expenditures. Approval of this item authorizes and directs the Auditor-Controller to make budget adjustments for Fiscal Year 2025/2026, as outlined in the attached Schedule A.

**ATTACHMENTS:**

- Schedule A – Mobile Probation Services Center Grant Program Funding
- BSCC Mobile Probation Services Center Grant Award Notification
- Grant Agreement Amendment - Mobile Probation Services Center Grant

  
Brett Austin, Supervising Accountant 2/17/2026

  
Melissa Curtis, Deputy Director of Purchasing and Fleet 2/13/2026

  
Rebecca S Cortez, Principal Management Analyst 2/25/2026

# RESOLUTION

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on Tuesday, March 3, 2026, that the Chair is authorized and directed to execute on behalf of said County the Standard Agreement ID: BSCC 387-22, Amendment No. 1 between Riverside County and the California Board of State and Community Corrections providing for: Mobile Probation Service Center Grant for the purchase of two (2) vehicles not to exceed the amount of \$200,000, and two (2) cooling stations not to exceed the amount of \$50,000.

ROLL CALL:

Ayes: Medina, Spiegel, Perez and Gutierrez

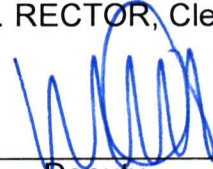
Nays: None

Absent: Washington

Abstain: None

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

KIMBERLY A. RECTOR, Clerk of the Board

BY:  \_\_\_\_\_  
Deputy

**From:** [Copeland, Tiki](#)  
**To:** [Copeland, Tiki](#)  
**Subject:** FW: Mobile Probation Service Centers Grant - Riverside County Probation Department Funding Notification  
**Date:** Thursday, April 20, 2023 5:48:42 PM

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**From:** Goodridge, Ricardo@BSCC <[Ricardo.Goodridge@bscc.ca.gov](mailto:Ricardo.Goodridge@bscc.ca.gov)>  
**Sent:** Friday, April 14, 2023 11:02 AM  
**To:** Beam, Jason <[Jbeam@RIVCO.ORG](mailto:Jbeam@RIVCO.ORG)>  
**Cc:** BSCC MobileProbation <[MobileProbation@bscc.ca.gov](mailto:MobileProbation@bscc.ca.gov)>; Holstien, Jessica <[Jholstien@RIVCO.ORG](mailto:Jholstien@RIVCO.ORG)>  
**Subject:** Mobile Probation Service Centers Grant - Riverside County Probation Department Funding Notification

Good Morning Assistant Division Director Jason Beam,

Please accept this official notification that a Mobile Probation Service Centers Grant award to your organization in the amount of \$1,709,585 was approved by the Board of State and Community Corrections (BSCC) at its meeting on April 13, 2023, congratulations! Please see the official press release [here](#).

We will need a number of documents from you to verify eligibility for funding and to begin the contract process. The staff working on this process will reach out to you shortly.

The Request For Proposal stated awardees would be required to participate in a New Grantee Orientation to review program requirements, invoicing and budget modification processes, data collection and reporting requirements, as well as other grant management and monitoring activities. I will send additional information out regarding this meeting in the near future, but anticipate a virtual meeting will be held in **June 2023**. Please note, you may start your program on or after **May, 1, 2023** once the Grant Agreement is signed by both parties.

Sincerely,

**Ricardo Goodridge**

Deputy Director, Corrections Planning and Grant Programs  
BOARD OF STATE AND COMMUNITY CORRECTIONS  
2590 Venture Oaks Way, Suite 200, Sacramento, CA 95833  
<http://www.bscc.ca.gov>  
email [ricardo.goodridge@bscc.ca.gov](mailto:ricardo.goodridge@bscc.ca.gov)  
LEADERSHIP ★ EXCELLENCE ★ SUPPORT

**STANDARD AGREEMENT**

STD 213A (Rev. 07/2019)

AGREEMENT NUMBER

AMENDMENT NUMBER

Purchase Authority Number

**BSCC 387-22****1****BSCC-5227** CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

**BOARD OF STATE AND COMMUNITY CORRECTIONS**

CONTRACTOR NAME

**Riverside County Probation Department**

2. The term of this Agreement is:

START DATE

**May 1, 2023**

THROUGH END DATE

**September 30, 2027**

3. The maximum amount of this Agreement after this Amendment is:

**\$1,709,585.00**

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

This amendment adds one year to the Purchase Period of the grant agreement. The new Purchase Period end date is March 15, 2026.

Exhibit B: Budget Detail and Payment Provisions is amended by replacing the prior Exhibit B, Item 1. Invoicing and Payment with the attached Exhibit B, Item 1. Invoicing and Payments.

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

**Riverside County Probation Department**

CONTRACTOR BUSINESS ADDRESS

**3960 Orange St, Ste 600**

CITY

**Riverside**

STATE

**CA**

ZIP

**92501**

PRINTED NAME OF PERSON SIGNING

**Christopher H. Wright**

TITLE

**Chief Probation Officer**

CONTRACTOR AUTHORIZED SIGNATURE



DATE SIGNED

**August 26, 2025****CONTRACTING AGENCY**

CONTRACTING AGENCY NAME

**BOARD OF STATE AND COMMUNITY CORRECTIONS**

CONTRACTING AGENCY ADDRESS

**2590 Venture Oaks Way, Ste 200**

CITY

**Sacramento**

STATE

**CA**

ZIP

**95833**

PRINTED NAME OF PERSON SIGNING

**Colleen Curtin**

TITLE

**Deputy Director**

CONTRACTING AGENCY AUTHORIZED SIGNATURE



DATE SIGNED

FORM APPROVED COUNTY COUNSEL  
BY: *USA Sanchez*  
DATE: *8/20/2025*

**EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. INVOICING AND PAYMENTS**

- A. The Grantee shall be paid quarterly in arrears by submitting an invoice (Form 201) to the BSCC that outlines actual expenditures claimed for the invoicing period.

**Project Invoicing Periods:**

1. May 1, 2023 to June 30, 2023
2. July 1, 2023 to September 30, 2023
3. October 1, 2023 to December 31, 2023
4. January 1, 2024 to March 31, 2024
5. April 1, 2024 to June 30, 2024
6. July 1, 2024 to September 30, 2024
7. October 1, 2024 to December 31, 2024
8. January 1, 2025 to March 15, 2025
9. March 16, 2025 to June 30, 2025
10. July 1, 2025 to September 30, 2025
11. October 1, 2025 to December 31, 2025

**Invoice Due Date:**

- August 15, 2023  
November 15, 2023  
February 15, 2024  
May 15, 2024  
August 15, 2024  
November 15, 2024  
February 15, 2025  
April 30, 2025  
August 15, 2025  
November 15, 2025  
February 15, 2026

**Final Local Evaluation Invoice Period:**

12. January 1, 2026 to March 15, 2026

**Due No Later Than:**

- April 30, 2026

- B. All project expenses must be incurred by the end of the purchase period, March 15, 2026, and included on the final invoice due April 30, 2026. Project expenditures incurred after March 15, 2026 will not be reimbursed.
- C. Grantee shall submit an invoice to the BSCC each invoicing period, even if grant funds are not expended or requested during the invoicing period.
- D. Upon the BSCC's request, supporting documentation must be submitted for project expenditures. Grantees are required to maintain supporting documentation for all expenditures on the project site for the life of the grant and make it readily available for review during BSCC site visits. See Exhibit A. Scope of Work, Item 6. Project Records.

**Schedule A**

**Riverside County Probation Department  
Mobile Probation Services Center Grant  
Program Funding  
Fiscal Year 2025/2026**

**Increase Appropriations:**

10000-2600200000-546380	Vehicle-Other	\$200,000
10000-2600200000-546160	Equipment-Other	\$50,000

**Increase Estimated Revenue:**

10000-2600200000- 755180	CA-From Other St Govt Agencies	\$250,000
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