



County of Santa Cruz

Sheriff-Coroner

701 Ocean Street, Suite 340, Santa Cruz, CA 95060
(831) 454-2440 FAX: (831) 454-2353

Mark Tracy
Sheriff-Coroner

October 11, 2001

Agenda: November 6, 2001

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

RE: PUBLIC SAFETY JOB FAIR

Dear Members of the Board:

As you are aware, public safety agencies throughout the region, and in Santa Cruz County, have experienced difficulty in recruiting and hiring qualified employees. The Sheriff's Office Recruitment and Hiring Unit frequently participates in regional job fairs in an effort to recruit potential employees. While there have been general job fairs in Santa Cruz County, there has not been a job fair dedicated to public safety. This letter is intended to provide your Board with background information and request authorization for the Santa Cruz County Sheriff's Office Recruitment and Hiring Unit to participate in a Public Safety Job Fair.

The Sheriff's Office Recruitment and Hiring Unit has identified the need to organize a public safety job fair in an effort to recruit potential employees. In coordination with the Santa Cruz County Personnel Department and various agencies, the Recruitment and Hiring Unit has tentatively scheduled, upon your Board's approval, the date of February 21, 2002, at the Simpkins Family Swim Center Conference Facility to hold and facilitate a job fair dedicated to public safety. The Personnel Department has agreed to provide a representative and will proctor an on-site written examination for attendees. The Recruitment and Hiring Unit will further contact potential participating employers and obtain a commitment for payment of associated costs, make arrangements for the facility, initiate advertising, and coordinate activities for the job fair. Many public safety employers have indicated their intention to participate including:

1. Santa Cruz Police Department
2. Watsonville Police Department
3. Aptos-La Selva Fire Department
4. Central Fire Department
5. Watsonville Fire Department

- 6. NETCOM Communications
- 7. First Alarm Security Company
- 8. Scotts Valley Fire Department
- 9. American Medical Response
- 10. California Department of Forestry
- 11. California Highway Patrol
- 12. Salinas Police Department
- 13. Monterey Police Department
- 14. Monterey County Sheriff
- 15. Pacific Grove Police Department
- 16. Carmel Police Department
- 17. Salinas Fire Department
- 18. Monterey County Dispatch Center
- 19. California State Parks

Several other agencies have expressed interest and it is anticipated that at least **20** agencies will participate. Participating agencies will pay a fee of \$300 to rent space at the fair which will help cover the various event expenses including advertising fees and furniture rental. The Sheriffs Office fiscal unit will bill participating employers. The total revenue of **20** agencies paying a **\$300** participation fee is **\$6,000**.

The anticipated cost for the facility is \$339, including Parks Department staff time. The facility will be rented for eight hours to allow for setting-up and taking down the **21** six-foot tables, pipe and draped booths with identification signs provided by Tricord Tradeshow Services. Their fee of **\$1,065** includes delivery and pickup of the supplies. "Pleasure Pizza" will provide refreshments and **12** pizzas at this event in the amount of **\$188**. In addition, we have contacted various types of media to advertise this event for a cost of **\$4,408**.

The total expenditures and anticipated revenue for the event is **\$6,000**. Furthermore, Risk Management was contacted on October 2, 2001 and indicated no additional insurance coverage is necessary.

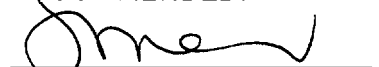
It is, therefore, RECOMMENDED that your Board authorize the Santa Cruz County Sheriffs Office Recruitment and Hiring Unit to participate in the Public Safety Job Fair and adopt resolution accepting and appropriating unanticipated revenue in the amount of **\$6,000**.

Sincerely,

by: 
 MARK TRACY
 Sheriff-Coroner


 DANIA TORRES WONG
 Personnel Director

RECOMMENDED:


 SUSAN A. MAURIELLO
 County Administrative Officer

Cc/ Sheriff -Coroner
 Risk Management
 Personnel
 Auditor

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA**

0081

Resolution No. _____

On the motion of Supervisor _____

duly seconded by Supervisor _____

the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is a recipient of funds from Public Safety Job Fair 2002
for Administration Bureau program; and

WHEREAS, the County is recipient of funds in the amount of \$6,000.00 which are
either in excess of those anticipated or are not specifically set forth in the current fiscal year
budget of the County; and

WHEREAS, pursuant to Government Code Section 29130 (c) / 29064 (b), such funds may be
made available for specific appropriation by four-fifths vote of the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County
Auditor-Controller accept funds in the amount of \$6,000.00 into

Department Sheriff-Coroner

<u>TIC</u>	<u>index Number</u>	<u>Revenue Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
<u>1</u>	<u>661100</u>	<u>2384</u>	<u>Other Revenue</u>	<u>\$6,000.00</u>

and that such funds be and are hereby appropriated as follows:

<u>T/C</u>	<u>index Number</u>	<u>Expenditure Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
<u>021</u>	<u>661100</u>	<u>3665</u>	<u>Profess. & Spec. Svs</u>	<u>\$4,408.00</u>
<u>021</u>	<u>661100</u>	<u>3810</u>	<u>Rents & Leases</u>	<u>\$1,404.00</u>
<u>021</u>	<u>661100</u>	<u>3451</u>	<u>Miscellaneous</u>	<u>\$188.00</u>

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and
that the Revenue(s) (has been) (will be) received within the current fiscal year.

By 
Department Head

Date October 23, 2001

COUNTY ADMINISTRATIVE OFFICER

CH
/ / Recommended to Board
/ / Not recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, 20____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS _____
NOES: SUPERVISORS _____
ABSENT: SUPERVISORS _____

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:
Date _____
Hanya Oberhelman III
County Counsel

APPROVED AS TO ACCOUNTING DETAIL:
Date *10/24/01*
Adm J. Vile
Additor-Controller

Distribution:
Auditor-Controller
County Counsel
County Administrative Officer
Originating Department