

Office of Labor Relations
Steve Lakich, Director



County Executive
Terry Schutten

County of Sacramento

June 15, 2006

Dave Swim, Labor Consultant
Sacramento County Deputy Sheriffs' Association
1700 I Street, Suite 100
Sacramento, CA 95814

Re: Office of Inspector General

Dear Dave:

This is to confirm the agreement reached in the 2006 negotiations that the County of Sacramento and the Sacramento Sheriff's Department shall create and establish the Office of the Inspector General. This Inspector General shall be a single contract position recommended by the Sheriff and the Chair of the Board of Supervisors with the concurrence of the Sacramento County Deputy Sheriffs' Association (SCDSA) and the Law Enforcement Managers' Association (LEMA).

The Inspector General would inform and advise the Board of Supervisors, the County Executive and the Sheriff relative to the duties and responsibilities of the Inspector General which will be as follows:

1. To monitor ongoing administrative investigations of citizen complaints.
2. To review completed administrative investigations.
3. Advise the Sheriff, County Executive, and Board of Supervisors in closed session, to the extent permitted by the Ralph M. Brown Act, which administrative investigations, if any, appear incomplete or otherwise deficient and provide reasons for his/her determination.
4. To produce, after consultation with the Sheriff and County Counsel, an annual report to the Board of Supervisors (a) evaluating the effectiveness of existing policies, practices, and regulations; (b) analyzing issues, trends, patterns; (c) identifying pervasive and emerging problems, and (d) recommending ways to improve the complaint process. This report shall conform to the confidentiality requirements of § 832.7 of the California Penal Code.
5. To independently re-interview complainants and citizen witnesses in exceptional cases.

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[Signature]

Under no circumstances will the name of the employee subject to the investigation be revealed in a public session

6. To accept complaints for forwarding to Internal Affairs or other appropriate authorities.
7. To serve as a liaison with complainants who otherwise would be unfamiliar with, or intimidated by, the investigative process.

8. To mediate disputes between the public and the Sheriff's Department, upon the invitation of the Sheriff.
9. To advise the Sheriff on the establishment of an "early warning system" which can identify patterns of employee behavior and actions that may lead to misconduct or pose safety concerns.

If SCDSA agrees with the above, please sign as indicated.

Sincerely yours,

Concur,

Steve Lakich, Director
Office of Labor Relations

Steve Fisk, President
SCDSA

George Anderson, Chief Deputy
Sheriff's Department

Dave Swim, Labor Consultant
SCDSA