



AGENDA STAFF REPORT

Control: 26001427

MEETING DATE: 06/23/2026
LEGAL ENTITY TAKING ACTION: Board of Supervisors
BOARD OF SUPERVISORS DISTRICT(S): District 2
SUBMITTING AGENCY/DEPARTMENT: Sheriff-Coroner
DEPARTMENT CONTACT PERSON(S): Howard McCulloch, 714-647-1807
 David Main, 714-538-2712

SUBJECT: Retroactive Payment of Rancho Santiago Community College District Invoices

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	No Legal Objection	DISCUSSION
		3 Votes Board Majority

Budgeted: Yes	Current Year Cost: \$420,801	Annual Cost: N/A
Staffing Impact: No		Sole Source: Yes
Current Fiscal Year Revenue: N/A	Funding Source: GF: 100%	County Audit in Last 3 years: No
Levine Act Review Completed? N/A		
Prior Board Action: N/A		

RECOMMENDED ACTION(S):

Retroactively approve payment of Rancho Santiago Community College District, invoices for tuition/registration fees for Criminal Justice Classes in the amount of \$420,801.

SUMMARY:

Retroactive approval of the Rancho Santiago Community College District invoices will allow the Sheriff-Coroner Department to continue to contract for tuition/registration fees for Criminal Justice Classes.

BACKGROUND INFORMATION:

The Rancho Santiago Community College District (District) provides the Sheriff-Coroner Department’s (Sheriff) law enforcement training in support of the Sheriff’s Criminal Justice Academy (Academy). The District provides all of the necessary supplies and equipment to successfully present the Peace Officer Standards and Training (POST) Regular Basic Course Academy program, POST Advanced Officer Training (AOT), and Standards and Training for Corrections (STC). Additionally, in order for the District and the County to receive funding for the students enrolled in these classes, the District must possess the ability to access Full Time Equivalent Student funding from the State of California. Recruits attending the Academy, as well as department members attending AOT and STC courses, obtain college credits for their training. In order to receive college credits, the recruits and department members must be registered as

students at Santa Ana College within the District. The Academy is located within the attendance area of Santa Ana College.

The contract which these invoices are issued against is a sole source contract. Presently, no other community college can provide such facilities to accommodate the training needs to present this program to the Academy recruits and department members. Per Title 5 of the California Code of Regulations, California Community College Districts have exclusivity within their respective districts to enter into instructional service agreements.

Sheriff requests the Board of Supervisors retroactively approve payment for the District invoices (See Attachment A). These invoices are retroactive due to a contract overrun caused by the District's delays in submitting timely invoices to County. The District was relying upon an antiquated and largely manual process for invoicing the County, resulting in invoicing delays between twelve to eighteen months. Since the agreement's expiration, the District has assigned a Business System Analyst to the invoicing project thus resulting in the development of a much-improved invoicing process that will enable both Sheriff and the District to share and access real-time information. This will provide greater visibility into data on both sides, allowing both parties to proactively track progress and address any issues before they cause delays with the production of timely and accurate invoices moving forward. Sheriff Staff have worked in cooperation with the District throughout this process to ensure the open sharing of information, establish mutually beneficial workflow processes, and in validating invoice data. Though the invoices presented as part of this request total \$466,252, \$45,452 are apportioned to the new contract term that began on August 13, 2025, with the remaining sum of approximately \$420,801 being subject to the retroactive payment request.

Contractor performance has been confirmed as satisfactory.

Sheriff has verified that there are no concerns that must be addressed with respect to contractor's ownership/name, litigation status or conflicts with County interests. The Orange County Preference Policy is not applicable to these retroactive invoices.

FINANCIAL IMPACT:

Appropriations for these invoices are included in Sheriff-Coroner's FY 2025-26 Budget for Budget Control 060.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - Invoices