



# COUNTY OF SAN DIEGO

## AGENDA ITEM

### BOARD OF SUPERVISORS

PALOMA AGUIRRE  
First District

JOEL ANDERSON  
Second District

TERRA LAWSON-REMER  
Third District

MONICA MONTGOMERY STEPPE  
Fourth District

JIM DESMOND  
Fifth District

**DATE:** November 4, 2025 and November 18, 2025

# 14

**TO:** Board of Supervisors

### SUBJECT

**SUNSET REVIEW OF BOARD OF SUPERVISORS POLICIES AND COUNTY ADMINISTRATIVE CODE ARTICLES ASSIGNED TO THE PUBLIC SAFETY GROUP AND RESOLUTION TO CLOSE THE COURTHOUSE CONSTRUCTION FUND (11/4/25 - FIRST READING; 11/18/25 - SECOND READING, UNLESS THE ORDINANCES ARE MODIFIED ON SECOND READING) (DISTRICTS: ALL)**

### OVERVIEW

In accordance with Board of Supervisors (Board) Policy A-76, Sunset Review Process, the Public Safety Group periodically reviews Board policies and provisions of the County of San Diego (County) Administrative Code and Regulatory Code to ensure they reflect current Board standards and practices, that obsolete policies and Code provisions are removed, and that policy language is revised for clarity accordingly.

Today's actions seek Board approval to extend the sunset date for certain policies and code provisions that have been determined no amendments are necessary, approve the proposed amendments to policies deemed necessary, and approve the introduction of ordinances (first reading) to amend the corresponding administrative codes with needed changes. If the Board takes action as recommended, then the ordinances will be scheduled for adoption on November 18, 2025. Today's action also seeks to adopt a resolution to close the courthouse construction fund which is no longer needed.

### RECOMMENDATION(S)

#### CHIEF ADMINISTRATIVE OFFICER

1. Determine no change is necessary and establish the new sunset review date of December 31, 2032, for the following Board of Supervisors Policies and Administrative Code provisions:
  - a. Administrative Code Article II, Section 26 Definitions – District Attorney
  - b. Administrative Code Article III, Section 66.2 General Rules – District Attorney's Asset Forfeiture Program
  - c. Administrative Code IIIs, North County Gang Commission
  - d. Board Policy E-7, Disposition of Remains of Deceased Indigents

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2. Approve amendments and the sunset review date of December 31, 2032 for the following Board of Supervisors Policies:
  - a. A-92, Juvenile Justice
  - b. A-132, Gender-Responsive Services for Juvenile Female offenders and At-Risk Young Women and Girls
  - c. B-69, Allocation of County Penalty Assessment Funds
  - d. K-9, Emergency Medical Services – Ambulance Services
  - e. K-12, Emergency Medical System Management
  - f. L-1, Narcotics Law Enforcement
3. Adopt a Resolution entitled RESOLUTION OF THE COUNTY OF SAN DIEGO BOARD OF SUPERVISORS, STATE OF CALIFORNIA, CLOSING THE COURTHOUSE CONSTRUCTION FUND AND REDUCING RELATED PENALTIES ASSESSED FOR PARKING VIOLATIONS
4. Approve the introduction of Ordinances (First Reading):

AN ORDINANCE AMENDING ARTICLE III SECTION 66.1 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE SHERIFF’S OFFICE

AN ORDINANCE AMENDING ARTICLE III SECTION 66.4 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE PROBATION DEPARTMENT

If, on November 4, 2025, the Board takes action as recommended by recommendation 4, then, on November 18, 2025:

1. Approve the adoption of Ordinances (Second Reading):

AN ORDINANCE AMENDING ARTICLE III SECTION 66.1 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE SHERIFF’S OFFICE

AN ORDINANCE AMENDING ARTICLE III SECTION 66.4 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE PROBATION DEPARTMENT

2. Approve the sunset review date of December 31, 2032, for these ordinances.

## **EQUITY IMPACT STATEMENT**

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County departments are guided by several Regulatory Codes, Administrative Codes, and Board policies to serve the region and customers consistently and equitably. The periodic review of County codes and policies ensures that departments keep documents up to date, provide clarifying language, and continue to guide departmental practices. Additionally, this practice allows the language within these codes and policies to align with current efforts and to reflect inclusivity.

**SUSTAINABILITY IMPACT STATEMENT**

This action to review County Administrative and Regulatory Codes aligns with the goal to promote opportunities for community engagement and supports the sustainability of governmental practices and services. Updates proposed in today’s action are meant to ensure that codes and policies are up to date, reflect current processes, and are needed to continue services and responsibilities to the region.

**FISCAL IMPACT**

There is no net fiscal impact associated with the proposal to establish new sunset dates for these Board Policies and Administrative Codes. For the Allocation of County Penalty Assessment Funds, any funds collected in the Courthouse Construction Special Revenue Fund prior to October 1, 2025, were applied to the Hall of Justice debt service payment. The last payment to for the Hall of Justice debt was October 1, 2025, which terminates any further collection of funds for this purpose. There will be no change in net General Fund cost and no additional staff years.

**BUSINESS IMPACT STATEMENT**

N/A

**ADVISORY BOARD STATEMENT**

N/A

**BACKGROUND**

In accordance with Board of Supervisors (Board) Policy A-76, Sunset Review Process, the Public Safety Group periodically reviews Board policies and provisions of the County of San Diego (County) Administrative Code and Regulatory Code to ensure they reflect current Board standards and practices, that obsolete policies and Code provisions are removed, and that policy language is revised for clarity accordingly.

**Recommendation #1**

The Board Policies and Administrative Code provisions listed in Recommendation #1 have been reviewed by County staff, and staff recommends that no changes are necessary. The recommendation requests approval of a new sunset date of December 31, 2032, for these policies and code provisions.

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**Recommendation #2**

The Board Policies in Recommendation #2 have been reviewed by County staff and staff recommends the following changes to these policies, as well as the approval of a sunset date of December 31, 2032.

**a. A-92, Juvenile Justice**

Proposed revisions to this policy include using person first, youth centered, and culturally responsive language such as “youth involved in delinquent behavior” in place of “delinquent youth” and “youth who commit offenses” in place of “offenders.” Language was also updated to “evidence-based” in place of “evidence-informed.” Proposed revisions also include an additional recommendation to consider the practical applicability of adolescent brain science and other proven research around approaches to at-risk or justice involved youth; consideration for programs and supportive services for youth who are amendable to be rehabilitated to support prevention or entry into the criminal justice system, and utilization of all available resources and rehabilitative means focused on the least restrictive system of care to avoid transferring youth to the adult criminal court system. Other changes include additional culturally responsive language updates.

**b. A-132, Gender-Responsive Services for Juvenile Female Offenders and At-Risk Young Women and Girls**

Proposed revisions to this policy include using person first, youth centered, and culturally responsive language including modifying the name of the policy to “Gender-Responsive Services for At-Risk Juvenile Justice System Young Women and Girls.” Repeated use of “young women and girls” was simplified to “this population.” Changes in the background contribute to greater understanding of the unique experience of young women and girls of color such who are at greater risk of adultification which can lead to negative consequences and perceptions of culpability. Additional changes in the background include adding healthy relationships to what services should encourage, acknowledging that young women or girls on probation are more likely to suffer from anxiety and depression than their male counterparts, as well as suffer from biases around adultification. In Program and Policy Priorities, changes include removal of reference to Community Assessment Teams and instead include references to diversion programs broadly. Additionally, in Program and Policy Priorities, language was added to clarify that priorities include early prevention, diversion, and intervention services and that gender-responsive diversion programs must provide a holistic approach that is trauma informed and culturally responsive to empower self-reliance. Other changes include additional culturally responsive language updates.

**c. B-69, Allocation of County Penalty Assessment Funds**

Changes to this policy include the closure of the Courthouse Construction Fund, as the debt service has been completed and the fund is no longer needed, with the remaining

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balance transferred to the State Court Facilities Construction Fund including any residual amounts that may accrue after it is closed.

**d. K-9, Emergency Medical Services – Ambulance Services**

Proposed revisions include the addition of the word “transportation” and jurisdiction-based language in the purpose of the policy, as well as provisions about how every resident and visitor has equal access to emergency ambulance transportation services, and the removal of unnecessary and outdated language in the background section. Policy language changes include the addition of provisions such as the medical direction and oversight of ambulance services remain under the authority of the Board-designated Local EMS Agency (LEMSA), with San Diego County Fire Protection District responsible for providing and/or managing ambulance transportation services in the areas where the County has responsibility and in future Exclusive Operating Areas where the County may assume responsibility once existing contracts expire. Additional changes include adding the goal of the LEMSAs and San Diego County Fire Protection District to improve emergency medical services and patient outcomes for all residents, increasing the availability of critical resources and ensuring patients receive an appropriate level of care during a medical emergency. Lastly, the funding for the existing and future emergency ambulance services was changed to indicate that it will be from cost-recovery fees/ ambulance bills, property taxes, and, as needed, General Purpose Revenue.

**e. K-12, Emergency Medical System Management**

Proposed revisions to this policy include the removal of unnecessary and outdated language and updates to California Health and Safety Code Section references. Additions of language were included such as providing access to the County-operated regional emergency medical services communications system and the establishment of standards for its equipment and usage for prehospital providers, fee schedule and cost recovery for the credentialing of EMS providers and their training entities, specified that through LEMSAs specialty care programs and care centers should include critical injuries, cardiac emergencies, strokes and other hospital-based services, and a provision was included to ensure LEMSAs focus on patient centered care to promote high-quality, evidence-based and equitable EMS and critical care in San Diego County.

**f. L-1, Narcotics Law Enforcement**

The proposed revisions to this policy include updating Sheriff’s “Department” to Sheriff’s “Office.”

**Recommendation #4 and November 18, 2025 Recommendations**

County staff have reviewed and recommend changes to the below listed Administrative Code provisions. Recommendation #4 is the first of two steps in approving changes to the Administrative

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Code. If approved, the ordinances that are being submitted for introduction and first reading on November 4, 2025, would return for a second reading and consideration on November 18, 2025. On November 4, 2025, the Board may also consider a sunset review date of December 31, 2032, for these code provisions.

- a. Administrative Code Article III Section 66.1 Sheriff’s Asset Forfeiture Program**  
The proposed revisions include replacing the word “moneys” with “monies” throughout the ordinance. In the Background section changes included the removal of “to him” and an outdated policy manual paragraph reference, as well as updating Sheriff’s “Department” to Sheriff’s “Office.” Within the Forfeited Cash Assets section, “Tribal” law enforcement was added, and in the Program Accountability section the removal of the word “Panel” and addition of “Committee” was included.
  
- b. Administrative Code Article III Section 66.4 Chief Probation Officer Forfeiture Program**  
The proposed changes include replacing “him” with “them” in the background section of the ordinance.

Today’s actions seek Board approval to extend the sunset date for certain policies and code provisions that have been determined no amendments are necessary, approve the amendments to policies deemed necessary, and approve the introduction of ordinances (first reading) to amend and the corresponding administrative codes with needed changes. If the Board takes action as recommended, then the ordinances will be scheduled for adoption on November 18, 2025. Today’s action also seeks to adopt a resolution to close the courthouse construction fund which is no longer needed.

**LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN**

Today’s proposed actions support the Sustainability, Equity, and Community Strategic Initiatives in the County of San Diego’s 2025-2030 Strategic Plan by ensuring processes and services are positioned to meet the needs and expectations of all communities in San Diego County, removing obsolete policies and Code provisions, and confirming that the remaining requirements reflect current legal standards and practices.

Respectfully submitted,

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*Andrew Strong for*

EBONY N. SHELTON  
Chief Administrative Officer

**ATTACHMENT(S)**

Attachment A: A-92 (Clean)

Attachment B: A-92 (Info)

Attachment C: A-132 (Clean)

Attachment D: A-132 (Info)

Attachment E: B-69 (Clean)

Attachment F: B-69 (Info)

Attachment G: K-9 (Clean)

Attachment H: K-9 (Info)

Attachment I: K-12 (Clean)

Attachment J: K-12 (Info)

Attachment K: L-1 (Clean)

Attachment L: L-1 (Info)

Attachment M: RESOLUTION OF THE COUNTY OF SAN DIEGO BOARD OF SUPERVISORS, STATE OF CALIFORNIA, CLOSING THE COURTHOUSE CONSTRUCTION FUND AND REDUCING RELATED PENALTIES ASSESSED FOR PARKING VIOLATIONS

Attachment N: AN ORDINANCE AMENDING ARTICLE III SECTION 66.1 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE SHERIFF'S OFFICE (Clean)

Attachment O: AN ORDINANCE AMENDING ARTICLE III SECTION 66.1 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE SHERIFF'S OFFICE (Info)

Attachment P: AN ORDINANCE AMENDING ARTICLE III SECTION 66.4 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE PROBATION DEPARTMENT (Clean)

Attachment Q: AN ORDINANCE AMENDING ARTICLE III SECTION 66.4 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO THE PROBATION DEPARTMENT (Info)

Attachment R: Summary of Proposed Ordinances

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