

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: February 28, 2007

CAO File No. 0220-04062-0003
Council File No. 04-0786
04-0786-S1
05-0643-S1
06-0600
06-0600-S51

Council District:

To: The Council

From: Karen L. Sisson, Interim City Administrative Officer 

Reference: Various requests from Council for reports

Subject: **ROLE OF THE COMMISSION ON THE STATUS OF WOMEN IN THE ELIMINATION OF HUMAN TRAFFICKING**

SUMMARY

This Office has been requested to report back on various aspects of the City's programs to combat human trafficking. Specifically, this report addresses requests for report on the following issues:

- Funding a staff position in the Commission on the Status of Women (Commission) (C.F. 06-0600, and C.F. 06-0600-S51);
- Any duplication of efforts between the Los Angeles Police Department (Police Department) and the Commission and opportunities to coordinate and streamline existing programs (C.F. 06-0600);
- Any required position authorities to support the Commission's recently executed contract with the Bilateral Safety Corridor Coalition (C.F. 05-0643-S1); and,
- Funding for the recommendations included in the City of Los Angeles Human Trafficking and Child Prostitution Task Force (C.F. 04-0786, C.F. 04-0786-S1).

Regarding the funding and staffing for the Commission, this Office will address any funding shortfalls for 2006-07 in the Year-End Financial Status Report, and will address the need for ongoing funding in the 2007-08 Budget. This Office did identify some duplication of effort between the Police Department's Los Angeles Metropolitan Task Force on Human Trafficking (LA Metro) and the Commission. In order to ensure that the City promotes a single, coherent message, it is recommended that the Commission is instructed to craft its public outreach messages to be consistent with those of LA Metro. Responding to the request for a review of the appropriate positions to staff the Commission's contract with the Bilateral Safety Corridor Coalition, no positions are required at this time since the final contract language no longer requires City staffing. This report recommends that appropriations be established in the Commission's Grant Fund to enable the Commission to access the funding received through this contract. Further, the report recommends

that the Commission be instructed to comply with all applicable City contracting procedures. Finally, the recommendations included in the City of Los Angeles Human Trafficking and Child Prostitution Task Force are recommended to be received and filed since they have already been addressed through ongoing efforts in the City identified in this report.

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Authorize the Controller to:

- A. Establish a receivable of \$200,000 from the U.S. Department of Health and Human Services, Office of Refugee Resettlement, within the Commission on the Status of Women Grant Fund, No. 49K, (Fund) for payments received associated with the Commission on the Status of Women's contract with the Bilateral Safety Corridor Coalition; and,
- B. Appropriate the \$200,000 within this Fund to the following accounts:

<u>Account No.</u>	<u>Title</u>	<u>Amount</u>
A201	Contractual Services	\$ 175,000
A202	Travel	\$ 5,000
A203	Office and Administrative	\$ 20,000

- 2. Authorize the Controller to expend the funds upon the proper presentation of documentation and proper demand of the Executive Director, Commission on the Status of Women, or designee;
- 3. Authorize the Executive Director, Commission on the Status of Women, or designee, to prepare Controller instructions and technical adjustments consistent with this action, subject to the approval of the City Administrative Officer, and instruct the Controller to implement these instructions;
- 4. Instruct the Commission on the Status of Women to issue a request for proposals or conduct a similar formal, competitive selection process to determine the awardees for the funding available pursuant to its contract with the Bilateral Safety Corridor Coalition;
- 5. Instruct the Commission on the Status of Women to fully comply with Executive Directive 3 and all other relevant City rules and policies for each subcontract it enters into pursuant to its contract with the Bilateral Safety Corridor Coalition;
- 6. Instruct the Commission on the Status of Women to ensure that its public outreach, media, education and training efforts related to human trafficking are consistent in message with those promoted by the Los Angeles Metropolitan Task Force on Human Trafficking;

7. Receive and File the communication from the Commission on the Status of Women to the Mayor dated August 25, 2006 requesting a \$49,000 transfer from the Unappropriated Balance to the Commission (C.F. 06-0600-S51) inasmuch as the City Administrative Officer will monitor the Commission's Salaries – General Account and recommend any required transfer in its Year-End Financial Status Report;
8. Receive and File the final report from the City of Los Angeles Human Trafficking and Child Prostitution Task Force dated March 4, 2005 (C.F. 04-0786) inasmuch as efforts are underway to address the recommendations included in the report; and,
9. Receive and File the Commission on the Status of Women's First Quarter Report on Human Trafficking dated September 18, 2006 (C.F. 04-0786-S1) inasmuch as all of the recommendations included have been addressed in this report.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund from these recommendations. Approval of these recommendations will enable the Commission on the Status of Women to use \$200,000 awarded by the Bilateral Safety Corridor Coalition pursuant to their contract. The actions in this report are consistent with the City's financial policies.

FINDINGS

Basis for the Report

The Fiscal Year 2006-07 Budget includes partial funding for one Senior Project Coordinator position in the Commission on the Status of Women (Commission) and instructs the City Administrative Officer (CAO) to report to the Council with recommendations for full funding (C.F. 06-0600). In addition, the CAO was instructed to review the City's initiatives to eliminate human trafficking, to identify any duplication of efforts between the Los Angeles Police Department and the Commission and identify opportunities to coordinate and streamline existing programs. On August 25, 2006, the Commission submitted a communication to the Mayor requesting \$49,000 from the Unappropriated Balance to fund this position for the remainder of 2006-07 (C.F. 06-0600-S51).

In order to comprehensively review the City's efforts to eliminate human trafficking, this report responds to the following two pending Council requests: 1) a November 7, 2006 request for recommendation on the proper classifications for the position authorities to administer the Commission's recently executed contract with the Bilateral Safety Corridor Coalition to support community based organizations that respond to human trafficking (C.F. 05-0643-S1); and, 2) the Council's April 22, 2005 request for a CAO report on funding the recommendations proposed in the final report of the City of Los Angeles Human Trafficking and Child Prostitution Task Force that the Commission presented to the Council on March 4, 2005 (Commission's Task Force) (C.F. 04-0786). In addition, this report addresses the Commission's First Quarter Report on Human Trafficking Efforts, submitted to Council on September 18, 2006, which requested that the Council adopt the recommendations contained in the Commission's Task Force final report and instruct the CAO to identify funding (C.F. 04-0786-S1).

Background

In the 2005-06 Budget, Council approved resolution authority for one Senior Project Coordinator in the Commission to coordinate human trafficking efforts in the City. On February 10, 2006, Council authorized the Los Angeles Police Department (Police Department) to accept a \$450,000 grant from the Department of Justice to respond to human trafficking issues in the City (C.F. 05-2026). The Police Department subsequently established the Los Angeles Metropolitan Task Force on Human Trafficking (LA Metro) that included all significant human trafficking-related law enforcement and service organizations in order to provide a comprehensive and coordinated response to human trafficking in the County of Los Angeles.

The Mayor did not include position authority for the Commission's Senior Project Coordinator in the proposed 2006-07 Budget. However, during its deliberations on the Mayor's Proposed Budget Council restored resolution authority for the position with six months funding. The \$49,000 balance of the funding was included in the Unappropriated Balance, pending a report from this Office, the Commission, and the Police Department as referenced above (C.F. 06-0600).

The CAO coordinated a series of meetings that included the Commission and the members of LA Metro in order to determine whether their efforts were duplicative or conflicting. The CAO found that

several of the elements of the Commission's work plan do overlap with the activities of LA Metro and its member organizations. For example, both entities administer coalitions with similar membership, provide public and media outreach, provide (or in the case of the Commission, seek to provide) direct services, and, train staff of City departments and other community based organizations. In some cases, the lack of coordination between the Commission and LA Metro has resulted in the promotion of different messages where one message would be preferable. For example, for a time each promoted a different toll free telephone number as a human trafficking hotline.

On February 8, 2007, as authorized by Council on November 7, 2006, the Commission executed a contract with the Bilateral Safety Corridor Coalition, a non-profit organization based in San Diego that provides services to victims of human trafficking in the San Diego-Tijuana metropolitan area. The term of the contract is from October 1, 2006 through September 30, 2007 with two one-year options. Through the contract, the Commission is eligible to receive up to \$200,000 per year for performing the following activities intended to combat human trafficking:

- The award of \$125,000 to community based organizations;
- Organization and administration of four public forums;
- The development and distribution of brochures, reports, handbooks, and outreach materials; and,
- The placement of public service announcements, news alerts, and other media publications.

Although these efforts should still be coordinated with LA Metro to ensure that the City's work to combat human trafficking is consistent, the above activities must be performed by the Commission because that contract is between the Commission and the Bilateral Safety Corridor Coalition.

Senior Project Coordinator Funding

The Commission's Senior Project Coordinator will be involved in the administration of the contract with the Bilateral Safety Corridor Coalition. Therefore, it is not recommended that the position be eliminated at this time. The Commission's request for a transfer of \$49,000 from the Unappropriated Balance can be received and filed. Our Office does not project that there will be a payroll shortage in the Commission's Salaries – General Account prior to the Council's consideration of the Year-End Financial Status Report. Our Office will recommend additional funding as required in that report. We further recommend that the need to continue this position be evaluated in the 2007-08 Budget.

Required Actions Related to the Commission's Contract

Council instructed this Office, in conjunction with the Personnel Department, to determine the appropriate classifications for two positions that were included in the draft contract between the Commission and the Bilateral Safety Corridor Coalition for contract administration. The contract that was executed no longer contains this language. Instead, the program is to be administered through a subcontract totaling \$50,000 for a media consultant and outreach coordinator in association with the Senior Project Coordinator. Thus, no additional positions are required at this time.

Funding for the services will be provided on a reimbursement basis, with the Commission submitting

monthly invoices to the Bilateral Safety Corridor Coalition. There will also be initial front funding totaling \$60,000. The Controller should be instructed to establish appropriate accounts within the Commission on the Status of Women Grant Fund to enable the use of the funding, as follows:


<u>Purpose</u>	<u>Amount</u>
Public Outreach and Education Subcontracts	\$125,000
Media Consultant and Outreach Coordinator Subcontracts	50,000
Travel	5,000
Office and Administrative Expenses for Publications, Speaker Fees, and Facilities Costs	20,000
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Total	\$200,000

Commission's Task Force Recommendations

On April 22, 2005, Council requested the CAO to report on funding for the recommendations identified in the final report of the Commission's Task Force, released March 4, 2005. On September 18, 2006, the Commission again requested Council to adopt the recommendations in this final report and to instruct the CAO to report on funding them. This final report preceded the approval of the Senior Project Coordinator position in the Commission and the establishment of LA Metro. Due to the existence of these resources, no additional funding is required to implement the recommendations in the report. Many of the recommendations, including the following, have already been implemented by LA Metro and the Commission:

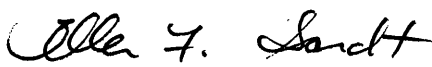
- The establishment of a collaborative including service providers and law enforcement agencies to address and respond to human trafficking;
- Implementation of a public awareness and outreach campaign;
- Promotion of a toll free telephone hotline;
- Training of first responders;
- Coordination of multi-lingual service providers; and,
- Formalizing the Police Department's efforts related to human trafficking.

Therefore, no action is required pursuant to this final report's recommendations or the subsequent request from the Commission, and both can be received and filed.

By: 

Jacob W. Wexler, Senior Administrative Analyst

APPROVED:


Assistant City Administrative Officer
KLS:JWW:04070137c