

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER


Date: October 18, 2013

CAO File No. 0220-03790-0039

Council File No. 11-1909-S2

Council District: --

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer 

Reference: Board of Police Commissioners Transmittal dated October 2, 2013

Subject: **2013 FORENSIC DEOXYRIBONUCLEIC ACID (DNA) BACKLOG REDUCTION PROGRAM GRANT**

SUMMARY

The Los Angeles Police Department (LAPD) seeks retroactive approval to apply for and accept a \$1,287,833 grant award for the 2013 Forensic Deoxyribonucleic Acid (DNA) Backlog Reduction Program and to execute a Cooperative Agreement between the City of Los Angeles and the United States Department of Justice, Office of Justice Programs, National Institute of Justice (NIJ) for the period beginning October 1, 2013, through March 31, 2015.

BACKGROUND

The major objective of the 2013 Forensic DNA Backlog Reduction Program is to reduce the backlog of forensic cases in the LAPD's Scientific Investigation Division's Serology/DNA Unit (SDU) by 1,135 cases. The 2013 Forensic DNA Backlog Reduction Program provides funding to state and local governments with existing crime laboratories that conduct DNA analysis to increase their capacity to process, record, screen and analyze forensic DNA in order to help reduce the turnaround time for DNA analysis, increase throughput and capacity, and reduce the number of forensic DNA samples awaiting analysis.

The LAPD anticipates that the demand for DNA analysis to assist in criminal and forensic investigations will continue to increase as public awareness increases and technology advances. Additionally, laws such as California Proposition 69, which requires all adult felony arrestees in California to provide DNA samples, increase the need for DNA analysis. The grant will assist the Department in reducing the number of pending cases through overtime funding and contract laboratory funding. The grant will also help increase the SDU's analysis capacity and capability by providing funding for laboratory supplies, analysis software and training conferences and workshops for SDU staff.

PUBLIC SAFETY

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The approved funding for the 2013 Grant Program is as follows:

<u>Category</u>	<u>Purpose</u>	<u>Amount</u>
Civilian Overtime	Process Backlog DNA Cases	\$ 546,957
Contract Lab Services	Outsource DNA Case Processing	100,000
Supplies	Forensic Case/Validation Kits	534,370
Training	Conference/Workshop Registration	19,905
Travel	Conference/Workshop Travel	43,628
Equipment	Software Licenses	32,619
Grant Administration	Meet Grant Reporting Requirements	10,354
Total		\$ 1,287,833

In order to reduce its DNA case processing backlog by 1,135 cases, the LAPD will use \$546,957 to provide Criminalists and Lab Technicians with overtime to screen, analyze and interpret 1,009 forensic DNA cases and send an additional 126 cases to existing contract laboratories for processing. The LAPD will use its capacity under existing contracts with Bode Technology and LabCorp/Cellmark Forensics to process these cases at a cost of \$100,000. An additional \$10,354 will be used to provide overtime funding to two Grant Managers and a Clerk Typist in the Department to administer the grant and help process required casework data.

To assist in the in-house case processing and to increase productivity and reduce the turnaround time for DNA analysis, the LAPD will use \$566,989 in grant funds to purchase laboratory supplies and software licenses and \$63,533 to send employees to training conferences and workshops.

The LAPD will continue to address its ongoing forensic case workload with funds provided in the 2013-14 Budget. Any additional needs for the SDU and Crime Laboratory will be addressed in the context of the annual budget. Further details on the award and cooperative agreement are provided in the correspondence from the Board of Police Commissioners dated October 2, 2013.

RECOMMENDATIONS

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

1. Authorize the Chief of Police, or designee, to:
 - a. Retroactively apply for and accept the 2013 Forensic Deoxyribonucleic (DNA) Backlog Reduction Program grant in the amount of \$1,287,833 from the United States Department of Justice, Office of Justice Programs, National Institute of Justice, for the period of October 1, 2013, through March 31, 2015;
 - b. Negotiate and execute the 2013 Forensic DNA Backlog Reduction Program Cooperative Agreement on behalf of the City and submit all necessary documents relative to the grant award, subject to the approval of the City Attorney as to form and legality;

- c. Amend existing agreements with contract DNA laboratory services providers, as necessary, in accordance with the grant agreement and subject to the City Attorney approval as to form and legality;
2. Authorize the Los Angeles Police Department (LAPD) to:
 - a. Submit grant reimbursement requests to the grantor and deposit grant receipts in the Police Department Grant Trust Fund No. 339, Department 70;
 - b. Spend up to the grant amount of \$1,287,833 in accordance with the grant award agreement;
3. Authorize the Controller to:
 - a. Establish a grant receivable in Fund 339/70 in the amount of \$1,287,833 and establish an appropriation account within Fund 339/70, account number to be determined, for the receipt and disbursement of the 2013 Forensic DNA Backlog Program grant funds in accordance with the grant award agreement;
 - b. Increase appropriations as needed from Fund 339/70, 2013 Forensic DNA Backlog Reduction Program account to Police Department Fund 100/70, Account No. 001090 Civilian Overtime by an amount not to exceed \$278,656;
4. Authorize the City Clerk to place on the City Council agenda on July 1, 2014, or the first meeting day thereafter, the following instructions:

Authorize the Controller to increase appropriations on an as-needed basis for the 2013 Forensic DNA Backlog Reduction Program from the Police Department Grant Fund No. 339, Department 70 (account number to be determined) to Police Department Fund 100/70, Account No. 001090 Civilian Overtime by an amount not to exceed \$278,655;
5. Authorize the LAPD to prepare Controller Instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize and instruct the Controller to implement the instructions.

FISCAL IMPACT STATEMENT

The 2013 Forensic DNA Backlog Reduction Program costs are fully reimbursable and acceptance of the grant does not require matching funds. There is no impact to the General Fund. The recommendations in this report comply with the City's Financial Policies in that one-time revenue is used for one-time purposes.

LOS ANGELES POLICE COMMISSION

BOARD OF
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October 2, 2013

BPC #13-0318

The Honorable Eric Garcetti
Mayor, City of Los Angeles
City Hall, Room 303
Los Angeles, CA 90012

The Honorable City Council
City of Los Angeles
c/o City Clerk's Office

Dear Honorable Members:

RE: TRANSMITTAL OF THE GRANT APPLICATION AND AWARD FOR NATIONAL
INSTITUTE OF JUSTICE'S (NIJ) 2013 DEOXYRIBONUCLEIC ACID (DNA)
BAKCLOG REDUCTION PROGRAM

At the regular meeting of the Board of Police Commissioners held Tuesday, September 24, 2013, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in cursive script that reads "Maria Silva".

MARIA SILVA
Commission Executive Assistant

Attachment

c: Chief of Police

BPC#13-0318

INTRADPARTMENTAL CORRESPONDENCE

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September 13, 2013
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RECEIVED

SEP 13 2013

POLICE COMMISSION
REVIEWED

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

Edward M. Jeffank 9/17/13
EDWARD M. JEFFANK DATE

SUBJECT: TRANSMITTAL OF THE GRANT APPLICATION AND AWARD FOR NATIONAL INSTITUTE OF JUSTICE'S (NIJ) 2013 DEOXYRIBONUCLEIC ACID (DNA) BACKLOG REDUCTION PROGRAM

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant application, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst and to the City Clerk for Committee and City Council consideration.
3. That the Board REQUEST the Mayor and City Council to:
 - A. AUTHORIZE the Chief of Police or his designee to ACCEPT the grant award for NIJ's FY 13 DNA Backlog Reduction Program in the amount of \$1,287,833 from the United States Department of Justice, Office of Justice Programs, National Institute of Justice, for the period of October 1, 2013, through March 31, 2015;
 - C. AUTHORIZE the Los Angeles Police Department (LAPD) to spend up to the grant amount in accordance with the grant award agreement;
 - D. AUTHORIZE the Chief of Police or his designee to negotiate and execute the Cooperative Agreement, subject to City Attorney approval as to form and legality;
 - E. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts in Fund No. 339, Department No. 70;
 - F. AUTHORIZE the Controller to set up a grant receivable and establish an appropriations account, account number to be determined, within Fund No. 339, Department No. 70, for disbursement of NIJ'S FY 13 DNA Backlog Reduction Program grant funds in accordance with the grant award agreement;

- G. AUTHORIZE the Controller to increase appropriations for NIJ's FY 13 DNA Backlog Reduction Program as needed from appropriation account number to be determined in Fund No. 339, Department No. 70, to Fund No. 100, Department No. 70, account number and amount as follows:

Account No. 001090, Civilian Overtime: \$278,656

- H. INSTRUCT the City Clerk to place on the City Council agenda on July 1, 2014, or the first meeting day thereafter the following instructions:

AUTHORIZE the Controller, to increase appropriations for NIJ's FY 13 DNA Backlog Reduction Program as needed from appropriation account number to be determined in Fund No. 339, Department No. 70, to Fund No. 100, Department No. 70, account number and amount as follows:

Account No. 001090, Civilian Overtime: \$278,655

- I. AUTHORIZE the Chief of Police or his designee to amend existing agreements with contract DNA laboratory service providers in accordance with the grant agreement and subject to City Attorney approval as to form and legality; and
- J. AUTHORIZE the LAPD to prepare Controller Instructions for any technical adjustments, subject to the approval of the CAO, and AUTHORIZE and INSTRUCT the Controller to implement the instructions.

DISCUSSION

The FY 13 DNA Backlog Reduction Program provides funding to state and local units of government with existing crime laboratories that conduct DNA analysis to process, record, screen, and analyze forensic DNA and/or DNA database samples, and to increase the capacity of public forensic DNA and DNA database laboratories to process more DNA samples, thereby helping to reduce the number of forensic DNA and DNA database samples awaiting analysis.

Funding from this grant will allow the LAPD to reduce its backlog by 1,135 cases and increase its laboratory capacity to meet existing and future demand for DNA screening and testing. The grant will fund overtime for civilian criminalists, lab technicians, management analysts, and clerk typists (\$557,311). Also funded will be travel and training expenses (\$63,533), supplies (\$534,370), laboratory software (\$32,619), and outside contract laboratory fees (\$100,000).

The Honorable Board of Police Commissioners

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1.17

If you have any questions, please have a member of your staff contact Senior Management Analyst Stella Larracas, Officer in Charge, Grants Section, at (213) 486-0380.

Very truly yours,



CHARLIE BECK
Chief of Police

Attachments

BOARD OF
POLICE COMMISSIONERS

Approved ~~August 29, 2013~~

Secretary *Maria Silva*
September 24, 2013