

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: February 20, 2013

CAO File No. 0160-01450-0015

Council File No. 12-0600-S163

Council District: --

To: The Mayor and Council

From: Miguel A. Santana, City Administrative Officer *DJK
JW*

Reference: Board of Police Commissioners Transmittal dated September 17, 2012

Subject: **NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE PLAN
NO. 16**

SUMMARY

The Los Angeles Police Department (LAPD) requests approval of the Narcotics Analysis Laboratory Trust Fund (NALTF) Expenditure Plan No. 16. This expenditure plan covers training and equipment to be funded in 2012-13. As proposed by the LAPD, \$200,000 will be used for training Scientific Investigation Division (SID) personnel and \$500,000 will be used for supplies, analysis and equipment maintenance associated with laboratory analysis.

State law provides for the courts to collect a fee of \$50 at the time of a controlled-substance related conviction to reimburse law enforcement laboratories for costs incidental to analysis of controlled substances. The funds must be used to support the laboratories and historically the City has used these funds for training of LAPD staff and purchase of laboratory equipment. Administrative Code Section 5.115.2 creates the NALTF and requires that the Mayor and Council approve an expenditure plan prior to disbursement of the funds.

Over the last five years, the Mayor and Council have authorized expenditures of approximately \$1.6 million from the Fund. The current balance in the Fund is \$1.3 million, of which \$700,000 is programmed in Expenditure Plan No. 16. The remaining balance, along with funds that come in during the upcoming fiscal year, will be reprogrammed into future Expenditure Plans.

Attached is a list of prior training funded from the NALTF. The list of past trainings attended is used solely to provide a sample of the training available. As some of these trainings may be cancelled and other new trainings may be added, the list should not be considered binding.

RECOMMENDATIONS

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

1. Approve the Narcotics Laboratory Trust Fund (NALTF) Expenditure Plan No. 16 for \$700,000;

2. Authorize the Controller to establish appropriation accounts within Fund 863, Department 70, as follows:

<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
70J213	NALTF 16 Travel and Training	\$200,000
70J735	NALTF 16 Supplies, Analysis and Equipment Maintenance	500,000

3. Authorize the LAPD to prepare Controller's 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

Approval of the Narcotics Laboratory Trust Fund Expenditure Plan No. 16 authorizes the Los Angeles Police Department to spend \$200,000 on training and \$500,000 for supplies, analysis and equipment maintenance in the Scientific Investigation Division from the Fund. There is no impact on the General Fund. This action complies with the City's Financial Policies in that one-time revenue is used for one-time expenditures.

MAS:AS:04130042c

Attachment

Attachment

LOS ANGELES POLICE COMMISSION

BOARD OF
POLICE COMMISSIONERS

ANDREA SHERIDAN ORDIN
PRESIDENT

JOHN W. MACK
VICE PRESIDENT

RAFAEL BERNARDINO, JR.
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RICHARD M. TEFANK
EXECUTIVE DIRECTOR

ALEXANDER A. BUSTAMANTE
INSPECTOR GENERAL

EXECUTIVE OFFICE
POLICE ADMINISTRATION BUILDING
100 WEST FIRST STREET, SUITE 131
LOS ANGELES, CA 90012-4112

(213) 236-1400 PHONE
(213) 236-1410 FAX
(213) 236-1440 TDD

September 17, 2012

BPC #12-0369

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

Dear Honorable Members:

RE: NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE PLAN
NO. 16

At the regular meeting of the Board of Police Commissioners held Tuesday, September 11, 2012, 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

Handwritten signature of Maria Silva in cursive script.

MARIA SILVA
Commission Executive Assistant

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

12-0369

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RECEIVED

SEP 05 2012

POLICE COMMISSION

September 6, 2012

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TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE PLAN NO. 16

RECOMMENDED ACTIONS

That the Board of Police Commissioners (Board) REVIEW and APPROVE the Narcotics Analysis Laboratory Trust Fund Expenditure Plan No. 16. The Expenditure Plan includes funding in the amount of \$200,000 that will be used to fund attendance at training courses and subscriptions for the continuing education, training, and development of Scientific Investigative Division (SID) personnel, and \$500,000 for the purchase of supplies, specialized sample analysis, and equipment maintenance and service needed for laboratory analysis of controlled substances for a total of \$700,000 for the entire expenditure plan.

1. That the Board TRANSMIT the Narcotics Analysis Laboratory Trust Fund Expenditure Plan No. 16 to the Mayor and the Los Angeles City Council for approval.
2. That the Board AUTHORIZE the City Controller's Office to establish appropriation accounts within Fund 863 Department 70 as follows:

<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
70J213	Travel and Training	\$200,000.00
70J735	Supplies, Analysis and Equipment Maintenance	\$500,000.00

3. That the Board AUTHORIZE the Los Angeles Police Department (LAPD) to prepare City Controller's instructions for any technical adjustments, subject to the approval of the City Administrative Officer (CAO), and AUTHORIZE and INSTRUCT the City Controller to implement the instructions.

DISCUSSION

Section 11372.5 of the California Health and Safety Code provides that a \$50 fee shall be collected from every person for each narcotics offense for which they are convicted. The intent of the law is to reimburse law enforcement agencies for costs associated with the chemical analysis of controlled substances and the operation of their criminalistics laboratories.

Honorable Board of Police Commissioners

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1.1

The City of Los Angeles (City) has established the Narcotics Analysis Laboratory Trust Fund (NALTF) to receive, administer and disburse funds that are collected by the courts and forwarded to the City pursuant to this legislation. The City ordinance that established the fund requires that the Los Angeles City Council approve an expenditure plan prior to actual disbursement of funds.

In light of the current budget constraints, SID is attempting to offset General Fund spending by making more active use of the NALTF. This would include purchasing nearly all of the supplies and maintenance used by the Narcotics Unit with NALTF monies. It is anticipated that over the next year, the LAPD will call upon the Los Angeles County Coroner's Office to complete low-level drug testing of blood and urine samples from sexual assault victims and under the influence arrestees that the Department is not equipped to perform.

In the past, expenditure plans for training have projected attendance at specific training sessions, conferences, and seminars. This has required that SID anticipate the training curriculum 12 to 18 months in advance. This approach has proven to be flawed in that new offerings become available and anticipated courses cease to be offered. In consultation with the staff of the CAO, rather than anticipating specific training sessions, SID has provided a list reflecting the type of training that will be sought for the expenditures approved by NALTF Expenditure Plan No. 16 (attachment).

If you have any questions regarding this matter, please contact Police Administrator Yvette Burney, Commanding Officer, Scientific Investigation Division, at (323) 415-8100.

Respectfully,



CHARLIE BECK
Chief of Police

Attachment

BOARD OF
POLICE COMMISSIONERS
Approved *September 11, 20*
Secretary *Maria Silva*

INTR. DEPARTMENTAL CORRESPONDENCE

August 24, 2012
8.9

TO: Chief of Police

FROM: Chief of Detectives

SUBJECT: NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE
PLAN NO. 16

It is requested that the Chief of Police approve and transmit to the Board of Police Commissioners the Narcotics Analysis Laboratory Trust Fund (NALTF) Expenditure Plan No. 16. The expenditure plan totals \$700,000. Of that amount, \$500,000 will be used by the Scientific Investigation Division (SID) Criminalistics Laboratory Narcotics Analysis and Toxicology Units to pay for supplies, specialized sample analysis, and equipment maintenance and service. Approximately \$85,000 of the \$500,000 will be used to pay the Los Angeles County Coroner's Office for low-level drug testing of blood and urine samples from sexual assault victims and under the influence arrestees. The remaining \$200,000 of the \$700,000 will be used to fund attendance at training courses, and subscriptions for the continuing education, training, and development of scientific staff.

Section 11372.5 of the California Health and Safety Code provides that a \$50 fee shall be collected from every person for each narcotics offense for which they are convicted. The intent of the law is to reimburse law enforcement agencies for costs associated with the chemical analysis of controlled substances and the operation of their criminalistics laboratories. The City of Los Angeles (City) has established the Narcotics Analysis Laboratory Trust Fund (NALTF) to receive, administer and disburse funds that are collected by the courts and forwarded to the City pursuant to this legislation. The City ordinance that established the fund requires that the Los Angeles City Council approve an expenditure plan prior to actual disbursement of funds.

In light of the current budget constraints, SID is attempting to offset General Fund spending by making more active use of the NALTF. This includes purchasing nearly all of the supplies used by the Narcotics Analysis and Toxicology units with NALTF funds.

In the past, expenditure plans for training have projected attendance at specific training sessions, conferences, and seminars. This has required that SID anticipate the training curriculum 12 to 18 months in advance. This approach has proven to be flawed in that new offerings become available and anticipated courses cease to be offered. In consultation with the staff of the City Administrative Officer, rather than anticipating specific training sessions, SID has provided a list reflecting the type of training that will be sought for the expenditures approved by NALTF Expenditure Plan No. 16 (see attachment).

Chief of Detectives

Page 2

8.9

If you have any questions regarding this matter, please contact Police Administrator Yvette Burney, Commanding Officer, Scientific Investigation Division, at (323) 415-8100.


KING J. ALBANESE, Deputy Chief
Chief of Detectives

Attachments

NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE PLAN NO. 16
LIST OF TRAINING ATTENDED – JULY 2010 THROUGH APRIL 2012
June 15, 2012

Courses are required to maintain national laboratory accreditation with the American Society of Crime Laboratory Directors/Laboratory Accreditation Board, to be up to date with new methods, procedures and technology, and/or to maintain expertise. The following is a list courses attended by Scientific Investigation Division staff since the last NALTF expenditure request.

- American Association of Police Polygraphists (AAPP) Annual Seminar
- Association of Firearm and Tool Mark Examiners (AFTE) Annual Training Seminar
- Annual DNA Awareness Educational Forum
- American Academy of Forensic Sciences (AAFS) Annual Meeting
- American Society Of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB)- Annual Symposium
- ASCLD/LAB - Breath Alcohol Calibration Lab Assessor Training
- ASCLD/LAB - International Assessor Training Course
- ASCLD/LAB - Level 200 Measurement Uncertainty Course
- ASCLD/LAB - Course on Traceability, Measurement Assurance and Uncertainty of Measurements
- ASCLD/LAB - International Internal Auditor Training Course
- ASCLD/LAB - International Preparation Course for Testing Labs
- Association for Crime Scene Reconstruction Training Conference
- Association of Forensic Quality Assurance Managers (AFQAM) Annual Conference
- Benelli In-Field Armorer Course
- Borkenstein Course on Alcohol and Highway Safety: Testing, Research, and Litigation
- California Association of Criminalists/Forensic Science Society Annual Conference
- California Association of Toxicologists Meeting
- California Cold Hit Outcome Project (CHOP)
- California Criminalistic Institute (CCI)- Firearms Safety
- CCI - Serial Number Restoration
- California Homicide Investigators Association (CHIA) Conference
- Cellebrite UFED Ultimate Certification
- Covert Lock Picking Bypass, Tactics and Techniques
- Crime Scene Photography
- DACA - Senior Polygraph Examiner Course
- DC Live/Forensics Course
- DEA Forensic Chemist Seminar
- Detection/Recovery: Footwear and Tire Impressions (CCI E140)
- Digital Video Evidence Recovery & Hard Drive Recovery Workshop
- dTective - Introduction to Forensic Video Analysis
- The Effects of Drugs on Human Performance & Behavior
- E 142 Tire Track & Tire Impression Evidence Examination
- Federal Law Enforcement Training Center Working Group Meeting
- Firearms Safety Course (E101)
- Footwear Impression Evidence (California Criminalistics Institute E141)
- Forensic Document Examiner Fall Workshop

- Forensic Pathology of Gunshot Wounds – Recognizing and Collecting Firearms Evidence
- Forensic Science Lab Leadership and Management Certificate Program
- Glock Armorer's Course
- GSR Distance Determination
- Headlamp Examination - CCI M115
- Impression and Pattern Evidence Symposium
- International Association for Chemical Testing (IACT) Conference
- IACP 2011 Annual Conference
- International Association of Identification Seminar
- International Video Evidence Symposium and Training
- Intoximeter EC/IR Administrator Overview and Training
- Intoximeters EC/IR Maintenance School
- Interpretation of Infrared Spectra
- Intro to Agilent GC-MSD Troubleshooting and Maintenance
- Introduction to Crystal Reports 11
- Joint Forensic Association Meeting
- Laboratory Safety Officer - CCI
- Law Enforcement and Emergency Services Video Association International (LEVA) 3 - Advanced Forensic Video Analysis and the Law
- LEVA - Level 2 - Digital Multimedia Evidence Processing
- Lercia Geosystems Worldwide HDS & Airborne Sensor User Conference
- Managing Inventories & Cycle Counts
- MATLAB Training - ML01 & IP01
- Mobile Device Repair and Chip Removal for Forensic Analysis
- National CODIS (Combined DNA Index System) Conference
- National Institute of Justice Motor Vehicle Theft Meeting (DNA Program)
- National Technical Investigators Association Annual Training Conference
- NIBIN Training
- NIJ Grant Management Summit
- Prosecution of the Impaired Driver - Current Issues
- POST ICI Instructor Course (Phase I)
- Qualtrax User Conference
- Remington Field Armorer's School - M870
- Serial Number Restoration E111
- Shooting Incident Reconstruction (S202)
- Skeletal Recovery Workshop
- Southwestern Association of Forensic Scientists Training Conference
- Technical Writing for the Criminalist A120

INTRADEPARTMENTAL CORRESPONDENCE

12-0368
69

September 6, 2012
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SB
M. J. [Signature] 9/5/12

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE
PLAN NO. 16

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