

TRANSMITTAL

To:

THE COUNCIL

Date:

JAN 14 2015

From:

THE MAYOR

TRANSMITTED FOR YOUR CONSIDERATION. PLEASE SEE ATTACHED.



ERIC GARCETTI
Mayor (Ana Guerrero)



Eric Garcetti, Mayor
Rushmore D. Cervantes, General Manager

Program Operations Bureau
1200 West 7th Street, Los Angeles, CA 90017
tel 213.744.9052 | fax 213.744.9061
hcidla.lacity.org

December 29, 2014

Council File No: C.F 10-2327
Council Districts: All
Contact Person:
Olivia Mitchell 213-744-1703
Jimmy Valenzuela 213-744-7161

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

Attention: Mandy Morales, Legislative Coordinator

TRANSMITTAL: REQUEST FOR AUTHORIZATION TO ACCEPT \$450,000 TRAFFIC SAFETY GRANT FROM THE STATE OF CALIFORNIA, OFFICE OF TRAFFIC SAFETY

OFFICE OF THE MAYOR
RECEIVED
2015 JAN 13 AM 11:24
CITY OF LOS ANGELES

SUMMARY

This grant is a continuation of a grant previously approved on November 6, 2012 (C.F.10-2327) to provide child passenger safety education to city residents for the period October 1, 2014 through September 30, 2014. Office of Transportation (OTS) requires that providers apply for funding each year to continue delivering these services. The Los Angeles Housing and Community Investment Department (HCIDLA) applied for and was awarded a \$450,000 grant from OTS to provide traffic-safety education, training and free car seats to residents from October 1, 2014 through September 30, 2015. Grant funds will be used for City personnel implementing program services, the procurement of car seats, administration expenses, travel, and program supplies.

RECOMMENDATIONS

The General Manager of the Los Angeles Housing and Community Investment Department (HCIDLA) respectfully requests that:

- I. Your office schedule this transmittal at the next available meeting(s) of the appropriate City Council committee(s) and forward it to City Council for review and approval immediately after;
- II. That the City Council, subject to the approval of the Mayor, take the following actions:
 - 1. AUTHORIZE HCIDLA to accept and execute a \$450,000 grant agreement with the State of California, Office of Traffic Safety (OTS) for the "Child Passenger Safety Program" for the period of October 1, 2014 through September 30, 2015, subject to approval of the City Attorney as to form.

2. AUTHORIZE the City Controller to adjust appropriation amounts within Fund 45C as follows:

- a. Increase/decrease accounts within the Office of Traffic Safety Grant Fund No. 45C and appropriate as follows:

Account	Title	Amount
43L143	Housing and Community Invest	\$323,909.00
43L299	Reimbursements to General Fund	\$61,070.00
43L343	HCIDLA Costs	\$65,021.00
	Total	\$450,000.00

- b. Increase/decrease appropriations in the amount of \$323,909.00 within the HCIDLA Fund No. 100/43 as follows:

Account	Title	Amount
001010	Salaries – General	\$146,456.00
001090	Overtime – General	\$9,675.00
003040	Contractual Services	\$8,800.00
006010	Office & Admin Expenses	\$146,149.00
006030	Leasing	\$12,829.00
	Total	\$323,909.00

- c. Decrease appropriations within the Office and Safety Grant Fund No. 45C as follows:

Account	Title	Amount
22H122	HCIDLA	\$(213.31)
22J122	HCIDLA	\$(2,767.52)
43K143	HCIDLA	\$(49,663.14)
	Total	\$(52,643.97)

- e. Expend funds upon proper demand of the General Manager of HCIDLA, or designee.

3. AUTHORIZE the General Manager of HCIDLA, or designee, to prepare Controller instructions for technical corrections that may be necessary and consistent with the Mayor and Council action on this matter, subject to the approval of the City Administrative Officer, and authorize the City Controller to implement such transactions.

BACKGROUND

Over the last ten years the City has received this grant to provide child passenger safety education classes and free car seats to low income residents of Los Angeles. The child passenger safety team is composed of City staff who are Certified Child Passenger Safety Technicians, who educate parents on the proper selection, use, and installation of car seats. The child passenger safety team works through the City's Family Source Centers (FSCs) and other non-profit health and welfare agencies to conduct two hour educational classes. Additional activities of this program include participation in community events and health fairs.

On December 1, 2013 the OTS announced traffic-safety grant opportunities for Federal Fiscal Year (FFY) 2014-2015 to be awarded on a competitive basis to state and local jurisdictions. The HCIDLA responded by submitting a proposal to provide traffic safety education designed to increase car seat safety and compliance. In a letter dated June 18, 2014, OTS notified the HCIDLA that it had been awarded this grant in the amount of \$450,000 to fund the proposed project, "Child Passenger Safety Program." (Attachment 1)

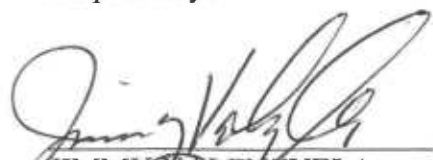
In the 2013-14 program year, which ended September 30, 2014, HCIDLA staff conducted 171 car seat safety education classes to 3,200 clients, participated in 14 community events citywide that were attended by approximately 4,380 residents, and distributed 3,069 free cars seats to low-income program participants. Additionally, HCIDLA staff evaluated and corrected the installation of car seats through safety check-up events. An increase in services is not anticipated as the amount of the grant has remained static. The grant will allow the HCIDLA to continue to provide these services and promote a safer environment for parents and their children in Los Angeles.

Controller instructions are included to appropriate funds to HCIDLA accounts to pay for the costs to implement the program. In addition, controller instructions are included to reduce accounts, which were previously established for prior year grants that have been closed. The amount of \$52,643.97 is no longer necessary and, in order to align the appropriations to grant sources the amount needs to be reduced.

FISCAL IMPACT STATEMENT

There is no impact on the General Fund.

Prepared by:


JIMMY VALENZUELA
Sr. Project Coordinator


Reviewed by:


OLIVIA MITCHELL
Assistant Chief Grants Management Specialist

Reviewed by:


SUZETTE FLYNN
Director

Reviewed by:


MANUEL CHAVEZ
Assistant General Manager

Approved by:


RUSHMORE D. CERVANTES
General Manager

OTS TRANSMITTAL
ATTACHMENT 1 – Grant Award Letter
October 17, 2014

EDMUND G. BROWN JR., GOVERNOR



October 17, 2014

Grant No. OP1503

Olivia E. Mitchell
Assistant Chief Grants Administrator
Housing and Community Investment Department
City of Los Angeles
1200 West Seventh Street
Los Angeles, CA 90017

COPY

Dear Ms. Mitchell:

The Office of Traffic Safety (OTS) has approved your traffic safety grant as part of the California Traffic Safety Program.

Costs incurred must be in accordance with your grant agreement, and recorded in your accounting system. No other costs can be allowed without OTS approval. Costs incurred prior to the starting date or subsequent to the closing date of this grant are not reimbursable.

Within the first quarter of your grant period, your Coordinator will provide you with information about operational and fiscal requirements, as well as tools to manage your new grant.

Please refer to the above grant number in all your communications with this office. If you have any questions, please contact Karen Coyle, Regional Coordinator, at (916) 509-3012 or e-mail at karen.coyle@ots.ca.gov.

Sincerely,


RHONDA L. CRAFT
Director

KC:lkd

Enclosures

cc: Fiscal

1. GRANT TITLE CHILD PASSENGER SAFETY PROGRAM	
2. NAME OF APPLICANT AGENCY CITY OF LOS ANGELES	4. GRANT PERIOD From: 10/1/14 To: 9/30/15
3. AGENCY UNIT TO HANDLE GRANT HOUSING AND COMMUNITY INVESTMENT DEPARTMENT	
5. GRANT DESCRIPTION The Housing and Community Department will train and provide educational classes to low-income residents on the proper, correct, and safe use and installation of child safety seats. At the end of each class, no-cost child safety seats will be distributed to program participants. Staff also will provide educational presentations at community events and health and safety fairs. The department will collaborate with community-based organizations, Los Angeles Police Department, California Highway Patrol, and other organizations to conduct child safety seat checkups and booster seat demonstrations.	

6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: **\$ 450,000.00**

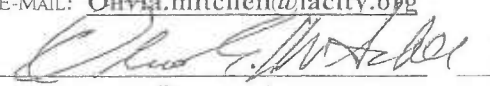


7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement:

- Schedule A (OTS-38b) – Problem Statement, Goals and Objectives and Method of Procedure
- Schedule B (OTS-38d) – Detailed Budget Estimate and Sub-Budget Estimate (if applicable)
- Schedule B-1 (OTS-38f) – Budget Narrative and Sub-Budget Narrative (if applicable)
- Exhibit A – Certifications and Assurances
- Exhibit B* - OTS Grant Program Manual

Items shown with an asterisk (), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.

We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.



8. APPROVAL SIGNATURES	
<p>A. GRANT DIRECTOR</p> <p>NAME: Olivia E. Mitchell PHONE: 213-744-9703</p> <p>TITLE: Asst. Chief Grants Administrator FAX: 213-744-9327</p> <p>ADDRESS: 1200 West 7th Street Los Angeles, CA 90017</p> <p>E-MAIL: Olivia.mitchell@lacity.org</p> <p> 9-22-14 (Signature) (Date)</p>	<p>B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY</p> <p>NAME: Manny Chavez PHONE: 213-744-7398</p> <p>TITLE: Assistant General Manager FAX: 213-744-9061</p> <p>ADDRESS: 1200 West 7th Street Los Angeles, CA 90017</p> <p>E-MAIL: Mmanuel.chavez@lacity.org</p> <p> 9/26/14 (Signature) (Date)</p>
<p>C. FISCAL OR ACCOUNTING OFFICIAL</p> <p>NAME: Luz C. Santiago PHONE: 213-808-8899</p> <p>TITLE: Assistant General Manager FAX: 213-808-8999</p> <p>ADDRESS: 1200 West 7th Street, 9th Floor Los Angeles, CA 90017</p> <p>E-MAIL: Luz.santiago@lacity.org</p> <p> 9/29/14 (Signature) (Date)</p>	<p>D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS</p> <p>NAME: HCBDA Accounting Division</p> <p>ADDRESS: 1200 West 7th Street, 4th Floor Los Angeles, CA 90017</p>
<p>9. DUNS NUMBER</p> <p>DUNS #: 808-255-160</p> <p>REGISTERED ADDRESS & ZIP: 1200 West 7th Street, 4th Floor Los Angeles, CA 90017</p>	

EFFECTIVE DATE OF AGREEMENT: <u>10/1/2014</u>		GRANTEE <u>CITY OF LOS ANGELES</u>	GRANT NO. <u>OP1503</u>
8. Fin Action No. <u>1</u>	Date: <u>10/13/2014</u>	10. TYPE OF AGREEMENT	Initial <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Cont. <input type="checkbox"/>
Revision No.	Date:	PAID MEDIA	PROGRAM INCOME
			TASK NO. <u>2</u>
			F.F.Y. <u>2015</u>

9. Action Taken Initial approval of 2015 HSP funds obligated.	11. FUNDING DISPOSITION & STATUS	
	Fiscal Year	Amount
	<u>2014-15</u>	450,000.00

	Total	450,000.00
	Obligated This Action	450,000.00
	Previously Obligated	0.00
	Total Amount Obligated	450,000.00
	Amount Suspended	0.00
	TOTAL FUNDS PROGRAMMED	450,000.00

12. BUDGET SUMMARY (From Schedule B Detail) - FISCAL YEAR GRANT PERIOD ENDING:				9/30/2015
COST CATEGORY	2014-15 GRANT PERIOD	PRIOR GRANT	2014-15 TOTAL GRANT	TOTAL GRANT BUDGET ESTIMATE
A. Personnel Costs	277,945.00	0.00	277,945.00	277,945.00
B. Travel Expenses	0.00	0.00	0.00	0.00
C. Contractual Services	0.00	0.00	0.00	0.00
D. Equipment	0.00	0.00	0.00	0.00
E. Other Direct Costs	172,055.00	0.00	172,055.00	172,055.00
F. Indirect Costs	0.00	0.00	0.00	0.00
TOTAL FEDERAL FUNDS	450,000.00	0.00	450,000.00	450,000.00

13. GRANT APPROVAL & AUTHORIZATION TO EXPEND OBLIGATED FUNDS	
A. APPROVAL RECOMMENDED BY NAME: KAREN COYLE TITLE: Regional Coordinator PHONE: (916) 509-3012 E-MAIL: karen.coyle@ots.ca.gov Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 Signature: <u></u>	B. AGREEMENT & FUNDING AUTHORIZED BY NAME: RHONDA L. CRAFT TITLE: Director Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 Signature: <u></u>

1. PROBLEM STATEMENT

It is a fact that child safety car seats are the most effective occupant protection devices used in motor vehicles today, but according to the National Highway Traffic Safety Administration (NHTSA), three out of four parents do not properly use child restraints. The Child Passenger Safety Program will provide updated information, education, and training sessions on the proper use and installation of car safety seats, and provide free safety seats to eligible low-income parents thereby reducing the risk of death and injury to young children who are occupants in cars involved in collisions.

NHTSA reports that approximately half of all children under age five who died in car crashes were unrestrained. Of the remaining half, 26 percent were in an adult seat belt, which does not provide effective protection for most children under age five, and others were in a child restraint system but had not been restrained properly. Often installation was incorrect or the wrong type of seat was used for the child's height, weight or age. For these children, the safety seat did not provide adequate protection.

If used correctly, child safety seats are 71 percent effective in reducing fatalities in children under the age of five, and 69 percent effective in reducing the need for hospitalization. Unfortunately, parents and other care givers too often consider child seats inconvenient, out of their financial reach, or too difficult to install. Others are uninformed or misinformed about the correct use child safety seats.

According to the 2010 United States Census data, the City of Los Angeles (City) is the most populous in California and the second most populous in the United States after New York City. Within Los Angeles there are 170 miles of freeways and 6,380 miles of surface streets, which consist of local and arterial streets. The City's arterial street system includes 1,370 miles of major and secondary highways. Due to its geographic size (more than 460 square miles), cars are almost a necessity and one of the primary methods of travel for City residents.

Los Angeles is home to approximately 3.8 million people who hail from more than 140 countries and speak 224 different identified languages. More than 40 percent of the City's population age five years and over are foreign-born, of which nearly 61 percent report speaking a language at home other than English and 30.6 percent report speaking English less than "very well." Residents who have limited English skills are less likely to have access to information on car safety seat laws and requirements.

Additionally, the high cost of living in Los Angeles, particularly housing, combined with a growing number of minimum wage jobs, has resulted in concentrations of low-income residents living in various areas of the City. These residents often cannot afford new child safety seats so they use previously used seats which are unsafe, or they don't use one.

Although California has effective child restraint laws and regulations, and statistics show that safety belt use has increased, there is still an ongoing need to promote car seat use and motor vehicle safety at the community level. There is a demand and a need for traffic safety education that includes the up-to-the-minute standards for proper use of seat belts and child safety seats, and classes in languages other than English. Finally, to save the