

INTRADEPARTMENTAL CORRESPONDENCE

August 20, 2015
8.9

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE
PLAN NO. 18

RECOMMENDED ACTIONS

That the Board of Police Commissioners (Board) REVIEW and APPROVE the Narcotics Analysis Laboratory Trust Fund Expenditure Plan No. 18. The Expenditure Plan includes funding in the amount of \$715,000 that will be used to pay for casework overtime, specialized analysis of evidence samples for drugs of abuse and the purchase of supplies and specialized equipment used by the Scientific Investigation Division (SID) Criminalistics Laboratory for the analysis of narcotics evidence.

1. That the Board TRANSMIT the Narcotics Analysis Laboratory Trust Fund Expenditure Plan No. 18 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>
TBD	Toxicology Analyses	\$ 40,000.00
TBD	Maintenance/Service Agreements	\$ 85,000.00
TBD	Casework Overtime	\$100,000.00
TBD	Equipment	\$140,000.00
TBD	Training, Travel & Subscriptions	\$150,000.00
TBD	Supplies and Equipment Maintenance	\$200,000.00

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.
4. AUTHORIZE the Controller to increase appropriations as needed from Fund 863/70, Account to be determined, to Fund 100/70, General Overtime Account No. 001090, by an amount not to exceed \$100,000.00.

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.

The City of Los Angeles (City) has established the Narcotics Analysis Laboratory Trust Fund 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.

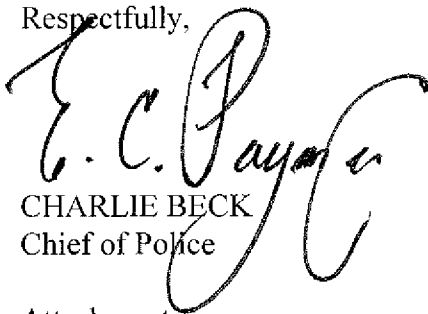
The overtime and equipment to be purchased includes the following items:

OVERTIME, ANALYSIS AND EQUIPMENT ITEMS	COST
Toxicology analyses of blood and urine samples for drugs of abuse	\$ 40,000.00
Laboratory Information Management System Maintenance/Service Agreement	\$ 85,000.00
Narcotics Casework Overtime	\$100,000.00
Gas Chromatograph/Mass Spectrometer for Toxicology Unit	\$140,000.00
Training, Travel and Subscriptions	\$150,000.00
Supplies and Equipment Maintenance	\$200,000.00
TOTAL	\$715,000.00

A fact sheet describing these items in detail is attached.

If you have any questions regarding this matter, please contact Scientific Investigation Division Commanding Officer D'Anna Markley, at (323) 415-8100.

Respectfully,



CHARLIE BECK
Chief of Police

Attachment

FACT SHEET

NARCOTICS ANALYSIS LABORATORY TRUST FUND OVERTIME AND EQUIPMENT SPENDING PLAN 18 REQUEST

July 16, 2015

Background. Scientific Investigation Division (SID) requests that funds in the Narcotics Analysis Laboratory Trust Fund (NALTF) be used to provide the following items:

Toxicology Analyses

\$40,000 is requested to pay for confirmation analysis of low-level drug testing of blood and urine samples from sexual assault victims and driving-under-the-influence-of-drugs arrestees.

These analyses will be performed by the Los Angeles County Department of Coroner Toxicology Laboratory, NMS Labs or Redwood Toxicology Laboratory. The blood and urine evidence samples will be transferred to the outside laboratory by staff from the SID Toxicology Unit (TOX).

An allocation of \$85,000 from NALTF Spending Plan 17 is currently being used to pay for these analyses by the Coroner Toxicology Laboratory. In 2014, a total of \$38,801 was spent by SID to pay for toxicology analyses by the Coroner Laboratory. These funds paid for the analysis of 247 driving-under-the-influence-of-drugs and sexual assault cases.

Maintenance and Service Agreements

\$85,000 is requested to pay for the annual maintenance and service agreements for SID's JusticeTrax Laboratory Information Management System (LIMS). The maintenance and service agreement will give SID access to JusticeTrax LIMS-Plus software upgrades, along with phone and online technical support. LIMS is a laboratory based information management software system used for evidence tracking, evidence chain of custody, interfacing with analytical instrumentation, entering test results, preparing laboratory reports, and generating statistical and informational data.

Narcotics Casework Overtime Funds

\$100,000 is requested for overtime to complete narcotics casework.

The primary task of the Narcotics Analysis Unit (NAU) of SID is to analyze narcotics evidence seized from drug offenders and prepare laboratory reports of the drug analyses for District and City Attorneys. With the current staffing levels in the NAU, a portion of this work must be completed on overtime.

In 2014, the total number of narcotics cases analyzed was 13,322 with 1,763 (13%) analyzed on overtime. The total number of overtime hours devoted to narcotics casework in 2014 was 1519. At an average hourly overtime pay rate of \$77.70, the cost to compensate the 2014 overtime in cash was \$118,026. The narcotics caseload for 2015 is projected to be slightly less than that of 2014, and the amount of casework analyzed on overtime should be slightly less as well.

FACT SHEET

NARCOTICS ANALYSIS LABORATORY TRUST FUND OVERTIME AND EQUIPMENT SPENDING PLAN 18 REQUEST

July 16, 2015

An allocation of \$100,000 from NALTF Spending Plan 17 is currently being used to pay for casework overtime in the NAU. These funds are carefully tracked and managed by SID staff.

Equipment List

1. One (1) Agilent Gas Chromatograph/Mass Spectrometer (GC/MS) with turbo pump, data analysis software and spectra libraries for TOX (\$140,000).

The Agilent GC/MS will be used to analyze blood and urine samples for drugs of abuse from arrestees and victims of sexual assault. It will replace a seventeen year old instrument that is operating beyond its useful service life.

In the previous twelve months, the current instrument was used to analyze more than 2,700 blood and urine samples for drugs of abuse. The GC/MS is an essential tool used to confirm the presence and amount of drugs in biological samples. Arrestee samples are primarily taken from suspects accused of driving-under-the-influence. Victims of sexual assault provide urine samples for analysis during medical examinations that are part of the sexual assault criminal investigation process.

The seventeen year old GC/MS currently in use is showing its age. In the past three years, the instrument has been less reliable and has experienced more down time for maintenance. The requested Agilent GC/MS will operate faster and have a useful life span of 10 years.

Training, Travel and Subscriptions

\$150,000 is requested to fund attendance at courses and subscriptions for the continuing education, training, and development of scientific staff.

Supplies and Equipment Maintenance

\$200,000 is requested to pay for supplies and equipment maintenance for NAU and TOX.

NARCOTICS ANALYSIS LABORATORY TRUST FUND EXPENDITURE PLAN NO. 18
LIST OF TRAINING ATTENDED –JULY 2013 THROUGH JUNE 2015
July 16 2015

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 - 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 Enfield Armorer Course
- Bode West DNA Symposium
- 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
- 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
- Digital Video Evidence Recovery & Hard Drive Recovery Workshop
- dTective - Introduction to Forensic Video Analysis
- The Effects of Drugs on Human Performance & Behavior
- 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 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
- Justice Trax User's Group Conference
- 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
- Lecia 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 A120
- Subscriptions

Crime Laboratory Subscriptions Samplar

Journal	Cost per year
Forensic Policy & Management: An International Journal	\$582
AFTE Journal	\$125
Journal of Forensic Sciences(Print and Electronic)	\$593
Forensic Science Review	\$90
Journal of the American Society of Questioned Document Examiners	\$198
Journal of Analytical Toxicology	\$755
Microscope	\$180