



FESIA A. DAVENPORT
Chief Executive Officer

County of Los Angeles
Chief Executive Office

PUBLIC SAFETY CLUSTER AGENDA REVIEW MEETING

DATE: Wednesday, August 10, 2022
TIME: 9:30 a.m.

THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY TO ENSURE THE SAFETY OF MEMBERS OF THE PUBLIC AND EMPLOYEES AS PERMITTED UNDER STATE LAW.
TO PARTICIPATE IN THE MEETING CALL TELECONFERENCE NUMBER: (323) 776-6996 ID: 169948309#
[Click here to join the meeting](#)

AGENDA

Members of the Public may address the Public Safety Cluster on any agenda item by submitting a written request prior to the meeting. Two (2) minutes are allowed per person in total for each item.

1. CALL TO ORDER

2. GENERAL PUBLIC COMMENT

3. INFORMATIONAL ITEM(S): [Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices with advance notification]:

A. Board Letter:

ACCEPT A GRANT AWARD FROM THE DEPARTMENT OF CALIFORNIA
HIGHWAY PATROL IMPAIRED DRIVING SECTION FRO 2022-2023 CANNIBAS
TAX FUND GRANT PROGRAM

Speaker(s): Erin Trujillo and Diane Stone (Sheriff's)

4. PRESENTATION/DISCUSSION ITEM(S):

A. Board Letter:

APPROVAL TO EXECUTE AN AGREEMENT WITH CROWN JEWEL OF PACIFICA,
LLC DBA SHERATON CERRITOS HOTEL TO HOST THE 35TH ANNUAL
CONTRACT CITY MANAGER'S CONFERENCE

Speaker(s): Julie Lowe (Sheriff's)

B. Board Briefing:

PROBATION OVERSIGHT COMMISSION (POC) AND OFFICE OF INSPECTOR
GENERAL (OIG) MONTHLY BRIEFING

Speaker(s): Wendelyn Julien (POC) and Eric Bates (OIG)

C. Board Briefing:

DIVISION OF JUVENILE JUSTICE (DJJ) TRANSITION COMMITTEE BRIEFING

Speaker(s): Adam Bettino (Probation)

Wednesday, August 10, 2022

5. PUBLIC COMMENTS

CLOSED SESSION

CS-1 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
(Subdivision (a) of Government Code Section 54956.9)

Mika Marvin Lamar O'Neal v. Los Angeles County, et al.
Los Angeles Superior Court Case No. 20STCV03767

Department: Sheriff's

6. ADJOURNMENT

**The Public Safety Cluster Agenda Review
Meetings for August 17 and 24, 2022, are
CANCELLED.**

IF YOU WOULD LIKE TO EMAIL A COMMENT ON AN ITEM ON THE PUBLIC SAFETY CLUSTER AGENDA, PLEASE USE THE FOLLOWING EMAIL AND INCLUDE THE AGENDA NUMBER YOU ARE COMMENTING ON:

PUBLIC_SAFETY_COMMENTS@CEO.LACOUNTY.GOV

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	8/17/2022	
BOARD MEETING DATE	8/30/2022	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Los Angeles County Sheriff's Department	
SUBJECT	Accept a Grant Award from the Department of California Highway Patrol, Impaired Driving Section for Fiscal Year 2022-2023.	
PROGRAM	Cannabis Tax Fund Grant Program	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS	The department has until September 30, 2022 to return the signed grant agreement.	
COST & FUNDING	Total cost: \$1,870,836	Funding source: Department of California Highway Patrol, Impaired Driving Section
	TERMS (if applicable): The grant award period is July 1, 2022 through June 30, 2024.	
	Explanation:	
PURPOSE OF REQUEST	The purpose of the request is for the Board of Supervisors to give the department authority to accept the grant award.	
BACKGROUND (include internal/external issues that may exist including any related motions)	The funding shall be utilized to purchase necessary equipment and supplies in the Department's Technology and Support Division, Scientific Services Bureau, Downey Crime Laboratory.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how The Program is consistent with the County's Strategic Plan; II.2. – Support the Wellness of Our Communities by identifying, supporting, and promoting practices for higher quality of life through violence reduction, enhanced social cohesion, increased awareness of supports and services, and better physical fitness, mental health and well-being.	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Erin Trujillo, Assistant Director, Crime Laboratory (562) 334-4308, EATrujil@lasd.org Diane Stone, Administrative Services Manager III, (213) 229-1818, D1Stone@lasd.org	

August 30, 2022

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**ACCEPT A GRANT AWARD FROM THE DEPARTMENT OF
CALIFORNIA HIGHWAY PATROL IMPAIRED DRIVING SECTION
FOR 2022-2023 CANNABIS TAX FUND GRANT PROGRAM
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

Request Board approval authorizing the Sheriff of Los Angeles County (County) to accept and execute a grant award in the amount of \$1,870,836 from the Department of California Highway Patrol, Impaired Driving Section, for the 2022-2023 Cannabis Tax Fund Grant Program (CTFGP), Agreement Number 9638 (Agreement) for the grant period from July 1, 2022, through June 30, 2024. This grant will fund equipment in the Department's Technology and Support Division.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Sheriff, or his designee, as an agent for the County, to accept and execute the attached Agreement Number 9638 in the amount of \$1,870,836 with no match requirement to reduce impaired driving crashes, increase public awareness surrounding the dangers of impaired driving, and make California's roadways a safer place to travel for the grant period of July 1, 2022, through June 30, 2024.
2. Delegate authority to the Sheriff, or his designee, as an agent for the County, to execute and submit all required grant documents, including but not limited to,

agreements, modifications, extensions, and payment requests that may be necessary for the completion of the Program.

3. Delegate authority to the Sheriff, or his designee, as an agent for the County, to apply and submit a grant application to Department of California Highway Patrol for the Program in future fiscal years, and to execute all required grant application documents, including assurances and certifications, when and if such funding becomes available.
4. Delegate authority to the Sheriff, or his designee, as an agent for the County, to accept all grant awards for the CTFGP in future FY's, if awarded by California Highway Patrol, and execute all required grant award documents, including but not limited to, agreements, modifications, extensions, and payment requests that may be necessary for completion of the CTFGP in future FYs.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The objective of the grant is to fund support projects that will improve and advance the standardization of practices in forensic toxicology units within crime laboratories supporting driving under the influence (DUI)/driving under the influence of drugs (DUID) projects to aid in the enforcement of traffic laws related to DUI of drugs, including cannabis and cannabis products.

Implementation of Strategic Plan Goals

Approval of the recommended action is consistent with the County's Strategic Plan, II.2. – Support the Wellness of Our Communities by identifying, supporting, and promoting practices for higher quality of life through violence reduction, enhanced social cohesion, increased awareness of supports and services, and better physical fitness, mental health, and well-being.

FISCAL IMPACT/FINANCING

The 2022-2024 CTFGP funding of \$1,870,836 will be utilized as follows: FY 2022-2023 Services and Supplies \$316,300 and Capital Assets \$740,950. The remaining balance of \$813,586 will be utilized in FY 2023-2024 and will be part of the Department's FY 2023-2024 Supplemental Budget Phase's Grants Carryover request for Technology and Support Division, Scientific Services Bureau, Downey Crime Lab.

This will be the first year of funding for CTFGP. The total program cost is \$1,870,836 with no match requirement.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On February 23, 2022, the Department submitted an application in response to Department of California Highway Patrol, CTFGP, Request for Application. Upon review of the Department's application, Department of California Highway Patrol selected the Department to receive a grant in the amount of \$1,870,836 with no match requirement.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This grant will have a positive impact on current services for Scientific Services Bureau, Downey Crime Lab by eliminating backlog in the analysis of forensic toxicology evidence submissions for DUID prosecution, reducing turnaround time for sample testing, and increasing the analytical capabilities of the laboratory to provide updated services.

CONCLUSION

Upon Board approval, please return two copies of the adopted Board to the Department's Grants Unit.

Sincerely,

ALEX VILLANUEVA, SHERIFF

TIMOTHY K. MURAKAMI
UNDERSHERIFF

AV:TKM:jc
(Financial Programs Bureau/Grants Unit)

c: Board of Supervisors, Justice Deputies
Celia Zavala, Executive Officer, Board of Supervisors
Fesia Davenport, Chief Executive Officer
Sheila Williams, Senior Manager, Chief Executive Office (CEO)
Rene Phillips, Manager, CEO
Jocelyn Ventilacion, Principal Analyst, CEO
Anna Petrosyan, Analyst, CEO
Dawyn R. Harrison, Acting County Counsel
Elizabeth D. Miller, Chief Legal Advisor, Legal Advisory Unit
Michele Jackson, Principal Deputy County Counsel, Legal Advisory Unit
Timothy K. Murakami, Undersheriff
John L. Satterfield, Chief of Staff
Conrad Meredith, Division Director, Administrative Services Division (ASD)
Brian Yanagi, A/Chief, Technology and Support Division (TSD)
Glen C. Joe, Assistant Division Director, ASD
Richard F. Martinez, Assistant Division Director, ASD
Ernest O. Bille, Captain, Scientific Services Bureau
Lina D. Corvera, Assistant Director, Financial Programs Bureau
Erin A. Trujillo, Crime Laboratory Assistant Director, Scientific Services Bureau
Vanessa C. Chow, Sergeant, ASD
Diane L. Stone, Grants Manager, Financial Programs Bureau (FPB), Grants Unit
Adam R. Wright, Sergeant, ASD
Kristine D. Corrales, Deputy ASD
Monica Moreno, Grants Supervisor, FPB, Grants Unit
Janalyn Caliman Grants Analyst, FPB, Grants Unit
(Grants – Cannabis Tax Fund Grant Program 08-30-22)

Los Angeles County Chief Executive Office
Grant Management Statement for Grants Exceeding \$100,000

Department: LOS ANGELES COUNTY SHERIFF'S DEPARTMENT

Grant Project Title and Description: Department of California Highway Patrol, Impaired Driving Section, 2022-2023 Cannabis Tax Fund Grant Program

The objective of the Cannabis Tax Fund Grant is to fund support projects that will improve and advance the standardization of practices in toxicology crime laboratories supporting driving under the influence (DUI)/driving under the influence of drugs (DUID) projects to aid in the enforcement of traffic laws related to DUI of alcohol and other drugs, including cannabis and cannabis products.

Funding Agency:
Department of California
Highway Patrol

Program (Fed. Grant # /State Bill or Code #)
Grant Agreement Award #9638

Grant Acceptance Deadline
September 30, 2022

Total Amount of Grant Funding: \$1,870,836

County Match: 0

Grant Period: July 1, 2022 through June 30, 2024
June 30, 2024

Begin Date: Execution by Parties

End Date:

Number of Personnel Hired Under This Grant: 0

Full Time: 0 **Part Time:** 0

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program? Yes ☐ No ☒

Will all personnel hired for this program be placed on temporary ("N") items? Yes ☐ No ☐ N/A

Is the County obligated to continue this program after the grant expires? Yes ☐ No ☒

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes ☐ No ☐ N/A

b). Identify other revenue sources Yes ☐ No ☐ N/A
(Describe) _____

c). Eliminate or reduce, as appropriate, positions/program costs funded by the grant. Yes ☐ No ☐ N/A

Impact of additional personnel on existing space:

None.

Other requirements not mentioned above: None

Department Head Signature _____ **Date** _____

1. GRANT TITLE FY22/24 CTFGP Toxicology Crime Laboratories - Los Angeles County Sheriff's Department	
2. NAME OF AGENCY Los Angeles County Sheriff's Department	4. PERFORMANCE PERIOD From: 07/01/2022 To: 06/30/2024
3. AGENCY SECTION TO ADMINISTER GRANT Grants Unit	
5. OPPORTUNITY INFORMATION DESCRIPTION Toxicology Laboratory grants provide assistance to California county, and/or city crime laboratories that service local governments to improve and advance the standardization of practices in toxicology laboratories supporting and aiding in the enforcement of Driving Under the Influence (DUI)/Driving Under the Influence of Drugs (DUID) traffic laws related to alcohol and other drugs, including cannabis and cannabis products.	
6. FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED \$1,870,836.00	
7. TERMS AND CONDITIONS The Grantee agrees to complete the Project as described in the Project Description. The Grantee's Application, and the California Code of Regulations, Title 13, Division 2, Chapter 13, Sections 1890.00-1890.27 are hereby incorporated into this agreement by reference. The parties hereto agree to comply with the terms and conditions of the following attachments: <ul style="list-style-type: none">• Schedule A - Project Description, Problem Statement, Goals and Objectives, and Method of Procedure;• Schedule B - Detailed Budget Estimate; and• Schedule B-1 - Budget Narrative. 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	
A. AUTHORIZED OFFICIAL OF AGENCY Name: Timothy K. Murakami Phone: (213) 229-1816 Title: Undersheriff Address: 211 West Temple Street, 6th Floor, Los Angeles, CA 90012 E-Mail: grantsunit@lasd.org _____ (Signature) (Date)	B. AUTHORIZED OFFICIAL CHP Name: Evan Robinson Phone: (916) 843-4360 Title: Captain Fax: (916) 322-3169 Address: 601 North 7th Street, Sacramento, CA 95811 E-Mail: ERobinson@chp.ca.gov _____ (Signature) (Date)
C. ACCOUNTING OFFICER OF CHP Name: C. M. Jones Phone: (916) 843-3531 Title: Commander Fax: (916) 322-3159 Address: 601 North 7th Street, Sacramento, CA 95811 E-Mail: catrina.jones@chp.ca.gov _____ (Signature) (Date)	D. AUTHORIZED FINANCIAL CONTACT TO RECEIVE PAYMENTS Name: Nenita Castro Address: 211 West Temple Street, 6th Floor, Los Angeles, CA 90012
9. PURCHASE ORDER NUMBER	

TERMS AND CONDITIONS

Grantee shall comply with the California Code of Regulations, Title 13, Division 2, Chapter 13 Section 1890, et seq. and all other terms and conditions noted in this Agreement. Failure by the Grantee to comply may result in the termination of this Agreement by the California Highway Patrol (hereafter referred to as State). The State will have no obligation to reimburse the Grantee for any additional costs once the Grant Agreement has been terminated.

A. EXECUTION

1. The State (the California Highway Patrol) hereby awards to the Grantee the sum of money stated on page one of this Agreement. This funding is awarded to the Grantee to carry out the project set forth in the Project Description and the terms and conditions set forth in this Agreement.
2. The funding for this Agreement is allocated pursuant to California Revenue and Taxation Code Section 34019(f)(3)(B). The Grantee agrees that the State's obligation to pay any sum under this Agreement is contingent upon availability of funds disbursed from the California Cannabis Tax Fund to the State. If there is insufficient funding, the State shall have the option to either: 1) terminate this Agreement, whereby no party shall have any further obligations or liabilities under this Agreement, or 2) negotiate an Agreement amendment to reduce the grant award and scope of services to be provided under this Agreement.
3. The Grantee is not to commence or proceed with any work in advance of receiving notice that the Grant Agreement has been approved. Any work performed by the Grantee in advance of the date of approval by the State shall be deemed volunteer work and will not be reimbursed by the State.
4. The Grantee agrees to provide any additional funding, beyond what the State has agreed to provide pursuant to this Agreement, necessary to complete or carry out the project as described in this Agreement. Any modification or alteration of this Agreement, as set forth in the Grant Application submitted by the Grantee and on file with the State, must be submitted in writing 30 calendar days in advance to the State for approval.
5. The Grantee agrees to complete the project within the timeframe indicated in the Performance Period, which is on page one of this Agreement.

B. PROJECT ADMINISTRATION

1. The Grantee shall submit all reimbursements, progress, performance, and/or other required reports concerning the status of work performed in furtherance of this Agreement on a quarterly basis, or as requested by the State.
2. The Grantee shall provide the State with a final report showing all project expenditures, which includes all State and any other project funding expended, within 60 calendar days after completion of this Agreement.
3. The Grantee shall ensure all equipment which is purchased, maintained, operated, and/or developed is available for inspection by the State.
4. Equipment purchased through this Agreement shall be used for the education, prevention, and enforcement of impaired driving laws unless the Grantee is funding a portion of the purchased price not dedicated to impaired driving and that portion is not part of the project costs. Equipment purchased under this Agreement must only be used for approved project related purposes unless otherwise approved by the State in writing.
5. Prior to disposition of equipment acquired under this Agreement, the Grantee shall notify the State via e-mail, and by telephone, by calling the California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit at (916) 843-4360.

TERMS AND CONDITIONS

C. PROJECT TERMINATION

1. Grantee or the State may terminate this Agreement at any time prior to the commencement of the project. Once the project has commenced, this Agreement may only be terminated if the party withdrawing provides 30 calendar days written notice of their intent to withdraw.
 - a. If by reason of force majeure the performance hereunder is delayed or prevented, then the term end date may be extended by mutual consent for the same amount of time of such delay or prevention. The term "force majeure" shall mean any fire, flood, earthquake, or public disaster, strike, labor dispute or unrest, embargo, riot, war, insurrection or civil unrest, any act of God, any act of legally constituted authority, or any other cause beyond the Grantee's control which would excuse the Grantee's performance as a matter of law.
 - b. Grantee agrees to provide written notice of an event of force majeure under this Agreement within 10 calendar days of the commencement of such event and within 10 calendar days after the termination of such event, unless the force majeure prohibits Grantee from reasonably giving notice within this period. Grantee will give such notice at the earliest possible time following the event of force majeure.
2. Any violations of law committed by the Grantee, misrepresentations of project information by the Grantee to the State, submission of falsified documents by the Grantee to the State, failure to provide records by the Grantee to the State when requested for audit or site visit purposes may be cause for termination. If the project is terminated for the reasons described in this paragraph, the State will have no obligation to reimburse the Grantee for any additional costs once the Agreement has been terminated.
3. The State may terminate this Agreement and be relieved of any payments should the Grantee fail to perform the requirements of this Agreement at the time and in the manner herein provided. Furthermore, the Grantee, upon termination, shall return grant funds not expended by the Grantee as of the date of termination.
4. If this Agreement is terminated, the State may choose to exclude the Grantee from future grant opportunities.

D. FINANCIAL RECORDS

1. The Grantee agrees the State or their designated representative shall have the right to review and to copy all records and supporting documentation pertaining to the performance of this Agreement. Grantee agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated or required by law. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Furthermore, the Grantee agrees to include a similar right for the State to audit all records and interview staff in any subcontract related to performance of this Agreement.

E. HOLD HARMLESS

1. The Grantee agrees to indemnify, defend and save harmless the State, its officials, agents and employees from any and all claims and losses accruing or resulting to any and all Grantee's staff, contractors, subcontractors, suppliers, and other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, agency, firm, corporation who may be injured or damaged by the Grantee in performance of this Agreement.

TERMS AND CONDITIONS

F. NONDISCRIMINATION

1. The Grantee agrees to comply with State and federal laws outlawing discrimination, including, but not limited to, those prohibiting discrimination because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (including cancer or genetic characteristics), sexual orientation, political affiliation, position in a labor dispute, age, marital status, and denial of statutorily-required employment-related leave. (GC 12990 [a-f] and CCR, Title 2, Section 8103.)

G. AMERICANS WITH DISABILITIES ACT

1. The Grantee assures the State it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

H. DRUG-FREE WORKPLACE

1. The Grantee shall comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - i. The dangers of drug abuse in the workplace.
 - ii. The person's or organization's policy of maintaining a drug-free workplace.
 - iii. Any available counseling, rehabilitation, and employee assistance programs.
 - iv. Penalties that may be imposed upon employees for drug abuse violations.
 - c. Every employee who works on the project will:
 - i. Receive a copy of the company's drug-free workplace policy statement.
 - ii. Agree to abide by the terms of the company's statement as a condition of employment on the Agreement.
2. Failure to comply with these requirements may result in suspension of payments under this Agreement or termination of this Agreement or both and Grantee may be ineligible for award of any future Grant Agreements if the department determines that any of the following has occurred:
 - a. The Grantee has made false certification or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

I. LAW ENFORCEMENT AGENCIES

1. All law enforcement organization Grantees shall comply with California law regarding racial profiling. Specifically, law enforcement Grantees shall not engage in the act of racial profiling as defined in California Penal Code Section 13519.4.

TERMS AND CONDITIONS

J. LABOR CODE/WORKERS' COMPENSATION

1. The Grantee is advised and made aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Grantee affirms to comply with such provisions before commencing the performance of the work of this Agreement, (refer to Labor Code Section 3700).

K. APPLICATION INCORPORATION

1. The Grantee agrees the Application and any subsequent changes or additions approved or required by the State is hereby incorporated into this Agreement.

L. STATE LOBBYING

1. The Grantee is advised none of the funds provided under this Agreement may be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a state official whose salary is supported by this Agreement from engaging in direct communications with the state or local legislative officials, in accordance with customary state and/or local practice.

M. REPRESENTATION AND WARRANTIES

1. The Grantee represents and warrants that:
 - a. It is validly existing and in good standing under the laws of the State of California, has, or will have the requisite power, authority, licenses, permits, and the like necessary to carry on its business as it is now being conducted and as contemplated in this Agreement, and will, at all times, lawfully conduct its business in compliance with all applicable federal, state, and local laws, regulations, and rules.
 - b. It is not a party to any Agreement, written or oral, creating obligations that would prevent it from entering into this Agreement or satisfying the terms herein.
 - c. If the Grantee is a Nonprofit Organization, it will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status. If the Grantee subcontracts with a Nonprofit as part of this Agreement, the Grantee shall ensure the Nonprofit will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status.
 - d. All of the information in its Grant Application and all materials submitted are true and accurate.

N. AIR OR WATER POLLUTION VIOLATION

1. Under the state laws, the Grantee shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

TERMS AND CONDITIONS

O. GRANTEE NAME CHANGE

1. Grantee agrees to immediately inform the State in writing of any changes to the name of person within organization with delegated signing authority.
2. An amendment is required to change the Grantee's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

P. RESOLUTION

1. A county, city, district, or other local public body shall provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an Agreement, authorizing execution of the Agreement.

Q. PAYEE DATA RECORD FORM STD. 204

1. This form shall be completed by all non-governmental Grantees.

R. GOVERNMENT AGENCY TAXPAYER ID FORM

1. This form shall be completed by governmental Grantees.

S. CONFLICT OF INTEREST

1. This section serves to make the Grantee aware of specific provisions related to current or former state employees. If Grantee has any questions regarding the status of any person rendering services or involved with the Agreement, the Grantee shall contact the State (California Highway Patrol, Impaired Driving Section) immediately for clarification.
2. Current State Employees:
 - a. No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
 - b. No officer or employee shall contract on their own behalf as an independent Grantee with any state agency to provide goods or services.
3. Former State Employees:
 - a. For the two-year period from the date they left state employment, no former state officer or employee may enter into a contract in which they engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to this Agreement while employed in any capacity by any state agency.
 - b. For the 12-month period from the date they left state employment, no former state officer or employee may enter into a contract with any state agency if they were employed by that state agency in a policy-making position in the same general subject area as the proposed Agreement within the 12-month period prior to their leaving state service.
4. The authorized representative of the Grantee organization named within this Agreement warrants their organization and its employees have no personal or financial interest and no present or past

TERMS AND CONDITIONS

employment or activity which would be incompatible with participating in any activity related to this Agreement. For the duration of this Agreement, the organization and its employees will not accept any gift, benefit, gratuity or consideration, or begin a personal or financial interest in a party who is associated with this Agreement.

5. The Grantee organization and its employees shall not disclose any financial, statistical, personal, technical, media-related, and/or other information or data derived from this Agreement made available for use by the State for the purposes of providing services to the State in conjunction with this Agreement, except as otherwise required by law or explicitly permitted by the State in writing. The Grantee shall immediately advise the State of any person(s) who has access to project confidential information and intends to disclose that information in violation of this Agreement.
6. The Grantee will not enter into any Agreement or discussions with third parties concerning materials described in paragraph 5 prior to receiving written confirmation from the State that such third party has an Agreement with the State similar in nature to this one.
7. The Grantee warrants that only those employees who are authorized and required to use the materials described in paragraph 5 will have access to them.
8. If Grantee violates any provisions of this above paragraphs, such action by Grantee shall render this Agreement void.

T. EQUIPMENT-USE TERMS

1. The Grantee agrees any equipment purchased under this Grant Agreement shall be used for impaired driving efforts.
2. Law Enforcement Projects:
 - a. Oral Fluid Drug Screening Devices and Cannabis/Marijuana Breath Testing Equipment - The Grantee agrees to ensure all personnel using road-side drug testing equipment, including oral fluid drug testing devices and/or cannabis/marijuana breath testing devices, purchased with grant funds from this Agreement, are trained to recognize alcohol and drug impairment. At a minimum, personnel using these devices should receive Standardized Field Sobriety Testing training. These personnel are also encouraged to attend Advanced Roadside Impaired Driving Enforcement and Drug Recognition Evaluator training. Prior to using these devices, the Grantee agrees to obtain permission from their local prosecutor's office; establish a policy ensuring appropriate use; and require the staff using these devices to receive appropriate training, which may include training from the manufacturer. This will help ensure the equipment is used appropriately. The Grantee shall advise the State (California Highway Patrol, Impaired Driving Section), of any legal challenges or other items of significance that may affect the use or legal acceptance of these devices. Additionally, the State may request additional information about the performance of these devices, including information about their use, accuracy, and feedback from personnel using the devices.
 - b. Law Enforcement Vehicles – The Grantee agrees any law enforcement vehicles purchased with funds from this agreement will be primarily used for the enforcement of driving under the influence laws and/or providing public education related to the dangers of driving under the influence. Additionally, any vehicle purchased using funds from this Agreement shall comply with all California Vehicle Code and California Code of Regulation requirements. The State may require the Grantee to mark these vehicles with a decal and/or emblem indicating the vehicle is used for driving under the influence enforcement.

Schedule A

All grant awards, including any adjustments to requested funding, were made by the Cannabis Grants Unit based on the merits of the Grant Application, scale of operation, and in accordance with the Request for Application (RFA) requirements and associated regulations. As a result, not all activities and items detailed in Schedule A are applicable. Refer to Schedule B – Detailed Budget Estimate for approved line items and Project activities.

Project Description

The Los Angeles Sheriff's Department, Scientific Services Bureau (Crime Lab) is seeking grant funding to expand its current toxicology testing capabilities of submitted blood and urine samples. At the present time, submitting agencies (200+ in Los Angeles County, including 14 CHP offices) request testing for DUI only; DUID only; or DUI and DUID, with requests for DUI and DUID accounting for approximately 15% of the total input of blood and urine samples. For DUID testing, currently, the Crime Lab tests for 6 drugs/drug classes (amphetamines, benzodiazepines, cannabinoids, cocaine, opiates and PCP) and other drugs as specified by the requestor. Testing is done in 2 phases: a) screening, with a backlog of 2-3 months; and b) confirmations, with a backlog of 6-8 months. If screening results indicate positive results for: amphetamines, cocaine or marijuana (THC), confirmation testing is done automatically. Samples screening positive or negative for other drugs will be returned to the submitting agency without further testing. Confirmatory testing for any other drugs (beyond amphetamines, cocaine and marijuana (THC)) is only performed after a direct request is received by the Crime Lab from the submitting agency to perform confirmation testing. This level of testing does not meet the needs of our client law enforcement agencies within Los Angeles County in either scope (# of drugs) or timeliness.

The Crime Laboratory intends to utilize grant funds to purchase state-of-the-art technology and associated equipment to perform forensic toxicology analyses of samples submitted specifically for DUID testing and enhance both the scope of its program as well as increase analysis turnaround time. The Crime Lab would focus initially on 30-40 of the most prevalent Tier I and Tier II drugs as recommended by the 2021 National Safety Council (NSC) Recommendations for Toxicological Investigation of Drug-Impaired Driving and Motor Vehicle fatalities and would consider increasing the number of drugs tested pending appropriate personnel and fiscal resources. Additionally, the Crime Lab has antidotal information from other local forensic laboratories (Los Angeles Police Department Crime Lab and Los Angeles County Coroner/Medical Examiner) that samples submitted for DUI (BAC) testing often test positive for drugs of abuse and pharmaceuticals. The Los Angeles Sheriff's Department Crime Lab is open to expanding the scope of its testing to include all traffic safety related and Drug Recognition Evaluation (DRE) cases pending appropriate personnel and fiscal resources.

Problem Statement

The hazards for driving under the influence of drugs (DUID) or under the influence of drugs in combination with alcohol are well documented in the literature and numerous studies have been conducted. The 2018 National Survey on Drug Use and Health (NSDUH) found 20.5 million people 16 or older drove under the influence of alcohol in the year preceding the study, and 12.6 million drove under the influence of illicit drugs. After alcohol, marijuana, illicit drugs (including opiates) and prescription drugs are commonly linked to driving crashes. A study of trauma centers, for the time period October – December 2020, as reported by National Highway Traffic Safety Administration (NHTSA) Office of Behavioral Safety Research, June 2021, DOT HS 813 135 article, 'Update to Special Reports on Traffic Safety During the COVID-19 Public Health Emergency: Fourth Quarter Data,' indicated that 56% of drivers involved in serious injury and fatal crashes tested positive for at least one drug. Furthermore, passage of Proposition 64: The Adult Use Marijuana Act in California in November 2016 added to the number of DUID cases and necessitated that the Crime Lab be able to confirm THC in submitted blood and urine samples. Based on legalization of recreational cannabis use, DUID studies like the ones noted above, and coupled with the antidotal information regarding prevalence of both alcohol and drugs in blood and urine samples analyzed by the Los Angeles Police Department and Los Angeles County Coroner-Medical Examiner's Office, the Crime Lab understands that DUID and DUI is a significant traffic safety issue which puts many residents of Los Angeles County at risk of being

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involved in a traffic safety incident due to the impairment caused by DUID and DUI drivers. Thus, it is paramount that the Crime Lab position itself to test all submitted blood and urine samples for DUI and DUID.

The testing of DUI and DUID has long been separate functions at the Los Angeles Sheriff's Department Crime Lab (greater than 30 years). Approximately 15% of submitted samples to the Crime Lab are tested for both DUI and DUID testing; thus, not all submissions for DUI testing are forwarded for DUID testing. A possible contributor to the low number requests for both DUI and DUID testing may be that the number of Drug Recognition Experts (DRE) in the Los Angeles Sheriff's Department has significantly decreased over the years. In 2020/2021, due to retirements and deployment of personnel to other functions within the agency, the Los Angeles Sheriff's Department had only 5 Drug Recognition Experts (DRE) actively working, in a department of over 9,000 sworn staff.

In 2021, the Crime Lab:

- processed 5,558 blood/urine samples for DUI; 559 (~10%) had 0.00% BAC; 1,016 (~18%) had below 0.08% BAC; and 3,983 (~72%) had above a 0.08% BAC.
- 25% of samples (1394) tested for DUI were also tested for DUID.
- screened 3059 blood/urine samples for DUID, resulting in 3980 confirmation tests: and
- processed over 6,900 breath tests for BAC.

2021 LASD Crime Lab DUID Screening statistics:

The Crime Lab has utilized the same general toxicology testing strategy, screen by immunoassay (Enzyme Linked Immunosorbent Assay (ELISA) or Enzyme Multiplied Immunoassay Technique (EMIT)) and confirm primarily by gas chromatograph mass spectroscopy (GCMS) for the past 30 + years, with slight changes in the number of drugs tested based on the fiscal resources available to the laboratory in any given year. Liquid chromatograph dual mass spectroscopy (LCMSMS) was also utilized for a couple of years as an additional confirmatory technique until the LCMSMS instrument became non-operational in 2014; the instrument was never replaced. In 2020, the laboratory screened for 9 drugs. However due to budgetary cutbacks resulting from the COVID 19 pandemic, the number of drugs tested was limited to 6 and has remained at the level for the past two (2) plus years. For each drug/drug class which screens positive, the sample moves forward to confirmation testing via GCMS, however confirmation testing requires different extraction protocols for each drug or within each drug class, resulting in the sample being handled multiple times and thus extending the analysis period for several months to confirm each drug which screened positive. Most extraction methods have been in place for decades and not routinely reviewed and optimized, which impacts efficacy and efficiency. The lack of automation in the drug extraction protocols inhibits the number of samples that can be extracted at any one time, reducing the number of samples on a GCMS run, and thereby extending the time frame to complete the drug identification confirmation process. Negatively impacting turnaround time is the age of the GCMS instruments (three of which are 15 years old) which require on-going maintenance with extensive down time and frequent source cleaning. With the passage of Proposition 64, Adult Use of Marijuana Act in 2016, the Crime Lab's development of an extraction protocol and a GMCS method for the confirmation of THC was delayed several years as the Crime Lab considered the possibility of outsourcing its toxicology testing in 2018 to increase both the number of drugs tested, including THC, and decrease the turnaround time from 6+ months to less than one month. When outsourcing was no longer considered a viable alternative to increasing the toxicology testing capabilities, development resumed on developing the THC confirmation protocol. After an extensive effort involving a quadratic calibration curve, a THC method was validated at the end of 2019. In 2021, there were 1596 THC samples pending confirmation. With a completion of ~45 samples/week, it is projected to take 35 weeks (~4 months) to complete THC testing on the 2021 samples.

To increase the capabilities of DUID testing, the Crime Lab applied for and was awarded an Office of Traffic Safety (OTS) grant in June 2017 with the intent to procure a LCMSMS. However, the National Highway Traffic Safety Administration (NHTSA) cancelled the award as it was unwilling to waive the "Buy America" clause as components within the LCMSMS specified for purchase were manufactured outside of the United States.

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Each year the Crime Lab seeks funding from its parent agency (Los Angeles Sheriff's Department) to purchase state of the art technology to improve the capability of its toxicology testing program. The last time any new instrumentation was purchased by the Department for the Crime Lab was in 2017 for a gas chromatograph mass spectrometer. Bureaucratic and outdated purchasing requirements impede the Crime Lab's ability to buy smaller types of equipment in the \$5,000 - \$25,000 range (to assist with automation) as the item is considered a fixed asset and the purchase needs to be planned years in advance. Considering the Toxicology section is one (1) of nine (9) technical disciplines within the Crime Lab, availability of Department money to purchase such items is scarce.

Lack of consistent and effective management of the toxicology testing effort, the stop and start progress on testing enhancement projects, acceptance of the status quo and lack of anticipating future needs, and the lack of networking of staff with other forensic labs have all contributed to the antiquated state of the current toxicological testing effort at the Crime Lab.

In summary, the problem at the Crime Lab is sixfold:

- Lack of testing all samples for both DUI and DUID to provide optimal service to our client agencies.
- Lack of equipment (automation and sample processing) to efficiently extract targeted drugs.
- Lack of state-of-the-art instrumentation to more effectively and efficiently screen and confirm drugs.
- Age of existing instrument resulting in increased downtime and increased maintenance.
- Lack of method development and routine review for optimization purposes; and
- Lack of consistent management oversight

Without increasing the Crime Lab's toxicology testing capabilities and addressing its lack of efficiency, the following consequences may occur: a) court cases may not be filed as results are not available in a timely manner; b) results are not available in a timely manner when cases actually do go to court, and thus the trier of fact does not have all of the information needed to rule on the case at hand; c) DUID drivers are not held accountable for their potentially lethal actions; and d) DRE expertise is not validated by an actual result, thus the DRE may lose his/her credibility with the courts – all of which can impact the level of confidence stakeholders may have in the toxicology testing results and the Crime Lab.

Proposed Solutions

The Los Angeles County Sheriff's Department Crime Laboratory (Crime Lab) asserts that the best solution to mitigating drug-impaired driving outcomes is to expand and modify the current laboratory space and update the existing equipment and instrumentation within the Crime Lab. The Crime Lab is unable to meet national best practice and National Safety Council recommendations for minimum testing standards if current methods, practices and instrumentation are continued. To provide more comprehensive testing of Tier I and Tier II drugs, improved workflows and newer technologies are needed. To achieve the desired solution, the Crime Lab seeks funding for state-of-the art technology, including one liquid chromatograph with time-of-flight detector (LC-QTOF) and one liquid chromatograph with dual mass spectrometers (LCMSMS). The request for each instrument is to ensure increased efficiency, specificity, and sensitivity for the detection of drugs in blood and urine which will ultimately improve the accuracy and precision to detect drugs and reduce turnaround times for case results. The Crime Lab also requests an automated extraction platform and associated instruments that will improve efficiency and ensure quality by obligating less hands-on time from technical personnel required during the extraction process. The Crime Lab's current building is more than 30 years old. In order to implement some of this instrumentation, infrastructure upgrades to electrical panels, ventilation, climate/temperature control, and gas supply lines are required to build out the lab for taking on these new instruments. In addition, installing additional chemical fume hoods and modifying the existing footprint of the existing lab layout is necessary to improve workflow and efficiency. Additional items such as minor equipment, glassware, and quality control items and services are needed to ensure the success of this program. Therefore, the Crime Lab is requesting contractual services for instrument application support, method development and validation, along with contracts for consumables for the needed extraction supplies, chemicals, and analytical reference samples.

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In year one, after award and acceptance, the Crime Lab intends to immediately request the purchase of an LCMSMS instrument, an automated extraction platform and associated equipment, and (2) chemical fume hoods. As required by the Los Angeles County procurement policy, the instrumentation/equipment will be sent out for bid. Special attention will be paid to all new instrumentation to ensure that each instrument will meet the needs required to test all Tier I and II drugs in blood and urine samples. In addition, to ensure that new instruments are up and running as fast as possible, the Crime Lab will work directly with an outside vendor to help the Crime Lab with method development and validation studies and will also work closely with other California Forensic Toxicology Crime Labs to ensure that all new instrumentation is similar in scope so that existing protocols can be shared and implemented faster. Infrastructure upgrades will be contracted out with the Los Angeles County Sheriff's Department Facilities Services Bureau with an obligated completion date of no later than nine (9) months from the submission and acceptance of the grant. The primary focus of year one will be to upgrade the existing infrastructure of the lab and to develop a new extraction and confirmation protocol for testing Tier 1 cannabinoids using an automated extraction platform and the LCMSMS instrument. In addition, a new extraction method will also be developed for Tier I Central Nervous System (CNS) depressants such as low dose and high dose benzodiazepines in urine and blood on the new LCMSMS instrument.

No later than July 2023, the Crime Lab will have all acquired instruments on-line and will have a validated protocol for the extraction and quantification of the following cannabinoids: delta 9-THC, Carboxy-THC, and 11-hydroxy-THC from blood samples. In addition, the Crime Lab will have a validated extraction and confirmation method for the detection and quantification of benzodiazepines in blood. The confirmation method will allow for the detection of at least 8 Tier I benzodiazepines. All protocols for the detection of Tier I cannabinoids and Tier I CNS depressants (benzodiazepines) in urine will be qualitative only. In addition, all required instruments will be connected to the Crime Labs LIMS system for increased efficiency in data collection, report writing and statistical tracking.

In year two, the Crime Lab will request the purchase of an LC-QTOF instrument. As required by the Los Angeles County procurement policy, the instrumentation will be sent out for bid. The Crime Lab's intent is to use the LC-QTOF to develop a comprehensive screening method to detect all Tier 1 and Tier II drugs. The Crime Lab will work with an outside contractor to help develop the screening method on the LC-QTOF and begin method development and validation on new confirmation methods with the existing LCMSMS instrument. The primary focus of year two is to contemporaneously develop an LC-QTOF screening method and LCMSMS confirmation methods capable of detecting more than 80 impairing substances to cover all the remaining Tier 1 and 2 drugs by the end of June 2024. The primary focus will be adding new extraction and quantitative confirmation methods for additional Tier I drugs such as CNS stimulants (methamphetamine and cocaine), and narcotic analgesics (opiates) and qualitative confirmatory methods for Tier II drugs on the LCMSMS. By the end of July 2024, the Crime Lab anticipates having the remaining LC-QTOF instrument validated along with the validation of new extraction and confirmation methods for the remaining Tier I and Tier II drugs on the LCMSMS instrument. In addition, all required instruments will be connected to the Crime Lab's Laboratory Information Management System (LIMS) system for increased efficiency in data collection, report writing and statistical tracking.

The opportunities offered by this program are considerable. The Crime Lab is currently at an impasse in the Forensic Toxicology field due to outdated methods, instruments, and workflow organization of the lab. Reconfiguring the lab and upgrading the lab with the newest instrumentation available will allow for increased efficiency, testing of all Tier 1 and II drugs, and quicker turnaround times for case reports. In addition, the Crime Lab will be able to expand its current testing abilities to include all traffic related safety cases, regardless of blood alcohol concentration, while meeting national standards. Integration of the new instruments with the Crime Lab's LIMS system will also ensure that statistics Countywide are tracked, shared and publicized appropriately. This will allow the Crime Lab to offer a consistent picture of the impact and prevalence of drug-impaired driving and poly-pharma use in Los Angeles County.

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Performance Measures

The project goal is to increase the Los Angeles Sheriff's Department's Crime Lab's ability to screen and confirm all Tier 1 and Tier II drugs utilizing grant funding: Project objectives include:

- Test all traffic safety related cases, regardless of blood alcohol concentration, for all Tier 1 and Tier II drugs, meeting the National Safety Council (NSC) recommendations.
 - Testing will be the same for blood and urine samples.
 - Blood drug concentrations will be reported for most Tier I level drugs, including THC and its metabolites.
 - Testing of all traffic related cases will take place once all efficiencies are in place
- Provide quarterly data to the California Office of Traffic Safety, and the California Highway Patrol's Impaired Driving Unit on drug prevalence and emerging drug trends.
- Ensure the testing of every DRE sample regardless of associated charge.
- Provide drug testing results, once efficiencies are in place, with an average turnaround time of no more than 75 days from the date samples are received in the Toxicology section.

To meet the project goals, the timeline below will be followed:

Year 1 (July 2022-June 2023)

- Upgrade current infrastructure to accommodate new equipment and instruments (electrical, ventilation, climate control, and gas requirements) using established County services.
- Purchase most instruments and equipment to include: LCMSMS instrument, chemical fume hoods, positive pressure manifolds, evaporation system and liquid handler. All required purchases will go through the County procurement system and upon approval all requests will go out to bid.
- Complete full installation of new equipment/instruments.
- Contract with an outside vendor to assist with method development and validation on extraction procedures and screening and confirmation procedures on the LCMSMS instrument to decrease required development time post installation. The lab will also work closely with established California Forensic Toxicology labs such as the Orange County Crime Laboratory, and the San Francisco Medical Examiner's Office to assist with choosing the correct platforms and methods that are currently in use in other California Toxicology labs
 - All methods will meet current ANAB accreditation requirements and all NSC requirements in urine and blood.
- Training of staff on new instruments and procedures. All training will meet current ANAB accreditation requirements.
- Establish or expand contractual services for needed supplies, consumables, and other associated equipment.
- Start integrating new instrumentation platforms with the Crime Lab's LIMS system to improve efficiencies.
- Draft standard operating procedures, training programs, and reporting standards including uncertainty of measurement to meet all ANAB accreditation requirements.
- Provide all grant required updates and progress reports regionally.

Year 2 (July 2023-June 2024)

- Continue application support and training on new instrumentation.
- Complete the final purchasing of instrumentation by acquiring an LC-QTOF instrument. All required purchases will go through the County procurement system and upon approval all requests will go out to bid.
- Complete full installation of new instrument.
- Contract with an outside vendor to assist with method development and validation on extraction procedures and screening on the LC-QTOF instrument to decrease required development time post installation. In addition, develop additional extraction methods to detect additional Tier 1 and Tier II drugs for confirmation testing on the LCMSMS instrument.
 - All methods will meet current ANAB accreditation requirements and all NSC requirements in urine and blood.

Schedule A

- Training of staff on new instrument and procedures. All training will meet current ANAB accreditation requirements.
- Establish or expand contractual services for needed supplies, consumables, and other associated equipment.
- Complete integration of new instrumentation platforms with the lab-wide LIMS system to improve efficiencies.
- Draft standard operating procedures, training programs, and reporting standards to meet all ANAB accreditation requirements.
- Provide all grant required updates and progress reports regionally.

Project Performance Evaluation

The effectiveness of the proposed project will be measured by timeline achievements under the two-year proposed plan: contract execution, procurement, infrastructure and instrumentation installation, method development and validation, and training progress. The Crime Lab will provide quarterly updates to regional stakeholders and meet all required communication under grant agreements, if funded, by the California Highway Patrol. Once testing schemes are implemented, continued communication of drug prevalence will be provided on a quarterly basis to all stakeholders as well as a full annual report by the Crime Lab. The Crime Lab will also coordinate directly with the Los Angeles County District Attorney's Office to amend charges based on drug presence and collectively evaluate adjudication success based on the new streamlined testing capabilities of the Crime Lab.

All data will be routinely stored in the Crime Lab's LIMS system, making it easily accessible. The data will be tied to demographic and regional data to identify trends and patterns. This data will be made available, if requested, to CA County and CA State entities including public health, education and prevention groups to assist with developing campaigns and research to mitigate the risks of drug impaired driving.

Program Sustainability

The Los Angeles Sheriff's Department, Scientific Services Bureau (Crime Lab) seeks funding for infrastructure, equipment, contractual services, and consumables to update the existing methods and instrumentation currently being used by the Toxicology section of the Crime Lab. The Los Angeles County Sheriff's Department has an annual budget of over \$3,000,000,000 annually (includes salary and employee benefits). Approximately, \$1,200,000 is given to the laboratory solely for consumables and preventative service maintenance on laboratory instruments. A cost analysis for the addition of the new instrument consumables and preventative maintenance is estimated to be approximately \$200,000 per year. With the addition of these newer instruments, several older instruments will be retired from service, thus reducing the consumable and maintenance costs required for these instruments. These savings costs will be passed down and applied towards the new equipment. The Crime Lab is also accredited through the ANSI National Accreditation Board (ANAB) and is required to have an on-going maintenance plan to ensure proper functionality of laboratory instrumentation and equipment. Failure to verify that an instrument or lab equipment is working properly can result in the Crime Lab losing accreditation. Therefore, the Crime Lab will cover all consumables and preventative maintenance costs on the newer instruments to continue all grant funded testing plans. In addition, the Crime Lab plans on providing vendor-based training to the Toxicology Criminalists so that the Crime Lab can perform advanced preventative maintenance on the new instruments if necessary. The Crime Lab will also look at applying for additional grants from the California Office of Traffic Safety to offset any additional costs on the new instruments, if needed. The Crime Lab will also add two additional full-time Criminalist positions to the Toxicology section (intra-laboratory transfers) in anticipation of the increase in samples that are going to be analyzed by the section as well as assist with method development and instrument validation.

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Administrative Support

The Los Angeles Sheriff's Department (LASD), Scientific Services Bureau (Crime Lab) is one of over 60 bureaus/units/patrol stations and custody facilities within the Department. LASD is one of the largest law enforcement agencies within the United States servicing more than 4,750 square miles and is comprised of patrol, custody, investigative, and administrative and technology divisions. The Crime lab

has multiple Department resources such as Administrative Services Division, which includes the Grants Unit, Contracts Unit, Fiscal Services, and Facilities Services Bureau, to assist in the management of the proposed grant. Each of these units have experienced administrative staff to handle grants, contracts and procurement processes, and upgrade the facility infrastructure to accommodate the new equipment and instrumentation.

The Los Angeles Sheriff's Department's Scientific Services Bureau operates one of the largest full-service crime labs in the United States. A staff of nearly 280 administrative and technical staff provides forensic science support to all Los Angeles County law enforcement agencies, except for Los Angeles Police Department. Approximately half of the 85,000 cases submitted annually to the Crime Lab are from Sheriff's Department investigators while the remainder are from local, state, and federal law enforcement agencies. Since 1989, the Crime Lab has been an accredited laboratory, most recently through ANSI National Accreditation Board (ANAB) under ISO 17025 requirements. In addition to the Toxicology section, the Crime Lab is accredited in 10 forensic disciplines, and has a robust Quality Management Program.

The Toxicology Section is staffed with a total of 8 technical staff with more than 75 years of combined Forensic Toxicology experience. The section is overseen by a dedicated supervisor (21 years' forensic experience), and an Assistant Director (39 years' forensic experience). The supervisor and Assistant Director have significant experience managing projects and overseeing technical disciplines and are dedicated to making the most of this opportunity to ensure successful project outcomes. The section staff are committed to moving beyond the status quo and learning new technologies to enhance the services provided by the Toxicology Section.

Crime Lab management, including the Laboratory Director (civilian) and Captain (sworn), along with Department Executives from Technology and Support Division and Administrative Services Division fully support this project. Laboratory Director is cognizant of the personnel needs of the Toxicology Section and is committed to identifying two existing Crime Lab staff with prior forensic toxicology experience and assigning them to the Toxicology Section.

Schedule B

Detailed Budget Estimate

Award Number	Organization/Agency	Total Amount
9638	Los Angeles County Sheriff's Department	\$1,870,836.00

Cost Category	Line Item Name	Total Cost to Grant
Other Direct Costs	(1) Server Rack (lockable)	\$4,500.00
Category Sub-Total		\$4,500.00
Equipment	(1) Mass Time of Flight Instrument/Platform (QTOF) with Lab Bench (1) Triple Quadrupole Dual Mass Spectrometer Instrument/Platform (MSMS) with Lab Bench (1) LC-QTOF Operating System Software (1) LCMSMS Operating System Software (1) Nitrogen Generator for LC-QTOF (1) Nitrogen Generator for LCMSMS (1) UPS for LC of LC-QTOF Instrument (1) UPS for LC of LCMSMS Instrument (1) UPS for QTOF of LC-QTOF Instrument (1) UPS for MSMS of LCMSMS Instrument (1) Automated Extraction Platform (1) Evaporator System (2) Positive Pressure Manifolds (1) Lab Benches (Analytical Equipment/Analysis Space) (2) Fume Hoods (1) Server - Data Storage (LCMSMS & LC-QTOF data)	\$400,000.00 \$460,000.00 \$38,000.00 \$31,500.00 \$29,000.00 \$25,000.00 \$6,500.00 \$6,500.00 \$11,100.00 \$7,250.00 \$80,500.00 \$25,000.00 \$22,200.00 \$25,000.00 \$68,000.00 \$15,000.00
Category Sub-Total		\$1,250,550.00
Consultants/Contracts	Infrastructure/Facility Upgrades (Department Contractor) ChemQuant Consultation (LCMSMS) (tentative) ChemQuant Consultation (LC-QTOF) (tentative) (1) Service Contract (LC-QTOF) (2 years) (1) Service Contract (LCMSMS) (2 years) On-site Instrument Application Support (LC-QTOF) On-site Instrument Application Support (LCMSMS) LIMS Program Modifications	\$110,700.00 \$145,000.00 \$125,000.00 \$78,886.00 \$90,100.00 \$35,100.00 \$11,000.00 \$20,000.00
Category Sub-Total		\$615,786.00

Grant Total	\$1,870,836.00
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Budget Narrative

Other Direct Costs

(1) Server Rack (lockable) \$4,500.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LC-QTOF and LC-MSMS instruments requested with this grant will be the primary instruments to screen and confirm, respectfully, NSC Tier I and Tier II drugs. The electronic data generated by these instruments will be stored on an existing server. This existing server will be relocated, and the vacated space used to house a nitrogen generator needed for the LCMSMS. The lockable server rack, to include a rack mounted Keyboard Video Monitor (KVM) is needed to store the existing server in its new location and make the server accessible by IT staff. Expected cost is \$4,500.

Equipment

**(1) Mass Time of Flight
Instrument/Platform (QTOF) \$400,000.00
with Lab Bench**

An Accurate mass Time of Flight instrument (QTOF) when coupled with a liquid chromatograph (LC) will be used for the detection, identification and quantitation of drugs and other compounds for DUID testing. The QTOF will be used as the primary screening technique for the detection of the most common drugs of abuse (more than the 6 that the Crime Lab currently tests using Enzyme Link Immunoassay (ELISA). This will increase the Crime Lab's ability to detect less common drugs and provide better service to our client law enforcement agencies. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. This instrument will be used, initially, to screen approximately 50% of the DUID submissions for drugs listed on the National Safety Council (NSC) Tier II and Tier II drugs, including delta 9 THC and associated metabolites. Staff resources permitting, the goal is to increase the percentage of DUID submissions screened using this instrument to 100%. The cost of the QTOF includes the source, ESI and APCI probes, pumps, auto sampler, computer, monitor, lab bench to support the weight of the instrument, other accessories to make the system operational, one year warranty, applicable tax and shipping. The cost of the QTOF is \$400,000.

**(1) Triple Quadrapole Dual
Mass Spectrometer
Instrument/Platform (MSMS) \$460,000.00
with Lab Bench**

A triple quadrapole dual mass spectrometer (MSMS) when coupled with a liquid chromatograph will be used for both the identification and quantitation of NCS Tier I and Tier II drugs and other compounds. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The instrument will be used initially, to conduct confirmation and quantitation of both National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites, on 25% of the DUID submissions which screen positive for NSC Tier I and Tier II drugs. Staff resources permitting, the goal is to increase the percentage of DUID submissions confirmed using this instrument to 50%. The cost includes pumps, auto sampler, computer, monitor, and lab bench to support the weight of the instrument, other accessories to support the operation of the instrument, one-year warranty, applicable tax and shipping. The cost of the MSMS \$460,000.

**(1) LC-QTOF Operating
System Software \$38,000.00**

The LC-QTOF Operating System software coordinates the operation of both the liquid chromatograph (LC) and the accurate mass time of flight detector (QTOF). When used together, the LC-QTOF will be used for the identification of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LC-QTOF, and this accompanying software, will be used as a screening technique on approximately 50% of the DUID submissions for drugs listed on the National Safety Council (NSC) Tier II and Tier II drugs, including delta 9 THC and associated metabolites and will ensure the Crime Lab is able to detect

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Budget Narrative

the most common drugs of abuse and pharmaceutical preparations. Staff resources permitting, the goal is to increase the percentage of DUID submissions screened using this instrument to 100%. This operating system (OS) software includes all license for a single workstation for data processing, acquisition and quantitation. The cost of the software is \$38,000.

(1) LCMSMS Operating System Software \$31,500.00

The LCMSMS Operating System software coordinates the operation of both the liquid chromatograph (LC) and the triple quadrupole dual mass spectrometer (MSMS). When used together, the LC-MSMS will be used for the identification and quantitation of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LC-MSMS, and this accompanying software, will be used to confirm and quantitate 25% of the DUID submissions which screen positive for NSC Tier I and NSC Tier II drugs. Staff resources permitting, the goal is to increase the percentage of DUID submissions confirmed using this instrument to 50%. This operating system (OS) software includes all license for a single workstation for data processing, acquisition and quantitation. The cost of the software is \$31,500.

(1) Nitrogen Generator for LC-QTOF \$29,000.00

The LC-QTOF instrument requires the use of LCMS/QTOF grade nitrogen gas which is most cost effective when provided by a nitrogen generator, eliminating the need to continually purchase nitrogen gas in cylinders and have it delivered to the laboratory. The gas is produced in the required flow rates, purities and pressures to meet or exceed the requirements of LC-QTOF systems. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. LC-QTOF will be used for the screening of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites. This instrument, which requires the use of nitrogen, will be used on approximately 50% of the DUID submissions for drugs listed on the National Safety Council (NSC) Tier II and Tier II drugs, including delta 9 THC and associated metabolites. Staff resources permitting, the goal is to increase the percentage of DUID submissions screened using this instrument to 100%. The cost of the nitrogen generator is \$29,000.

(1) Nitrogen Generator for LCMSMS \$25,000.00

The LCMSMS instrument requires the use of LCMS grade nitrogen gas which is most cost effective when provided by a nitrogen generator, eliminating the need to continually purchase nitrogen gas in cylinders and have it delivered to the laboratory. The gas is produced in the required flow rates, purities and pressures to meet or exceed the requirements of LC-MSMS systems. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. LC-MSMS, which requires the use of nitrogen, will be used for the identification and quantitation of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites on approximately 25% of the DUID submissions which screen positive for NSC Tier I and NSC Tier II drugs. Staff resources permitting, the goal is to increase the percentage of DUID submissions confirmed using this instrument to 50%. The cost of the nitrogen generator is \$25,000.

(1) UPS for LC of LC-QTOF Instrument \$6,500.00

An uninterrupted power supply (UPS) is needed for the LC component of the LC-QTOF instrument to ensure continuity of operation in the event of power surges or loss of power. Without a UPS, analytical runs on the instrument could be lost and samples may need to be re-extracted and re-run in the instrument causing additional work for analysts, increased analysis time and loss of efficiency. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. LC-QTOF will be used for the screening of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites. The LC-QTOF, which requires the use of a UPS for the LC component, will be used on approximately 50% of the DUID submissions for drugs listed on the National Safety Council (NSC) Tier II and

Schedule B-1

Budget Narrative

Tier II drugs, including delta 9 THC and associated metabolites. Staff resources permitting, the goal is to increase the percentage of DUID submissions screened using this instrument to 100%. Cost of the UPS is \$6,500.

(1) UPS for LC of LCMSMS Instrument \$6,500.00

An uninterrupted power supply (UPS) is needed for the LC component of the LCMSMS instrument to ensure continuity of operation in the event of power surges or loss of power. Without a UPS, analytical runs on the instrument could be lost and samples may need to be re-extracted and re-run in the instrument causing additional work for analysts, increased analysis time and loss of efficiency. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. LC-MSMS, which requires the use of an UPS for the LC component, will be used for the identification and quantitation of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites on approximately 25% of the DUID submissions which screen positive for NSC Tier I and NSC Tier II drugs. Staff resources permitting, the goal is to increase the percentage of DUID submissions confirmed using this instrument to 50%. Cost of the UPS is \$6,500.

(1) UPS for QTOF of LC-QTOF Instrument \$11,100.00

An uninterrupted power supply (UPS) is needed for the QTOF component of the LC-QTOF instrument to ensure continuity of operation in the event of power surges or loss of power. Without a UPS, analytical runs on the instrument could be lost and samples may need to be re-extracted and re-run in the instrument causing additional work for analysts, increased analysis time and loss of efficiency. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. LC-QTOF will be used for the screening of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites. The LC-QTOF, which requires the use of a UPS for the QTOF component, will be used on approximately 50% of the DUID submissions for drugs listed on the National Safety Council (NSC) Tier I and Tier II drugs, including delta 9 THC and associated metabolites. Staff resources permitting, the goal is to increase the percentage of DUID submissions screened using this instrument to 100%. Cost of the UPS is \$11,100.

(1) UPS for MSMS of LCMSMS Instrument \$7,250.00

An uninterrupted power supply (UPS) is needed for the QTOF component of the LCMSMS instrument to ensure continuity of operation in the event of power surges or loss of power. Without a UPS, analytical runs on the instrument could be lost and samples may need to be re-extracted and re-run in the instrument causing additional work for analysts, increased analysis time and loss of efficiency. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. LC-MSMS, which requires the use of an UPS for the MSMS component, will be used for the identification and quantitation of National Safety Council (NSC) Tier I and Tier II drugs, including delta 9-THC and associated metabolites on approximately 25% of the DUID submissions which screen positive for NSC Tier I and NSC Tier II drugs. Staff resources permitting, the goal is to increase the percentage of DUID submissions confirmed using this instrument to 50%. Cost of the UPS is \$7,250.

(1) Automated Extraction Platform \$80,500.00

An automated liquid handler will automate sample processing and support both Support Liquid Extraction (SLE) and Solid Phase Extraction (SPE). SLE can be used to process samples to identify and quantitate THC via LC-MSMS; SPE can be used to identify and quantitate other drugs via gas chromatograph mass spectroscopy (GCMS). This liquid handler can dispense solvents utilized in the extraction process, and its liquid handler also includes positive pressure to efficiently push through solvents to gain more consistent and better drug recovery. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. Furthermore, THC screens positive in approximately 41% of submitted DUID cases. An automated extraction

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Budget Narrative

platform will be used on approximately 100% of the samples that screen positive for THC to prepare the samples for confirmation testing utilizing a LC-MSMS. Unit cost is \$80,500.

(1) Evaporator System \$25,000.00

An automated solvent evaporation system is necessary to increase the efficiency of sample preparation and increase throughput. Currently, evaporation is done via a heat block or solvent is left to evaporate on its own. An automated evaporator can process up to 48 samples simultaneously by rapid 'drying' down of the solvent. Additionally, rack systems and gas flow gradients can accommodate more samples and provide flexibility and allow the Crime Lab to change configurations for a range of sample sizes and applications. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. Approximately 89% of these submissions screen positive for one or more NCS Tier I or Tier II drugs. This automated evaporation system will be used, initially, on approximately 50% of the positive screen samples in preparation for confirmation testing. Staff resources permitting, the goal is to increase the percentage of DUID submissions utilizing this automated evaporated system to 100%. Unit cost is \$25,000.

(2) Positive Pressure Manifolds \$22,200.00

The Crime Lab intends to utilize positive pressure manifolds to improve productivity of solid phase extraction (SPE) sample preparation by processing multiple samples simultaneously. Currently the Crime Lab is processing samples manually which is time consuming and lacks consistency and accuracy. SPE extraction will be necessary to prepare samples for drug identification by gas chromatograph mass spectroscopy (GCMS) to address the Crime Lab's current backlog of confirmation samples (over 1500 samples). Identification of drug compounds by GCMS will continue to be the Crime Lab's main technique to quantitate and identify drugs until the requested LC-MSMS and LC-QTOF instruments have been received, installed and methods validated for casework. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. Approximately 89% of these submissions screen positive for one or more NCS Tier I or Tier II drugs.

These positive pressure manifolds will be used, initially, on approximately 50% of the DUID samples that screen positive for drugs other than THC and associated metabolites in preparation for confirmation testing. Staff resources permitting, the goal is to increase this percentage to 100%. The unit cost is \$11,100 and the Crime Lab is requesting two for a total cost of \$22,200.

(1) Lab Benches (Analytical Equipment/Analysis Space) \$25,000.00

The Crime Lab anticipates an approximate 25% increase in laboratory space dedicated to the Toxicology Section will be needed to accommodate the equipment requested for via this grant. Facility modifications will be necessary to prepare the space to accommodate the equipment and instrumentation requested from this grant. These modifications include moving equipment (e.g., refrigerators-used to store evidence samples, and standards and reagents used in processing DUID submissions) from one room to make room for modular type lab benches on which equipment requested via this grant can be placed, and bench space for analysts to perform analytical work on DUID samples. Modular lab bench will allow flexibility in its placement within the laboratory. Approximately 36 linear feet of modular lab bench space is needed. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. All the equipment requested for via this grant will be new technology for our analysts, and space is needed to accommodate this equipment which will be used to process DUID case submissions. Estimated total cost is \$25,000.

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Budget Narrative

(2 Fume Hoods) \$68,000.00

The current laboratory space includes (2) six-foot chemical fume hoods, and both are used to process DUID and non-DUID submissions. Two fume hoods are inadequate to effectively and efficiently process the 82% of submissions to the Crime Lab which are specific to DUID. Two (2) hoods limits productivity and negatively impacts efficiency in sample preparation. Analysts need to wait until fume hood space becomes available to process assigned DUID casework, thus limiting case productivity. Two (2) additional fume hoods are necessary to increase capacity to process DUID blood and urine samples, to house bench top equipment, requested via this grant, which use volatile and harmful chemicals, and to safely remove these chemicals from the work environment utilized in processing DUID samples. Extractions and analytical work requiring targeted ventilation will be performed in these fume hoods. Cost of one unit is \$34,000; and the Crime Lab is requesting two for a total cost of \$68,000.

(1) Server - Data Storage (LCMSMS & LC-QTOF data) \$15,000.00

The Crime Lab intends on using LCMSMS and LC-QTOF technology to conduct toxicology testing including blood drug concentration determination on the 82% of the laboratory submissions specific for DUID. The technology produces large electronic data files which require analyst review, and the data needs to be maintained long term per the laboratory's accreditation requirements. A server will house this data. Since this technology will be new to the Crime Lab, it is unknown at this time the size of files generated and thus specific details about the storage capacity of the server is unknown at this time. The intent is to house this server in a portion of the facility space allocated to the Toxicology Section, which will increase by 25% from its current allocation. Expected cost is \$15,000.

Consultants/Contracts

Infrastructure? Facility Upgrades (Department Contractor) \$110,700.00

Approved on a percentage-basis. Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The Los Angeles Sheriff's Department Crime Lab Toxicology section was re-located to a retrofitted laboratory facility in 1999. Space in the facility allocated to the Toxicology Section (1,887 sq. ft.) is not sufficient to accommodate the instrumentation and equipment specified in this Grant application. Approximately 644 sq. ft. of existing space within the facility has been identified to be reallocated for use by the Toxicology Section to accommodate the equipment and instrumentation requested with this grant to be used to process, screen, and confirm NSC Tier I and Tier II drugs on DUID cases.

Due to the nature of this equipment and instrumentation, upgrades are required to the electrical, ventilation, climate/temperature control system and gas lines. The work will be completed by the Department's Facility Services Bureau (FSB) and/or County of Los Angeles' Internal Services Department (ISD) to provide the necessary upgrades to accommodate the (1) LCMSMS, (1) LC-QTOF, (1) liquid handler extraction system, (2) fume hoods. The temperature control systems for the rooms used to house this equipment will also require upgrades due to the heat output from the instrumentation itself. The additional 644 sq. ft. and other requested facility upgrades will be used, in conjunction with equipment items requested with this grant, to process DUID, as well as non-DUID samples. The infrastructure upgrades will be completed by FSB or ISD who are familiar with the facility and have completed work at the facility in the past.

ChemQuant Consultation (LCMSMS) (tentative) \$145,000.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LCMSMS will be used to confirm NSC Tier I and Tier II drugs on DUID cases. The Crime Lab will establish a \$145,000 contract with ChemQuant or similar vendor to develop a comprehensive method for up to 80 different analytes (NSC Tier I and Tier II compounds, including THC and its associated metabolites) for use on the

Schedule B-1

Budget Narrative

LCMSMS. The method development will include setting up multiple extraction techniques and converting extraction techniques over to a liquid handler, such as the Biotage Extrahera. All method development and validation will meet OSAC requirements. The scheduled time for this is 12 weeks which also includes training for staff once all methods have been developed and validated. The LCMSMS is new technology for the Crime lab staff and having this development work conducted by a vendor will utilize the vendor's expertise and optimize the methods for the Crime Lab's specific needs. ChemQuant is an ideal vendor to complete this work. A scope of work will be drafted, and the contract sent out to bid per the Los Angeles County procurement guidelines. The LCMSMS instrument will be the primary instrument used for the identification of all DUID cases for the presence of Tier I and Tier II compounds. This is new technology and instrumentation for the crime lab staff and the LCMSMS instrument will require extensive method development and validation to be complaint with the laboratory's accreditation requirements and to meet the National Safety Council standards for the identification of DUID drugs. Additionally, troubleshooting during method development will be required. As such, consulting services will be required of the LCMSMS instrument for on-site application, method development, and training of personnel on the new methods. This will allow personnel to learn and familiarize themselves with the newly developed methods so that they can competently perform identification testing of DUID cases for Tier I and Tier II compounds on the LCMSMS instrument. Expected contract cost is \$145,000.

**ChemQuant Consultation
(LC-QTOF) (tentative)** \$125,000.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LCMSMS will be used to screen NSC Tier I and Tier II drugs on DUID cases. The Crime Lab will establish a \$125,000 contract with ChemQuant or similar vendor to develop a comprehensive method for up to 80 different analytes (NSC Tier I and Tier II compounds, including THC and its associated metabolites) for use on the LC-QTOF. The method development will include setting up multiple extraction techniques and converting extraction techniques over to a liquid handler, such as the Biotage Extrahera. All method development and validation will meet OSAC requirements. The scheduled time for this is 12 weeks which also includes training for staff once all methods have been developed and validated. The LC-QTOF is new technology for the Crime lab staff and having this development work conducted by a vendor will utilize the vendor's expertise and optimize the methods for the Crime Lab's specific needs. ChemQuant is an ideal vendor, however a scope of work will be drafted, and the contract sent out to bid per the Los Angeles County procurement guidelines.

The LC-QTOF instrument will be the primary instrument used for the screening of all DUID cases for the presence of Tier I and Tier II compounds. This is new technology and instrumentation for the crime lab staff and the LC-QTOF instrument will require extensive method development and validation to be complaint with the laboratory's accreditation requirements and to meet the National Safety Council standards for the detection of DUID drugs. Additionally, troubleshooting during method development will be required. As such, consulting services will be required of the LC-QTOF instrument for on-site application, method development, and training of personnel on the new methods. This will allow personnel to learn and familiarize themselves with the newly developed methods so that they can competently perform screening of DUID cases for Tier I and Tier II compounds on the LC-QTOF instrument. Expected contract cost is \$125,000.

**(1) Service Contract
(LC-QTOF) (2 years)** \$78,886.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. the LC-QTOF instrument will be the primary instrument used for the screening of all DUID cases for the presence of Tier I and Tier II compounds. The LC-QTOF will require software set-up and instrument training for crime lab personnel in the Toxicology Section which is provided through contractual services. A service plan beyond the included one (1) year warranty will keep the LC-QTOF instrument performing at an optimal level, maximize up time and decrease instrument downtime. In addition, contractual services will cover costs related to software and instrument malfunction or failure. This is essential for keeping the LC-QTOF instrument up and running without significant down time so that DUID cases can continue to be screened for the presence of drugs.

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Budget Narrative

As this instrumentation will be new technology for the Crime Lab, it is imperative that the instrument is maintained at peak performance levels and optimum workflow as staff learn how to perform some of the basic maintenance tasks. Phone and on-line support are provided with this service plan; parts and labor are also provided as part of the plan. NOTE: The amount for 2 years is \$39,864 less than the cost for 3 years which was \$118,750.

**(1) Service Contract
(LCMSMS) (2 years)** \$90,100.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LCMSMS instrument will be the primary instrument used for the identification of all DUID cases for the presence of Tier I and Tier II compounds. The LCMSMS will require software set-up and instrument training for crime lab personnel in the Toxicology Section which is provided through contractual services.

A service plan beyond the included one (1) warranty will keep the LC-MSMS instrument performing at an optimal level, maximize up time and decrease instrument downtime. In addition, contractual services will cover costs related to software and instrument malfunction or failure. This is essential for keeping the LCMSMS instrument up and running without significant down time so that DUID cases can continue to be confirmed for the presence of drugs. As this instrumentation will be new technology for the Crime Lab, it is imperative that the instrument is maintained at peak performance levels and optimum workflow as staff learn how to perform some of the basic maintenance tasks. Phone and on-line support are provided with this service plan; parts and labor are provided as part of the plan. Cost for 2 years of extended service plan is \$90,100.

**On-site Instrument
Application Support
(LC-QTOF)** \$35,100.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LC-QTOF instrument will be the primary instrument used for screening DUID cases for the presence of NSC Tier I and Tier II compounds. As LC-QTOF is new technology for the LASD Crime Lab Toxicology Section, application support services from the instrument manufacturer are necessary to optimize the instrument operation to efficiently screen for drugs in DUID cases. Application support services are required of the LC-QTOF manufacturer for on-site training of staff who have no experience working with an LC-QTOF instrument. Total cost is \$35,100 includes instructor led training at the customer site by an experienced manufacturer service professional, access of eLearning platform, and consumables to complete the training. The training is available for multiple Crime Lab staff. This training will be provided by the selected instrument vendor identified through the County of Los Angeles defined procurement process.

**On-site Instrument
Application Support
(LCMSMS)** \$11,000.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LCMSMS instrument will be the primary instrument used for the identification of all DUID cases for the presence of NSC Tier I and Tier II compounds. As LCMSMS is new technology for the LASD Crime Lab Toxicology Section, application support services from the instrument manufacturer are necessary to optimize the instrument operation to efficiently identify drugs in DUID cases. Application support services are required of the LCMSMS manufacturer for on-site training of staff who have no experience working with an LCMSMS instrument. Total cost is \$11,000 includes instructor led training at the customer site by an experienced manufacturer service professional, access of eLearning platform, and consumables to complete the training. The training is available for multiple Crime Lab staff. This training will be provided by the selected instrument vendor identified through the County of Los Angeles defined procurement process.

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Budget Narrative

LIMS Program Modifications \$20,000.00

Approximately 82% of the submissions to the LASD Crime Lab Toxicology Section are specific to DUID cases. The LIMS Program is currently written for our existing instrumentation and does not include programming for a LC-QTOF, LC-MSMS, instruments. The LIMS Program gathers data from our current instruments (Agilent GCMS, ELISA - Tecan EVO 75, and EMIT-Olympus AU480) to produce laboratory reports containing analytical results from the instrumentation, statistical reports. The Crime Lab will prepare a change order to the existing contract with its Laboratory Information Management System (LIMS) provider (Porter Lee Corporation) to modify the Toxicology module to interface the LIMS application with the LCMSMS and LC-QTOF instruments for the purpose of casework analysis, laboratory report generation and creation of statistical (Crystal Reports) reports. Anticipated costs are approximately \$20,000; exact costs will be determined when vendor completes an assessment of the work needed to interface the LCMSMS and LC-QTOF instruments with the existing LIMS application in the Toxicology Section.

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	8/17/2022		
BOARD MEETING DATE	8/30/2022		
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th		
DEPARTMENT(S)	Sheriff		
SUBJECT	Request budget approval for 2023 Contract Cities Educational Seminar		
PROGRAM	2023 Educational Seminar		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
SOLE SOURCE CONTRACT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	If Yes, please explain why:		
DEADLINES/ TIME CONSTRAINTS			
COST & FUNDING	Total cost: \$60,000.00	Funding source: The cost of the seminar is recovered in the rates the contract cities pay for their law enforcement services, and budgeted to the Department's Contract Law Enforcement Bureau.	
	TERMS (if applicable): 1 day (March 2, 2023)		
	Explanation: The seminar is a one-day event.		
PURPOSE OF REQUEST	Seek budget approval for the 2023 Contract Cities Educational Seminar.		
BACKGROUND (include internal/external issues that may exist including any related motions)	<p>Board approval of the recommended action will enable the Los Angeles County Sheriff's Department to execute an agreement with Crown Jewel of Pacific, dba Sheraton Cerritos Hotel, to host the 2023 Educational Seminar on March 2, 2023. The Educational Seminar is an on-going event that takes place every fiscal year.</p> <p>The Seminar will be attended by Contract City Managers, Public Safety Directors, and Department executives. Approximately 150 attendees participate in the Seminar, which includes catered meals. The Seminar is funded by all 42 contract cities through the Law Enforcement Consolidated Cost Model.</p>		
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how:		
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how:		
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: This meeting relates to the County's Strategic Plan, Goal 1, Operational Effectiveness/Fiscal Sustainability, by providing effective administration of the Department's Contract Cities Program		

August 30, 2022

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO EXECUTE AN AGREEMENT WITH CROWN JEWEL OF
PACIFICA, LLC DBA SHERATON CERRITOS HOTEL TO HOST THE
35th ANNUAL CONTRACT CITY MANAGER'S CONFERENCE
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

The Los Angeles County (County) Sheriff's Department (Department) is seeking Board approval to host the 35th Annual Contract City Manager's Conference (Conference), which will be held on March 2, 2023, at the Sheraton Cerritos Hotel in the city of Cerritos.

IT IS RECOMMENDED THAT THE BOARD:

Delegate authority to the Sheriff, or his designee, to execute an agreement with Crown Jewel of Pacifica LLC dba Sheraton Cerritos Hotel (Sheraton Hotel) at an estimated cost not to exceed \$60,000, for conference site rental fees, venue space usage fees, food and beverage fees, and room fees to host the 35th Annual Contract City Manager's Conference. The Conference is fully funded by all 42 contract cities through the Law Enforcement Consolidated Cost Model.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Board approval of the recommended action will enable the Los Angeles County Sheriff's Department to execute an agreement with the Sheraton Hotel, to host the 35th Annual

Contract City Manager's Conference to be held on March 2, 2023. The Conference is an on-going event that takes place each fiscal year.

The Conference will be attended by various Contract City Officials (e.g. City Managers, Public Safety Directors, and Department executives). Approximately 150 attendees participate in the Conference.

The purpose of the Conference is to discuss a wide variety of law enforcement issues and strategies that affect the delivery of the Department's law enforcement service to contract cities. The Department works collaboratively with its contract cities in hosting this event.

Implementation of Strategic Plan Goals

The Conference relates to the County's Strategic Plan, Goal 1 – Operational Effectiveness/Fiscal Sustainability, by providing effective administration of the Department's Contract Cities Program, and Goal 3 – Integrated Services Delivery, by maximizing opportunities to measurably improve client and community outcomes and leverage resources through the continuous integration of health, community, and public safety service.

FISCAL IMPACT/FINANCING

There is no net county cost for this event. The Conference is funded by all 42 contract cities through the Consolidated Law Enforcement Cost Model. The cost of the Conference is recovered in the rates the contract cities pay for their law enforcement services and budgeted to the Department's Contract Law Enforcement Bureau.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The 2023 Contract City Manager's Conference will be the 35th annual event.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Conference has no impact on current services.

The Honorable Board of Supervisors
August 30, 2022
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CONCLUSION

Upon approval by the Board, please return the adopted Board letter to the Department's Contract Law Enforcement Bureau.

Sincerely,

ALEX VILLANUEVA, SHERIFF

TIMOTHY K. MURAKAMI
UNDERSHERIFF

AV:TKM:JAL:jl
(Contract Law Enforcement Bureau)

- c: Board of Supervisors, Justice Deputies
Celia Zavala, Executive Officer, Board of Supervisors
Fesia Davenport, Chief Executive Officer
Sheila Williams, Senior Manager, Chief Executive Office (CEO)
Rene Phillips, Manager, CEO
Jocelyn Ventilacion, Principal Analyst, CEO
Anna Petrosyan, Analyst, CEO
Dawyn R. Harrison, Acting County Counsel
Elizabeth D. Miller, Chief Legal Advisor, Legal Advisory Unit
Michele Jackson, Principal Deputy County Counsel, Legal Advisory Unit
Timothy K. Murakami, Undersheriff
John L. Satterfield, Chief of Staff
Conrad Meredith, Division Director, Administrative Services Division (ASD)
Glen C. Joe, Assistant Division Director, ASD
Sergio V. Escobedo, Captain, Contract Law Enforcement Bureau
Bryan C. Aguilera, Lieutenant, Contract Law Enforcement Bureau
Vanessa C. Chow, Sergeant, ASD
Julie A. Lowe, Sergeant, Contract Law Enforcement Bureau
Adam R. Wright, Sergeant, ASD
Kristine D. Corrales, Deputy, ASD
(Contract Law - 2023 35th Annual Contract City Manager's Conference 08-30-22)

Report to Public Safety Cluster

Presented By:
Wendelyn Julien, Executive Director
August 10, 2022

The mission of the Probation Oversight Commission (POC) is to re-imagine probation services in the County of Los Angeles to achieve accountability, transparency, and healing of the people served by and working for the Probation Department. The POC creates pathways for community engagement to foster trust between the community and the Probation Department. The POC ensures adherence to the highest ethics and the proper stewardship of public funds to support Probation in achieving the best outcomes for youth and adults on Probation.

Facility Inspections

- Probation Oversight Commissioners and staff completed inspections at Dorothy Kirby Center, Camp Scott, Camp Paige, and Camp Afflerbaugh. Any urgent issues were communicated directly with Probation and the Probation Oversight Commission (POC) will publish the results of the inspections later this month.

Taser Policy Review

- In alignment with the Board of Supervisors' motion of March 15, 2022, the POC received and reviewed the Probation Department's recommended policy on the use of tasers.
- Probation staff successfully answered most of the commissioners' questions and concerns, however a number of items remain unanswered including clarification about training for supervisors, explicit prohibition on the use of tasers on children or in facilities, and explicit language prohibiting collaboration in report-writing after use of a taser. Probation will return with a revised policy in September 2022.

Community Engagement

- 5,078 social media impressions across all platforms last month
- 56.7 hours of video watch time on YouTube, up from 46 hours last month (23% increase)
- 16,990 total unique opens to POC emails
- Current subscribers: 13,007 – Probation Staff subscribers went from 391 to 774 (98% increase in one month)

Gender Responsive Decarceration and Maintaining the Low Census

- The POC continues to work directly with the Youth Justice Work Group, the Public Defender's Office, Probation, and other County entities and community-based organizations to ensure that the Board's motions are successfully implemented, the populations remain low and continue to decrease, and ensure that the work is closely connected to the overall goals of Youth Justice Reimagined and the new Department of Youth Development.
- The POC is closely tracking recent increasing numbers of youth incarcerated in LA County Juvenile Halls and working to understand the reason for the increase and address any policy or practice issues that may be responsible for this increase.

Recent Meetings:

June 9, 2022

- Report on Pre-trial Services
- Report back on pre-inspections
- Report on POC progress on 2022 Strategic Operating Goals

June 23, 2022

- Presentation of report on the 56-hour workweek schedule
- Update on OC Spray Phase Out
- Update on BSCC Suitability Determination

July 14, 2022

- Probation's Special Enforcement Operations (SEO) and Proposed Taser Policy
- Update on SYTF Programming and Movement of Youth out of Barry J. Nidorf

July 28, 2022

- Update on BSCC Suitability Determination
- OIG Report on DOJ Settlement
- Probation's Electronic Monitoring Programs

Upcoming Meetings:

August 11, 2022

- OIG report on the investigation into events leading up to the tragic killing of two El Monte police officers
- Update on Gender Responsive Decarceration efforts
- Update on SYTF Programming and Site Selection

August 25, 2022

- Agenda TBD