County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169

LEROY D. BACA, SHERIFF

July 19, 2005

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:

APPROVE SUBMISSION OF GRANT APPLICATION AND AUTHORIZE SHERIFF TO ACCEPT GRANT AWARD FROM THE GOVERNOR'S OFFICE OF EMERGENCY SERVICES (ALL DISTRICTS) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Sheriff to submit a grant application to the Governor's Office of Emergency Services (OES) for a noncompetitive grant amount of $550,620 in state funding, with a 25 percent local match requirement.

2. Instruct the Chairperson of the Board of Supervisors to provide a wet signature on the following grant application document: Certification of Assurance of Compliance form (Attachment).

3. Upon grant award notification, authorize the Sheriff of Los Angeles County, as an agent for the County, to sign and accept the forthcoming grant award amount of $550,620 from OES, to secure continued investigation and prosecution for identity theft crimes committed within the County through the Southern California High Technology Task Force Identity Theft Detail (SCHTTFID).

4. Authorize the Sheriff to execute all future amendments, modifications, extensions, and/or augmentations to said grant, which do not impact net County cost should such action(s) be required during the term of the forthcoming grant.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Senate Bill 438 and Penal Code Section 13848 established a program of financial and technical assistance in OES, which is administered by the High Technology Theft Apprehension and Prosecution (HTTAP) program. Through this program, OES awards an annual grant to the Counties of Los Angeles, Orange, and Ventura, which are the jurisdictions within the SCHTTFID.

The Los Angeles County Sheriff's Department (LASD) has received a Request for Application for the HTTAP program, Identity Theft Component. OES recognizes LASD as a recipient for this grant funding as it has been selected by the SCHTTFID committee as the lead agency. Upon submitting an application to OES, LASD will receive up to $550,620 in grant funding to be utilized for SCHTTFID operations, specifically for the function of investigating and prosecuting identity theft crimes. The investigations/prosecutions may include Internet tracing and detailed computer forensics, conducting "sting" operations, and shutting down fraudulent document printers employed as paper mills, as well as following traditional paper trails.

SCHTTFID includes participants from the United States Secret Service, United States Postal Service, and the Office of Inspector General. SCHTTFID also anticipates an investigator from the Department of Motor Vehicles. From this collaboration, one (1) lieutenant, three (3) sergeants, twenty-five (25) investigators, and three (3) clerks comprise SCHTTFID staff to serve the member Counties.

LASD and other agencies will provide grant funded, cash match, and in-kind support staff for the SCHTTFID. All participating agencies will donate at least forty (40) hours per month to assist in Task Force and Identity Theft investigations.

Implementation of Strategic Plan Goals

The HTTAP grant program assists the County and LASD in achieving several goals of the "County of Los Angeles Strategic Plan." With its support, LASD will realize the achievement of Goal #1: Service Excellence, Goal #2: Workforce Excellence, and Goal #5: Children and Families' Well-Being.

"Service Excellence" will be accomplished as SCHTTFID works to provide the public with quality information and services concerning identity theft and the prevention thereof. "Workforce Excellence" will be attained as the forthcoming grant allows for retention of committed/dedicated employees of SCHTTFID, thereby enhancing the quality and productivity of the County workforce. Lastly, "Children and Families'

Well-Being" will be realized overall through the reduction of identity theft crimes and thus, improving the quality of life for County residents, as well as for those residing in the Counties of Orange, and Ventura.

FISCAL IMPACT/FINANCING

The HTTAP program will provide $550,620 in state grant funding, or 75 percent of the program costs, to LASD. Under this program, LASD will contribute matching funds of $137,165 (equal to 25 percent of the award amount). To satisfy the match requirement, LASD is donating a portion of four (4) Bonus II Investigators from existing budgeted funds, as well as cash match benefits for one (1) sergeant and one (1) clerk. Funding for this program has been included in LASD's budget for Fiscal Year 2005-2006.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The end of Fiscal Year 2004-2005 marked the fourth year of participation in the HTTAP program. The program will be effective for another 12 months, commencing on July 1, 2005, and ending June 30, 2006. The application documents have been reviewed and approved as to form by County Counsel.

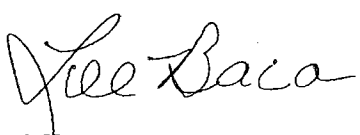
IMPACT ON CURRENT SERVICES (OR PROJECTS)

The HTTAP program has just completed its seventh year and does not propose staff augmentation; therefore, LASD is not subject to the Board motion of December 15, 1998, requiring clearance with the District Attorney, Alternate Public Defender, Public Defender, and Probation Departments.

CONCLUSION

Upon approval, LASD requests that your Board provide four (4) individually adopted copies of this action and one (1) executed original of the attached Certification of Assurance of Compliance to LASD. LASD contacts for this requested Board action are Michelle A. Day, Grants Manager, at (323) 526-5212 or Ray Young, Grants Coordinator, at (323) 526-5153.

Sincerely,



LEROY D. BACA
SHERIFF

ATTACHMENT

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (OES 656), which includes details regarding Equal Employment Opportunity Program (EEOP), Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, and Proof of Authority from City Council/Governing Board. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Award Agreement. In signing the Grant Award Face Sheet, the applicant formally notifies OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VI, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, **Leroy D. Baca, Sheriff** hereby certify that
(official authorized to sign grant award; same person as line 13 on Grant Award Face Sheet)

RECIPIENT: **County of Los Angeles**

IMPLEMENTING AGENCY: **Los Angeles County Sheriff's Department**

PROJECT TITLE: **Southern California High Technology Task Force**

is responsible for reviewing the *2004 Recipient Handbook*[1] and adhering to all of the Grant Award Agreement requirements (state and/or federal) as directed by OES including, but not limited to, the following areas:

I. Equal Employment Opportunity – *(2004 Recipient Handbook, Section 2151)*

It is the public policy of the State of California to promote equal employment opportunity by prohibiting discrimination or harassment in employment because of race, religious creed, color, national origin, ancestry, disability (mental and physical) including HIV and AIDS, medical condition (cancer and genetic characteristics), marital status, sex, sexual orientation, denial of family medical care leave, denial of pregnancy disability leave, or age (over 40). **OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Affirmative Action Officer: **Darrell B. Bolin, Jr.**

Title: **Lieutenant**

Address: **4700 Ramona Boulevard, Monterey Park, CA 91754**

Phone: **(323) 526-5634**

Email: **dbbolin@lasd.org**

II. Drug-Free Workplace Act of 1990 – *(2004 Recipient Handbook, Section 2152)*

The State of California requires that every person or organization awarded a grant or contract shall certify it will provide a drug free workplace.

III. California Environmental Quality Act (CEQA) – *(2004 Recipient Handbook, Section 2153)*

The State of California requires all OES-funded projects to obtain written certification that the project is not impacting the environment negatively.

[1]The *2004 Recipient Handbook* can be obtained from www.oes.ca.gov by selecting "Plans and Publications, *2004 Recipient Handbook*."

IV. Lobbying – (*2004 Recipient Handbook, Section 2154)*

OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

V. Debarment and Suspension – *(2004 Recipient Handbook, Section 2155)*

(This applies to federally funded grants only.)

OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VI. Proof of Authority from City Council/Governing Board

The above-named organization (applicant) accepts responsibility (with an original signature) for and will comply with the requirement to obtain written authorization from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from OES shall not be used to supplant expenditures controlled by the city council/governing board.

The applicant is required to obtain written authorization (with an original signature) from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

All appropriate documentation must be maintained on file by the project and available for OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the recipient may be ineligible for award of any future grants if the OES determines that any of the following has occurred: (1) the recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Award Agreement [line 13 on Grant Award Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: Lee Baca

Authorized Official's Typed Name: **Leroy D. Baca**

Authorized Official's Title: **Sheriff**

Date Executed: 7/5/05

Federal ID Number: **95-6000927**

Executed in the City/County of: **County of Los Angeles**

AUTHORIZED BY: (Not Applicable to State Agencies)

- City/County Financial Officer, or
- City Manager, or
- Governing Board Chair

Signature: _____

Typed Name: **Gloria Molina**

Title: **Chair of Board of Supervisors**

APPROVED AS TO FORM
RAYMOND G. FORTNER, JR, County Counsel

BY Gary Gross
Deputy

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

Department: Los Angeles County Sheriff's Department

Grant Project Title and Description

Southern California High Technology Task Force Identity Theft Detail
The Sheriff's Department is the lead agency of a task force specifically functioning to investigate and prosecute identity theft crimes. The investigations/prosecutions may include Internet tracing and detailed computer forensics, conducting "sting" operations, and shutting down fraudulent document printers employed as paper mills, as well as following traditional paper trails. The task force is known as the Southern California High Technology Task Force - Identity Theft Detail (SCHTTFID).

Funding Agency	Program (Fed. Grant # /State Bill or Code #)	Grant Acceptance Deadline
Governor's Office of Emergency Services	High Technology Theft Apprehension and Prosecution *(grant # pending award notification)*	Upon award notification

Total Amount of Grant Funding: $550,620 **County Match Requirments:** $137,655
Grant Period: **Begin Date:** 7/01/05 **End Date:** 6/30/06
Number of Personnel Hired Under This Grant: 8 **Full Time** 8 **Part Time** ____

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 X No____

Will all personnel hired for this program be placed on temporary ("N") items? Yes X No____

Is the County obligated to continue this program after the grant expires? Yes ____ No X

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 X

b). Identify other revenue sources Yes ____ No X

(Describe)_____

c). Eliminate or reduce, as appropriate, positions/program costs funded by the grant. Yes X No____

Impact of additional personnel on existing space: N/A

Other requirements not mentioned above: None.

Department Head Signature Lee Baca **Date** 7/5/05