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**STATEMENT OF PROCEEDINGS FOR THE REGULAR MEETING OF THE  
LOS ANGELES REGIONAL CRIME LABORATORY FACILITY AUTHORITY  
WILLIAM T FUJIOKA CONFERENCE, ROOM #225  
HERTZBERG-DAVIS FORENSIC CENTER  
1800 PASEO RANCHO CASTILLA  
LOS ANGELES, CA 90032**

**Wednesday, July 2, 2014  
8:30 AM**

Audio for the entire meeting. (14-3105)

**Attachments:** AUDIO

**Present:** Chair Charlie Beck, Secretary Miguel Santana, Member Lisa Chavez and Member John Scott

**Excused:** Member William Fujioka

**I. ADMINISTRATIVE MATTERS**

Call to Order. (14-2955)

**The meeting was called to Order by Chair Charlie Beck at 8:40 a.m. with William T Fujioka being absent.**

1. Report by Chair Charlie Beck and introduction of New FMC Director. (14-2956)

**Scott McIntyre, Facility Manager reported that this may have been Mr. Fujioka's last meeting and there will be a need to appoint a new member to the Authority to fill his seat for next year.**

**Mr. McIntyre added the FMC (Facility Management Committee) met on June 16, 2014, where Kirk Albanese was elected as Chair to the Committee for 2015.**

2. Election of Officers for 2015. (14-2957)

**Scott McIntyre, Facility Manager, indicated that the sequence of elected officers is as follows: Member Miguel Santana as Chair and Member Lisa Chavez as Vice Chair.**

**The position of Secretary remains vacant.**

**Therefore, on motion of Chair Beck, seconded by Member Santana, there being no objection, the officers were appointed as indicated.**

3. Approval of Minutes of July 10, 2013.  
Meeting of the Joint Powers Authority (14-2958)

**On Motion of Chair Beck, seconded by Member Santana, there being no objection, the item was approved.**

**Attachments:**    [SUPPORTING DOCUMENT](#)

4. Approval of the Proposed Operating Budget for Fiscal Year 2014-15. (14-2959)

**Scott McIntyre, Facility Manager, provided a brief overview of the proposed Operating Budget for Fiscal Year 2014-15. Mr. McIntyre explained that the overall increase of 16% is mostly due to the electric, water and power expenses and the rising costs of maintenance.**

**Member Chavez questioned if an energy audit was done on the building. Mr. McIntyre responded that although the building was built to sustain solar paneling, it was determined to not be cost effective.**

**Member Santana inquired about the errors in the billing system and how the 22% increase rate within the operating Budget was generated. Mr. McIntyre explained there was a one-time error in 2013 that resulted in duplicate billing. The issue has since been resolved. Additionally, the increased rate was due to the overall current expenses. Since expenses within the current Fiscal Year have risen, the increased rate will assure all expenses for Fiscal Year 2014-15 will be absorbed. Any surplus is expected to be distributed back towards each agency's shared costs.**

**After discussion, on motion of Member Chavez, seconded by Member Santana, there being no objection, the item was approved.**

**Attachments:**    [SUPPORTING DOCUMENT](#)

5. Approval of the Proposed Extension of Agreement NO. JPAC-002 with Control Air Conditioning Services Corporation for air conditioning and related mechanical systems services at The Los Angeles Regional Crime Laboratory Facility. (14-2960)

**On Motion of Member Santana, seconded by Member Chavez, there being no objection, the item was approved.**

**Attachments:** [SUPPORTING DOCUMENT](#)

6. Approve and authorize the purchase and installation of new Laboratory Freezer and Refrigerator monitoring equipment at The Los Angeles Regional Crime Laboratory Facility. (14-2961)

**On Motion of Member Scott, seconded by Member Santana, there being no objection, the item was approved.**

**Attachments:** [SUPPORTING DOCUMENT](#)

7. Approval of Third Amendment to Subleases to authorize use of budget surplus funds (14-2962)

**Mr. McIntyre provided an overview of the existing method of allocating the surplus funds and distribute back to each shared costs.**

**Member Chavez noted the surplus funds identified for CSU (California State University, Los Angeles) only allow for the funds to be allocated back to the State Treasury or CSU State pool account. She will be researching to find an exception to the Third Amendment.**

**Mr. McIntyre requested the Third Amendment to the Subleases be approved for the City and the County. If an exception is not found, CSU would simply not sign the Amendment.**

**After discussion, on moth on Member Santana, seconded by Member Beck, the item was approved, pending clarification on an exception for CSU surplus funds.**

**Attachments:** [SUPPORTING DOCUMENT](#)

## **II. REPORTS**

8. Receive and File the Following reports:

- A. Reconciliation Statement 2012-13 -Facility Manager
- B. Minutes of May 21, 2013, Meeting of the Facility Management Committee - Facility Manager (14-2963)

**Mr. McIntyre, Facility Manager provided an overview of the reconciliation statement for each agency.**

**Ms. Yvette Burney, LAPD Scientific Investigation Division, provided a status of the ISO accreditation labs. Ms. Burney also mentioned that the Sheriff's Department and LAPD have achieved this accreditation in May 2014. Currently there are 36 in the State. Ms. Burney noted that there is also an accreditation for alcohol for one lab.**

**After discussion, by Common Consent, there being no objection, the reports were received and filed.**

**Attachments:**    [SUPPORTING DOCUMENTS](#)  
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### **III. MISCELLANEOUS**

#### **Matters Not Posted**

9.    Matters not posted on the agenda, to be discussed and (if requested) placed on the agenda for action at a future meeting of the Authority, or matters requiring immediate action because of an emergency situation or where the need to take action arose subsequent to the posting of the agenda. (14-2965)

**No matters were posted.**

#### **Public Comment**

10.   Opportunity for members of the public to address the Authority on items of interest that are within the jurisdiction of the Authority. (14-2966)

**No members of the public addressed the Authority.**

#### **Adjournment**

11.   Adjournment for the Meeting of July 02, 2014. (14-2967)

**There being no further business, the meeting was adjourned at 9:01 a.m.**