



# COUNTY OF LOS ANGELES

# PROBSTAT



**Administrative Services**

**August 4, 2022**

**CHIEF PROBATION OFFICER**  
**DR. ADOLFO GONZALES**

**ADAM BETTINO - CHIEF DEPUTY ADMINISTRATIVE SERVICES & OPERATIONAL SUPPORT**

**KAREN FLETCHER - CHIEF DEPUTY JUVENILE SERVICES & ADULT SERVICES**



# MANAGEMENT SERVICES BUREAU

**JAMES T. JOHNSON, DIVISION MANAGER**

# Probation Facilities: Management System



## Total Work Orders for Juvenile Halls/Camps (December 2021 – May 2022)

DEC. 2021 – MAY. 2022	CJH	BJNH	LPJH	CMYC	Camp Afflerbaugh	Camp Gonzalez	Camp Rocky	Camp Munz	Camp Paige	Camp Scott	Camp Scudder	Camp Mendenhall	Camp Kilpatrick	DKC	Grand Totals
Dec-21	145	170	55	16	25	2	12	0	15	1	2	0	20	36	499
Jan-22	180	139	53	4	6	3	5	0	21	1	0	2	5	49	468
Feb-22	202	144	61	9	9	1	1	1	11	0	7	2	9	58	515
Mar-22	398	240	53	1	9	2	10	0	12	0	0	1	6	49	781
Apr-22	178	216	50	6	6	2	16	0	13	3	2	0	11	40	543
May-22	185	209	48	2	11	5	13	1	12	1	4	2	13	54	560
Total	1,288	1,118	320	38	66	15	57	2	84	6	15	7	64	286	3,366

# Probation Facilities: Management System



## Active Work Orders for Juvenile Facilities (December 2021 – May 2022)

ACTIVE WORK ORDERS	CJH	BJNJH	LPJH	CMYC	Camp Afflerbaugh	Camp Gonzalez	Camp Rockey	Camp Munz	Camp Paige	Camp Scott	Camp Scudder	Camp Mendenhall	Campus Kilpatrick	DKC	TOTAL
0 to 29 Days	71	62	27	1	4	3	0	1	4	1	2	2	10	7	195
30 to 60 Days	17	14	22	0	0	0	4	0	0	2	1	0	2	2	64
61 to 90 Days	51	2	4	0	0	1	0	0	1	0	0	0	1	1	61
90+ Days	9	3	0	0	0	0	0	0	0	0	0	0	1	0	13
SUB-TOTAL	148	81	53	1	4	4	4	1	5	3	3	2	14	10	333

# Probation Facilities: Management System



## Total Work Orders for Area Offices (December 2021 – May 2022)

DEC. 2021 - MAY 2022	AB109 Administration Office	AB109 Antelope Valley	Centinela Office/PW	Central Audit Investigation	Central Office	Central Transcribing	Downey Administrative Center	Downey Admin Center- ISD District 4 Water Pump Shed	East LA Area Office	East Los Angeles Courthouse	East San Fernando Valley Area Office	El Monte Courthouse	Firestone Area Office	Harbor Area Office	Internal Audits	Michael Antonovich Antelope Valley Courthouse	Pasadena Courthouse	Pomona Valley AO	P & S Warehouse	Probation Training Academy	Reentry Opp Center	Rio Hondo AO	Riverview AO	Santa Monica AO	South Central AO	Grand Totals
21-Dec	0	1	3	2	0	3	16	0	3	2	5	1	4	4	1	0	0	1	1	5	2	5	7	1	2	69
22-Jan	1	0	0	0	1	2	9	0	2	0	3	0	3	0	0	1	2	0	1	2	4	7	0	0	1	39
22-Feb	0	1	2	1	0	1	14	0	3	0	2	2	0	2	0	0	0	1	0	4	0	5	0	0	5	43
22-Mar	0	0	3	1	0	3	18	0	3	2	2	5	2	2	0	0	2	0	0	12	3	1	1	3	0	63
22-Apr	0	2	2	0	0	2	18	0	3	0	3	2	2	0	0	2	1	0	0	3	2	6	3	2	0	53
22-May	0	1	0	0	0	4	20	1	4	0	2	3	2	2	5	0	3	0	0	6	10	5	0	0	5	73
Total	1	5	10	4	1	15	95	1	18	4	17	13	13	10	6	3	8	2	2	32	21	29	11	6	13	340

# Probation Facilities: Management System



## Active Work Orders for Area Offices (December 2021 – May 2022)

Active WOs	AB109 Administration Office	AB109 Antelope Valley	Centinela Office/PW	Central Audit Investigation	Central Office	Central Transcribing	Downey Administrative Center	Downey Admin Center-ISD District 4 Water Pump Shed	East LA Area Office	East Los Angeles Courthouse	East San Fernando Valley Area Office	El Monte Courthouse	Firestone Area Office	Harbor Area Office	Internal Audits	Michael Antonovich Antelope Valley Courthouse	Pasadena Courthouse	Pomona Valley AO	P & S Warehouse	Probation Training Academy	Reentry Opp Center	Rio Hondo AO	Riverview AO	Santa Monica AO	South Central AO	Grand Totals
0 to 29 Days	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	4
30 to 60 Days	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2
61 to 90 Days	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
90+ Days	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sub-Total	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	4	0	0	0	0	6



FINANCE

**GINA BYRNES, CHIEF FINANCIAL OFFICER**

# 2-Year Department Expenditures

## ADMINISTRATIVE SERVICES

(\$ in millions)



Expenditures	FY 2020-21	FY 2021-22		
	Actuals	Budget	Estimates	Variance
Salary & Employee Benefits	\$724.5	804.9	\$762.2	\$42.7
Supplies	13.7	13.4	11.3	2.1
ISD IT Services	17.2	14.4	18.5	(4.1)
Alterations and Improvements	4.7	2.2	6.5	(4.3)
Custodial Services	9.0	2.1	8.8	(6.7)
Telephone/Utilities/Rent	15.7	16.5	16.4	0.1
Travel and Training	0.7	2.6	0.7	1.9
Contract Services and DSO's	131.9	172.1	143.1	29.0
Capital Assets	0.2	2.4	0.1	2.3
Other Charges (includes CCW)	9.5	13.9	11.1	2.8
IFT	(4.3)	(3.4)	(5.6)	2.2
<b>TOTAL</b>	<b>\$922.8</b>	<b>\$1041.1</b>	<b>\$973.1</b>	<b>\$68.0</b>

Revenues	FY 2020-21	FY 2021-22		
	Actuals	Budget	Estimates	Variance
County Contribution	\$615.6	658.5	\$658.5	0.0
AB109/Prop 63	124.0	124.0	124.2	0.2
SB678	27.8	40.0	31.9	(8.1)
Juvenile Probation Funds	60.9	105.9	60.9	(45.0)
Juvenile Prob. Camp Funds	7.5	9.6	7.5	(2.1)
Juvenile Reentry	2.5	1.9	2.6	0.7
JJCPA	5.8	5.3	5.3	0.0
YOBG	32.7	29.3	32.7	3.4
Title IV-E	26.5	29.1	29.3	(0.2)
Other Revenue	22.8	37.5	15.7	(21.8)
Prior Year Surplus	8.5	0.0	16.7	16.7
<b>TOTAL</b>	<b>\$934.6</b>	<b>\$1041.1</b>	<b>\$985.3</b>	<b>(\$55.8)</b>

Funding \$985.3    Expenditures \$973.1    **Funding Surplus \$12.2**

# Overtime – 5 Year Trend

## ADMINISTRATIVE SERVICES



OT Cost	FY 2021-22 Budget	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Actuals	FY 2021-22 Estimate
Juvenile Institutions	\$6,617,000	\$14,157,939	\$17,695,086	\$17,767,100	\$22,966,365	\$4,956,392	\$13,472,00
Juvenile Field	586,000	905,041	911,143	964,177	1,380,593	788,595	1,000,000
Adult Field	1,157,000	1,585,660	3,984,738	4,876,066	3,458,006	2,011,246	2,992,000
Administration	896,000	955,874	1,145,451	1,025,600	1,945,816	2,233,150	2,084,000
<b>TOTAL</b>	<b>\$9,256,000</b>	<b>\$17,604,514</b>	<b>\$23,736,418</b>	<b>\$24,541,943</b>	<b>\$29,750,780</b>	<b>\$9,989,383</b>	<b>\$19,548,000</b>



# HUMAN RESOURCES

**DEANNA CARLISLE, HR DIVISION DIRECTOR**

	Juvenile Hall Totals	Department Totals
Total Positions Allocated - Budgeted	807	5,569
Vacancies	370	971
Vacancy Rate	46%	17%
Total Current Staff	437	4,598
Staff on Leave	257	453
Staff on Leave Rate	59%	9.8%
Total Active Staff	180	4,145

# Departmental Vacancies - Overview

ADMINISTRATIVE SERVICES



	Juvenile Hall Totals	Department Totals
Total Positions Allocated - Budgeted	807	5,569
Vacancies	370	971
Vacancy Rate	46%	17%
Total Current Staff	437	4,598
Staff on Leave	257	453
Staff on Leave Rate	59%	9.8%
Total Active Staff	180	4,145

	Juvenile Hall Staff Required Per Shift	Average # of Call Outs	Average # of Hold Overs
AM	125	30-50	15-20
PM	125	30-50	15-20
Nights	90		10
Weekends		60	

# Total Departmental Vacancies

ADMINISTRATIVE SERVICES



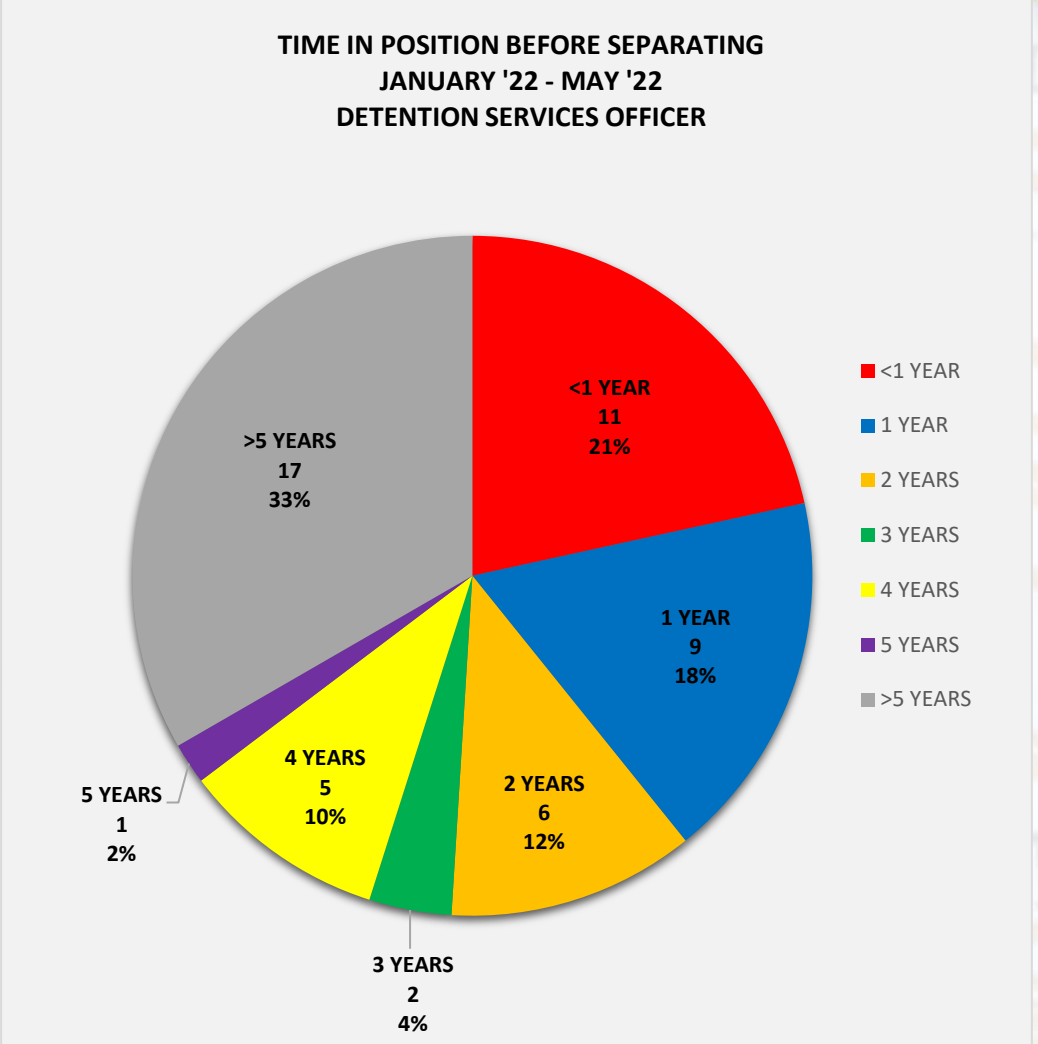
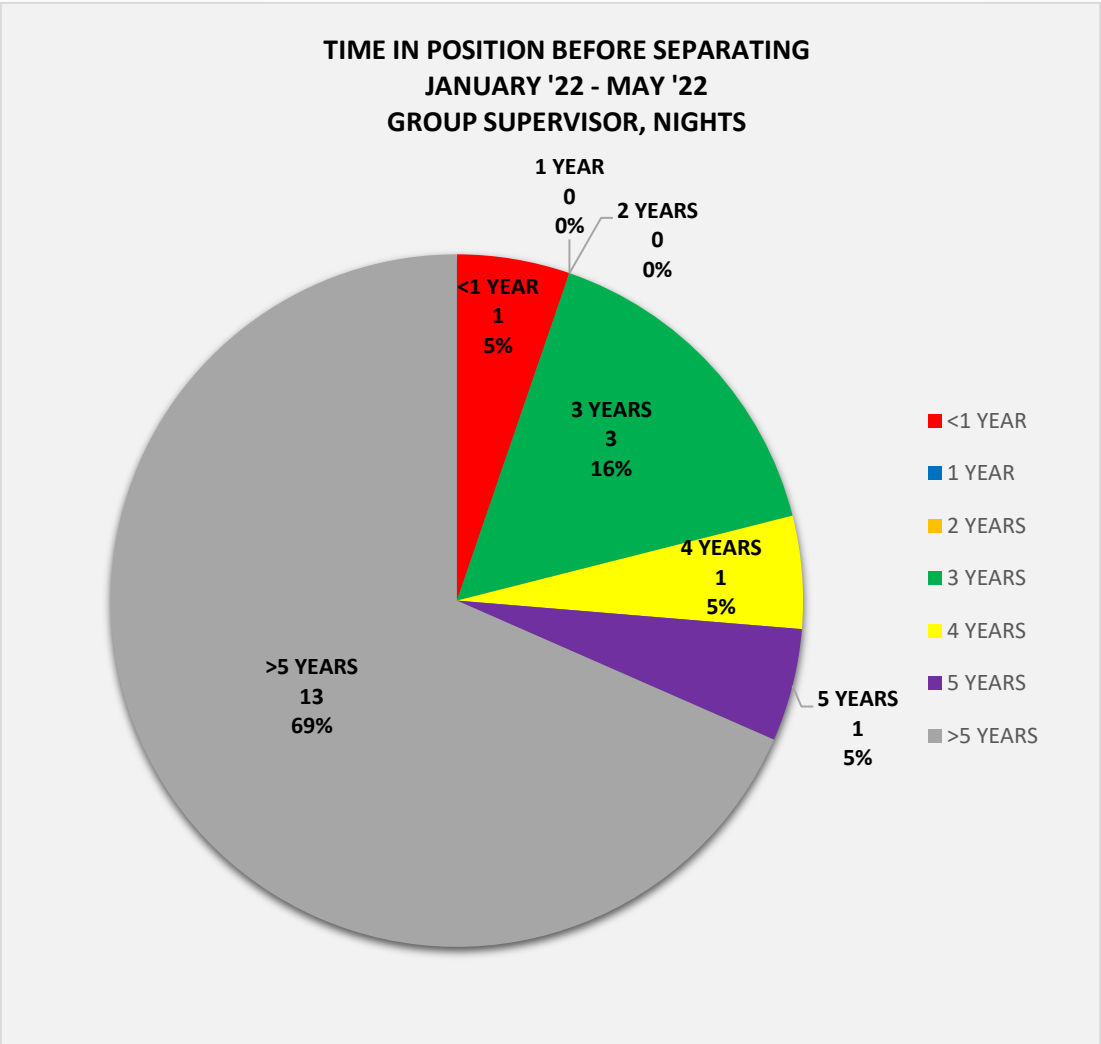
DEPARTMENTAL VACANCIES



\*3 Red Tag- Salary Savings Positions  
\*9 Average Banked Positions with Budget & Fiscal Admin  
\*Critical vacancies should be identified by each Bureau.

# Departmental Attrition

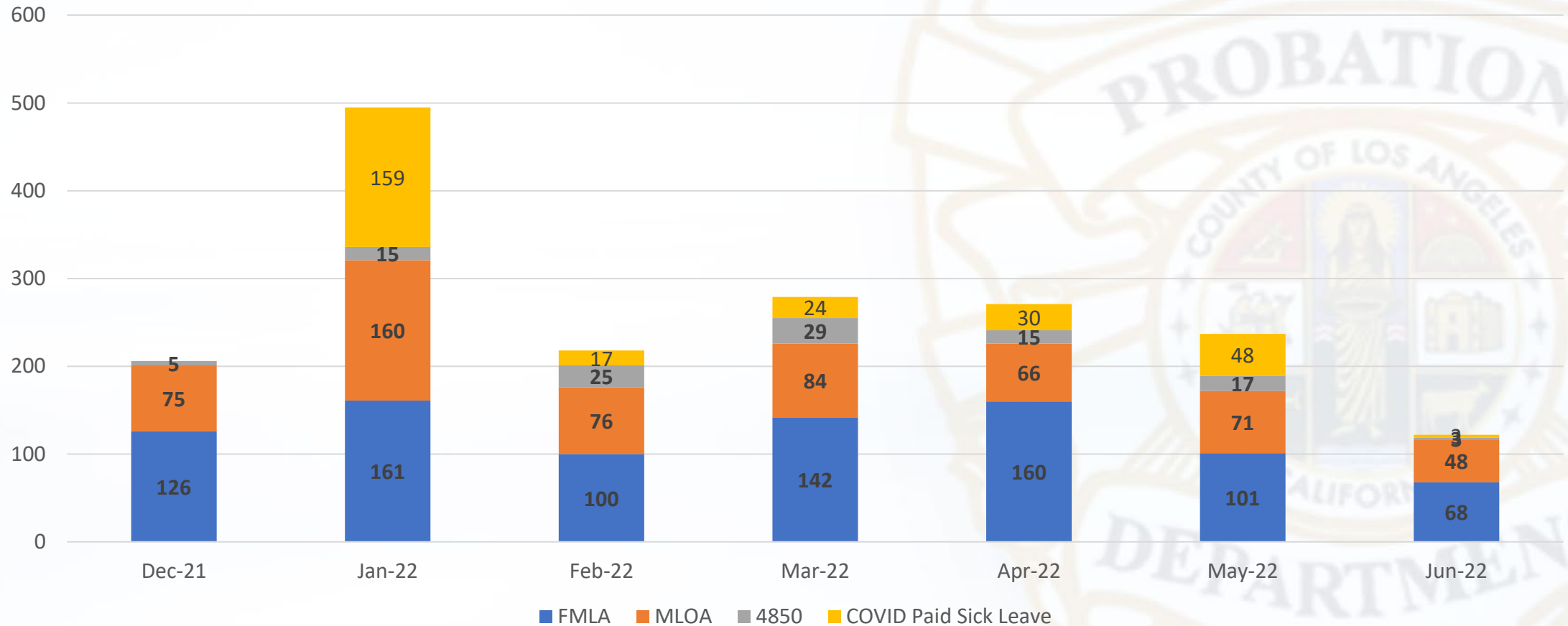
## ADMINISTRATIVE SERVICES



\*Transfers within and between bureaus are not factored into the attrition rate. Only personnel who left the department are identified.

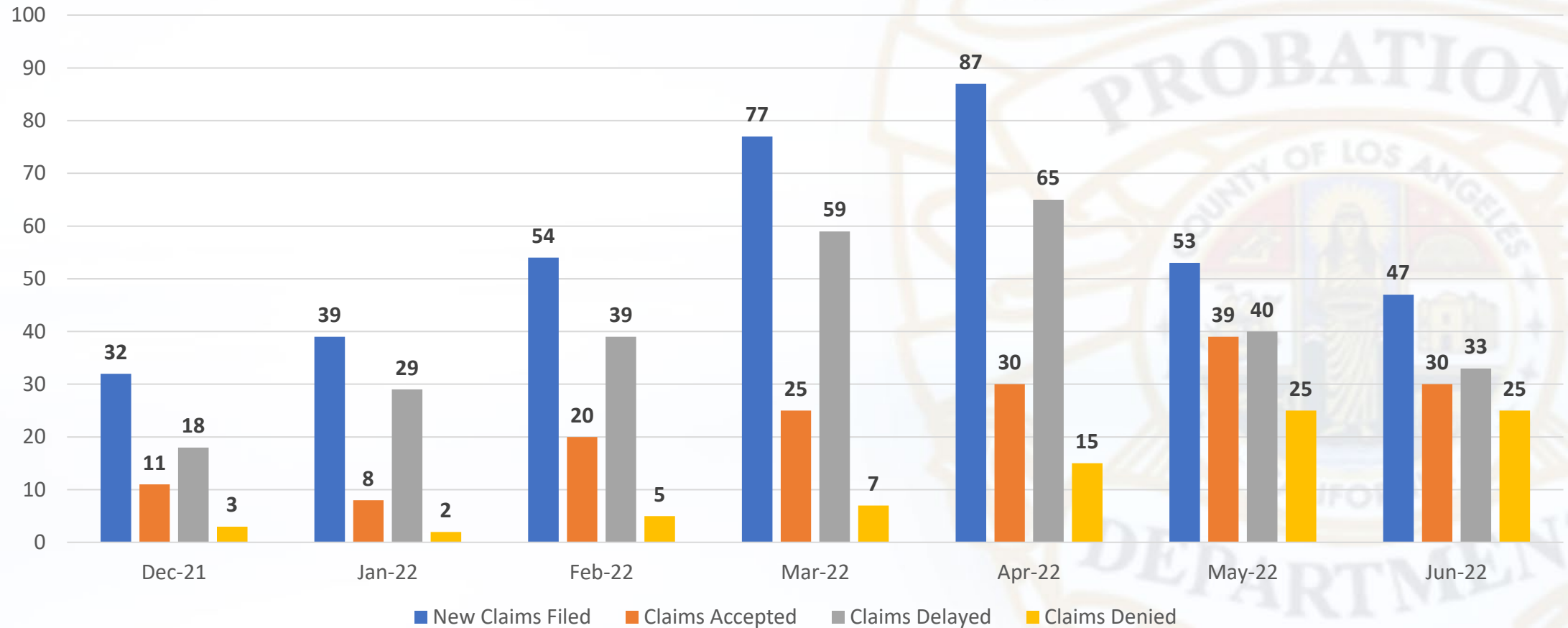


# New Medical Leave of Absence





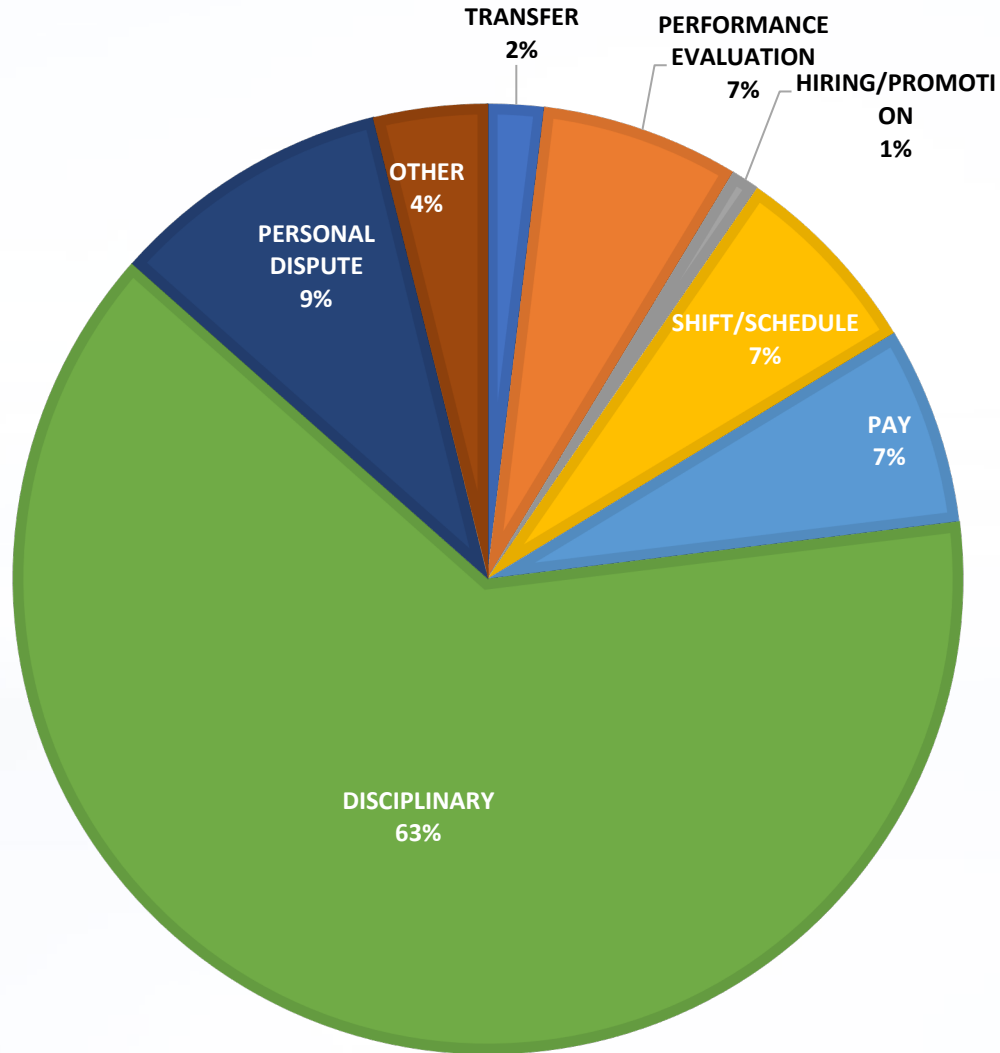
# New Workers Comp Claims



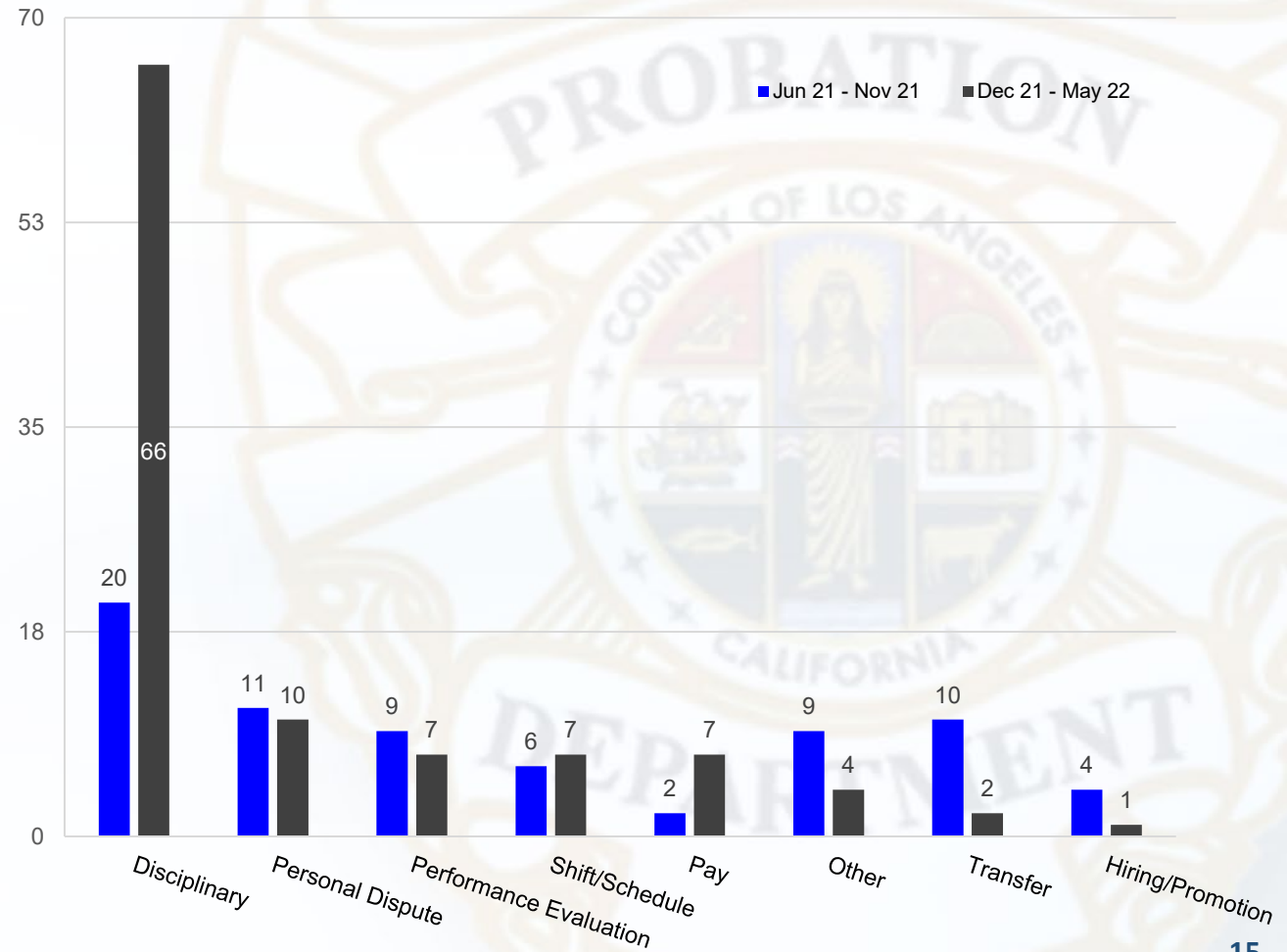
# Employee Grievances by Type



% GRIEVANCES BY TYPE



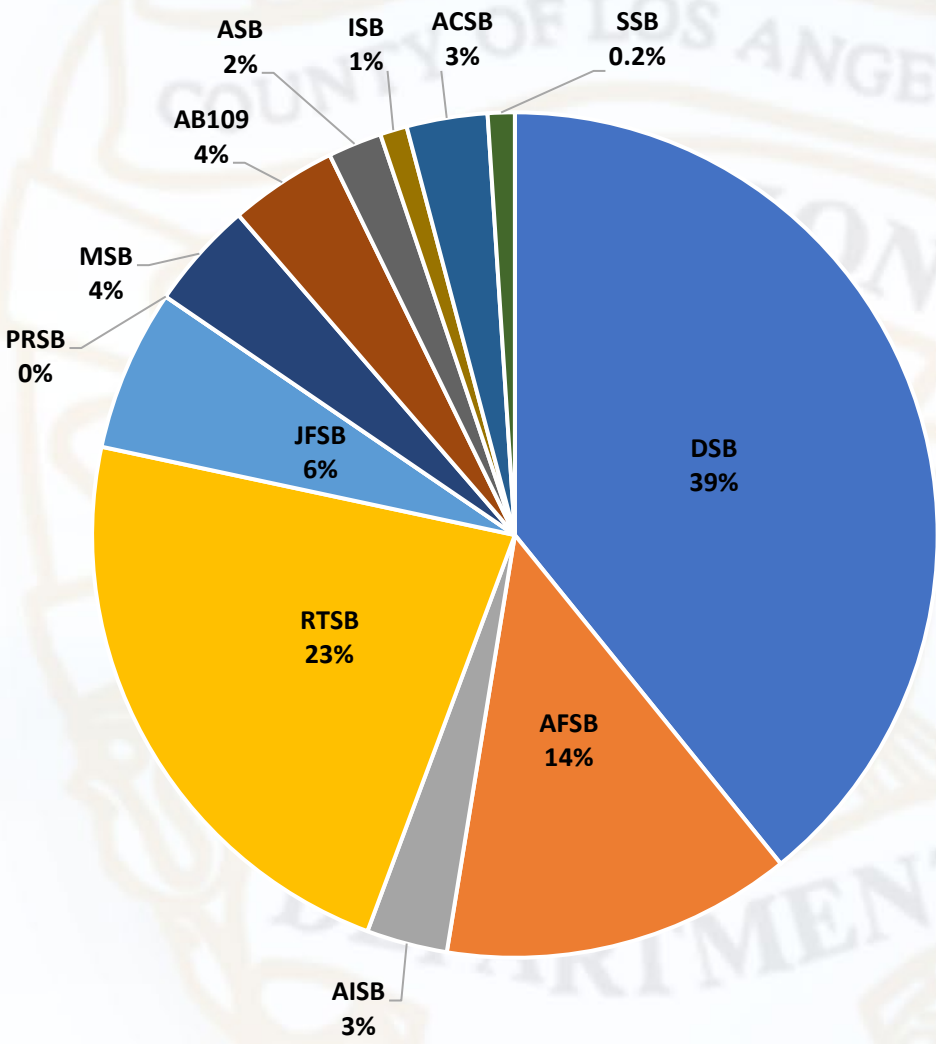
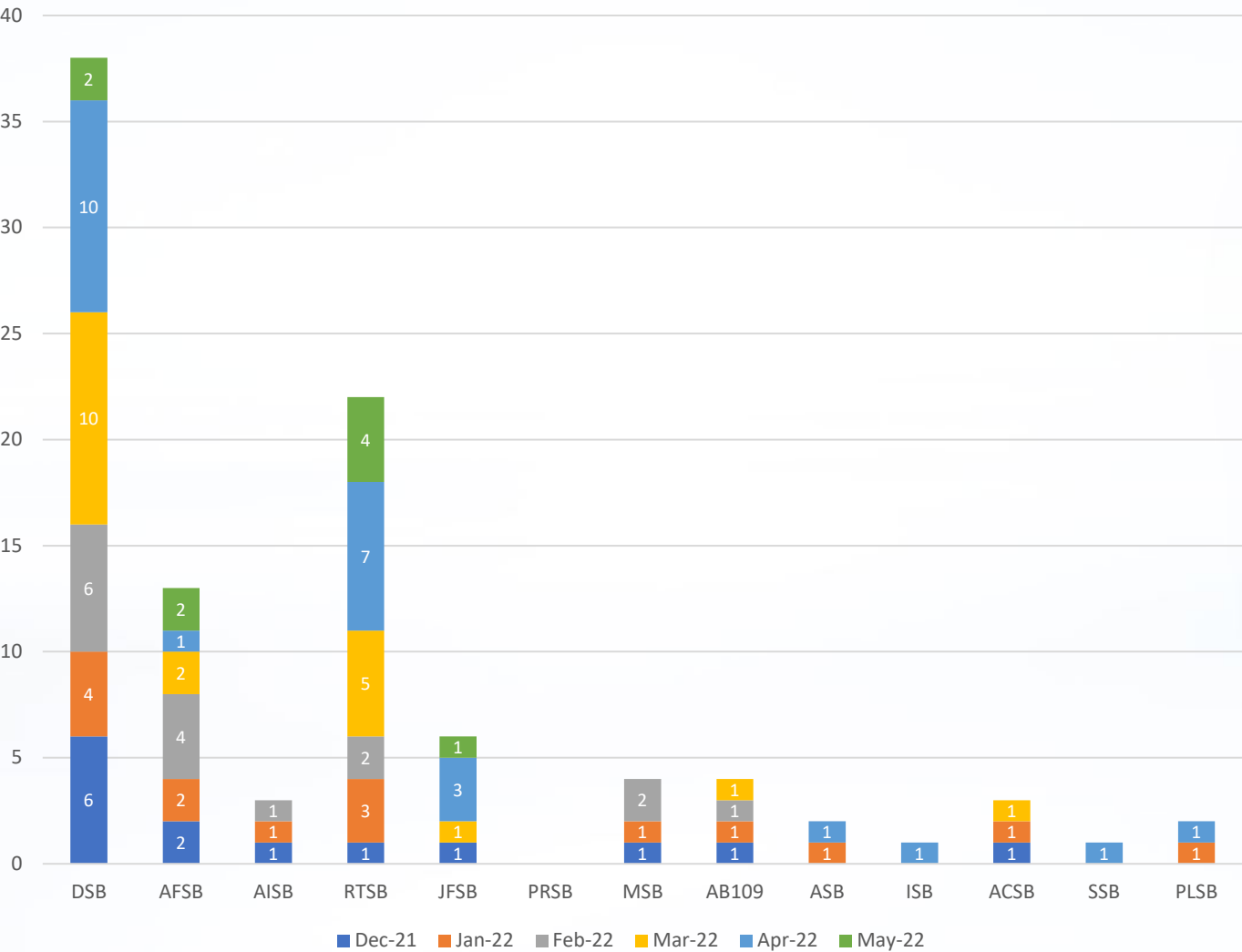
# Grievances by Type



# Employee Grievances by Bureau



Employee Grievances by Bureau





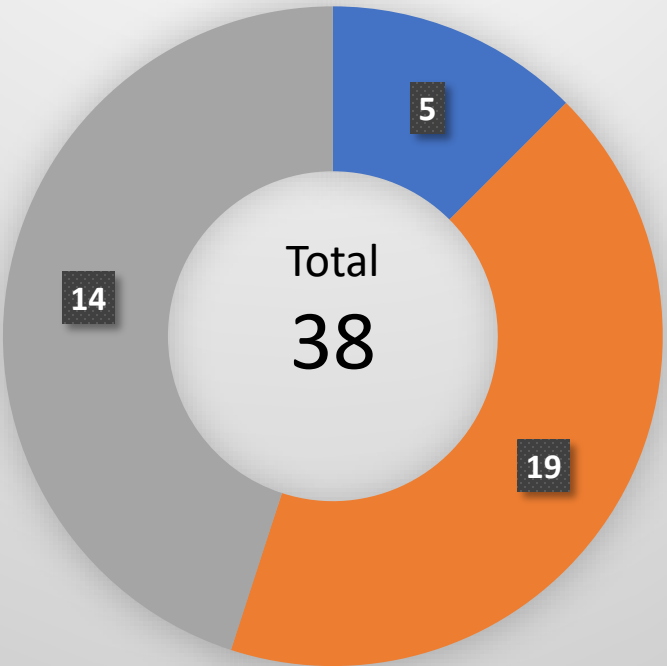
# INFORMATION SYSTEMS BUREAU

**JIM GREEN, CHIEF INFORMATION OFFICER**

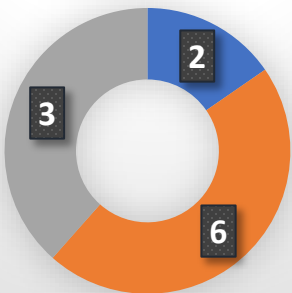
# Probation IT Project Overview – Business Facing

## Projects by Domain

■ Adult ■ Juvenile ■ Cross-Cutting

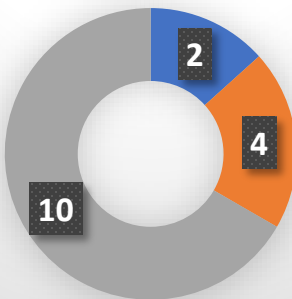


## Priority 1 Projects by Domain



Count  
**11**

## Priority 2 Projects by Domain



Count  
**16**

## Priority 3 Projects by Domain



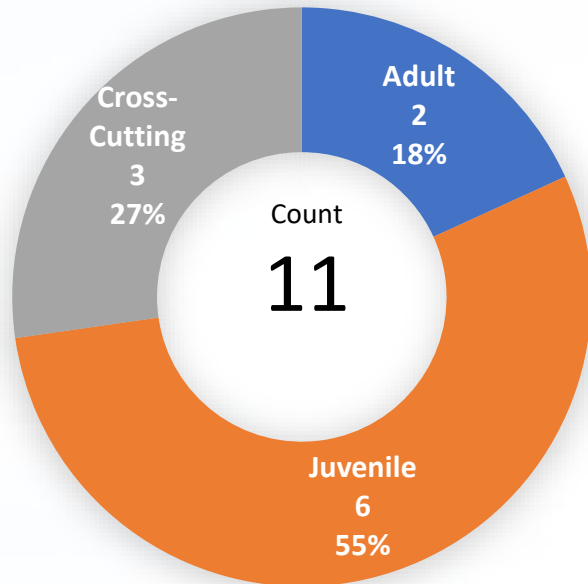
Count  
**1**

# Probation IT Project Overview – Business Facing



As of May 31, 2022

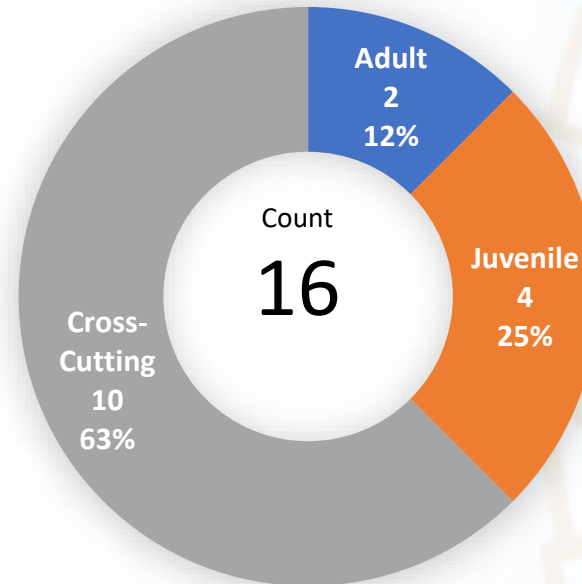
## Priority 1 Projects by Domain



### List of Priority 1 Projects

- CCTV (3): Barry J Nidorf ; Dorothy Kirby Center; Camp Glenn Rockey
- Drug Testing – Portal and Integration
- Grievance Phase II – Software and Kiosks
- LASC Odyssey (2) – Adult Systems; Juvenile Systems
- PSAMS – Pretrial Supervision and Case Management
- Safety Check System – Juvenile Halls
- Transcription – New Contract and New Integration
- WiFi – Field Offices and Juvenile Institutions Admin Areas

## Priority 2 Projects by Domain



### List of Priority 2 Projects

- AB109 Document Repository
- CCTV (2): Camp Afflerbaugh & Camp Joseph Paige; Camp Joseph Scott & Camp Kenyon Scudder
- Kiosk Replacement
- Lexipol Policy Management System
- Legacy App Replacement (11) – JJCPA CBO; JJCPA Outcome; Background Tracking System; Digital Imaging and Barcode System; Grievance Tracking System; ID Card; Peace Officer Citation; Safety Management System; Suspense Remittance Memorandum System; Volunteer Tracking System; Safety Management System
- WiFi – Staff Network in Juvenile Institutions

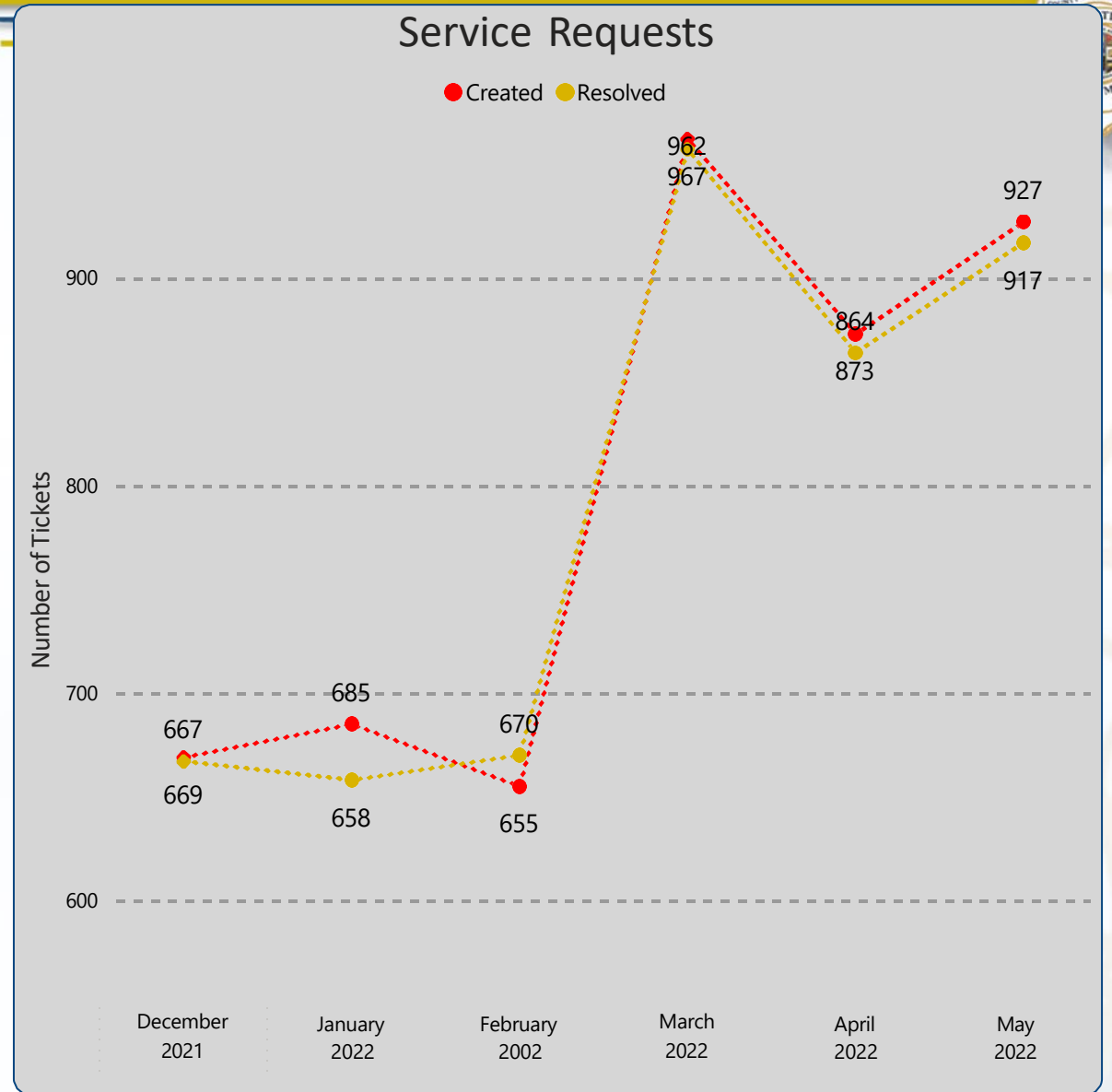
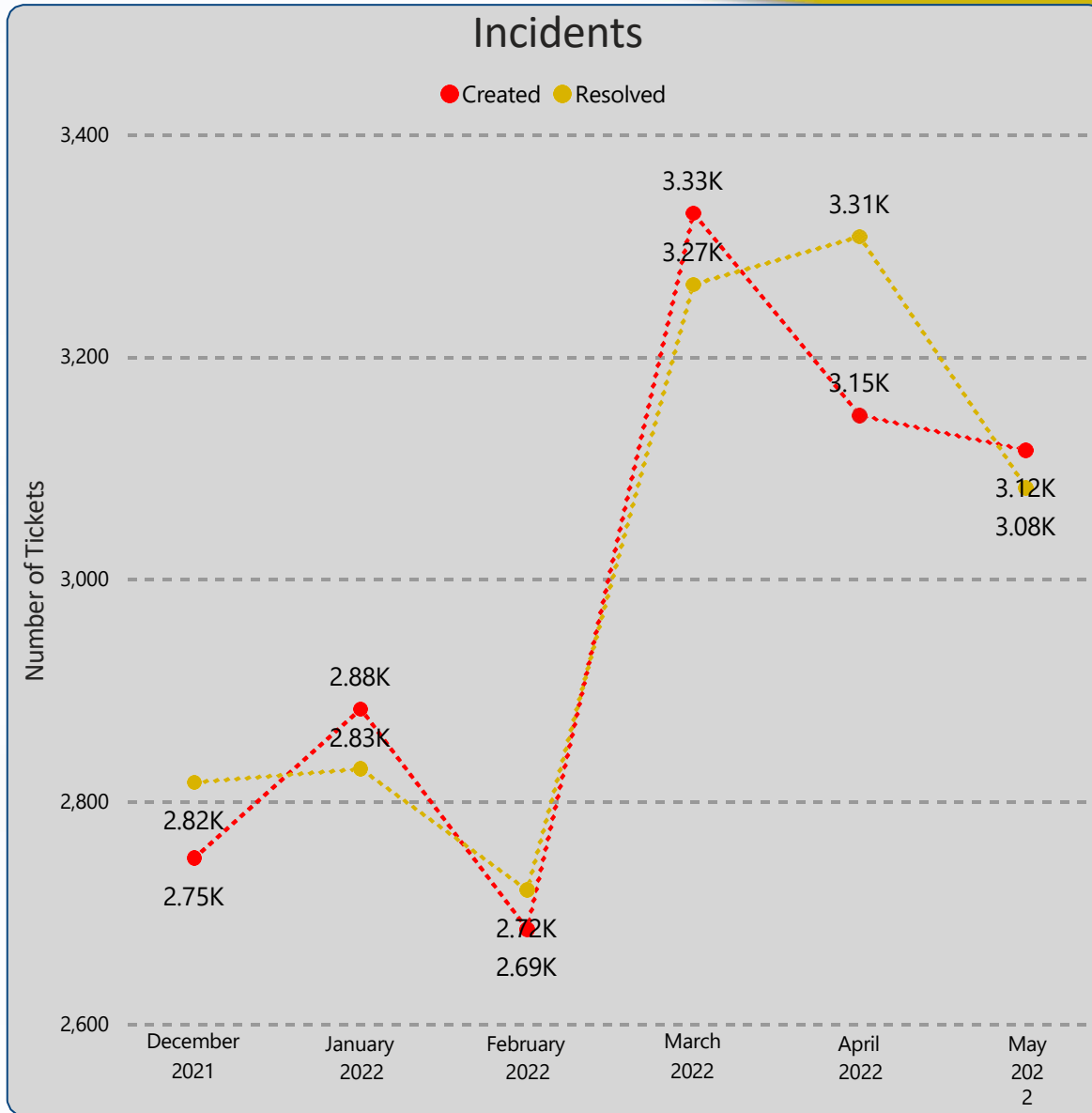
## Priority 3 Projects by Domain



### List of Priority 3 Projects

- WiFi – Youth Network in Juvenile Institutions

# Created vs Resolved Tickets by Month

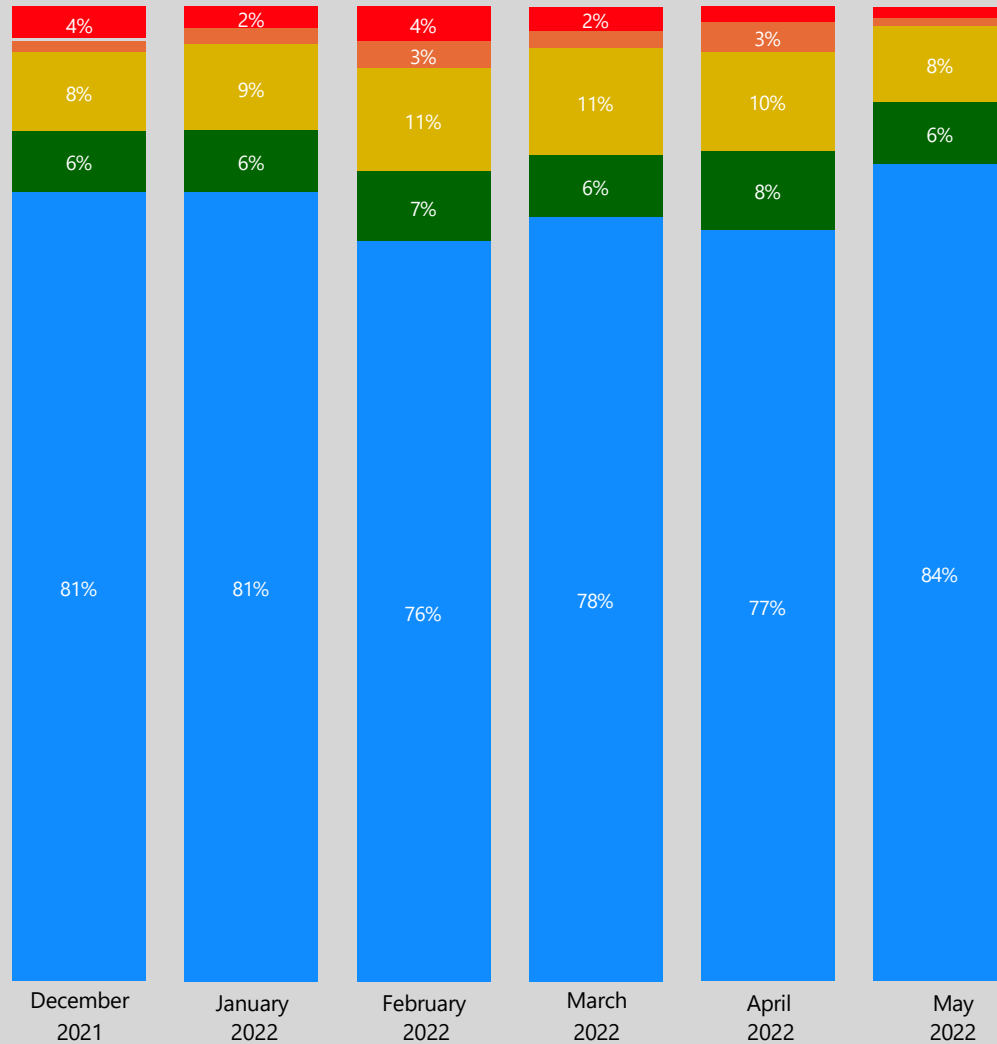


# Age of Tickets on Resolution (% Total Tickets Resolved)



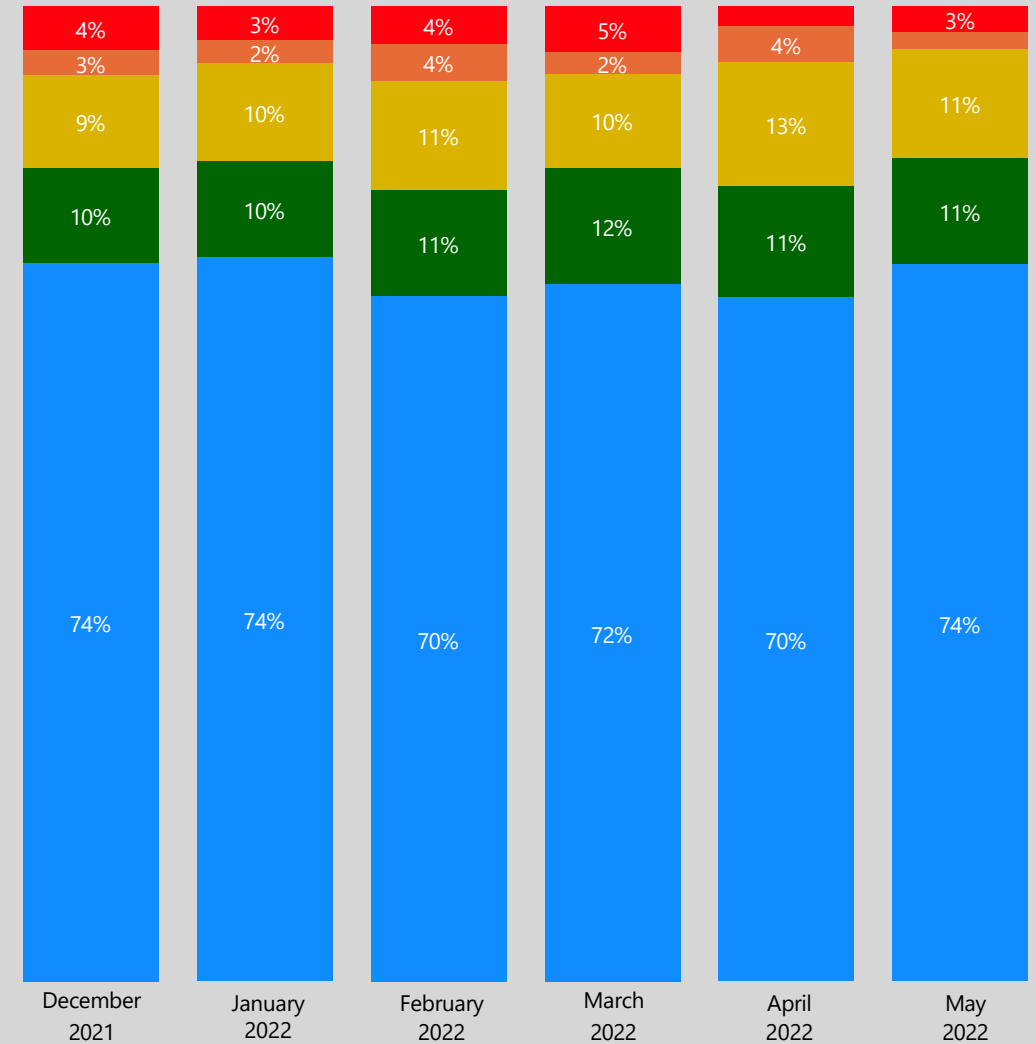
## Incidents

● 0 Days (Same Day) ● 01-03 Days ● 04-15 Days ● 16-30 Days ● 30+ Days

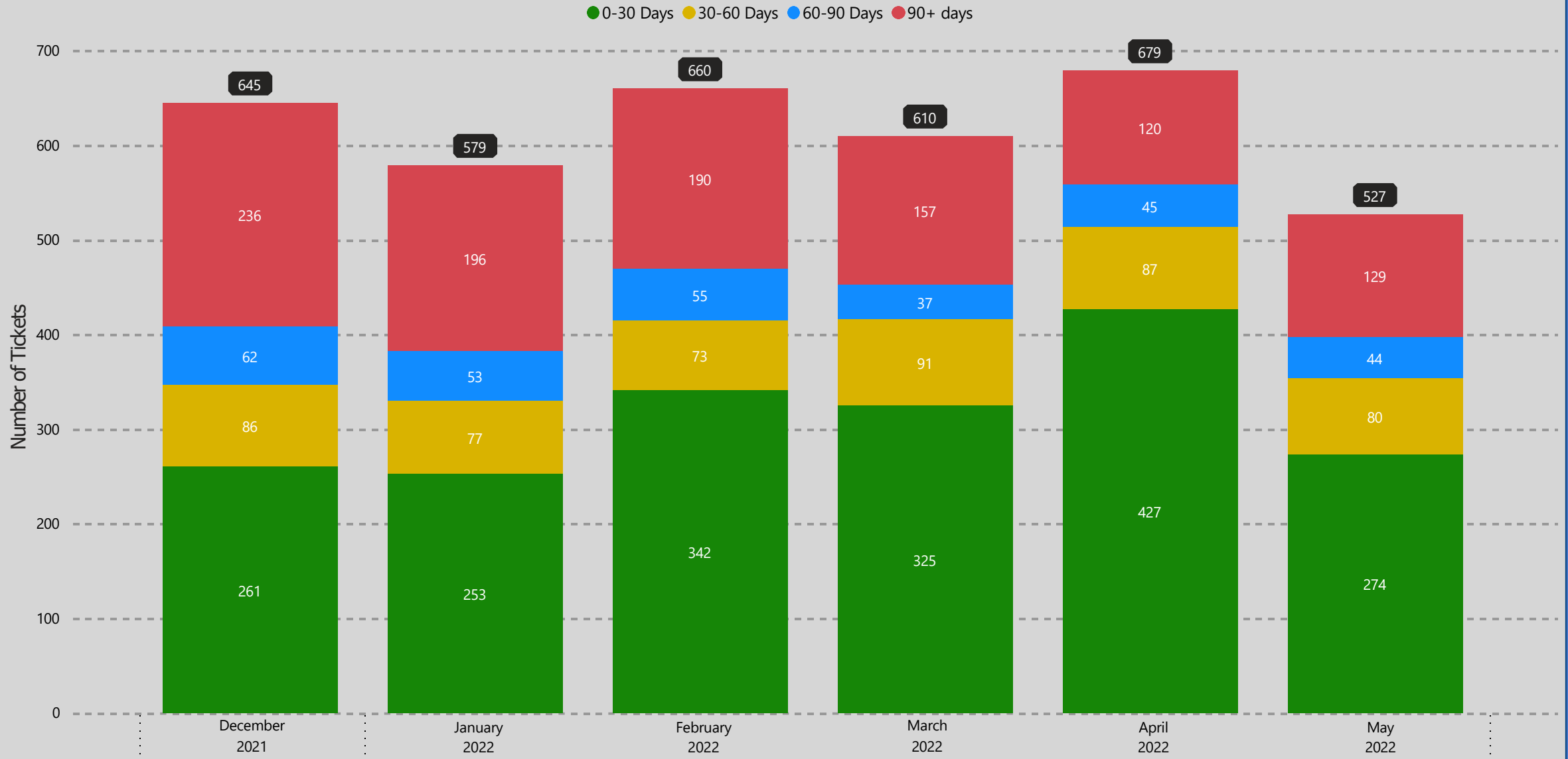


## Service Requests

● 0 Days (Same Day) ● 01-03 Days ● 04-15 Days ● 16-30 Days ● 30+ Days



# Age of All Open Tickets on the 1<sup>st</sup> of Each Month





# SYSTEMS ACCOUNTABILITY BUREAU

**GARY AKOPYAN, BUREAU CHIEF**

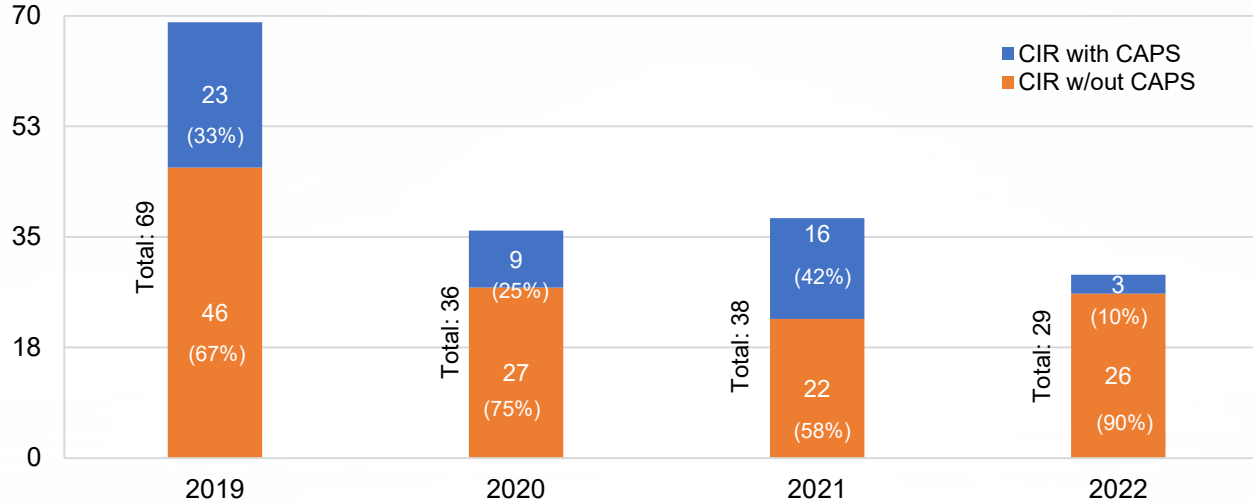
# Corrective Action Plan – Critical Incident Reports (CIR)

As of June 30, 2022

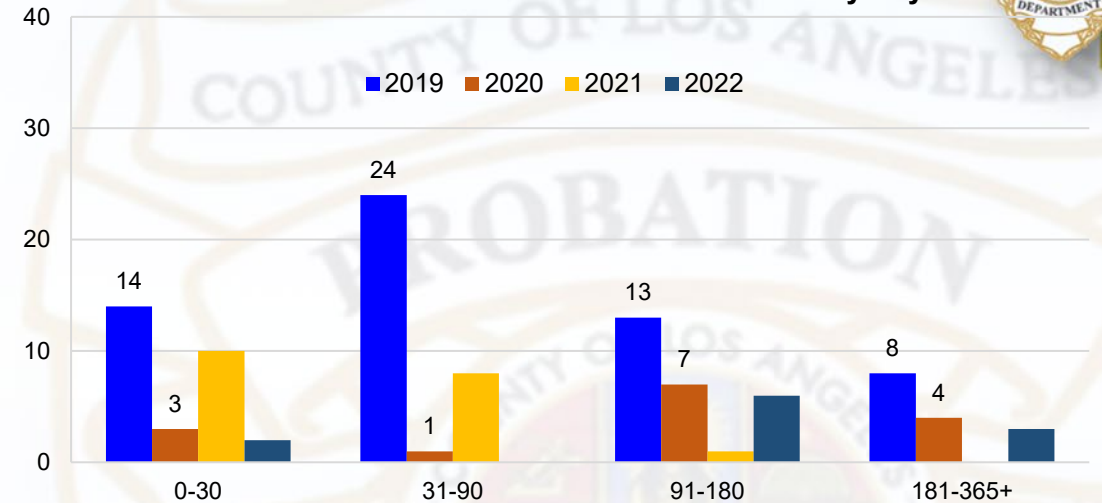
SYSTEMS ACCOUNTABILITY BUREAU



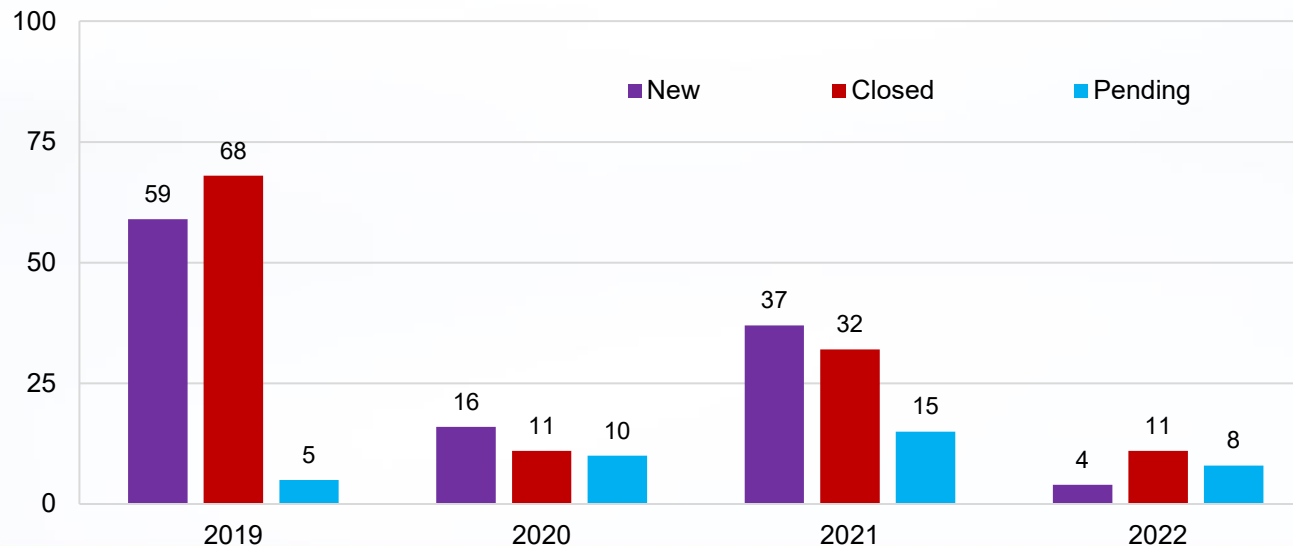
Critical Incidents Reviewed by CIRC Committee



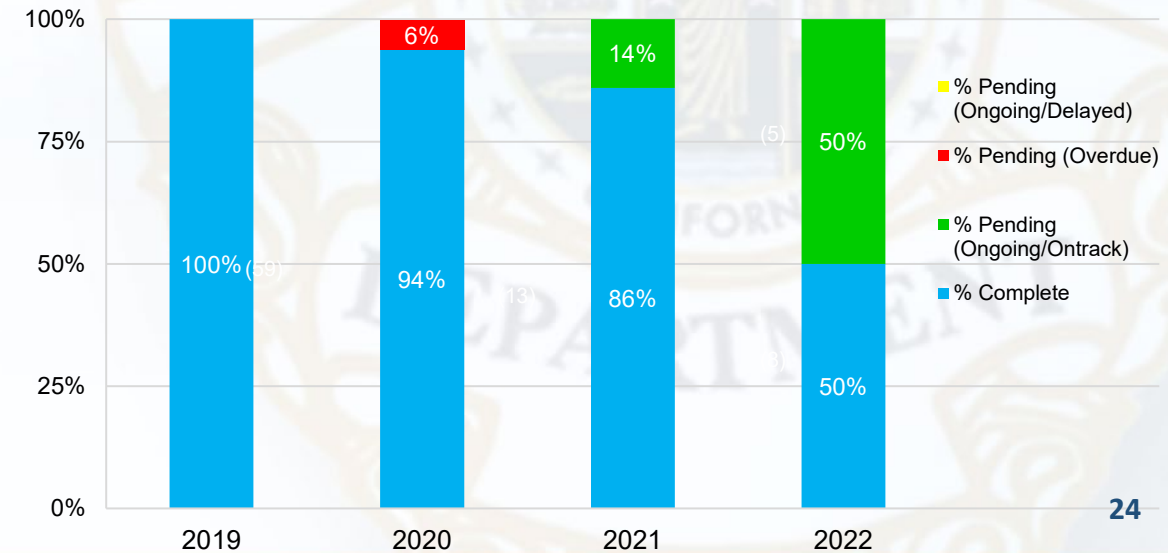
Closed Critical Incident Corrective Actions by Days



Critical Incident Corrective Actions by Status (New, Closed, & Pending)



Completed/Pending Critical Incident Corrective Actions



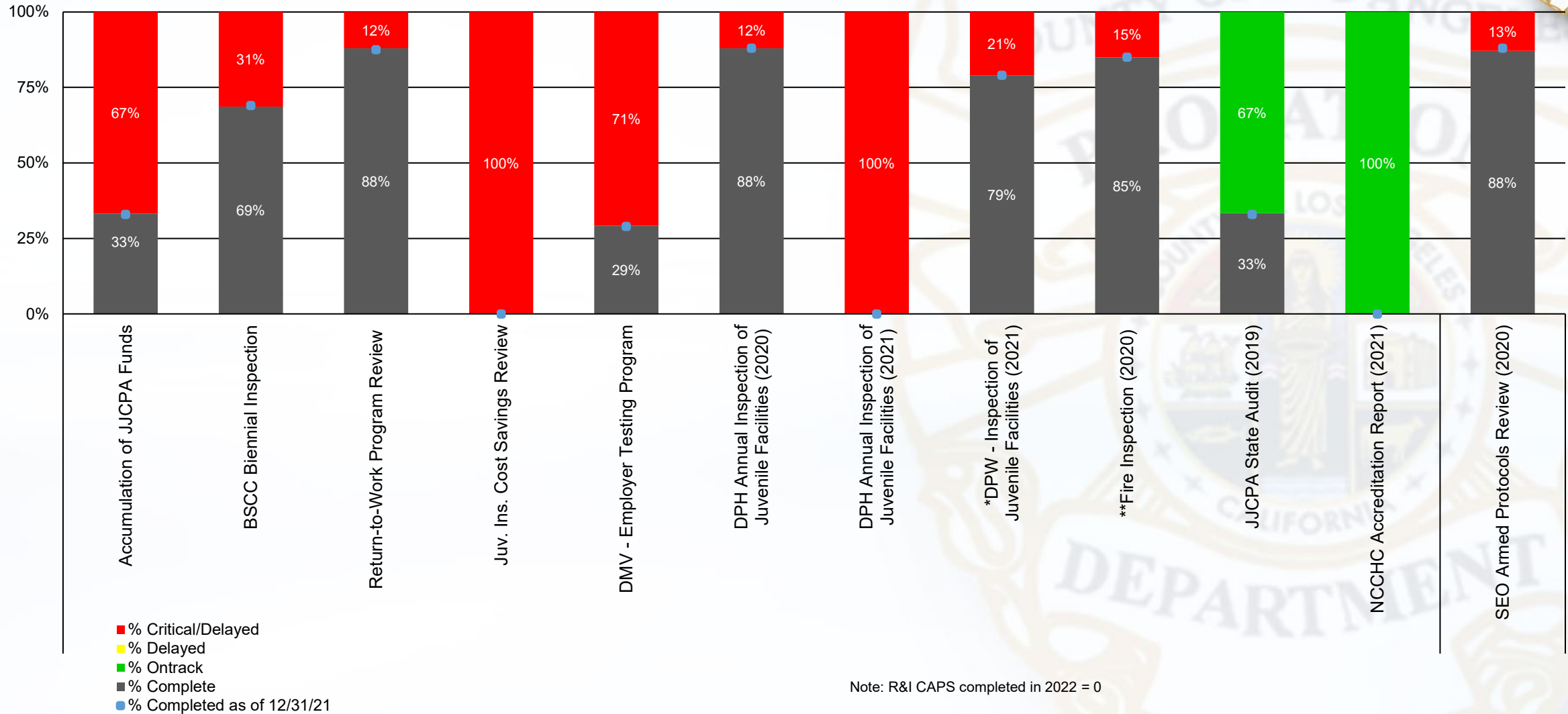
# Regulatory and Internal Operations (R&I) Corrective Action Plans

As of June 30, 2022

SYSTEMS ACCOUNTABILITY BUREAU



% Completed/Pending Corrective Actions by Category



Note: R&I CAPS completed in 2022 = 0

\*Pending action items from DPW Annual Inspection 2019 & 2020 are consolidated within this CAP.

\*\*Pending action items from Fire Inspection 2019 is consolidated within this CAP.



# STAFF TRAINING OFFICE

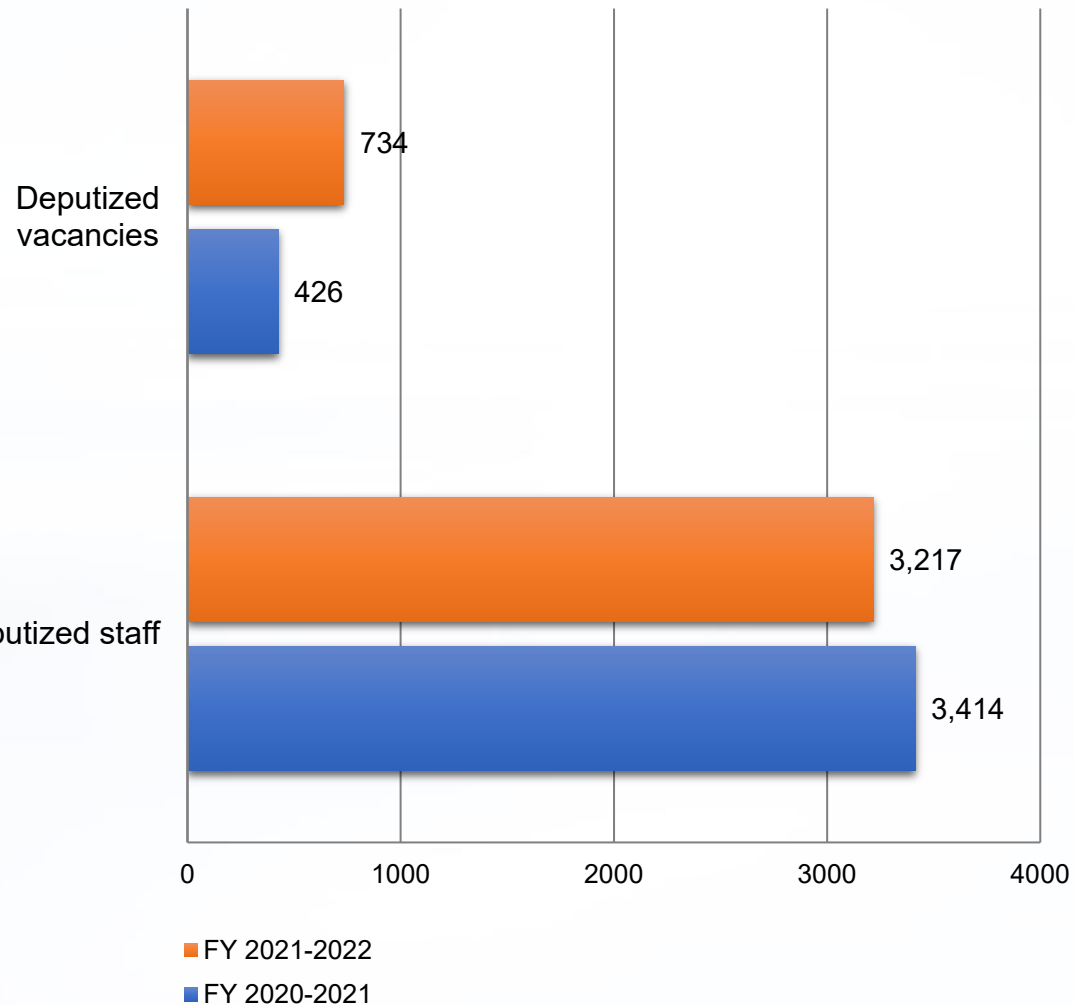
**DAVID GRKINICH, BUREAU CHIEF**

# Annual Training

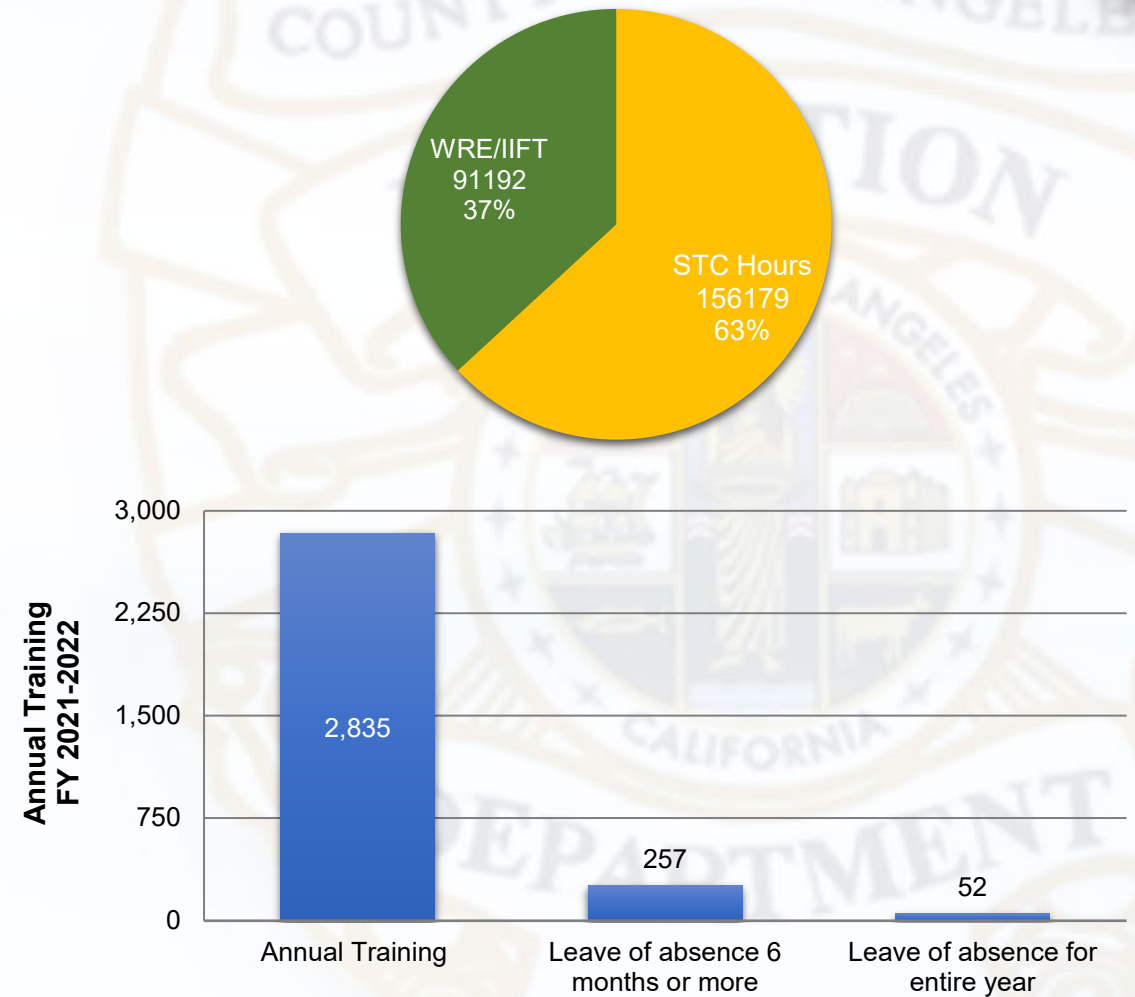
STAFF TRAINING OFFICE



## Annual Training Comparison 2021 & 2022



## Annual Training Hours FY 2021-22

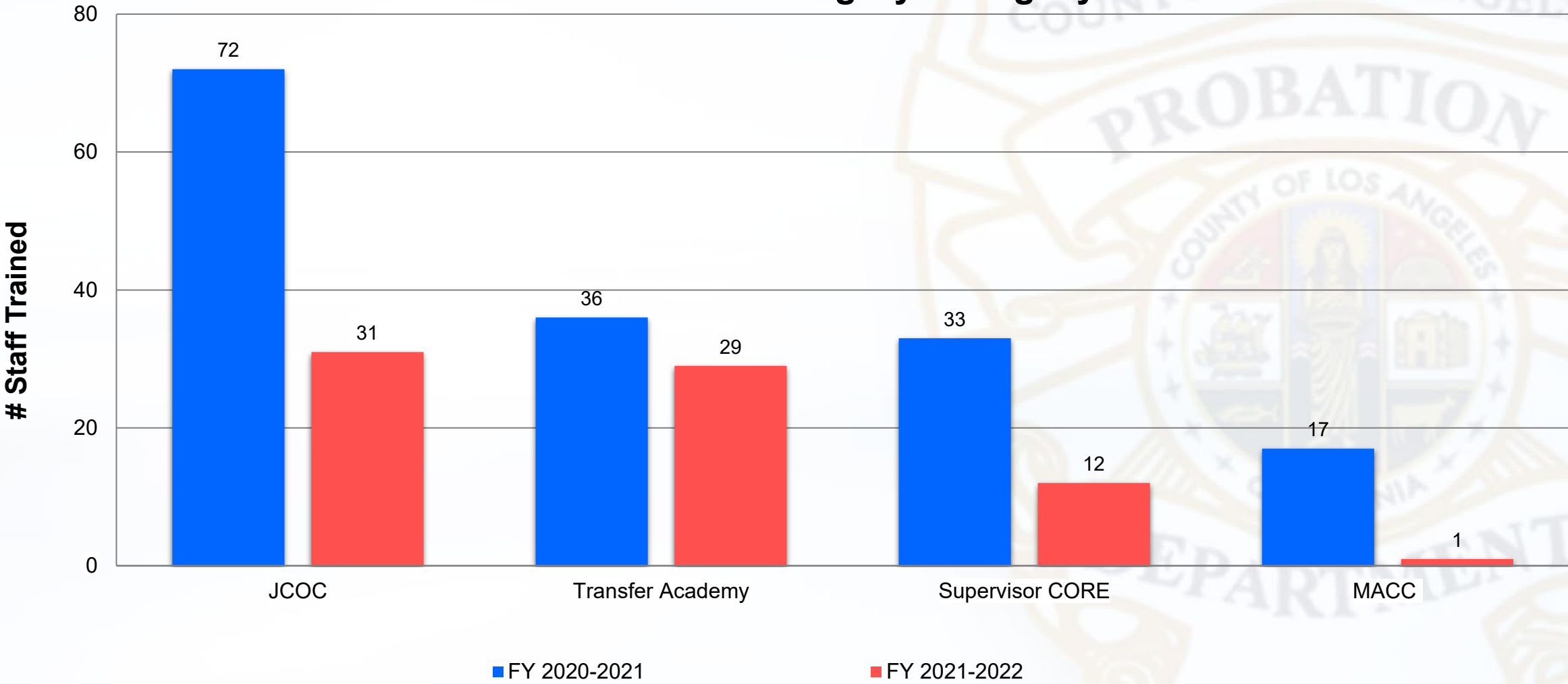


# BSCC CORE Training

STAFF TRAINING OFFICE



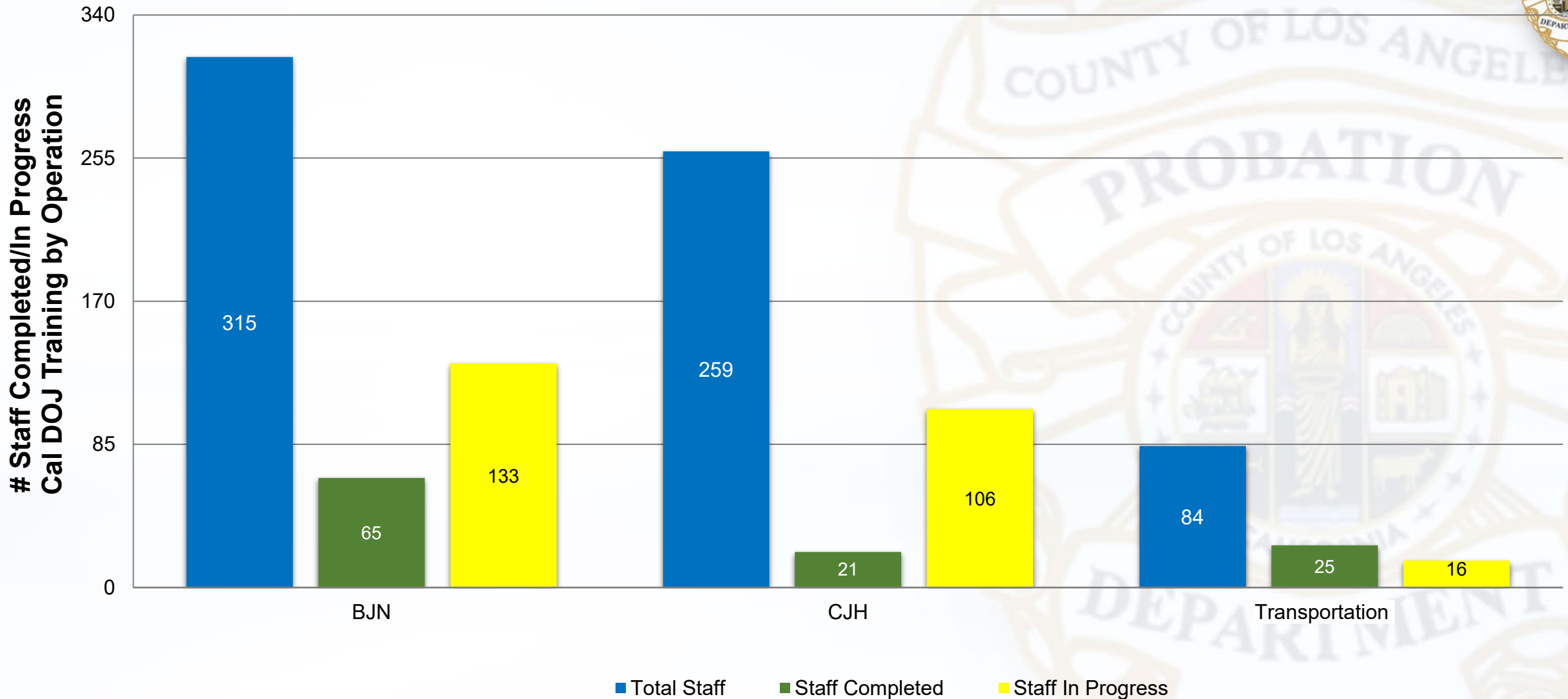
BSCC CORE Training by Category



# Cal DOJ Compliance Training

As of May 31, 2022

STAFF TRAINING OFFICE





# PERFORMANCE MANAGEMENT

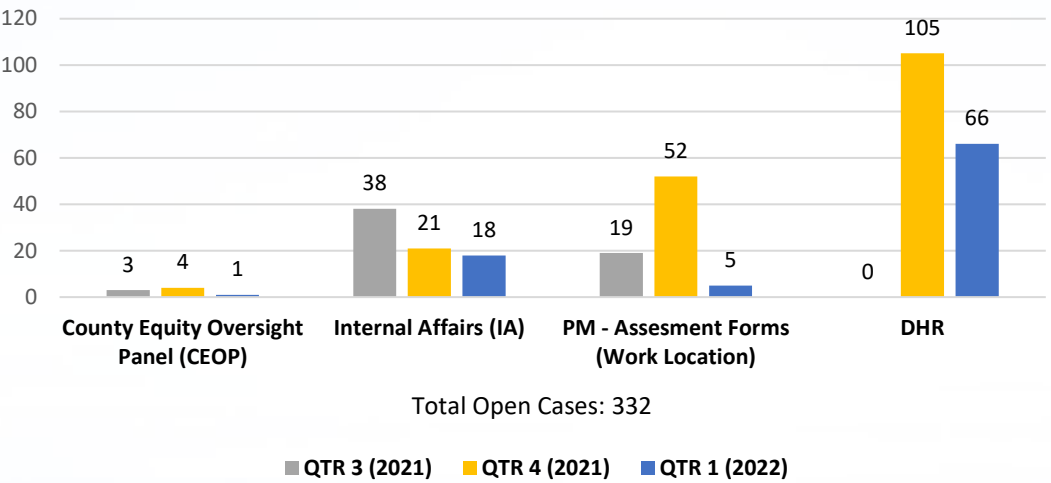
CASE COUNT

QTR 3 (2021), 4 (2021) & QTR 1 (2022)

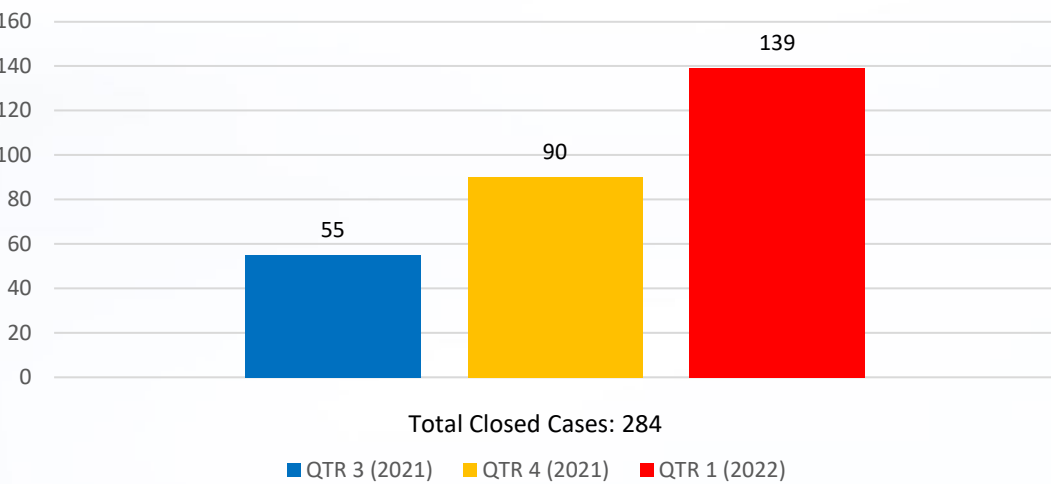
Performance Management



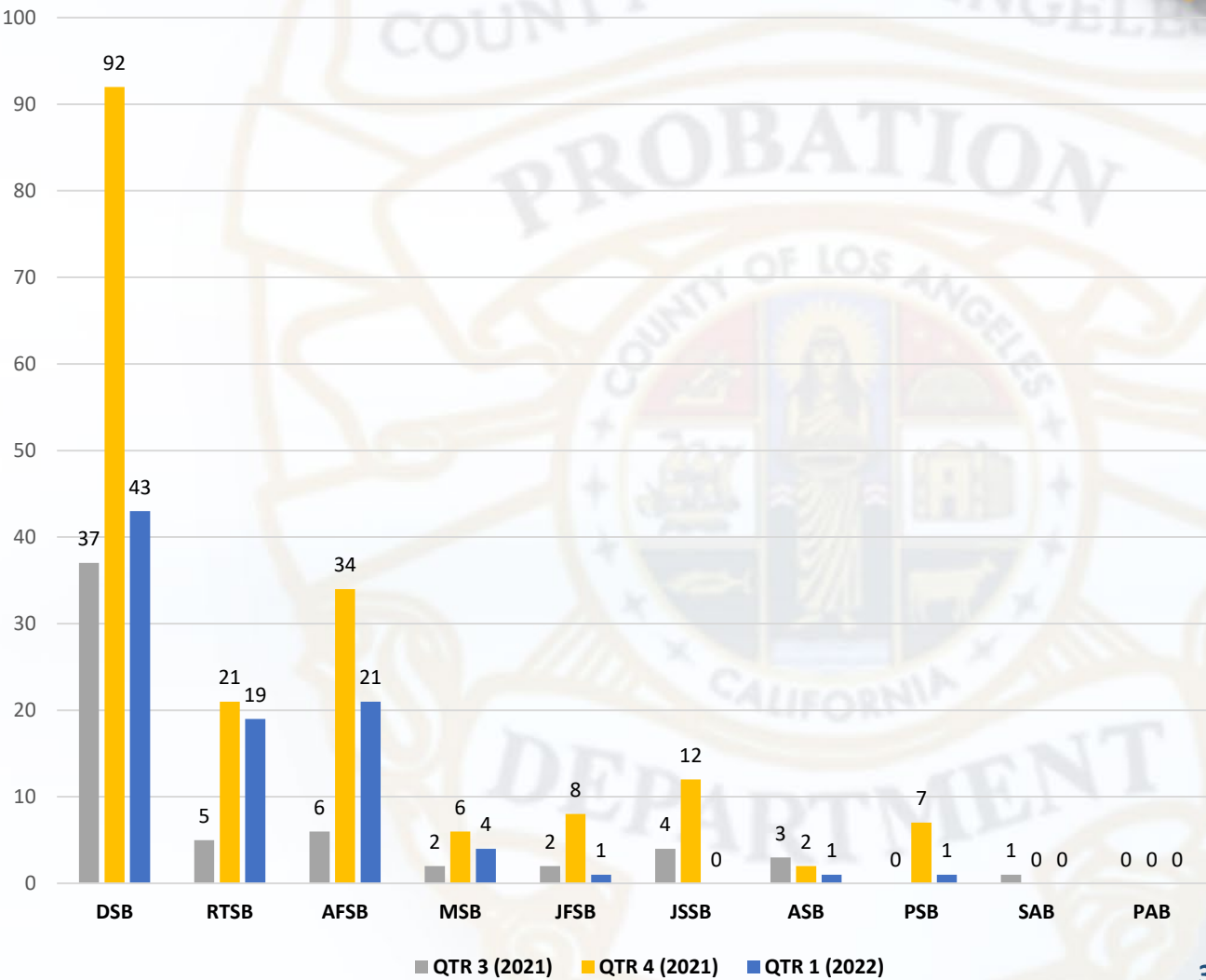
CASES OPENED BY PM



CASES CLOSED BY PM



OPEN CASES BY BUREAU



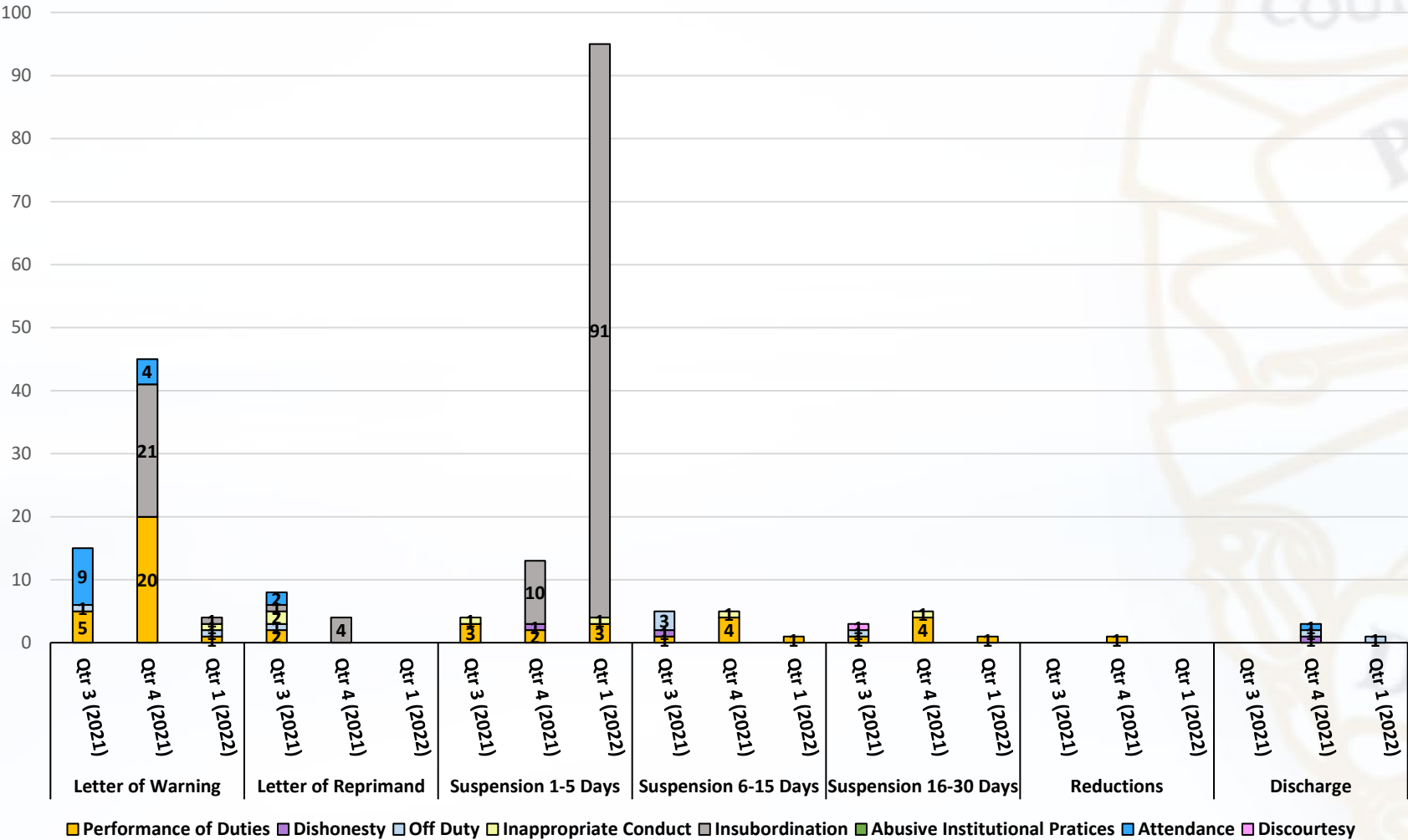
# FINAL DISCIPLINE LETTERS

QTR 3 (2021), 4 (2021) & QTR 1 (2022)

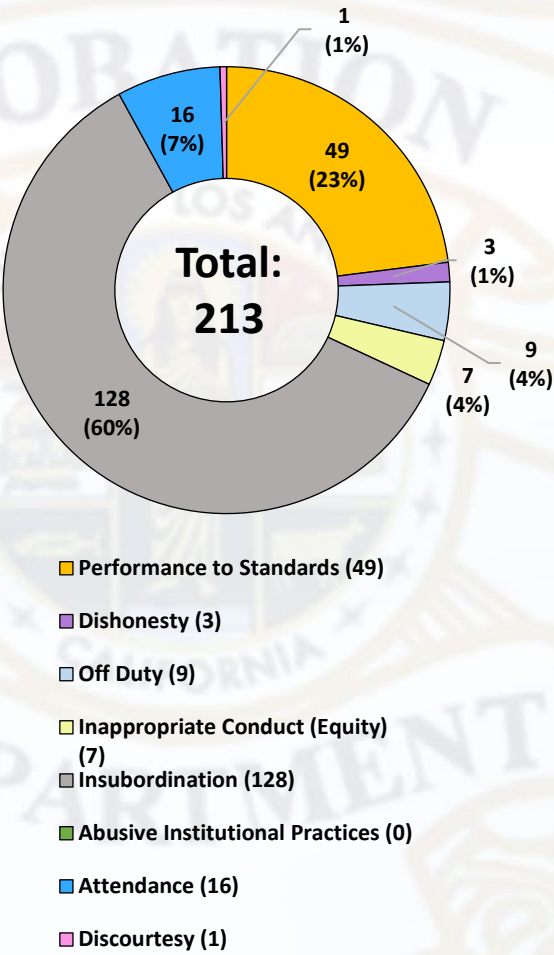
# Performance Management



FINAL DISCIPLINE LETTERS ISSUED BY TYPE & MISCONDUCT



NUMBER & % OF DISCIPLINE LETTERS BY MISCONDUCT



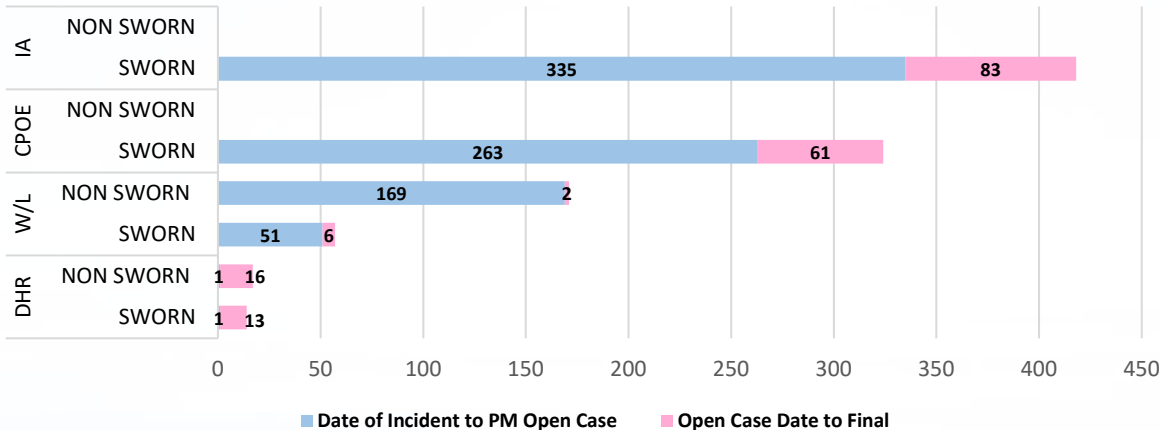
WORKFLOW PROCESS

QTR 3 (2021), 4 (2021) & QTR 1 (2022)

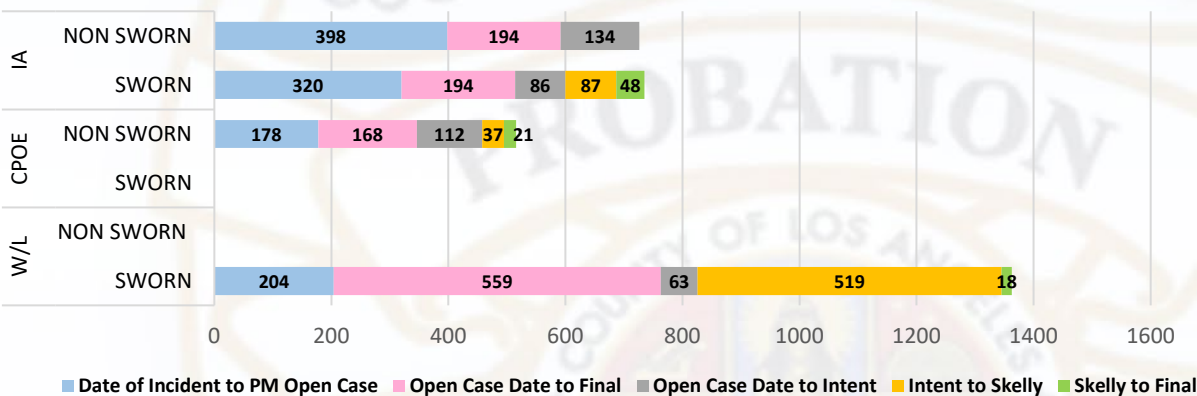
Performance Management



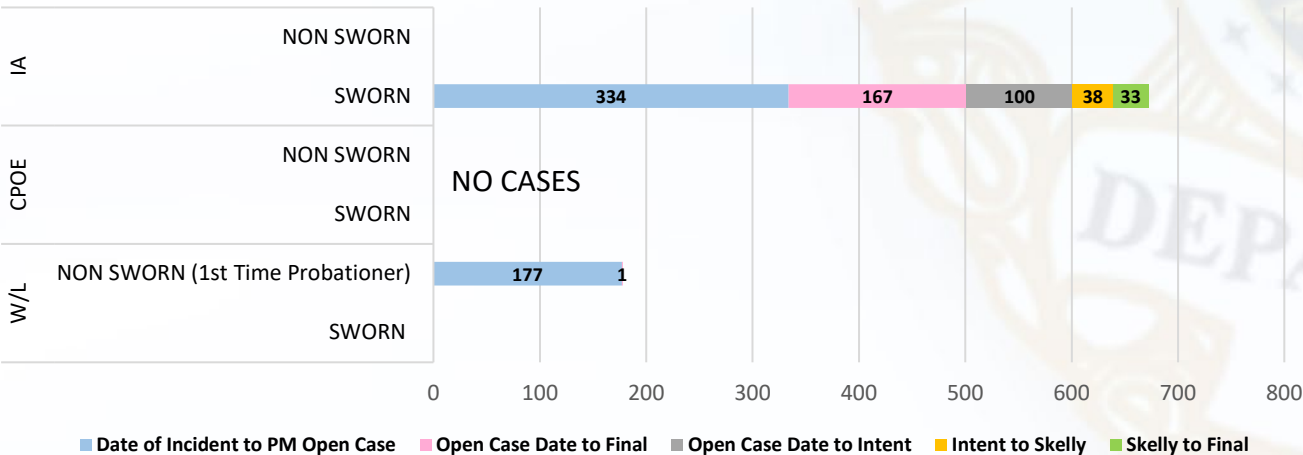
Average Number of Days for Processing  
Warning to 5-Day Suspension



Average Number of Days for Processing  
6-30 Day Suspension



Average Number of Days for Processing Discharges and Reductions



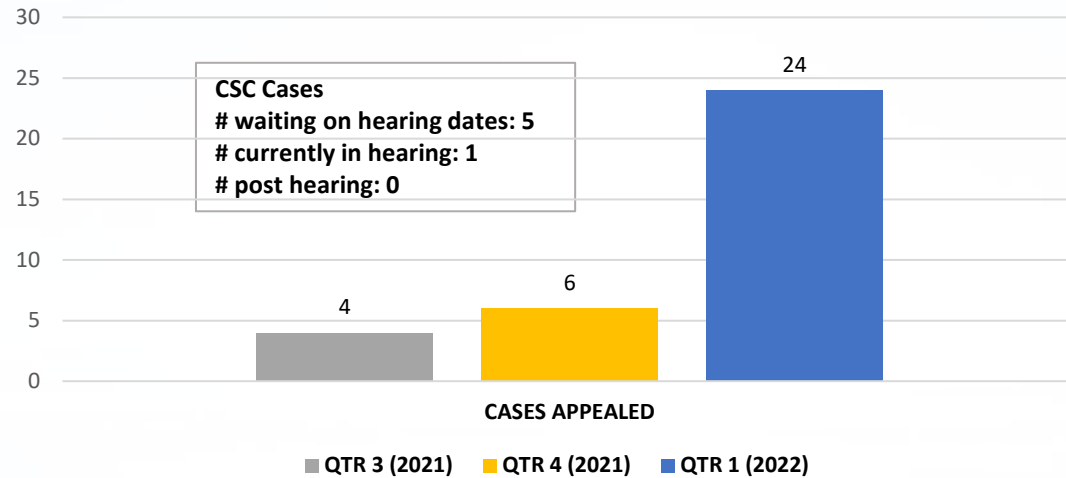
# APPEALS

QTR 3 (2021), 4 (2021) & QTR 1 (2022)

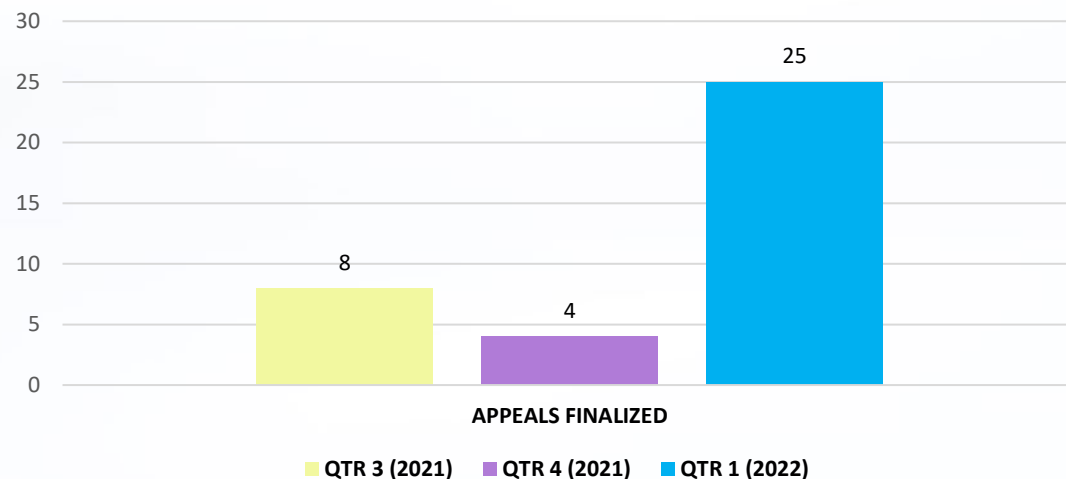
# Performance Management



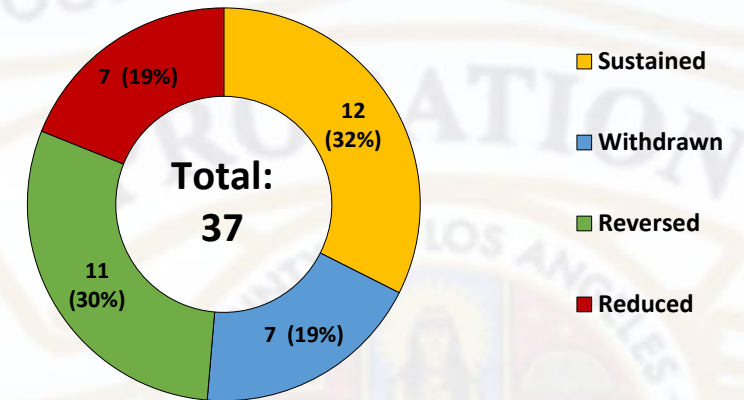
OPENED APPEALS CASE COUNT BY QTR



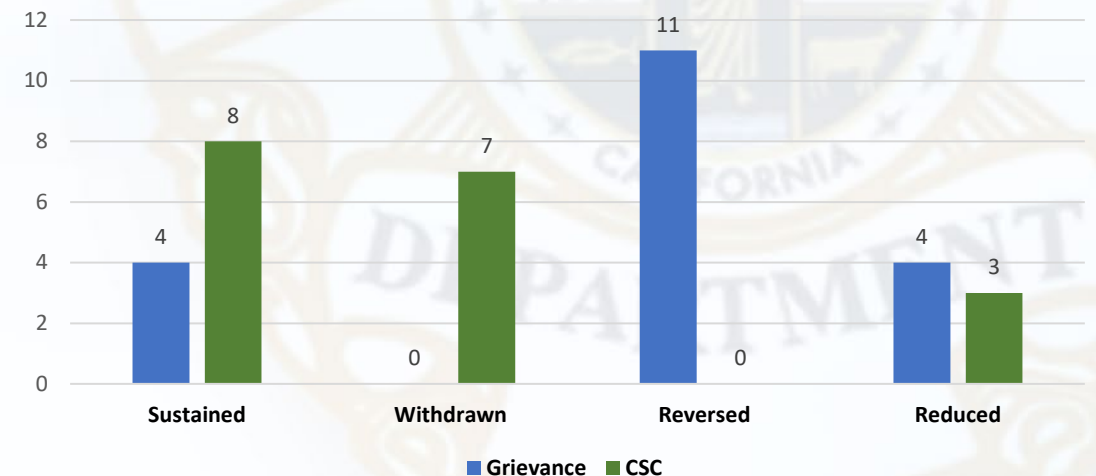
FINALIZED APPEALS CASE COUNT BY QTR



FINALIZED APPEAL CASE COUNT & (%) BY DISPOSITION



FINALIZED APPEALS CASE COUNT & DISPOSITION



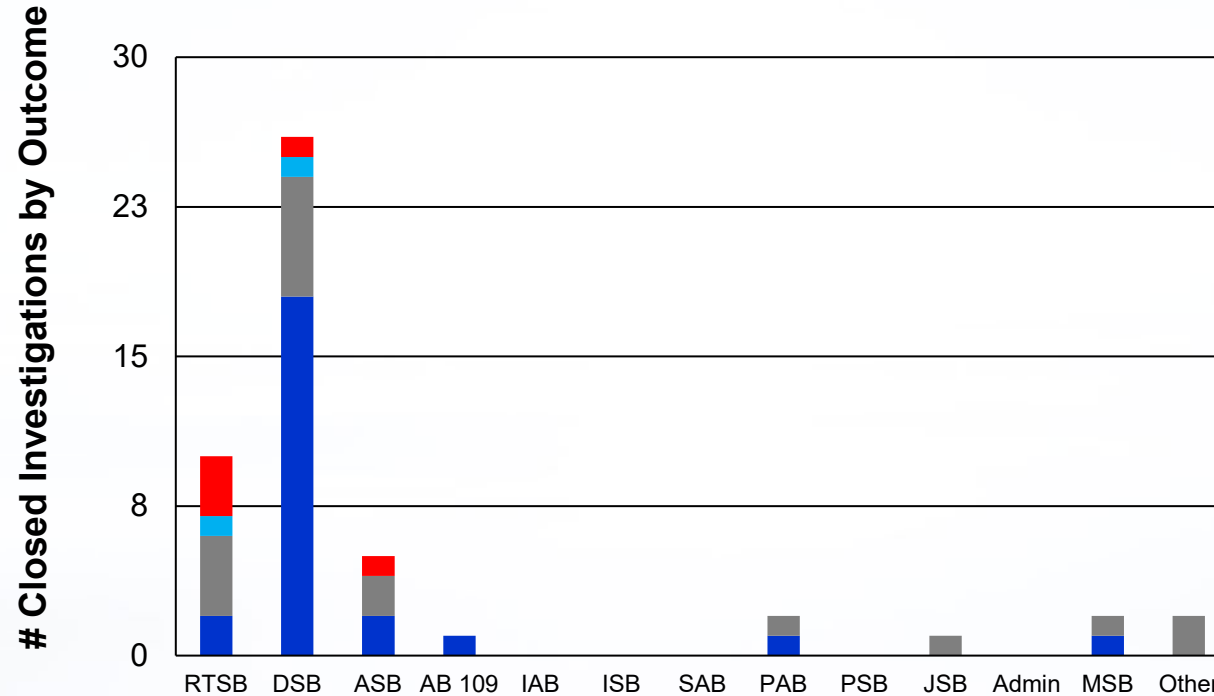


# INTERNAL AFFAIRS BUREAU

**DAVID GRKINICH, BUREAU CHIEF**

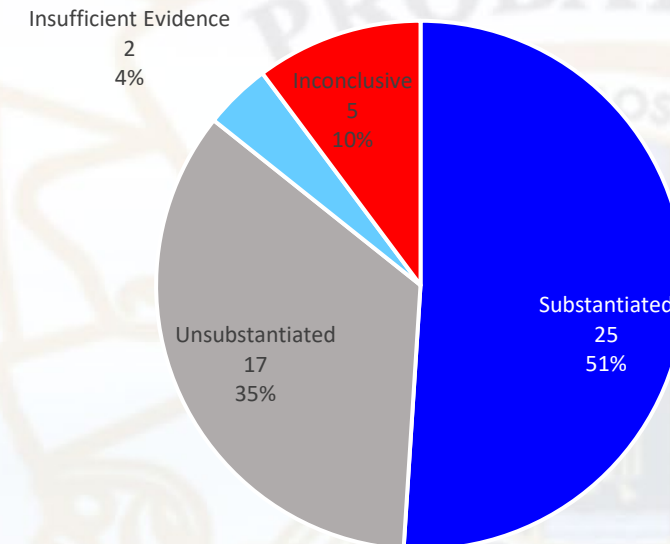
# Internal Affairs Office

## INTERNAL AFFAIRS BUREAU



- Inconclusive
- Insufficient Evidence
- Unsubstantiated
- Substantiated

Total # Investigation Outcomes by Type  
Dec 21 – May 22

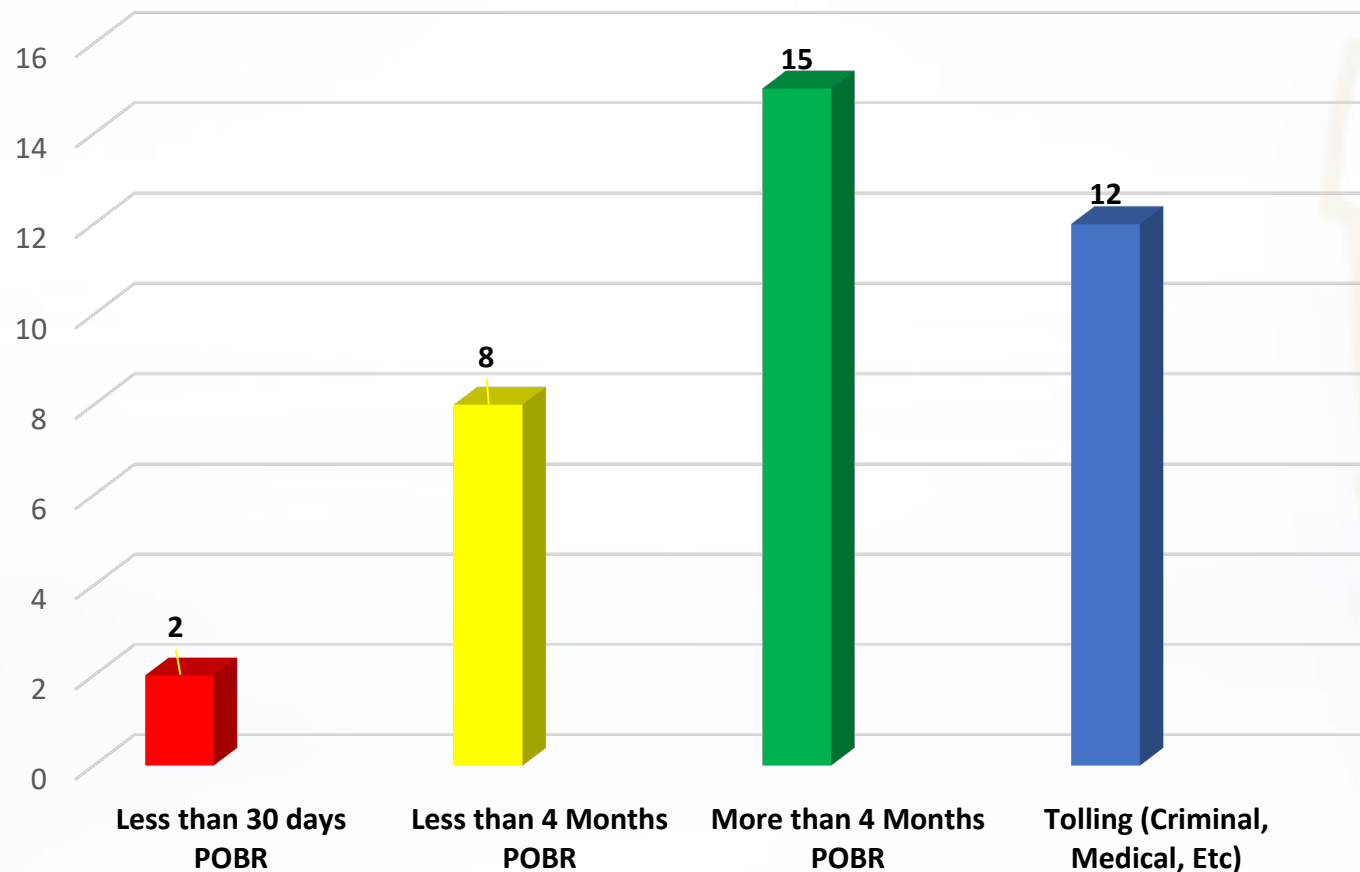


# Internal Affairs Office

INTERNAL AFFAIRS BUREAU



## INTERNAL AFFAIRS INVESTIGATIONS



Dec 21 – May 22

**Dec 21 – May 22**

Number of Cases Submitted to Performance Management Prior to Peace Officers Bill of Rights (POBR) Statute of Limitations

Months to POBR Deadline	Arrest Cases	Force, Etc.	Other:
Less than 1 month POBR:	0	0	2
Less than 4 months POBR:	0	4	4
More than 4 months POBR:	5	4	6
Tolling Cases (criminal, medical, etc):	12	0	0

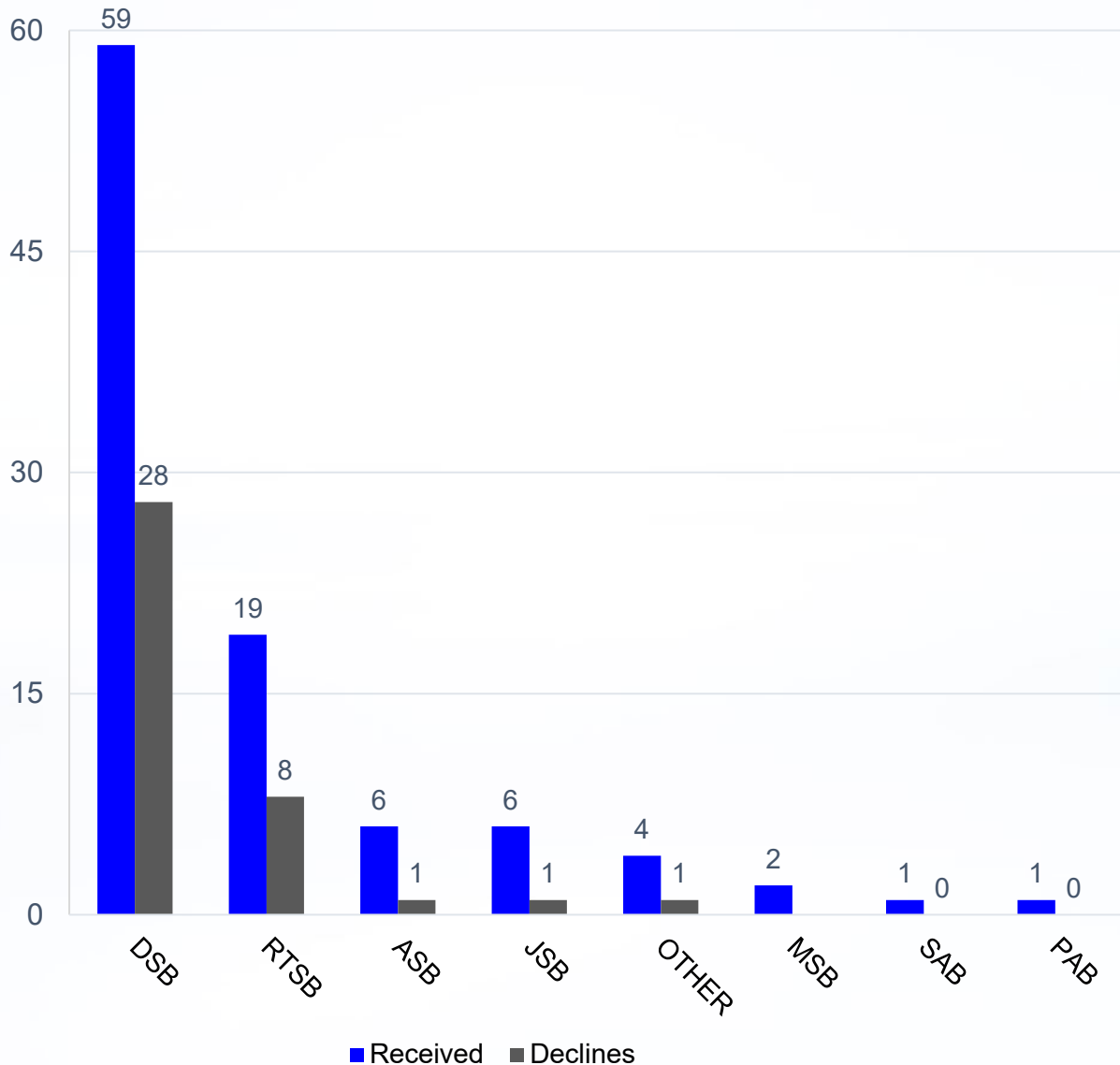
# Internal Affairs Office – Referrals

December 2021 – May 2022

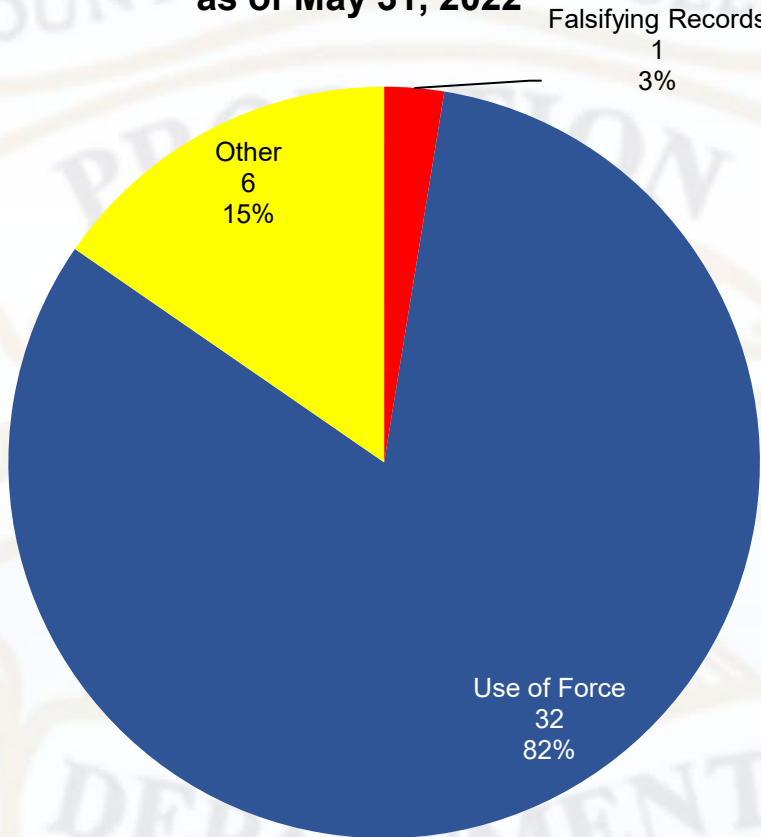
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# I.A. Referrals Submitted/Declined



# Declines by Type as of May 31, 2022



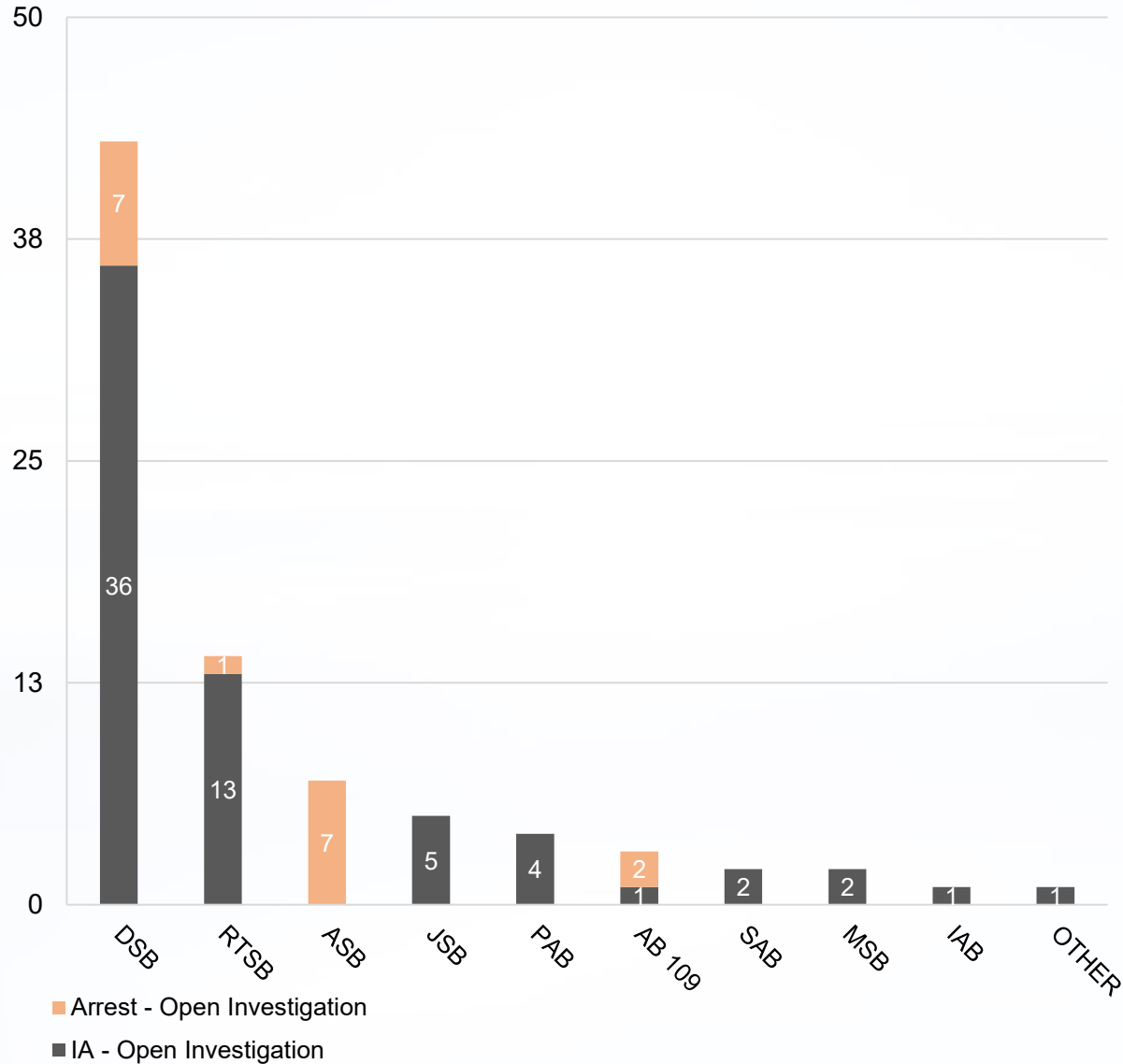
# Internal Affairs Office – Open Investigations

December 2021 – May 2022

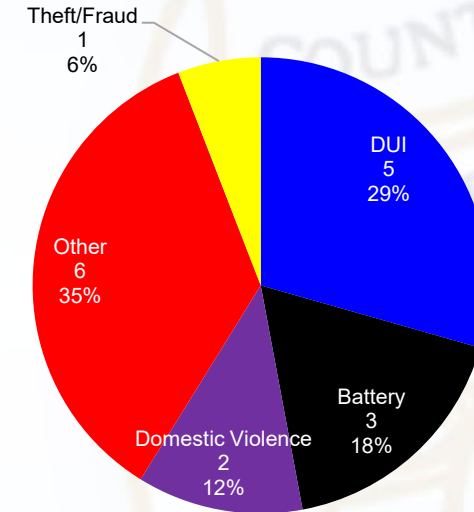
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# Open Investigations by Bureau



Arrest - Open Investigation by Type



IA - Open Investigation by Type

