1. CALL TO ORDER

2. 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:
   AUTHORIZE THE DISTRICT ATTORNEY TO ENTER INTO GRANT AWARD AGREEMENTS WITH THE STATE OF CALIFORNIA, DEPARTMENT OF INSURANCE FOR THE WORKERS’ COMPENSATION INSURANCE FRAUD, DISABILITY AND HEALTHCARE INSURANCE FRAUD AND AUTOMOBILE INSURANCE FRAUD PROGRAMS
   Speakers: Tuppence Macintyre (DA), Michael Yglecias (AIF), Jennifer Snyder (DHIF & WCIF)

B. Board Letter:
   PROBATION DEPARTMENTS FY 2019-20 INCIDENTAL EXPENSE
   Speakers: Robert Smythe (Probation)

C. Board Letter:
   PROBATION DEPARTMENTS SANTA MONICA AREA OFFICE REFURBISHMENT PROJECT
   Speakers: Matt Diaz (CEO), Cesar Menchaca (ISD), Shenaud Morgan (Probation)

D. Board Letter:
   PROBATION DEPARTMENTS SAN GABRIEL VALLEY OFFICE REFURBISHMENT PROJECT
   Speakers: Matt Diaz (CEO), Cesar Menchaca (ISD), Shenaud Morgan (Probation)

E. Board Letter:
   FIRE DEPARTMENT HERMOSA BEACH REMODELING PROJECT
   Speakers: Ron Bleier (Fire), Cesar Menchaca (ISD)
3. PRESENTATION/DISCUSSION ITEM(S):
   A. Board Briefing:
      DEPARTMENT COMPLIANCE WITH ROSAS IMPLEMENTATION PLAN
      Speakers: Daniel Dyer and Lewis N. Lim (Sheriff’s)
   B. Board Briefing:
      FINAL CHANGES BUDGET BRIEFING
      Speakers: Rene Phillips and Staff (CEO)

4. PUBLIC COMMENT
   (2 minutes each speaker)

5. ADJOURNMENT

6. UPCOMING ITEM(S):
   A. Board Letter:
      ADVANCE NOTIFICATION OF INTENT TO ENTER INTO NEGOTIATIONS FOR A
      SOLE SOURCE AMENDMENT TO EXTEND AGREEMENT NUMBER 77870 WITH
      MIDEO SYSTEMS, INC. TO PROVIDE CONTINUED FORENSIC IMAGING
      EQUIPMENT MAINTENANCE AND SUPPORT SERVICES
      Speakers: David Culver and Irma Santana (Sheriff)
   B. Board Letter:
      APPROVE LETTER OF AGREEMENT FOR THE 2019 DOMESTIC CANNABIS
      ERADICATION SUPPRESSION PROGRAM
      Speakers: Ramona Zamora and Matthew Squire (Sheriff)
   C. Board Letter:
      ACCEPT DONATION OF 2018 DODGE RAM 2500 TRADESMAN CREW CAB 4X4
      LONG BOX TRUCK FROM ANTELOPE VALLEY SHERIFF’S BOOSTERS AND
      PALMDALE BOOSTERS
      Speakers: Ronald Shaffer, Marion Tucker and Rowell Quemuel (Sheriff)
   D. Board Letter:
      ACCEPT GRANT AWARD FROM THE SOUTH COAST AIR QUALITY
      MANAGEMENT DISTRICT FOR FISCAL YEAR 2016-17 CARL MOYER PROGRAM
      Speakers: Karen Anderson, Terumi Ohara and Daniel Abajian (Sheriff)
July 2, 2019

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:

AUTHORIZED THE DISTRICT ATTORNEY TO ENTER INTO GRANT AWARD AGREEMENTS (GAA) WITH THE STATE OF CALIFORNIA, DEPARTMENT OF INSURANCE (CDI) FOR THE WORKERS’ COMPENSATION INSURANCE FRAUD (WCIF), DISABILITY AND HEALTHCARE INSURANCE FRAUD (DHIF), AND AUTOMOBILE INSURANCE FRAUD (AIF) PROGRAMS FOR FISCAL YEAR (FY) 2019-20 (ALL DISTRICTS) (3-VOTES)

SUBJECT

The Workers’ Compensation Insurance Fraud (WCIF), Disability and Healthcare Insurance Fraud (DHIF), and Automobile Insurance Fraud (AIF) Programs support enhanced investigation and prosecution of workers’ compensation fraud cases, fraudulent disability and healthcare insurance claims, and automobile insurance fraud activity, respectively. The District Attorney is requesting the Board sign the attached resolutions required to enter into Grant Award Agreements (GAA) with the State of California, Department of Insurance (CDI) for grant funds for WCIF, DHIF, and AIF for Fiscal Year (FY) 2019-20.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Adopt the attached Resolutions authorizing the District Attorney to enter into an agreement for each of the WCIF, DHIF, and AIF Programs with CDI for the period of July 1, 2019 to June 30, 2020. There is no required County match for these grants.
PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On February 11, 2019, the District Attorney’s Office (DA) received the FY 2019-20 Request for Applications (RFAs) from CDI for the WCIF, DHIF, and AIF Programs. The objective of these programs is to promote coordination and active partnerships in anti-fraud efforts.

The attached resolutions require Board adoption as part of the Grant Award Agreement (GAA). The attached resolutions have been approved as to form by County Counsel and adoption of the resolutions will satisfy County and State requirements.

Implementation of Strategic Plan Goals

Approval of the recommended action is consistent with the Los Angeles County Strategic Plan, Goal No. 1, Make Investments that Transform Lives: aggressively address society’s most complicated social, health, and public safety challenges and be a highly responsive organization capable of responding to complex societal challenges; and Goal No. 3, Realize Tomorrow's Government Today: be an innovative, flexible, effective, and transparent partner focused on public service and advancing the common good.

FISCAL IMPACT/FINANCING

The DA will return to the Board to request acceptance of these funds to the WCIF, DHIF and AIF Programs for FY 2019-20.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Insurance Code Sections 1872.83(d) (WCIF), 1872.85 (c)(2) (DHIF), and 1872.8(b)(1)(D) (AIF), CDI is authorized to award and distribute certain funds to District Attorneys submitting plans approved by the Fraud Division for the increased investigation and prosecution of workers’ compensation fraud cases, fraudulent disability and healthcare insurance claims, and organized automobile insurance fraud activity, respectively. The DA has been awarded funding for the WCIF for the past twenty-seven years, DHIF for fourteen years, and AIF for twenty-six years.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

These programs do not propose attorney staff augmentation. Therefore, the DA is not subject to the Board Motion of December 15, 1998, requiring clearance with the Alternate Public Defender, Probation, Public Defender, and Sheriff’s Departments.
CONCLUSION

Following Board approval, the Executive Officer-Clerk of the Board is requested to return two (2) copies of the adopted Board Letter, and two (2) copies each of the executed Resolutions to Melanie Rubio, District Attorney’s Office, 211 West Temple Street, Suite 200, California, 90012. Any questions may be directed to Ms. Rubio at (213) 257-2803.

Respectfully submitted,

JACKIE LACEY
District Attorney

Enclosures

c: Executive Officer, Board of Supervisors
   Chief Executive Officer
   County Counsel
EXECUTIVE OFFICE – BOARD OF SUPERVISORS

AGENDA ENTRY

<table>
<thead>
<tr>
<th>DATE OF MEETING:</th>
<th>7/02/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT NAME:</td>
<td>District Attorney’s Office</td>
</tr>
<tr>
<td>BOARD LETTERHEAD</td>
<td>DISTRICT ATTORNEY</td>
</tr>
<tr>
<td>SUPERVISORIAL DISTRICT AFFECTED</td>
<td>ALL DISTRICTS</td>
</tr>
<tr>
<td>VOTES REQUIRED</td>
<td>3 Votes</td>
</tr>
<tr>
<td>CHIEF INFORMATION OFFICER’S RECOMMENDATION</td>
<td>NONE</td>
</tr>
</tbody>
</table>

*** ENTRY MUST BE IN MICROSOFT WORD ***

Instructions: To comply with the Brown Act requirement the reader should fully understand what the department is asking the Board to approve. The recommendation must describe what the action is for; with whom the action is being taken; fiscal impact, including money amounts, funding sources, and effective dates. Also, include an instruction for the Chair(man) or Director to sign when such signature is required on a document.

Recommendation: Adopt the Resolutions authorizing the District Attorney to enter into an agreement with the State of California Department of Insurance (CDI) for the Workers’ Compensation Insurance Fraud (WCIF), Disability and Healthcare Insurance Fraud (DHIF), and Automobile Insurance Fraud (AIF) for the period of July 1, 2019 to June 30, 2020. There is no required County match for these grant programs. ADOPT (District Attorney) 3-VOTES
BOARDS OF SUPERVISORS
COUNTY OF LOS ANGELES

RESOLUTION

Authorization to Accept a Grant Award from the
State of California, Department of Insurance
Pursuant to California Insurance Code
Chapter 12, commencing with § 1871, et seq.

WHEREAS, the provisions of § 1872.85 of the California Insurance
Code authorize the State of California, Department of Insurance to award and
distribute certain funds to District Attorneys submitting plans approved by the
Fraud Division for the increased investigation and prosecution of fraudulent
disability and healthcare insurance claims, and the District Attorney is charged
with providing prosecution of all felony offenses committed within this County;
and

WHEREAS, the Board of Supervisors of Los Angeles County recognizes
that fraudulent healthcare and disability insurance claims are costing our citizens
millions of dollars annually, as reflected in higher insurance premiums and increased
costs for medical services and equipment; and

WHEREAS, the County of Los Angeles, acting through its Board of
Supervisors, desires to combat disability and healthcare insurance fraud by
undertaking a certain project designated the “Disability and Healthcare Insurance
Fraud Program” by the District Attorney, to be funded pursuant to the Insurance
Fraud Prevention Act as provided in California Insurance Code § 1872.85 and
administered by the State of California, Department of Insurance; and

WHEREAS, the State of California, Department of Insurance approved
the fraud reduction plan submitted by the District Attorney’s Office for FY 2019-2020
for the Disability and Healthcare Insurance Fraud Program.
NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Los Angeles hereby authorizes and approves acceptance of grant funds from the State of California, Department of Insurance, to be used exclusively for the program designated the "Disability and Healthcare Insurance Fraud Program" for the period covering July 1, 2019 to June 30, 2020;

IT IS AGREED that any liability arising out of the performance of the 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 the California Department of Insurance disclaim responsibility for any such liability.

BE IT FURTHER RESOLVED that the County of Los Angeles hereby authorizes the District Attorney to serve as Project Director and to perform all further tasks necessary for the completion of the project, including any extensions, execution and submission of amendments, progress reports, and payment requests relating to the Grant Award Agreement;
I DO HEREBY CERTIFY that at a regular meeting of the Board of
Supervisors of the County of Los Angeles, on this _______ day of
______________, 2019, the foregoing Resolution was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed
the seal of the Board of Supervisors of the County of Los Angeles this _______
day of ____________, 2019.

County of Los Angeles

By ____________________________
    Chair, Board of Supervisors

APPROVED AS TO FORM
BY COUNTY COUNSEL:

MARY C. WICKHAM

By ____________________________
    Nancy M. Takade
    Principal Deputy County Counsel
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES  

RESOLUTION  

Authorization to Accept a Grant Award from the  
State of California, Department of Insurance  
Pursuant to California Insurance Code  
Chapter 12, commencing with § 1871, et seq.  

WHEREAS, the provisions of § 1872.83 of the California Insurance  
Code authorize the State of California, Department of Insurance to award and  
distribute certain funds to District Attorneys submitting plans approved by the  
Fraud Division for the increased investigation and prosecution of fraudulent  
workers’ compensation claims, and the District Attorney is charged with providing  
prosecution of all felony offenses committed within this County; and  

WHEREAS, the Board of Supervisors of Los Angeles County recognizes  
that fraudulent claims are costing our citizens millions of dollars annually, with  
thousands of jobs being lost due to local business closures precipitated by escalating  
workers’ compensation costs caused by fraud; and  

WHEREAS, the County of Los Angeles, acting through its Board of  
Supervisors, desires to combat workers’ compensation insurance fraud by  
undertaking a certain project designated the "Workers’ Compensation Insurance  
Fraud Program" by the District Attorney, to be funded through funds made  
available by the Insurance Fraud Prevention Act as provided for pursuant to  
California Insurance Code § 1872.83, administered by the State of California,  
Department of Insurance; and  

WHEREAS, the State of California, Department of Insurance approved  
the fraud reduction plan submitted by the District Attorney’s Office for FY 2019-2020  
for the Workers’ Compensation Insurance Fraud Program for this specific task.
NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of
the County of Los Angeles hereby authorizes and approves acceptance of grant funds
from the State of California, Department of Insurance, to be used exclusively for the
program designated the "Workers' Compensation Insurance Fraud Program" for the
period covering July 1, 2019 to June 30, 2020;

IT IS AGREED that any liability arising out of the performance of the
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 the California Department of Insurance disclaim responsibility for any such liability.

BE IT FURTHER RESOLVED that the County of Los Angeles
hereby authorizes the District Attorney to serve as Project Director and to perform
all further tasks necessary for the completion of the project, including
any extensions, execution and submission of amendments, progress reports, and
payment requests relating to the Grant Award Agreement;
I DO HEREBY CERTIFY that at a regular meeting of the Board of Supervisors of the County of Los Angeles, on this ______ day of ______________________, 2019, the foregoing Resolution was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Board of Supervisors of the County of Los Angeles this ______ day of _____________, 2019.

County of Los Angeles

By ____________________________
Chair, Board of Supervisors

APPROVED AS TO FORM
BY COUNTY COUNSEL:

MARY C. WICKHAM

By ____________________________
Nancy M. Takade
Principal Deputy County Counsel
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

RESOLUTION

Authorization to Accept a Grant Award from the
State of California, Department of Insurance
Pursuant to California Insurance Code
Chapter 12, commencing with §1871, et seq.

WHEREAS, the provisions of §1872.8 of the California Insurance
Code authorize the State of California, Department of Insurance to award and
distribute certain funds to District Attorneys submitting plans approved by the
Fraud Division for the increased investigation and prosecution of fraudulent
automobile insurance claims, and the District Attorney is charged with providing
prosecution of all felony offenses committed within this County; and

WHEREAS, the County of Los Angeles, acting through its Board of
Supervisors, desires to combat automobile insurance fraud by undertaking a certain
project designated the “Automobile Insurance Fraud Program” by the District Attorney,
to be funded through funds made available by the Insurance Fraud Prevention Act as
provided for pursuant to California Insurance Code §1872.8, administered by the State
of California, Department of Insurance; and

WHEREAS, the State of California, Department of Insurance approved
the fraud reduction plan submitted by the District Attorney’s Office for FY 2019-2020
for the Automobile Insurance Fraud Program for this specific task.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of
the County of Los Angeles hereby authorizes and approves acceptance of grant funds
from the State of California, Department of Insurance, to be used exclusively for the
program designated the “Automobile Insurance Fraud Program” for the period
covering July 1, 2019 to June 30, 2020;
IT IS AGREED that any liability arising out of the performance of the
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 the California Department of Insurance disclaim responsibility for any such liability.

BE IT FURTHER RESOLVED that the County of Los Angeles
hereby authorizes the District Attorney to serve as Project Director and to
perform all further tasks necessary for the completion of the project, including
any extensions, execution and submission of amendments, progress reports, and
payment requests relating to the Grant Award Agreement;

I DO HEREBY CERTIFY that at a regular meeting of the Board of
Supervisors of the County of Los Angeles, on this ______ day of
____________, 2019, the foregoing Resolution was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and
affixed the seal of the Board of Supervisors of the County of Los Angeles
this ______ day of ____________, 2019.

County of Los Angeles

By ____________________________
Chair, Board of Supervisors

APPROVED AS TO FORM
BY COUNTY COUNSEL:

MARY C. WICKHAM

By ____________________________
Nancy M. Takade
Principal Deputy County Counsel
July 9, 2019

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

Dear Supervisors:

REQUEST APPROVAL OF INCIDENTAL EXPENSES FOR
OFFICIAL FY 2019-20 FUNCTIONS, MEETINGS, AND CONFERENCES
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)

SUBJECT

The Probation Department is requesting renewed approval to expend up to $281,280 in Departmental funding for incidental expenses to provide for adequate food and beverages at a wide range of official functions and meetings, including a conference, associated with County business aimed to improve the quality of public service and support the Department’s mission.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Chief Probation Officer, or her designee, to expend up to $171,280 from the Probation Department’s FY 2019-20 Budget, to ensure adequate food and beverages are provided at various official functions and meetings, and any expenses incidental to these events.

2. Authorize the Chief Probation Officer, or her designee, to increase the food and beverage amount up to 3 percent, contingent on available funds, to provide for adequate food and beverages for unforeseen official functions and meetings.

Rebuild Lives and Provide for Healthier and Safer Communities
3. Delegate authority to the Chief Probation Officer, or her designee, to expend an additional amount not to exceed $110,000 in incidental expenses from the Department’s FY 2019-20 Budget to host the Second Countywide Reentry Conference for adults reentering the community, with a 10% contingency, for unforeseen expenses.

4. Instruct the Director of Internal Services to work with the Chief Probation Officer to procure a venue, food, beverages and any other services incidental to the Probation Department hosting the Second Countywide Reentry Conference for adults.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

On June 12, 2018, your Board approved a similar request to expend up to $154,000 for official meetings and functions in FY 2018-19. The purpose of the recommended actions is to provide sufficient authorization to the Chief Probation Officer to expend up to $281,280 in FY 2019-20, of which $171,280 is to provide food and beverages at a wide range of official functions and meetings, and $110,000 is to host the Second Countywide Reentry Conference for adults reentering the community. Events include those that celebrate youth probationers and their family accomplishments, youth recognition and family engagement activities, community resource and job fairs, employee recognition events and other occurrences/events supporting the Department’s mission.

As reflected further below, the $127,280 increase from FY 2018-19 of $154,000 to FY 2019-20 of $281,280, is primarily attributed to hosting our Second Countywide Reentry Conference for adults reentering the community ($110,000); and a net increase of approximately $17,000 for additional events, including community resource and job fairs for adult probationers, CBOs, parents and legal guardians of youth probationers ($6,900); Veteran’s Day recognition ($1,500); Employee Professional Development Academies ($1,800); and employee of the month recognitions ($1,200); and increases for strategic planning meetings ($3,000) and youth cultural and education excursions ($3,000).

Pursuant to Section 5.40.097 of the Los Angeles County Code and consistent with Section 4.9.0 of the County Fiscal Manual, the Department proposes to incur incidental expenses by providing food and/or beverages at official functions and meetings and other necessary expenses incidental to the conduct of County government, as follows:

- At Departmental meetings; meetings with individual Board members and/or their representatives, and/or other County officials; and meetings of Board-appointed advisory commissions and committees, as appropriate.
- When meeting, as necessary, with County business clients, including individuals or organizations which directly or indirectly benefit the community and/or the Probation Department’s main mission of enhancing public safety, ensuring victims’ rights, and effecting positive probationer behavioral change; and
Incurring reasonable other expenses, as necessary, associated with County business, including conferences, matters of protocol, staff training, and management planning sessions (i.e., including those related to strategic planning), conducted to improve the quality of service provided to the public, including special recognition events, such as:

- Second Annual Reentry Conference for Adults ($110,000) *
- Celebration of youth and family accomplishments through sports banquets at camps ($2,400)
- Family engagement activities and youth recognition at halls and camps ($49,440)
- Community engagement and youth recognition at halls and camps by encouraging youth as they engage in activities that promote positive self-image ($32,000)
- Youth Cultural & Educational Excursions ($7,000)
- Freedom School Week to promote cultural diversity ($2,900)
- Education Coordinating Council ($645)
- Youth graduation celebrations at camps and halls ($10,000)
- Take Your Daughters and Sons to Work Day ($375)
- Cesar Chavez Week ($500)
- Veteran’s Day Recognition ($1,500)*
- Probation Services Appreciation Week (throughout the year) ($24,300)
- Departmentwide Annual Awards Ceremony ($12,000)
- Juvenile Corrections Officer Core, Field Probation Officer Core, Supervisor Core, Armed Staff, DPO I (RT) and DPO Reserve Academy Staff Graduations ($10,050)
- College Graduations for Interns/Service Learning Program ($2,400)
- Department Strategic Planning Meetings ($5,870)
- Employee of the Month Recognition ($1,200)*
- Community Resource and Job Fairs for Adult Probationers, CBOs, Parents, Legal Guardians of Youth Probationers ($6,900)*
- Employee Professional Development Academy ($1,800)*

* *New event in comparison to FY 2018-19. In addition, due to competing priorities, some events were not held in FY 2018-19, including Departmentwide Annual Awards Ceremony.*
Consequently, the Board’s authorization is requested to incur food, refreshments and other expenses incidental to the above meetings, functions and conference, that align with and support key departmental initiatives. The Department will work with the Internal Services Department to process requisitions in accordance with the County’s purchasing policies and procedures.

Implementation of Strategic Plan Goals

The recommended actions support the County of Los Angeles Strategic Plan Goal I: Make Investments That Transform Lives; and Goal III: Realize Tomorrow’s Government Today.

FISCAL IMPACT/FINANCING

The estimated food and beverage gross cost of approximately $171,000 for the various official functions and meetings will be funded by $97,000 (57%) in net County cost (NCC), and $74,000 (43%) in revenue, consisting of $49,000 in State Juvenile Probation and State Juvenile Probation Camp funding, and $25,000 in Volunteers in Service to Others (VISTO) funds.

The estimated cost for the Second Annual Reentry Conference for Adults of $110,000 will be fully funded primarily by AB 109 revenue and conference registration fees, with any underutilized AB 109 funds returned to its account of origin.

No additional NCC is required as sufficient funding is available in the Department’s FY 2019-20 Recommended Budget. The estimated gross cost of $171,000 would provide for food and beverages for an estimated 20,945 attendees of the various functions and meetings noted herein, which equates to about $8.00 per attendee. The estimated gross cost of $110,000 for the Second Annual Reentry Conference for Adults would provide for food and beverages for an estimated 950 attendees, which equates to about $116 per attendee.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Board approved the Department’s similar requests on September 29, 2015, June 20, 2017, and June 12, 2018. As part of the Probation Department’s commitment to attract, develop, and maintain an exemplary and motivated workforce and enhance the culture of the Department, there is a continued need to provide food and beverages at official functions and meetings associated with County business that improve the quality of public service and support the Department’s mission.

Pursuant to Section 5.40.097 of the Los Angeles County Code, Departments are permitted to purchase food and beverages for official functions and meetings authorized by the Department Head or designee up to $500 per occurrence/event with a maximum of $5,000
per year. Any expenditure greater than $500 to $5,000 per occurrence/event with a total maximum of $5,000 per year must be pre-approved by the Chairperson of the Board of Supervisors. Any expenditure greater than $5,000 per occurrence/event and exceeding a total of $5,000 per year must be pre-approved by the Board. Authorized expenses include:

1) Coffee, other liquid refreshments, and food items for departmental meetings; meetings with individual Board members and/or their representatives, and/or other County officials; and meetings of Board-appointed advisory commissions and committees;

2) Refreshments or meals when meeting with County business clients, including individuals or organizations which directly or indirectly benefit the community and/or main mission of the department; and

3) Reasonable other expenses incurred by a department head or their authorized County designate associated with County business, including special recognition events, matters of protocol, staff training, and management planning sessions conducted to improve the quality of service to the public.

This request has been reviewed by the Chief Executive Office and County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

In general, providing food and beverages at events or meetings is essential to helping youth, their families and other participants, new or newly promoted staff and their families, and others feel welcomed, and appreciated. Such appreciation increases camaraderie, level of engagement, morale, and teamwork. Approval of the recommended actions will improve the planning for events and streamlining the process related to incurring incidental expenses by minimizing the need to address these types of requests individually.

Respectfully submitted,

TERRI L. McDONALD
Chief Probation Officer

TLM:AL

c: Executive Office
Chief Executive Office
County Counsel
Auditor-Controller
Internal Services Department
BOARD LETTER - PROBATION - SANTA MONICA AREA OFFICE REFURBISHMENT PROJECT

FACT SHEET
PUBLIC SAFETY CLUSTER

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<td>BOARD MEETING</td>
<td>7/2/2019</td>
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<td>SUPERVISORIAL DISTRICT</td>
<td>THIRD</td>
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<td>DEPARTMENT</td>
<td>PROBATION</td>
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<td>SUBJECT</td>
<td>SANTA MONICA AREA OFFICE REFURBISHMENT PROJECT</td>
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<td>PROGRAM</td>
<td>CAPITAL PROGRAMS</td>
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<td>SOLE SOURCE CONTRACT</td>
<td>Yes</td>
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<td>X No</td>
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<tr>
<td>DEADLINES/ TIME CONSTRAINTS</td>
<td>Must submit to Cluster by 06/05.</td>
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<tr>
<td>COST &amp; FUNDING</td>
<td>Total cost: $575,000</td>
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<td>Funding source: Department’s Operation Budget</td>
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<tr>
<td>TERMS (if applicable):</td>
<td>Explanation: Project will be fully funded through a $575,000 transfer from the Department’s Services and Supplies budget.</td>
</tr>
<tr>
<td>PURPOSE OF REQUEST OF REQUEST</td>
<td>RECOMMENDATIONS:</td>
</tr>
<tr>
<td>1. Find the proposed Santa Monica Area Office Refurbishment Project exempt from the California Environmental Quality Act.</td>
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<tr>
<td>2. Establish the Santa Monica Area Office Refurbishment Project, Capital Project No. 87551 with a total budget of $575,000, and approve the scope of work.</td>
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<tr>
<td>3. Approve an appropriation adjustment to transfer $575,000 from the Probation Department Services and Supplies Budget to the Capital Project, to fully fund the proposed Project.</td>
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<tr>
<td>4. Authorize the Director of the Internal Services Department, or his designee, to deliver the Project using Board-approved Job Order Contracts.</td>
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<tr>
<td>5. Authorize the Director of the Internal Services Department, or his designee, to authorize project work orders; to accept the project and file notices upon final completion of the project; to release retention money withheld pursuant to the applicable provisions of the Public Contract Code; to grant extensions of time on the Project, as applicable; and assess liquidated damages.</td>
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<tr>
<td>BACKGROUND (include internal/external issues that may exist)</td>
<td>The Department of Probation Santa Monica Area Office is located at 1725 Main Street and services the needs of the Santa Monica community. This refurbishment project will remodel spaces within the office to cater towards the Probation and Community Exchange (PACE) project.</td>
</tr>
<tr>
<td>SCOPE: The existing folding door in the conference room will be replaced with a partition wall with a new set of doors and frame. New carpeting, ceiling tile, and electrical and wall molding for information technology (IT) services that will enable video conferencing capability will be installed. In the clerical room, new partitions will form a new private office and separate file room. A new training classroom will be formed using partition walls, raised flooring, and a supplemental heating, ventilation, and air conditioning (HVAC) split unit. The adjacent bathrooms will be remodeled to comply with Americans with Disabilities Act (ADA). Lead abatement and monitoring will be also required for the removal of restroom tiles as well as daily cleanup and air monitoring to protect the working environment.</td>
<td></td>
</tr>
<tr>
<td>DEPARTMENTAL AND OTHER CONTACTS</td>
<td>Matthew Bukirin, CEO Analyst, 213.974.1360, <a href="mailto:MBukirin@ceo.lacounty.gov">MBukirin@ceo.lacounty.gov</a></td>
</tr>
</tbody>
</table>
July 2, 2019

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:

PROBATION DEPARTMENT  
SANTA MONICA AREA OFFICE REFURBISHMENT PROJECT  
CATEGORICAL EXEMPTION  
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 87551  
APPROVE PROJECT BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
THIRD DISTRICT - 3 VOTES

SUBJECT

Approval of the recommendations will find the proposed Santa Monica Area Office Refurbishment Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 87551, approve the Project budget, approve an appropriation adjustment, and authorize the Director of the Internal Services Department, or his designee, to deliver the proposed Project using Board-approved Job Order Contracts.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Santa Monica Area Office Refurbishment Project exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the project.

2. Establish and approve the Santa Monica Area Office Refurbishment Project, Capital Project No. 87551 with a total budget of $575,000.

3. Approve an appropriation adjustment to transfer $575,000 from the Department of Probation-Field Services, Services and Supplies budget to the Santa Monica Area Office Refurbishment Project, Capital Project No. 87551, to fully fund the proposed Project.
4. Authorize the Director of the Internal Services Department, or his designee, to deliver the Santa Monica Area Office Refurbishment Project using Board-approved Job Order Contracts.

5. Authorize the Director of the Internal Services Department, or his designee, to authorize project work orders; to accept the project and file notices upon final completion of the project; to release retention money withheld pursuant to the applicable provisions of the Public Contract Code; to grant extensions of time on the Project, as applicable; and assess liquidated damages as authorized under Government Code section 53069.85 and the contract specifications.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommendations will find the proposed Santa Monica Area Office Refurbishment Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 87551, approve the Project budget and an appropriation adjustment, and authorize the Internal Services Department (ISD) to deliver the Project using Board-approved Job Order Contracts (JOCs).

The Probation Department’s Santa Monica Area Office services the needs of probationers currently residing in and around the City of Santa Monica. The Area Office works on a daily basis to help rehabilitate and supervise probationers to effect positive behavioral change and stabilize them to help reduce recidivism.

In an effort to further enhance collaborative efforts and promote interaction between probationers and Santa Monica residents, the Probation and Community Exchange (PACE) project was developed. The PACE project supports the Probation Department’s Core Values and is directly in-line with County of Los Angeles’ Strategic Plan goals to have integrated services delivery.

The PACE project is an innovative and creative method for maximizing client and community resources. The PACE project, which will take place within Probation Department’s Santa Monica Area Office, will serve the local community and probationers through four foundational elements: (1) information dissemination, (2) teaching and counseling, (3) mentoring and coaching, and (4) referrals. This project will utilize the space to bring in community representatives and vendors throughout the year to teach and provide these services, skills, and information to not only probationers but the entire Santa Monica community.

In order to implement the PACE project in the Santa Monica Area Office, the Conference room, Clerical area, and Lobby of this Office will be refurbished and remodeled. The remodeling consists of replacing the existing folding door in the Conference Room with a partition wall and a set of doors and frames. Also, carpeting, ceiling tile, and electrical and wall molding/date wire mold for information technology (IT) services will be installed to enable video conferencing in the Conference room. The Clerical area will be remodeled to form a private office and separate file room. Additionally, a section of the Lobby will be remodeled into a Training Room by installing floor to ceiling partition walls and raising the floor. The adjacent bathrooms will be remodeled to comply with Americans with Disabilities Act (ADA) standards. Lead abatement and monitoring will be also be required for the removal of the restroom tiles as well as daily cleanup, maintenance and air monitoring to protect the working environment.
While there will be a slight increase in visitor traffic due to the implementation of the PACE project, there will be no substantial increase that will affect the Santa Monica Area Office’s current usage and purpose.

The proposed Project will provide adequate training space for educational purposes and make use of current technology to display service provisions in a manner that reaches various types of learners venturing into the Probation Office.

The Project is anticipated to be completed by May 2020.

**Implementation of Strategic Plan Goals**

The County Strategic Plan directs the provisions of Goal I. Make Investments That Transforms Lives; Strategy I.2 – Enhance Our Delivery of Comprehensive Interventions, and Goal III. Realize Tomorrow’s Government Today, Strategy III.2 – Embrace Digital Government for the Benefit of our Internal Customers and Communities, Objective III.2.3 Prioritize and Implement Technology Initiatives That Enhance Service Delivery and Increase Efficiency. The recommendations support the strategic plan by investing in public infrastructure that will improve the operational effectiveness of an existing County asset as well as enriching the lives of clients and citizens through PACE program knowledge and access to maximized collaborative local well-being resources.

**Green Building/Sustainable Design Program**

The Project will support the Board’s Green Building/Sustainable Design Program by incorporating design features that will optimize energy efficiency.

The Project will be designed and constructed to comply with Title 24 of the California Code of Regulations. Title 24 contains building standards to conserve electricity and natural gas in new and existing buildings within the State. When possible, ISD will document all Title 24 related improvements that qualify for Leadership in Energy and Environmental Design (LEED) building points to apply toward future LEED certification for the County building.

**FISCAL IMPACT/FINANCING**

The total Project cost for the proposed Project is currently estimated at $575,000, which includes construction, change order allowance, inspection/testing, civic art fee, and ISD County services.

Following the Board’s approval of the appropriation adjustment (Enclosure A) to transfer $575,000 from the Department of Probation-Services and Supplies budget to the Santa Monica Area Office Refurbishment Project, Capital Project No. 87551, sufficient funding will be available to fully fund the proposed Project.
Operating Budget Impact

The Project scope of work consists of remodeling and refurbishing the Clerical area, Lobby, and Conference Room within the Santa Monica Area Probation Office. Therefore, following completion of the Project, ISD does not anticipate any one-time start-up or additional ongoing costs as a result of the Project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board’s consolidated Local and Targeted Worker Hire Policy, adopted on September 6, 2016, the Project will include a best efforts goal that at least thirty percent (30%) of the total California crafts worker hours for construction/remodeling of the Project be performed by local residents. The “Targeted Worker” component will not be included as part of the Project.

Pursuant to the Board’s Civic Art Policy, adopted on December 7, 2004 and last amended on August 11, 2015, the Project is required to allocate one percent (1%) of the design and construction costs for the Civic Art Fund, approximately $3,800.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The scope of work consists of interior refurbishment and remodeling of three sections within the existing Probation office of the Santa Monica Courthouse. Therefore, the work is within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Sections 15301(a) and (f), 15302 (c), and 15303 of the State CEQA Guidelines, and Classes 1(d) and (i), 2(e), and 3 of the County’s Environmental Document Reporting Procedures and Guidelines, Appendix G because it includes minor alterations to existing public facilities and replacement of existing utility systems.

The proposed Project involves negligible expansion of an existing use and replacement features will have the same purpose and capacity. In addition, based on the records of the proposed Project, it will comply with all applicable regulations, it is not in a sensitive environment and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historic resource that would make the exemption inapplicable.

Upon the Board’s approval of the proposed Project, ISD will file Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with California Public Resources Code section 21152.
The Honorable Board of Supervisors  
July 2, 2019  
Page 5

CONTRACTING PROCESS

The Project will be delivered using ISD Board-approved JOCs for the construction. The standard Board-directed clauses, including those that provide for contract termination, renegotiation, and hiring qualified displaced County employees are included in the JOC agreement.

The JOC contractor who will perform the work is required to fully comply with applicable legal requirements, which among other things, include Chapters 2.200 (Child Support Compliance Program) and 2.203 (Contractor Employee Jury Service Program) of the Los Angeles County Code, and Section 1774 of the California Labor Code pertaining to payment of prevailing wages.

For this Project, ISD has made the determination that JOC is the most appropriate contracting method to perform the tasks involved. Specifically, to the extent the project entails repair, remodeling, refurbishment and/or alteration, and the cost of such project exceeds $50,000, such project would have to be performed via a competitively-procured construction contract, such as JOC, not by County employees, due to the “Force Account” limitations set forth in the Public Contract Code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will have no impact on current County services. Since this is occupied space during the day, all construction will be done after hours.

CONCLUSION

Please return one adopted copy of this letter to the ISD Facilities Operations Service, the Chief Executive Office, Capital Programs Division, and to the Probation Department.

Respectfully Submitted,

Scott Minnix  
Director

SM:SH:ME:CM:sy

Enclosure

C: Executive Office, Board of Supervisors  
Chief Executive Officer  
County Counsel  
Probation Department
**BOARD LETTER - PROBATION – SAN GABRIEL VALLEY OFFICE REFURBISHMENT PROJECT**

**FACT SHEET**

**PUBLIC SAFETY CLUSTER**

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<thead>
<tr>
<th>CLUSTER AGENDA REVIEW DATE</th>
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<tr>
<td>BOARD MEETING</td>
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<td>SUPERVISORIAL DISTRICT</td>
<td>FIRST</td>
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<td>DEPARTMENT</td>
<td>PROBATION</td>
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<tr>
<td>SUBJECT</td>
<td>SAN GABRIEL VALLEY AREA OFFICE REFURBISHMENT PROJECT</td>
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<td>PROGRAM</td>
<td>CAPITAL PROGRAMS</td>
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<td>If Yes, please explain why:</td>
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<tr>
<td>DEADLINES/TIME CONSTRAINTS</td>
<td>Must submit to Cluster by 6/05</td>
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<tr>
<td>COST &amp; FUNDING</td>
<td>Total cost: $1,259,000 Funding source: Department’s Operation Budget</td>
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<tr>
<td>TERMS (if applicable):</td>
<td>Explanation: Project will be fully funded through a $1,259,000 transfer from the Department’s Services and Supplies budget.</td>
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| PURPOSE REQUEST OF RECOMMENDATIONS: | 1. Find the proposed San Gabriel Valley Office Refurbishment Project exempt from the California Environmental Quality Act.  
2. Establish the San Gabriel Valley Office Refurbishment Project, Capital Project No. 87550 with a total budget of $1,259,000, and approve the scope of work.  
3. Approve an appropriation adjustment to transfer $1,259,000 from the Probation Department Services and Supplies Budget to the Capital Project, to fully fund the proposed Project.  
4. Authorize the Director of the Internal Services Department, or his designee, to deliver the Project using Board-approved Job Order Contracts.  
5. Authorize the Director of the Internal Services Department, or his designee, to authorize project work orders; to accept the project and file notices upon final completion of the project; to release retention money withheld pursuant to the applicable provisions of the Public Contract Code; to grant extensions of time on the Project, as applicable; and assess liquidated damages. |
| BACKGROUND (include internal/external issues that may exist) | The Department of Probation San Gabriel Area Office is located on the third floor of the El Monte Courthouse and services the needs of El Monte and the surrounding community. The services provided by this office include both juvenile and adult investigations, and supervision functions such as suitable placement, pretrial, sex registrant, family violence, AB109, alternative treatment, gang and narcotics testing caseloads.  
SCOPE:  
Break room will be converted into a staging area for employees to utilize during renovation and the restroom will undergo American’s with Disabilities Act (ADA) refurbishments. Clerical office space will be reconfigured to create more workstations, and an adjacent space will be converted into a new video conferencing area. A public restroom will also be refurbished to ADA standards. The adult probation section will be remodeled to include new workstations. The juvenile probation section will be remodeled to include new workstations. The Deputy Probation Officer (DPO) office space will be refurbished with new workstations. |
| DEPARTMENTAL AND OTHER CONTACTS | Matthew Bukirin, CEO Analyst, 213.974.1360, MBukirin@ceo.lacounty.gov |
July 2, 2019

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:

PROBATION DEPARTMENT
SAN GABRIEL VALLEY OFFICE REFURBISHMENT PROJECT
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 87550
APPROVE PROJECT BUDGET
APPROVE APPROPRIATION ADJUSTMENT
FIRST DISTRICT – 3 VOTES

SUBJECT

Approval of the recommendations will find the San Gabriel Valley Office Refurbishment Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 87550, approve the Project budget and appropriation adjustment, and authorize the Director of the Internal Services Department, or his designee, to deliver the proposed Project using Board-approved Job Order Contracts.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed San Gabriel Valley Office Refurbishment Project exempt from the California Environmental Quality Act, for the reasons stated in this letter and in the record of the Project.

2. Establish and approve the San Gabriel Valley Office Refurbishment Project, Capital Project No. 87550 with a total budget of $1,259,000.

3. Approve an appropriation adjustment to transfer $1,259,000 from the Department of Probation-Field Services, Services and Supplies Budget to the San Gabriel Valley Office Refurbishment Project, Capital Project No. 87550, to fully fund the proposed Project.
4. Authorize the Director of the Internal Services Department, or his designee, to deliver the San Gabriel Valley Office Refurbishment Project using Board-approved Job Order Contracts.

5. Authorize the Director of the Internal Services Department, or his designee, to authorize project work orders; to accept the project and file notices upon final completion of the project; to release retention money withheld pursuant to the applicable provisions of the Public Contract Code; to grant extensions of time on the project, as applicable; and assess liquidated damages as authorized under Government Code section 53069.85 and the contract specifications.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommendations will find the proposed San Gabriel Valley Office (Office) Refurbishment Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 87550, approve the Project budget and appropriation adjustment, and authorize the Internal Services Department (ISD) to deliver the Project using Board-approved Job Order Contracts (JOCs).

The San Gabriel Valley Area Office is located on the third floor of the El Monte Courthouse and services the needs of El Monte and the surrounding community. The services provided by this Office include both juvenile and adult probationer investigation and supervision which is designed to aid in probationer rehabilitation and effect positive behavioral change. Other programs offered at the San Gabriel Valley Area Office include but are not limited to school-based special programs such as the Intensive Gang Supervision Program (IGSP), Camp Community Transition Program (CCTP), as well as pretrial services, educational support and diversion programs designed to help both probation and at-risk youth.

The San Gabriel Valley Area Office was opened in conjunction with the El Monte Courthouse in 1975. Since then, the staff has worked in workstations that have slowly deteriorated over the years. The wood and fabric workstations have disintegrated to the point that they have become unsafe for employees and clients. Improvised means were needed to keep the furniture components assembled. In addition, the Office currently has over 100 staff assigned to the location, however, workstation maximum capacity is 83 persons. The proposed Project will refurbish the existing electrical, telephone and data infrastructure in order to accommodate the workstations that will be installed at this location.

Approval of the recommended actions will not only create a safer environment for employees, guests, and clients but also increase the work load capacity of the office.

The proposed scope of work includes, but is not limited to: office repainting, refurbishment of existing electrical and data lines for the workstations, and the remodeling of restrooms to Americans with Disabilities (ADA) standards.

The proposed refurbishment and remodeling work will be performed in five phases. During Phase 1, the break room will be remodeled into a staging area for employees to utilize during renovation and the restroom will undergo Americans with Disabilities Act (ADA) accessibility refurbishments. During Phase 2, the electrical and data lines in the clerical office space will be refurbished and remodeled to
accommodate the new workstations. An adjacent space will also be remodeled into a new video conferencing area and a public restroom will also be remodeled to ADA standards. During Phase 3, Phase 4, and Phase 5, the electrical and data lines in the adult probation section, juvenile probation section, and Deputy Probation Officer (DPO) office space will be refurbished and remodeled to accommodate the new workstations.

The construction duration is estimated to last around 7 months. The Project is anticipated to be completed by July 2020.

**Implementation of Strategic Plan Goals**

The County Strategic Plan directs the provisions of Goal I. Make Investments That Transforms Lives; Strategy I.2 – Enhance Our Delivery of Comprehensive Interventions, and Goal III. Realize Tomorrow’s Government Today, Strategy III.3 – Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.6 Implement a Workplace of the Future. The recommendations support the strategic plan by investing in public infrastructure that will improve the operational effectiveness of an existing County asset as well as enriching the lives of clients and citizens through PACE program knowledge and access to maximized collaborative local well-being resources.

**Green Building/Sustainable Design Program**

The Project will support the Board’s Green Building/Sustainable Design Program by incorporating design features that will optimize energy efficiency.

The Project will be designed and constructed to comply with Title 24 of the California Code of Regulations. Title 24 contains building standards to conserve electricity and natural gas in new and existing buildings within the State. When possible, ISD will document all Title 24 related improvements that qualify for Leadership in Energy and Environmental Design (LEED) building points to apply toward future LEED certification for the County building.

**FISCAL IMPACT/FINANCING**

The total Project cost for the proposed Project is currently estimated at $1,259,000, which includes construction, change order allowance, inspection/testing, civic art fee, communications work, furniture acquisition and installation, miscellaneous expenditures, and ISD County services.

Following the Board’s approval of the appropriation adjustment (Enclosure A) to transfer $1,259,000 in net County cost from the Department of Probation-Field Services, Services and Supplies Budget to the San Gabriel Valley Office Refurbishment Project, Capital Project No. 87550, sufficient funding will be available to fully fund the proposed Project.
Operating Budget Impact

The Project scope of work consists of refurbishment and remodeling of the San Gabriel Valley Area Office. Therefore, following completion of the Project, ISD does not anticipate any one-time start-up or additional ongoing costs as a result of the Project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board’s consolidated Local and Targeted Worker Hire Policy, adopted on September 6, 2016, the Project will include a best efforts goal that at least thirty percent (30%) of the total California crafts worker hours for construction/remodeling of the Project be performed by local residents. The “Targeted Worker” component will not be included as part of the Project.

Pursuant to the Board’s Civic Art Policy, adopted on December 7, 2004 and last amended on August 11, 2015, the Project is required to allocate one percent (1%) of the design and construction costs for the Civic Art Fund, approximately $8,400.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. This Project entails interior refurbishment and repairs in the break room, clerical office, restrooms, and office space of the San Gabriel Area Office, and is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets criteria set forth in Sections 15301 (a), (e) and (f) and 15302 (c) of the State CEQA Guidelines and Classes 1(d) and (i) and 2(a) of the County’s Environmental Document Reporting Procedures and Guidelines, Appendix G.

The Project will consist of interior alterations to an existing public facility with negligible or no expansion of use and replacement of existing components at an existing facility where the facility will have substantially the same purpose and capacity. In addition, based on the records, the Project will comply with all applicable regulations and there are no cumulative impacts, unusual circumstances, substantial adverse change in the significance of a historic resource, damage to scenic resources or listing on a list compiled pursuant Section 65962.5 of the Government Code that would make the exemptions inapplicable.

Upon the Board’s approval of the Project, ISD will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with California Public Resources Code Section 21152.

CONTRACTING PROCESS

The proposed Project will be delivered using ISD Board-approved JOCs for the refurbishment and remodeling. The standard Board-directed clauses, including those that provide for contract termination, renegotiation, and hiring qualified displaced County employees, are included in the JOC agreement.

The JOC contractor who will perform the work is required to fully comply with applicable legal requirements, which among other things, include Chapters 2.200 (Child Support Compliance Program)
and 2.203 (Contractor Employee Jury Service Program) of the Los Angeles County Code, and Section 1774 of the California Labor Code pertaining to payment of prevailing wages.

For this Project, ISD has made the determination that JOC is the most appropriate contracting method to perform the tasks involved. Specifically, to the extent the project entails repair, refurbishment, remodel, or alteration, and the cost of such project exceeds $50,000, such project would have to be performed via a competitively-procured construction contract, such as JOC, not by County employees, due to the “Force Account” limitations set forth in the Public Contract Code.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will have no impact on current County services. Construction will be completed in five phases and will be conducted after normal business hours.

**CONCLUSION**

Please return one adopted copy of this letter to the ISD Facilities Operations Service, the Chief Executive Office, Capital Programs Division, and the Probation Department.

Respectfully submitted,

Scott Minnix
Director

SM:SH:ME:CM:Sy

Enclosure

c: Executive Office, Board of Supervisors
   Chief Executive Officer
   County Counsel
   Probation Department
July 2, 2019

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:

FIRE DEPARTMENT
FIRE STATION HERMOSA BEACH REMODELING PROJECT
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 89086
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT
(SUPERVISORIAL DISTRICT 4)
(4 VOTES)

SUBJECT

Approval of the recommendations will find the Fire Station Hermosa Beach Remodeling Project, Capital Project No. 89086, is exempt from the California Environmental Quality Act, establish and approve Capital Project No. 89086, approve the Project budget and appropriation adjustment, and authorize the Director of the Internal Services Department, or his designee, to deliver the Project using Board-approved Job Order Contracts.

IT IS RECOMMENDED THAT THE HONORABLE BOARD, ACTING AS THE GOVERNING BODY OF THE CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY:

1. Find the proposed Fire Station Hermosa Beach Remodeling Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.

2. Establish and approve the Fire Station Hermosa Beach Remodeling Project, Capital Project No. 89086 with a total budget of $1,819,000.

3. Approve an appropriation adjustment to transfer $1,062,000 from the Fire Department - Committed for Capital Projects to the Fire – Accumulated Capital Outlay (ACO) Fund, Capital Project No. 89086, to fully fund the Fire Station Hermosa Beach Remodeling Project.
4. Authorize the Director of the Internal Services Department, or his designee, to deliver the Fire Station Hermosa Beach Remodeling Project using Board-approved Job Order Contracts.

5. Authorize the Director of the Internal Services Department, or his designee, to authorize project work orders; to accept the project and file notices upon final completion of the project; to release retention money withheld pursuant to the applicable provisions of the Public Contract Code; to grant extensions of time on the project, as applicable; and assess liquidated damages as authorized under Government Code section 53069.85 and the contract specifications.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommendations will find the Fire Station Hermosa Beach (Fire Station) Remodeling Project (Project) exempt from the California Environmental Quality Act (CEQA), approve Capital Project No. 89086, approve the budget and scope of work, approve an appropriation adjustment, and authorize the Internal Services Department (ISD) to deliver the Project using Board-approved Job Order Contracts (JOCs).

On April 25, 2017, the Hermosa Beach City Council voted to proceed with the annexation of the City of Hermosa Beach (City) to the Consolidated Fire Protection District of Los Angeles County (District) and approved an Agreement with the District. On July 11, 2017, your Board approved a Resolution Making Application to the Local Agency Formation Commission (LAFCO) to commence annexation proceedings. One of the provisions in the Agreement is for the District to remodel the City’s fire station, which is in need of extensive repairs, to meet current codes and Americans with Disabilities Act (ADA) standards.

The scope of work for the Project includes demolition and removal of an existing, second story structure and remodeling of the first floor interior space to meet privacy and access codes as well as ADA standards. The existing interior space will be remodeled to include five dormitories, ADA standard restrooms with showers, a lobby/captain office, day room, dining room, and kitchen. The affected roof line will be refurbished to its original design and the first floor of the structure will undergo seismic refurbishments.

Implementation of Strategic Plan Goals

The County Strategic Plan directs the provisions of Goal II. Foster Vibrant and Resilient Communities, Strategy II.2 – Support the Wellness of our Communities, and Goal III. Realize Tomorrow’s Government Today, Strategy III.3 - Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2 Manage and Maximize County Assets. The recommendations support the strategic plan by investing in public infrastructure that will ensure greater safety and wellness for County residents and visitors, and improve the operational effectiveness of an existing County asset.
Green Building/Sustainable Design Program

The Project will support the Board’s Green Building/Sustainable Design Program by incorporating design features that will optimize energy efficiency.

The Project will be designed and constructed to comply with Title 24 of the California Code of Regulations. Title 24 contains building standards to conserve electricity and natural gas in new and existing buildings within the State. When possible, ISD will document all Title 24 related improvements that qualify for Leadership in Energy and Environmental Design (LEED) building points to apply toward future LEED certification for the County building.

FISCAL IMPACT/FINANCING

The total cost for the Project is currently estimated at $1,819,000, which includes design, construction, change order allowance, inspection/testing, civic art fee, and ISD County services.

Approval of the enclosed appropriation adjustment (Enclosure A) reflects the transfer of $1,062,000 from the Fire Department - Committed for Capital Projects to the Fire ACO Fund, Capital Project No. 89086, to fully fund the Fire Station Hermosa Beach Remodeling Project. The remaining appropriation of $757,000 is already included in the Fiscal Year 2018-19 Fire ACO Fund, Capital Project No. 89086.

There is no impact to the net County Cost.

Operating Budget Impact

The Project scope of work consists of demolition and removal of a second story structure modification and remodeling of an existing first floor interior space. Therefore, following completion of the Project, ISD does not anticipate any one-time start-up or additional ongoing costs as a result of the Project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board’s Local and Targeted Worker Hire Policy, adopted on September 6, 2016, the proposed Project will include a best efforts Local Worker hiring goal of at least thirty percent (30%). The “Targeted Worker” component will not be included as part of the proposed Project.

Pursuant to the Board’s Civic Art Policy, adopted on December 7, 2004 and last amended on August 11, 2015, the Project is required to allocate one percent (1%) of the design and construction costs for the Civic Art Fund, approximately $11,830.

ENVIRONMENTAL DOCUMENTATION

The Project is categorically exempt from CEQA. The scope of work consists of demolition and removal of an existing, non-permitted second story structure modification and remodeling of the first floor interior space to meet privacy and access codes as well as ADA standards. Therefore, the work is within certain classes of projects that have been determined not to have a significant effect on the environment in
that it meets criteria set forth in Sections 15301 (a), (d), (f), (l)(4), 15302 (c), and 15303 of the State CEQA Guidelines and Classes 1(c), (d), (h)(4), (i), (l), 2(e), and 3 of the County’s Environmental Document Reporting Procedures and Guidelines, Appendix G because it includes repairs and minor alterations to existing public facilities with negligible or no expansion of use, replacement of features with the same purpose and capacity, and placement of equipment and accessory structures.

In addition, based on the records of the proposed Project, it will comply with all applicable regulations, it is not in a sensitive environment and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historic resource that would make the exemption inapplicable.

Upon the Board’s approval of the proposed Project, ISD will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with section 21152 of the California Public Resources Code.

**CONTRACTING PROCESS**

The Project will be delivered using ISD Board-approved JOCs for the construction. The standard Board-directed clauses, including those that provide for contract termination, renegotiation, and hiring qualified displaced County employees are included in the JOC agreement.

The JOC contractor who will perform the work is required to fully comply with applicable legal requirements, which among other things, include Chapters 2.200 (Child Support Compliance Program) and 2.203 (Contractor Employee Jury Service Program) of the Los Angeles County Code, and Section 1774 of the California Labor Code pertaining to payment of prevailing wages.

For this Project, ISD has made the determination that JOC is the most appropriate contracting method to perform the tasks involved. Specifically, to the extent the project entails repair, remodeling, refurbishment, or alteration, and the cost of such project exceeds $50,000, such project would have to be performed via a competitively-procured construction contract, such as JOC, not by County employees, due to the "Force Account" limitations set forth in the Public Contract Code.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommendations will have no impact on current County services. Fire Station personnel continue to be housed in a modular building which the City of Hermosa Beach provided prior to annexation by the district. Fire services will continue to be rendered without impact or hindrance during the construction phase of the project.
CONCLUSION

Please return an adopted copy of this letter to the ISD Facilities Operations Service, the Chief Executive Office, Capital Programs Division, and Fire Department.

Respectfully Submitted,

Scott Minnix
Director

Daryl L. Osby
Fire Chief, Forester & Fire Warden

SM:SH:ME:AE:SY

Enclosure

C: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel
Fire Department
Arts Commission
COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

FIRE DEPARTMENT

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HER RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFORE

FY 2018-19

4 - VOTES

<table>
<thead>
<tr>
<th>SOURCES</th>
<th>USES</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRE DEPARTMENT</td>
<td>FIRE DEPARTMENT</td>
</tr>
<tr>
<td>DA1-3016</td>
<td>DA1-FR-6100-40100</td>
</tr>
<tr>
<td>COMMITTED FOR CAPITAL PROJECTS</td>
<td>OTHER FINANCING USES</td>
</tr>
<tr>
<td>DECREASE OBLIGATED FUND BALANCE</td>
<td>INCREASE APPROPRIATION</td>
</tr>
<tr>
<td>1,062,000</td>
<td>1,062,000</td>
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<tr>
<td>FIRE DEPARTMENT</td>
<td>FIRE DEPARTMENT</td>
</tr>
<tr>
<td>FS HERMOSA BEACH REMODELING</td>
<td>FS HERMOSA BEACH REMODELING</td>
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<tr>
<td>J13-CP-96-9919-65033-89086</td>
<td>J13-CP-6014-65033-89086</td>
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<tr>
<td>OPERATING TRANSFERS IN - CAPITAL PROJECTS</td>
<td>CAPITAL ASSETS - B &amp; I</td>
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<tr>
<td>INCREASE REVENUE</td>
<td>INCREASE APPROPRIATION</td>
</tr>
<tr>
<td>1,062,000</td>
<td>1,062,000</td>
</tr>
</tbody>
</table>

SOURCES TOTAL $2,124,000

USES TOTAL $2,124,000

JUSTIFICATION

This appropriation adjustment reflects the transfer of $1,062,000 from the Fire Department - Committed for Capital Projects to the Fire ACO Fund, Capital Project No. 89086, to fully fund the Fire Station Hermosa Beach Remodeling project.

AUTHORIZED SIGNATURE

ADRIAN LI, ASM III, FMD

BOARD OF SUPERVISORS APPROVAL (AS REQUESTED/REVISED)

RECOMMENDED AS REQUESTED

AUDITOR-CONTROLLER

B.A. NO. 262

CHIEF EXECUTIVE OFFICER

DATE June 5, 2019
<table>
<thead>
<tr>
<th><strong>PUBLIC SAFETY CLUSTER AGENDA REVIEW DATE</strong></th>
<th>6/19/2019</th>
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<tbody>
<tr>
<td><strong>BOARD MEETING</strong></td>
<td>7/2/2019</td>
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<tr>
<td><strong>SUPERVISORIAL DISTRICT AFFECTED</strong></td>
<td>4</td>
</tr>
<tr>
<td><strong>DEPARTMENT</strong></td>
<td>Fire Department</td>
</tr>
<tr>
<td><strong>SUBJECT</strong></td>
<td>Fire Station Hermosa Beach Remodeling Project</td>
</tr>
<tr>
<td><strong>PROGRAM</strong></td>
<td>Fire Station Hermosa Beach Remodeling Project, Capital Project No. 89086</td>
</tr>
<tr>
<td><strong>SOLE SOURCE CONTRACT</strong></td>
<td>☐ Yes  ☒ No</td>
</tr>
<tr>
<td>If Yes, please explain why:</td>
<td></td>
</tr>
<tr>
<td><strong>DEADLINES/TIME CONSTRAINTS</strong></td>
<td>None</td>
</tr>
<tr>
<td><strong>COST &amp; FUNDING</strong></td>
<td>Total cost: $1,819,000</td>
</tr>
<tr>
<td>Funding source: The proposed Project is fully funded with Fire District’s Accumulated Outlay Fund; no NCC</td>
<td></td>
</tr>
<tr>
<td><strong>TERMS (if applicable):</strong></td>
<td></td>
</tr>
<tr>
<td>Explanation:</td>
<td></td>
</tr>
<tr>
<td><strong>PURPOSE OF REQUEST</strong></td>
<td>Approve the Fire Station Hermosa Beach Remodeling Project, Capital Project No. 89086 with a total budget of $1,819,000.</td>
</tr>
<tr>
<td><strong>BACKGROUND (include internal/external issues that may exist)</strong></td>
<td>On April 25, 2017, the Hermosa Beach City Council voted to proceed with the annexation of the City of Hermosa Beach (City) to the Consolidated Fire Protection District of Los Angeles County (District) and approved an Agreement with the District. On July 11, 2017, your Board approved a Resolution Making Application to the Local Agency Formation Commission to commence annexation proceedings. One of the provisions in the Agreement is for the District to remodel the City’s fire station to meet current codes and ADA standards.</td>
</tr>
</tbody>
</table>
| **DEPARTMENTAL AND OTHER CONTACTS** | Sokin Yoon, Resource Manager, (323) 267-3438, syoon@isd.lacounty.gov  
Alex Bajarias, Senior Analyst, (213) 974-4263, abajarias@ceo.lacounty.gov |
Los Angeles County
Sheriff’s Department

Department Compliance with Rosas Implementation Plan

Rosas, et al. v. Los Angeles County Sheriff

Alex Villanueva
Sheriff
Los Angeles County Jails Discussion Points

- Implementation Plan
- Status of Compliance
- Training on Use of Force Policy
- Use of Force Statistics and Trends
- Department Use of Force Policy Violations
- Inmate Grievances
Los Angeles County Jails
Implementation

• Implementation Plan contains 104 Provisions
  – Rosas Panel certified LASD has implemented all of the 104 substantive provisions

• Use of Force Policies Implemented on December 1, 2015

• July 2018 – Rosas Monitors began assessing compliance on second quarter of 2018

• Panel’s Fifth Report – due on or about June 1, 2019
## Assessment Results

<table>
<thead>
<tr>
<th>Status</th>
<th>Administrative</th>
<th>Use of Force</th>
<th>Training</th>
<th>Force Reporting / Investigation</th>
<th>Grievances</th>
<th>Restraints</th>
<th>Early Warning System</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Compliant</td>
<td>9</td>
<td>5</td>
<td>10</td>
<td>6</td>
<td>21</td>
<td>1</td>
<td>1</td>
<td>53</td>
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<tr>
<td>Non-Compliant</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>Monitor Assessed</td>
<td>20</td>
<td>17</td>
<td></td>
<td></td>
<td>7</td>
<td></td>
<td></td>
<td>44</td>
</tr>
</tbody>
</table>

*Based on Self-Assessment Data of 4th Quarter 2018.*
### Los Angeles County Jails
Use of Force Training

<table>
<thead>
<tr>
<th>Title of Class</th>
<th>Date Approved by Monitors</th>
<th>Personnel Trained 2018**</th>
<th>Personnel Trained 2019**</th>
<th>% Complete for Basin Facilities Only***</th>
</tr>
</thead>
<tbody>
<tr>
<td>Custody Division Force Policy</td>
<td>11/10/16</td>
<td>4324</td>
<td>1043</td>
<td>Initial Training Completed</td>
</tr>
<tr>
<td>Custody Division Force Policy <strong>Refresher</strong> (initial training of current personnel)</td>
<td>11/9/17</td>
<td>1230</td>
<td>1460</td>
<td>96%</td>
</tr>
<tr>
<td>Ethics</td>
<td>5/1/15</td>
<td>5306</td>
<td>476</td>
<td>Initial Training Completed</td>
</tr>
<tr>
<td>Ethics <strong>Refresher</strong></td>
<td>9/14/17</td>
<td>1264</td>
<td>553</td>
<td>95%</td>
</tr>
<tr>
<td>Crisis Intervention and Conflict Resolution (DeVRT)</td>
<td>1/25/16</td>
<td>3234</td>
<td>383</td>
<td>Initial Training Completed</td>
</tr>
<tr>
<td>Crisis Intervention and Conflict Resolution (DeVRT) <strong>Refresher</strong></td>
<td>11/30/17</td>
<td>1213</td>
<td>794</td>
<td>96%</td>
</tr>
<tr>
<td>Use of Force Investigations for Supervisors <strong>Refresher</strong></td>
<td>2/24/17</td>
<td>407</td>
<td>65</td>
<td>91%</td>
</tr>
</tbody>
</table>

*Refresher classes are on-going training with personnel (Deputies and Custody Assistants) having different expiration dates on refresher training. Refresher classes were not approved until 2017.

**Data represents division wide totals - Data current as of April 2019, verified by Custody Administration-Training and Standards Bureau

***Percentages are based on CCSB self-assessment data from 4th Quarter 2018
Los Angeles County Jails
Use of Force Statistics

*The information contained in this spreadsheet may be updated during the course of the investigation and is subject to change

**Based on the eLOTS Monthly Force By Category report which was generated on 4/11/19

- Category NCI - No injury or complaint of pain  Inception Date: October 1, 2017
- Category 1 - Non-Injury Use of Force
- Category 2 - Identifiable injury which does not rise to the level of Category III
- Category 3 - IAB Handle
Los Angeles County Jails
Use of Force Trends

Use of Force Trends
Use of Force Totals
4Q17 to 1Q19

• Category NCI - No injury or complaint of pain  Inception Date: October 1, 2017
• Category 1 - Non-Injury Use of Force
• Category 2 - Identifiable injury which does not rise to the level of Category III
• Category 3 - IAB Handle

*The information contained in this spreadsheet may be updated during the course of the investigation and is subject to change
**Based on the eLOTS Monthly Force By Category report which was generated on 4/11/19
Los Angeles County Jails
Administrative Investigations

Current Administrative and Criminal Investigations for violations of the Department’s use of force policy and misconduct related to use of force between October 2018 and March 2019

**Custody Division Administrative Investigations**
- Investigations for incidents which occurred at MCJ, TTCF, IRC: 10 Cases Opened (as of 3/31/19 pending)
  - 3 IAB
  - 7 Unit Level
- 4 cases closed since last report
  - 0 resulted in termination
  - 1 resulted in 2 day suspension

**Custody Division Criminal Investigations**
- Investigations for incidents which occurred at MCJ, TTCF and IRC:
- No criminal investigations opened between October 2018 and March 2019

**Data Comparison 04/01/18 to 09/30/18**
- Investigations for incidents which occurred at MCJ, TTCF, IRC: 10 Cases Opened
  - 1 IAB
  - 9 Unit Level

**Data Comparison 04/01/18 to 09/30/18**
- Investigations for incidents which occurred at MCJ, TTCF and IRC:
- No criminal investigations opened between April 2018 and September 2018
Inmate Grievance Category - 24 Total Provisions*

- (21) Substantially Compliant
  - 12 Self-Assessments – Conducted by LASD and results provided to the Rosas Panel
  - 4 Policy Related – No additional assessments required
  - 4 Grievance Reports (6.9, 6.13, 6.14, 6.15) – Provided to the Rosas Panel by the Inmate Grievance Coordinator (No compliance measurement)
  - 1 Monitor Assessed – Availability of Grievance Forms

- (3) Partially Compliant
  - Retaliation and Harassment
  - Inmate Grievance Collection
  - Response to Inmate Grievances

- The Department has a Corrective Action Plan in place to correct the 3 provisions that are not substantially compliant

*Based on self-assessment data for 4th Quarter 2018
Public Safety Cluster  •  Final Changes  •  Fiscal Year 2019-20

ALTERNATE PUBLIC DEFENDER

<table>
<thead>
<tr>
<th></th>
<th>FY 2019-20 Recommended Budget</th>
<th>FY 2019-20 Final Changes</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriation</td>
<td>78,136,000</td>
<td>78,160,000</td>
<td>24,000</td>
</tr>
<tr>
<td>Intrafund Transfer</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Revenue</td>
<td>1,511,000</td>
<td>1,511,000</td>
<td>0</td>
</tr>
<tr>
<td>Net County Cost</td>
<td>76,625,000</td>
<td>76,649,000</td>
<td>24,000</td>
</tr>
<tr>
<td>Budgeted Positions</td>
<td>335.0</td>
<td>335.0</td>
<td>0.0</td>
</tr>
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</table>

Changes From 2019-20 Recommended Budget

<table>
<thead>
<tr>
<th></th>
<th>Gross Appropriation ($)</th>
<th>Intrafund Transfer ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budg Pos</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-20 Recommended Budget</td>
<td>78,136,000</td>
<td>0</td>
<td>1,511,000</td>
<td>76,625,000</td>
<td>335.0</td>
</tr>
</tbody>
</table>

Other Changes

1. **Salaries and Employee Benefits**: Reflects Board-approved increases in salaries and employee benefits.
   - Amount: 23,000
   - Variance: 23,000
   - Net Change: --

2. **Enterprise System Maintenance**: Reflects the Department’s share of enterprise systems maintenance costs (formerly eCAPS maintenance).
   - Amount: 1,000
   - Variance: 1,000
   - Net Change: --

3. **New Classifications**: Reflects the Board approved creation of a new Alternate Public Defender series to distinguish the represented from the non-represented classifications and to differentiate from the Public Defender classifications.
   - Amount: --
   - Variance: --
   - Net Change: --

4. **Unavoidable Costs**: Reflects a projected decrease in retiree health insurance premiums from the amounts estimated in the 2019-20 Recommended Budget offset by an increase in Services & Supplies.
   - Amount: --
   - Variance: --
   - Net Change: --

Total Changes

|                                    | 24,000 | 0 | 0 | 24,000 | -- |

2019-20 Final Changes

|                                    | 78,160,000 | 0 | 1,511,000 | 76,649,000 | 335.0 |

Page 1 of 14
DISTRICT ATTORNEY

<table>
<thead>
<tr>
<th></th>
<th>FY 2019-20 Recommended Budget</th>
<th>FY 2019-20 Final Changes</th>
<th>Variance</th>
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</thead>
<tbody>
<tr>
<td>Appropriation</td>
<td>447,930,000</td>
<td>457,600,000</td>
<td>9,670,000</td>
</tr>
<tr>
<td>Intrafund Transfer</td>
<td>(4,778,000)</td>
<td>(4,778,000)</td>
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</tr>
<tr>
<td>Revenue</td>
<td>186,596,000</td>
<td>186,755,000</td>
<td>159,000</td>
</tr>
<tr>
<td>Net County Cost</td>
<td>256,556,000</td>
<td>266,067,000</td>
<td>9,511,000</td>
</tr>
<tr>
<td>Budgeted Positions</td>
<td>2,247.0</td>
<td>2,247.0</td>
<td>0.0</td>
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</table>

Changes from the 2019-20 Recommended Budget

<table>
<thead>
<tr>
<th></th>
<th>Gross Appropriation ($)</th>
<th>Intrafund Transfers ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budg Pos</th>
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</thead>
<tbody>
<tr>
<td>DISTRICT ATTORNEY</td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>2019-20 Recommended Budget</td>
<td>447,930,000</td>
<td>4,778,000</td>
<td>186,596,000</td>
<td>256,556,000</td>
<td>2,247.0</td>
</tr>
<tr>
<td>1. Salaries and Employee Benefits: Reflects Board-approved increases in salaries and employee benefits.</td>
<td>8,484,000</td>
<td>--</td>
<td>273,000</td>
<td>8,211,000</td>
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<tr>
<td>2. Enterprise System Maintenance: Reflects the Department’s share of enterprise systems maintenance costs (formerly eCAPS maintenance).</td>
<td>9,000</td>
<td>--</td>
<td>--</td>
<td>9,000</td>
<td>--</td>
</tr>
<tr>
<td>3. Vehicle Replacement Program: Reflects funding for the County’s Vehicle Replacement Program to transition the County’s motor vehicle fleet to viable clean fuels to support the County’s Clean Fuel - Sustainable Fleet policy.</td>
<td>1,132,000</td>
<td>--</td>
<td>36,000</td>
<td>1,096,000</td>
<td>--</td>
</tr>
<tr>
<td>4. Retiree Health Insurance: Reflects a projected decrease in retiree health insurance premiums from the amounts estimated in the 2019-20 Recommended Budget offset by a ministerial budget alignment.</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>5. Strategies Against Gang Environments (SAGE): Reflects the deletion of 1.0 Deputy District Attorney III position due to the loss of a contract previously with the city of Bellflower.</td>
<td>(150,000)</td>
<td>--</td>
<td>(150,000)</td>
<td>--</td>
<td>(1.0)</td>
</tr>
<tr>
<td>6. Bureau of Administrative Services: Reflects funding for 1.0 Information Technology Security Analyst to address critical needs with IT security and infrastructure.</td>
<td>195,000</td>
<td>--</td>
<td>--</td>
<td>195,000</td>
<td>1.0</td>
</tr>
</tbody>
</table>

Total Changes | 9,670,000 | 0 | 159,000 | 9,511,000 | 0.0 |

2019-20 Final Changes | 457,600,000 | 4,778,000 | 186,755,000 | 266,067,000 | 2,247.0 |
### FIRE DISTRICT

<table>
<thead>
<tr>
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<th>FY 2019-20 Recommended Budget</th>
<th>FY 2019-20 Final Changes</th>
<th>Variance</th>
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</thead>
<tbody>
<tr>
<td>Financing Sources</td>
<td>1,231,916,000</td>
<td>1,267,720,000</td>
<td>35,804,000</td>
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<tr>
<td>Financing Uses</td>
<td>1,231,916,000</td>
<td>1,267,720,000</td>
<td>35,804,000</td>
</tr>
<tr>
<td>Budgeted Positions</td>
<td>4,692.0</td>
<td>4,693.0</td>
<td>1.0</td>
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#### Changes from the 2019-20 Recommended Budget

<table>
<thead>
<tr>
<th></th>
<th>Financing Uses ($)</th>
<th>Financing Sources ($)</th>
<th>Budg Pos</th>
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</thead>
<tbody>
<tr>
<td><strong>FIRE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2019-20 Recommended Budget</td>
<td>1,231,916,000</td>
<td>1,231,916,000</td>
<td>4,692.0</td>
</tr>
<tr>
<td><strong>1. EMS Pharmacy Operations</strong></td>
<td>82,000</td>
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<td>--</td>
</tr>
<tr>
<td><strong>Emergency Medical Services</strong></td>
<td>82,000</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td><strong>2. Salaries and Employee Benefits</strong></td>
<td>466,000</td>
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<tr>
<td><strong>Special Services</strong></td>
<td>247,000</td>
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<tr>
<td><strong>Operations</strong></td>
<td>93,000</td>
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<td>--</td>
</tr>
<tr>
<td><strong>Emergency Medical Services</strong></td>
<td>126,000</td>
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</tr>
<tr>
<td><strong>3. Retiree Health Insurance</strong></td>
<td>(648,000)</td>
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<tr>
<td>Lifeguard</td>
<td>(34,000)</td>
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</tr>
<tr>
<td>Administrative</td>
<td>(22,000)</td>
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<tr>
<td>Executive</td>
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<tr>
<td>Prevention</td>
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<td>Health Hazardous Materials</td>
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<td>Special Services</td>
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<tr>
<td>Operations</td>
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<tr>
<td>Leadership and Professional Standards</td>
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<tr>
<td>Emergency Medical Services</td>
<td>(2,000)</td>
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<td>--</td>
</tr>
<tr>
<td><strong>4. Board Approved Reclasses</strong></td>
<td>(9,000)</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Lifeguard</td>
<td>(9,000)</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td><strong>5. Operational Costs</strong></td>
<td>(27,000)</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Financing Elements</td>
<td>(26,728,000)</td>
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</tr>
<tr>
<td>Administrative</td>
<td>26,305,000</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Executive</td>
<td>3,000</td>
<td>--</td>
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### FIRE DISTRICT

<table>
<thead>
<tr>
<th>Services</th>
<th>Financing Uses ($)</th>
<th>Financing Sources ($)</th>
<th>Budg Pos</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Services</td>
<td>300,000</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Operations</td>
<td>93,000</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>

6. **Appropriation for Contingency:** Reflects funding for projected COLA costs.
   - **Financing Elements:** 22,877,000 -- --

7. **Aerial Medical Transportation:** Reflects Board-approved Measure B funding for Helicopter transportation.
   - **Operations:** 1,998,000 1,998,000 --

8. **Grants:** Reflects an increase in appropriation for grant-funded services and supplies and capital assets-equipment and 1.0 position.
   - **Executive:** 1,433,000 1,381,000 1.0
   - **Operations:** 9,534,000 9,534,000 --

9. **Donations:** Reflects an increase in appropriation for services and supplies and capital assets – equipment funded with donation revenue.
   - **Executive:** 237,000 192,000 --
   - **Operations:** 61,000 61,000 --

10. **Property Tax:** Reflects Property Tax Revenue projection based on the CEO’s 5.72% growth factor applied to the Auditor-Controller’s March Property Tax Estimate.
    - **Financing Elements:** -- 11,043,000 --

11. **Special Tax:** Reflects projected special taxes based on current trends.
    - **Financing Elements:** -- (439,000) --

12. **Other Revenue:** Reflects revisions from the amount estimated in the 2019-20 Recommended Budget including an increase in revenue generated from various fees.
    - **Lifeguard:** -- (68,000) --
    - **Financing Elements:** -- 303,000 --
    - **Executive:** -- 54,000 --
    - **Prevention:** -- 383,000 --
    - **Special Services:** -- 55,000 --
    - **Operations:** -- 11,307,000 --

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<th>35,804,000</th>
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**2019-20 Final Changes**

- **-$1,267,720,000$**
- **-$1,267,720,000$**
- **4,693.0**
## GRAND JURY

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<tr>
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<tbody>
<tr>
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### Other Changes

1. **Salaries and Employee Benefits**: Reflects Board-approved increases in salaries and employee benefits.

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<tr>
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<tr>
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# LIFEGUARD – FIRE DISTRICT

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<th>Variance</th>
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<tr>
<td>Net County Cost</td>
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Changes from the 2019-20 Recommended Budget

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<td><strong>1. Enterprise Systems Maintenance</strong>: Reflects the Department's share of enterprise systems maintenance costs (formerly eCAPS maintenance).</td>
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</tr>
<tr>
<td>Revenue</td>
<td>0</td>
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<td>Net County Cost</td>
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#### Changes from the 2019-20 Recommended Budget

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<td>1. Operational Equipment: Reflects funding for one-time equipment costs.</td>
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## MEDICAL EXAMINER-CORONER

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<td>Revenue</td>
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<tr>
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<td>643,000</td>
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### Changes from the 2019-20 Recommended Budget

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<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budg Pos</th>
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<tr>
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<td>44,784,000</td>
<td>48,000</td>
<td>2,107,000</td>
<td>42,629,000</td>
<td>253.0</td>
</tr>
</tbody>
</table>

1. **Salaries and Employee Benefits**: Reflects Board-approved increases in salaries and employee benefits. 388,000 -- 19,000 369,000 --

2. **Vehicle Replacement Program**: Reflects funding for the County's Vehicle Replacement Program to transition the County's motor vehicle fleet to viable clean fuels to support the County's Clean Fuel - Sustainable Fleet policy. 286,000 -- 14,000 272,000 --

3. **Enterprise Systems Maintenance**: Reflects the Department's share of enterprise systems maintenance costs (formerly eCAPS maintenance). 2,000 -- -- 2,000 --

4. **Retiree Health Insurance**: Reflects a projected decrease in retiree health insurance premiums from the amounts estimated in the 2019-20 Recommended Budget, offset by an increase in Services & Supplies. -- -- -- -- --

<table>
<thead>
<tr>
<th></th>
<th>Total Changes</th>
<th></th>
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<tbody>
<tr>
<td></td>
<td>676,000</td>
<td>--</td>
<td>33,000</td>
<td>643,000</td>
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</tbody>
</table>

### 2019-20 Final Changes

<p>|                                | 45,460,000                    | 48,000                  | 2,140,000   | 43,272,000         | 253.0    |</p>
<table>
<thead>
<tr>
<th></th>
<th>FY 2019-20 Recommended Budget</th>
<th>FY 2019-20 Final Changes</th>
<th>Variance</th>
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<tbody>
<tr>
<td>Appropriation</td>
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<td>$1,022,565,000</td>
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<tr>
<td>Intrafund Transfer</td>
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<tr>
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<tr>
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### Changes From 2019-20 Recommended Budget

<table>
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<th>Gross Appropriation ($)</th>
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<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budgeted Positions</th>
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<tbody>
<tr>
<td><strong>2019-20 Recommended Budget</strong></td>
<td>$1,013,681,000</td>
<td>$2,842,000</td>
<td>$390,998,000</td>
<td>$619,841,000</td>
<td>6,397.0</td>
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</table>

### Other Changes

1. **Salaries and Employee Benefits:** Reflects a projected decrease in retiree health insurance premiums from the amounts estimated in the 2019-20 Recommended Budget as well as Board-approved increases in salaries and employee benefits.

2. **Vehicle Replacement Program:** Reflects funding for the County's Vehicle Replacement Program to transition the County's motor vehicle fleet to viable clean fuels to support the County's Clean Fuel - Sustainable Fleet policy.

3. **Enterprise Systems Maintenance:** Reflects the Department's share of enterprise systems maintenance costs (formerly eCAPS maintenance).

4. **Juvenile Assessment and Intervention System (JAIS):** Reflects the purchase of a new risk assessment tool to replace the current obsolete system and the one-time cost of implementing this system. The $4.0M one-time cost will be funded by Juvenile Probation Activities Growth Funds.

5. **One-Time Funding:** Reflects funding for consulting services for project management of the Case Management System study ($250,000), Staff Scheduling System ($250,000) and CCTV installation ($200,000). The $700,000 one-time costs will be funded by Juvenile Probation Activities Growth Funds.

<table>
<thead>
<tr>
<th></th>
<th>Appropriation ($)</th>
<th>Intrafund Transfer ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budgeted Positions</th>
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<tbody>
<tr>
<td><strong>Total Changes</strong></td>
<td>$8,884,000</td>
<td>0</td>
<td>$4,832,000</td>
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<td><strong>2019-20 Final Changes</strong></td>
<td>$1,022,565,000</td>
<td>$2,842,000</td>
<td>$395,830,000</td>
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# PUBLIC DEFENDER

## FY 2019-20 Recommended Budget vs. Final Changes

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<th>Variance</th>
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## Changes from the 2019-20 Recommended Budget

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<th>Revenue ($)</th>
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<td>9,167,000</td>
<td>234,180,000</td>
<td>1,182.0</td>
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</tbody>
</table>

1. **Chief of Staff**: Reflects the addition of 1.0 Assistant Public Defender to serve as the Chief of Staff over administrative, IT and other operations. Also adds 1.0 Management Secretary V to support the Chief of Staff. Fully offset by the deletion of vacant positions.

2. **Public Integrity Assurance Section (PIAS)**: Reflects the addition of 1.0 position to enhance the PIAS unit.

3. **Unavoidable Costs**: Reflects changes in workers' compensation, retiree health insurance and long-term disability costs due to anticipated benefit increases and medical cost trends, offset by the deletion of 17.0 long-term vacant positions.

4. **Client Case Management System**: Reflects the third year of funding to implement the Client Case Management System approved in 2017.

5. **Salaries and Employee Benefits**: Reflects Board-approved increases in salaries and employee benefits.

6. **Enterprise Systems Maintenance**: Reflects the Department's share of enterprise systems maintenance costs (formerly eCAPS maintenance).

<table>
<thead>
<tr>
<th></th>
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<th>2019-20 Final Changes</th>
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<tbody>
<tr>
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<td>247,146,000</td>
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<tr>
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Public Safety Cluster • Final Changes • Fiscal Year 2019-20

SHERIFF

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Changes from the 2019-20 Recommended Budget

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<td>1,691,656,000</td>
<td>1,718,558,000</td>
<td>18,249.0</td>
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1. **Salaries and Employee Benefits**: Reflects Board-approved increases in salaries and employee benefits.
   - Patrol Clearing
   - Patrol Unincorporated Areas (UA)
   - Patrol Contract Cities (CC)
   - Patrol Specialized and Unallocated (S&U)
   - Detective
   - Administration
   - Custody
   - Court
   - General Support
   - County Services

2. **Enterprise Systems Maintenance**: Reflects the Department’s share of enterprise systems maintenance costs (formerly eCAPS maintenance).
   - Administration

3. **Measure H Funding – Strategy D2**: Reflects an increase in overtime for expansion of the Jail In-Reach program in the Custody Budget, offset by operating transfer-in revenue from the Measure H Funds.
   - Custody
### 4. Miscellaneous Realignments:
Reflects realignment of appropriation and revenue categories to more accurately reflect operational needs.

<table>
<thead>
<tr>
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<th>Gross Appropriation ($)</th>
<th>Intrafund Transfers ($)</th>
<th>Revenue ($)</th>
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<tr>
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<td>(1,400,000)</td>
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### 5. Position Adjustments:
Reflects Board-approved reclassifications that more appropriately reflect the assigned duties and responsibilities. Also reflects the intradepartmental transfer of positions to more accurately reflect current departmental staffing needs.

<table>
<thead>
<tr>
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<th>Gross Appropriation ($)</th>
<th>Intrafund Transfers ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
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</table>

### 6. Homeless Initiative – Strategy D2:
Reflects an increase in one-time overtime funding in the Custody Budget for costs associated with the work of 4.0 Custody Assistant positions for the Jail In-Reach program, offset by Intra-Fund Transfer (IFT) from the Homeless Initiative Budget.

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<tr>
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<td>Custody</td>
<td>253,000</td>
<td>253,000</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>

### 7. Jail Plan Staffing for Consolidated Correctional Treatment Facility (CCTF) and Mira Loma Women’s Detention Center (MLWDC):
Reflects the deletion of positions associated with the CCTF and MLWDC Jail Plan projects, offset by the deletion of IFT from the CEO’s Capital Project funds.

<table>
<thead>
<tr>
<th></th>
<th>Gross Appropriation ($)</th>
<th>Intrafund Transfers ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budg Pos</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>(467,000)</td>
<td>(467,000)</td>
<td>--</td>
<td>--</td>
<td>(2.0)</td>
</tr>
<tr>
<td>Custody</td>
<td>(595,000)</td>
<td>(595,000)</td>
<td>--</td>
<td>--</td>
<td>(2.0)</td>
</tr>
<tr>
<td>General Support</td>
<td>(542,000)</td>
<td>(542,000)</td>
<td>--</td>
<td>--</td>
<td>(3.0)</td>
</tr>
</tbody>
</table>

### 8. Workload Adjustment:
Reflects the net increase of 1.0 position, fully offset by deletion of positions and increases in operating transfer from the Automated Fingerprint Identification System and Vehicle Theft Prevention Program Special Revenue Funds.

<table>
<thead>
<tr>
<th></th>
<th>Gross Appropriation ($)</th>
<th>Intrafund Transfers ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budg Pos</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>135,000</td>
<td>--</td>
<td>135,000</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>General Support</td>
<td>114,000</td>
<td>--</td>
<td>114,000</td>
<td>--</td>
<td>1.0</td>
</tr>
</tbody>
</table>
Public Safety Cluster • Final Changes • Fiscal Year 2019-20

SHERIFF

<table>
<thead>
<tr>
<th>Gross Appropriation ($)</th>
<th>Intrafund Transfers ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budg Pos</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. Contract Changes:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reflects changes in positions, overtime, services and supplies, IFT, and revenue in various budget units primarily due to requests by contract agencies in the prior year.</td>
<td>(25,703,000)</td>
<td>(5,367,000)</td>
<td>(20,336,000)</td>
<td>-- 1.0</td>
</tr>
</tbody>
</table>

  Patrol Clearing
  --
  Patrol CC
  3,930,000
  3,930,000
  Patrol S&U
  383,000
  383,000
  Administration
  80,000
  80,000
  Court
  177,000
  177,000
  County Services
  (30,273,000)
  (5,367,000)
  (24,906,000)

10. Gender Response Team: Reflects funding in the Custody Budget for 3.0 positions that will collaborate with internal and external stakeholders in expanding gender responsive programming at Century Regional Detention Facility, and in initiating and maintaining a gender responsive system at the new women's facility.

  Custody
  --
  542,000
  -- 3.0

Total Changes (12,997,000) (5,895,000) (18,658,000) 11,556,000 (5.0)

2019-20 Final Changes 3,504,906,000 101,794,000 1,672,998,000 1,730,114,000 18,244.0
### TRIAL COURTS OPERATIONS BUDGET

<table>
<thead>
<tr>
<th></th>
<th>FY 2019-20 Recommended Budget</th>
<th>FY 2019-20 Final Changes</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriation</td>
<td>394,278,000</td>
<td>394,084,000</td>
<td>(194,000)</td>
</tr>
<tr>
<td>Intrafund Transfer</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Revenue</td>
<td>89,279,000</td>
<td>89,085,000</td>
<td>(194,000)</td>
</tr>
<tr>
<td>Net County Cost</td>
<td>304,999,000</td>
<td>304,999,000</td>
<td>0</td>
</tr>
<tr>
<td>Budgeted Positions</td>
<td>50.0</td>
<td>50.0</td>
<td>0.0</td>
</tr>
</tbody>
</table>

#### Changes From 2019-20 Recommended Budget

<table>
<thead>
<tr>
<th></th>
<th>Gross Appropriation ($)</th>
<th>Intrafund Transfer ($)</th>
<th>Revenue ($)</th>
<th>Net County Cost ($)</th>
<th>Budgeted Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-20 Recommended Budget</td>
<td>394,278,000</td>
<td>--</td>
<td>89,279,000</td>
<td>304,999,000</td>
<td>50.0</td>
</tr>
</tbody>
</table>

1. **Salaries and Employee Benefits:** Reflects Board-approved increases in salaries and employee benefits.
   - Increase: 56,000
   - Variance: 56,000
   - Revenue: --
   - Net County Cost: --
   - Budgeted Positions: --

2. **Retiree Health Insurance:** Reflects a projected decrease in retiree health insurance premiums from the amounts estimated in the 2019-20 Recommended Budget.
   - Decrease: (250,000)
   - Variance: --
   - Revenue: (250,000)
   - Net County Cost: --
   - Budgeted Positions: --

<table>
<thead>
<tr>
<th></th>
<th>Total Changes</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(194,000)</td>
<td>(194,000)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2019-20 Final Changes</td>
<td>394,084,000</td>
<td>89,085,000</td>
<td>304,999,000</td>
<td>50.0</td>
<td></td>
</tr>
</tbody>
</table>