



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
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First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

REVISED

November 4, 2011

To: Mayor Michael D. Antonovich
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: William T Fujioka
Chief Executive Officer

STAFFING AND BUDGET RECOMMENDATION FOR THE CITIZENS' COMMISSION ON JAIL VIOLENCE (ITEM NO. S-1, AGENDA OF NOVEMBER 1, 2011)

On October 18, 2011, your Board instructed this office to report back on November 1, 2011 with a staffing plan and budget for the Citizens' Commission on Jail Violence (Commission). This report reflects our preliminary staff and budget recommendation for the Commission.

Based on the Board's directive to the Commission to present its report and recommendation within 120 days, our office estimates that approximately \$327,000 is required to fund 4 months of Commission operations during Fiscal Year (FY) 2011-12. Funding is recommended for 4 budgeted positions, services and supplies, and office space.

Description	4 Months Funding
Staff	\$154,000
Services & Supplies	\$32,000
Space	\$141,000
Total	\$327,000

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Each Supervisor
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The staff budget is based on the estimated cost for the Commission to hire an Executive Director, a secretary, one analyst, and one clerical support staff. This is a preliminary recommendation to staff the Commission. Should the Commission, once constituted, require additional staff, we will return to your Board with a supplemental budget request.

We also recommend that a General Counsel (on a pro bono basis) be appointed to provide legal representation and advice and counsel to the Commission. Additional professional staff will come from private law firms who will be asked to provide staff on a pro bono basis. The Board of Supervisor's Executive Office will provide general administrative support, as needed, and will identify a location in the Hall of Administration for public meetings. Our office has identified two possible locations to house the Commission staff, which includes use of conference rooms and parking. In order to expedite the lease process, we are requesting that your Board delegate authority to the Chief Executive Officer to negotiate and execute the lease to ensure occupancy is not delayed.

Any funding to cover the aforementioned operational costs has been identified in the Sheriff's Department Judgment and Damages budget.

If you have any questions, contact me, or have your staff may contact Sheila Williams, Public Safety Cluster at (213) 974-1155 or swilliams@ceo.lacounty.gov.

WTF:BC:SW:cc

c: Executive Office, Board of Supervisors
Sheriff