



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

510 S. Vermont Avenue, Los Angeles, California 90020

(213) 351-5602

BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

LISA E. MANDEL
Acting Chief Deputy Director

Board of Supervisors

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Fifth District

June 9, 2026

Honorable Board of Supervisors
County of Los Angeles
Kenneth Hahn Hall of Administration
500 West Temple Street, Rm 383
Los Angeles, California 90012

Dear Supervisors:

**REQUEST FOR APPROVAL OF A MEMORANDUM OF AGREEMENT WITH
THE CITY OF LOS ANGELES POLICE DEPARTMENT TO LOCATE AND
RECOVER COMMERCIALY SEXUALLY EXPLOITED CHILDREN
(ALL SUPERVISORIAL DISTRICTS) (3-VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) requests the Board's approval for a Memorandum of Agreement (Agreement) between the City of Los Angeles Police Department (LAPD), DCFS, and the County of Los Angeles Probation Department (Probation). This Agreement will provide funds for overtime costs incurred by LAPD personnel for efforts to locate and recover children and youth identified as Commercially Sexually Exploited Children (CSEC), CSEC at-risk minors, and Non-Minor Dependents (NMDs) who are missing from foster care under the supervision of DCFS or Probation, and within the jurisdiction of LAPD.

IT IS RECOMMENDED THAT THE BOARD

- 1) Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designees, to execute an Agreement with LAPD substantially similar to Attachment A, to fund overtime costs associated with efforts to locate and recover CSEC, CSEC at-risk minors and NMDs under the supervision of DCFS or Probation. The term of the Agreement will be effective July 1, 2026 through June 30, 2029. The Maximum Annual Agreement Amount for each Fiscal Year (FY) of this Agreement will be up to \$100,000, financed by 100 percent Senate Bill (SB) 794 funds.

"To Enrich Lives Through Effective and Caring Service"

- 2) Delegate authority to the Director of DCFS, or designee, to execute amendments to this Agreement for changes to the terms and conditions to meet service needs, and increases or decreases to the Maximum Annual Agreement Amount up to (10) ten percent, when such an amendment is necessary to meet a change in services provided that: a) sufficient funding is available; b) County Counsel approval is obtained prior to execution of such amendments; and c) the Director of DCFS, or designee, notifies the Board and the Chief Executive Office (CEO), in writing, within (10) ten business days after execution.
- 3) Delegate authority to the Director of DCFS, or designee, to terminate this Agreement for any reason by providing at least a 15-calendar day advance notice to the other parties and specifying the effective termination date of the Agreement provided that: a) County Counsel approval is obtained prior to termination; and b) the Director of DCFS, or designee, notifies the Board and the CEO, in writing, within (10) ten business days.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Under California Welfare and Institutions Code (WIC) 16501.35, part of SB 794, DCFS and Probation developed and implemented protocols to expeditiously locate missing CSEC children or youth, CSEC at-risk minors, and NMDs under the supervision of DCFS and Probation that are missing from foster care. Many of the missing children or youth under the supervision of DCFS and Probation are within the jurisdiction of LAPD. Under this Agreement, DCFS, Probation, and LAPD will continue collaborating expeditiously to locate and recover missing CSEC children or youth under the supervision of DCFS and Probation. If appropriate, DCFS/Probation will designate staff to participate in recovery efforts. If staffing levels are viable, DCFS will make reasonable efforts to designate staff from its Runaway Outreach Unit, Multi-Agency Response Team, CSEC Unit, or Emergency Response Command Post to assist LAPD in the search effort. DCFS will reimburse LAPD for overtime costs incurred for search and recovery efforts under the Agreement.

Since August 4, 2021, DCFS and Probation established relationship and collaboration with LAPD. The services outlined in this Agreement will continue to allow DCFS and Probation to utilize the resources of LAPD to locate, recover, and place exploited children or youth in a safe environment which removes the children or youth from the dangers encountered by missing and runaway children/youth.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended services support the following:

- County's Strategic Plan North Star 1, Make Investments That Transform Lives

- Focus Area Goal D, Support Vulnerable Populations: Address conditions which drive interactions with the County's child welfare, homeless rehousing, carceral, law enforcement and justice systems; and,
- County's Strategic Plan North Star 1, Make Investments That Transform Lives
 - Focus Area Goal D, Support Vulnerable Populations, iv., CSEC: Support programs and services to prevent, protect, and serve CSEC children or youth and their families.

FISCAL IMPACT/FINANCING

The Maximum Annual Agreement Amount for the term effective July 1, 2026 through June 30, 2029, is \$100,000 for each year, financed with 100 percent SB 794, and the Maximum Agreement Sum is up to \$300,000. Funding is included in the Department's Recommended Budget for FY 2026–27 and optional term extension amount will be requested in the Department's proposed budget request. Sufficient funding is anticipated to be available in the County's CSEC Program Fund for FY 2027-28 and for subsequent contract years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Under SB 794, DCFS and Probation must develop and implement protocols to expeditiously locate children and youth identified as CSEC, CSEC at-risk minors, and NMDs under the supervision of DCFS and Probation that are missing from foster care.

Currently DCFS has a Funding Agreement with the Los Angeles County Sheriff's Department to provide locate and recovery services. Re-establishing the Memorandum of Agreement with LAPD for the same services will continue to further our efforts to protect victims of Commercial Sexual Exploitation (CSE) since most of DCFS' children or youth are served in areas under LAPD's jurisdiction.

The Board letter was reviewed by County Counsel and the CEO. County Counsel approved the Agreement (Attachment A) as to form.

CONTRACTING PROCESS

No contracting actions were required.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these recommendations will help DCFS to comply with SB 794 requirements and the CSEC County plan to support and advance new initiatives to better serve children and youth identified as victims of CSE involved in the child welfare system.

The Honorable Board of Supervisors

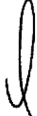
June 9, 2026

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CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted stamped copy of this Board letter to the Department of Children and Family Services.

Respectfully Submitted,



BRANDON T. NICHOLS

Director

BN:JF:LM:RT:KR

LTI:CP:SK:ab

Attachment

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

**MEMORANDUM OF AGREEMENT
BETWEEN
THE LOS ANGELES POLICE DEPARTMENT,
COUNTY OF LOS ANGELES
DEPARTMENT OF CHILDREN AND FAMILY SERVICES,
AND
COUNTY OF LOS ANGELES
PROBATION DEPARTMENT**

I. PARTIES

The parties to this Memorandum of Agreement (MOA) are the City of Los Angeles Police Department (LAPD), the County of Los Angeles Department of Children and Family Services (DCFS), and the County of Los Angeles Probation Department (Probation).

II. BACKGROUND

- A. The intent of California Senate Bill 794 (SB 794) was to ensure that child welfare agencies and the County Probation Department respond to the complex issues related to children and youth victims of sex trafficking.
- B. Under California Welfare and Institutions Code (WIC) 16501.35, which is part of SB 794, DCFS and Probation are required to develop and implement protocols to expeditiously locate any children or youth identified as Commercially Sexually Exploited Children (CSEC), CSEC at-risk minors, and non-minor dependents who are under the supervision of DCFS and Probation that are missing from foster care. The aforementioned individuals will hereinafter be referred to as "youth."
- C. DCFS received State of California (State) grant funding to implement the provisions of WIC 16501.35.
- D. Many of the missing youth who are under the supervision of DCFS and Probation are also within the jurisdiction of LAPD. DCFS and Probation have an existing relationship and partnership with LAPD. DCFS and Probation also have staff co-located within LAPD.
- E. DCFS, Probation, and LAPD will collaborate to meet the goal of WIC 16501.35. DCFS, Probation, and LAPD will expeditiously locate and recover youth who are under the supervision of DCFS and Probation that are missing from foster care and within the jurisdiction of LAPD.

III. RESPONSIBILITIES OF THE COUNTY OF LOS ANGELES DEPARTMENT OF

CHILDREN AND FAMILY SERVICES

DCFS will be responsible for the following:

- A. DCFS will notify LAPD about any missing or runaway youth under the supervision of the DCFS if it has been determined that there is a LAPD nexus to the youth - this will be called a Locate and Recover CSEC referral. The Locate and Recover CSEC referral will be submitted to knowhumantrafficking@lapd.online. The DCFS will provide LAPD with specific information regarding the missing or runaway youth, which will help LAPD's investigation in locating the youth.
- B. If available, DCFS will designate staff to participate in the search and recovery efforts for the youth. If staffing levels are viable, DCFS will make reasonable efforts to designate staff from its Runaway Outreach Unit, Multi-Agency Response Team, CSEC Unit, or Emergency Response Command Post to assist LAPD in its search efforts.
- C. If youth is recovered by DCFS, the Children's Social Worker (CSW) will notify LAPD of the recovery.
- D. If the Commercially Sexually Exploited (CSE) youth goes missing again, a new referral will be generated by DCFS.
- E. DCFS will reimburse LAPD for overtime costs incurred for search and recovery efforts under this MOA.

IV. RESPONSIBILITIES OF THE COUNTY OF LOS ANGELES PROBATION DEPARTMENT

Probation will be responsible for the following:

- A. Probation will notify LAPD about any missing or runaway youth under the supervision of Probation if it has been determined that there is a LAPD nexus to the youth - this will be called a Locate and Recover CSEC referral. The Locate and Recover CSEC referral will be submitted to knowhumantrafficking@lapd.online. Probation will provide LAPD with specific information regarding the missing or runaway youth, which will help LAPD's investigation in locating the youth.
- B. If appropriate and available, Probation will designate staff to participate in the search and recovery efforts for the youth.
- C. If youth is recovered by Probation, the Deputy Probation Officer (DPO) will notify LAPD of the recovery.

- D. If CSE youth goes missing again, a new referral will be generated by Probation.

V. RESPONSIBILITIES OF THE LOS ANGELES POLICE DEPARTMENT

LAPD will be responsible for the following:

- A. Personnel assigned to LAPD's Detective Support and Vice Division will determine if LAPD should deploy resources and commence a search for the referred youth. There should be a connection to the LAPD's jurisdiction and a clear indication that the missing youth is CSEC-related.
- B. Once LAPD determines that LAPD has jurisdiction for a referral and that the missing youth is CSEC-related, LAPD will make reasonable efforts to locate and recover the missing or runaway youth.
- C. LAPD will consult and coordinate with DCFS and Probation staff in searching for and recovering the youth referred to LAPD.
- D. Once LAPD has recovered the youth, it will deliver the youth to the custody of a DCFS' CSW or a Probation's DPO. Where appropriate, LAPD may also do any or all the following:
 - 1. Take the youth for medical care or examination;
 - 2. Return the youth to foster care placement or juvenile facility, in consultation with DCFS' CSW or a Probation's DPO, when applicable, and on a case-by-case basis; and
 - 3. Take the youth to court pursuant to a warrant ordered by a competent legal authority.
- E. LAPD will collaborate with DCFS and Probation to determine the appropriate services to provide to the youth.
- F. LAPD will attempt to determine the youth's experience during the period when the youth was absent from legal supervision. LAPD will interview the youth and attempt to determine if the youth is a victim of CSE. If it is determined that the youth has been a victim of CSE while absent from legal supervision, LAPD will report this to the Child Protection Hotline at 1-800-540-4000.
- G. LAPD will clear any Missing Persons status in the National Crime Information Center if the youth is located and recovered.
- H. LAPD will submit a monthly and annual report of search and recovery efforts made on behalf of the referrals of missing or runaway youth to the DCFS.

The report will include:

1. A list of all referrals received by the DCFS and Probation each month;
2. The first and last name of youth that was referred;
3. The date the referral was made by the DCFS and Probation;
4. The assigned CSW/DPO as listed in the referral;
5. The date the youth was recovered, if applicable;
6. If recovered, to whom the youth was released;
7. How the youth was recovered, if applicable; and
8. Whether the youth is under supervision of the DCFS or Probation.

The report template to be submitted by LAPD is included as Exhibit A, Locate and Recover CSEC Outcome Data Report.

VI. REIMBURSEMENT OF LAPD OVERTIME COSTS

- A. The parties understand that LAPD will need to utilize overtime hours to meet SB 794's goal of expeditiously searching for and recovering missing or runaway youth who are under the supervision of the DCFS or Probation.
- B. DCFS will reimburse LAPD for the overtime costs of its LAPD Personnel members in accordance to Exhibit A-1, Line-Item Budget and Budget Narrative, incurred during the search and recovery of the referred youth, up to a Maximum Annual Agreement Amount of \$100,000, for each fiscal year of this MOA. DCFS funds will be used by LAPD for overtime costs associated with efforts to locate and recover missing youth under the supervision of the DCFS or Probation. These funds may also be used by LAPD for overtime costs associated with the determination of whether the youth was a victim of CSE while missing and the investigation of any associated crimes.
- C. Funds will be paid to LAPD monthly in arrears using the invoice attached as Exhibit C - Invoice. LAPD should attach Exhibit D - Overtime Report, to the invoices. Furthermore, Exhibit D - Overtime Report, should clarify any incremental billing of less than one (1) hour. The DCFS and the LAPD agree that the DCFS will reimburse the overtime costs for the LAPD, as specified at the cost of employee applicable salary rate within the range identified in Exhibit B – Overtime Hourly Rate for LAPD, and the City Pay Salaries pdf supporting document of LA City Employees for the services set forth.
- D. Invoices are due to DCFS no later than the 25th day of each calendar month following the month in which services were provided. DCFS will, in a manner consistent with normal DCFS accounts payable practices and procedures, reimburse LAPD within 30 days after the invoice is received. If such payment is not delivered to the LAPD within 120 days after the invoice date of receipt and/or there is dispute over billing charges, LAPD may cease to

provide all agreed-upon services until payment is received and/or billing disputes are resolved.

- E. Notwithstanding any other provision of this MOA, funding of this MOA is contingent on continued State funding allocations. If the State discontinues this funding, DCFS has the option to terminate this MOA immediately and will no longer be financially liable to continue funding this MOA.

A copy of the invoice will be sent to:

Adela Estrada, CSEC Program Administrator
Bureau of Specialized Response Services
Department of Children and Family Services
1933 S. Broadway, Suite 503
Los Angeles, CA 90007

The original invoice will be sent to:

Fiscal Operations Division
Department of Children and Family Services
510 S. Vermont Avenue 14th Floor
Los Angeles, CA 90020
Attn: Laura Tran

- F. LAPD, without prior approval of the DCFS, may reallocate up to a maximum of twenty-five (25) percent of the maximum annual agreement amount between categories (Sworn Officers and Civilian Staff) of the LAPD's Line-Item Budget and Budget Narrative, Exhibit A-1. LAPD will request DCFS' approval in writing for line-item budget reallocations above the twenty-five (25) percent maximum. In any event, such revisions will not result in any increase to the Maximum Annual Agreement Amount. Such requests to the LAPD's Line-Item Budget and Budget Narrative, Exhibit A-1, will be submitted via email to Adela Estrada estraa@dcfs.lacounty.gov or her designee for approval.

VII. TERM, MODIFICATION, AND TERMINATION

- A. The term of this MOA will be effective upon execution by all parties or from July 1, 2026, through June 30, 2029, whichever is later.
- B. Any of the parties may terminate this MOA for any reason by providing a minimum of a 15-calendar day written notice to the other parties and specifying the effective termination date.
- C. No changes to the terms of this MOA will be valid unless they are in the form of a written amendment approved and executed by the Director of DCFS or designee, the Chief Probation Officer of Probation or designee, and the LAPD Chief of Police or designee, except for modifications to

Exhibit A – Locate and Recover CSEC Outcome Data Report, Exhibit A-1 – LAPD’s Line-Item Budget and Budget Narrative, Exhibit B – Overtime Hourly Rate for LAPD, Exhibit C – Invoice, and Exhibit D – Overtime Report.

- D. Modifications to Exhibit A – Locate and Recover CSEC Outcome Data Report, Exhibit A-1 – LAPD’s Line-Item Budget and Budget Narrative, Exhibit B – Overtime Hourly Rate for LAPD, Exhibit C – Invoice, and Exhibit D – Overtime Report will be made through a written change notice and made effective to the MOA on the date identified in the change notice.

VIII. FINANCIAL RECORDS

- A. LAPD will maintain satisfactory records showing the time and financial costs associated with LAPD's youth recovery work under this MOA and will make such records available to the County for auditing and inspection. LAPD will retain such records for five years following the expiration date or early termination date of this MOA.
- B. LAPD agrees to use a generally accepted accounting system. LAPD agrees to maintain, and make available for County inspection, accurate records of all costs, disbursements, and receipts with respect to its activities under this MOA.
- C. At any time during the term of this MOA, or at any time within five years of the expiration date or early termination date of this MOA, an authorized representative of the County may conduct an audit of LAPD’s records to verify the appropriateness and validity of expenditures of County Funds under the terms of this MOA. If during such an audit, the County determines that the County overpaid LAPD or that County funds were used for purposes other than those authorized by this MOA, the County and LAPD will meet and confer in good faith to resolve the audit's findings to both parties' mutual satisfaction.

IX. NOTICES AND APPROVALS

All notices and approvals will be directed to and made by the following representatives of the parties:

DCFS: Adela Estrada, Children Services Administrator III
Bureau of Specialized Response Services
Department of Children and Family Services
1933 S. Broadway, Suite 503
Los Angeles, CA 90007

Probation: Joan Pera, Director

Child Trafficking Unit
Los Angeles County Probation Department
1660 W. Mission Blvd.
Pomona, CA 91766

LAPD: Detective Support and Vice Division Personnel
Los Angeles Police Department
100 W. 1st Street, 6th Floor
Los Angeles, CA 90012

X. INTEGRATION AND SEVERABILITY

- A. This MOA represents the entire integrated Agreement between the parties as to its subject and supersedes all other prior or contemporaneous oral or written understandings and agreements between the parties.
- B. If any provision of this MOA, or the application thereof, is held to be invalid, that invalidity will not affect other provisions or applications of the MOA that can be given effect without the invalid provision or application. To this end described above, the provisions of the MOA are severable.

XI. CONFIDENTIALITY

- A. DCFS, LAPD, and Probation will maintain confidentiality of all records and information relating to youth under this MOA in accordance with the WIC provisions, as well as all other applicable State and County laws, ordinances, regulations, and directives relating to confidentiality.
- B. DCFS, LAPD, and Probation will inform their managers, supervisors, employees, and contractors providing services hereunder of the confidentiality provision of this MOA.
- C. Records or information pertaining to youth will not be disclosed to any person(s), other than designated County or contractor employees, without the written permission of the Director of the DCFS, the LAPD Chief of Police, the Chief Probation Officer of Probation, or equivalent.

XII. INDEMNIFICATION

Each party mutually agrees to defend, hold harmless, and indemnify the other parties and their governing boards, officers, agents, employees, and volunteers from any and all liabilities, including, but not limited to, any claims for damages, death, sickness or other personal injury or damage to property, including, without limitation, all consequential damages, for any cause whatsoever, arising from or connected with its services and or this operational agreement, in the normal course of business, unless such claims result from the gross negligence and/or willful

misconduct of another party's agents and/or employees.

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IN WITNESS, WHEREOF, the parties hereto have caused this Memorandum of Agreement to be executed by their duly authorized officers as set forth below. This Memorandum of Agreement may be executed on separate signature pages by the parties, and the separate signatures of all parties shall be considered complete execution of the Memorandum of Agreement.

COUNTY OF LOS ANGELES

Agreed to:

Brandon T. Nichols
Department of Children and Family Services
Director

Date

Agreed to:

Guillermo Vera Rosa
Probation Department
Chief Probation Officer

Date

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
DAWYN R. HARRISON, COUNTY COUNSEL

By:

David Beaudet
Senior Deputy County Counsel
Office of County Counsel

Date

CITY OF LOS ANGELES

Agreed to:

Jim McDonnell
Chief of Police
Los Angeles Police Department

Date

**County of Los Angeles
 Department of Children and Family Services
 CSEC LOCATE AND RECOVERY AGREEMENT # 26-04-01**

Los Angeles Police Department
 Human Trafficking Unit Members
 Line-Item Budget and Budget Narrative
 FY 2026-2027 through FY 2028-2029

Line-Item Budget FY 2026-2027 through FY 2028-2029

Sworn Officers

Police Officer I
 Police Officer II
 Police Officer III
 Police Sergeant I
 Police Sergeant II
 Police Detective I
 Police Detective II
 Police Detective III

Human Trafficking Unit Members	FY 2026-2027 through FY 2028-2029
Sworn Officers	\$95,000*
Civilian Staff	\$5,000*
Total	\$100,000*

Civilian Staff

Management Assistant
 or Management Analyst

* LAPD, without prior approval of DCFS, may reallocate up to a maximum of twenty-five (25) percent of the maximum annual agreement amount between categories (Sworn Officers and Civilian Staff) of LAPD’s Line-Item Budget [Line-Item Budget and Budget Narrative, Exhibit A-1]. LAPD will request DCFS’ approval in writing for line-item budget reallocations above the twenty-five (25) percent maximum.

County of Los Angeles
Department of Children and Family Services
CSEC LOCATE AND RECOVERY AGREEMENT # 26-04-01

Los Angeles Police Department
Human Trafficking Unit Members
Line-Item Budget and Budget Narrative
FY 2026-2027 through FY 2028-2029

Budget Narrative FY 2026-2027 through FY 2028-2029

Law Enforcement (Officer/ Supervisor) Duties:

- Conduct thorough review of referrals and intel received.
- Run a query with missing juveniles information on various department databases.
- Check-in with the DCFS and Probation regarding missing juveniles' status and location.
- Assemble missing juveniles' flyers and distribute the documents to local police stations, other law enforcement agencies, and community groups.
- Check various social media outlets in an attempt to identify and locate the missing juveniles.
- Conduct follow-ups to locations where the missing juveniles maybe found.
- Conduct operations in an attempt to recover the missing juveniles.
- Complete any and all police reports when contact is made with the missing juveniles.
- Complete the arrest and booking process if the missing juveniles are detained.
- Complete the arrest and booking process if suspects are arrested in connection to the missing juveniles.
- Complete all necessary reports in preparation for criminal proceedings as directed by the District Attorney.
- Transport the juveniles if necessary to and from court proceedings.

Management Analyst/Management Assistant duties:

- Monitor "Know Human Trafficking" e-mails.
- Assign LAPD case numbers to new referrals.
- Assign an investigator to each referral.
- Create case packages for each juvenile.
- Create missing juvenile flyers.
- Distribute flyers to various entities.
- Search online for missing juveniles for online ads.
- Track referral recoveries.
- E-mail DCFS and Probation weekly with the latest updates.
- Retrieve overtime hours and chrono from Investigating Officers.
- Provide overtime documentation to Fiscal Group for invoice processing.
- Additional duties as necessary.

County of Los Angeles
Department of Children and Family Services
CSEC LOCATE AND RECOVERY AGREEMENT

Overtime Hourly Rate for LAPD

CSC/G	RANK	LOWEST HOURLY RATE	HIGHEST HOURLY RATE	LOWEST OVERTIME HOURLY RATE	HIGHEST OVERTIME HOURLY RATE
2214C	Police Officer I	\$30.96	\$41.87	\$46.44	\$62.81
22142	Police Officer II	\$35.00	\$80.93	\$52.50	\$121.40
22143	Police Officer III	\$38.40	\$82.95	\$57.60	\$124.43
22271	Police Sergeant I	\$53.16	\$81.43	\$79.74	\$122.15
22272	Police Sergeant II	\$56.12	\$87.56	\$84.18	\$131.34
22231	Police Detective I	\$47.67	\$77.10	\$71.51	\$115.65
22232	Police Detective II	\$53.16	\$82.84	\$79.74	\$124.26
22233	Police Detective III	\$59.27	\$90.76	\$88.91	\$136.14
91840	Management Analyst	\$33.59	\$64.31	\$50.39	\$96.47
15390	Management Assistant	\$29.80	\$45.78	\$44.70	\$68.67

The hourly rates listed herein are based on payroll information and are subject to change at any time. The LAPD will provide updated hourly rates quarterly and as requested/necessary.

INVOICE

To: DEPARTMENT OF CHILDREN AND FAMILY SERVICES
 FISCAL OPERATIONS DIVISION
 510 S. Vermont Ave. 14th Floor
 Los Angeles, CA 90020

Invoice Date:

Remittance: LOS ANGELES POLICE DEPARTMENT
 100 W. 1st Street
 Los Angeles, CA 90012

AGREEMENT NUMBER:

AGREEMENT TERM:

SERVICE MONTH:

SERVICES PROVIDED: LOCATE AND RECOVER MISSING
 COMMERCIALY SEXUALLY EXPLOITED CHILDREN

Staff Position	Employee Name	Date of OT	Total OT Worked	OT Rate/Hr.	Total OT Cost
TOTALS					
Annual Agreement Sum.	Current Expenditure	Y-T-D Expenditures	Remaining Budget		
\$100,000					

CERTIFICATION: I certify to the best of my knowledge that this invoice is true in all respect.

Prepared by: _____ **Phone:** _____

Signature: _____ **Date:** _____

Approved by: _____ **Phone:** _____

Signature: _____ **Date:** _____

For DCFS' Program Manager Only	
First Level Approval	
Approver's Name: _____	
Signature: _____	Date: _____
Second Level Approval	
Approver's Name: _____	
Signature: _____	Date: _____

County of Los Angeles Department of Children and Family Services

WHITE - ORIGINAL COPY YELLOW - EMPLOYEE COPY PINK - FOR PROGRAM ADMINISTRATION		OVERTIME REPORT				FOR OFFICE USE ONLY					
		TYPE OR PRINT LEGIBLY IN INK				PAY PERIOD ENDING		CODE			
DATE REPORTED		EMPLOYEE ID (EO)		RANK/PS		NAME (LAST, FIRST, MIDDLE INITIAL)					
REPORT TO NEAREST SUPERV. OR WORKSHEET TAKEN OFF	TOTAL HOURS WORKED		TYPE OF COMPENSATION REQUESTED				HOURS TAKEN OFF				
	TIME & 1/2	ST. TIME	CASH TIME & 1/2 ST. TIME		TIME TIME & 1/2 ST. TIME		NEW BANK TIME & 1/2 ST. TIME		OLD BANK TIME & 1/2 ST. TIME		
	- : -	- : -	- : -	- : -	- : -	- : -	- : -	- : -	- : -	- : -	
DATE AND TIME WORKED						TOTAL BANK					
FROM		TO									
Date	Time	Date	Time	Division		Assignment		Watch			
REASON FOR OVERTIME RECORD ONLY	<input type="checkbox"/> Court or Admin. Hearing		<input type="checkbox"/> Unchecked Activity		<input type="checkbox"/> Pre-scheduled Activity		<input type="checkbox"/> Unusual Major Events		<input type="checkbox"/> Worked on Day Off in Lieu of a Holiday		
EMP STATUS	<input type="checkbox"/> EOW		<input type="checkbox"/> DO		<input type="checkbox"/> HO		<input type="checkbox"/> VOTO		<input type="checkbox"/> PPH		
TYPE OF CRIME/REPORT/CHARGE				DPE NO.		BOOKING NO.		COURT CASE NO. <input type="checkbox"/> On Call <input type="checkbox"/> In Home			
DESCRIPTION OF ACTIVITY											
The keeper use only. Initial and date when entered.											
Rec'd/Reviewed	Date	Initial	Serial No.								<input type="checkbox"/> KEYBACK
I certify the above to be true.		<input type="checkbox"/> Case of Terrorist	Of which <input type="checkbox"/> WITH <input type="checkbox"/> WITHOUT prior approval								Above is in compliance with LAAC 4.168
(Signature of Employee)			(Signature of Supervisor Accounting Data Approval)						(Signature of Commanding Officer)		

PAGE 1 (White Paper and Green Ink)
 PAGE 2 (Yellow Paper and Green Ink)
 PAGE 3 (Pink Paper and Green Ink)