



Board of Supervisors Public Safety Cluster Agenda Review Meeting

DATE: November 20, 2024

TIME: 9:30 a.m. – 11:00 a.m.

MEETING CHAIR: Steven Edwards, 3rd Supervisorial District

CEO MEETING FACILITATOR: Dardy Chen

THIS MEETING IS HELD UNDER THE GUIDELINES OF BOARD POLICY 3.055.

To participate in the meeting in-person, the meeting location is:

Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012
Room 374-A

To participate in the meeting virtually, please call teleconference number

1 (323) 776-6996 and enter the following 169948309# or [Click here to join the meeting](#)

For Spanish Interpretation, the Public should send emails within 48 hours in advance of the meeting to: ClusterAccommodationRequest@bos.lacounty.gov

Members of the Public may address the Public Safety Cluster on any agenda item during General Public Comment.
The meeting chair will determine the amount of time allowed for each item.
THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL *6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.

1. CALL TO ORDER

2. INFORMATIONAL ITEM(S): [Any Informational Item is subject to discussion and/or presentation at the request of two or more Board offices with advance notification]:

A. BOARD LETTER:

Approval of Retroactive Payment to Ultimate Kronos Group for Providing Software as a Service License

Speaker(s): Vanessa Lam, LaVerne Holley, and Julia Kim (FIRE)

3. PRESENTATION/DISCUSSION ITEM(S):

A. BOARD LETTER:

Camp Afflerbaugh Close-Circuit Television Project

Speaker(s): Tom Afschar (PW)

B. BOARD BRIEFING:

Civilian Oversight Commission (COC) Monthly Briefing
Speaker(s): Sharmaine Moseley (COC)

C. BOARD BRIEFING:

Office of Inspector General (OIG) Monthly Status and Custody Briefing
Speaker(s): Max Huntsman (OIG)

4. PUBLIC COMMENTS

5. ADJOURNMENT

CLOSED SESSION ITEM(S):

CS-1 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

(Subdivision (a) of Government Code Section 54956.9)

Doe, Jane 2 (A.T.) v. County of Los Angeles, et al.

Los Angeles Superior Court Case No. 22-STCV-30776

Department: Sheriff's

CS-2 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

(Subdivision (a) of Government Code Section 54956.9)

Gamboa, Abraham, et al. v. County of Los Angeles, et al.

United States District Court Case No. 2:23-CV-2654

Department: Sheriff's

CS-3 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

(Subdivision (a) of Government Code Section 54956.9)

Raymond Gaines v. County of Los Angeles, et al.

United States District Court Case No. 2:22-CV-02801-GW-PVC

Department: Sheriff's

CS-4 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

(Subdivision (a) of Government Code Section 54956.9)

Demetra Johnson, et al. v. County of Los Angeles, et al.

Los Angeles Superior Court Case No. 19STCP04664

Department: Sheriff's

**THE NOVEMBER 27, 2024, PUBLIC SAFETY CAR MEETING IS CANCELLED.
The next scheduled meeting will be held on December 4, 2024.**

IF YOU WOULD LIKE TO EMAIL A COMMENT ON AN ITEM ON THE PUBLIC SAFETY
CLUSTER AGENDA, PLEASE USE THE FOLLOWING EMAIL AND INCLUDE THE
AGENDA NUMBER YOU ARE COMMENTING ON:

PUBLIC_SAFETY_COMMENTS@CEO.LACOUNTY.GOV

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	11/13/2024		
BOARD MEETING DATE	12/3/2024		
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th		
DEPARTMENT(S)	Fire		
SUBJECT	Requesting Board of Supervisors approval to authorize the Internal Services Department, as the County's Purchasing Agent, to issue a confirming Purchase Order to Ultimate Kronos Group for providing Software as a Service licensing to the District.		
PROGRAM	Various		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	If Yes, please explain why:		
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – Not Applicable If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.		
DEADLINES/ TIME CONSTRAINTS	N/A		
COST & FUNDING	Total cost:	Funding source:	
	\$175,142	Fire Department, Information Management Division	
	TERMS (if applicable): N/A		
	Explanation:		
PURPOSE OF REQUEST	Authorize ISD, as the County's Purchasing Agent, to issue a confirming PO to UKG/Kronos in the amount of \$175,142 for providing SaaS licensing to the District.		
BACKGROUND (include internal/external issues that may exist including any related motions)	Approval of the recommended actions will authorize ISD, as the County's Purchasing Agent, to issue a confirming PO to enable the District to pay \$175,142 to UKG/Kronos for SaaS services which provides licenses for Workforce Central (WFC) to resolve a disagreement over the amount owed by the District.		
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Strategic Plan North Star 3, Realize tomorrow's government today, and Focus Area Goal G. Internal Controls and Processes, by strengthening our internal controls and processes while being cognizant of efficiency to continue good stewardship of the public trust and fiscal responsibility.		
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: LaVerne Holley, Chief, Materials Management, 323-838-2371, LaVerne.Holley@fire.lacounty.gov		



COUNTY OF LOS ANGELES FIRE DEPARTMENT



ANTHONY C. MARRONE
FIRE CHIEF
FORESTER & FIRE WARDEN

1320 NORTH EASTERN AVENUE
LOS ANGELES, CALIFORNIA 90063-3294
(323) 881-2401
www.fire.lacounty.gov

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SECOND DISTRICT
KATHRYN BARGER
FIFTH DISTRICT

December 3, 2024

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

Dear Supervisors:

APPROVAL OF RETROACTIVE PAYMENT TO ULTIMATE KRONOS GROUP FOR PROVIDING SOFTWARE AS A SERVICE LICENSE (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

**CIO RECOMMENDATION: APPROVE (X) APPROVE WITH MODIFICATION ()
DISAPPROVE ()**

SUBJECT

The Consolidated Fire Protection District of Los Angeles County (District) is requesting Board of Supervisors' (Board) approval to authorize the Internal Services Department (ISD), as the County's Purchasing Agent, to issue a confirming Purchase Order (PO) to Ultimate Kronos Group (UKG/Kronos) for providing Software as a Service (SaaS) licensing to the District.

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

1. Authorize ISD, as the County's Purchasing Agent, to issue a confirming PO to UKG/Kronos in the amount of \$175,142 for providing SaaS licensing to the District.
2. Find that these services are exempt from the provisions of the California Environmental Quality Act (CEQA).

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS
ARTESIA
AZUSA
BALDWIN PARK
BELL
BELL GARDENS
BELLFLOWER
BRADBURY
CALABASAS

CARSON
CERRITOS
CLAREMONT
COMMERCE
COVINA
CUDAHY
DIAMOND BAR
DUARTE

EL MONTE
GARDENA
GLEN DORA
HAWAIIAN GARDENS
HAWTHORNE
HERMOSA BEACH
HIDDEN HILLS
HUNTINGTON PARK
INDUSTRY

INGLEWOOD
IRVINDALE
LA CANADA-FLINTRIDGE
LA HABRA
LA MIRADA
LA PUENTE
LAKEWOOD
LANCASTER

LAWNDALE
LOMITA
LYNWOOD
MALIBU
MAYWOOD
NORWALK
PALMDALE
PALOS VERDES ESTATES
PARAMOUNT

PICO RIVERA
POMONA
RANCHO PALOS VERDES
ROLLING HILLS
ROLLING HILLS ESTATES
ROSEMEAD
SAN DIMAS
SANTA CLARITA

SIGNAL HILL
SOUTH EL MONTE
SOUTH GATE
TEMPLE CITY
VERNON
WALNUT
WEST HOLLYWOOD
WESTLAKE VILLAGE
WHITTIER

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize ISD, as the County's Purchasing Agent, to issue a confirming PO to enable the District to pay \$175,142 to UKG/Kronos for SaaS services which provides licenses for Workforce Central (WFC) to resolve a disagreement over the amount owed by the District.

The District utilized UKG WFC Telestaff software to manage Lifeguard staffing for many years. In 2018, the District upgraded the staffing system to the SaaS platform which required the District and ISD, as the buyer, to enter into an agreement ("2018 Agreement") governing the use of WFC SaaS software. The terms of the 2018 Agreement were a three-year automatic renewal agreement with two optional years. The agreement had a provision that it could be terminated by either party with 30 days of notice.

During FY 2019-20, the District procured additional WFC licenses to expand the scope of the Lifeguard staffing system to cover all public safety employees within the District, as well as include the timekeeping functionality. This system was intended to replace two legacy systems used by District badge personnel, Fire Office, and Internet Protocol Field Incident Reporting System (IPFIRS). In order to effectuate the expanded needs, to purchase new licenses, and renew the WFC Telestaff and WFC Timekeeper licenses, the District entered into an agreement ("2020 Agreement"), which adopted the terms of the 2018 Agreement.

During development of the Lifeguard Timekeeping System, the District determined that the system was not suitable for implementation due to issues with the system requiring a large quantity of processes which could not be automated and would have to be manually completed by Payroll every pay period. The District then determined it would cease development on the proposed consolidated system during FY 2021-22. Notice to downgrade WFC Telestaff was sent to UKG/Kronos on August 24, 2021, and September 24, 2021, for WFC Timekeeper.

While the process of downgrading SaaS licenses for WFC Telestaff was straightforward, miscommunication and communication delays were encountered downgrading the WFC Timekeeper licenses. While a termination of service request was made for all WFC Timekeeper licenses on March 7, 2023, SaaS fees continued to accrue on the licenses, and the outstanding balance grew to \$464,640. The District did not agree it owed UKG/Kronos the \$464,640 because it believes UKG/Kronos contributed to the delays. Subsequently, UKG/Kronos and the District negotiated an amount agreeable to both parties. The new outstanding balance is \$175,142.

The District has deemed this incident urgent as UKG/Kronos has noted an increased risk of suspension of other services provided. Specifically, UKG/Kronos has notified the District that they are considering exercising their right to suspend services for the production Lifeguard staffing system, Telestaff, if payment is not addressed promptly. This software is also licensed from UKG/Kronos. Timekeeper was to be an extension of Telestaff which is utilized to identify the availability of Lifeguard staff and immediately backfill and assign them to a Lifeguard worksite. If payment is not rendered promptly, UKG/Kronos will suspend Telestaff services which would require the Department to manually call each Lifeguard employee for

availability. This would affect the timeliness of providing critical Lifeguard services to the public.

Implementation of Strategic Plan Goals

Approval of the recommended action is consistent with the County's Strategic Plan North Star 3, Realize tomorrow's government today, and Focus Area Goal G. Internal Controls and Processes, by strengthening our internal controls and processes while being cognizant of efficiency to continue good stewardship of the public trust and fiscal responsibility.

FISCAL IMPACT/FINANCING

The District, as a Special District, is funded independently from the County's General Fund, and relies primarily on property tax revenue to provide essential fire protection and emergency medical services.

The District's FY 2024-25 Final Adopted Budget includes sufficient funding to cover the purchase of \$175,142 for October 13, 2021, to June 12, 2023, for licensing services received from UKG/Kronos.

There is no impact to Net County Cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Board Policy 5.300 (Retroactive Contracts) requires that the Retroactive Contracts Review Committee (RCRC) review all requests for retroactive contract payments. As authorized under Board Policy 5.300 and Subsection 4.1 of the Implementation Instructions for Retroactive Contracts Review Committee Procedures, the District has determined that payments to this Contractor are urgent, and the District is seeking your Board's approval of the recommended action prior to meeting with the RCRC. Upon Board approval, the District will follow the RCRC procedures. The presentation to the RCRC is anticipated to occur in December 2024, following which the District will submit its Board memo notifying the Board of completion of the retroactive review process and provide the Board with its Corrective Action Plan.

As a corrective action, the District will ensure improved monitoring procedures are in place and has discussed with staff to be more diligent in monitoring internal requisitions to ensure critical deadlines are met. Additionally, the District will consult with ISD if District staff cannot successfully rectify issues with vendors in a timely manner and obtain the required documentation to avoid future retroactive purchases.

In compliance with Board Policy 6.020, "Chief Information Office (CIO) Board Letter Approval," the OCIO reviewed the information technology (IT) components (management, design, development, acquisition, expansion, or purchase of IT systems and/or related services) of this request and recommends approval. The OCIO determined this recommended action does not include any new IT items that would necessitate a formal written CIO analysis.

CONTRACTING PROCESS

Upon your Board's approval, the PO will be processed by ISD in accordance with the County's purchasing policies and procedures.

IMPACT ON CURRENT SERVICES

The vendor, UKG/Kronos, has notified the District that they are considering exercising their right to suspend services for the production Lifeguard staffing system, Telestaff, if payment is not addressed promptly. This software is also licensed from UKG/Kronos. Timekeeper was to be an extension of Telestaff which is utilized to identify the availability of Lifeguard staff and immediately backfill and assign them to a Lifeguard worksite. If payment is not rendered promptly, UKG/Kronos will suspend Telestaff services which would require the Department to manually call each Lifeguard employee for availability. This would affect the timeliness of providing critical Lifeguard services to the public. Approval of the recommendation will enable the District to pay for services received during prior fiscal years.

CONCLUSION

Upon approval by your Honorable Board, please instruct the Executive Officer of the Board to return the adopted stamped Board Letter to the following:

Consolidated Fire Protection District of Los Angeles County
Executive Office - Business Operations
Attention: Marissa Martin Jensen, Administrative Services Manager II
1320 North Eastern Avenue
Los Angeles, CA 90063
Marissa.MartinJensen@fire.lacounty.gov

Internal Services Department Purchasing & Contracts Services
Attention: Gerald Plummer, Division Manager
1100 North Eastern Avenue, Suite 102
Los Angeles, CA 90063
GPlummer@isd.lacounty.gov

The District's contact, LaVerne Holley, may be reached at 323-838-2371.

Respectfully submitted,

ANTHONY C. MARRONE, FIRE CHIEF

REVIEWED BY:

PETER LOO
CHIEF INFORMATION OFFICER

ACM:lh

c: Chief Executive Officer
Executive Office, Board of Supervisors
County Counsel
Internal Services Department

DRAFT

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	11/20/2024	
BOARD MEETING DATE	12/3/2024	
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input checked="" type="checkbox"/> 5 th	
DEPARTMENT(S)	Public Works	
SUBJECT	CP Camp Afflerbaugh Closed-Circuit Television Project	
PROGRAM	Capital Projects	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain why: Certain proposed Closed-Circuit Television components must match other products in use at Los Padrinos Juvenile Hall and Camp Glenn Rockey Probation Department facilities.	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – Not Applicable If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.	
DEADLINES/ TIME CONSTRAINTS	Board letter must be adopted on December 3, 2024, to prevent project completion delays. Many items with electronic chips have long periods of lead time.	
COST & FUNDING	Total cost:	Funding source:
	\$5,733,000	Chief Executive Office
	TERMS (if applicable): N/A	
	Explanation:	
PURPOSE OF REQUEST	Approval to establish the capital project and budget; and adopt, advertise, and award the construction contract.	
BACKGROUND (include internal/external issues that may exist including any related motions)	The proposed project is located at the Camp Afflerbaugh Probation facility. The scope encompasses installation of a dedicated Closed-Circuit Television security system, including audio and video recording and storage, along with appurtenant infrastructure, such as electrical and cooling components.	
EQUITY INDEX OR LENS WAS UTILIZED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how: Construction bid requirements support and encourage equity.	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Board Priority No. 3: Care First Jails Last/Justice Reform, by providing improved safety and security to both detained youth and staff, which includes a reliable factual method of accountability.	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Vincent Yu, Deputy Director, (626) 458-4010, cell (626) 614-7217, vyu@pw.lacounty.gov	



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE:

December 3, 2024

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:

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
CAMP AFFLERBAUGH CLOSED-CIRCUIT TELEVISION PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT AND BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 7701; CAPITAL PROJECT NO. 87700
FISCAL YEAR 2024-25
(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

SUBJECT

Public Works is seeking Board approval to establish the proposed Camp Afflerbaugh Closed-Circuit Television Project, approve the project budget, adopt plans and specifications, direct the advertising for construction bids, and authorize Public Works to award and execute a construction contract for the project.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Camp Afflerbaugh Closed-Circuit Television Project exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the proposed project.

2. Establish and approve the proposed Camp Afflerbaugh Closed-Circuit Television Project, Capital Project No. 87700, with a total project budget of \$5,733,000.
3. Adopt the plans and specifications that are on file with Public Works for construction of the proposed Camp Afflerbaugh Closed-Circuit Television Project, Capital Project No. 87700.
4. Find that the sole source items identified in the plans and specifications are the only such items available to match other products in use at Los Padrinos Juvenile Hall and Camp Glenn Rocky and may be designated by specific brand name in accordance with State Public Contract Code Section 3400.
5. Instruct the Executive Officer of the Board to advertise the Camp Afflerbaugh Closed-Circuit Television Project for bids to be received and opened on January 15, 2025, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
6. Authorize the Director of Public Works or his designee to execute a Consultant Services Agreement with the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule for a \$5,000 not-to-exceed amount funded by the project funds.
7. Delegate authority to the Director of Public Works or his designee to make the determination that a bid is nonresponsive and to reject a bid on that basis; to award to the next lowest responsive and responsible bidder; to waive inconsequential and nonmaterial deficiencies in bids submitted; and to determine, in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has satisfied all conditions for contract award.
8. Upon such determination, delegate authority to the Director of Public Works or his designee to award and execute the construction contract, in the form previously approved by County Counsel, to the apparent lowest responsive and responsible bidder, if the contract can be awarded within the approved total budget; to establish the effective date of the contract upon receipt by Public Works of acceptable performance and payment bonds, and evidence of required contractor insurance; and to take all other actions necessary and appropriate to deliver the project.
9. Authorize the Director of Public Works or his designee to carry out, manage, and deliver the project on behalf of Los Angeles County Probation Department; award and execute consultant agreements, amendments, and supplements within the

same authority and limits delegated to the Director of Public Works or his designee by the Board for County Capital Improvement Projects; accept the project; and release retention upon acceptance in accordance with the authority granted to the Director of Public Works pursuant to County Codes 2.18.030 and 2.18.050.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to seek Board approval to find the proposed Camp Afflerbaugh Closed-Circuit Television (CCTV) Project exempt from the California Environmental Quality Act (CEQA), establish Capital Project No. 87700, approve the project budget, adopt plans and specifications, find the project has properly designated certain products by specific brand name, direct the advertising for construction bids, and authorize Public Works to award and execute a construction contract for the project.

Project Description and Background

The proposed Camp Afflerbaugh CCTV Project is located at Camp Clinton B. Afflerbaugh, a Probation Department facility at 6631 Stephens Ranch Road, La Verne, CA 91750, in unincorporated Los Angeles County. Implementation of the proposed project will provide improved safety and security to both detained youth and staff.

Due to the nature of the facility's operations, CCTV systems are necessary to ensure safety and proper monitoring of individuals on-site to clarify actions by staff, youth, and others to ensure appropriate care and treatment of individuals housed at the facility. The ability to play back video recordings is an important tool for management and oversight entities to conduct post incident reviews, identify adaptations of policies based on lessons learned and emerging industry expectations and practices, and supports transparency of operations to the courts, families, and community members.

The Scope of Work for the Camp Afflerbaugh CCTV Project includes the installation of a security system with new CCTV cameras and network infrastructure, including a fiber optic backbone, appurtenant equipment, systems for audio and video management and storage, and infrastructure to migrate the CCTV data to the cloud to minimize the future costs of maintaining and upgrading the data storage hardware. The project also includes installation of new independent cooling systems in the archiver rooms, which will reduce the added heat loads generated by the data recording and storage equipment, and improvements to the electrical infrastructure, including the replacement of subpanels.

Public Works has completed the design and project cost estimates and obtained jurisdictional approval for bidding and construction. The project will be delivered via

design-bid-build contracting. It is anticipated that, if approved, construction would begin in second quarter of 2025 and will be substantially completed in first quarter of 2026.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: North Star 2, Foster Vibrant and Resilient Communities, Focus Area Goal C, Public Safety, Strategy i, Prevention, Protection and Security, by supporting and investing in innovative practices, crime prevention resources, and infrastructure to provide protection and security; Strategy ii, Operational Enhancement, by enhancing organizational and administrative operations, and training of our public safety entities to better serve the community; and Strategy iii, Law Enforcement Accountability and Transparency, by supporting communication with the public on sensitive matters like staff conduct, use of force, and custody conditions, and enhance compliance through robust civilian oversight and compliance review process. By investing in public infrastructure, it will maximize the effectiveness of the process, structure, and operations to support safety, security, and crime prevention.

FISCAL IMPACT/FINANCING

The total project cost is estimated at \$5,733,000 (Enclosure A), which includes plans and specifications, jurisdictional approval, consultant services, Civic Art, construction, change order contingencies, escalation, and County services. There is sufficient funding in the Camp Afflerbaugh CCTV Project, Capital Project No. 87700, to fully fund the proposed project.

Operating Budget Impact

The Probation Department anticipates ongoing operating and system maintenance costs upon project completion. Probation will submit a funding request to the Chief Executive Office through the budget process for the ongoing costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The proposed Camp Afflerbaugh CCTV Project will be advertised in accordance with Section 20125 of the State Public Contract Code.

A standard construction contract, in a form previously approved by County Counsel, will be used that contains terms and conditions supporting the Board's ordinances, policies, and programs including, but not limited to: County's Greater Avenues for Independence and Skills and Training to Achieve Readiness for Tomorrow Programs, Contract

Language to Assist in Placement of Displaced County Workers, and Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015).

To ensure the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the Contractor's State License Board, labor law/payroll violations, and debarment actions. As provided for in Board Policy No. 5.140, the information reported by the contractor will be considered before making an award.

The plans and specifications include the contractual provisions and material requirements necessary for the project and are on file with Public Works Business Relations and Contracts Division, 900 South Fremont Avenue, 8th Floor, Alhambra, CA 91803-1331.

The State Public Contract Code Section 3400 allows a product to be designated by specific brand name for any of the following purposes: to determine the product's suitability for future use, to match other products in use on a completed public improvement, to obtain a necessary item that is only available from one source, or to respond to an emergency declared by the State or local agency. See Enclosure B for items designated by specific brand names referenced in the proposed project plans and specifications, as well as purposes in compliance with Section 3400 of the State Public Contract Code. The Notice of Inviting Bids includes language describing this finding.

In accordance with Board Policy 5.270, Countywide Local and Targeted Worker Hiring, the project will require that at least 30 percent of the California construction labor hours be performed by qualified Local Residents and at least 10 percent be performed by Targeted Workers facing employment barriers. The project will also include a job coordinator who will facilitate the implementation of the targeted hiring requirement of the policy.

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 4, 2020, the proposed project budget includes 1 percent of eligible design and construction costs in the amount of \$39,000 to be allocated towards Civic Art Fund.

ENVIRONMENTAL DOCUMENTATION

The proposed project is categorically exempt from CEQA. The project includes the following components: a CCTV security system, network infrastructure, cooling systems, and required electrical components. Therefore, the scope 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) and (f); 15303 (d); and 15304 (f) of the State CEQA Guidelines; and Classes 1 (d) and (i); 3; and 4 (k) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because it includes maintenance and minor alterations to existing facilities with negligible or no expansion of use, installation of mechanical equipment at existing facilities, and minor trenching and backfilling.

Based on the records of the proposed Camp Afflerbaugh CCTV Project, it will comply with all applicable regulations, 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 recommended actions, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk and the State Clearinghouse in the Governor's Office of Planning and Research in accordance with California Public Resources Code 21152 and will post the Notice of Exemption to the County's website pursuant to Section 21092.2.

CONTRACTING PROCESS

Advertising for construction bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure C). This contract opportunity will be listed on the County's "Doing Business with Us" and "Do Business with Public Works" websites for open bids.

In addition, to increase opportunities for small businesses, Public Works will be coordinating with the Office of Small Business at the Department of Consumer and Business Affairs to maximize outreach, as well as offering preferences to Local Small Business Enterprises in compliance with Los Angeles County Code, Chapter 2.204. Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBE.

The Honorable Board of Supervisors
December 3, 2024
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An award by Public Works will be made upon review of the bids. The contract will be awarded to a responsible contractor who submits the lowest responsive bid meeting the criteria established by the Board and the State Public Contract Code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

During construction, Camp Afflerbaugh will remain operational. Construction will be sequenced to minimize disruptions to Probation services.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Project Management Division II.

Respectfully submitted,

MARK PESTRELLA, PE
Director of Public Works

MP:SK:mm

Enclosures

- c: Arts and Culture (Civic Art Division)
- Auditor-Controller
- Chief Executive Office (Capital Programs Division)
- County Counsel
- Executive Office
- Internal Services Department
- Probation Department

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
CAMP AFFLERBAUGH CLOSED-CIRCUIT TELEVISION PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT AND BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 7701; CAPITAL PROJECT NO. 87700
FISCAL YEAR 2024-25
(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Completion Date
Design	05/10/2024*
Jurisdictional Approval	06/24/2024*
Construction Bid	01/15/2025
Construction	
Substantial Completion	Q1 2026
Project Acceptance	Q2 2026

*Indicates a completed activity.

II. PROJECT BUDGET

Budget Category	Budget
Construction	
Construction	\$4,042,000
Change Order Contingency (15 percent)	\$606,000
Civic Art	\$39,000
Subtotal	\$4,687,000
Plans and Specifications	\$175,000
Consultant Services	\$103,000
Miscellaneous Expenditures	\$62,000
Jurisdictional Reviews	\$59,000
County Services	\$647,000
Total	\$5,733,000

**CONSTRUCTION CONTRACT
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(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

**LIST OF SPECIFIC BRAND NAMES IN ACCORDANCE WITH
STATE PUBLIC CONTRACT CODE SECTION 3400**

	Item/Category	Manufacturer	Model	Purpose
1	Latitude Software	Flir	LAT-NT-BSL	Develop standardization of equipment for efficiency in the training, operation, and support of the Closed-Circuit Television (CCTV) system throughout the Probation Department.
2	Latitude Failover Directory License	Flir	LAT-FODS	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
3	Camera License	Flir	LAT-NT-CHAN	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
4	Failover Channel License	Flir	LAT-FOC	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
5	Software Support Agreement	Flir	SSA-GLD-1Y	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
6	User Connection License	Flir	LAT-USER	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
7	Fixed Camera – 4K	Flir	CM-3308-11-I	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
8	Fixed Camera - Panoramic	Flir	CM-6308-P1-I	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.

ENCLOSURE B
December 3, 2024

	Item/Category	Manufacturer	Model	Purpose
9	Pan Tilt Zoom Camera	Flir	CP-6302-31-P	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
10	Power Over Ethernet (POE) Power Injector – Pan Tilt Zoom Camera	Flir	CP-POE-60W-US	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
11	Surface Mount Back Box	Flir	CM-BKBX-31	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
12	4S Box Adapter	Flir	CM-4S-31	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
13	Pendant Cap	Flir	CM-CAPX-31	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
14	Short Wall Mount Arm	Flir	CM-ARMX-G3	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
15	Pole Mount Adapter	Flir	CX-POLE-G3	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
16	Corner Mount Bracket	Flir	CX-CRNR-G3	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
17	MicroSDXC Card – 64GB	SanDisk	SDSQUNC-064G-AN6IA	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
18	Microphone	Louroe	Verifact-DV	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
19	Microphone Power Supply	Louroe	IF-8	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
20	Work Station	Flir	USS-WKS-QM2-HPS	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.

ENCLOSURE B
December 3, 2024

	Item/Category	Manufacturer	Model	Purpose
21	Monitor – 24"	Flir	USS-MON-FHD	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
22	Directory Server	Flir	USS-ENT-00N0-00	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
23	Archiver Server	Flir	USS-ENT-24R5-16	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
24	Storage Base Unit	DDN	SFA7990-FC16	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
25	Storage Fusion Architecture (SFA) Operating System Licenses for each set of 20 drives in SFA7990	DDN	LIC-SFA7990-OS20	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
26	Hard Drive – 14TB, 7,200 RPM	DDN	H09C1400234NH27	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
27	Fiber Channel Card QLE2562	DDN/Qlogic	I-239-2NFC8	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
28	Support Services – (Premium) 5 years	DDN	SUP-PROS-5	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
29	Installation and configuration of SFA block storage systems	DDN	INS-SFA-2	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
30	Custom professional services delivered per agreed upon Scope of Work – does not include travel	DDN	PS-CUSTOM	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
31	Expansion Storage Unit	DDN	SS9012-SBOD	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
32	12Gb/s HDmSAS to HDmSAS Copper Cable, 3m	DDN	CBL-HMSHMS12C-3	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.

ENCLOSURE B
December 3, 2024

	Item/Category	Manufacturer	Model	Purpose
33	40 Rack Unit (RU) Equipment Racks	Chatsworth Products	Z4-11U-113C-C12	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
34	Power Distribution Unit Bracket	Chatsworth Products	14480-C00	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
35	Rack Cage Nuts	Chatsworth Products	12637-001	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
36	Rack Power Distribution Unit	APC	AP8841	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
37	Keyboard, Video, Mouse Monitor	Chatsworth Products	37203-161	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
38	Keyboard, Video, Mouse Cables	Chatsworth Products	37208-161	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
39	Uninterrupted Power Supply (UPS)	APC	SRT6KRMXLT-5KTF	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
40	UPS Battery	APC	SRT192RMBP	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
41	UPS Network Card	APC	AP9630	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
42	48-Port Patch Panel	Panduit	CPPL48WBLY	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
43	Wire Manager	Panduit	WMPH2E	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
44	1 RU 19" Fiber Adapter Panel, 48 Fibers OS2 Single Mode	FS United States	FHU-FPP48FLCSMF	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.

ENCLOSURE B
December 3, 2024

	Item/Category	Manufacturer	Model	Purpose
45	19 RU Wall Rack	Chatsworth	11996-736	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
46	UPS	APC	SRT3000RMXLA	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
47	Catalyst 9300 48-port Universal POE, Network Advantage	Cisco	C9300-48U-A	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
48	SOLN SUPP 8X5XNBD Catalyst 9300 48-port Universal POE, Network Advantage	Cisco	CON-SSSNT-C93004UA	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
49	1100W Alternating Current (AC) 80+ platinum Configuration 1 Power Supply	Cisco	PWR-C1-1100WAC-P	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
50	1100W AC 80+ platinum Configuration 1 Secondary Power Supply	Cisco	PWR-C1-1100WAC-P/2	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
51	North America AC Type A Power Cable	Cisco	CAB-TA-NA	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
52	C9300 DNA Advantage, 48-Port, 5-Year Term License	Cisco	C9300-DNA-A-48-5Y	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
53	Cisco ONE Add-On Session Opt Out (No Fulfillment)	Cisco	C1-ADD-OPTOUT	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
54	Catalyst 9300 2 x 25GE Network Module	Cisco	C9300-NM-2Y	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
55	10/25GBASE-LR SFP28 Module	Cisco	SFP-10/25G-LR-S	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
56	10GBASE-CU Small Form-Factor Pluggable Transceiver Plus (SFP+) Cable 5-Meter	Cisco	SFP-H10GB-CU5M	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.

ENCLOSURE B
December 3, 2024

	Item/Category	Manufacturer	Model	Purpose
57	Catalyst 9500 48-port x 1/10/25G + 4-port 40/100G, Advantage	Cisco	C9500-48Y4C-A	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
58	SOLN SUPP 8X5XNBD Catalyst 9500 48-port 25/100G only, Advantage	Cisco	CON-SSSNT-C9504YA4	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
59	650W AC Configuration 4 Power Supply front to back cooling	Cisco	C9K-PWR-650WAC-R	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
60	650W AC Configuration 4 Power Supply front to back cooling	Cisco	C9K-PWR-650WAC-R/2	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
61	Power Cord, 125V AC 13 Amp National Electrical Manufacturers Association 5-15 Plug, North America	Cisco	CAB-9K12A-NA	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
62	C9500 DNA Advantage, Term License	Cisco	C9500-DNA-48Y4C-A	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
63	Catalyst 9500 NW and Cisco DNA Advantage license (5-Year)	Cisco	C9500-DNA-A-5Y	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
64	10/25GBASE-LR SFP28 Module	Cisco	SFP-10/25G-LR-S	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.
65	10GBASE-CU SFP+ Cable 5 Meter	Cisco	SFP-H10GB-CU5M	Develop standardization of equipment for efficiency in the training, operation, and support of the CCTV system throughout the Probation Department.

ENCLOSURE C
December 3, 2024

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
CAMP AFFLERBAUGH CLOSED-CIRCUIT TELEVISION PROJECT
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FISCAL YEAR 2024-25
(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Public Works Business Relations and Contracts Division, 900 South Fremont Avenue, 8th Floor, Alhambra, CA 91803-1331.

**OFFICIAL NOTICE OF
INVITING BIDS**

Notice is hereby given that the Director of Public Works will accept sealed bids for the construction of the Camp Afflerbaugh Closed-Circuit Television Project, Capital Project No. 87700, at the Probation facility Camp Afflerbaugh in the unincorporated Los Angeles County near the City of La Verne. Project site address is: 6631 Stephens Ranch Road, La Verne, CA 91750.

The contract documents for this project may be downloaded free of charge by visiting the following website: <http://pw.lacounty.gov/general/contracts/opportunities>

The Camp Afflerbaugh Closed-Circuit Television Project is estimated to cost \$2,949,000 and shall be completed in 245 calendar days from the Notice to Proceed date. The prime contractor shall possess a valid California Class B contractor's license.

The bids must be submitted electronically using Bid Express, www.BidExpress.com, before 11 a.m. on January 15, 2025, and no bids may be submitted after that date and time. An optional prebid meeting for this project will be held at 10:00 a.m. on December 18, 2024, at the project site.

For more information, please contact Ms. Jennell Hluz at (626) 300-2362 or jhluz@pw.lacounty.gov. For American with Disabilities Act information, please contact Public Works' departmental American with Disabilities Act Coordinator at (626) 458-4081 or Telecommunications Device for the Deaf at (626) 282-7829.

COC Update to Public Safety Cluster meeting November 20, 2024

1) Commission Business Meeting (11.21.24 at St. Anne's Conference Center)

Agenda Items:

-Educational Presentations on LASD's Custody Inmate Grievance Form Process; 2 Captain Model; and Conditions of confinement report on communicable diseases. These presentations carried over from the Commission's October meeting due to adjourning early due to lack of quorum.

2) Staffing Update

Staff Changes – 9 budgeted positions. New Communications Manager start date is December 2nd. First Senior Staff Analyst going to OCP on December 2nd. Second Senior Staff Analyst on continued leave. Community Specialist Coordinator created a draft strategic plan for community engagement.

3) Budget Request

Submitted request for FY2025-2026 to include:

- a) Principal Staff Analyst (1 for Custody and 1 for Patrol)
- b) 2 Senior Staff Analysts
- c) 1 Staff Analyst
- d) Budget for legal services \$600,000
- e) Additional funding for training and conferences

4) Vacancies

No vacancies. Commissioners with expired terms: Chair Bonner, Vice Chair Garcia, and Commissioners Kennedy & Hicks.

5) Community Activities/Upcoming Events/ Meetings

- a) Commission's 4th Annual Conference on Civilian Oversight of LE was held on November 8th at Magic Johnson. Focus was on civilian oversight of law enforcement in California. I moderated a panel of civilian oversight experts from San Francisco, Sonoma County, and San Diego. Dara Williams moderated legal perspectives panel and ended with community panel and roundtable discussions. Our keynote speaker was Assemblymember Mike Gipson. NACOLE's Executive Director opened up the

conference with a brief introduction to civilian oversight 101. We are looking forward to hosting mini virtual conferences in 2025.

b) Other attended events

10/2/24- South LA CAC Meeting

10/9/24- Hispanic Heritage Month Community Health Fair at LA General

10/23/2024- Ride A Long (East LA Sheriff's Station)

10/29/2024- LA District Attorney African American Advisory Board (WLCAC)

11/6/2024- Florence-Firestone CAP Meeting

6) Commission Motions, Policy Initiatives & Requests

- a) Request for the removal of 65:35 jail staff ratio for deputies and custody assistants in CBA
- b) Proposed revisions to Ordinance Chapter 3.79 – EO staff drafting memo request for County Counsel feedback on revisions.
- c) Request to meet in HOA Hearing Room due to incident that occurred at Commission's October 24th business meeting.
- d) BOS Motion Issued 7/9/2024: People Over Profit: Fairness & Equity in Commissary Prices for the LA County Jails
- LASD submitted report 10/30/24
 - OIG has 30 days to issue report to Board (by 11/30/24)
 - LASD & OIG to present at next COC after issuance of OIG report (next business meeting 1/16/25)
- e) BOS Motion Issued 6/25/2024: Dignity & Health for People Who are Incarcerated: Ensuring Accessibility to Menstrual Products in LA County Jails, Probation Detention Facilities, Patrol Lockups & Court Holding Tanks
- LASD requested an extension on their report back to the Board.
 - LASD submitted their report back to the Board dated 11/5/24.
 - OIG has 60 days after LASD report to submit our report (we are reviewing & agreeing w/OIG if appropriate) back (by 1/6/25).
- f) BOS Motion Issued 3/19/2024: Proclaiming April 2024 as Sexual Awareness Month (Building Connected Communities and PREA Compliance)
- Report back is pending with the PREA Ad HOC.
 - Once reviewed and approved may be able to be submitted.
- g) BOS Motion Issued 3/7/2023: Deputy Gangs: Support for the COC

- Commission Ad Hoc agreed to delay drafting the report due to Special Hearings as priority.
- Staff will draft report based on Town Halls conducted in 2023 and hosting a new virtual Town Hall for community feedback.
- Also pending is a separate response from CEO on a CEO update with County Counsel and COC to report back to the Board if action is necessary to implement any of the 27 recommendations.

7) Internal Operation Improvements/Deliverables

2024 Annual Report, complaint process, day-to-day operations manual, COC Strategic Plan 2024 Revisit, Creation 2025 Strategic Plan, Ongoing Training Schedule for Commissioners.



COUNTY OF LOS ANGELES OFFICE OF INSPECTOR GENERAL

312 SOUTH HILL STREET, THIRD FLOOR
LOS ANGELES, CALIFORNIA 90013
(213) 974-6100
<http://oig.lacounty.gov>


MEMBERS OF THE BOARD

HILDA L. SOLIS
HOLLY J. MITCHELL
LINDSEY P. HORVATH
JANICE HAHN
KATHRYN BARGER

MAX HUNTSMAN
INSPECTOR GENERAL

October 1, 2024

TO: Supervisor Lindsey P. Horvath, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Janice Hahn
Supervisor Kathryn Barger

FROM: Max Huntsman 
Inspector General

SUBJECT: **REPORT BACK ON TRANSPARENCY AND ACCOUNTABILITY:
PROPER MAINTENANCE AND ACCOUNTING FOR ALL CAMERAS IN
THE LOS ANGELES COUNTY JAILS, COURT HOLDING TANKS AND
PATROL STATION LOCKUPS (ITEM 5, AGENDA OF JUNE 4, 2024)**

I. Background

On June 4, 2024, the Los Angeles County Board of Supervisors passed a motion titled, [Transparency and Accountability: Proper Maintenance and Accounting for All Cameras in the Los Angeles County Jails, Court Holding Tanks, and Patrol Station Lockups](#). The motion requests the Sheriff's Department and directs the Office of the County Counsel (County Counsel), the Office of Inspector General, and the Sheriff Civilian Oversight Commission (COC) to collaboratively draft policies related to the cameras in jails, court holding tanks, and station lockups. The motion addresses fixed Pan-Tilt-Zoom (PTZZ) cameras. For ease of reference, we sometimes refer to these fixed cameras as CCTV, standing for closed circuit television, or CCTV cameras. The Office of Inspector General made efforts to collaborate with The Sheriff's Department, County Counsel, and the COC by attending one joint meeting on the subject matter of this motion and by sharing a draft of this report. The Sheriff's Department is reporting separately. County Counsel reviewed a draft of the Sheriff's Department report as well, expressed no objections to either report, and will not be reporting separately. The COC expressed its concurrence in this report.

Our review of the Sheriff's Department policies and practices on CCTV in the jails reveals two primary issues which we bring to your attention: the lack of real-time monitoring¹ and gaps in the Department's policies on retention of CCTV video.

II. The Sheriff's Department should monitor CCTV cameras in real time to identify non-working cameras, improve safety for people in custody, and deter misconduct

The Sheriff's Department's Custody Division Manual (CDM) [section 7-06/010.00, Video and Audio Recording Procedures](#), addresses CCTV cameras (which it refers to as "fixed video surveillance"), as well as the use of portable video cameras to record incidents and investigations and the recording of jail radio traffic. The policy describes the purpose of the CCTV cameras, stating:

The Sheriff's Department's primary objectives with fixed video surveillance are to:

- Record/document events as they occur;
- Provide real-time intelligence for Department personnel;
- Provide video evidence of actions by inmates and staff;
- Produce a deterrent effect against inmate violence;
- Provide for post-incident analysis.

Several of the policy's stated objectives for CCTV can be achieved largely or only through **real-time monitoring** of fixed cameras. Certainly, CCTV cameras "provide real-time intelligence for Department personnel" only if the Department monitors the cameras in real time. Live monitoring of cameras allows for a more rapid response to critical incidents thereby enhancing the safety of inmates and staff within Sheriff's Department custodial facilities. If inmates know that cameras are continuously monitored, there is a greater deterrent effect against inmate violence. Deputies who know that the cameras are being monitored in real-time for Title 15 safety checks required by law may be more diligent in complying with the requirements of the checks and adhering to other Department policies and allows immediate corrective steps, which also enhances safety. Real-time monitoring also helps to achieve the objectives of the

¹ An October 2017 report by the Office of Inspector General, [Evaluation of the Implementation of Fixed Cameras in the Los Angeles County Jails](#), used the term "real-time monitoring" to mean that the cameras were *receiving live feed*, not that Sheriff's Department staff were actually watching that feed in real time. This report uses the terms "real-time monitoring" and "live monitoring" interchangeably to refer to the *continuous observation* of the live feed from the cameras by Sheriff's Department staff.

Board motion, by revealing in real-time whether the cameras are in working order and capturing the areas they are set to monitor.

Despite the importance of real-time monitoring to the Sheriff Department's stated objectives for CCTV, the Department has no policy or directives that require real-time monitoring, nor does it in practice assign staff to monitor the cameras continuously.

To illustrate how real-time monitoring enhances safety in the custodial facilities, we summarize some recent incidents where live monitoring of CCTV cameras may have prevented deaths attributed to drug overdoses, illness, or violent attacks on persons in custody, some of which resulted in the death of an inmate. This is not meant to be an exhaustive list of circumstances where the failure to real-time monitor CCTV may have resulted in failing to protect people in custody, but rather a sample of instances to point out the necessity of real-time monitoring.

- On July 22, 2024, inmates housed at Men's Central Jail (MCJ) dorm 5800 notified Sheriff's Department personnel of an inmate who was unresponsive in the dorm. Deputies entered the dorm around 8:40 a.m. and found the individual lying on a mattress on the floor between two bunk beds. Deputies rendered aid by performing CPR and administering Narcan, but neither procedure worked to revive him. Medical personnel responded shortly thereafter and continued life-saving measures, but the man could not be resuscitated. CCTV video was retrieved and viewed. Two days prior to his death, the inmate could be seen swaying and vomiting. On July 21st at 9:00 a.m., the day before this incident, video recording shows him taking an unknown number of pills. On the same day, at around 5:28 p.m., the video shows him looking unwell and lying down between the two bunk beds. Two inmates brought him dinner and gave him towels. Between 5:30 p.m., and the deputies' discovery the next day at 8:42 a.m., the CCTV video shows several inmates passing by the inmate in question. Fellow inmates are seen kicking the inmate's foot without any physical reaction to the kicks; inmates are also seen hovering over him intermittently throughout the night.

This particular dorm requires 30-minute Title 15 safety checks. None of the deputies noted the inmate in distress during their checks. Live monitoring of the CCTV in this dorm would likely have alerted Sheriff's Department personnel of the fact that the man appeared to be in medical distress at various times in the two days before deputies found him completely unresponsive. The failure of staff

to properly conduct Title 15 safety checks is an ongoing problem for the Sheriff's Department. This example illustrates how real-time monitoring of CCTV can both provide a direct check on the safety of persons in the facility and can also ensure that staff are conducting safety checks thoroughly and accurately.

- On April 10, 2024, during a Title 15 safety check in dorm 628 of North County Correctional Facility (NCCF), deputies discovered an individual lying on his bunk unresponsive, pale in color, and not breathing. A deputy noticed two Narcan cannisters on the floor near the bunk. Deputies and medical professionals attempted to resuscitate the person by administering Narcan, performing CPR, and using the AED; however, the individual was pronounced dead at the scene. After the death, CCTV video was retrieved and viewed. The video showed a Title 15 safety check conducted at 8:24 a.m., where the deceased can be seen moving about the dorm. Around 8:42 a.m., the deceased can be seen lying on his bunk. At 8:43 a.m., two unnamed inmates housed in the dorm retrieved two Narcan cannisters from the front of the dorm and administered it to the deceased. Shortly after administering the doses, one of the individuals started chest compressions. None of the people in the dorm alerted Sheriff's Department personnel or medical staff that a person was in medical distress.

While the Title 15 safety checks were conducted in a timely fashion, had Sheriff's Department staff been monitoring the CCTV cameras in real-time, deputies could have noticed the efforts by the inmates to resuscitate the deceased, rendered aid more quickly, and possibly prevented a death.

- On June 13, 2023, during a Title 15 safety check in dorm 5500 of MCJ, deputies found an individual unresponsive on a bunk with signs of trauma to his head and face. The deputies and medical staff performed life-saving measures until paramedics arrived and pronounced the person dead. After the incident, CCTV video was reviewed. The video shows three inmates violently assaulting the victim in the shower area of the dorm and leaving the grievously injured victim unattended in the shower area. The victim remained in the shower area for two hours until two inmates carried him out and placed him on a bunk close to the showers. Deputies conducted five Title 15 safety checks without noticing the victim in the two and a half-hour period from when the victim was attacked until deputies found him on the bunk.

Deputies made errors in conducting quality Title 15 safety checks, in ensuring all inmates were accounted for when doing the inmate counts, and in failing to notice blatant red flags, such as inmates congregating inside the bathroom area during the fight, tenting the shower area, and carrying a body from the shower area to the bunk – all of which occurred right in front of the deputy booth, where deputies are supposed to be stationed. Other failures of the staff aside, live monitoring of CCTV cameras would have alerted deputies to the fight in real time and to the movements of the victim following the attack such that deputies could have shortened the attack or rendered aid to the victim hours earlier, when he might have been saved.

- On May 13, 2023, during a Title 15 safety check in dorm 3200, row D, of MCJ, a deputy discovered an individual unresponsive in his cell. The individual was housed alone in a two-person cell. Deputies found him slouched over with his head resting on the cell bars and his hands tucked under his body. Deputies noted foam around the individual's mouth and nostrils. Deputies and MCJ medical staff administered four doses of Narcan, administered CPR and the AED; none of these life-saving measures worked and the individual was pronounced dead a short while later. A later review of the CCTV video determined that deputies conducted a total of ten Title 15 safety checks over a period of five hours during which the individual had been in exactly the same position, before a deputy finally noted the alarming posture and intervened. Again, real-time monitoring might have allowed deputies to observe the odd and unchanging posture and to provide aid more quickly.
- On June 24, 2023, the Los Angeles Times (The Times) reported it had come into possession of a thumb drive which contained videos of several incidents that occurred in Sheriff's Department custodial facilities.² The Times article led with an incident that was captured on jail CCTV cameras and downloaded onto the thumb drive. The video shows several inmates attacking an individual at MCJ. The attack occurred over a period of time; yet no personnel intervened to stop the attack. In response to a question as to why the camera feeds are not viewed in real time, the Times article reports that a member of the Sheriff's Department command staff said, "We now have monitors in some staff stations but still do not have the staff to monitor them full-time."

² [Blakinger, Keri, *Fights, beatings and a birth: Videos smuggled out of L.A. Jails reveal violence, neglect, Los Angeles Times \(June 24, 2023\).*](#)

The Sheriff's Department policy should also require real-time monitoring of cameras in order to test the recording functionality of each camera and serve as a system to audit the cameras. In addition, the Sheriff's Department should maintain its current policy in CDM 7-06/010.00 that fixed video equipment be inspected at the beginning of each shift by the watch commander on duty as detailed in the policy. A recent in-custody death highlighted the necessity of confirming that CCTV cameras are functional and recording:

On March 26, 2024, during a Title 15 safety check of MCJ 7200, an individual was found unresponsive inside his single man cell, and later pronounced dead. When Sheriff's Department staff sought CCTV video to find out more about the incident, they discovered that while the camera appeared to be working, the recording capabilities had malfunctioned, and CCTV video was not available for review. Due to the lack of video, the investigation was unable to determine the quality of the Title 15 safety checks and may have failed to preserve evidence relating to the death.

At recent In-Custody Death Reviews, these incidents have generated discussions among Sheriff's Department custody personnel and Correctional Health Services (CHS) medical staff about finally exploring options of live monitoring cameras at facilities. MCJ and Pitchess Detention Center (PDC) already have designated areas where Sheriff's Department personnel can be stationed to conduct real-time monitoring of certain areas in these facilities. Having the technology to view the video in real time, and yet failing to use this technology to its maximum potential, must be addressed by implementing a policy that CCTV cameras be monitored in real time and assigning staff to do so.

III. Sheriff's Department video retention policies leave gaps and ambiguities resulting in non-compliance with the requirements of California law

The issue of retention of video, while not raised in the Board motion, should be addressed in Sheriff's Department policy to resolve four concerns. First, no Department policy clearly provides guidance for retention of video from station jails. While CDM section 7-06/010.00 sets forth a retention policy for CCTV recordings in the Custody Division, it is not clear that this policy applies to station jails operated by the Patrol Division. Second, the CDM retention policy does not appear to comply with state law. California Government Code section 26202.6 provides that "the head of a department of a county, after one year, may destroy recordings of routine video monitoring" (including routine video monitoring from jail observation and monitoring systems), but requires that

the destruction “shall be approved by the legislative body and the written consent of the agency attorney shall be obtained.” But the CDM provides that after one year, recordings of incidents may “thereafter [be] destroyed at the discretion of the watch commander.” By leaving the destruction of video after 12 months to the discretion of the watch commander rather than the head of the department, and without the required approval of the legislative body and written consent of the agency attorney, the CDM policy fails to follow the requirements of Government Code section 26202.6. Third, the law requires that video evidence be preserved during the pendency of any litigation. While the CDM policy authorizes destruction only of video of incidents “not associated with an URN or reference number,” it does not expressly state that video relevant to any litigation shall not be destroyed. Fourth and finally, one sentence in the CDM policy states that CCTV recordings “shall be retained in electronic storage devices for a minimum of twelve (12) months, unless otherwise directed in writing by the respective Custody Services Division chief.” While this may be intended to allow a Custody Services Division chief to order a longer retention period, the sentence suggests that a chief can order video destroyed sooner than 12 months after an incident, in violation of state law. Policy revisions to the CDM and the Sheriff’s Department Manual of Policy and Procedure should address these retention issues.

IV. Recommendations

Based on the foregoing, the Office of Inspector General makes the following recommendations to the Sheriff’s Department’s CCTV policies practices, and directives:

1. Implement policies that require real-time monitoring of all CCTV cameras.
2. Implement a practice that staff be assigned to real-time monitor all cameras 24 hours a day.
3. Build any infrastructure necessary to accommodate real-time monitoring.
4. Issue directives that staff assigned to real-time monitors must do so.
5. Implement policies to hold deputies accountable for failing to monitor the cameras in real time if assigned to that duty.
6. Maintain the policy in CDM 7-06/010.00 of the watch commander checking CCTV cameras at the beginning of each shift by compliance with the steps set forth in the CDM and that staff assigned to real-time monitoring also ensure equipment functionality, meaning that all cameras are in proper working condition at all times and that the cameras are set to capture the areas they are intended to monitor.

7. Revise Sheriff's Department policies to include retention of all routine video monitoring in all custodial facilities including jails, station lockups, and court holding cells for a period of 12 months.
8. Revise Sheriff's Department policies to include that only the Sheriff may destroy recordings after the expiration of the 12 month retention period, and only with the approval of the Board of Supervisors and written consent of County Counsel.
9. Revise Sheriff's Department policies to include the retention of video until the conclusion of any civil litigation or criminal proceedings for which the video has evidentiary value.
10. Revise Sheriff's Department policies to clarify that a Custody Service Division chief can order the retention of video for longer than 12 months, but cannot order destruction of video sooner than 12 months after an incident.

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