

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 13, 2023

FROM

JASON ANDERSON, District Attorney

SUBJECT

Grant Application for the 2023-24 Victim Witness Assistance Program

RECOMMENDATION(S)

1. Approve grant application to the California Office of Emergency Services for the San Bernardino County Victim Witness Assistance Program in the amount of \$3,977,026, which includes grant funds of \$3,246,391 plus a local match of \$730,635, for the period of October 1, 2023 to September 30, 2024.
2. Adopt **Resolution No. 2023-91**, as required by California Office of Emergency Services, authorizing the District Attorney to sign and submit the Victim Witness Assistance Program grant application, including the Certification of Assurance of Compliance, and any non-substantive grant application amendments, subject to review by County Counsel.
3. Direct the District Attorney to transmit all Victim Witness Assistance Program grant application documents and amendments to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Michael Fermin, Chief Assistant District Attorney, 382-3662)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Grant funds in the amount of \$3,246,391 from California Office of Emergency Services (Cal OES) will help fund the cost of one Assistant Victim Services Chief, two Supervising Victim Advocates, 20 Victim Advocate IIs, one Mass Victimization Advocate, 22 Victim Advocate Is, three Office Assistant IIIs, and minimal operating expenses. This grant requires a local cash match of \$730,635, which will be funded from the District Attorney's Office (Department) existing budget allocation. The Department's 2023-24 recommended budget includes \$3,234,297 from this grant, based on the actual award received in 2022-23. Once awarded, the Department will return to the Board of Supervisors (Board) for award acceptance and any necessary budget adjustments.

BACKGROUND INFORMATION

In accordance with Penal Code Section 13835 et seq., the Department has administered the Victim Witness Assistance Program (Program) for the County since 1980. The Program has received grant funding annually since its inception to provide a wide variety of social services to victims of and witnesses to crimes, including referrals to physical and mental health providers,

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coordination of volunteer support from the community, and assistance in applying for benefits from the Victim of Crime funds for economic losses. Department staff (Advocates) assist victims and witnesses in the criminal justice system by explaining the process, accompanying victims to court, and providing transportation to and from court when necessary.

On March 27, 2023, Cal OES released its Request for Application (RFA) for Program grant funding for the upcoming period of October 1, 2023 through September 30, 2024. This grant funding is only available to past year recipients of the Victim Witness Assistance Grant. Continued participation in the Program will allow the Department to continue to provide these vital services for County residents who are victims or witnesses of crimes. Consequently, the Department seeks Board approval to apply for these funds.

The Cal OES Subrecipient Handbook, Section 1350, requires all grant recipients to obtain written authorization, in the form of a resolution or letter from the Board, that the official executing the agreement is authorized to execute the document. Subrecipients must maintain this written authorization on file and make it available upon demand during audits. Historically, Cal OES has requested that each county's District Attorney be the authorized official to execute the grant application and any subsequent non-substantive amendments necessary for the San Bernardino County Victim Witness Assistance Program.

PROCUREMENT

The 2023 Cal OES Subrecipient Handbook Section 6.020 provides direction for contracts and procurement bids. The Department will follow the Subrecipient Handbook and County Policy 11-04 for any contracts or procurements for services or supplies paid with grant funds.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5455) on May 18, 2023; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on May 19, 2023; Finance (Kathleen Gonzalez, Administrative Analyst, 387-5412) on May 25, 2023; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 25, 2023.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 13, 2023



cc: w/Resolution
DA - Anderson w/application for sign
File - District Attorney w/application
CCM 06/15/2023