

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

October 21, 2025

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Grant Application to the United States Department of Justice, Bureau of Justice Assistance for the Fiscal Year 2025 DNA Capacity Enhancement for Backlog Reduction Program

RECOMMENDATION(S)

1. Approve and authorize the submission of a grant application to the United States Department of Justice, Bureau of Justice Assistance, for the Fiscal Year 2025 DNA Capacity Enhancement for Backlog Reduction Program, in the amount of \$610,994, for the period of October 1, 2025 through September 30, 2027.
2. Authorize the Sheriff/Coroner/Public Administrator, Sheriff's Scientific Division Director, or assigned Sheriff's Administrative Manager to execute and submit the electronic grant application, and accept related assurances and certifications, on behalf of the County, as required by the United States Department of Justice, subject to review by County Counsel.
3. Direct the Sheriff/Coroner/Public Administrator, Sheriff's Scientific Division Director, or Sheriff's Administrative Manager to transmit the grant application referenced in Recommendation No. 1 to the Clerk of the Board of Supervisors within 30 days of execution. (Presenter: Carolina Mendoza, Chief Deputy Director, 387-0640)

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 and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). If awarded, this grant would provide funding in the amount of \$610,994 to assist with backlogged DNA analysis and fund the cost of one contract DNA Criminalist I position. If awarded, the Sheriff/Coroner/Public Administrator (Department) will return to the Board of Supervisors (Board) for acceptance of the grant award and may request a budget adjustment, if necessary. No matching funds are required.

BACKGROUND INFORMATION

The Department is seeking grant funds from the Bureau of Justice Assistance (BJA) that are available to states and local governments with existing crime laboratories that conduct DNA analysis. The funds are to be used for analyzing backlogged forensic DNA casework samples, as well as improving DNA laboratory infrastructure and analysis capacity so that forensic DNA samples can be processed efficiently and cost effectively.

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The Department has received funding under this program since fiscal year (FY) 2006-07, which has been used to hire contracted services, replace outdated equipment, purchase supplies, and provide training and overtime for the crime laboratory's personnel.

The Department's application under the FY 2025 DNA Capacity Enhancement for Backlog Reduction Program (Program) requests funding for personnel, overtime, contract services, training/travel, and supplies to improve the crime laboratory's efficiency in processing cases. The funding for personnel costs will fund one contract DNA Criminalist I position and overtime costs to provide additional staff time dedicated to DNA analysis. The grant requires a training component; therefore, the training funds will be used to attend DNA-related meetings, conferences, or workshops. The funding for contract services will provide for an external consultant to evaluate operational efficiencies and develop a productivity improvement plan for the crime laboratory. The funding for supplies will be used to purchase chemical analysis kits and other supplies necessary to process DNA samples during the grant period.

The application for the Program requires the approval of certifications that are binding upon the County, as well as an up-front agreement to be bound by the conditions that will accompany the federal grant funds. No approval signatures are required until the grant is awarded. County Policy 05-13 requires Board approval to submit any grant application or related amendments that are legally binding.

Approval of Recommendation No. 2 will authorize the Sheriff/Coroner/Public Administrator, Sheriff's Scientific Division Director, or assigned Sheriff's Administrative Manager to sign and electronically submit the grant application and related assurances in compliance with United States Department of Justice's policy. If the County's application is approved, the Department will return to the Board to accept the grant award

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on September 23, 2025; and County Finance and Administration (Erika Rodarte, Administrative Analyst, 387-4919) on October 6, 2025.

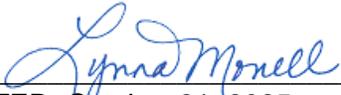
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Enhancement for Backlog Reduction Program
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Record of Action of the Board of Supervisors
San Bernardino County

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: October 21, 2025



cc: Sheriff - Dicus w/application for sign
File - Sheriff/Coroner w/application
CCM 10/23/2025