

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

February 6, 2024

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Bureau of Justice Assistance Fiscal Year 2023 Formula DNA Capacity Enhancement for Backlog Reduction Program Grant Award from the United States Department of Justice

RECOMMENDATION(S)

1. Accept grant award **Agreement No. 24-137** from the United States Department of Justice, Bureau of Justice Assistance, for the Fiscal Year 2023 Formula DNA Capacity Enhancement for Backlog Reduction Program (Award No. 15PBJA-23-GG-01220-DNAX), in the amount of \$764,592, for the Sheriff/Coroner/Public Administrator for personnel, training, travel, services and supplies, external audit fees, and equipment for the period of October 1, 2023 through September 30, 2025.
2. Approve the purchase of one Qiagen EZ2 Connect machine as an unbudgeted fixed asset in the amount of \$67,000, to assist with DNA sample extractions.
3. Authorize the Sheriff/Coroner/Public Administrator, or assigned Grant Administrator, to electronically sign and submit the grant award documents and non-substantive subsequent amendments on behalf of the County, as required by the United States Department of Justice.
4. Direct the Sheriff/Coroner/Public Administrator or assigned Grant Administrator to transmit the grant award and related amendments to the Clerk of the Board of Supervisors within 30 days of execution.
5. Authorize the Auditor-Controller/Treasurer/Tax Collector to post adjustments to the Sheriff/Coroner/Public Administrator's 2023-24 budget, as detailed in the Financial Impact section (Four votes required).

(Presenter: Ernie Perez, Deputy Chief, 387-3760)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

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

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The Fiscal Year 2023 Formula DNA Capacity Enhancement for Backlog Reduction Program (CEBR Program) grant award in the amount of \$764,592 does not require matching funds and was not included in the Sheriff/Coroner/Public Administrator's (Department) 2023-24 budget.

The Department requests the Auditor-Controller/Treasurer/Tax Collector to post the following adjustments to the 2023-24 budget:

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Fund Center	Commitment Item	Description	Action	Amount
4438001000	51001010	Regular Salary	Increase	\$184,704
4438001000	51001035	Overtime	Increase	\$155,006
4438001000	52942941	Conference/Training/Seminar Fee	Increase	\$55,740
4438001000	52002135	Special Department Expense	Increase	\$302,142
4438001000	54404040	Equipment	Increase	\$67,000
4438001000	40509094	Federal – Grants	Increase	\$764,592

BACKGROUND INFORMATION

On April 11, 2023 (Item No. 52), the Board of Supervisors (Board) approved the submission of a grant application to the Bureau of Justice Assistance (BJA) for funding under the CEBR Program in the amount of \$714,313. The Department's grant application was accepted and funding was awarded in the amount of \$764,592 for the period of October 1, 2023 through September 30, 2025.

The Department has received funding under the CEBR Program in the past, which has been used for salaries, to replace outdated equipment, purchase supplies, and provide training. The current grant award will continue to fund a contract DNA Criminalist position, created and originally funded utilizing the FY 2021 CEBR Program, as approved by the Board on January 11, 2022 (Item No. 37), overtime costs, training, travel, services and supplies, external audit fees, and replacement of aging computers and equipment. The equipment purchase in this award will include a Qiagen EZ2 Connect to assist with DNA sample extractions.

The award notice was sent by BJA on September 8, 2023, but an administrative error caused a delay in the acknowledging of the notification and the processing of the award for acceptance by the Board. The award documents are being submitted to the Board for approval at the earliest available meeting after the required legal and financial reviews have been completed. Approval of the grant funds will enhance the Department's ability to effectively analyze backlogged forensic DNA casework samples, as well as improve DNA laboratory infrastructure and analysis capacity to enable forensic DNA samples to be processed more efficiently and cost effectively. The Department can submit claims for reimbursement retroactively to October 1, 2023.

Approval of Recommendation No. 3 will authorize the Sheriff/Coroner/Public Administrator, or assigned Grant Administrator, to electronically sign and submit the grant award documentation in compliance with the United States Department of Justice's policy.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on January 12, 2024; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Division Manager, 382-7022) on January 16, 2024; Finance (Erika Rodarte, Administrative

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Analyst, 387-4919) on January 19, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on January 22, 2024.

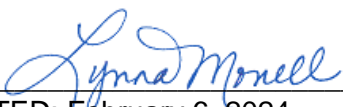
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Record of Action of the Board of Supervisors
San Bernardino County

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: February 6, 2024



cc: Sheriff - Welty w/agrees
Contractor c/o Sheriff w/agree
File - w/agree
MA 02/14/2024