



March 30, 2021

Catherine Wojcik, Crime Laboratory Director  
San Bernardino County  
711 East Rialto Avenue  
San Bernardino, CA 92415-56

Subject: **NOTIFICATION OF APPLICATION APPROVAL**  
Paul Coverdell Forensic Science Improvement Program  
Subaward #: CQ20 14 0360, Cal OES ID: 071-00000

Dear Ms. Wojcik:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$66,146, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at [www.caloes.ca.gov](http://www.caloes.ca.gov).

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file

(Cal OES Use Only)

Cal OES #	071-00000-00 04	FIPS #	071-00000	VS#		Subaward #	CQ20 14 0360
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:


1. **Subrecipient:** San Bernardino County 1a. DUNS#: 150955516
2. **Implementing Agency:** San Bernardino County Sheriff's Department 2a. DUNS#: 150955516
3. **Implementing Agency Address:** 655 East Third Street, San Bernardino, CA 92415-0061  
(Street) (City) (Zip+4)
4. **Location of Project:** San Bernardino San Bernardino 92415-0061  
(City) (County) (Zip+4)
5. **Disaster/Program Title:** 2020 Paul Coverdell Forensic Science Improvement Program 6. **Performance**  
Period: 1/1/2021 to 12/31/2021  
(Start Date) (End Date)
7. **Indirect Cost Rate:** N/A Federally Approved ICR (if applicable): \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2020	FSIA		\$66,146					\$66,146
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		<b>\$66,146</b>	<b>\$66,146</b>				<b>\$66,146</b>

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:**

Name: Leonard X. Hernandez Title: Chief Executive Officer  
 Payment Mailing Address: 655 E. Third St City: San Bernardino Zip Code+4: 92415-0061  
 Signature:  Date: 1/22/2021  
 16. **Federal Employer ID Number:** 956002748

(FOR Cal OES USE ONLY)

I hereby certify, on my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

 (Cal OES Fiscal Officer)	 (Cal OES Director or Designee)
3/29/2021 (Date)	3/29/2021 (Date)

ENY: 2020-21 Chapter: 6 SL: 18620  
 Item: 0690-102-0890 Pgm: 0385  
 FAIN #: 2020-CD-BX-0012 10/01/20-9/30/22  
 Fund: Federal Trust AL#: 16.742  
 Program: Paul Coverdell Forensic Science Improvement Program  
 Match Req.: None  
 Project ID: OES20FSIA000012  
 SC: 2020-18620 Amount: \$66,146

DS  
JH

**RECEIVED**  
By Olga Stupak at 3:32 pm, Jan 27, 2021

ML# 726699

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

**1. Cal OES Contact Information Section:**

Governor's Office of Emergency Services  
Mark S. Ghilarducci, Director  
3650 Schriever Avenue  
Mather, CA 95655  
(916) 845-8506 (phone)

**2. Federal Awarding Agency Section:**

<b>Fund Year</b>	<b>Federal Program Fund / AL#</b>	<b>Federal Awarding Agency</b>	<b>Total Federal Award Amount</b>	<b>Total Local Assistance Amount</b>
2020	Forensic Sciences Improvement Act (FSIA) / 16.742	Bureau of Justice Assistance	\$2,131,122	\$1,918,010
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

**3. Project Description Section:**

- Project Acronym (Please choose from drop down):  
Paul Coverdell Forensic Science Improvement Program (CQ)
- Project Description (Please type the Project Description):  
Provides funding to the federally accredited crime laboratories, coroners, and medical examiners offices throughout California. The goal of the program is to improve the quality, timeliness, and credibility of forensic science services over current operations.

**4. Research & Development Section:**

- Is this Subaward a Research & Development grant?  
Yes ☐ No ☒

## PROJECT CONTACT INFORMATION

Subrecipient: San Bernardino County Sheriff's Department Subaward #: CQ20 14 0360

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.

1. The **Project Director** for the project:

Name: Catherine Wojcik Title: Crime Laboratory Director  
Telephone #: 909-387-9904 Email Address: cwojck@sbcscd.org  
Address/City/Zip + 4: 711 E. Rialto Avenue, San Bernardino, CA 92415-0056

2. The **Financial Officer** for the project:

Name: Carolyn Bondoc Title: Financial Manager  
Telephone #: 909-387-3743 Email Address: cbondoc@sbcscd.org  
Address/City/Zip + 4: 655 East Third Street, San Bernardino, CA 92415-0061

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Catherine Wojcik Title: Crime Laboratory Director  
Telephone #: 909-387-9904 Email Address: cwojck@sbcscd.org  
Address/City/Zip + 4: 711 E. Rialto Avenue, San Bernardino, CA 92415-0056

4. The **person** having **Routine Fiscal** responsibility for the project:

Name: Jenee Halliburton Title: Accountant III  
Telephone #: 909-387-3725 Email Address: jhalliburton@sbcscd.org  
Address/City/Zip + 4: 655 East Third Street, San Bernardino, CA 92415-0061

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: John McMahon Title: Sheriff/Coroner/Public Administrator  
Telephone #: 909-387-3669 Email Address: jmcmahon@sbcscd.org  
Address/City/Zip + 4: 655 East Third Street, San Bernardino, CA 92415-0061

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Leonard X. Hernandez Title: Chief Executive Officer  
Telephone #: 909-387-5418 Email Address: leonard.hernandez@cao.sbcounty.gov  
Address/City/Zip + 4: 385 North Arrowhead Avenue, 5th Floor, San Bernardino, CA 92415-0110

7. The **Chair** of the **Governing Body** of the Subrecipient:

Name: Curt Hagman Title: Chairman, Board of Supervisors  
Telephone #: 909-387-4588 Email Address: curt.hagman@bos.sbcounty.gov  
Address/City/Zip + 4: 385 North Arrowhead Avenue, 5th Floor, San Bernardino, CA 92415-0110



## SIGNATURE AUTHORIZATION

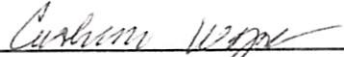
Subaward #: CQ20 14 0360

Subrecipient: San Bernardino County Sheriff's Department

Implementing Agency: San Bernardino County Sheriff's Department Scientific Investigations Division

\*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

\***Project Director:** Catherine Wojcik

Signature: 

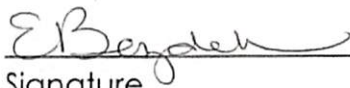
Date: 01/25/21

\***Financial Officer:** Carolyn Bondoc

Signature: 

Date: 1/25/2021

The following persons are authorized to sign  
for the **Project Director**



Signature

Elena Bezdek

Printed Name



Signature

Paul Mirra

Printed Name



Signature

Susan Anderson

Printed Name

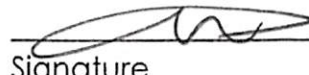
Signature

Printed Name

Signature

Printed Name

The following persons are authorized to sign  
for the **Financial Officer**



Signature

Vicki Dela Cruz

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

**CERTIFICATION OF ASSURANCE OF COMPLIANCE**  
**Paul Coverdell Forensic Science Improvement Act (FSIA) Fund**

I, Leonard X. Hernandez, Chief Executive Officer hereby certify that  
(official authorized to sign; same person as Section 15 on Grant Subaward Face Sheet)

Subrecipient: County of San Bernardino

Implementing Agency: San Bernardino County Sheriff's Department

Project Title: 2020 Paul Coverdell Forensic Sciences Improvement Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Grant Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

**I. Federal Grant Funds**

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the *Subrecipient Handbook* for more detail.

- ☒ The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- ☐ The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

**II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)**

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Victor Tordesillas

Title: Affirmative Action Officer

Address: 157 W. 5th Street, San Bernardino, CA 92415

Phone: 909-387-5570

Email: victor.tordesillas@hr.sbcounty.gov

### **III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)**

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

### **IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)**

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

### **V. Lobbying – (Subrecipient Handbook Section 2154)**

Cal OES grant funds, grant property, or grant-funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

### **VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)**

*(This applies to federally-funded grants only.)*

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

### **VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)**

The above-named organization (Applicant) accepts responsibility for and must comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this Program. The Applicant must provide all matching funds, required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the City Council/Governing Board.

The Applicant is required to obtain written authorization from the City Council/Governing Board that the official executing this Grant Subaward is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

## **VIII. Civil Rights Compliance**

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

## **IX. Special Condition for Grant Subaward with Paul Coverdell Forensic Improvement Act Program Funds**

### **1. Applicability of Part 200 Uniform Requirements**

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and Subawards ("Subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

**Record retention and access:** Records pertinent to the award that the Subrecipient must retain – typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies – and to which the Subrecipient must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the Subrecipient is to contact OJP promptly for clarification.



## **2. Compliance with DOJ Grants Financial Guide**

The Subrecipient must to comply with the DOJ Grants Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The Subrecipient must comply with the DOJ Grants Financial Guide.

## **3. Hiring Documents**

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the funds.

## **4. Requirement to report actual or imminent breach of personally identifiable information (PII)**

The Subrecipient must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it – (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

## **5. All Subawards ("Subgrants") must have specific federal authorization**

The Subrecipient must comply with all applicable requirements for authorization of any Subaward. This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a "Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All Subawards ("Subgrants") must have specific federal authorization), and are incorporated by reference here.

## **6. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000**

The Subrecipient must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that – for purposes of

federal grants administrative requirements – OJP considers a procurement "contract" (and therefore does not consider a Subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at

<https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

7. Unreasonable restrictions on competition under the award; association with federal government

**SCOPE.** This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used.

a. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

b. Monitoring

The Subrecipient's monitoring responsibilities include monitoring of compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and

allocable costs (if any) of actions designed to ensure compliance with this condition.

**d. Rules of construction**

- o The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government – as an employee, contractor or subcontractor, grant Subrecipient, agent, or otherwise – in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.
- o Nothing in this condition shall be understood to authorize or require any Subrecipient or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

**8. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP authority to terminate award)**

The Subrecipient must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients, Subrecipients ("Subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by Subrecipients and Subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

**9. Determination of suitability to interact with participating minors**

**SCOPE.** This condition applies to this award if it is indicated – in the application for the award (as approved by DOJ, the DOJ funding announcement (solicitation), or an associated federal statute – that a purpose of some or all of the activities to be carried out under the award is to benefit a set of individuals under 18 years of age.

The Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition:

Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

**10. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events**

The Subrecipient must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

**11. OJP Training Guiding Principles**

Any training or training materials that the Subrecipient develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

**12. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42**

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

**13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54**

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

**14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38**

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any



applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and Subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

#### 15. Restrictions on "Lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the Subrecipient, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the Subrecipient to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, Subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of these prohibitions, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

#### 16. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2019)

The recipient, and any Subrecipient ("Subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at

<https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a Subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

#### **17. Reporting Potential Fraud, Waste, & Abuse**

The Subrecipient must promptly refer to DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award – (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct. Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

#### **18. Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters**

No Subrecipient under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

a. In accepting this award, the Subrecipient:

- o Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

- o Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
- o It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
  - o It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

**19. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)**

The Subrecipient must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

**20. Encouragement of Policies to Ban Text Messaging while Driving**

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subrecipient understands that DOJ encourages Subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

**21. Use of Funds; No Research**

Funds provided under this Subaward shall be used only for the purposes and types of expenses set forth in the Request for Application. Funds shall not be used for general law enforcement functions or non-forensic investigatory functions, and shall not be used for research or statistical projects or activities. Use of Subaward funds for construction of new facilities is restricted by statute. Any questions concerning this provision should be directed to the Cal OES Program Specialist prior to incurring the expense or commencing the activity in question.

**Performance Measures**

To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this Subaward is measured by the following:

- o Percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant period versus the average number of days to process a sample at the end of the grant period);
- o Percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant period versus the number of backlogged forensic cases at the end of grant period), if applicable to the Subaward; and
- o The number of forensic science or medical examiner/coroner's office personnel who completed appropriate training or educational opportunities with these Coverdell funds, if applicable to the Subaward. Subrecipients are required to collect and report data relevant to these measures.



22. The Subrecipient understands and agrees that gross income (revenues) from fees charged for forensic science or medical examiner services constitutes program income (in whole or in part), and that program income must be determined, used, and documented in accordance with the provisions of 2 C.F.R. 200.307, including as applied in the Department of Justice (DOJ) Grants Financial Guide, as it may be revised from time to time. The recipient further understands and agrees that both program income earned during the award period and expenditures of such program income must be reported on the quarterly and final Federal Financial Reports (SF 425) and are subject to audit.

The Subrecipient understands and agrees that program income earned during the award period may be expended only for permissible uses of funds specifically identified in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program. The recipient further understands and agrees that program income earned during the award period may not be used to supplant State or local government funds, but instead may be used only to increase the amount of funds that would, in the absence of Federal funds or program income, be available from State or local government sources for the permissible uses of funds listed in the solicitation.

The Subrecipient understands and agrees that program income that is earned during the final ninety (90) days of the award period may, if appropriate, be obligated (as well as expended) for permissible uses during the ninety-day (90-day) period following the end of the award period. The recipient further understands and agrees that any program income earned during the award period that is not obligated and expended within ninety (90) days of the end of the award period must be returned to OJP.

23. The Subrecipient acknowledges that, as stated in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program, NIJ assumes that Subrecipients of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application. The recipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the 12-month period of the award; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of thereport); and (4) if any such allegations were not referred, the reason(s) for the non-referral. Should the project period for this award be extended, the recipient shall submit the above information as to the first twelve months of the award as part of the first semi-annual progress report that comes due after the conclusion of the first twelve months of the project period, and shall submit the required information as to subsequent twelve-month periods every twelve months

thereafter (as part of a semi-annual progress report) until the close of the award period, at which point the recipient shall submit the required information as to any period not covered by prior reports as part of its final report. The recipient understands and agrees that funds may be withheld (including funds under future awards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

24. To assist in information sharing, the award Subrecipient shall provide the Cal OES grant manager with a copy of publications (including those prepared for conferences and other presentations) resulting from this award, prior to or simultaneous with their public release. NIJ defines publications as any written, visual or sound material substantively based on the project, formally prepared by the award recipient for dissemination to the public. Submission of publications prior to or simultaneous with their public release aids NIJ in responding to any inquiries that may arise. Any publications - excluding press releases and newsletters - whether published at the recipient's or government's expense, shall contain the following statement: "This project was supported by Award No. CQ20 14 0360, awarded by the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice." This statement shall appear on the first page of written publications. For audio and video publications, it shall be included immediately after the title of the publication in the audio or video file.
25. The Subrecipient shall transmit to the Cal OES grant manager copies of all official award-related press releases at least ten (10) working days prior to public release. Advance notice permits time for coordination of release of information by Cal OES and NIJ where appropriate and to respond to press or public inquiries.
26. Copyright; Data Rights

The Subrecipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under Subaward; and (2) any rights of copyright to which a Subrecipient purchases ownership with Federal support.

The Subrecipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under a Subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227- 14 (Rights in Data - General).

It is the responsibility of the Subrecipient to ensure that this condition is included in any Subaward under this Subaward.

The Subrecipient has the responsibility to obtain from Subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the Subrecipient's obligations to the Government under this Subaward. If a proposed Subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the Subrecipient shall promptly bring such refusal to the attention of the Cal OES Program Specialist for the Subaward and not proceed with the agreement in question without further authorization from Cal OES.

27. The Subrecipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this Subaward.

**Environmental Assessment (EA):** The Subrecipient agrees and understands that funded activities (whether conducted by the Subrecipient or contractors) may require the preparation of an EA as defined by the Council on Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500. An EA is a concise public document that briefly provides sufficient analysis for determining whether to prepare an environmental impact statement (EIS) or a finding of no significant impact for the proposed activity. If in completing an EA for a proposed activity, potential adverse environmental impacts are identified, the EA will serve as a vehicle for developing either alternative approaches or mitigation measures for avoiding or reducing the identified adverse environmental impacts.

**Modifications:** Throughout the term of this Subaward, the Subrecipient agrees that for any activity that is the subject of a completed EA, it will inform Cal OES of (1) any change(s) that it is considering making to the previously assessed activity that may be relevant to environmental impact; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. The Subrecipient will not implement a proposed change or new activity until NIJ, with the assistance of the recipient, has determined whether the proposed change or activity (or changed circumstances) will require additional review under NEPA. Approval for implementation will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under an NIJ-conducted environmental impact review process.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for Subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

## CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: \_\_\_\_\_



Authorized Official's Typed Name: Leonard X. Hernandez

Authorized Official's Title: Chief Executive Officer

Date Executed: 1/22/2021

Federal Employer ID #: 95-6002748 Federal DUNS #: 150955516

Current System for Award Management (SAM) Expiration Date: ~~01/23/2021~~ 02/19/2022 <sup>SMC</sup>

Executed in the City/County of: San Bernardino

## AUTHORIZED BY: (not applicable to State agencies)

☐ City Financial Officer

☐ County Financial Officer

☐ City Manager

☐ County Manager

☒ Governing Board Chair

Signature: \_\_\_\_\_



Typed Name: Curt Hagman

Title: Chairman, Board of Supervisors



### BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: San Bernardino County Sheriff's Department		Subaward #: CQ20 14 0360
A. Personal Services – Salaries/Employee Benefits	FSIA 2020	Total
Overtime		
Criminalist II - Controlled Substances (opioid-related), Toxicology, Firearms, NIBIN (145 hours x \$80)	\$11,600	\$11,600
Personal Section Totals		
PERSONAL SECTION TOTAL		\$11,600

## BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: San Bernardino County Sheriff's Department		Subaward #: CQ20 14 0360
B. Operating Expenses	FSIA 2020	Total
<u>Travel</u>		
<b>General Criminalistics</b>		
California Association of Criminalists Seminar, Sacramento, CA, April 19-23, 2021 (opioid-related)		
Airflight (2 people x \$350 = \$700)	\$700	\$700
Hotel (10 nights x \$175 = \$1750)	\$1,750	\$1,750
Per Diem (12 days x \$43 = \$516)	\$516	\$516
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120
Airport Parking (12 days x \$15 = \$180)	\$180	\$180
(opioid-related)		
Airflight (2 people x \$350 = \$700)	\$700	\$700
Hotel (10 nights x \$175 = \$1750)	\$1,750	\$1,750
Per Diem (12 days x \$43 = \$516)	\$516	\$516
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120
Airport Parking (12 days x \$15 = \$180)	\$180	\$180
April 19-20, 2021		
Airflight (2 people x \$350 = \$700)	\$700	\$700
Hotel (4 nights x \$175 = \$700)	\$700	\$700
Per Diem (6 days x \$43 = \$258)	\$258	\$258
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120
Airport Parking (6 days x \$15 = \$90)	\$90	\$90
CA, Fall 2021		
Airflight (2 people x \$350 = \$700)	\$700	\$700
Hotel (4 nights x \$175 = \$700)	\$700	\$700
Per Diem (6 days x \$43 = \$258)	\$258	\$258
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120
Airport Parking (6 days x \$15 = \$90)	\$90	\$90
22-26, 2021		
Airflight (2 people x \$700 = \$1400)	\$1,400	\$1,400
Hotel (10 nights x \$250 = \$2500)	\$2,500	\$2,500
Per Diem (12 days x \$43 = \$516)	\$516	\$516
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120
Airport Parking (12 days x \$15 = \$180)	\$180	\$180
Luggage Fee (2 roundtrips x \$60 = \$120)	\$120	\$120
October 12-15, 2021		
Airflight (1 person x \$600 = \$600)	\$600	\$600
Hotel (4 nights x \$200 = \$800)	\$800	\$800
Per Diem (5 days x \$43 = \$215)	\$215	\$215
Shuttle (1 roundtrip x \$60 = \$60)	\$60	\$60
Airport Parking (5 days x \$15 = \$75)	\$75	\$75
Luggage Fee (1 roundtrip x \$60 = \$60)	\$60	\$60
<b>Firearms/Toolmark</b>		
May 23-28, 2021		
Airflight (2 people x \$700 = \$1400)	\$1,400	\$1,400
Hotel (12 nights x \$200 = \$2400)	\$2,400	\$2,400
Per Diem (16 days x \$43 = \$688)	\$688	\$688
Shuttle (2 roundtrips x \$70 = \$140)	\$140	\$140

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: San Bernardino County Sheriff's Department		Subaward #: CQ20 14 0360
B. Operating Expenses	FSIA 2020	Total
Airport Parking (14 days x \$15 = \$210)	\$210	\$210
Luggage Fee (2 roundtrips x \$60 = \$120)	\$120	\$120
<b>Forensic Alcohol</b>		
International Association for Chemical Testing Conference, Charleston, SC, April 11-16, 2021 (opioid-related)		
Airflight (1 person x \$700 = \$700)	\$700	\$700
Hotel (6 nights x \$225 = \$1,350)	\$1,350	\$1,350
Per Diem (6 days x \$43 = \$258)	\$258	\$258
Shuttle (1 roundtrip x \$60 = \$60)	\$60	\$60
Airport Parking (7 days x \$15 = \$105)	\$105	\$105
Luggage Fee (1 roundtrip x \$60 = \$60)	\$60	\$60
Borkenstein Alcohol Course, Bloomington, IN, Spring or Fall 2021		
Airflight (2 people x \$500 = \$1,000)	\$1,000	\$1,000
Hotel (12 nights x \$250 = \$3,000)	\$3,000	\$3,000
Per Diem (14 days x \$43 = \$602)	\$602	\$602
Rental Car (\$305)	\$305	\$305
Airport Parking (14 days x \$15 = \$210)	\$210	\$210
Hotel Parking (1 vehicle x \$100)	\$100	\$100
Luggage Fee (2 roundtrips x \$60 = \$120)	\$120	\$120
<b>Crime Scene Investigations</b>		
<b>2021</b>		
Airflight (2 people x \$550 = \$1,100)	\$1,100	\$1,100
Hotel (10 nights x \$250 = \$2,500)	\$2,500	\$2,500
Per Diem (12 days x \$43 = \$516)	\$516	\$516
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120
Airport Parking (12 days x \$15 = \$180)	\$180	\$180
Luggage Fee (2 roundtrips x \$60 = \$120)	\$120	\$120
Shooting Incident Reconstruction Training, Andover, MN, May 3-7, 2021		
Airflight (1 person x \$450 = \$450)	\$450	\$450
Hotel (5 nights x \$175 = \$875)	\$875	\$875
Per Diem (6 days x \$43 = \$258)	\$258	\$258
Shuttle (1 roundtrip x \$80 = \$80)	\$80	\$80
Airport Parking (6 days x \$15 = \$90)	\$90	\$90
Luggage Fee (1 roundtrip x \$60 = \$60)	\$60	\$60
<b>Trace</b>		
California Criminalistics Institute determined		
Airflight (2 people x \$350 = \$700)	\$700	\$700
Hotel (8 nights x \$150 = \$1,200)	\$1,200	\$1,200
Per Diem (10 days x \$43 = \$430)	\$430	\$430
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120
Airport Parking (10 days x \$15 = \$150)	\$150	\$150
California Criminalistics Institute determined		
Airflight (2 people x \$350 = \$700)	\$700	\$700
Hotel (10 nights x \$150 = \$1,500)	\$1,500	\$1,500
Per Diem (12 days x \$43 = \$516)	\$516	\$516
Shuttle (2 roundtrips x \$60 = \$120)	\$120	\$120

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: San Bernardino County Sheriff's Department		Subaward #: CQ20 14 0360
B. Operating Expenses	FSIA 2020	Total
Airport Parking (12 days x \$15 = \$180)	\$180	\$180
<u>Other (training registration, job supplies, publications, journals)</u>		
<b>General Criminalistics</b>		
California Association of Criminalists Seminar, Sacramento, CA, April 19-23, 2021 (opioid-related)		
Registration (2 people x \$450 = \$900)	\$900	\$900
Workshops (2 people x \$200 = \$400)	\$400	\$400
(opioid-related)		
Registration (2 people x \$450 = \$900)	\$900	\$900
Workshops (2 people x \$200 = \$400)	\$400	\$400
20, 2021		
Registration (2 people x \$450 = \$900)	\$900	\$900
2021		
Registration (2 people x \$450 = \$900)	\$900	\$900
22-26, 2021		
Registration (2 people x \$600 = \$1200)	\$1,200	\$1,200
Workshops (2 people x \$200 = \$400)	\$400	\$400
October 12-15, 2021		
Registration (1 person x \$300 = \$300)	\$300	\$300
Workshops (1 person x \$200 = \$200)	\$200	\$200
<b>Firearms/Toolmark</b>		
May 23-28, 2021		
Registration & Workshops (2 people x \$600 = \$1200)	\$1,200	\$1,200
<b>Forensic Alcohol</b>		
International Association for Chemical Testing Conference, Charleston, SC, April 2021 (opioid-related)		
Registration (1 person x \$350 = \$350)	\$350	\$350
Borkenstein Alcohol Course, Bloomington, IN, Spring or Fall 2021		
Registration (2 x \$1500 = \$3000)	\$3,000	\$3,000
<b>Crime Scene Investigations</b>		
2021		
Registration (2 people x \$395 = \$790)	\$790	\$790
Workshops (2 people x \$175 = \$350)	\$350	\$350
Shooting Incident Reconstruction Training, Andover, MN, May 3-7, 2021		
Registration (1 person x \$649 = \$649)	\$649	\$649
<b>Trace</b>		
California Criminalistics Institute		
Analysis of Ignitable Liquids, Rancho Cordova, CA, 4 days, date to be determine		
Registration (\$0)		

**BUDGET CATEGORY AND LINE ITEM DETAIL**

<b>Subrecipient: San Bernardino County Sheriff's Department</b>		<b>Subaward #: CQ20 14 0360</b>
<b>B. Operating Expenses</b>	<b>FSIA 2020</b>	<b>Total</b>
California Criminalistics Institute Analysis of Explosives, Rancho Cordova, 5 days, date to be determined Registration (\$0)		
Operating Section Totals		
<b>OPERATING SECTION TOTAL</b>		<b>\$54,546</b>

## BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: San Bernardino County Sheriff's		Subaward #: CQ20 14 0360
C. Equipment	FSIA 2020	Total
Equipment Section Totals		
<b>EQUIPMENT SECTION TOTAL</b>		
Same as Section 12G on the Grant Subaward Face Sheet		
<b>Total Project Cost</b>		<b>\$66,146</b>

## VSPS Budget Summary Report

**CQ20 Paul Coverdell Forensic Science Improvement Program**

**Subaward #: CQ20 14 0360**

**San Bernardino County**

**Performance Period: 01/01/21 - 12/31/21**

**Paul Coverdell Forensic Science Improvement Program**

**Latest Request: , Not Final 201**

### **A. Personal Services - Salaries/Employee Benefits**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	20FSIA	11,600	0	11,600	0	11,600
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>11,600</b>	<b>0</b>	<b>11,600</b>	<b>0</b>	<b>11,600</b>

### **B. Operating Expenses**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	20FSIA	54,546	0	54,546	0	54,546
<b>Total B. Operating Expenses:</b>		<b>54,546</b>	<b>0</b>	<b>54,546</b>	<b>0</b>	<b>54,546</b>

### **C. Equipment**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	20FSIA	0	0	0	0	0
<b>Total C. Equipment:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
<b>Total Local Match:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Funded:</b>	<b>66,146</b>	<b>0</b>	<b>66,146</b>	<b>0</b>	<b>66,146</b>
<b>Total Project Cost:</b>	<b>66,146</b>	<b>0</b>	<b>66,146</b>	<b>0</b>	<b>66,146</b>

**F/S/L (Funding Types): F=Federal, S=State, L=Local Match**

**Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule**

**03/30/21**



**Budget Narrative**

**General Training**

Two Criminalists will attend the California Association of Criminalists (CAC) North meeting to be held in Sacramento, California in Spring 2021. Similarly, two Criminalists will attend the CAC South meeting to be held in San Francisco, California in Fall 2021. These meetings, which are specific to issues encountered by Criminalists in California, also serve as an introduction of newer Criminalists to other practitioners in California with whom to network. Cost for the spring meeting including registration, travel, lodging and meals is estimated at \$4,566. Cost for the fall meeting including registration, travel, lodging and meals is estimated at \$4,566.

Two Supervising Criminalists will attend the American Society of Crime Laboratory Directors meeting in Boston, Massachusetts in August of 2021. This is the largest annual meeting of crime lab directors in the country and provides detailed information on grants, pending legislation and other topics of interest to the forensic science community. Held in conjunction with this event is the annual meeting of the delegate assembly of the ANSI National Accreditation Board (ANAB) where changes and modifications to the accreditation program are discussed and voted upon. Cost for this training, including registration, travel, lodging and meals is estimated at \$6,436.

Two Supervising Criminalists will attend the California Association of Crime Laboratory Directors (CACLD) North meeting to be held in Sacramento, California in Spring 2021. Similarly, two Supervising Criminalists will attend the CACLD South meeting to be held in San Francisco, California in Fall 2021. These meetings provide information about proposed legislative changes that might impact the Laboratory, grant funding opportunities and restrictions, management and leadership training. It will also give supervisory personnel the opportunity to network with supervisors and managers from other agencies. Cost for the spring meeting in northern California including registration, travel, lodging and meals is estimated at \$2,768. Cost for the fall meeting in southern California including registration, travel, lodging and meals is estimated at \$2,768.

The Quality Assurance Officer will attend the annual training conference of the Association of Quality Assurance Managers in Pittsburgh, Pennsylvania in Fall 2021. This meeting provides up to date information regarding proposed changes to laboratory accreditation programs, methods to ensure the quality of the laboratory analysis process and various sources for required proficiency tests for laboratory analysts. Cost for this training, including registration, travel, lodging and meals is estimated at \$2,310.

### **Firearms Training**

Two Firearms Examiners will attend the Annual Association of Firearm and Toolmark Examiners (AFTE) conference to be held in Miami, Florida in May 2021.

This meeting provides information on accreditation issues, manufacturing updates, legislative initiatives and examination training. Cost for this training, including registration, travel, lodging and meals is estimated at \$6,158.

### **Crime Scene Investigation Training**

Two Sheriff's Crime Scene Specialists will attend the International Association for Identification International meeting in Nashville, Tennessee in August 2021. The International Association for Identification is the leading forensic group for Crime Scene Investigation. The International meetings provide state of the art training for crime scene investigators. Cost for this training, including registration, travel, lodging and meals is estimated at \$5,676.

One Sheriff's Crime Scene Specialist will attend the Shooting Incident Reconstruction training in Andover, Minnesota in May 2021. This training focuses on techniques for determining the sequence of events at a crime scene based on the physical evidence left behind. Cost for this training, including registration, travel, lodging and meals is estimated at \$2,462.

### **Forensic Alcohol Training**

One Criminalist will attend the annual meeting of the International Association for Chemical Testing in Charleston, South Carolina in April 2021. This meeting provides valuable information regarding blood, breath and urine alcohol testing and interpretation for traffic-related purposes and covers basic alcohol chemistry.

physiology, etc. Cost for this training, including registration, travel, lodging and meals is estimated at \$2,883.

Two Criminalists will attend the Borkenstein Alcohol School in June or December 2021. This school, held in Bloomington, Indiana is considered the "gold standard" for the training of alcohol analysts. Training includes the pharmacology of alcohol, impacts of alcohol on driving ability, breath testing methods, blood testing methods and courtroom presentation of evidence in driving under the influence of alcohol trials. Cost for this training, including registration, travel, lodging and meals is estimated at \$8,337.

#### **Trace Training**

Two Criminalists will attend the Analysis of Ignitable Liquids class at the California Criminalistics Institute in Rancho Cordova, California on a date to be determined. The class is designed for newer arson analysts and will demonstrate how to handle a case involving ignitable liquids and/or fire debris from start to finish including analysis and interpretation. Cost for this training, including registration, travel, lodging and meals is estimated at \$2,600.

Two Criminalists will attend the Analysis of Explosives class at the California Criminalistics Institute in Rancho Cordova, California on a date to be determined. The class is designed for beginners in explosive analysis and will demonstrate how to handle a case involving low explosives and intact high explosives from start to

Subrecipient: San Bernardino County Sheriff's Subaward #: CQ20 14 0360

finish including analysis and interpretation. Cost for this training, including registration, travel, lodging and meals is estimated at \$3,016.

### **Personnel Overtime**

The SBSID-SID requests \$11,600 in overtime costs to support all Criminalists at a rate of \$80 per hour. These Criminalists will be directly involved in case review, analysis and interpretation of backlog cases in Firearms, Controlled Substance and Blood Alcohol.

## **Project Narrative**

### **Problem Statement**

The San Bernardino County Sheriff's Department-Scientific Investigations Division (SBSD-SID) services over eighty local agencies and Sheriff's stations in San Bernardino County, California. The SBSD-SID is a forensic science laboratory accredited through ANSI National Accreditation Board (ANAB, certificate #FT-0315). The Crime Laboratory first attained the accreditation status under the legacy program in 1995 and renewed it every five years until 2016. In 2016, the Laboratory achieved accreditation under the ISO 17025 International Program and renewed it in 2020. Among the many disciplines covered by the certificate are Firearms, Fire Debris, Materials (Trace), Biology, Controlled Substance, Toxicology (Blood Alcohol only), Crime Scene Investigations (CSI) and Bloodstain Pattern Analysis.

The Scientific Investigations Division of the San Bernardino County Sheriff's Department has a training budget as part of the overall operating costs of the laboratory operations. As the Laboratory's discretionary budget has decreased over the last five years, these funds are extremely limited and are applied primarily to a few in-state training opportunities. This grant will supplement our general forensic training and provide specific training in six areas: General Criminalistics, Firearms, NIBIN, Trace, Controlled Substance, Blood Alcohol, and Crime Scene



Investigations. Information learned from these training classes will be disseminated at individual unit meetings.

The Scientific Investigations Division of the San Bernardino County Sheriff's Department has an overtime budget that is limited to crime scene investigations. There is no overtime budget allocated for backlog reduction in the other areas of the laboratory's operation. This grant will provide overtime for backlog reduction in four areas: Firearms, NIBIN, Controlled Substances and Blood Alcohol.

### **Plan and Capabilities**

The Crime Laboratory plans to utilize 2020 Coverdell funding for training related expenses and overtime. Due to current budgetary conditions and the lack of currently available space for additional analysts, the only viable means of improving productivity and reducing case analysis backlogs is by enhancing the expertise of the current staff and providing overtime for completing casework.

The SBSD-SID currently has three full-time Firearms Examiners and one Firearms Examiner Trainee. Normally, twenty to thirty cases per month are submitted for bullet, fired cartridge case, firearm and toolmark comparisons. We triage our cases through priority assessment by the Firearms Supervisor to maximize our effectiveness through a thorough and current understanding of the firearms and ammunition available, as well as the nuances associated with toolmark examinations.

The Firearms/Toolmark Unit completed 89 firearms cases, 2 toolmark cases and 278 National Integrated Ballistic Identification Network (NIBIN) entry cases in 2019. Only cases with court dates, cases needing analysis for filing purposes, or high visibility cases are currently being assigned for analysis as priority one. These cases are handled as soon as possible. All other case requests are worked as time permits as priority two. As of November 16, 2020, the number of backlogged priority one firearms cases was 8, the number of backlogged priority two firearms cases was 363 and the number of backlogged NIBIN cases was 755. The current average turnaround time for firearms cases is 26 days and for NIBIN cases is 9 days. The turnaround time is expected to decrease as the new examiner becomes qualified and overtime is allocated for backlog reduction.

One of the foremost means of information exchange among firearms and toolmark examiners is participation in the annual Association of Firearms and Toolmark Examiners (AFTE) conference. The oral presentations at these meetings are complimented by the poster sessions, vendor displays and the informative workshops. We intend to send two staff members to the AFTE meeting in May 2020 to be held in Nashville, TN.

The SBSD-SID has one full-time Trace Examiner and one Trace Examiner Trainee. The full-time Examiner is proficient in gunshot residue analysis, fire debris analysis, shoe/tire impression comparison, chemical unknown analysis and fracture match determination. The Examiner Trainee is proficient in gunshot residue analysis and

is in training for fire debris analysis. The Trace Unit completed 205 cases with a turnaround time of 28 days in 2019. As of November 16, 2020, the number of backlogged cases was 51 and the current turnaround time is 30 days.

The California Criminalistics Institute offers a variety of hands-on forensic courses that prepare the forensic scientist for the analysis of different types of evidence. We intend to send two staff members to the Analysis of Ignitable Liquids four-day course and the Analysis of Explosives five-day course to be held in 2021 to be held in Rancho Cordova, CA. The dates of the courses have not been determined.

The SBS-D-SID has one Sheriff's Supervising Crime Scene Specialist, two Sheriff's Lead Crime Scene Specialists and ten Sheriff's Crime Scene Specialists who respond to crime scenes. The Crime Scene Investigations (CSI) Unit processed over 283 crime scenes with a turnaround time for the completion of crime scene reports of 43 days in 2019. Once the crime scene is completed, personnel must complete latent print processing and swabbing for DNA evidence on collected items. Sheriff's Crime Scene Specialists complete crime scene, autopsy, photography and technical processing reports. As of November 16, 2020, the backlog of CSI crime scene reports was 52. The current average turnaround time for the completion of crime scene reports is 28 days. To facilitate the investigation and prosecution of crimes related to these scenes, it is essential that the turnaround time be kept to less than 30 days in all cases and an average maintained at less than 21 days.

Crime Scene investigation techniques learned from the International Association for Identification (IAI) conference and the Shooting Incident Reconstruction Training will augment the experience level of current Sheriff's Crime Scene Specialists and greatly expedite the training of our new Sheriff's Crime Scene Specialists to improve the quality of their work, thereby, reducing backlogs. With this acquired training, time spent related to crime scene documentation and reporting should also decrease.

Quality of our crime scene processing is always a priority. The information gained by the two Sheriff's Crime Scene Specialists attending the IAI International Meeting in Nashville, TN in August 2021 and the two Sheriff's Crime Scene Specialists attending the Shooting Incident Reconstruction training in Andover, MN in May 2021 will significantly increase the quality of work we do at crime scenes. This newly-acquired knowledge will be another tool that can be used to solve cases in the County.

The Controlled Substances Unit completed 10,216 controlled substance cases with an average turnaround time of 17 days in 2019. The Controlled Substances Unit classifies a case as "backlog" when it is not completed within ten days of submission. As of November 16, 2020, the number of controlled substances backlogged cases was 1746. The current average turnaround time is 29 days. The turnaround time is expected to decrease as overtime is allocated for backlog reduction. The goal will be to maintain the turnaround time at less than 10 days.

The Blood Alcohol Section has three full-time analysts and two analyst trainees. The Blood Alcohol Section completed 3,483 cases with a turnaround time of 16 days in 2019. As of November 16, 2020, the number of backlogged cases was 337. The current average turnaround time is 49 days. The turnaround time is expected to decrease as overtime is allocated for backlog reduction. The goal for this unit will be to maintain the turnaround time at less than 10 days.

Two Forensic Alcohol staff members will attend the Borkenstein Alcohol Course in either June or December 2021 to be held in Bloomington, IN. This is the premier course for the training of alcohol analysts. One staff member will also attend the International Association for Chemical Testing meeting in Charleston, SC in April 2021.

General criminalistics training will be included in the program by attendance at several professional meetings. Two staff members will attend the spring 2021 seminar of the California Association of Criminalists (CAC) in Sacramento, CA. Two staff members will attend the CAC fall 2021 seminar in San Francisco, CA. The Quality Assurance Officer will attend the Association of Forensic Quality Assurance Managers meeting in Pittsburgh, PA in October 2021.

Two staff members will attend the American Society of Crime Laboratory Directors symposium in Boston, MA August 2021 and both the spring 2021 and fall 2021 meetings of the California Association of Crime Laboratory Directors in Sacramento, CA and San Francisco, CA, respectively.

# Scientific investigations Division



☐ Vacant  
☐ TDY  
☐ 4850

  
**Captain**  
**Vacant**  
 2/15/2020  
 71929

  
**Lieutenant**  
**DAVID**  
**PHELPS**  
 6/30/1990  
 10899

PROPERTY/EVIDENCE

  
**Crime Lab Director**  
**CATHERINE**  
**WOJCIK**  
 8/16/1986  
 05870

  
**Criminalist III/QAO**  
**CHRISTY**  
**KELLER**  
 2/24/2001  
 05679

  
**Programmer Analyst II**  
**JOSHUA**  
**CARTER**  
 8/9/2014  
 15779

  
**Systems Support Analyst II**  
**CHARLES**  
**SINGLETON**  
 4/2/2005  
 07630

  
**Supervising Office Assistant**  
**NANCY**  
**REED**  
 11/8/1997  
 09635

  
**Office Assistant III**  
**LORENA**  
**MEJIA-CRUZ**  
 9/1/2007  
 06408


FIREARMS/TOOLMARKS	CRIME SCENE INVESTIGATIONS	CHEMISTRY	FORENSIC BIOLOGY
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# Scientific investigations Division



## FIREARMS/TOOLMARKS

 Vacant  
 TDY  
 4850



79517

Supervising  
Criminalist

PAUL

MIRRA

4/12/1997



05899

Criminalist II

CHRISTI

BONAR

7/13/2002



08614

Criminalist II

PETER

VINCIE

12/1/1990



11856

Criminalist II

JANE

WHITWORTH

12/19/1998



15776

Criminalist I




KIRK

GARRISON

10/5/2013

# Scientific investigations Division



 Vacant  
 TDY  
 4850

## CRIME SCENE INVESTIGATIONS



17470

Supervising  
Crime Scene  
Specialist  
**KIMBERLEY  
SHAPIRO**  
4/6/2002



15780

Sheriff's Lead  
Crime Scene  
Specialist  
**HEATHERLY  
RADELEFF**  
4/15/1995



07111

Sheriff's Lead  
Crime Scene  
Specialist  
**MICHAEL  
RUSS**  
11/3/2012



75365

Sheriff's Crime  
Scene  
Specialist III  
**TAYLOR  
FOSTER**  
5/31/2014



09636

Sheriff's Crime  
Scene Specialist  
III  
**STEPHENIE  
SEAVEY**  
4/19/2014



75366

Sheriff's Crime  
Scene Specialist  
II  
**JENNIFER  
CARRILLO**  
7/18/2020



10479

Sheriff's Crime  
Scene Specialist II  
**ANDREA  
GUERRERO**  
7/11/2020



08627

Sheriff's Crime  
Scene Specialist II  
**KIRA  
BRIGHT**  
4/18/2015



10478

Sheriff's Crime  
Scene Specialist II  
**PAIGE  
GREEN-PURBA**  
10/27/2018



75364

Sheriff's Crime  
Scene Specialist  
II  
**SHIRA  
MATHIS**  
10/18/2014



06987

Sheriff's Crime  
Scene Specialist I  
**Vacant**  
7/18/2020



01376

Sheriff's Crime  
Scene Specialist I  
**CHRISTOPHER  
HERMOSILLO**  
4/13/2019



07652

Sheriff's Crime  
Scene Specialist I  
**NATALIE  
ROSALES**  
12/14/2013

# Scientific investigations Division



## CHEMISTRY

Supervising  
Criminalist

ELENA  
BEZDEK  
8/1/1998



85858

Office Assistant II

MARLENE  
CARDENAS  
4/10/1999



08908

Office Assistant  
II

Candace  
Stelly  
7/18/2020



10104

☐ Vacant

☐ TDY

☐ 4850

## ALCOHOL

Criminalist II

ANGELA  
MILLER  
12/31/2011



10480

Criminalist I

VICTOR  
ABARCA  
5/23/2020



07638

Criminalist I

Neesha  
Karanth  
9/12/2020



07631

## CONTROLLED SUBSTANCES

Criminalist II

RANDALL  
REES  
3/7/2015



10477

Criminalist II

BEVERLY  
WHITE  
12/29/1990



80292

CRIMINALIST II

Ricky  
Delgado  
10/26/2020



08615

Criminalist II

ROBERT  
RISTOW  
2/27/1988



11857

Criminalist II

JUSTIN  
TROUP  
3/10/2012



15781

Criminalist II

DARCI  
FULLNER  
3/28/2009



15977

Criminalist II

JASON  
MCCAULEY  
3/10/2001



05871

## TRACE



# Scientific Investigations Division



☐ 4850  
☐ TDY  
☐ Vacant




<p>05668 11/21/1998 Anderson Susan SUPERVISING CRIMINALIST</p>	<p>05667 6/11/2005 DELGADO AUDREY Criminalist II</p>	<p>07284 11/12/2016 CAMARENA LUCY Criminalist II</p>	<p>04541 12/15/2012 GARTSIDE BILLY Criminalist II</p>
<p>05613 5/2/2015 GRANGER SARA Office Assistant IV</p>	<p>05681 LORRAINE HEATH Criminalist MVDNA Tech Lead</p>	<p>07811 Vacant Criminalist III</p>	
<p>04477 7/8/2005 JENNIFER STEELE Criminalist II</p>	<p>02955 4/18/2015 CLARK CATHERINE Criminalist I</p>	<p>00615 LAB AIDE Vacant</p>	<p>15978 8/19/2006 PERRELO LELA Criminalist II</p>
<p>04839 10/13/2007 MUNSON KRISTOPHER Criminalist II</p>	<p>15782 4/30/2005 PIRESTANI MICHELLE Criminalist II</p>	<p>73192 5/5/2001 SANCHEZ INEZ Criminalist II</p>	<p>84840 10/14/2006 JON JON Criminalist II</p>
<p>00290 1/31/1998 KEY DENNIS Criminalist II</p>	<p>07636 2/23/2002 KNOMOTO STEPHANIE Criminalist II</p>	<p>00291 11/2/2013 KOUWE STEPHANIE Criminalist II</p>	<p>02954 11/10/2007 PARTRIDGE MIKI Criminalist II</p>

FORENSIC BIOLOGY

# Scientific investigations Division



## PROPERTY/EVIDENCE

 Vacant  
 TDY  
 4850



15683

Deputy  
Sheriff 12  
Hr/84  
DANNY  
RICE  
1/5/2002



08915

Sheriff's  
Service  
Specialist  
ELIZABETH  
DOMINICK  
9/16/2006



00653

Sheriff's  
Service  
Specialist  
TERESA  
ESQUIVEL  
8/9/2003



01555

Sheriff's  
Service  
Specialist  
CARRIE  
FINDAHL  
1/19/2008



11046

Sheriff's  
Service  
Specialist  
RACHEL  
LOVATO  
3/23/2002



10075

Sheriff's  
Service  
Specialist  
SONIA  
MCDERMOTT  
3/17/2007



10102

Sheriff's  
Service  
Specialist  
ALEXANDREA  
ORTEGA  
2/8/2014



01394

Sheriff's  
Service  
Specialist  
SHENIQUA  
ROSS  
3/22/2014



04205

Forensic  
Specialist II  
STEVEN  
JARONSKI  
11/3/1990



07704

Sheriff's  
Service  
Specialist  
Vacant



81452

Public  
Service  
Employee  
AMANDA  
RIVERA  
9/14/2019

## **2020 CALIFORNIA COVERDELL PROGRAM**

### **Certification as to External Investigations**

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice and to the California Governor's Office of Emergency Services (Cal OES):

A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the Grant Subaward.

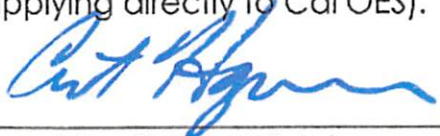
I agree to notify Cal OES Coverdell Program Staff regarding any and all complaints and/or allegations of serious negligence and/or misconduct substantially affecting the integrity of forensic results committed by employees or contractors of the forensic laboratory system.

At the *initiation, duration of, and at the conclusion* of the investigative review process and all appropriate action has been fulfilled, I will notify Cal OES Coverdell Program Staff as to the resolution and that the matter has been resolved:

I personally have read and reviewed the section entitled "Eligibility" in the FY 2020 program announcement for the California Coverdell Program. I acknowledge that a false statement in this certification or in the application that it supports may be subject to criminal prosecution, under 18 U.S.C. § 1001. I also acknowledge that the Office of Justice Programs and/or Cal OES Grant Subawards, including certifications provided in connection with such Grants Subawards, are subject to review by the Office of Justice Programs, Department of Justice, Office of the Inspector General, and Cal OES.



I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to Cal OES).



\_\_\_\_\_  
Signature of Certifying Official

San Bernardino County Sheriff's Department

\_\_\_\_\_  
Name of External Investigative  
Agency

Chairman, Board of Supervisors

\_\_\_\_\_  
Title of Certifying Official

Dave Phelps

\_\_\_\_\_  
Contact at External Investigative  
Agency

San Bernardino County Sheriff's Department

\_\_\_\_\_  
Name of Applicant Agency

Lieutenant

\_\_\_\_\_  
Title

JAN 05 2021

\_\_\_\_\_  
Date

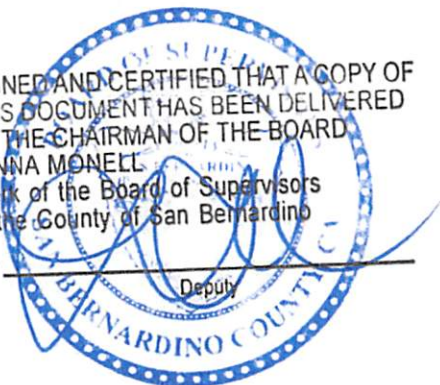
909-387-8849

\_\_\_\_\_  
Phone #

SIGNED AND CERTIFIED THAT A COPY OF  
THIS DOCUMENT HAS BEEN DELIVERED  
TO THE CHAIRMAN OF THE BOARD  
LYNN MONELL  
Clerk of the Board of Supervisors  
of the County of San Bernardino

By \_\_\_\_\_

Deputy



## 2020 CALIFORNIA COVERDELL PROGRAM

### BASELINE DATA SHEET

The data presented on this document will establish the baseline for the 2020 Grant Subaward progress reporting. Please complete and submit the information requested below with your application.

**PLEASE NOTE: ONCE A DISCIPLINE(S) IS SELECTED, YOU MUST REPORT STATISTICS ON THAT DISCIPLINE(S) THROUGHOUT THE LIFE OF THE CQ20 GRANT SUBAWARD PERFORMANCE PERIOD. PLEASE DO NOT SWITCH THE DISCIPLINE(S) MID-GRANT SUBAWARD PERFORMANCE PERIOD.**

1. Identify the number of qualifying staff related to CQ20 FSIA funds. 49

2. What are the project disciplines for the CQ20 Grant Subaward program?

**PLEASE NOTE: Toxicology and Forensic Alcohol are now ONE discipline**

Please check the box(es) that are applicable for your program Grant Subaward funds.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Controlled Substances/Drug Chemistry | <input checked="" type="checkbox"/> Crime Scene |
| <input checked="" type="checkbox"/> Toxicology/Forensic Alcohol          | <input type="checkbox"/> Latent Prints          |
| <input checked="" type="checkbox"/> Trace                                | <input type="checkbox"/> Digital Media          |
| <input checked="" type="checkbox"/> Firearms                             | <input type="checkbox"/> Pathology              |
| <input type="checkbox"/> Questioned Documents                            | <input checked="" type="checkbox"/> NIBIN       |
| <input type="checkbox"/> Biology/DNA                                     | <input type="checkbox"/> Impression Evidence    |
| <input type="checkbox"/> Fire Evidence                                   |   |

3. Based on the selected disciplines above, please show the number of cases pending in the following chart.

Discipline	Turn-Around-Time	Back Log
Controlled Substances/Drug Chemistry	29 days	1746
Toxicology/Forensic Alcohol	49 days	337
Trace	30 days	51
Firearms	26 days	52
Questioned Documents	NA	NA
Biology/DNA	NA	NA
Fire Evidence	NA	NA
Crime Scene	28 days	52
Latent Prints	NA	NA
Digital Media	NA	NA
Pathology	NA	NA
NIBIN	9 days	104
Impression Evidence	NA	NA

4. Grant Subaward funding will only be used for training: Yes\_\_\_ No X

Signature: Andrew Weyl

Date: 01/25/21

Subaward #: CQ20 14 0380

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
OUT-OF-STATE TRAVEL REQUEST**

**SUBRECIPIENT**

Agency: San Bernardino County Sheriff's Department  
Project Director: Catherine Wojcik Phone #: (909) 387-9904  
Address: 711 E. Rialto Avenue  
City: San Bernardino Zip: 92415

**ATTENDEE(S)**

Name: One Staff Member  
Title: Sheriff's Crime Scene Specialist Phone #: (909) 387-9980  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

**TRIP DETAILS**

Trip Date [Month/Day(s)/Year] May 2-7, 2021  
Destination (City/State) Andover, MN  
Description (Meeting/Conference/Other) \_\_\_\_\_  
Shooting Incident Reconstruction Training by Tritech Forensics

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Provides specialized training on techniques for determining the sequence of events at a crime scene based on the physical evidence left behind.

**Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.**

**FOR CAL OES USE ONLY**

Recommendation:

Approve Disapprove



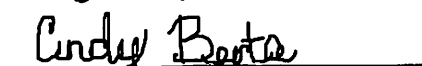


Program Specialist

01/27/2021

Date





Unit Chief

1/28/21

Date

## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

**Travel Policy – are the rates based on internal policy or the state's travel policy?  
Please specify:**

Internal Travel Policy ☒ State Travel Policy ☐

Date of Trip: May 2-7, 2021  
Destination: Andover, MN  
Purpose: Shooting Incident Reconstruction Training by Trittech Forensics

### ESTIMATED COSTS

#### TRANSPORTATION:

#### AMOUNT

	Airfare:	\$ <u>450</u>
Additional Airport Expenses		
	Mileage: (57.5 cents per mile)	\$ <u>          </u>
	Taxi/Shuttle:	\$ <u>80</u>
	Parking:	\$ <u>90</u>
Auto Expenses:		
	Private Car:	\$ <u>          </u>
	Rental Car:	\$ <u>          </u>
	State/Agency Car:	\$ <u>          </u>

#### HOTEL/PER DIEM

Hotel:  
5 days @ \$ 175 per day = \$ 875

Per diem:  
6 days @ \$ 43 per day = \$ 258

#### OTHER EXPENSES

Registration/Conference Fee:	\$ <u>649</u>
Luggage Fee	\$ <u>60</u>
	\$ <u>          </u>
	\$ <u>          </u>
	\$ <u>          </u>

**TOTAL COSTS NOT TO EXCEED:** \$ 2462

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
**OUT-OF-STATE TRAVEL REQUEST**

**SUBRECIPIENT**

Agency: San Bernardino County Sheriff's Department  
 Project Director: Catherine Wojcik Phone #: (909) 387-9904  
 Address: 711 E. Rialto Avenue  
 City: San Bernardino Zip: 92415

**ATTENDEE(S)**

Name: Two Staff Members  
 Title: Sheriff's Crime Scene Specialists Phone #: (909) 387-9980  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

**TRIP DETAILS**

Trip Date [Month/Day(s)/Year] July 31-August 7, 2021  
 Destination (City/State) Nashville, TN  
 Description (Meeting/Conference/Other) \_\_\_\_\_  
 International Association for Identification Conference

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Provides up-to-date training on crime scene techniques for evidence identification and collection. Allows for field staff to view and try out new types of equipment.

**Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.**

**FOR CAL OES USE ONLY**

Recommendation:

Approve Disapprove



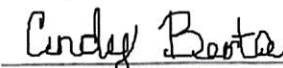


Program Specialist

01/27/2021

Date





Unit Chief

1/28/21

Date

## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

**Travel Policy – are the rates based on internal policy or the state's travel policy?  
Please specify:**

Internal Travel Policy ☒ State Travel Policy ☐

Date of Trip: July 31-August 7, 2021  
Destination: Nashville, TN  
Purpose: International Association for Identification Conference

### ESTIMATED COSTS

#### TRANSPORTATION:

#### AMOUNT

	<b>Airfare:</b>	<u>\$ 1100</u>
Additional Airport Expenses		
	Mileage: (57.5 cents per mile)	<u>\$</u>
	Taxi/Shuttle:	<u>\$ 120</u>
	Parking:	<u>\$ 180</u>
Auto Expenses:		
	Private Car:	<u>\$</u>
	Rental Car:	<u>\$</u>
	State/Agency Car:	<u>\$</u>

#### HOTEL/PER DIEM

Hotel:		
<u>10</u>	days @ <u>\$ 250</u>	per day = <u>\$ 2500</u>
Per diem:		
<u>12</u>	days @ <u>\$ 43</u>	per day = <u>\$ 516</u>

#### OTHER EXPENSES

Registration/Conference Fee:	<u>\$ 1140</u>
Luggage Fee	<u>\$ 120</u>
	<u>\$</u>
	<u>\$</u>
	<u>\$</u>

<b>TOTAL COSTS NOT TO EXCEED:</b>	<u>\$ 5676</u>
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Subaward #: CQ20 14 0360

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
OUT-OF-STATE TRAVEL REQUEST**

**SUBRECIPIENT**

Agency: San Bernardino County Sheriff's Department  
Project Director: Catherine Wojcik Phone #: (909) 387-9904  
Address: 711 E. Rialto Avenue  
City: San Bernardino Zip: 92415

**ATTENDEE(S)**

Name: One Staff Member  
Title: Criminalist Phone #: (909) 387-9980  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

**TRIP DETAILS**

Trip Date [Month/Day(s)/Year] April 10-16, 2021  
Destination (City/State) Charleston, SC  
Description (Meeting/Conference/Other) \_\_\_\_\_  
International Association for Chemical Testing Conference

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Provides current information about breath and blood alcohol testing, courtroom testimony and defense tactics to attack breath and blood results.

**Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.**

**FOR CAL OES USE ONLY**

Recommendation:

Approve

Disapprove



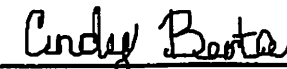


Program Specialist

01/27/2021

Date





Unit Chief

1/28/21

Date



## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

Travel Policy – are the rates based on internal policy or the state's travel policy?  
Please specify:

Internal Travel Policy ☒ State Travel Policy ☐

Date of Trip: April 10-16, 2021

Destination: Charleston, SC

Purpose: International Association for Chemical Testing Conference

### ESTIMATED COSTS

#### TRANSPORTATION:

#### AMOUNT

Airfare:

\$ 700

Additional Airport Expenses

Mileage: (57.5 cents per mile)

\$

Taxi/Shuttle:

\$ 60

Parking:

\$ 105

Auto Expenses:

Private Car:

\$

Rental Car:

\$

State/Agency Car:

\$

#### HOTEL/PER DIEM

Hotel:

6 days @ \$ 225 per day =

\$ 1350

Per diem:

6 days @ \$ 43 per day =

\$ 258

#### OTHER EXPENSES

Registration/Conference Fee:

\$ 350

Luggage Fee

\$ 60

\$

\$

\$

\$

TOTAL COSTS NOT TO EXCEED:

\$ 2883

Subaward #: CQ20 14 0360

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
OUT-OF-STATE TRAVEL REQUEST**

**SUBRECIPIENT**

Agency: San Bernardino County Sheriff's Department  
Project Director: Catherine Wojcik Phone #: (909) 387-9904  
Address: 711 E. Rialto Avenue  
City: San Bernardino Zip: 92415

**ATTENDEE(S)**

Name: Two Staff Members  
Title: Criminalists Phone #: (909) 387-9980  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

**TRIP DETAILS**

Trip Date [Month/Day(s)/Year] June or December 2021  
Destination (City/State) Bloomington, IN  
Description (Meeting/Conference/Other) \_\_\_\_\_  
Borkenstein Alcohol Course

Justification (Indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Provides training in physiology, pharmacology, testing and testimony of forensic alcohol analysis. This course is the gold standard for the training of new analysts.

**Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.**

**FOR CAL OES USE ONLY**

Recommendation:

Approve Disapprove

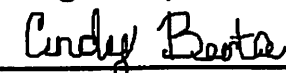


  
Program Specialist

01/27/2021

Date



  
Unit Chief

1/28/21

Date

## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

Travel Policy – are the rates based on Internal policy or the state's travel policy?  
Please specify:

Internal Travel Policy ☒ State Travel Policy ☐

Date of Trip: June or December 2021

Destination: Bloomington, MA

Purpose: Borkenstein Alcohol Course

### ESTIMATED COSTS

#### TRANSPORTATION:

#### AMOUNT

Airfare:	\$ 1000
Additional Airport Expenses	
Mileage: (57.5 cents per mile)	\$
Taxi/Shuttle:	\$
Parking:	\$ 210
Auto Expenses:	
Private Car:	\$
Rental Car:	\$ 305
State/Agency Car:	\$

#### HOTEL/PER DIEM

Hotel:	
12 days @ \$ 250 per day =	\$ 3000
Per diem:	
14 days @ \$ 43 per day =	\$ 602

#### OTHER EXPENSES

Registration/Conference Fee:	\$ 3000
Luggage Fee	\$ 120
Hotel Parking	\$ 100
	\$
	\$

TOTAL COSTS NOT TO EXCEED:	\$ 8337
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
OUT-OF-STATE TRAVEL REQUEST****SUBRECIPIENT**

Agency: San Bernardino County Sheriff's Department  
Project Director: Catherine Wojcik Phone #: (909) 387-9904  
Address: 711 E. Rialto Avenue  
City: San Bernardino Zip: 92415

**ATTENDEE(S)**

Name: Two Staff Members  
Title: Supervising Criminalists Phone #: (909) 387-9980  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

**TRIP DETAILS**

Trip Date [Month/Day(s)/Year] 8/21/2021-8/26/2021  
Destination (City/State) Boston, MA  
Description (Meeting/Conference/Other) \_\_\_\_\_  
American Society of Crime Laboratory Directors Symposium

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Provides leadership/management training related to the operation of crime laboratories. Also provides updates on grants and federal legislation.

**Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.**

**FOR CAL OES USE ONLY**

Recommendation:

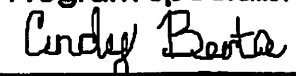
Approve



Disapprove



Program Specialist



Unit Chief

01/27/2021

Date

1/28/21

Date

## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

**Travel Policy – are the rates based on internal policy or the state's travel policy?**  
**Please specify:**

Internal Travel Policy ☒ State Travel Policy ☐

Date of Trip: August 21-26, 2021

Destination: Boston, MA

Purpose: American Society of Crime Laboratory Directors Symposium

### ESTIMATED COSTS

#### TRANSPORTATION:

#### AMOUNT

**Airfare:**

\$ 1400

Additional Airport Expenses

Mileage: (57.5 cents per mile)

\$

Taxi/Shuttle:

\$ 120

Parking:

\$ 180

Auto Expenses:

Private Car:

\$

Rental Car:

\$

State/Agency Car:

\$

#### HOTEL/PER DIEM

Hotel:

10 days @ \$ 250 per day =

\$ 2500

Per diem:

12 days @ \$ 43 per day =

\$ 516

#### OTHER EXPENSES

Registration/Conference Fee:

\$ 1600

Luggage Fee

\$ 120

\$

\$

\$

\$

**TOTAL COSTS NOT TO EXCEED:**

\$ 6436

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
OUT-OF-STATE TRAVEL REQUEST

## SUBRECIPIENT

Agency: San Bernardino County Sheriff's Department  
Project Director: Catherine Wojcik Phone #: (909) 387-9904  
Address: 711 E. Rialto Avenue  
City: San Bernardino Zip: 92415

## ATTENDEE(S)

Name: Two Staff Members  
Title: Criminalists Phone #: (909) 387-9980  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

## TRIP DETAILS

Trip Date [Month/Day(s)/Year] May 22-28, 2021  
Destination (City/State) Miami, FL  
Description (Meeting/Conference/Other) \_\_\_\_\_  
Association of Firearms and Toolmark Examiners Seminar

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Provides information about accreditation issues, manufacturing updates,  
examination training and legislative initiatives.

**Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.**

## FOR CAL OES USE ONLY

Recommendation:

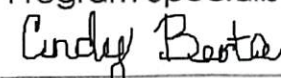
Approve Disapprove



Program Specialist

01/27/2021

Date



Unit Chief

1/28/21

Date

## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

**Travel Policy – are the rates based on internal policy or the state's travel policy?  
Please specify:**

Internal Travel Policy ☒ State Travel Policy ☐

Date of Trip: May 22-28, 2021  
Destination: Miami, FL  
Purpose: Association of Firearms and Toolmark Examiners

### ESTIMATED COSTS

#### TRANSPORTATION:

#### AMOUNT

Airfare:	\$ <u>1400</u>
Additional Airport Expenses	
Mileage: (57.5 cents per mile)	\$ <u>          </u>
Taxi/Shuttle:	\$ <u>140</u>
Parking:	\$ <u>210</u>
Auto Expenses:	
Private Car:	\$ <u>          </u>
Rental Car:	\$ <u>          </u>
State/Agency Car:	\$ <u>          </u>

#### HOTEL/PER DIEM

Hotel: 12 days @ \$ 200 per day = \$ 2400

Per diem: 16 days @ \$ 43 per day = \$ 688

#### OTHER EXPENSES

Registration/Conference Fee:	\$ <u>1200</u>
Luggage Fee	\$ <u>120</u>
	\$ <u>          </u>
	\$ <u>          </u>
	\$ <u>          </u>

**TOTAL COSTS NOT TO EXCEED:** \$ 6158

Subaward #: CQ20 14 0360

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
OUT-OF-STATE TRAVEL REQUEST**

**SUBRECIPIENT**

Agency: San Bernardino County Sheriff's Department  
Project Director: Catherine Wojcik Phone #: (909) 387-9904  
Address: 711 E. Rialto Avenue  
City: San Bernardino Zip: 92415

**ATTENDEE(S)**

Name: One Staff Member  
Title: Criminalist Phone #: (909) 387-9980  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

**TRIP DETAILS**

Trip Date [Month/Day(s)/Year] October 11-15, 2021  
Destination (City/State) Pittsburgh, PA  
Description (Meeting/Conference/Other) \_\_\_\_\_  
Association of Forensic Quality Assurance Managers Conference

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Provides specialized training in quality assurance issues such as changes to ISO/IEC 17025 requirements and how to maintain lab accreditation.

**Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.**

**FOR CAL OES USE ONLY**

Recommendation:

Approve Disapprove

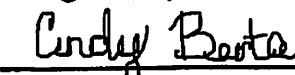


  
Program Specialist

01/27/2021

Date



  
Unit Chief

1/28/21

Date



## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

**Travel Policy – are the rates based on internal policy or the state's travel policy?  
Please specify:**

Internal Travel Policy ☒ State Travel Policy ☐

Date of Trip: October 11-15, 2021  
Destination: Pittsburgh, PA  
Purpose: Association of Forensic Quality Assurance Managers Conference

### ESTIMATED COSTS

#### TRANSPORTATION:

#### AMOUNT

	<b>Airfare:</b>	<u>\$ 600</u>
Additional Airport Expenses		
	Mileage: (57.5 cents per mile)	<u>\$</u>
	Taxi/Shuttle:	<u>\$ 60</u>
	Parking:	<u>\$ 75</u>
Auto Expenses:		
	Private Car:	<u>\$</u>
	Rental Car:	<u>\$</u>
	State/Agency Car:	<u>\$</u>

#### HOTEL/PER DIEM

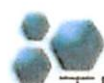
Hotel:  
4 days @ \$ 200 per day = \$ 800

Per diem:  
5 days @ \$ 43 per day = \$ 215

#### OTHER EXPENSES

Registration/Conference Fee:	<u>\$ 500</u>
Luggage Fee	<u>\$ 60</u>
	<u>\$</u>
	<u>\$</u>
	<u>\$</u>

**TOTAL COSTS NOT TO EXCEED:** \$ 2310



# TRITECH TRAINING FORENSICS

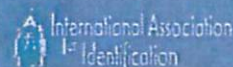
State-of-the-Art

for the Modern Forensic Professional

8770 Trade Street, Leland, North Carolina 28451

910.457.6600 x1025 | Cell: 954.806.2123 | [tritechtraining.com](http://tritechtraining.com) | [phil@tritechusa.com](mailto:phil@tritechusa.com)

To register, visit [tritechtraining.com](http://tritechtraining.com) or contact our Training Director Phil Sanfilippo at 800.438.7884 ext. 1025 or by email at [phil@tritechusa.com](mailto:phil@tritechusa.com).



Courses are presented in partnership with the International Association for Identification.

## ADA / Special Accommodations

To ensure we can accommodate persons with special needs who wish to attend our courses, please be sure to identify the accommodation needed when you register, or if applicable, at the time you register by phone.

## Host a course

By hosting one of our courses, you will be providing your agency's personnel and the forensic professionals in your area with a high-quality training opportunity, right in your local area. This means less cost to you or your agency for expenses such as travel, lodging, and meals, and less time away from home and family. Plus, hosts can qualify for tuition savings. For more information, visit [tritechtraining.com](http://tritechtraining.com).



## Shooting Incident Reconstruction

### Instructors:

**Gary Graff, CBPA & Iris Dalley**

**May 3 - 7, 2021**

**Tuition: \$649 | Hours: 8 am - 5 pm**

### Host:

**Anoka County Sheriff's Office Training Center**

### Location:

**13301 Hanson Blvd., NW | Andover, MN**

### Lodging Information:

**AmericInn of Coon Rapids**

**3430 Northdale Blvd., NW | Coon Rapids, MN 55448**

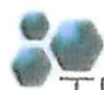
**763-323-0010**

For more lodging information, see the course page on [www.tritechtraining.com](http://www.tritechtraining.com).

This course has been approved for the following certification/re-certification training credits: IAI Crime Scene Certification Board - 40 and IAI Forensic Photography Certification Board - 2.

TFF-20-S/R-062





# TRITECH FORENSICS

State-of-the-Art Training for the Modern Forensic Professional

8770 Trade Street, Leland, North Carolina 28451

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To register, visit  
tritechtraining.com  
or contact our  
Training Director  
Phil Sanfilippo at  
800.438.7884 ext.  
1025 or by email at  
phil@tritechusa.com.

## ABOUT TRITECH

A leader in the forensics market, Tri-Tech Forensics provides evidence collection and crime scene investigation products and training to crime labs and crime scene investigators throughout the world. With over 30 years of experience, we are the nation's most proficient developer and manufacturer of forensic kits. We are committed to providing our customers with state-of-the-art forensics products and services at affordable prices. It is our goal, through our research and development program, to continue to develop superior products and training to aid in all aspects of crime scene investigation and crime lab analysis. We know how important our products and training are to the forensics community, from investigation to prosecution. Our mission is the same as our customers - Identify. Protect. Preserve.

## COURSE DESCRIPTION

# Shooting Incident Reconstruction

Modern investigators are frequently faced with the investigation of shooting incidents, some of which become controversial. Whether the incident is a criminal act, an act of self-defense, or the use of deadly force by law enforcement, the outcome of these investigations have far-reaching consequences. Investigators must effectively and accurately analyze these scenes so facts surrounding these incidents can be identified and accurately presented.

This comprehensive 5-day (40-hour) course, presented by veteran field investigators, is specifically designed for detectives, crime scene investigators, evidence technicians, and others involved in investigating shooting incidents. Validated methodologies are presented in lectures and practical exercises. Scenes will be analyzed to identify ballistic evidence, shooter and victim positions, sequence of events, and evidentiary relationships.

## Classroom and firearms range instruction and practical exercises include:

- Firearms and ammunition design and function.
- Physics of projectile motion.
- Proper identification, documentation and organization of firearms-related evidence.
- Gunshot wound ballistics and interrelationships of wounds and other evidence.
- Mathematics for trajectory analysis in crime scenes.

- Determining muzzle to target distances.
- Application of the scientific method to field analysis.
- Reconstructing the shooting event through recognizing and correlating evidentiary relationships between evidence in the scene, forensic analyses, and subject/witness statements.
- \*Trajectory analysis through rodding, laser, trigonometry and stringing.
- \*Demonstration and analysis of bullet interactions with various materials including glass, metal, concrete, wood, motor vehicles, bone and dirt. Commonly held perceptions will be challenged.

All main concepts are reinforced through hands-on practical exercises using case scenarios.

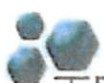
\* Includes exercises conducted at a shooting range.

## Class Requirements

Course is designed to develop knowledge and "hands-on" experience for shooting incident scene analysis. Prior investigative or crime scene experience is recommended.

Attendees should bring a camera for documenting evidence and an electronic device with USB connection, preferably a laptop computer, to access and save digital handouts, case materials, and fillable forms used in lecture and practical exercises.





# TRITECH TRAINING FORENSICS

State-of-the-Art Training for the Modern Forensic Professional

8770 Trade Street, Leland, North Carolina 28451

910.457.6600 x1025 | Cell: 954.806.2123 | [tritechtraining.com](http://tritechtraining.com) | [phil@tritechusa.com](mailto:phil@tritechusa.com)

To register, visit [tritechtraining.com](http://tritechtraining.com) or contact our Training Director Phil Sanfilippo at 800.438.7884 ext. 1025 or by email at [phil@tritechusa.com](mailto:phil@tritechusa.com).

## ABOUT TRITECH

A leader in the forensics market, Tri-Tech Forensics provides evidence collection and crime scene investigation products and training to crime labs and crime scene investigators throughout the world. With over 30 years of experience, we are the nation's most proficient developer and manufacturer of forensic kits. We are committed to providing our customers with state-of-the-art forensics products and services at affordable prices. It is our goal, through our research and development program, to continue to develop superior products and training to aid in all aspects of crime scene investigation and crime lab analysis. We know how important our products and training are to the forensics community, from investigation to prosecution. Our mission is the same as our customers - *Identify. Protect. Preserve.*

## COURSE INSTRUCTORS

### Gary Graff, CBPA

#### GARY GRAFF, CBPA



Gary W. Graff, retired FBI Special Agent, investigated violent crimes, sex crimes, fraud and property crimes. He specialized in complex cases, many of which were coordinated with state and local law enforcement. He has substantial trial and testimonial experience and extensive training and experience in crime scene processing, sketching and reconstruction, shooting incident reconstruction, and blood stain pattern analysis. He was a certified police instructor, SWAT member and instructor, firearms instructor, and member of the FBI's Evidence Response Team. Mr. Graff has a Bachelor of Science degree in Electrical Engineering and is a graduate of the FBI National Academy. He provides instruction in general investigative methods, crime scene and shooting incident reconstruction and bloodstain pattern analysis.

#### IRIS DALLEY



Iris Dalley Graff served as a Special Agent for the Oklahoma State Bureau of Investigation (OSBI), retiring in 2009. During her career, she conducted laboratory analysis, crime scene investigation, and worked with various police agencies in processing and investigating hundreds of violent crime cases. Iris has a B.S. in Biology and Masters in Secondary Sciences. Iris is a Fellow and Distinguished Member of the Association for Crime Scene Reconstruction and former president of the International Association of Bloodstain Pattern Analysts. Iris has decades of experience in providing case consultation, expert testimony, forensic analysis and instruction in bloodstain pattern analysis, crime scene reconstruction, and shooting incident reconstruction, in the United States and other countries.

## TESTIMONIALS

"Thank you very much for all your effort in putting together such an extensive class material. The class was a wealth of important, interesting information. I appreciated every second of your presence because it could easily be noticed your dedication, your passion and the love of sharing." **Camelia Mauro, Crime Scene Technician, Florida**

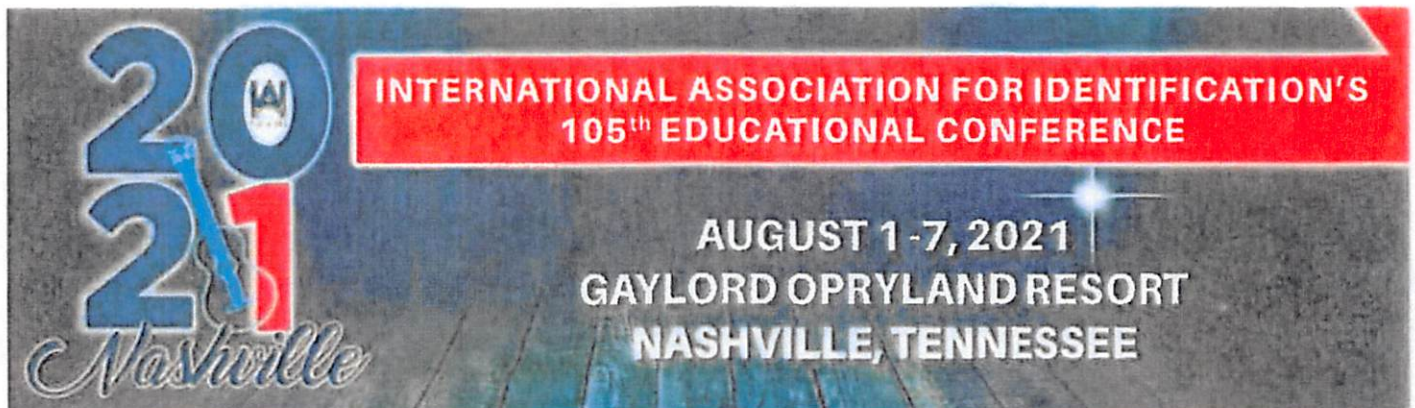
"I want to thank you and Iris for one of the most challenging and informative classes I've ever attended. I have a feeling of accomplishment having successfully completed this course. Your dedication to Law Enforcement and teaching the best class I've ever attended shows! Thank you again!" **Aldo Legge, Detective Sergeant, Pennsylvania**

[Member Login](#)

[\(https://www.theiai.org/\)](https://www.theiai.org/)

## 2021 IAI Conference Nashville

Home (<https://host8.viethwebhosting.com/~iai/>) / Conference  
(<https://www.theiai.org/conference.php>) / 2021 IAI Conference Nashville  
([https://www.theiai.org/2021\\_iai\\_conference\\_nashville.php](https://www.theiai.org/2021_iai_conference_nashville.php)).





**FULL REGISTRATION**

IAI Member Advance Registration is \$395 (U.S.) and \$445 (U.S.) onsite.

Non-Member Advance Registration is \$500 (U.S.) and \$550 (U.S.) onsite.

Individual Workshops sessions are additional and range from \$35 to \$160 (U.S.) per class.

Full registration includes: all conference materials; the Sunday President's Reception; Exhibit Grand-Opening Reception; Tuesday-night Poster Presentation/Photo Contest and Reception; Wednesday evening Forensic Networking Social; and the Friday-night Installation and Closing Banquet. (Note: receptions are not full meals) The full registration DOES NOT include workshops that require an additional fee, hotel accommodations, or travel.

**STUDENT REGISTRATION**

Student registration is \$200 (U.S.). To qualify as a Student Registrant, individuals must be full-time college students, with a major in forensic science-related field or law enforcement, taking 12 or more semester hours/credits or the equivalent in quarter hours/credits for undergraduate study and at least 9 semester hours/credits or the equivalent in quarter hours/credits for graduate study. Students must provide a letter or transcript from their educational institution stating the number of credits currently being taken.

The words "full-time student" will not suffice.

A Student Registrant receives all benefits of the Full Registration with the exception of the Friday night Banquet (tickets may be purchased separately for that event) and workshops do require an additional fee. Also see the opportunity for Student Poster Presentations.

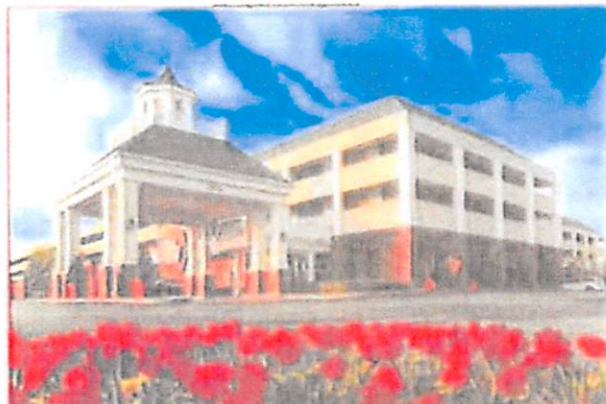
**DAILY REGISTRATION**

Daily registration is \$150 (U.S.) per day in advance and \$200 (U.S.) per day onsite.

The daily registrants will receive only the non-fee educational sessions for that day, and entrance to Exhibit. Workshops are additional.

**SOCIAL REGISTRATION**

A Social Registration is for the Spouse/Guest of a regular registrant. The registration fee is \$200 (U.S.) and includes the Sunday President's Reception, Monday exhibit grand opening Reception; Tuesday-Night Poster Presentation/Photo Contest and Reception; and the Friday-night Installation Banquet.

**HOTEL - GAYLORD OPRYLAND HOTEL**

\$207/night room rate (exclusive of taxes)

Reservations must be secured at the time of booking with a major credit card. The cut-off date for the Conference Room Rate is when the secured conference block has been filled or Friday, June 25, 2021 (whichever occurs first) after which all remaining guestrooms will be released back to the hotel.

Reservations after the cut-off date will be accepted based on availability.

**MAKING RESERVATIONS**

A dedicated website is now available for you to book your hotel room online.

[Booking Website](#)

(<https://book.passkey.com/gt/218051130?gtid=994e16eb73fdc0625b9aa575128ff6f4>).

**GENERAL CONFERENCE INFORMATION**

**Candace "Candy" Murray**  
Conference Planner

**(407) 810-6112**

[Send Email](#)

[.mailto:iaiconferenceplanner@gmail.com](mailto:iaiconferenceplanner@gmail.com)).

**CONFERENCE REGISTRATION  
INFORMATION**

**Roy Reed  
Registrar**

**(832) 696-9448**

**Send Email**

[.mailto:rjreed4iai@gmail.com](mailto:rjreed4iai@gmail.com)).

**EDUCATION PROGRAM  
(LECTURE/WORKSHOP/POSTER)**

**Lesley Hammer  
Education Coordinator**

**(907) 242-0229**

**Send Email**

[.mailto:iaiedplanner@gmail.com](mailto:iaiedplanner@gmail.com)).



**2021 IAI PROGRAM SCHEDULE**

	<b>Sunday August 1</b>	<b>Monday August 2</b>	<b>Tuesday August 3</b>	<b>Wednesday August 4</b>	<b>Thursday August 5</b>	<b>Friday August 6</b>
<b>8:00</b>				<b>Keynote 7:45 to 9:00 am</b>		
<b>8:30</b>			<b>Lectures &amp; Workshops</b>		<b>Lectures &amp; Workshops</b>	<b>Membership Meeting</b>
<b>9:00</b>		<b>Opening Ceremonies</b>		<b>Exhibit Time</b>		
<b>9:30</b>			<b>Break in Exhibit Area</b>		<b>Break</b>	
<b>10:00</b>						
<b>10:30</b>						
<b>11:00</b>			<b>Lectures &amp; Workshops</b>	<b>Lectures &amp; Workshops</b>	<b>Lectures &amp; Workshops</b>	<b>Lectures &amp; Workshops</b>
<b>11:30</b>		<b>All Conference Panel Discussion</b>				
<b>12:00</b>		<b>Lunch Break</b>				
<b>12:30</b>						
<b>1:00</b>		<b>Lectures &amp; Workshops</b>	<b>Lectures &amp; Workshops</b>	<b>Lectures &amp; Workshops</b>	<b>Lectures &amp; Workshops</b>	<b>Lectures &amp; Workshops</b>
<b>1:30</b>						
<b>2:00</b>						
<b>2:30</b>		<b>Break</b>	<b>Break in Exhibit Area</b>	<b>Break</b>	<b>Break</b>	<b>Break</b>
<b>3:00</b>		<b>Lectures &amp; Workshops</b>		<b>Lectures &amp; Workshops</b>		<b>Lectures &amp; Workshops</b>
<b>3:30</b>			<b>Lectures &amp; Workshops</b>		<b>Lectures &amp; Workshops</b>	
<b>4:00</b>						
<b>5:00</b>		<b>Exhibitor Opening and Reception</b>	<b>Exhibitor Reception, Poster Presentations &amp; Photo Contest</b>	<b>5:15 Discipline Networking Event</b>		<b>Educational Program Ends at 4:00pm</b>
<b>6:00</b>	<b>1st Time Attendees' Reception</b>					<b>Banquet Tonight!</b>
<b>7:00</b>	<b>7:00 - 10:00pm President's Welcome Reception</b>					

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(https://twitter.com/the\_iai)



(https://www.linkedin.com/company/international-association-for-identification/?trk=biz-companies-

cym)



(https://www.instagram.com/the\_iai/)



# COURSE DESCRIPTION

**This is a 4-day class designed for newer arson analysts. This class will demonstrate how to handle a case involving ignitable liquids and/or fire debris from start to finish. It will address how to get started, how to recover analyte from fire-related debris samples, how to identify common ignitable liquids using GCMS, how to process and interpret analytical data, how to form and evaluate conclusions, and how to generate a report. Practical laboratory exercises will be emphasized. Evidence storage and safety considerations will also be addressed.**

**This course is intended for criminalists and forensic scientists employed by law enforcement or public safety agencies who currently perform or will be performing analysis of ignitable liquids and debris from fire scenes.**

**C151 Analysis of Ignitable Liquids**

*California  
Criminalistics  
Institute*



**11181 Sun Center Dr.  
Rancho Cordova CA 95670**

**916-695-1800**

**Promoting professionalism in the field of chemical tests for alcohol and other drugs in relation to traffic safety since 1988**



**I.A.C.T. is an organization composed primarily of employees of governmental agencies involved in chemical testing in relation to traffic safety. We hold an annual conference at various locations throughout the U.S. and Canada.**

#### **UPCOMING EVENTS**

**Conference April 11-16, 2021 - Charleston  
Marriott, South Carolina**



# COURSE DESCRIPTION

**This is a 5-day (36 hour) class. The class is for beginners and those with some experience or background in explosives analysis. The class will demonstrate how to handle a case involving low explosives or intact high explosives from start to finish. The content will include the starting point, analysis of intact explosive materials, show to recover analyte from post blast debris samples, how to identify common oxidizers and select fuels, how to process and interpret analytical data, how to form and evaluate conclusions, and recommendations on generating a report. Practical laboratory exercises will be emphasized. Evidence storage, preservation, and safety considerations will also be addressed. This course is intended for criminalists and forensic scientists employed by law enforcement or public safety agencies who currently perform or will be performing analysis of oxidizers and fuels in pyrotechnics and low explosives, post blast low explosive products, and intact high explosives. This course will not cover post blast high explosives.**

## C152 Analysis of Explosives

*California  
Criminalistics  
Institute*



*11181 Sun Center Dr.  
Rancho Cordova CA 95670*

*916-695-1800*

[Menu](#)

## Robert F. Borkenstein Courses

[CONTACT US](#)

### Alcohol Course

#### Alcohol and Highway Safety Course Description

The Indiana University Alcohol Borkenstein Course is a one-week expert-level program of on-campus instruction and interaction, on medico-legal alcohol topics. The primary emphasis in most of the presentations is on alcohol in relation to traffic safety, covering basic alcohol chemistry and physiology, principles of measurement of alcohol in blood and breath, and presentation of alcohol information in the courtroom. The program is presented twice annually (May and December) on the Indiana University main campus in Bloomington, IN as an activity of the Robert F. Borkenstein Center for Studies of Law in Action in the IU Department of Criminal Justice.

The Course currently consists of 18 elements presented by ten visiting faculty members and the Course Manager over six days. Faculty presentations and other Course elements include lectures, question and answer, panel discussion with faculty-registrants, and tutorial sessions led by individual faculty members. The program also includes an initial Course orientation, welcoming faculty/student dinner, and a wine and cheese reception courtesy of the Criminal Justice Department. The program also features daily review sessions, and a final program exam/review.

This course, which was originated by Robert F. Borkenstein in the 1950's, was primarily intended for professionals who administer or perform blood or breath tests to determine blood alcohol content. Enrollment in the course is limited to those technical and scientific personnel who manufacture, operate or maintain instruments, perform tests or manage blood or breath alcohol programs, or who provide expert testimony in alcohol litigation or hearings.

Neither the Center nor the course receives financial support from Indiana University. Both

are entirely funded by the revenues generated from course enrollments. Please contact the Center administrator for questions about additional courses for other groups outside our current enrollment.

## Upcoming Courses

- June 27 - July 2, 2021
- December 5 - 10, 2021

Indiana University  
Bloomington, IN

Register Now <<https://indianauniv.ungerboeck.com/prod/emc00/register.aspx?OrgCode=10&EvtID=9891&AppCode=REG&CC=120062314410>>

## Course Features

Information is provided to Course participants mainly through:

- An extensive Course notebook, with additional resource materials provided on-line
- Formal lectures and informal discussions
- PowerPoint presentations
- Flip chart and chalkboard use
- Questions-and-answers sessions
- Panel discussions

There are also after-hours social events, scheduled free-time, refreshment breaks. The Course Manager is present on-site throughout the Course to assist any registrant as needed, to maintain adherence to the schedule, to introduce faculty, and to coordinate the presentations as well as gather input for the daily review tests. Of particular value are the frequent, informal interactions among the registrants (approximately 60) and among registrants, faculty, and the Course managers. The Course schedule is closely adhered to. However, there is time for social events and relaxation on and off-campus. Housing is on-campus in the first-class hotel operated within the Indiana Memorial Union – the world's first and largest student union complex, with a complete physical fitness center and many

other splendid facilities. An Indiana University certificate of satisfactory completion of the Course is conferred by the Center on each registrant who meets the Course requirements, and is presented at the end of the Course. AACC Accent credits are also now available for the course (30 hours).

## **Course Contents**

The Borkenstein Course begins with a brief orientation to the Course, Indiana University, and Bloomington by IU Criminal Justice Professor and Center Director Kip Schlegel; Center Executive Director Dr. Barry Logan; and Borkenstein Course Manager Robert Zettl.

Wojcik, Cathy

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**From:** John A Byrd <ExecutiveDirector@ascld.org>  
**Sent:** Wednesday, October 21, 2020 5:55 AM  
**Cc:** John A Byrd  
**Subject:** 2021 ASCLD Symposium Change in Dates  
**Attachments:** image005.emz



Hello,

Thank you for your continued dedication to ASCLD. We are so appreciative of your support and involvement in this organization and its mission!

Due to the uncertainty of the COVID-19 pandemic, the Board of Directors has decided to move the **2021 ASCLD Symposium to August 22 – 26, 2021**. We will still be in Boston, MA at the Westin Copley Place hotel. We hope you can join us!!

Additional information will be sent in the coming months regarding registration, and other logistical information. Continue to watch the 2021 ASCLD Symposium website [here](#). for important updates.

# 2021 ASCLD Symposium

## Gold Sponsors

If you have any questions, please contact our Symposium Chair, Laura Sudkamp, [laura.sudkamp@ky.gov](mailto:laura.sudkamp@ky.gov).



JusticeTrax



John A. Byrd, BG (Retired)  
Executive Director  
American Society of Crime Laboratory Directors  
[www.ascd.org](http://www.ascd.org)

My email has changed to [ExecutiveDirector@ascd.org](mailto:ExecutiveDirector@ascd.org)  
Please update your contacts.

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report SPAM to TSD.



(<http://asclcd.org>) Excellence in Forensic Science Management through Leadership and Innovation



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(<https://www.linkedin.com/company/american-society-of-crime-lab-directors-asclcd-/>)



([https://www.youtube.com/channel/UCM4zpB8hQTp9XMr3Uivkwpg?view\\_as=subscriber](https://www.youtube.com/channel/UCM4zpB8hQTp9XMr3Uivkwpg?view_as=subscriber))



([https://www.instagram.com/\\_asclcd\\_/](https://www.instagram.com/_asclcd_/))

# 2021 ASCLD SYMPOSIUM



**August 22 - 26, 2021 | Together Toward Tomorrow |  
Boston, MA**

The forensic science profession has advanced due to extraordinary laboratories, successful collaborations and partnerships among laboratories and stakeholders, and transformational, visionary and servant leaders.

It was with a heavy heart that we cancelled the 2020 Symposium in Denver, Colorado, due to Covid-19. We are looking towards the future, hopeful that we will be able to be together once again next spring. Join us in The City on the Hill - Boston, Massachusetts - for the 2021 ASCLD Symposium!

ASCLD 2021 will showcase collaborations and partnerships, obtaining buy-in, implementing new technology, transforming an organizational culture, strengthening morale, talent acquisition, and more with information, tips, and lessons we can apply to ourselves, our organizations, and our profession.

Experiences workshops and presentations from dynamic experts and leaders from the forensic science profession and beyond.

*Alone we can do so little; together we can do so much. - Helen Keller*

**Experience ASCLD 2021!**

## TOGETHER TOWARD TOMORROW

### WHAT to expect

The ASCLD Symposium is an industry-leading conference designed for leaders and managers in the forensic laboratory space. The Symposium boasts workshops and plenary talks designed around all aspects of forensic science, but particularly focuses on enhancing leadership and management in a forensic laboratory. In addition to the workshops and plenary talks, the ASCLD Symposium is a key event for networking and interacting with the leading authorities in forensic laboratory management.



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## INSPIRING talks

The Symposium consists of two days of optional pre-conference workshops and two and a half days of keynotes and plenary talks by industry-leading experts.



Deborah Lee James



Paula Davis-Laack



Evan Burke

## INVIGORATING vendors

Network with over 50 of the industry's leading companies as they demonstrate their new products and help you find the solutions best fit for your laboratory.



## CONTACT US

65 Glen Road, Suite 123  
Garner, NC 27529

919-773-2044 | [office@ascld.org](mailto:office@ascld.org)





## **Association of Forensic Quality Assurance Managers**



### **Training Opportunities**

## AFQAM Annual Training Conference

AFQAM's premier training event is our annual training conference. This event is usually held in September or October of each year in various locations throughout North America. This conference will give you exposure to people and presentations directly related to your everyday activities. Conferences include general sessions, discussions, member presentations and professional training breakout sessions. Examples of topics covered include auditing, audit databases, and accreditation, as well as real life experiences of other QA Managers. Attendance may also assist you in meeting the continuing education requirements of your organization.

Cost for the conference is generally very reasonable. The conferences are held in the fall when many organizations have money available for travel. Perhaps the most beneficial aspect of attending an annual training conference is the opportunity to network and

develop working relationships with peers in the field of quality assurance management and the forensic sciences.

Past AFQAM annual training conferences have enjoyed the support and participation of many vendors. This provides mutual benefits for our vendors and attendees through the exposure to current products and services relevant to quality assurance and forensic laboratories.

## Future Conference Locations:

- 2020: Virtual Conference
- 2021: Pittsburgh, PA (10/12-10/15) @ the DoubleTree by Hilton Pittsburgh Downtown (\$129/night)
- 2022: South Lake Tahoe, CA (10/10/2022) @ the Lake Tahoe Resort Hotel (\$109/night)
- 2023: Coming soon!
- 2024: Coming soon!

## External Training Events

Select the desired link to access more information. Decisions for inclusion on this page are made by the AFQAM Board of Directors. AFQAM provides training opportunity information, but does not specifically endorse any of the training opportunities listed below.

### **American College of Medical Toxicology**

#### **2018 Seminar in Forensic Toxicology: Opioids, Toxicology, and the Law: Medical-Legal Aspects of the Opioid Epidemic**

**December 13-14, 2018, The Highland, Dallas TX**



State of California - Department of Fish and Wildlife  
**2021 ENVIRONMENTAL FILING FEE CASH RECEIPT**  
DFW 753.5a (REV. 01/01/21) Previously DFG 753.5a

Print

Start Over

Save

RECEIPT NUMBER:

36 — 01082021 — ~~724~~ 006

STATE CLEARINGHOUSE NUMBER (If applicable)

2019011045

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.

LEAD AGENCY

County of San Bernardino Sheriff's Department

LEAD AGENCY EMAIL

DATE

01082021

COUNTY/STATE AGENCY OF FILING

San Bernardino

DOCUMENT NUMBER

PROJECT TITLE

Application for state grant to fund training for the Sheriff's Crime Laboratory personnel

PROJECT APPLICANT NAME

County of San Bernardino Sheriff's Department

PROJECT APPLICANT EMAIL

PHONE NUMBER

(909) 387-3648

PROJECT APPLICANT ADDRESS

655 East Third Street

CITY

San Bernardino

STATE

CA

ZIP CODE

92415

PROJECT APPLICANT (Check appropriate box)

☒ Local Public Agency

☐ School District

☐ Other Special District

☐ State Agency

☐ Private Entity

CHECK APPLICABLE FEES:

☐ Environmental Impact Report (EIR)

\$3,445.25

\$

0.00

☐ Mitigated/Negative Declaration (MND)(ND)

\$2,480.25

\$

0.00

☐ Certified Regulatory Program (CRP) document - payment due directly to CDFW

\$1,171.25

\$

0.00

☐ Exempt from fee

☒ Notice of Exemption (attach)

☐ CDFW No Effect Determination (attach)

☐ Fee previously paid (attach previously issued cash receipt copy)

☐ Water Right Application or Petition Fee (State Water Resources Control Board only)

\$850.00

\$

0.00

☒ County documentary handling fee

\$

50.00

☐ Other

\$

PAYMENT METHOD:

☐ Cash

☐ Credit

☐ Check

☒ Other

TOTAL RECEIVED

\$

50.00

SIGNATURE

X

AGENCY OF FILING PRINTED NAME AND TITLE

Lisa Arredondo, Deputy Clerk





State of California - Department of Fish and Wildlife  
**2021 ENVIRONMENTAL FILING FEE CASH RECEIPT**  
DFW 753.5a (REV. 01/01/21) Previously DFG 753.5a

**NOTICE**

Each project applicant shall remit to the county clerk the environmental filing fee before or at the time of filing a Notice of Determination (Pub. Resources Code, § 21152; Fish & G. Code, § 711.4, subdivision (d); Cal. Code Regs., tit. 14, § 753.5). Without the appropriate fee, statutory or categorical exemption, or a valid No Effect Determination issued by the California Department of Fish and Wildlife (CDFW), the Notice of Determination is not operative, vested, or final, and shall not be accepted by the county clerk.

**COUNTY DOCUMENTARY HANDLING FEE**

The county clerk may charge a documentary handling fee of fifty dollars (\$50) per filing in addition to the environmental filing fee (Fish & G. Code, § 711.4, subd. (e); Cal. Code Regs., tit. 14, § 753.5, subd. (g)(1)). A county board of supervisors shall have the authority to increase or decrease the fee or charge, that is otherwise authorized to be levied by another provision of law, in the amount reasonably necessary to recover the cost of providing any product or service or the cost of enforcing any regulation for which the fee or charge is levied (Gov. Code, § 54985, subd. (a)).

**COLLECTION PROCEDURES FOR COUNTY GOVERNMENTS**

**Filing Notice of Determination (NOD):**

- ☐ Collect environmental filing fee or copy of previously issued cash receipt. *(Do not collect fee if project applicant presents a No Effect Determination signed by CDFW. An additional fee is required for each separate environmental document. An addendum is not considered a separate environmental document. Checks should be made payable to the county.)*
- ☐ Issue cash receipt to project applicant.
- ☐ Attach copy of cash receipt and, if applicable, previously issued cash receipt, to NOD.
- ☐ Mail filing fees for CRP document to CDFW prior to filing the NOD or equivalent final approval (Cal. Code Regs. Tit. 14, § 753.5 (b)(5)). The CRP should request receipt from CDFW to show proof of payment for filing the NOD or equivalent approval. Please mail payment to address below made attention to the Cash Receipts Unit of the Accounting Services Branch.

If the project applicant presents a **No Effect Determination** signed by CDFW, also:

- ☐ Attach No Effect Determination to NOD *(no environmental filing fee is due)*.

**Filing Notice of Exemption (NOE) (Statutorily or categorically exempt project (Cal. Code Regs., tit. 14, §§ 15260-15285, 15300-15333))**

- ☐ Issue cash receipt to project applicant.
- ☐ Attach copy of cash receipt to NOE *(no environmental filing fee is due)*.

Within 30 days after the end of each month in which the environmental filing fees are collected, each county shall summarize and record the amount collected on the monthly State of California Form No. CA25 (TC31) and remit the amount collected to the State Treasurer. Identify the remittance on Form No. CA25 as "Environmental Document Filing Fees" per Fish and Game Code section 711.4.

**The county clerk shall mail the following documents to CDFW on a monthly basis:**

- ✓ A photocopy of the monthly State of California Form No. CA25 (TC31)
- ✓ CDFW/ASB copies of all cash receipts (including all voided receipts)
- ✓ A copy of all CDFW No Effect Determinations filed in lieu of fee payment
- ✓ A copy of all NODs filed with the county during the preceding month
- ✓ A list of the name, address and telephone number of all project applicants for which an NOD has been filed. If this information is contained on the cash receipt filed with CDFW under California Code of Regulations, title 14, section 753.5, subdivision (e)(6), no additional information is required.

**DOCUMENT RETENTION**

The county shall retain two copies of the cash receipt (for lead agency and county clerk) and a copy of all documents described above for at least 12 months.

**RECEIPT NUMBER**

- # The first two digits automatically populate by making the appropriate selection in the County/State Agency of Filing drop down menu.
- # The next eight digits automatically populate when a date is entered.
- # The last three digits correspond with the sequential order of issuance for each calendar year. For example, the first receipt number issued on January 1 should end in 001. If a county issued 252 receipts for the year ending on December 31, the last receipt number should end in 252. CDFW recommends that counties and state agencies 1) save a local copy of this form, and 2) track receipt numbers on a spreadsheet tabbed by month to ensure accuracy.

**DO NOT COMBINE THE ENVIRONMENTAL FEES WITH THE STATE SHARE OF FISH AND WILDLIFE FEES.**

**Mail to:**

California Department of Fish and Wildlife  
Accounting Services Branch  
P.O. Box 944209  
Sacramento, California 94244-2090



# Notice of Exemption

To: ☐ Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, CA 95814

From: San Bernardino County  
Sheriff's Department  
Bureau of Administration  
655 East Third Street  
San Bernardino, CA 92415

☒ Clerk of the Board of Supervisors  
County of San Bernardino  
385 North Arrowhead Avenue, Second Floor  
San Bernardino, CA 92415-0130

## DATE FILED & POSTED

Posted On: 01/08/2021

Removed On: 02/20/2021

Receipt No: 30-D1082021-721  
006

## Project Description

APN:	N/A
APPLICANT:	County of San Bernardino, Sheriff's Department
PROPOSAL:	Application for state grant to fund training for the Sheriff's Crime Laboratory personnel.
JCS:	N/A
COMMUNITY:	County-wide
LOCATION:	Sheriff's Crime Laboratory in San Bernardino city

## Applicant

County of San Bernardino  
Sheriff's Department

Name

655 E. Third Street

Address

San Bernardino, CA 92415

(909) 387-3648

Phone

## Representative

Jenee' Haliburton, Accountant III

Name

Same as Applicant

Address

John Ades, Capt., SBCSD, Bureau of Admin.

Lead Agency Contact Person

(909) 387-3648

Area Code/Telephone Number

Same as Applicant

Phone

## Exempt Status: (check one)

- ☐ Ministerial [Sec. 21080(b)(1); 15268];
- ☐ Declared Emergency [Sec. 21080(b)(3); 15269(a)];
- ☐ Emergency Project [Sec. 21080(b)(4); 15269(b)(c)];
- ☒ Categorical Exemption. State type and section number: 15321(b) [law enforcement activities] and 15061(b)(3) [no significant impact of activity]
- ☐ Statutory Exemptions. State code number: \_\_\_\_\_
- ☐ Other Exemption: \_\_\_\_\_

**Reasons why project is exempt:** The proposed project meets the Categorical Exemptions guidelines and has been determined to be exempt from the provisions of the California Environmental Quality Act (CEQA). The project has been found categorically exempt per Section 15321(b), law enforcement activities by peace officers acting under any law providing criminal sanction, and 15061(b)(3), "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment."

  
Signature John Ades

Captain—Bureau of Administration  
Title

12/21/2020  
Date

☒ Signed by Lead Agency  
Date received for filing at OPR: \_\_\_\_\_

☐ Signed by Applicant

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

<b>Subrecipient</b> <u>County of San Bernardino</u>	<b>Duns#</b> <u>150955516</u>	<b>FIPS#</b> <u>071-0000</u>
<b>Disaster/Program Title:</b> <u>2020 Paul Coverdell Forensic Science Improvement Program</u>		
<b>Performance Period:</b> <u>01/01/21</u> to <u>12/31/21</u> <b>Subaward Amount Requested:</b> <u>\$ 66,146</u>		
<b>Type of Non-Federal Entity (Check Box):</b> <input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe		

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and organization refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 3,822,089
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

**Certification:** *This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.*

<b>Signature: (Authorized Agent)</b> 	<b>Date:</b> <u>1/22/2021</u>
<b>Print Name and Title:</b> <u>Leonard X. Hernandez, Chief Executive Officer</u>	<b>Phone Number:</b> <u>909-387-5418</u>

**Cal OES Staff Only:** SUBAWARD # CQ20 14 0360 

## PROJECT SERVICE AREA INFORMATION

1. COUNTY OR COUNTIES SERVED: Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

San Bernardino, California

2. U.S. CONGRESSIONAL DISTRICT(S): Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

CA08, CA27, CA31, CA35 & CA39

3. STATE ASSEMBLY DISTRICT(S): Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

33,36,40,41,42,47,52,55

4. STATE SENATE DISTRICT(S): Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

16,20,21,23,25,29

5. POPULATION OF SERVICE AREA: Enter the total population of the area served by the project.

2.18 million