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GOVERNOR



MARK S. GHILARDUCCI  
DIRECTOR

**Application Cover Sheet**

**RFA PROCESS**

**2021 PAUL COVERDELL FORENSIC SCIENCE IMPROVEMENT (CQ) Program**

Submitted by:  
San Bernardino County Sheriff's Department  
Scientific Investigation Division  
200 S. Leland Road, San Bernardino, CA 92415-0066  
909-387-8845

**PART III – CHECKLIST**

This checklist is provided to ensure that a complete application is submitted to Cal OES.

- ☒ GRANT SUBAWARD FACE SHEET ([Cal OES 2-101](#)) – Signed by the official authorized to enter into the Grant Subaward.
- ☒ PROJECT CONTACT INFORMATION ([Cal OES 2-102](#))
- ☒ SIGNATURE AUTHORIZATION ([Cal OES 2-103](#))
- ☒ CERTIFICATION OF ASSURANCE OF COMPLIANCE Paul Coverdell Forensic Science Improvement Act (FSIA) Fund ([Cal OES 2-104e](#)) – Signed by the official who signed the Grant Subaward Face Sheet and by the official delegating that authority.
- ☒ BUDGET PAGES (EXCEL SPREADSHEET FORMAT) ([Cal OES 2-106b](#))
- ☒ BUDGET NARRATIVE ([Cal OES 2-107](#))
- ☒ PROJECT NARRATIVE ([Cal OES 2-108](#))
  - PLAN
- ☒ [SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT](#)
- ☒ PROJECT SERVICE AREA INFORMATION ([Cal OES 2-154](#))
- ☒ ORGANIZATIONAL CHART
- ☒ CERTIFICATION AS TO EXTERNAL INVESTIGATIONS
- ☒ BASELINE DATA SHEET
- ☒ ADDITIONAL FORMS, IF APPLICABLE
  - ☐ NON-COMPETITIVE BID REQUEST CHECKLIST ([Cal OES 2-156](#))
  - ☐ CONTRACTOR/CONSULTANT RATE EXEMPTION REQUEST ([Cal OES 2-164](#))
  - ☒ OUT-OF-STATE TRAVEL REQUEST ([Cal OES 2-158](#))

Cal OES #		FIPS #		VS#		Subaward #	
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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 92415-0061  
(Street) (City) (Zip+4)

4. **Location of Project:** San Bernardino San Bernardino 92415-0061  
(City) (County) (Zip+4)

5. **Disaster/Program Title:** CQ - Paul Coverdell Forensic Science Improvement Program **6. Performance/Budget Period:** 4/1/2022 to 6/30/2023  
(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.	Select	Select		\$74,899					\$74,899
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		<b>\$74,899</b>	<b>\$74,899</b>				<b>\$74,899</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 Street City: San Bernardino Zip Code+4: 92415-0061

Signature:  Date: 2/18/22

16. Federal Employer ID Number: 956002748

(FOR Cal OES USE ONLY)

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

(Cal OES Fiscal Officer)

(Date)

(Cal OES Director or Designee)

(Date)



## Grant Subaward Contact Information

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

1. **Grant Subaward Director:**

Name: Catherine Wojcik Title: Crime Laboratory Director

Telephone #: 909-387-9904 Email Address: cwojck@sbcasd.org

Address/City/ Zip Code (9-digit): 711 East Rialto Avenue, San Bernardino, CA 92415-0056

2. **Financial Officer:**

Name: Vicki Dela Cruz Title: Financial Manager

Telephone #: 909-387-3762 Email Address: vdelacruz@sbcasd.org

Address/City/ Zip Code (9-digit): 655 East Third Street, San Bernardino, CA 92415-0061

3. **Programmatic Point of Contact:**

Name: Catherine Wojcik Title: Crime Laboratory Director

Telephone #: 909-387-9904 Email Address: cwojck@sbcasd.org

Address/City/ Zip Code (9-digit): 711 East Rialto Avenue, San Bernardino, CA 92415-0056

4. **Financial Point of Contact:**

Name: Jenee Haliburton Title: Accountant III

Telephone #: 909-387-3725 Email Address: jhaliburton@sbcasd.org

Address/City/ Zip Code (9-digit): 655 East Third Street, San Bernardino, CA 92415-0061

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

Name: Shannon D. Dicus Title: Sheriff/Coroner/Public Administrator

Telephone #: 909-387-3755 Email Address: sdicus@sbcasd.org

Address/City/ Zip Code (9-digit): 655 East Third Street, San Bernardino, CA 92415-0061

6. **Official Designee**, 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 Code (9-digit): 385 North Arrowhead Avenue, 5th Floor, San Bernardino, CA 92415-0110

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

Name: Curt Hagman Title: Chairman, Board of Supervisors

Telephone #: 909-387-4866 Email Address: curt.hagman@bos.sbcounty.gov

Address/City/ Zip Code (9-digit): 385 North Arrowhead Avenue, 5th Floor, San Bernardino, CA 92415-0110



## Grant Subaward Signature Authorization

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

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

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

### Grant Subaward Director:

Printed Name: Catherine Wojcik

Signature: 

Date: 07/10/22

### Financial Officer:

Printed Name: Vicki Dela Cruz

Signature: 

Date: 8/15/22

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: 

Printed Name: Elena Bezdek

Signature: 

Printed Name: Paul Mirra

Signature: 

Printed Name: Susan Anderson

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

Printed Name: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

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

Signature: 

Printed Name: Julio Galvez

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

Printed Name: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_





## Grant Subaward Certification of Assurance of Compliance

Subrecipient: San Bernardino County

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	Paul Coverdell Forensic Science Improvement Program		April 1, 2022 - June 30, 2023
2			
3			
4			
5			
6			

I, Leonard X. Hernandez, Chief Executive Officer (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

### **I. Proof of Authority – SRH 1.055**

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

### **II. Civil Rights Compliance – SRH Section 2.020**

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

### **III. Equal Employment Opportunity – SRH Section 2.025**

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



**IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030**

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

**V. California Environmental Quality Act (CEQA) – SRH Section 2.035**

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

**VI. Lobbying – SRH Sections 2.040 and 4.105**

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated 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 affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.

Official Designee's Signature: \_\_\_\_\_

Official Designee's Typed Name: Leonard X. Hernandez, Chief Executive Officer

Official Designee's Title: Chief Executive Officer

Date Executed: \_\_\_\_\_

2/18/22

**AUTHORIZED BY:**

I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.

☐ City Financial Officer

☐ County Financial Officer

☐ City Manager

☐ County Manager

☒ Governing Board Chair

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

Typed Name: Curt Hagman

Title: Chairman, Board of Supervisors

Date Executed: \_\_\_\_\_



## Grant Subaward Budget Pages

### Single Fund Source

Subrecipient:		Grant Subaward #:	
A. Personnel Costs - Line-item description and calculation			Total Amount Allocated
PERSONNEL COSTS CATEGORY TOTAL			



**Cal OES**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:		Grant Subaward #:
B. Operating Costs - Line-item description and calculation		Total Amount Allocated
<b><u>Travel</u></b>		
<b>General Criminalistics</b>		
California Association of Criminalists Seminar, Long Beach, CA, April 11-15, 2022 (opioid-related)		
Hotel (20 nights x \$250 = \$5000)		\$5,000
Per Diem (24 days x \$42 = \$1008)		\$1,008
Hotel Parking (12 days x \$24 = \$288)		\$288
California Association of Crime Laboratory Directors Seminar, Northern CA, October, 2022		
Airflight (2 people x \$250 = \$500)		\$500
Hotel (4 nights x \$250 = \$1000)		\$1,000
Per Diem (6 days x \$42 = \$252)		\$252
Shuttle (2 roundtrips x \$80 = \$160)		\$160
Airport Parking (6 days x \$21 = \$126)		\$126
Luggage Fees (2 roundtrips x \$60 = \$120)		\$120
American Society of Crime Laboratory Directors, Reno, NV, April 24-28, 2022		
Airflight (3 people x \$500 = \$1500)		\$1,500
Hotel (15 nights x \$200 = \$3000)		\$3,000
Per Diem (18 days x \$42 = \$756)		\$756
Shuttle (3 roundtrips x \$80 = \$240)		\$240
Airport Parking (16 days x \$21 = \$336)		\$336
Luggage Fees (3 roundtrips x \$60 = \$180)		\$180



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:	Grant Subaward #:
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
American Society of Crime Laboratory Directors, Austin, TX, April 30-May 5, 2023	
Airflight (2 people x \$500 = \$1000)	\$1,000
Hotel (12 nights x \$200 = \$2400)	\$2,400
Per Diem (14 days x \$42 = \$588)	\$588
Shuttle (2 roundtrips x \$80 = \$160)	\$160
Airport Parking (14 days x \$21 = \$294)	\$294
Luggage Fees (2 roundtrips x \$60 = \$120)	\$120
Association of Forensic Quality Assurance Managers Conference, Lake Tahoe, CA, October 2022	
Airflight (1 person x \$500 = \$500)	\$500
Hotel (4 nights x \$200 = \$800)	\$800
Per Diem (5 days x \$42 = \$210)	\$210
Shuttle (1 roundtrip x \$80 = \$80)	\$80
Airport Parking (5 days x \$21 = \$105)	\$105
Luggage Fees (1 roundtrip x \$60 = \$60)	\$60
American Academy of Forensic Sciences Meeting, Orlando, FL, February 13-18, 2023	
Airflight (2 people x \$500 = \$1000)	\$1,000
Hotel (12 nights x \$250 = \$3000)	\$3,000
Per Diem (14 days x \$42 = \$588)	\$588
Shuttle (2 roundtrips x \$80 = \$160)	\$160
Airport Parking (14 days x \$21 = \$294)	\$294
Luggage Fees (2 roundtrips x \$60 = \$120)	\$120
Firearms/Toolmark	



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:	Grant Subaward #:
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
Association of Firearms and Toolmark Examiners Training Seminar, Atlanta, GA, May 29-June 3, 2022	
Airflight (2 people x \$500 = \$1000)	\$1,000
Hotel (10 nights x \$225 = \$2250)	\$2,250
Per Diem (12 days x \$42 = \$504)	\$504
Shuttle (2 roundtrips x \$80 = \$160)	\$160
Airport Parking (12 days x \$21 = \$252)	\$252
Luggage Fees (2 roundtrips x \$60 = \$120)	\$120
Association of Firearms and Toolmark Examiners Training Seminar, May 2023	
Airflight (2 people x \$300 = \$600)	\$600
Hotel (10 nights x \$225 = \$2250)	\$2,250
Per Diem ( 12 days x \$42 = \$504 )	\$504
Shuttle (2 roundtrips x \$80 = \$160)	\$160
Airport Parking (12 days x \$21 = \$252)	\$252
Luggage Fees (2 roundtrips x \$60 = \$120)	\$120
SHOT Show, Las Vegas, NV, January 2023	
Hotel (6 nights x \$200 = \$1200)	\$1,200
Per Diem (9 days x \$42 = \$378)	\$378
<b>Forensic Alcohol</b>	
International Association for Chemical Testing Conference, Tucson, AZ, April 10-15, 2022	
Airflight (1 person x \$322 = \$322)	\$322
Hotel 6 nights x \$250 = \$1500)	\$1,500

**Cal OES**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:	Grant Subaward #:
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
Per Diem (7 days x \$42 = \$294)	\$294
Shuttle (1 roundtrip x \$80 = \$80)	\$80
Airport Parking (7 days x \$21 = \$147)	\$147
Luggage Fees (1 roundtrip x \$60 = \$60)	\$60
International Association for Chemical Testing Conference, Charleston, South Carolina, April 2023	
Airflight (1 person x \$500 = \$500)	\$500
Hotel (6 nights x \$250 = \$1500)	\$1,500
Per Diem (7 days x \$42 = \$294)	\$294
Shuttle (1 roundtrip x \$80 = \$80)	\$80
Airport Parking (7 days x \$21 = \$147)	\$147
Luggage Fees (1 roundtrip x \$60 = \$60)	\$60
<b>Crime Scene Investigations</b>	
International Association for Identification Conference, Omaha, NE, July 31-August 6, 2022	
Airflight (2 people x \$500 = \$1000)	\$1,000
Hotel (14 nights x \$250 = \$3500)	\$3,500
Per Diem (16 days x \$42 = \$672)	\$672
Shuttle (2 roundtrips x \$80 = \$160)	\$160
Airport Parking (16 days x \$21 = \$336)	\$336
Luggage Fees (2 roundtrips x \$60 = \$120)	\$120
International Association for Bloodstain Pattern Analysis Conference, San Diego, CA, October 24-28, 2022	
Hotel (6 nights x \$225 = \$1350)	\$1,350
Per Diem (7 days x \$42 = \$294)	\$294

**Cal OES**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:	Grant Subaward #:
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
<p>Tritech Investigative Analysis &amp; Crime Scene Reconstruction Training, Vancouver, WA, May 23-27, 2022</p> <p>Airflight (1 person x \$500 = \$500)</p> <p>Hotel (5 nights x \$200 = \$1000)</p> <p>Per Diem (6 days x \$42 = \$252)</p> <p>Shuttle (1 roundtrip x \$80 = \$80)</p> <p>Airport Parking (6 days x \$21 = \$126)</p> <p>Luggage Fees (roundtrip x \$60 = \$60)</p>	<p></p> <p>\$500</p> <p>\$1,000</p> <p>\$252</p> <p>\$80</p> <p>\$126</p> <p>\$60</p>
<p>Tritech Shooting Incident Documentation Training, Las Vegas, NV, May 18-20, 2022</p> <p>Hotel (9 nights x \$150 = \$1350)</p> <p>Per Diem (12 days x \$42 = \$504)</p>	<p></p> <p>\$1,350</p> <p>\$504</p>
<p><b>Trace</b></p> <p>California Criminalistics Institute</p> <p>Analysis of Ignitable Liquids Course, Rancho Cordova, CA, 4 days, date to be determined</p> <p>Airflight (1 person x \$200 = \$200)</p> <p>Hotel (4 nights x \$250 = \$1000)</p> <p>Per Diem (5 days x \$42 = \$210)</p> <p>Shuttle (1 roundtrip x \$80 = \$80)</p> <p>Airport Parking (5 days x \$21 = \$105)</p> <p>California Criminalistics Institute</p>	<p></p> <p>\$200</p> <p>\$1,000</p> <p>\$210</p> <p>\$80</p> <p>\$105</p>





**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:	Grant Subaward #:
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
Mass Spectra-Theory & Interpretation, Ripon, CA, 3 days, date to be determined  Airlight (1 person x \$200 = \$200) Hotel (3 nights x \$250 = \$750) Per Diem (4 days x \$42 = \$168) Shuttle (1 roundtrip x \$80 = \$80) Airport Parking (4 days x \$21 = \$84)	      \$200 \$750 \$168 \$80 \$84
<b>Controlled Substances</b>	
Clandestine Laboratory Investigating Chemists Association, September 5-9, 2022, Location TBD, (opioid-related)  Airlight (1 person x \$500 = \$500) Hotel (5 nights x \$250 = \$1250) Per Diem (6 days x \$42 = \$252) Shuttle (1 roundtrip x \$80 = \$80) Airport Parking (6 days x \$21 = \$126) Luggage Fee (1 roundtrip x \$60 = \$60)	      \$500 \$1,250 \$252 \$80 \$126 \$60
<b>Other (training registration)</b>	
<b>General Criminalistics</b>	
California Association of Criminalists Seminar, Long Beach, CA, April 11-15, 2022 (opioid-related)  Registration (4 people x \$500 = \$2000) Workshops (4 people x 2 workshops x \$150 = \$1200)	   \$2,000 \$1,200

**Cal OES**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:	Grant Subaward #:
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
California Association of Crime Laboratory Directors Seminar, Northern CA, October, 2022	
Registration (2 people x \$450 = \$900)	\$900
American Society of Crime Laboratory Directors, Reno, NV, April 24-28, 2022	
Registration (2 people x \$600 = \$1200)	\$1,200
Workshop (2 people x \$200 = \$400)	\$400
American Society of Crime Laboratory Directors, Austin, TX, April 30-May 5, 2023	
Registration (2 people x \$600 = \$1200)	\$1,200
Workshop (2 people x \$200 = \$400)	\$400
Association of Forensic Quality Assurance Managers Conference, Lake Tahoe, CA, October 2022	
Registration (1 person x \$400 = \$400)	\$400
Workshop (1 person x \$200 = \$200)	\$200
American Academy of Forensic Sciences Meeting, Orlando, FL, February 13-18, 2023	
Resigistration (2 people x \$625 = \$1250)	\$1,250
Workshop (2 people x \$200 = \$400)	\$400
<b>Firearms/Toolmark</b>	
Association of Firearms and Toolmark Examiners Training Seminar, Atlanta, GA, May 29-June 3, 2022	



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:		Grant Subaward #:	
B. Operating Costs - Line-item description and calculation		Total Amount Allocated	
Registration & Workshops (2 people x \$600 = \$1200)		\$1,200	
Association of Firearms and Toolmark Examiners Training Seminar, May 2023			
Registration & Workshops (2 people x \$600 = \$1200)		\$1,200	
SHOT Show, Las Vegas, NV, January 2023			
Registration (3 people x \$35 = \$105)		\$105	
<b>Forensic Alcohol</b>			
International Association for Chemical Testing Conference, Tucson, AZ, April 10-15, 2022			
Registration (1 person x \$400 = \$400)		\$400	
Workshop (1 person x \$200 = \$200)		\$200	
International Association for Chemical Testing Conference, Charleston, South Carolina, April 2023			
Registration (1 person x \$400 = \$400)		\$400	
Workshop (1 person x \$200 = \$200)		\$200	
<b>Crime Scene Investigations</b>			
International Association for Identification Conference, Omaha, NE, July 31-August 6, 2022			
Registration (2 people x \$400 = \$800)		\$800	
Workshop (2 people x \$200 = \$400)		\$400	



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient:	Grant Subaward #:
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
International Association for Bloodstain Pattern Analysis Conference, San Diego, CA, October 24-28, 2022 Registration (1 person x \$500 = \$500)	\$500
Trittech Investigative Analysis & Crime Scene Reconstruction Training, Vancouver, WA, May 23-27, 2022 Registration (1 person x \$579 = \$579)	\$579
Trittech Shooting Incident Documentation, Las Vegas, NV, May 18-20, 2022 Registration (3 people x \$479 = \$1437)	\$1,437
<b>Trace</b>	
California Criminalistics Institute Analysis of Ignitable Liquids Course, Rancho Cordova, CA, 4 days, date to be determined Registration (no cost)	
California Criminalistics Institute Mass Spectra-Theory & Interpretation, Ripon, CA, 3 days, date to be determined Registration (no cost)	
<b>Controlled Substances</b>	
Clandestine Laboratory Investigating Chemists Association, September 5-9, 2022, Location TBD, (opioid-related) Registration (1 person x \$600 = \$600)	\$600



## Single Fund Source

Subrecipient:		Grant Subaward #:	
B. Operating Costs - Line-item description and calculation			Total Amount Allocated
Workshop (1 person x \$200 = \$200)			\$200
OPERATING COSTS CATEGORY TOTAL			\$74,899





## Grant Subaward Budget Pages

### Single Fund Source

Subrecipient:		Grant Subaward #:	
C. Equipment Costs - Line-item description and calculation			Total Amount Allocated
EQUIPMENT COSTS CATEGORY TOTAL			
Total Project Cost (Must match the Grant Subaward Face Sheet)			\$74,899



## **Grant Subaward Budget Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### **Budget Narrative**

#### **General Criminalistics Training**

Four Criminalists will attend the California Association of Criminalists (CAC) Seminar to be held in Long Beach, California, April 11-15, 2022. This seminar, which is 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 this seminar including registration, travel, lodging and meals is estimated at \$9,496.

Two Supervising Criminalists will attend the California Association of Crime Laboratory Directors (CACLD) Seminar to be held in northern California at a location and date yet to be determined. This seminar provides 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 within California. Cost for this seminar including registration, travel, lodging and meals is estimated at \$3,098.



## Grant Subaward Budget Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Three Supervising Criminalists will attend the American Society of Crime Laboratory Directors meeting in Reno, Nevada, April 24-28, 2022. 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 \$7,672.

Two Supervising Criminalists will attend the American Society of Crime Laboratory Directors meeting in Austin, Texas, April 30-May 5, 2023. 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 \$6,202.



## **Grant Subaward Budget Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

The Quality Assurance Officer will attend the Association of Forensic Quality Assurance Managers Conference in Lake Tahoe, California, in October 2022. This conference 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 \$2,375.

Two Criminalists will attend the American Academy of Forensic Sciences Meeting in Orlando Florida, February 13-18, 2023. This meeting is the largest gathering of forensic science professionals in the United States and covers such areas as criminalistics, toxicology, pathology, engineering, jurisprudence, questioned documents, and general forensic science. Cost for this training, including registration, travel, lodging and meals is estimated at \$6,812.

### **Firearms/Toolmark Training**

Two Criminalists will attend the Association of Firearms and Toolmark Examiners (AFTE) Training Seminar to be held in Atlanta, Georgia, May 29-June 3, 2022. This seminar provides information on accreditation issues, manufacturing updates,



## **Grant Subaward Budget Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

legislative initiatives and examination training specific to firearms and toolmarks.

Cost for this training, including registration, travel, lodging and meals is estimated at \$5,486.

Two Criminalists will attend the Association of Firearms and Toolmark Examiners (AFTE) Training Seminar to be held in May 2023 at a location yet to be determined.

This seminar provides information on accreditation issues, manufacturing updates, legislative initiatives and examination training specific to firearms and toolmarks. Cost for this training, including registration, travel, lodging and meals is estimated at \$5,486.

Three Criminalists will attend the SHOT Show to be held in Las Vegas, Nevada, January 17-19, 2022. This show is the largest trade in the United States for ammunition, handguns and rifles and allows for interaction with vendor representatives regarding new products. Cost for this training, including registration, travel, lodging and meals is estimated at \$1,683.

### **Forensic Alcohol Training**

One Criminalist will attend the International Association for Chemical Testing Conference in Tucson, Arizona, April 10-15, 2022. This conference provides





## Grant Subaward Budget Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

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 \$3,003.

One Criminalist will attend the International Association for Chemical Testing Conference in Charleston, South Carolina in April 2023. This conference 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 \$2,931.

### **Crime Scene Investigations Training**

Two Sheriff's Crime Scene Specialists will attend the International Association for Identification Conference to be held in Omaha, Nebraska, July 31-August 6, 2022. This conference is the leading forensic group for Crime Scene Investigators and provides up-to-date training on crime scene techniques for evidence identification and collection and allows field investigators to view and try out new



## **Grant Subaward Budget Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

types of equipment. Cost for this training, including registration, travel, lodging and meals is estimated at \$6,488.

One Sheriff's Crime Scene Specialist will attend the International Association for Bloodstain Pattern Analysis Conference to be held in San Diego, California, October 24-28, 2022. This conference informs bloodstain pattern analysts of the latest techniques, discoveries and developments in bloodstain pattern analysis. Cost for this training, including registration, travel, lodging and meals is estimated at \$2,144.

One Sheriff's Crime Scene Specialist will attend the Trittech Investigative Analysis and Crime Scene Reconstruction Course to be held in Vancouver, Washington, May 23-27, 2022. The course provides lecture and hands-on exercises to advance the investigator's skills by practicing science-based methodologies for objective analysis of evidence at crime scenes to reconstruct actions and events. Cost for this training, including registration, travel, lodging and meals is estimated at \$2,597.

Three Sheriff's Crime Scene Specialists will attend the Trittech Shooting Incident Documentation Course in Las Vegas, Nevada, May 18-20, 2022. This course



## Grant Subaward Budget Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

teaches students how to properly interpret physical evidence, and to document the scene through note-taking, diagramming and photography. Cost for this training, including registration, travel, lodging and meals is estimated at \$2,333.

### **Trace Training**

One Criminalist will attend the Analysis of Ignitable Liquids class at the California Criminalistics Institute in Rancho Cordova, California on a date yet 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 \$1,595.

One Criminalist will attend the Mass Spectra-Theory and Interpretation class at the California Criminalistics Institute in Ripon, California on a date yet to be determined. The class is designed for forensic scientists who use mass spectrometry in the analysis of physical evidence. Cost for this training, including registration, travel, lodging and meals is estimated at \$1,282.



## Grant Subaward Budget Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### **Controlled Substances Training**

One Criminalist will attend the Clandestine Laboratory Investigating Chemists Association Meeting to be held in September 2022 at a location yet to be determined. This training provides the most current information about national drug trends, legislative changes related to new and emerging drugs, analytical techniques for drug analysis and safety and synthesis information related to illicit drug labs. Cost for this training, including registration, travel, lodging and meals is estimated at \$3,068.



## Grant Subaward Programmatic Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### 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





## **Grant Subaward Programmatic Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

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.

### **Plan and Capabilities**

The Crime Laboratory plans to utilize 2021 Paul Coverdell Forensic Science Improvement Grant funding for training related expenses. 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.

The Firearms/Toolmarks Unit 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. The cases are triaged through a priority assessment by the Firearms Supervisor to maximize effectiveness through a thorough and current understanding of the firearms and ammunition available, as well as the nuances associated with toolmark examinations.



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

The Firearms/Toolmarks Unit completed 186 firearms cases, 2 toolmark cases and 391 National Integrated Ballistic Identification Network (NIBIN) entry cases in 2020. 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 December 1, 2021, the number of backlogged priority one firearms cases was 8, the number of backlogged priority two firearms cases was 364 and the number of backlogged NIBIN cases was 1618. The current average turnaround time for firearms cases is 123 days and for NIBIN cases is 75 days. The turnaround time is expected to decrease as the new examiner becomes qualified.

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. Two staff members will attend the AFTE conference in Atlanta, Georgia in May 2022 and two staff members will attend the AFTE conference in May 2023 at a location to be determined.



## **Grant Subaward Programmatic Narrative**

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Subrecipient: San Bernardino County Sheriff's Department

The SHOT Show is the largest trade show in the United States for ammunition, handguns and rifles and allows for interaction with vendor representatives regarding new products. Three staff members will attend the SHOT Show in Las Vegas, Nevada in January 2023.

The Trace Unit has one full-time Trace Examiner and one Trace Examiner Trainee. The full-time Examiner is proficient in gunshot residue analysis, fire debris analysis, 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 232 cases with a turnaround time of 37 days in 2020. As of December 1, 2021, the number of backlogged cases was 25 and the current turnaround time is 32 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. One staff member will attend the Analysis of Ignitable Liquids four-day course in Rancho Cordova, California on a date to be determined in 2022 or 2023 and one staff member will attend the Mass Spectra-Theory and Interpretation class in Ripon, California on a date to be determined in 2022 or 2023.



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

The Crime Scene Investigations Unit has one Sheriff's Supervising Crime Scene Specialist, two Sheriff's Lead Crime Scene Specialists and eight Sheriff's Crime Scene Specialists who respond to crime scenes. The Crime Scene Investigations (CSI) Unit processed over 383 crime scenes with a turnaround time for the completion of crime scene reports of 46 days in 2020. 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, vehicle processing, trajectory, bloodstain pattern analysis, photography and technical processing reports. As of December 1, 2021, the backlog of CSI crime scene reports was 37. The current average turnaround time for the completion of reports is 44 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.

Crime Scene investigation techniques learned from the International Association for Identification (IAI) conference, the International Association for Bloodstain Pattern Analysis (IABPA) Conference, the Trittech Investigative Analysis and Crime Scene Reconstruction Course, and the Trittech Shooting Incident Documentation Course will augment the experience level of current Sheriff's Crime Scene



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

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 Conference in San Diego, California in August 2022, the one Sheriff's Crime Scene Specialist attending the International Association for Bloodstain Pattern Analysis Conference in San Diego, California in October 2022, the one Sheriff's Crime Scene Specialist attending the Trittech Investigative Analysis and Crime Scene Reconstruction Course in Vancouver, Washington in May 2022 and the three Sheriff's Crime Scene Specialists attending the Trittech Shooting Incident Documentation Course in Las Vegas, Nevada in May 2022 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 has six full-time Criminalists. The Unit completed 9,184 controlled substance cases with an average turnaround time of 35 days in 2020. The Controlled Substances Unit classifies a case as "backlog" when it is not



## Grant Subaward Programmatic Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

completed within ten days of submission. As of December 1, 2021, the number of controlled substances backlogged cases was 1369. The current average turnaround time is 65 days. The goal is to maintain the turnaround time at less than 10 days.

The Clandestine Laboratory Investigating Chemists Association (CLIC) Meeting provides the most current information about national drug trends, legislative changes related to new and emerging drugs, analytical techniques for drug analysis and safety and synthesis information related to illicit drug labs. One Criminalist will attend the CLIC meeting in September 2022 at a location to be determined.

The Blood Alcohol Section of the Forensic Alcohol Unit has three full-time Criminalists. The Blood Alcohol Section completed 4,203 cases with a turnaround time of 55 days in 2020. As of December 1, 2021, the number of backlogged cases was 542. The current average turnaround time is 45 days. The goal is to maintain the turnaround time at less than 10 days.

The International Association for Chemical Testing (IACT) Conference provides valuable information regarding blood, breath and urine alcohol testing and





## Grant Subaward Programmatic Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

interpretation for traffic-related purposes and covers basic alcohol chemistry, physiology, etc. One Forensic Alcohol staff member will attend the IACT Conference in Tucson, Arizona in April 2022 and one Forensic Alcohol staff member will attend the IACT Conference in Charleston, South Carolina in April 2023.

General criminalistics training will be included in the program by attendance at several professional meetings. These professional meetings provide opportunities for staff members to learn the latest technological techniques in forensic science and to network with other forensic scientists.

Four staff members will attend the California Association of Criminalists (CAC) Seminar in Long Beach, California in spring 2022.

Two staff members will attend the California Association of Crime Laboratory Directors (CACLD) in 2022 at a location in California to be determined.

Three staff members will attend the American Society of Crime Laboratory Directors (ASCLD) Symposium in Reno, Nevada in April 2022 and two staff members will attend the ASCLD Symposium in Austin, Texas in April 2023.



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

The Quality Assurance Officer will attend the Association of Forensic Quality Assurance Managers (AFQAM) Meeting in Lake Tahoe, California in October 2022.

Two staff members will attend the American Academy of Forensic Sciences (AAFS) Meeting in Orlando, Florida in February 2023.

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

<b>Subrecipient</b> <u>San Bernardino County</u>	<b>Duns#</b> <u>150955516</u>	<b>FIPS#</b> <u>071-0000</u>
<b>Disaster/Program Title:</b> <u>2021 Paul Coverdell Forensic Science Improvement Program</u>		
<b>Performance Period:</b> <u>04/01/22</u> to <u>06/30/23</u> <b>Subaward Amount Requested:</b> <u>\$ 74,899</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 § 200.332, 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 year <input type="checkbox"/>
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 year <input type="checkbox"/>
3. How many grants does your organization currently receive?	>10 gran <input type="checkbox"/>
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 6,068,038
5. Are individual staff members assigned to work on multiple grants?	Yes <input type="checkbox"/>
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes <input type="checkbox"/>
7. How often does your organization have a financial audit?	Annually <input type="checkbox"/>
8. Has your organization received any audit findings in the last three years?	No <input type="checkbox"/>
9. Do you have a written plan to charge costs to grants?	Yes <input type="checkbox"/>
10. Do you have written procurement policies?	Yes <input type="checkbox"/>
11. Do you get multiple quotes or bids when buying items or services?	Always <input type="checkbox"/>
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years <input type="checkbox"/>
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes <input type="checkbox"/>

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

**Signature:** (Authorized Agent)

**Date:**

**Print Name and Title:** Leonard X. Hernandez, Chief Executive Officer

**Phone Number:**

Cal OES Staff Only: SUBAWARD #



**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Grant Subaward Service Area Information

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County

1. County or Counties Served:  
San Bernardino, California

County where principal office is located: San Bernadino

2. U.S. Congressional District(s) Served:  
CA08, CA27, CA31, CA33, CA35 & CA39

U.S. Congressional District where principal office is located: CA33

3. State Assembly District(s) Served:  
33,36,40,41,42,47,52,55

State Assembly District where principal office is located: CA47

4. State Senate District(s) Served:  
16,20,21,23,25,29

State Senate District where principal office is located: CA20

5. Population of Service Area: 2.2 million

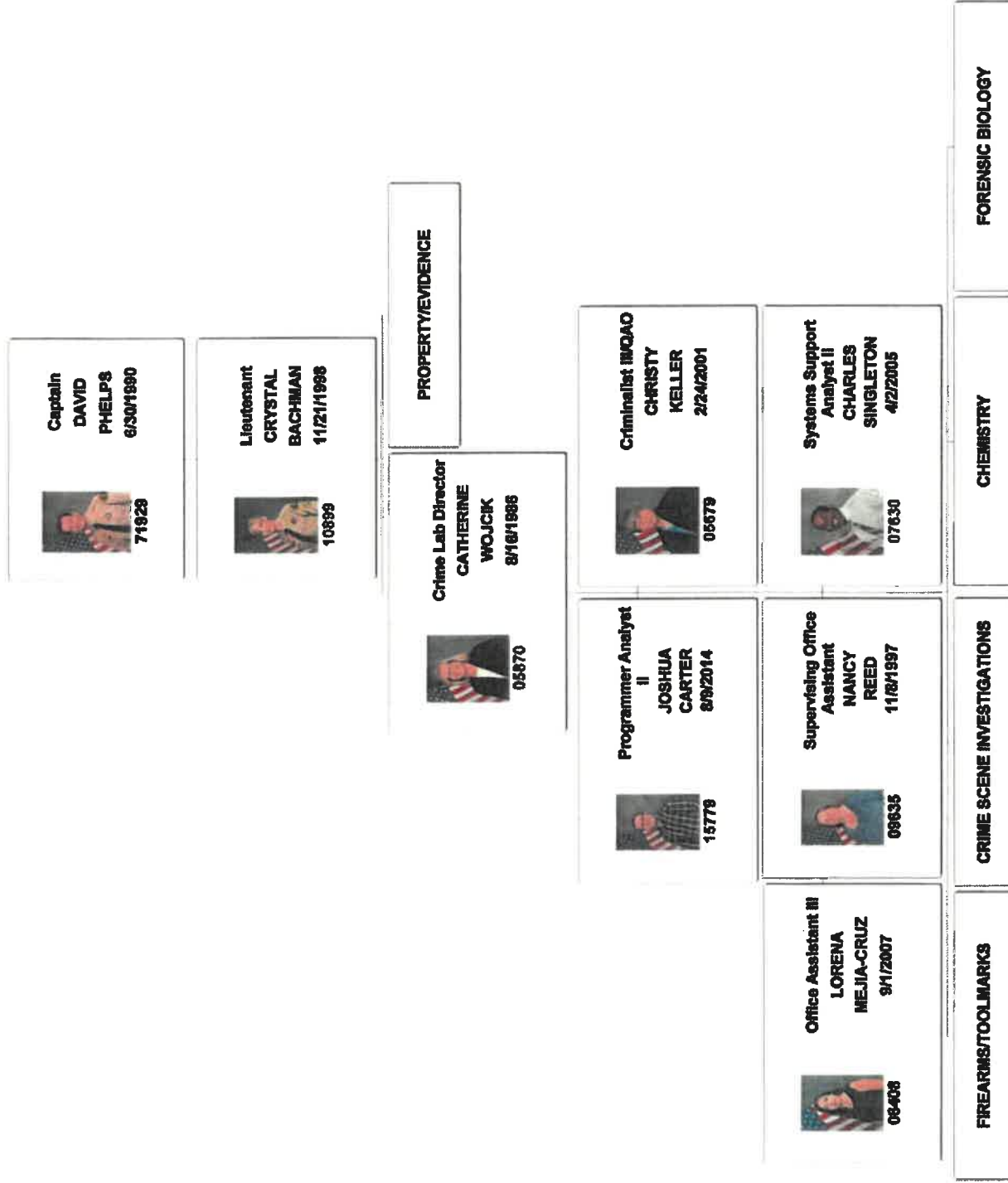
# Scientific investigations Division



**Vacant**

**TDY**







**4850**








# Scientific investigations Division



FIREARMS/TOOLMARKS	
 <b>Supervising Criminalist</b> <b>PAUL MIRRA</b> 4/12/1997 79517	
 <b>Criminalist II</b> <b>CHRISTI BONAR</b> 7/13/2002 05899	 <b>Criminalist II</b> <b>PETER VINCIE</b> 12/1/1990 08614
 <b>Criminalist II</b> <b>JANE WHITWORTH</b> 12/19/1998 11856	 <b>Criminalist II</b> <b>KIRK GARRISON</b> 10/5/2013 15776
 <b>Vacant</b> 04205	

**Vacant**













**TDY**



**4850**



# Scientific investigations Division



<b>CRIME SCENE INVESTIGATIONS</b>			
 <b>Supervising Crime Scene Specialist</b> <b>KIMBERLEY SHAPIRO</b> <b>17470 4/6/2002</b>			
 <b>Sheriff's Lead Crime Scene Specialist</b> <b>HEATHERLY RADELEFF</b> <b>15760 4/18/1995</b>	 <b>Sheriff's Lead Crime Scene Specialist</b> <b>MICHAEL RUSS</b> <b>07111 11/2/2012</b>	 <b>Sheriff's Crime Scene Specialist III</b> <b>TAYLOR FOSTER</b> <b>75365 5/31/2014</b>	 <b>Sheriff's Crime Scene Specialist II</b> <b>ANDREA GUERRERO</b> <b>10479 7/11/2020</b>
 <b>Sheriff's Crime Scene Specialist III</b> <b>STEPHENIE SEAVEY</b> <b>09535 4/18/2014</b>	 <b>Sheriff's Crime Scene Specialist III</b> <b>KATELYNN KELLY</b> <b>75366 7/1/2020</b>	 <b>Sheriff's Crime Scene Specialist III</b> <b>KIRA BRIGHT</b> <b>08627 4/18/2015</b>	 <b>Sheriff's Crime Scene Specialist I</b> <b>SHIRA MATHIS</b> <b>75364 10/18/2014</b>
 <b>Sheriff's Crime Scene Specialist I</b> <b>NATALIE ROSALES</b> <b>07652 12/14/2013</b>	 <b>Sheriff's Crime Scene Specialist I</b> <b>CATHERINE OLIVER</b> <b>01376 10/23/2021</b>	 <b>Sheriff's Crime Scene Specialist I</b> <b>VACANT</b> <b>06097 10/23/2021</b>	

 **Vacant**  
 **TDY**  
 **4850**

# Scientific investigations Division



## CHEMISTRY

**Supervising Criminalist**  
ELENA BEZDEK  
9/1/1998  
83858






**Office Assistant II**  
VACANT  
7/18/2020  
10104















**Office Assistant II**  
MARLENE GARDENAS  
4/10/1999  
08908



**Vacant**  
**TDY**  
**4850**

ALCOHOL		CONTROLLED SUBSTANCES		TRACE
<b>Criminalist II</b> ANGELA MILLER 12/31/2011 10480 	<b>Criminalist II</b> BEVERLY WHITE 12/29/1990 80292 	<b>Criminalist II</b> RANDALL REES 3/7/2015 10477 	<b>Criminalist II</b> DARCI FULLNER 3/28/2009 15977 	<b>Criminalist II</b> JASON MCCAULEY 3/10/2001 06571 
<b>Criminalist I</b> VICTOR ABARCA 5/23/2020 07630 	<b>CRIMINALIST II</b> RICKY DELGADO 10/26/2020 06515 	<b>Criminalist II</b> ROBERT RISTOW 2/27/1988 11857 	<b>Criminalist II</b> JUSTIN TROUP 3/10/2012 15761 	
<b>Criminalist I</b> NEESHA KARANTH 9/12/2020 07631 		<b>Criminalist II</b> JAMES VAUGHN 3/2/1996 15777 	<b>Public Service Employee</b> JASMINE CEBALLOS 7/17/2021 89202 	

# Scientific investigations Division



## FORENSIC BIOLOGY

**SUPERVISING CRIMINALIST**  
Susan Anderson  
11/21/1998  
06868

**Office Assistant IV**  
SARA GRANGER  
5/2/2016  
05813

**Criminalist III**  
IVONA Tech Lead  
LORRAINE HEATH  
05881

**Criminalist III**  
Vacant  
87811

**Vacant**  
**TDY**  
**4850**

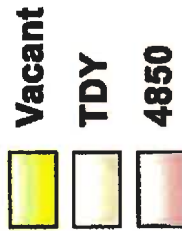
<p><b>Criminalist II (CODS Admin)</b> JOSHUA FELT 7/21/2007 84636</p>	<p><b>Contract Criminalist</b> Vacant</p>	<p><b>Criminalist II</b> AUDREY DELGADO 6/1/2005 05887</p>	<p><b>Criminalist II</b> LUCY CAMARENA 11/12/2016 07284</p>	<p><b>Criminalist II</b> BILL GARTSIDE 12/16/2012 84541</p>	<p><b>Criminalist II</b> DENNIS KEY 1/5/1998 80290</p>
<p><b>Criminalist II</b> STEPHANIE KINOSHOTO 2/23/2002 07636</p>	<p><b>Criminalist II</b> STEPHANIE KOUNE 11/2/2013 80291</p>	<p><b>Criminalist II</b> NIKKI PARTRIDGE 11/10/2007 82954</p>	<p><b>Criminalist II</b> KRISTOFER MUNSON 10/13/2007 84839</p>	<p><b>Criminalist II</b> MICHELLE PRESTANI 4/30/2008 15762</p>	<p><b>Criminalist II (Back-up CODS Admin)</b> INEZ SANCHEZ 5/6/2001 79192</p>
<p><b>Criminalist II</b> JON SOWW 10/14/2006 84840</p>	<p><b>Criminalist II</b> JENNIFER STEELE 7/7/2006 84477</p>	<p><b>Criminalist II</b> CATHERINE CLARK 4/18/2016 82955</p>	<p><b>LAB AIDE</b> VACANT 93065</p>	<p><b>Criminalist II</b> LELA PERRELLO 9/19/2006 15978</p>	



# Scientific investigations Division



## PROPERTY/EVIDENCE



**Detective/Corporal**  
**ADAM**  
**DUNCAN**  
**7/12/2008**  
**15683**

**Sheriff's Service Specialist**  
**ELIZABETH**  
**DOMINICK**  
**9/16/2006**  
**08915**

**Sheriff's Service Specialist**  
**TERESA**  
**CARRILLO**  
**8/9/2003**  
**00653**

**Sheriff's Service Specialist**  
**CARRIE**  
**FINDAHL**  
**1/19/2008**  
**01555**

**Sheriff's Service Specialist**  
**RACHEL**  
**LOVATO**  
**3/23/2002**  
**11046**

**Sheriff's Service Specialist**  
**SONIA**  
**MCDERMOTT**  
**3/17/2007**  
**10075**

**Sheriff's Service Specialist**  
**ALEXANDREA**  
**ORTEGA**  
**2/8/2014**  
**10102**

**Sheriff's Service Specialist**  
**SHENQUA**  
**MCDONALD**  
**3/22/2014**  
**01394**

**Sheriff's Service Specialist**  
**Natalie**  
**Reyes**  
**3/29/2021**  
**07704**



2-154\_Grant\_Subaward\_Service\_Area\_Int

## **2021 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):

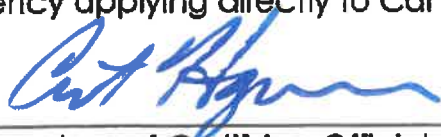
A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, 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 have personally read and reviewed the section entitled "Eligibility" in the FY 2021 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

David Phelps

Contact at External Investigative Agency

San Bernardino County

Name of Applicant Agency

Captain

Title

FEB 08 2022

Date

909-387-8849

Phone #

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

By





## 2021 CALIFORNIA COVERDELL PROGRAM

### BASELINE DATA SHEET

The data presented on this document will establish the baseline for the 2021 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 CQ21 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 CQ21 FSIA funds.   \_\_48\_\_
2. What are the project disciplines for the CQ21 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	65 days	1369
Toxicology/Forensic Alcohol	45 days	542
Trace	32 days	25
Firearms	123 days	372
Questioned Documents	n/a	n/a
Biology/DNA	n/a	n/a
Fire Evidence	n/a	n/a
Crime Scene	44 days	37
Latent Prints	n/a	n/a
Digital Media	n/a	n/a
Pathology	n/a	n/a
NIBIN	75 days	1618
Impression Evidence	n/a	n/a

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

Signature: 

Date: 6/21/27



## **Out-of-State Travel Request**

### **Information and Instructions**

Out-of-state travel is restricted and only allowed in exceptional situations. Subrecipients must receive Cal OES approval prior to incurring expenses for out-of-state travel (see Subrecipient Handbook Section 4.070). Subrecipients may request approval to travel out of state by submitting this form.

Complete all sections of the form, including a strong justification and required attachments. The Grant Subaward Director, or their designee identified on the Signature Authorization (Cal OES Form 2-103), must sign this form.

This form can be submitted as part of the Grant Subaward Application and/or with a Grant Subaward Modification (Cal OES Form 2-223), if not previously approved as part of the Grant Subaward Application.



## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 2 Criminalists

Travel Dates: 02/12/2023 to 02/18/2023 Destination: Orlando, FL

Purpose of Trip: American Academy of Forensic Sciences Meeting



Conference/training not available in California - Attach brochures or registration information



Victim advocacy



Other - Attach any applicable documentation

### Justification:

The AAFS Meeting is the largest gathering of forensic scientists in the world. AAFS provides research and current information in various areas of forensic science such as criminalistics, toxicology, pathology, engineering, jurisprudence and general forensic science.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik  
Grant Subaward Director Name

\_\_\_\_\_  
Grant Subaward Director Signature

\_\_\_\_\_  
Date

### Cal OES Approval



Approved



Denied

\_\_\_\_\_  
Program Specialist Signature

\_\_\_\_\_  
Date



Approved



Denied

\_\_\_\_\_  
Unit Chief Signature

\_\_\_\_\_  
Date



**Cal OES**

GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{2}{\text{Travelers}} \times \$500 \text{ airfare} = \$1000$  ✓

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking:  $= \$0$

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.):  $= \$0$

Lodging:  $\frac{2}{\text{Travelers}} \times \$250 \text{ daily rate} \times 6 \text{ days} = \$3000$  ✓

Per Diem:  $\frac{2}{\text{Travelers}} \times \$42 \text{ daily rate} \times 7 \text{ days} = \$588$  ✓

Other Costs: Description: Cost:  $= \$2224$  ✓

Shuttle 160

Airport Parking 294

Luggage Fees 120

Registration & Workshops 1650

**TOTAL COST NOT TO EXCEED:**  $= \$6,812$  ✓



## Future & Past AAFS Meetings

### **Future Meetings**

**February 21-26, 2022**

Seattle, Washington

Washington State Convention Center

**February 13-18, 2023**

Orlando, Florida

Rosen Shingle Creek

**February 19-24, 2024**

Denver, Colorado

Colorado Convention Center

### **Past Meetings**

**2021 73rd Annual Scientific Meeting**

Virtual Meeting

**2020 72nd Annual Scientific Meeting**

Anaheim, California





## **Out-of-State Travel Request**

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## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 2 Criminalists

Travel Dates: 05/28/2022 to 06/03/2022 Destination: Atlanta, GA

Purpose of Trip: Association of Firearms & Toolmark Examiners Training Seminar

- ☒ Conference/training not available in California - Attach brochures or registration information
- ☐ Victim advocacy
- ☐ Other - Attach any applicable documentation

### Justification:

The AFTE training seminar provides information about firearms manufacturing updates, examination training and accreditation issues. The seminar also provides updates on federal legislative initiatives as it relates to firearms.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik  
Grant Subaward Director Name      Grant Subaward Director Signature      Date

### Cal OES Approval

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____	_____
		Program Specialist Signature	Date
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____	_____
		Unit Chief Signature	Date

**Cal OES**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**Out-of-State Travel Request**  
Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department**ESTIMATED COSTS FOR ALL TRAVELERS**Airfare:  $\frac{2}{\text{Travelers}} \times \$500 \text{ airfare} = \$1000$  ✓Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{daily rate} \times \text{days} = \$0$ Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$ 

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{2}{\text{Travelers}} \times \$225 \text{ daily rate} \times 5 \text{ days} = \$2250$  ✓Per Diem:  $\frac{2}{\text{Travelers}} \times \$42 \text{ daily rate} \times 6 \text{ days} = \$504$  ✓

Other Costs: Description: Cost: = \$1732 ✓

Shuttle  
\_\_\_\_\_ 160Airport Parking  
\_\_\_\_\_ 252Luggage Fees  
\_\_\_\_\_ 120Registration & Workshops  
\_\_\_\_\_ 1200**TOTAL COST NOT TO EXCEED:** = \$5,486 ✓

# AFTE 2022 Atlanta



## Important Links

**Call for Workshops**

Workshop submissions can be found here. (<https://forms.office.com/r/AvuCsIsG6b>)

## **Call for Papers**

Technical Papers can be submitted here (<https://forms.office.com/r/uw06rR2TDX>).

## **Call for Posters**

Poster Projects can be submitted here (<https://forms.office.com/r/JXY9xtD5et>).

## **Facebook Group**

A Facebook Group (<https://www.facebook.com/groups/917510169099773/>) is also available, with real-time updates and extra information about the conference.



## **Out-of-State Travel Request**

### **Information and Instructions**

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## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 2 Criminalists

Travel Dates: 05/20/2023 to 05/26/2023 Destination: To be determined

Purpose of Trip: Association of Firearms & Toolmark Examiners Training Seminar

- ☒ Conference/training not available in California - Attach brochures or registration information
- ☐ Victim advocacy
- ☐ Other - Attach any applicable documentation

### Justification:

The AFTE training seminar provides information about firearms manufacturing updates, examination training and accreditation issues. The seminar also provides updates on federal legislative initiatives as it relates to firearms.

Note: the location for this meeting will be announced during the 2022 seminar so there is no brochure available.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik  
Grant Subaward Director Name      Grant Subaward Director Signature      Date

### Cal OES Approval

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____ Program Specialist Signature	_____ Date
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____ Unit Chief Signature	_____ Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{2}{\text{Travelers}} \times \$500 \text{ airfare} = \$1000$  ✓

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{2}{\text{Travelers}} \times \$225 \text{ daily rate} \times 5 \text{ days} = \$2250$  ✓

Per Diem:  $\frac{2}{\text{Travelers}} \times \$42 \text{ daily rate} \times 6 \text{ days} = \$504$  ✓

Other Costs: Description: Cost: = \$1732 ✓

Shuttle 160

Airport Parking 252

Luggage Fees 120

Registration & Workshops 1200

**TOTAL COST NOT TO EXCEED:** = \$5,486 ✓



## **Out-of-State Travel Request**

### **Information and Instructions**

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**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 3 Supervising Criminalists

Travel Dates: 04/23/2022 to 04/28/2022 Destination: Reno, NV

Purpose of Trip: American Society of Crime Laboratory Directors Symposium

- ☒ Conference/training not available in California - Attach brochures or registration information
- ☐ Victim advocacy
- ☐ Other - Attach any applicable documentation

### Justification:

The ASCLD Symposium provides leadership/management training related to the operation of crime laboratories. The symposium also provides updates on grants and federal legislation as it relates to the forensic field and crime laboratories.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik  
Grant Subaward Director Name      Grant Subaward Director Signature      Date

### Cal OES Approval

☐ Approved      ☐ Denied

\_\_\_\_\_  
Program Specialist Signature      Date

☐ Approved      ☐ Denied

\_\_\_\_\_  
Unit Chief Signature      Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{3}{\text{Travelers}} \times \$\frac{500}{\text{airfare}} = \$1500$  ✓

Rental Car: \_\_\_\_\_ x \$ \_\_\_\_\_ X \_\_\_\_\_ = \$0  
Car daily rate days

Mileage: \$ \_\_\_\_\_ /mile x \_\_\_\_\_ = \$0  
Mileage rate miles

Parking: \_\_\_\_\_ = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): \_\_\_\_\_ = \$0

Lodging:  $\frac{3}{\text{Travelers}} \times \$\frac{200}{\text{daily rate}} \times \frac{5}{\text{days}} = \$3000$  ✓

Per Diem:  $\frac{3}{\text{Travelers}} \times \$\frac{42}{\text{daily rate}} \times \frac{6}{\text{days}} = \$756$  ✓

Other Costs: Description: Cost: = \$2416 ✓

Shuttle  
\_\_\_\_\_ 300

Airport Parking  
\_\_\_\_\_ 336

Luggage Fees  
\_\_\_\_\_ 180

Registration & Workshops  
\_\_\_\_\_ 1600

**TOTAL COST NOT TO EXCEED:** = \$7,672 ✓





# 2022 SYMPOSIUM

April 24 – 28, 2022

Reno, NV

Peppermill Resort

Symposium Website

[www.ascldsymposium.com](http://www.ascldsymposium.com)

## RENO, NEVADA

Welcome to Reno Tahoe, where the country's largest alpine lake meets the Biggest Little City in the World. From Reno and Sparks to North Lake Tahoe, you'll find nightly entertainment, luxurious rooms and world-class spas, as well as renowned sporting events, annual outhouse races and geothermal hot springs.

Reno is home to top attractions like the Nevada Museum of Art, The National Automobile Museum, the largest outdoor climbing wall, and a ½-mile, snowmelt-driven kayak park right in the heart of downtown. Your thirst will be quenched and your taste buds satisfied with the region's budding brewpub and culinary scene. The city is also no stranger to special events.



## **Out-of-State Travel Request**

### **Information and Instructions**

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**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 2 Supervising Criminalists

Travel Dates: 04/29/2023 to 05/05/2023 Destination: Austin, TX

Purpose of Trip: American Society of Crime Laboratory Directors Symposium



Conference/training not available in California - Attach brochures or registration information



Victim advocacy



Other - Attach any applicable documentation

### Justification:

The ASCLD Symposium provides leadership/management training related to the operation of crime laboratories. The symposium also provides updates on grants and federal legislation as it relates to the forensic field and crime laboratories.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik  
Grant Subaward Director Name

\_\_\_\_\_  
Grant Subaward Director Signature

\_\_\_\_\_  
Date

### Cal OES Approval



Approved



Denied

\_\_\_\_\_  
Program Specialist Signature

\_\_\_\_\_  
Date



Approved



Denied

\_\_\_\_\_  
Unit Chief Signature

\_\_\_\_\_  
Date

**Cal OES**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{2}{\text{Travelers}} \times \$ \frac{500}{\text{airfare}} = \$1000$  ✓

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \frac{\text{daily rate}}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$0$

Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \frac{\text{miles}}{\text{miles}} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{2}{\text{Travelers}} \times \$ \frac{200}{\text{daily rate}} \times \frac{6}{\text{days}} = \$2400$  ✓

Per Diem:  $\frac{2}{\text{Travelers}} \times \$ \frac{42}{\text{daily rate}} \times \frac{7}{\text{days}} = \$588$  ✓

Other Costs: Description: Cost: = \$2214 ✓

Shuttle 200

Airport Parking 294

Luggage Fees 120

Registration & Workshops 1600

**TOTAL COST NOT TO EXCEED: = \$6,202** ✓



## 2023 SYMPOSIUM

April 30 – May 5, 2023

Austin, TX

Renaissance Austin Hotel

## AUSTIN, TEXAS

Austin, Texas. It evokes something different for every person. Boots and barbecue, festivals and flower power, smart startups and established tech and some of the best innovative music, craft beer, wine, and food to be found. It's the perfect inspired spot to host our 2023 ASCLD Symposium.



## **Out-of-State Travel Request**

### **Information and Instructions**

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**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 2 Criminalists

Travel Dates: 09/04/2022 to 09/09/2022 Destination: To be determined

Purpose of Trip: Clandestine Laboratory Investigating Chemists Association Meeting

☒ Conference/training not available in California - Attach brochures or registration information

☐ Victim advocacy

☐ Other - Attach any applicable documentation

### Justification:

The CLIC meeting provides the most current information about national drug trends, legislative changes related to new and emerging drugs, analytical techniques for drug analysis and safety and synthesis information related to illicit drug labs.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik

Grant Subaward Director Name

Grant Subaward Director Signature

Date

### Cal OES Approval

☐ Approved

☐ Denied

Program Specialist Signature

Date

☐ Approved

☐ Denied

Unit Chief Signature

Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{1}{\text{Travelers}} \times \$500 \text{ airfare} = \$500$  ✓

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$250 \text{ daily rate} \times 5 \text{ days} = \$1250$  ✓

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42 \text{ daily rate} \times 6 \text{ days} = \$252$  ✓

Other Costs: Description: Cost: = \$1066 ✓

Shuttle 80

Airport Parking 126

Luggage Fees 60

Registration & Workshops 800

**TOTAL COST NOT TO EXCEED:** = \$3,068 ✓



## **Out-of-State Travel Request**

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GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 1 Criminalist

Travel Dates: 04/15/2023 to 04/21/2023 Destination: Charleston, South Carolina

Purpose of Trip: International Association for Chemical Testing Conference



Conference/training not available in California - Attach brochures or registration information



Victim advocacy



Other - Attach any applicable documentation

### Justification:

The IACT Conference provides current information about breath and blood alcohol testing, courtroom testimony and defense tactics to attack breath and blood results.

Note: the location of this conference has not been determined yet so there is no brochure.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik

Grant Subaward Director Name

\_\_\_\_\_  
Grant Subaward Director Signature

\_\_\_\_\_  
Date

### Cal OES Approval



Approved



Denied

\_\_\_\_\_  
Program Specialist Signature

\_\_\_\_\_  
Date



Approved



Denied

\_\_\_\_\_  
Unit Chief Signature

\_\_\_\_\_  
Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{1}{\text{Travelers}} \times \$250 \text{ airfare} = \$250$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking:  $= \$0$

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.):  $= \$0$

Lodging:  $\frac{1}{\text{Travelers}} \times \$250 \text{ daily rate} \times 6 \text{ days} = \$1500$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42 \text{ daily rate} \times 7 \text{ days} = \$294$

Other Costs: 

Description:	Cost:	
Registration & workshops		$= \$887$

_____	600
-------	-----

Shuttle	80
---------	----

Airport parking	147
-----------------	-----

Luggage fees	60
--------------	----

**TOTAL COST NOT TO EXCEED:**  $= \$2,931$

# Welcome to IACT

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



## UPCOMING EVENTS

**April 10-15, 2022 - Westin La Paloma, Tucson, Arizona**

**April 16-21, 2023 - Marriott,**

**Charleston, South Carolina**

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The International Association for Chemical Testing (IACT) 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.

© IACT

Powered by Wild Apricot Membership Software



## **Out-of-State Travel Request**

### **Information and Instructions**

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**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 1 Criminalist

Travel Dates: 04/15/2023 to 04/21/2023 Destination: To be determined

Purpose of Trip: International Association for Chemical Testing Conference



Conference/training not available in California - Attach brochures or registration information



Victim advocacy



Other - Attach any applicable documentation

### Justification:

The IACT Conference provides current information about breath and blood alcohol testing, courtroom testimony and defense tactics to attack breath and blood results.

Note: the location of this conference has not been determined yet so there is no brochure.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik

Grant Subaward Director Name

Grant Subaward Director Signature

Date

### Cal OES Approval



Approved



Denied

Program Specialist Signature

Date



Approved



Denied

Unit Chief Signature

Date



**Cal OES**

GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{1}{\text{Travelers}} \times \$250 \text{ airfare} = \$250$  ✓

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking:  $= \$0$

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.):  $= \$0$

Lodging:  $\frac{1}{\text{Travelers}} \times \$250 \text{ daily rate} \times 6 \text{ days} = \$1500$  ✓

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42 \text{ daily rate} \times 7 \text{ days} = \$294$  ✓

Other Costs: Description: Cost:  $= \$887$  ✓

Registration & workshops 600

Shuttle 80

Airport parking 147

Luggage fees 60

**TOTAL COST NOT TO EXCEED:**  $= \$2,931$  ✓



## **Out-of-State Travel Request**

### **Information and Instructions**

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## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 2 Sheriff's Crime Scene Specialists

Travel Dates: 07/30/2022 to 08/06/2022 Destination: Omaha, NE

Purpose of Trip: International Association for Identification Conference

- ☒ Conference/training not available in California - Attach brochures or registration information
- ☐ Victim advocacy
- ☐ Other - Attach any applicable documentation

### Justification:

The IAI Conference provides up-to-date training on crime scene techniques for evidence identification and collection. The conference allows field staff to view and try out new types of equipment.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik  
Grant Subaward Director Name      Grant Subaward Director Signature      Date

### Cal OES Approval

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____	_____
		Program Specialist Signature	Date
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____	_____
		Unit Chief Signature	Date





## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{1}{\text{Travelers}} \times \$500 \text{ airfare} = \$500$  ✓

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{ daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{ Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{2}{\text{Travelers}} \times \$250 \text{ daily rate} \times 7 \text{ days} = \$3500$  ✓

Per Diem:  $\frac{2}{\text{Travelers}} \times \$42 \text{ daily rate} \times 8 \text{ days} = \$672$  ✓

Other Costs: Description: Cost: = \$1816 ✓

Registration & workshops 1200

Shuttle 160

Airport parking 336

Luggage fees 120

**TOTAL COST NOT TO EXCEED:** = \$6,488 ✓



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

## 2022 IAI Omaha Conference

[Home \(https://host8.viethwebhosting.com/~iai/\)](https://host8.viethwebhosting.com/~iai/) / [Conference \(https://www.theiai.org/conference.php\)](https://www.theiai.org/conference.php) / [2022 IAI Omaha Conference \(https://www.theiai.org/2022\\_iai\\_omaha\\_conference.php\)](https://www.theiai.org/2022_iai_omaha_conference.php)



### FULL REGISTRATION

IAI Member Advance Registration is \$400 (U.S.) and \$450 (U.S.) onsite.

Non-Member Advance Registration is \$525 (U.S.) and \$575 (U.S.) onsite.

Advanced Registration will end on 7/22/2022 after which individuals must register on-site.

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

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 a forensic-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 Registration DOES NOT include workshops that require an additional fee, hotel accommodations, or travel.

**SOCIAL REGISTRATION**

A Social Registration is for the Spouse/Guest of a regular registrant.  
\$200 (U.S.) Advance Registration and \$225 (U.S.) onsite.

**HOTELS**

\$110/night room rate (exclusive of taxes).

Reservations must be secured for one night's guestroom  
and tax at the time of booking with either credit card, cash or check.

The cut-off date for the Conference Room Rate is when the secured  
conference block has been filled or Thursday, July 1, 2022 (whichever occurs first)  
Reservations after 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:

All educational sessions, meetings, exhibits, and events will be  
held at the CHI Health Omaha Convention Center and the Hilton Omaha.

## Hotels



**Hilton Omaha Downtown**  
**1001 Cass St**

**Book Now**

<https://book.passkey.com/gt/218264865?gtid=a0583b0bcc1acc4917fd90cc59ccddf8>



**Marriott Omaha Downtown**  
222 N 10th St

Book Now

[https://book.passkey.com/event/50228194/owner/49550927/home?utm\\_campaign=287964637](https://book.passkey.com/event/50228194/owner/49550927/home?utm_campaign=287964637)



**Courtyard Marriott Downtown**  
101 South 10th St

Book Now

<https://www.marriott.com/event-reservations/reservation-link.mi?id=1633627780599&key=GRP&app=resvlink>



**Hilton Garden Inn Omaha**  
1005 Dodge St

Book Now

<https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=OMADMGI&groupCode=IAI&arrivaldate=2022-07-31&departuredate=2022-08-05&cid=OM.WW.HILTONLINK.EN.DirectLink&fromId=HILTONLINKDIRECT>



**Hampton Inn Omaha**  
**1212 Cuming St**

[Book Now](#)

<https://www.hilton.com/en/book/reservation/deeplink/?cityhocr=OMADNHX&groupCode=CHHIAI&arrivaldate=2022-07-31&departuredate=2022-08-05&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT>

### GENERAL CONFERENCE INFORMATION

**Candace "Candy" Murray**  
**Conference Planner**  
**(407) 810-6112**

[Send Email](#)

<mailto:ialconferenceplanner@gmail.com>

### CONFERENCE REGISTRATION INFORMATION

**Roy Reed**  
**Registrar**  
**(832) 696-9448**

[Send Email](#)

<mailto:rreed4iai@gmail.com>



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

**Lesley Hammer**  
**Education Coordinator**  
**(907) 242-0229**

**Send Email**

<mailto:iaiedplanner@gmail.com>

**Click Here for  
Tentative Full  
Program Schedule**

[https://www.theiai.org/2022\\_iai\\_conference\\_schedule.php](https://www.theiai.org/2022_iai_conference_schedule.php)

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(<https://www.facebook.com/theiai/>) ([https://twitter.com/the\\_iai](https://twitter.com/the_iai)) (<https://www.linkedin.com/company/international-association-for-identification/?trk=biz-companies-cym>) ([https://www.instagram.com/the\\_iai/](https://www.instagram.com/the_iai/))



## **Out-of-State Travel Request**

### **Information and Instructions**

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## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 3 Criminalists

Travel Dates: 01/17/2023 to 01/19/2023 Destination: Las Vegas, NV

Purpose of Trip: SHOT Show

- ☒ Conference/training not available in California - Attach brochures or registration information
- ☐ Victim advocacy
- ☐ Other - Attach any applicable documentation

### Justification:

The SHOT Show is the Nation's largest trade show for ammunition, handguns and rifles. The show allows for interaction with vendor representatives regarding new products.

---

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik

Grant Subaward Director Name

\_\_\_\_\_  
Grant Subaward Director Signature

\_\_\_\_\_  
Date

---

### Cal OES Approval

☐ Approved

☐ Denied

\_\_\_\_\_  
Program Specialist Signature

\_\_\_\_\_  
Date

☐ Approved

☐ Denied

\_\_\_\_\_  
Unit Chief Signature

\_\_\_\_\_  
Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare: \_\_\_\_\_ x \$ \_\_\_\_\_ = \$0  
Travelers airfare

Rental Car: \_\_\_\_\_ x \$ \_\_\_\_\_ X \_\_\_\_\_ = \$0  
Car daily rate days

Mileage: \$ \_\_\_\_\_ /mile x \_\_\_\_\_ = \$0  
Mileage rate miles

Parking: \_\_\_\_\_ = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): \_\_\_\_\_ = \$0

Lodging: 3 x \$ 200 x 2 = \$ 1200 ✓  
Travelers daily rate days

Per Diem: 3 x \$ 42 x 3 = \$ 378 ✓  
Travelers daily rate days

Other Costs: Description: Cost: = \$ 105 ✓

Registration \_\_\_\_\_ 105

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOTAL COST NOT TO EXCEED:** = \$ 1,683 ✓

**JAN 18-21, 2022 LAS VEGAS**



# ALL IN

## Schedule

Join us for the 2022 SHOT Show, now expanded to include both Venetian Expo + Caesars Forum. Experience more exhibits, new education formats, and plenty of opportunity to conduct business.

*Hours are subject to change.*

---

**Monday, January 17**  
**Supplier Showcase**

**Law Enforcement and Armed Forces Kickoff Meet & Greet**



**Tuesday, January 18**  
**Supplier Showcase and SHOT Show Exhibit Halls**

**SHOT University™**

**Law Enforcement Education Program**



**SHOT Show Exhibit Halls**

**Export Training Sessions**

**SHOT University™**

**Law Enforcement Education Program**

Thursday, January 20

**SHOT Show Exhibit Halls**

**SHOT University™**

**Law Enforcement Education Program**

Friday, January 21

**SHOT Show Exhibit Halls**

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# Exhibit Hall Hours Overview

## **TUESDAY – THURSDAY**

Venetian Expo: 8:30 AM–5:30 PM

LE Ballrooms at Venetian Expo: 8:00 AM–5:30 PM

Caesars Forum: 8:30 AM–5:30 PM

## **FRIDAY**

Venetian Expo: 8:30 AM–4:00 PM

LE Ballrooms at Venetian Expo: 8:00 AM–4:00 PM

Caesars Forum: 8:30 AM–4:00 PM

Questions? Visit our [Frequently Asked Questions](#) for registration details and more.





## **Out-of-State Travel Request**

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**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 1 Sheriff's Crime Scene Specialist

Travel Dates: 05/22/2022 to 05/27/2022 Destination: Vancouver, WA

Purpose of Trip: Tritech Investigative Analysis & Crime Scene Reconstruction Course



Conference/training not available in California - Attach brochures or registration information



Victim advocacy



Other - Attach any applicable documentation

### Justification:

The Tritech Investigative Analysis & Crime Scene Reconstruction Course provides lecture and hands-on exercises to advance investigator's skills by practicing science-based methodologies for objective analysis of evidence to reconstruct actions and events.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik

Grant Subaward Director Name

\_\_\_\_\_  
Grant Subaward Director Signature

\_\_\_\_\_  
Date

### Cal OES Approval



Approved



Denied

\_\_\_\_\_  
Program Specialist Signature

\_\_\_\_\_  
Date



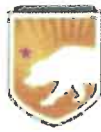
Approved



Denied

\_\_\_\_\_  
Unit Chief Signature

\_\_\_\_\_  
Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{1}{\text{Travelers}} \times \$500 \text{ airfare} = \$500$  ✓

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{ daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{ Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking: \_\_\_\_\_ = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): \_\_\_\_\_ = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$200 \text{ daily rate} \times 5 \text{ days} = \$1000$  ✓

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42 \text{ daily rate} \times 6 \text{ days} = \$252$  ✓

Other Costs: Description: Cost: = \$845 ✓

Shuttle \_\_\_\_\_ 80

Airport Parking \_\_\_\_\_ 126

Luggage Fees \_\_\_\_\_ 60

Registration \_\_\_\_\_ 579

**TOTAL COST NOT TO EXCEED:** = \$2,597 ✓

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).



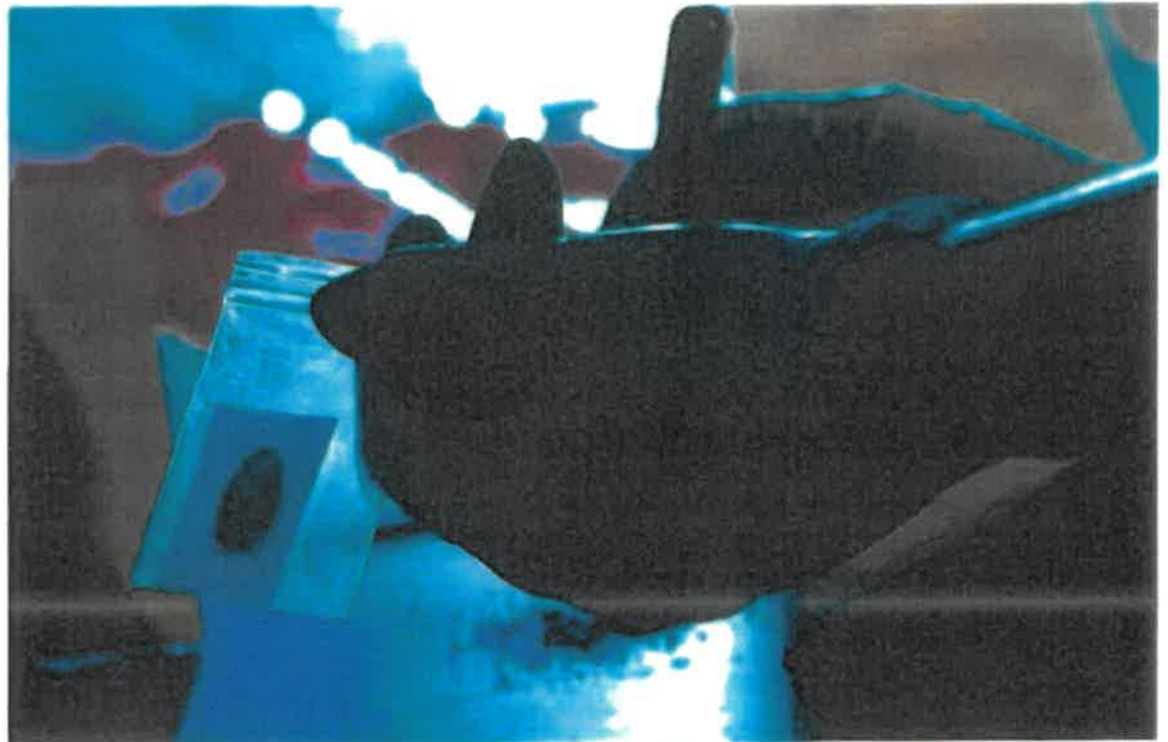
Courses are presented in partnership with the International Association for Identification.

#### 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).



## Investigative Analysis & Crime Scene Reconstruction

**Instructors: Gary Graff, CBPA & Iris Dalley Graff**

**May 23 - 27, 2022**

**Tuition: \$579**

#### Location:

**Vancouver Police Department - West Precinct  
 2800 NE Stapleton Road | Vancouver, WA 98668**

#### Lodging Information:

**The Heathman Lodge  
 7801 NE Greenwood Drive | Vancouver, WA 98662  
 360-816-0508**

**Room Rate: \$145 plus tax | Free Wi-Fi, & Parking**

**Booking Info:** Call the hotel and mention the Vancouver Police Department training to receive this special rate.

This course has been approved for 40 hours of certification/recertification training credit by the IAI Crime Scene Certification Board and 10 hours of certification training credit by the IAI Forensic Photography Certification Board.





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.

## Investigative Analysis & Crime Scene Reconstruction

Comprehensive analysis and reconstruction of evidence is essential to thorough investigation and reveals actions critical to determining truth, whether conducting a property crime, assault, or death investigation.

This thought-provoking 5-day (40 hour) Investigative Analysis and Crime Scene Reconstruction course was designed by veteran field experts. Detectives, crime scene investigators, accident reconstructionists, and others involved in evidence analysis will benefit substantially from this course. Lecture and practical hands-on exercises are used to advance Investigators' skills by practicing tested science-based methodologies for objective analysis of evidence to reconstruct actions and events. The resulting reconstruction produces fact-based conclusions extremely valuable for case adjudication.

- Classroom instruction and practical exercises include:
- Essential concepts: analysis in context, logical reasoning process, scientific basis and objectivity in investigation.
- Techniques for organizing and evaluating information to aid retrievability, maximize comprehension, and identify evidence relationships.
- Reconstruction through a 5-step process of correlating evidentiary relationships between scene evidence, forensic analysis, subject/witness statements and

scene context.

- Introduction to bloodstain patterns and how they relate to other evidence.
- Application of science based principles to reverse-engineer and sequence actions identified by evidence in the scene.
- Application of the scientific method as an investigative approach and for resolving sequences in event analysis.
- Instruction for preparing accurate and comprehensive reconstruction reports.
- Introduction to using graphics and demonstratives for analysis and reports.
- Managing expert courtroom testimony.
- Concepts are reinforced through hands-on exercises analyzing historically-based case scenarios.

### Class Requirements:

Prior investigative or crime scene experience and basic familiarity with bloodstain patterns is helpful. Course materials are provided in electronic format. Attendees should bring an electronic device with USB connection and basic office suite software, such as a laptop computer, to access, prepare and save digital work product, case materials, and complete fillable forms used in lecture and practical exercises.

## – COURSE INSTRUCTORS –

### 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.



## **Out-of-State Travel Request**

### **Information and Instructions**

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## Out-of-State Travel Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

Traveler(s): 3 Sheriff's Crime Scene Specialists

Travel Dates: 05/17/2022 to 05/20/2022 Destination: Las Vegas, NV

Purpose of Trip: Tritech Shooting Incident Documentation Course

- ☒ Conference/training not available in California - Attach brochures or registration information
- ☐ Victim advocacy
- ☐ Other - Attach any applicable documentation

### Justification:

The Tritech Shooting Incident Documentation Course teaches students how to properly interpret physical evidence, and to document the scene through note-taking, diagramming and photography.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

Catherine M. Wojcik  
Grant Subaward Director Name      Grant Subaward Director Signature      Date

### Cal OES Approval

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____	_____
		Program Specialist Signature	Date
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	_____	_____
		Unit Chief Signature	Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: \_\_\_\_\_

Subrecipient: San Bernardino County Sheriff's Department

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare: \_\_\_\_\_ x \$ \_\_\_\_\_ = \$0  
Travelers airfare

Rental Car: \_\_\_\_\_ x \$ \_\_\_\_\_ X \_\_\_\_\_ = \$0  
Car daily rate days

Mileage: \$ \_\_\_\_\_ /mile x \_\_\_\_\_ = \$0  
Mileage rate miles

Parking: \_\_\_\_\_ = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): \_\_\_\_\_ = \$0

Lodging:  $\frac{3}{\text{Travelers}} \times \$\frac{150}{\text{daily rate}} \times \frac{3}{\text{days}}$  = \$1350 ✓

Per Diem:  $\frac{3}{\text{Travelers}} \times \$\frac{42}{\text{daily rate}} \times \frac{4}{\text{days}}$  = \$504 ✓

Other Costs: Description: Cost: = \$479 ✓

Registration 479

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOTAL COST NOT TO EXCEED:** = \$2,333 ✓





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).



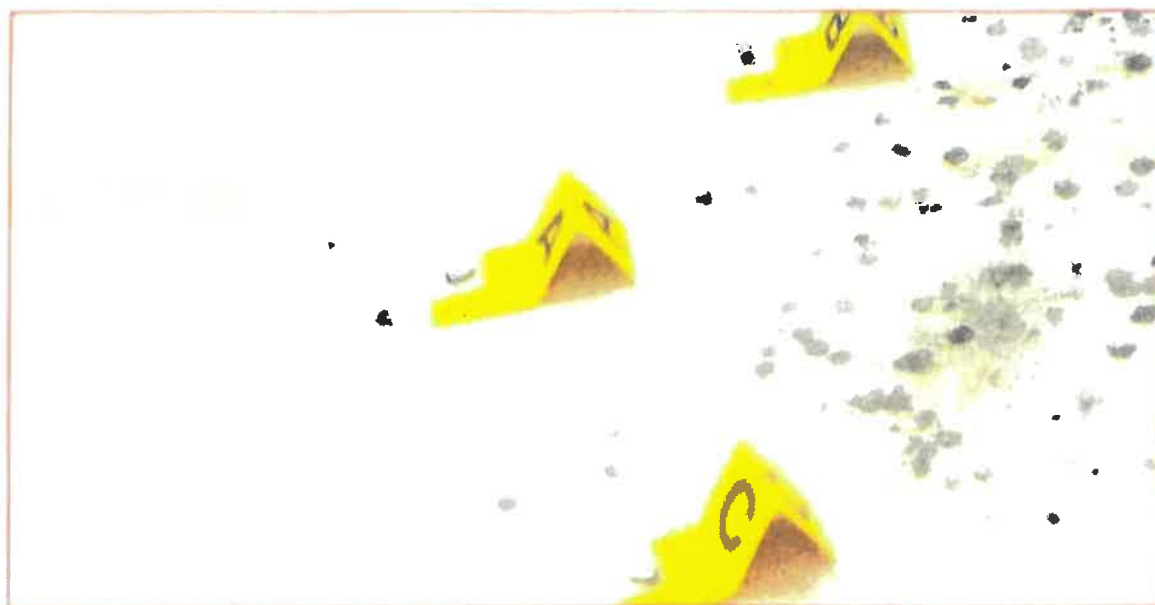
Courses are presented in partnership with the International Association for Identification.

#### 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 Documentation

### Instructors:

**Jackie Smithson, MS**

**May 18 - 20, 2022**

**Tuition: \$479 | Hours: 8 am - 5 pm**

### Location:

**North Las Vegas Police Department  
2250 Las Vegas Boulevard, North | North Las Vegas, NV 78665**

### Lodging Information:

**Downtown Grand Hotel Las Vegas  
206 N 3rd Street | Las Vegas, NV 89101  
702-719-5100**

**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 - 24 hours**



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 Documentation

Detectives and forensic investigators are frequently summoned to scenes of violence involving firearms. These incidents, including homicides and officer-involved shootings, should be investigated to their logical conclusion. That requires an understanding of the firearms related evidence at the scene, and how to properly document it.

This two and one-half-day, Shooting Incident Documentation course teaches the student how to properly interpret physical evidence, and to document the scene through note taking, diagramming, and photography. Use of rods, lasers, and protractors will be covered, as will the use of mathematics in determining bullet flight paths.

This Shooting Incident Documentation course is designed as an introduction to the 40-hour Shooting Incident Reconstruction course, or as a standalone course for those students more concerned with documenting scenes as opposed to reconstructing them.

## COURSE INSTRUCTOR



### Jackie Smithson, MS

Jackie Smithson is a career law enforcement officer in Oklahoma, having served the last 15 years as a forensic investigator while concurrently teaching as an adjunct professor of criminal justice. He spent the first several years of his career with Broken Arrow assigned to the Uniformed Patrol Division then the Traffic Specialist Unit. His inquisitive nature led him to request a transfer to the Crime Scene Unit where he still serves.

He continued his education and earned a Master of Science degree at Northeastern State University, publishing his thesis on collecting bullet trajectories in soil. He later accepted a position at his alma mater as an adjunct professor as well as at the University of Arkansas Fort Smith. Additionally, Jackie has been asked by several other universities, including Oklahoma State University School of Forensic Science, to guest lecture

in the field of forensics and has instructed for the State of Oklahoma Council on Law Enforcement Education and Training basic police academy.

Due to his extensive training and experience on subjects including the analysis of latent fingerprints, bloodstains pattern analysis, photography, video imagery, serial number restoration, and overall crime scene reconstruction, Jackie has been qualified as an expert witness by the courts, testifying in numerous court cases during his career. Having managed the crime lab at the Broken Arrow Police Department, which included going through the process of ASCLD/LAB accreditation, Jackie has traveled nationally and internationally to serve as a technical assessor for ANAB.

He has served on the boards of many professional organizations throughout his career including the Oklahoma Division of the International Association for Identification for 12 years, 4 as president. Recently, Jackie has focused much attention on the use of drones in the field of forensics and continues to enjoy sharing his experience in all aspects of the field of forensics.