



**RICARDO LARA**  
CALIFORNIA INSURANCE COMMISSIONER

August 30, 2022

The Honorable Jason Anderson  
District Attorney  
San Bernardino County District Attorney's Office  
303 West Third St., Sixth Floor  
San Bernardino, CA 92415

**RE: Grant Award for Automobile Insurance Fraud Program  
Fiscal Year 2022-2023**

Dear District Attorney Anderson:

I am very pleased to report that, for Fiscal Year (FY) 2022-2023, \$15,259,000 is available in Automobile Insurance Fraud Program (Program) grant funds to distribute to thirty-four District Attorney Offices, of which **San Bernardino County** has been awarded **\$760,898** for this important Program. This grant award is to be used for the investigation and prosecution of automobile insurance fraud.

The appropriation for this Program is based on projected revenues, including the amount of restitution collected. Grant disbursements are contingent on actual revenues; therefore, if the amount of revenue collected is less than the projected amount, grant disbursements to counties will be adjusted accordingly.

It is my continuing intent that these funds be used effectively to pursue and investigate fraud across California. It is important to focus these finite resources on combating fraud committed by individuals, businesses, providers, and others who prey upon the system. Additionally, a coordinated and aggressive outreach program to all communities by your office, including to diverse and underserved communities, with measurable outcomes remains a priority of mine.

Thank you for submitting your application for grant funding and, moreover, congratulations on your award. Should you have any questions regarding your award, please feel free to contact Victoria Martinez, Assistant Chief at CDI Fraud Division over Programs at (323) 278-5062. I look forward to working together with you in our continuing pursuit against automobile insurance fraud.

Sincerely,

**RICARDO LARA**  
Insurance Commissioner

cc: Robert P. Brown, Chief Deputy District Attorney

**PROTECT • PREVENT • PRESERVE**  
300 CAPITOL MALL, 17TH FLOOR  
SACRAMENTO, CALIFORNIA 95814  
TEL: (916) 492-3500 • FAX: (916) 445-5280  
COMMISSIONERLARA@INSURANCE.CA.GOV

**White, Karen**

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**From:** Lee, William  
**Sent:** Monday, December 19, 2022 2:47 PM  
**To:** White, Karen; Walker, Claudia; Brown, Robert - DA  
**Subject:** FW: IMPORTANT: FY 22-23 Grant Award Agreement DocuSign Procedures  
**Attachments:** Instructions for DocuSign.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

FYI.

William Lee

**From:** Local Assistance Unit <LocalAssistanceUnit@insurance.ca.gov>  
**Sent:** Monday, December 19, 2022 2:45 PM  
**Cc:** Martinez, Victoria <Victoria.Martinez@insurance.ca.gov>  
**Subject:** IMPORTANT: FY 22-23 Grant Award Agreement DocuSign Procedures

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you suspect this is a phishing or malicious email, please contact the DA HelpDesk immediately for assistance.

Thank you for agreeing to be the Grant Award Agreement (GAA) signer for your county's grant program(s).

**You will receive your FY 2022-23 GAA(s) via DocuSign on Wednesday, December 21, 2022.** The email will come from GMS Admin via DocuSign (dse\_NA4@docusign.net). You will not receive a paper copy in the mail.

**Please sign the GAA(s) in DocuSign by Friday, January 20, 2023.** If you do not sign by this date, the document(s) will no longer be available and you will need to contact LAU.

NOTE: If your elected District Attorney is changing effective January 2023, your county will need a new Delegated Authority Designation (DAD) letter completed by the newly Elected DA unless the designated person signs the GAA(s) on or before Friday, December 30, 2022.

If you have not received the GAA(s) by the end of the day on Wednesday, December 21, 2022 please check your junk/spam folder. If you need assistance, send an email to LAU at [LAU@insurance.ca.gov](mailto:LAU@insurance.ca.gov) with "GAA Assistance" in the subject line.

After all parties have signed, you will receive an email with a PDF of the fully executed GAA.

Sincerely,

*Diana Russell*

Manager, Local Assistance Unit  
California Department of Insurance | Fraud Division  
916-854-5774 office  
916-216-0599 cell

**INSURANCE COMMISSIONER  
OF THE STATE OF CALIFORNIA**

**GRANT AWARD AGREEMENT**  
**Fiscal Year 2022-23**  
**Automobile Insurance Fraud Program**

The Insurance Commissioner of the State of California hereby makes an award of funds to **San Bernardino County**, Office of the District Attorney, in the amount and for the purpose and duration set forth in this grant award.

This grant award consists of this agreement and the application for the grant and made a part hereof. By acceptance of the grant award, the grant award recipient agrees to administer the grant project in accordance with all applicable statutes, regulations and the grant application.

**Duration of Grant:** The grant award is for the program period, **July 1, 2022** through **June 30, 2023**.

**Purpose of Grant:** This grant award is made pursuant to the provisions of California Insurance Code §1872.8 and shall be used solely for the purposes of enhanced investigation and prosecution of automobile insurance fraud and economic car theft cases.

**Amount of Grant:** The grant award agreed to herein is in the amount of **\$760,898**. This amount has been determined by the Insurance Commissioner. However, the actual total award amount for the county is contingent on the collection and the authorization for expenditure pursuant to the Government Code §13000 et seq. The grant award shall be distributed pursuant to §1872.8 of the Insurance Code and to the California Code of Regulations Sub-Chapter 9, Article 4, §2698.65.

<p><b>Jason Anderson</b> District Attorney</p> <hr/> <p>Authorized Official</p> <p>Name: <b>William Lee</b> Title: Chief Deputy District Attorney</p> <p>Date: _____</p>	<p><b>RICARDO LARA</b> Insurance Commissioner</p> <hr/> <p>Authorized Official</p> <p>Name: <b>George Mueller</b> Title: Deputy Commissioner</p> <p>Date: _____</p>
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I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure.

\_\_\_\_\_  
Crista Hill, Division Chief/Budget Officer,  
Financial and Business Management Division, CDI

\_\_\_\_\_  
Date

**DEPARTMENT OF INSURANCE  
AUTOMOBILE INSURANCE FRAUD PROGRAM**

9/8/2022

BUDGET CATEGORY AND LINE ITEM DETAIL	2022-23 AWARDED BUDGET
<b>A. Personnel Services - Salaries/Employee Benefits</b>	
All program salary and benefit rates are per the Attorney, Safety, and General current Memorandum of Understanding with the County of San Bernardino.	
1.0 FTE DEPUTY DISTRICT ATTORNEY IV	174,857
2.0 FTE SENIOR INVESTIGATOR	262,144
1.0 FTE SECRETARY I	21,768
<b>TOTAL SALARIES</b>	<b>458,769</b>
<b>BENEFITS FOR 4.0 FTE EMPLOYEES FOR ONE YEAR:</b>	
1.0 FTE DEPUTY DISTRICT ATTORNEY IV Indemnification Indemnification Allowance/Cafeteria Plan Life Insurance Medical Insurance Retirement Short-term Disability Social Security Medicare Survivor's Benefits Vision Care Workers' Compensation	70,189
2.0 FTE SENIOR INVESTIGATOR Indemnification Indemnification Allowance/Cafeteria Plan Long-Term Disability Medical Insurance Retirement Social Security Medicare Uniform Allowance Vision Care Workers' Compensation	221,121
	<b>CONT'D</b>

**DEPARTMENT OF INSURANCE  
AUTOMOBILE INSURANCE FRAUD PROGRAM**

9/8/2022

<b>BUDGET CATEGORY AND LINE ITEM DETAIL</b>	<b>2022-23 AWARDED BUDGET</b>
<p><b>A. Personnel Services - Salaries/Employee Benefits</b></p> <p>All program salary and benefit rates are per the general employees current Memorandum of Understanding with the County of San Bernardino.</p> <p>1.0 FTE SECRETARY I</p> <ul style="list-style-type: none"> <li>Indemnification</li> <li>Indemnification Allowance/Cafeteria Plan</li> <li>Life Insurance</li> <li>Retirement</li> <li>Short-Term Disability</li> <li>Social Security Medicare</li> <li>Survivor's Benefits</li> <li>Vision Care</li> <li>Workers' Compensation</li> </ul>	<p><b>10,819</b></p>
<p><b>TOTAL BENEFITS</b></p>	<p><b>302,129</b></p>
<p><b>TOTAL SALARIES AND BENEFITS</b></p>	<p><b>760,898</b></p>

**DEPARTMENT OF INSURANCE  
AUTOMOBILE INSURANCE FRAUD PROGRAM**

9/8/2022

BUDGET CATEGORY AND LINE ITEM DETAIL	2022-23 AWARDED BUDGET
<b>B. Operating Expenses</b>	
<b>OFFICE EXPENSE</b> Consumable office supplies necessary to administer and run program.	-
<b>AUDIT ALLOWANCE</b> Financial and compliance audit per guidelines.	-
<b>MOTOR POOL</b> 1 full-size sedan \$78 per month x 12 months 2,000 mi x .60 mile x 12 months  1 SUV \$78 per month x 12 months 2,000 mi x .65 per mile x 12 months  Removed future replacement charge  All vehicle mileage charges are established by San Bernardino County Fleet Services and approved by the Board of Supervisors for fiscal year 2022-23 during the budget cycle. The department has no control over the per mile charge for vehicles.	-
<b>COMMUNICATIONS</b> Communication services and long distance expenses necessary to administer and run program.	-
<b>MEMBERSHIP</b> \$740 x 1 attorney \$100 x 2 investigators Allowance for membership per Memorandum of Understanding and miscellaneous memberships	-
<b>TRAINING</b> Tuition costs & registration fees for Automobile Insurance Fraud training.	-
<b>DATA PROCESSING</b> County mandated charges for ISD services.	-
<b>TOTAL</b>	<b>CONT'D</b>

**DEPARTMENT OF INSURANCE  
AUTOMOBILE INSURANCE FRAUD PROGRAM**

9/8/2022

BUDGET CATEGORY AND LINE ITEM DETAIL	2022-23 AWARDED BUDGET
<b>B. Operating Expenses</b>	
<b>SUBSCRIPTIONS AND PUBLICATIONS</b> Legal updates and publications pertaining to Automobile Insurance Fraud	-
<b>OTHER TRAVEL</b> Hotels, meals & travel for training, seminars and meetings for investigative and prosecution staff.	-
<b>PROFESSIONAL SERVICES</b> Expert witnesses to conduct evaluations and provide expert testimony in the courtroom.	-
<b>NON-INVENTORIAL EQUIPMENT</b> To replace office equipment necessary to administer and run the Automobile Insurance Fraud program efficiently.	-
<b>PRINTING SERVICES</b> Request based on program needs including quick copy costs, printed envelopes and forms.	-
<b>PRIVATE MILEAGE</b> Reimburse for use of private vehicle for Auto Insurance Fraud program meetings, court proceedings and training. 500 miles x 0.585 per mile	-
<b>INSURANCE</b> County charges for general liability, auto liability and other insurance requirements.	-
<b>POSTAGE</b>	-
<b>INDIRECT EXPENSES</b>	-
<b>TOTAL</b>	-

DEPARTMENT OF INSURANCE  
AUTOMOBILE INSURANCE FRAUD PROGRAM

9/8/2022

BUDGET CATEGORY AND LINE ITEM DETAIL	2022-23 AWARDED BUDGET
C. Equipment	
CATEGORY TOTAL	0
PROJECTED PROGRAM BUDGET	760,898
CARRYOVER TOTAL	-
INTEREST TOTAL	0