CITY OF GLENDALE, CALIFORNIA
REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Department of Justice Office of Justice Programs, Request for Authorization to Accept Grant Funds in the amount of $17,709.

1. Motion to approve the Glendale Police Department's participation in the Department of Justice (DOJ) Office of Justice Programs and authorize the City Manager to accept grant funds in the amount of $17,709 and execute the necessary agreements, certifications, and other documents required to accept the grant funds.

2. Resolution of Appropriation

COUNCIL ACTION

Item Type: Consent Calendar

Approved for _____November 16, 2021_____ **calendar**

EXECUTIVE SUMMARY

To accept $17,709 in grant funds from the Department of Justice (DOJ) Office of Justice Programs for the grant period of October 1, 2020 to September 30, 2022 to be used for equipment and training in the Verdugo Regional Crime Laboratory (VRCL).

COUNCIL PRIORITIES

Safe & Healthy Community

Expedient and improved forensic services will aid the Police Department in identifying suspects and assist in the Police Department's goal to maintain a safe community and improve the quality of life for those who live, work or visit the City of Glendale.

Informed & Engaged Community

The Edward Byrne Justice Assistance (JAG) Grant Program requires certification that the application was made available for review by the applicant's governing body and the public, and citizens have been allowed to comment on the application.

RECOMMENDATION

That the City Council approve the motion accepting $17,709 in grant funds from the Department of Justice Office of Justice Programs to be used for equipment and training.

BACKGROUND

In August 2021, an application seeking grant funds was submitted to the Department of Justice (DOJ) Office of Justice Programs FY21 Local JAG Program. The JAG Program provides states, tribes, and local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution, indigent defense, courts, crime prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, technology improvement, crime victim and witness initiatives, mental health programs, and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams. Through the application process, the Glendale Police Department has been approved to use FY21 Local JAG Program funds to purchase equipment and provide training for the Verdugo Regional Crime Laboratory.

ANALYSIS

The Police Department submitted a grant request to DOJ, Office of Justice Programs FY21 Local JAG Program, and was awarded $17,709 in funding for this program.

The Verdugo Regional Crime Laboratory (VRCL) has previously requested federal grant funds to convert existing office space into evidence examination rooms. In order to facilitate the processing of evidence for both latent prints and DNA, analysts will process evidence for latent prints and follow with swabbing for DNA. The Forensic Services Unit has recently completed validation and implementation of three new superglue fuming cabinets. Preliminary results from casework indicate an increase in positive testing results due to the capabilities of the superglue fuming cabinets. The VRCL will use the FY21 Local JAG Program funds received to purchase an additional superglue cabinet for latent print evidence examination. With the expansion of evidence examination space, the VRCL seeks to provide its examiners appropriate access to equipment to ensure efficient evidence processing.

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The VRCL will also use the funding received to train staff on cartridge casing triage. Currently, examiners are trained in the National Integrated Ballistic Information Network (NIBIN) entry of cartridge cases only. The Laboratory often receives multiple cartridge cases from a crime scene, where the submitting agency does not know how many guns are involved or believes that only one gun is involved. The current procedure is to either enter all cartridge cases from one submission into the system or to have the submitting agency pick which item to enter into the database. The VRCL has identified two issues with the current workflow: 1) Excessive cartridge case entry has created a burden on the correlation lab; and 2) The VRCL has encountered occasions where one cartridge case was entered into NIBIN based on the submitting agency's request, but upon further evaluation a cartridge case from a second weapon was present among the evidence samples. As a result of these issues, the VRCL seeks to train on accurately identifying cartridge case markings and implement a triage process in order to make better informed decisions for NIBIN entry and to improve upon forensic services provided to our law enforcement partners.

As a requirement of the grant, 3% of the funding received will be used for the Police Department to become National Incident-Based Reporting System (NIBRS) compliant. NIBRS was implemented by the Federal Bureau of Investigation (FBI) to improve the overall quality of crime data collected by law enforcement as it captures details on single crime incidents. The Glendale Police Department is currently upgrading the Computer Aided Dispatch/Records Management System (CAD/RMS). The required funding used from this grant will further contribute to NIBRS compliance through funding employees' time to attend training on CAD/RMS. Upon completion of the CAD/RMS project, the Police Department will be deemed NIBRS compliant.

The total cost of the project which includes the $17,709 grant award (inclusive of the 3% NIBRS Requirement) and an additional $779 being absorbed by the Police Department's budget is outlined below:

Project Description	Amount
Superglue Fuming Cabinet - Equipment	$ 16,693
Cartridge Case Triage - Training	$ 1,264
NIBRS Requirement - Labor	$ 531
Total Project Cost	$ 18,488

STAKEHOLDERS/OUTREACH

The grants funds will be used to reduce evidence processing turnaround time and increase testing efficiency, thereby, improving services provided to customer agencies and the public.

FISCAL IMPACT

DOJ, Office of Justice Programs grant does not require matching funds. The grant was not included as part of the FY 2021-22 budget, therefore, staff is requesting for an appropriation outlined below:

From
Amount: $ 17,709
Funding Source: Federal Grant - Department of Justice (DOJ) Office of Justice Programs
Account String GL & PL Ledger (if applicable):
31240-2610-GPD-0020-P0000-T0000-F0000-0000-0000- GPD00751AG

To
Amount: $ 17,709
Funding Source: Police Special Grants Fund
Account String GL & PL Ledger (if applicable):
45150-2610-GPD-0020-P0000-T0000-F0000-0000-0000- GPD00751AG - $16,004
44650-2610-GPD-0020-P0000-T0000-F0000-0000-0000- GPD00751AG - $1,174
41100-2610-GPD-0020-P0000-T0000-F0000-0000-0000-GPD00751AG - $531

As the total project cost is $18,488, the remaining balance of the project of $779 can be absorbed in the Police Department's General Fund as outlined below:

Amount: $ 779
Funding Source: General Fund
Account String GL & PL Ledger (if applicable):
45150-1010-GPD-7000-P6238-T0000-F0000-0000-0000- $689
44650-1010-GPD-7000-P6238-T0000-F0000-0000-0000- $90

ENVIRONMENTAL REVIEW

The acceptance of this grant will not have a significant effect on the environment. (14 Cal. Code Regs. § 15061(b)(3))

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES

Alternative 1: Approve as requested by the Police Department.
Alternative 2: Deny the Police Department's request.
Alternative 3: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:
Carl Povilaitis, Police Chief

Prepared by:
Catherine Nguyen, Lab Director
Alison Finch, Public Safety Business Administrator

Reviewed by:
Michele Flynn, Director of Finance
Michael J. Garcia, City Attorney

Approved by:
Roubik R. Golanian, P.E., City Manager

EXHIBITS / ATTACHMENTS

None.

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