

**City of Culver City, California
Agenda Item Report**

Meeting Date: 03/23/2015		Item Number: <u>C-5</u>	
CITY COUNCIL AGENDA ITEM: Authorization to File an Application for Funds Made Available Through the National Institute of Justice for the Coverdell National Forensic Science Improvement Grants Program, FY 2015			
Contact Person/Dept.: Jeanine Plute, Police Department		Phone Number: (310) 253-6133	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒ Date: _____			
Public Notification: Meetings and Agendas – City Council (03/18/15)			
Department Approval: Scott Bixby (03/13/15)		City Attorney Approval: Carol Schwab (by H. Baker) (03/13/15)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (03/17/15)		City Manager Approval: John M. Nachbar (03/18/15)	
<u>RECOMMENDATION:</u> Staff recommends the City Council authorize the filing of an application with the National Institute of Justice for the Coverdell National Forensic Science Improvement Grants Program, FY 2015. <u>BACKGROUND:</u> The Coverdell Program awards grants to states and units of local government to help improve the quality of forensic science services. Among other things, the funds may be used for laboratory accreditation and certification of forensic unit staff. The Culver City Police Department is eligible to receive \$9,900. <u>DISCUSSION:</u> The Police Department and Forensic Unit have determined the funds will be used to apply and prepare for laboratory accreditation by a reputable accrediting body such as the American Society of Crime Laboratory Directors Laboratory Accreditation Board (ASCLD/LAB), the ANSI-ASQ National Accreditation Board (ANAB), or the American Association for Laboratory Accreditation (A2LA). Funds would also be used to cover crime scene certification for two Forensic Specialists currently in need, and latent print certification for all three Forensic Specialists from the International Association for Identification (IAI). Laboratory accreditation is highly recommended by the International Association of Chiefs of Police (IACP) for purposes of adjudicating criminal proceedings and is likely to become mandatory for law enforcement agencies with forensic practitioners.			

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Accreditation/certification also serves to eliminate substandard work that exposes cities to potential litigation and is needed in order to ensure quality control standards and performance standards as set forth by the accrediting body are followed. For the aforementioned reasons, surrounding agencies such as the Los Angeles Sheriff's Department and the cities of Glendale and Los Angeles Police Departments have already completed the accreditation process, while agencies including the cities of Santa Monica and Beverly Hills are in the process.

The proposed grant monies will fund the costs of the accreditation application, latent print certification, and crime scene certification. As with many grant opportunities, Federal Agencies have been issuing very short timelines for grant submittals. In the case of this grant, the deadline to submit the program narrative, scope of work and budget narrative to the National Institute of Justice is April 6, 2015.

FISCAL ANALYSIS:

The project is completely funded by the grant. No matching funds are required from the City.

Based upon preliminary estimates received from ASCLD/LAB, ANAB, and A2LA for FY 2015-16, accreditation costs are estimated at \$8,900. Based upon preliminary estimates received from IAI for FY 2015-16 latent print certification costs and crime scene certification costs are estimated at \$1,000.

Total Accreditation and Certification Costs are estimated at \$9,900. Upon receipt of grant funds, the Police Department will adhere to the appropriate Purchasing procedures to begin the application process.

ATTACHMENTS:

None.

MOTION:

That the City Council:

1. Authorize the filing of an application with the National Institute of Justice, Coverdell National Forensic Science Improvement Grants Program; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.