



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: February 5, 2019

TO: Christine Daniel, City Manager

FROM: Jennifer Tejada, Chief of Police

SUBJECT: Resolution Of The City Council Of The City Of Emeryville To Approve Acceptance Of The \$4,499.29 Grant Fund Awarded By The California Department of Justice (DOJ) AB 3118 Sexual Assault Evidence Grant, For Overtime Related To Cataloging And Reporting Of Sexual Assault Evidence Kits To DOJ

RECOMMENDATION

Consider adopting the resolution to accept grant funds awarded by the California Department of Justice ("DOJ"), Division of Law Enforcement, AB 3118 Sexual Assault Evidence Grant, in the amount of \$4,499.29 and authorize the Emeryville Police Department to utilize the grant funds for employee overtime costs specifically for auditing, cataloging, and reporting the findings to DOJ. Consider revising revenues and appropriations into Grant Fund 254 upon award of the grant.

BACKGROUND

This grant opportunity is part of California Assembly Bill 3118, via the California DOJ, Division of Law Enforcement. AB 3118 requires each California law enforcement agency to audit every sexual assault evidence kit stored in their Property & Evidence Rooms and to report the details of each kit to DOJ, by July 1, 2019. This \$1 million grant program was established to assist California law enforcement agencies in meeting the mandated reporting of sexual assault evidence kits to DOJ by the July 1, 2019 deadline.

The grant goals are to audit, catalog, and report the required information of each sexual assault evidence kit to DOJ by the mandated deadline. These funds will help support Emeryville Police Department overtime costs for meeting the reporting mandates. The grant application submitted was for 80 hours of overtime (\$5,448), which is the estimated number of hours to complete this task. The grant funding approved by DOJ was for approximately \$1,000 less than was applied for.

The grant period is January 1, 2019 through June 30, 2020.

DISCUSSION

A primary goal of the Police Department is to meet the reporting mandates of AB 3118. This grant will help by making overtime available for the Property and Evidence Room staff, so the reporting requirements can be completed with little impact to their primary work duties.

FISCAL IMPACT

The fiscal impact to the City of Emeryville will be the initial expenditure of overtime costs to conduct the audit and reporting of the sexual assault evidence kits in EPD evidence. However, since the DOJ grant program operates through a reimbursement process, there will be no real impact to the budget. Some police administrative staff time will be required to manage the awarded grant and this staff time will be considered part of their normal duties. If the grant award will not cover enough overtime to complete the audit and reporting requirements, staff will complete the work either during their normal shift or if necessary, through City funded overtime.

This grant funding is based on a short six-month timeline. Therefore, the City of Emeryville expenditures will come from FY18/19 budget year only. The personnel overtime costs will be submitted to DOJ for reimbursement on a quarterly basis.

STAFF COMMUNICATION WITH THE PUBLIC

None.

CONCLUSION

This program supports the Police Department by assisting in achieving the DOJ reporting mandates.

PREPARED BY: Oliver Collins, Emeryville Police Department Captain, reviewed by Jennifer Tejada, Chief of Police.

APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:



Christine Daniel, City Manager

ATTACHMENTS

- Resolution
- Grant application
- Award Letter
- MOU