

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Sheriff - Coroner	(2) MEETING DATE 11/5/2013	(3) CONTACT/PHONE Sheriff – Coroner / Ian Parkinson 781-4540	
(4) SUBJECT Request to approve receipt of a California State Office of Traffic Safety (OTS) Grant in the amount of \$226,309, approve a corresponding budget adjustment, approve a temporary overfill of the Position Allocation List (PAL) to increase an existing 0.50 FTE Laboratory Assistant II position to 1.00 FTE for the duration of the grant (Nov. 1, 2013 through Sept. 30, 2014), and authorize the Sheriff – Coroner to sign any related documents for the OTS grant.			
(5) RECOMMENDED ACTION It is recommended that your Board: <ol style="list-style-type: none"> <li>1. Approve receipt of a California State Office of Traffic Safety (OTS) Grant in the amount of \$226,309 for the purchase of replacement Portable Evidentiary Breath Test devices (PEBTS) and software upgrades, to pay a half-time Laboratory Assistant II (benefits included) and cover costs associated with travel and training laboratory staff on the new devices;</li> <li>2. Approve a corresponding budget adjustment to Fund Center 136 Sheriff – Coroner (four-fifths vote required);</li> <li>3. Approve a temporary overfill of the Position Allocation List (PAL) to increase an existing 0.50 FTE Laboratory Assistant II position to 1.00 FTE for the duration of the grant period, November 1, 2013 through September 30, 2014; and</li> <li>4. Authorize the Sheriff – Coroner to sign any related documents for the FY 2013-14 OTS grant.</li> </ol>			
(6) FUNDING SOURCE(S) State of California OTS	(7) CURRENT YEAR FINANCIAL IMPACT \$226,309	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) NA		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1314056 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest, Administrative Analyst			
(18) SUPERVISOR DISTRICT(S) All Districts -			

# County of San Luis Obispo



TO: Board of Supervisors  
FROM: Sheriff - Coroner / Sheriff – Coroner / Ian Parkinson  
781-4540

DATE: 10/22/2013

SUBJECT: Request to approve receipt of a California State Office of Traffic Safety (OTS) Grant in the amount of \$226,309, approve a corresponding budget adjustment, approve a temporary overfill of the Position Allocation List (PAL) to increase an existing 0.50 FTE Laboratory Assistant II position to 1.00 FTE for the duration of the grant (Nov. 1, 2013 through Sept. 30, 2014), and authorize the Sheriff – Coroner to sign any related documents for the OTS grant.

## **RECOMMENDATION**

It is recommended that your Board:

1. Accept California State Office of Traffic Safety (OTS) Grant funds in the amount of \$226,309 to be used to purchase replacement Portable Evidentiary Breath Test devices (PEBTS) and software upgrades, to pay a half-time Laboratory Assistant II (benefits included) and cover costs associated with travel and training laboratory staff on the new devices;
2. Approve a corresponding budget adjustment to fund center 136 Sheriff – Coroner (four-fifths vote required);
3. Approve a temporary overfill of the Position Allocation List (PAL) to increase an existing 0.50 FTE Laboratory Assistant II position to 1.00 FTE for the duration of the grant period, November 1, 2013 through September 30, 2014; and
4. Authorize the Sheriff – Coroner to sign any related documents for the FY 2013-14 OTS grant.

## **DISCUSSION**

The establishment of the Sheriff – Coroner Forensic Alcohol Program was started September 30, 2013 with the intention of managing the DUI program for the entire County of San Luis Obispo. The Sheriff – Coroner's Office, along with the California State Office of Traffic Safety (OTS) has taken a proactive stance on decreasing the number of motorists driving under the influence (DUI) from the road with a goal of reducing the number of deaths and injuries attributable to alcohol and drug involvement. OTS Grant funding is being awarded to the Sheriff – Coroner Office to help San Luis Obispo County make this a main objective. There are currently 12 law enforcement agencies, with a total of 30 stations, covering the incorporated and unincorporated areas of San Luis Obispo County. The San Luis Obispo County Sheriff's Office (SLOSO) intends on using grant funds to ensure that all agencies have the most up to date, reliable, evidentiary technology available to them.

San Luis Obispo County has experienced a rise in the need for performing Portable Evidentiary Breath Testing (PEBT) on drivers suspected of being under the influence of alcohol or drugs. By insuring that up to date PEPT technology is in place the law enforcement agencies in San Luis Obispo County can continue to improve the efficiency in the way sobriety

check points are operated. Having reliable PEBT devices used in conjunction with field sobriety testing (FTS) and drug recognition (DRE) trained officers can determine if testing for DUI due to drug use should be considered. San Luis Obispo County purchased 43 state of the art PEBT devices in 2006. These devices have been used in almost 10,000 DUI stops to date. Due to the age of the PEBT devices in use since 2006 and the cessation of support by the manufacturer, the Sheriff – Coroner’s office will use OTS funds to replace the existing devices.

Based on the allowable expenses, the following items will be charged to the grant:

1. **\$198,115 for the purchase of 43 Portable Evidentiary Breath Testing (PEBT) devices and related supplies** – Currently the Sheriff’s Office is contracting with the Department of Justice (DOJ) to furnish and maintain PEBTs for DUI arrests in San Luis Obispo County. These duties had previously been performed, through contract, by Forensic Laboratory Services, a privately owned Forensic Alcohol Lab. As of June 30, 2013, that contract ended and the Sheriff – Coroner’s office began establishing its own alcohol program. DOJ has been contracted to provide services until the Sheriff – Coroner program is fully operational.
2. **\$21,634 for a half time benefitted Laboratory Assistant II position** - The existing Sheriff – Coroner’s Crime Lab half time benefitted Laboratory Assistant II will be working as a Forensic Alcohol Analyst 50% of their time while continuing to work in the toxicology section of the Crime Lab the other 50% of their time from November 1, 2013 through September 30, 2014. This will result in the need to increase the half-time Laboratory Assistant II to a full time position for the duration of the grant.
3. **\$6,560 for travel and training** - The new Forensic Laboratory Specialist will be traveling to Missouri for training on the new PEBTs that are to be purchased. The Lab Assistant II and the existing Forensic Laboratory Specialist working in the toxicology section of the crime lab will be attending a class in Driving Under the Influence of Drugs.

#### **OTHER AGENCY INVOLVEMENT/IMPACT**

County Counsel has reviewed the grant agreement as to form and legal effect.

#### **FINANCIAL CONSIDERATIONS**

The Office of Traffic Safety Grant is from October 1, 2013 through September 30, 2014. The Sheriff’s Office is requesting that \$226,309 in grant funding be used for the purchase of replacement Portable Evidentiary Breath Test devices (PEBTs) and software upgrades, pay a half-time Laboratory Assistant II (benefits included) and cover costs associated with travel and training laboratory staff on the new devices. This addition will fund a temporary overfill of the Position Allocation List (PAL) to increase an existing 0.50 FTE Laboratory Assistant II position to 1.00 FTE for the duration of the grant, November 1, 2013 through September 30, 2014. The receipt of this grant will have no impact on the Department’s budgeted level of General Fund support.

#### **RESULTS**

The items outlined above will assist the Sheriff – Coroner’s Office, along with the California State Office of Traffic Safety (OTS) to continue a proactive stance on decreasing the number of motorists driving under the influence (DUI) from the road with a goal of reducing the number of deaths and injuries attributable to alcohol and drug involvement.

#### **ATTACHMENTS**

1. OTS Grant Agreement