

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

(1) DEPARTMENT Sheriff - Coroner	(2) MEETING DATE 8/23/2016	(3) CONTACT/PHONE Ian Parkinson/781-4540	
(4) SUBJECT Request to approve a grant agreement in the amount of \$95,000 from the California State Office of Traffic Safety (OTS); approve a corresponding budget adjustment; amend the fixed asset list to add a Headspace Gas Chromatographer and Auto-sampler for the Forensic Alcohol Lab; and authorize the Sheriff – Coroner to sign any documents related to the acceptance of this grant. All Districts.			
(5) RECOMMENDED ACTION It is recommended that your Board: <ol style="list-style-type: none"> 1. Approve a grant agreement in the amount of \$95,000 from the California State Office of Traffic Safety (OTS) for the purchase of a replacement Headspace Gas Chromatographer and Auto-sampler, to pay a half-time Laboratory Assistant I (benefits included) for 10 additional hours per week and pay for supplies needed in the establishment of the new instrument in the Forensic Alcohol Lab; 2. Authorize a corresponding budget adjustment in the amount of \$95,000 from the California State Office of Traffic Safety (OTS) as the financing source and increase the Salaries appropriation by \$12,515, Medical and Lab Supplies appropriation by \$2265 and Capital Outlay- Equipment appropriation by \$80,220; 3. Amend the Fixed Asset List to add a Headspace Gas Chromatographer and Auto-sampler by 4/5 vote; and 4. Authorize the Sheriff-Coroner to sign all documents related to the acceptance of this grant. 			
(6) FUNDING SOURCE(S) California State Office of Traffic Safety	(7) CURRENT YEAR FINANCIAL IMPACT \$95,000.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? No
(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 type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1617015 <input checked="" type="checkbox"/> 4/5 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 / Ian Parkinson/781-4540

DATE: 8/23/2016

SUBJECT: Request to approve a grant agreement in the amount of \$95,000 from the California State Office of Traffic Safety (OTS); approve a corresponding budget adjustment; amend the fixed asset list to add a Headspace Gas Chromatographer and Auto-sampler for the Forensic Alcohol Program; and authorize the Sheriff – Coroner to sign any related documents related to the acceptance of this grant. All Districts.

RECOMMENDATION

It is recommended that your Board:

1. Approve a grant agreement in the amount of \$95,000 from the California State Office of Traffic Safety (OTS) for the purchase of a replacement Headspace Gas Chromatographer and Auto-sampler, to pay a half-time Laboratory Assistant I (benefits included) for 10 additional hours per week and pay for supplies needed in the establishment of the new instrument in the Forensic Alcohol Program;
2. Authorize a corresponding budget adjustment in the amount of \$95,000 from the California State Office of Traffic Safety (OTS) as the financing source and increase the Salaries appropriation by \$12,515, Medical and Lab Supplies appropriation by \$2265 and Capital Outlay- Equipment appropriation by \$80,220;
3. Amend the Fixed Asset List to include the Headspace Gas Chromatographer and Auto-sampler by 4/5 vote; and
4. Authorize the Sheriff-Coroner to sign all documents related to the acceptance of this grant.

DISCUSSION

The establishment of the San Luis Obispo County Sheriff's Office (SLOSO) 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 SLOSO, 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. 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 SLOSO intends on using grant funds to maintain high quality analysis of Blood Alcohol Concentration on samples from DUI cases submitted from these agencies.

The SLOSO Forensic Alcohol Program has proven very efficient for the San Luis Obispo County District Attorney's Office as far as assisting in rapid adjudication of DUI arrests. The turnaround time for results for BACs has improved from two weeks to 4-5 days since establishing the Forensic Alcohol Program. This has also helped the Department of Motor Vehicles (DMV) with faster processing of administrative hearings. Though there is no current problem with the results being reported from the SLOSO Forensic Alcohol Program, the laboratory is in danger of an instrument failure within the next few years.

The SLOSO crime laboratory was approved as a Forensic Alcohol Program by the California Department of Public Health in 2015. At that time, a 2007 model Gas Chromatographer was modified to analyze blood alcohol concentrations on DUI samples. The Forensic Alcohol Supervisor closely monitors accuracy and precision of this older analyzer and suspects that it may begin to lose reliability and, worst case, fail within the next few years. This is the only analyzer in the lab capable of analyzing blood alcohol samples. If it were to become inoperable the laboratory would be unable to process the close to 100 blood samples per month it receives from the 12 law enforcement agencies in the County. The Office of Traffic Safety grant funds would be used to purchase a new instrument, supplies and increase the hours of a Laboratory Assistant during the process of validating the instrument for state approval.

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

1. **\$80,220 for the purchase of a dual column Headspace Gas Chromatographer with auto-sampler** – The San Luis Obispo Sheriff's Office Forensic Alcohol Program will use OTS grant funds to purchase an up to date, state of the art, Gas Chromatographer with Headspace auto-sampler to continue to provide reliable high quality DUI Blood Alcohol Concentration testing to all of the law enforcement agencies in San Luis Obispo County. Proven reliability, reproducibility and accuracy exist in this type of blood analysis. The total for this system includes the Gas Chromatographer portion of the instrument, the headspace auto-sampler, the data management system including a printer, all cables and other necessary components for operation, installation, training and a two year warranty.
2. **\$12,515 for a quarter time benefitted Laboratory Assistant I position** - The existing SLOSO's Crime Lab half time Laboratory Assistant I will be working as a Forensic Alcohol Analyst 25% of their time while continuing to work in the toxicology section of the Crime Lab the other 50% of their time from October 1, 2016 through September 30, 2017. This will result in the need to increase the half-time Laboratory Assistant I to a three quarter time position for the duration of the grant, at no cost to the General Fund. This has proven successful with similar grants in the past.
3. **\$2,265 for supplies necessary to establish the new instrument** – Grant funds will be used to purchase a set of blood alcohol specific gas chromatography columns, one compressed helium tank, one compressed air tank, and one case of 1000 headspace vials, stoppers and seals to use for approximately 500 duplicate sample analysis to be run on the new Gas Chromatographer instrument during the grant program. DUI Blood Alcohol Concentration samples must be correlated and used to validate the new instrument for use by the California Department of Public Health.

OTHER AGENCY INVOLVEMENT/IMPACT

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

FINANCIAL CONSIDERATIONS

The Sheriff's Office is requesting that \$95,000 in grant funding be used for the purchase of a replacement Headspace Gas Chromatographer and Auto-sampler; necessary supplies for the new instrument; and cover the cost of 10 additional hours per week of an existing .50 Laboratory Assistant I for the duration of the grant. The grant period is from October 1, 2016 through September 30, 2017. 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 help the SLOSO, along with the California State Office of Traffic Safety (OTS) to continue a

proactive effort to decrease the number of motorists driving under the influence (DUI) and continue the level of service provided by the Sheriff's Office to the 12 Law Enforcement Agencies within the County, with the ultimate goal of reducing the number of deaths and injuries attributable to alcohol and drug involvement in the County of San Luis Obispo.

ATTACHMENTS

1. OTS Grant Agreement
2. OTS Grant Exhibit A
3. OTS Grant Schedule A
4. OTS Grant Schedule B
5. OTS Grant Schedule B-1