



Legislation Details (With Text)

File #: 18-1666 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 10/17/2018 **In control:** Board of Supervisors

On agenda: 1/8/2019 **Final action:** 1/8/2019

Title: District Attorney recommending the Board:
 1) Accept a grant from the Governor's Office of Emergency Services for the Victim Witness Assistance Program in the amount of \$481,190 for the period of October 1, 2018 - September 30, 2019, based on the received Letter of Intent;
 2) Approve and authorize the Chair to sign the Certification of Assurance of Compliance;
 3) Authorize the District Attorney to execute the Grant Award Agreement and required documents, including any extensions or amendments thereof which would not increase net county cost;
 4) Approve and authorize the Chair to sign a budget transfer increasing revenue and expense appropriations within the District Attorney's Office operating budget by \$92,135 for estimated grant revenue to be received in Fiscal Year 2018/19 (4/5 vote required);
 5) Approve the addition of a vehicle to the District Attorney's Fiscal Year 2018/19 Fixed Asset List; and
 6) Adopt and authorize the Chair to sign Personnel Allocation Resolution 003-2019, thereby amending the current authorized personnel allocation to include a 1.0 Limited-Term, full-time equivalent Victim/Witness Program Coordinator for the period January 8, 2019 - September 30, 2019, or as long as funding lasts.

FUNDING: California Governor's Office of Emergency Services Victims of Crime Act Fund

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - 18.19 VW RFA 18.1666, 2. B - 18 VW Application 18.1666, 3. C - Approved Blue Route 18.1666, 4. D - Budget Transfer 18.1666, 5. E - Personnel Resolution Add LT Vic-Wit Prog Coord 18-1666, 6. F - Resolution Blue Sheet 18-1666, 7. G - Letter of Intent, 8. Executed Resolution 003-2019, 9. Executed Certification of Assurance of Compliance, 10. Executed Budget Transfer

Date	Ver.	Action By	Action	Result
1/8/2019	1	Board of Supervisors	Approved	Pass

District Attorney recommending the Board:
 1) Accept a grant from the Governor's Office of Emergency Services for the Victim Witness Assistance Program in the amount of \$481,190 for the period of October 1, 2018 - September 30, 2019, based on the received Letter of Intent;
 2) Approve and authorize the Chair to sign the Certification of Assurance of Compliance;
 3) Authorize the District Attorney to execute the Grant Award Agreement and required documents, including any extensions or amendments thereof which would not increase net county cost;
 4) Approve and authorize the Chair to sign a budget transfer increasing revenue and expense appropriations within the District Attorney's Office operating budget by \$92,135 for estimated grant revenue to be received in Fiscal Year 2018/19 (4/5 vote required);
 5) Approve the addition of a vehicle to the District Attorney's Fiscal Year 2018/19 Fixed Asset List; and
 6) Adopt and authorize the Chair to sign Personnel Allocation Resolution **003-2019**, thereby amending the current authorized personnel allocation to include a 1.0 Limited-Term, full-time

equivalent Victim/Witness Program Coordinator for the period January 8, 2019 - September 30, 2019, or as long as funding lasts.

FUNDING: California Governor's Office of Emergency Services Victims of Crime Act Fund
DISCUSSION / BACKGROUND

The District Attorney's Office has operated the Victim Witness Assistance Program since 1980. The program serves as a resource to crime victims. The advocates funded under this grant are required to provide the following services: crisis intervention, emergency assistance, resource referral and assistance, direct counseling and therapy, claim assistance, property return, orientation to the criminal justice system, court escort, presentations and training for criminal justice agencies, public presentations and publicity, case status/disposition, notification of family and friends, employer notification/intervention, and restitution.

Cal OES grant program funding typically runs for a 3-year cycle with annual renewals. The District Attorney's Office is currently in the middle of a 3-year grant cycle for this program. During the first year, a Request for Proposal (RFP) is submitted. In the subsequent two years, a Request for Application (RFA) is submitted based on the funding amount Cal OES has advised each agency is eligible to apply for. For FY 18/19, the District Attorney's Office was advised funding may be requested up to \$481,190.

Cal OES has reviewed the RFA submitted on October 12, 2018 and requested the signed Grant Subaward Face Sheet and Certification of Assurance of Compliance be submitted so they may proceed with issuing the final notice of approval. For the purpose of this Board item, Cal OES has provided a letter of intent to fund the program.

The County is eligible to receive project funding up to \$481,190 in Victim/Witness Assistance Program Funding for Federal FY 2018/19. The County will continue to fund three FTE Victim Witness Program Specialist positions with the grant award, as well as 60% of the FTE Program Manager position with this funding.

The FY 2018/19 project award also includes \$100,000 to support a Mass Victimization Advocate (MVA) position, which is a new component to this grant. The funding for the MVA is to be dedicated to further the objectives of supporting response readiness to mass victimization/terrorism incidents, which includes, but is not limited to, duties such as developing a comprehensive crisis response plan and victim assistance crisis response protocols, implementing mutual-aid memorandums of understanding with neighboring counties and within crisis response regions, conducting outreach, participating in community meetings and maintaining a modified victim witness caseload. As a result, the District Attorney's office is requesting to add a 1.0 FTE Victim Witness Program Coordinator allocation.

The District Attorney's Office has received communication from Cal OES that the funding for the Mass Victimization Advocate is guaranteed for the next two, possibly three, grant years.

As set forth in the Request for Application (RFA), the District Attorney is required to obtain written authorization from the Board of Supervisors that the official executing the agreement is authorized to do so. The District Attorney recommends the Board approve the submission of the grant application and authorize the Chair to sign the Certification of Assurance of Compliance (Rev. 9/2018) for the Victims of Crimes Act (VOCA) Fund. The Certification of Assurance of Compliance includes details regarding Federal Grand Funds, Equal Employment Opportunity Program, Drug Free Workplace

Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from the Governing Board, Civil Rights Compliance, and the special conditions of Subaward.

ALTERNATIVES

Should the Board decline to apply for the grant, the County would be ineligible to participate in the program.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

There is no change to Net County Cost. The total project award of \$481,190 carries with it a match burden of \$64,184. The grant proposal submitted identified using a portion of the salary and benefits for the Program Manager, equipment rental for a MVA training event, and a facility lease as the cash match. In the event the combination of these services is not sufficient to fulfill the match requirements, the County would be responsible for the difference.

As the grant term is October 1, 2018 - September 30, 2019, the budget transfer for the additional funding is calculated for three quarters of Fiscal Year (FY) 2018-19 less the amount approved during the Recommended Budget process.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to:

- 1) Obtain the Board Chair's signature on two Certification of Assurance of Compliance Victim of Crime Acts forms and return one certified copy to the Chief Administrative Office, Central Fiscal Unit, Attention: Megan Arevalo;
- 2) Obtain the Board Chair's signature on two Certified Resolutions and return one Resolution to Human Resources, Attn: Katie Lee.

STRATEGIC PLAN COMPONENT

Public Safety

CONTACT

Vern Pierson, District Attorney