



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Larry Esquivel
Jennifer A. Maguire

SUBJECT: CAL-ID PROGRAM

DATE: May 29, 2013

Approved

Date

5/29/13

This Manager's Budget Addendum addresses the transition of the Cal-ID program to the County of Santa Clara and the recommended retention of a City of San José Police Department (SJPD) Latent Identification Unit.

RECOMMENDATION

The following amendments to the 2013-2014 Proposed Operating Budget are recommended:

- A. Eliminate the following positions from the Police Department as of June 30, 2013:
 - a. 10.0 Latent Fingerprint Examiner II positions, and
 - b. 1.0 Latent Fingerprint Examiner Supervisor position;
- B. Limit date 3.0 Latent Fingerprint Examiner II positions in the Police Department through June 30, 2014;
- C. Decrease the Police Department's General Fund Personal Services Appropriation by \$1,304,702;
- D. Decrease the Police Department's General Fund Non-Personal/Equipment Appropriation by \$611,169;
- E. Decrease the revenue estimate for Revenue from Local Agencies by \$2,197,409; and
- F. Increase the General Fund Beginning Fund Balance estimate by \$281,538 to rebudget 2012-2013 Police Department Personal Services savings to fund the 3.0 temporary Latent Fingerprint Examiner II positions in 2013-2014.

BACKGROUND

In January 1986, Senate Bill 190 established the Cal-ID System to automate the California Department of Justice (DOJ)'s manual fingerprint identification files in accordance with California Penal Code Section 13150, which mandates that arresting agencies report arrest information to the DOJ. In 1988, Santa Clara County and the Incorporated Cities entered into a Joint Powers Agreement (JPA) and established the Santa Clara County Random Access Network (RAN) Board to govern the Cal-ID Program and provide a regional approach to fingerprint files.

RAN Board membership consists of the County Board of Supervisors, the Santa Clara County Sheriff, the Santa Clara County District Attorney, a Mayor's representative, a representative from the County Chief's Association, the Police Chief of San José, and a member-at-large. The Board determined that the San José Police Department (SJPD) would have oversight and management of the program.

In March 2013, the Santa Clara County Chief Operating Officer presented the RAN Board with a proposal to move the program from SJPD to the Santa Clara County Sheriff. The proposal included using the County apportioned AB 109 funding to offset approximately one-half of the program costs. Upon direction of the County Chiefs Association, the RAN Board voted to move the program to the County with a target date of July 1, 2013. There is much to be accomplished to ensure a smooth and effective transition of the program to the County, including completing an inventory and movement of the physical equipment; working out technological issues; facilitating new Memorandums of Agreement between the County and participating agencies; working through fiscal aspects; and determining factors affecting the work force, etc. While the target date is July 1, 2013, SJPD staff has committed its support to achieve that date and provide services until the transition occurs if this date cannot be achieved.

ANALYSIS

There are two main functions of the Cal-ID program that are administered by the agency that manages the program for the participating regional partners:

1. Latent Case Work
 - Comparing the latent prints that are gathered at a crime scene to attempt to identify possible suspects.
 - Scanning and enhancing latent prints into the Automated Fingerprint Identification System (AFIS) to be checked against the booking fingerprint database.
2. 10-Print Case Work
 - 10-Print Identification Verifications
 - Front-end county booking identification through the AFIS (when the subject is processed through SJPD or at the jail)

The Cal-ID Program managed by SJPD consists of 20 full time positions to administer both functions of the program, the Latent Case Work and the 10-Print Case Work. An analysis is conducted annually to determine the Cal-ID workload generated by each participating agency in order to determine the amount of funding that needs to be reimbursed to SJPD for managing the program. The analysis for the development of the 2013-2014 Proposed Cal-ID budget shows other participating agencies reimburse the City for 63.2% of the program cost for the Cal-ID program to date in 2013. As shown in the chart below, the proposed cost of the program in 2013-2014 is approximately \$3.1 million.

2013-2014 Proposed Cal-ID Budget Managed by SJPD*	
13.0 Latent Fingerprint Examiners	\$1,438,352
6.0 Senior Latent Fingerprint Examiners	\$751,372
1.0 Latent Fingerprint Examiner Supervisor	\$113,243
Overtime and Night Shift Pay	\$190,625
Non-Personal/Equipment	\$655,594
TOTAL COSTS	\$3,149,186
Other Jurisdiction Reimbursement Revenue	\$1,770,000
SB 720 Revenue	\$427,409
San José Costs Budgeted in SJPD	\$951,777
TOTAL FUNDING	\$3,149,186

*Excludes General Fund Overhead reimbursements that have already been removed from the budget.

The Police Department has been working with the County to facilitate the transfer of the Cal-ID program, as well as working through the details to re-organize and retain a Latent Print Identification Unit at SJPD. This is a substantially complex project and as such the actual time for the transfer is not exactly known. Once the program is transitioned to the County, SJPD will continue to participate in the Cal-ID program; however, SJPD plans to retain its own Latent Print Identification Unit and rely on the County to provide the 10-Print function. It is important to note that while SJPD has been responsible for the Cal-ID program since the late 1980s, the Santa Clara County Sheriff's Office (SO) has retained its own Latent Print Identification Unit during this time. By keeping the Latent Print Identification Unit, the service delivery to SJPD would be consistent and adaptive to the needs of the Department. SJPD would maintain the ability to have 24-hour, 365 day a year access to fingerprint examiners at SJPD¹; greater flexibility in the management of resources; control over costs; and the ability to manage priorities according to Department needs. Within the County proposal, there is no charge for 10-print work for participating agencies.

The workload analysis for the Cal-ID Budget indicates 6.0 Senior Latent Fingerprint Examiner positions would be required to meet most of the day to day demands for formal cases, including person crimes, as well as some high priority property crimes for SJPD; however, this staffing level would not be able to address the backlog or "informal" cases, which includes property crimes with no suspects. The "informal" cases have been the subject of significant interest to the City Council due to the increase in burglaries (13%) and auto thefts (53%) over the last year. The ability to work these property crime cases will depend upon the level of staffing retained for SJPD. In addition to the 6.0 Senior Latent Fingerprint Examiner positions, 3.0 temporary Latent Fingerprint Examiner II positions are recommended to be added to the Latent Print Identification Unit through June 30, 2014, in order to address "informal" cases and some of the backlog in 2013-2014. See the chart below for additional details related to the proposed SJPD Latent Print Identification Unit. The needs of the Latent Print Identification Unit will be reevaluated as part of the 2014-2015 Budget process.

¹ Depending upon budget approval for staffing to maintain 24/7/365 staffing

Proposed SJPD Latent Print Investigation Unit		
	2013-2014	Ongoing
3.0 Latent Fingerprint Examiners (Limit Date 6-30-2014)	\$351,125	\$0
6.0 Senior Latent Fingerprint Examiners	\$751,372	\$751,372
Overtime and Night Shift Pay	\$86,393	\$64,118
Non-Personal/Equipment	\$44,425	\$44,425
TOTAL COSTS	\$1,233,315	\$859,915
San José Costs Budgeted in SJPD	\$951,777	\$859,915
2012-2013 Rebudgeted Savings for Temporary Positions	\$281,538	\$0
TOTAL FUNDING	\$1,233,315	\$859,915

As currently proposed, the transition of the Cal-ID Program to the County will eliminate 10.0 Latent Fingerprint Examiner II positions and 1.0 Latent Fingerprint Examiner Supervisor position in the Police Department, effective June 30, 2013. The Department is working with the Human Resources Department to initiate the noticing process that could result in layoffs. During the transition period it is expected that City latent examiners will stay in the remaining Latent Fingerprint Examiner (LFE) positions and all interested City LFEs not retained will be hired by the Santa Clara County Sheriff's Office (SO) and the work of the unit will continue seamlessly. If the transition is not completed by July 1, 2013, the Department will absorb any additional costs in 2013-2014 and use any reimbursement from the County SO and participating agencies to fund any short term expenditures between July 1st and the final transition date. The eliminated positions will also be temporarily extended through the final transition date in order to maintain service to the participating agencies.

After the transfer, the entire Cal-ID program, excluding the latent print services retained by SJPD, will become the primary responsibility of the SO. This means the SO will conduct all 10-print booking reviews for all incorporated cities within the County included in the Cal-ID MOU and all State, federal, and other non-Cal-ID participating agencies booking people into the Santa Clara County correctional facilities.

The SO will also be responsible for all latent print work (criminal investigations) for all identified agencies with the exception of the City of San José. This exception presumes approval by the City Council to fund an identification unit at the Police Department. The SO will retain responsibility for managing the booking process and making corrections to problems related to the booking record.

Upon transition of the program to the SO, SJPD will only work San José criminal cases. It is expected the Department will be allowed continued access to the Cal-ID equipment at minimal cost, as the Cal-ID program will continue to pay for the majority of the fingerprint identification equipment and maintenance.


COST IMPLICATIONS

The entire Cal-ID program's 2013-2014 Proposed Budget is approximately \$3.1 million and is supported by reimbursements from participating agencies, SB 720 funding, as well as the General Fund, which covers San José's portion of the costs (\$952,000). In order to retain a San José Latent Print Identification Unit without any impact to the General Fund, 6.0 Senior Latent Fingerprint Examiner positions will be retained. This level of staffing supports the majority of the formal cases submitted to the unit; however, this service level does not allow for the backlog or "informal" cases to be worked. These lower priority no suspect property cases are under high scrutiny from residents as burglary and auto theft cases fall into this category.

To address all formal cases and "informal" cases on a prioritized basis, which includes the backlog, 3.0 temporary Latent Fingerprint Examiner II positions will be added through June 30, 2014, at a General Fund cost of approximately \$282,000 to allow the program to work the burglary and auto theft cases, which in turn should affect crime rates in these categories. The Department proposes to retain these three positions by the use of savings in 2012-2013, and the needs of the Latent Print Identification Unit will be reevaluated as part of the 2014-2015 Budget process.

In conclusion, SJPD will continue to work toward completing the transition by July 1, 2013; however, if this is not attained, SJPD will continue to provide Cal-ID services until the transition is final and will work with the City Manager's Budget Office and the Human Resources Department, accordingly.

/s/
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