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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

June 18, 2013

Erie County Legislature
92 Franklin Street-4th Floor
Buffalo, New York 14202

**RE: Central Police Services Forensic Laboratory
FY2012 NIJ DNA Backlog Grant**

Dear Honorable Members:

The attached resolution requests authorization to modify the allocation of funds on the DNA Backlog grant. Authorization is also requested to create a new position of Quality Assurance Coordinator Job Group 13 within this grant which is fully funded with Federal reimbursement. The deletion of a vacant Quality Assurance Specialist, Job Group 12 is also recommended so as to help balance the Aid to Crime Lab grant which has received a funding decrease from the State.

The funds and the new position will allow the Central Police Services Forensic Laboratory to maintain current staffing levels and mandatory national and New York State accreditation standards. This will benefit all citizens and law enforcement agencies in Erie County.

Should your honorable body require further information, I encourage you to contact the Department of Central Police Services. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/mp
Enclosure

cc: John Glascott, Department of Central Police Services

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Central Police Services
Re: FY2012 NIJ DNA Backlog Grant
Date: May 21, 2013

SUMMARY

The attached resolution requests authorization to adjust funding allocations in the FY2013 National Institute of Justice Backlog Grant. Authorization is also requested to create a new position of Quality Assurance Coordinator Job Group 13 within this grant which is fully funded with Federal reimbursement. The deletion of a vacant Quality Assurance Specialist, Job Group 12 is also recommended so as to help balance the Aid to Crime Lab grant which has received a funding decrease from the State.

FISCAL IMPLICATIONS

There will be no impact on County funds. The grant is 100% funded by the National Institute of Justice.

REASONS FOR RECOMMENDATION

The appointment of a full-time Quality Assurance Coordinator will allow the Forensic Laboratory to continue to provide timely analysis of DNA related evidence and maintain national and New York State accreditation standards.

BACKGROUND INFORMATION

The Erie County CPS Forensic Laboratory has a substantial backlog of crime related DNA cases in need of analysis. The current NIJ DNA Backlog Program is intended to reduce this backlog and to enhance the capacity of the laboratory to promptly analyze items of evidence submitted for these types of investigations. Law enforcement agencies in Erie County continue to submit a large amount of forensic DNA related evidence for analysis.

As part of the national and New York State accreditation standards, the laboratory is required to have an individual serving as Quality Assurance Coordinator. The laboratory is currently meeting this requirement by assigning a Forensic Biologist II (Grade 12) who is funded under the County share of the NYS Aid to Crime Labs Grant to perform these tasks. Due to increasing complexity in the mandatory accreditation program, this is no longer feasible and a full-time position is needed to maintain accreditation status. Creating this new title under the NIJ DNA Backlog Program and eliminating the vacant Quality Assurance Specialist position will allow the laboratory to maintain current staffing levels and accreditation standards. The NYS Aid to Crime Labs Grant has experienced a continuous annual decrease in funding resulting in a subsequent increase in the County share in order to maintain adequate staffing levels in the Forensic Laboratory. Creating the Quality Assurance Coordinator position within the NIJ DNA Backlog Program will result in immediate savings to the County. Budget adjustments in the Aid to Crime Lab grant await final contract award amounts from New York State.

CONSEQUENCES OF NEGATIVE ACTION

Failure to approve this request would restrict the CPS Forensic Laboratory in its efforts to reduce the number of backlogged DNA cases awaiting analysis and to maintain mandatory national and New York State accreditation standards.

STEPS FOLLOWING APPROVAL

Central Police Services will work with the Division of Budget and Management to implement this request.

**A RESOLUTION SUBMITTED BY:
CENTRAL POLICE SERVICES**

RE: FY2012 NIJ DNA Backlog Grant

WHEREAS, Central Police Services has been awarded a grant by the National Institute of Justice; and

WHEREAS, said funds will enable the Central Police Services Forensic Laboratory to maintain national and New York State accreditation standards and analyze backlogged DNA cases; and

NOW, THEREFORE, BE IT

RESOLVED, that authorization is hereby provided for the County Executive to adjust grant funding from the National Institute of Justice in the amount of \$527,416; and be it further

RESOLVED, that the authorization is hereby provided to adjust the grant in the budget of the Department of Central Police Services as follows:

Grant Fund- SAP # 165DNABACKLOGREV1314
Central Police Services
4/01/13 – 03/31/14

<u>Revenue</u>	<u>Adjusted Budget</u>
414000 Federal Aid	\$527,416
<u>Appropriation</u>	<u>Adjusted Budget</u>
Account 500000 - Salaries	\$123,246
Account 501000 - Overtime	\$235,904
Account 502000 - Fringe Benefits	\$98,389
Account 505800 - Supplies	\$22,710
Account 516030 - Maintenance Contracts	\$22,835
Account 561410 - Equipment	<u>\$24,332</u>
Total Appropriation	\$527,416

and be it further

RESOLVED, that authorization is provided to create the position of Full Time Quality Assurance Coordinator (Grade 13) in the Department of Central Police Services DNA Backlog Grant (B-100 # 7321); and be it further

RESOLVED, that authorization is also provided to delete the position of Quality Assurance Specialist, Job group 12, currently vacant in the Aid to Crime Lab grant, and be it further

RESOLVED, that certified copies of this resolution be forwarded to the Erie County Executive, the Division of Budget and Management, the Division of Personnel, the Office of the Comptroller, and the Department of Central Police Services, attention: Carmen Walling.