

FORM APPROVED COUNTY COUNSEL
 BY: GREGORY P. PRIAMOS DATE 9/1/14

**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

446



FROM: Sheriff's Department

SUBMITTAL DATE:
08/28/14

SUBJECT: Acceptance of a Grant Award from the California Office of Traffic Safety, and the Adoption of Resolution 440- 8980 All Districts. [\$1,732,500 – 100% Federal Funding]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the grant Agreements with the California Office of Traffic Safety, accepting funds totaling \$1,732,500, and authorize the Sheriff, or his designee to execute the Agreement on behalf of the County;
2. Authorize the Sheriff, or his designee to administer the grant projects, sign claims for reimbursements, progress reports, future amendments and/or modifications not increasing the award by more than 20% on behalf of the County;

(Continued on Page 2)
BR 15-025

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY: Esteban Hernandez 9/5/14

Stan Sniff
 Sheriff-Coroner-PA
Will Taylor, Dir. of Administration

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 1,293,831	\$ 438,669	\$ 1,732,500	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS: 100% Federal Grant Revenue				Budget Adjustment: Yes	
				For Fiscal Year: 14/15-15/16	

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

BY: Elizabeth J. Olson

MINUTES OF THE BOARD OF SUPERVISORS

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 11/05/14 3-40 | District: All | Agenda Number:

3-62

Departmental Concurrence

Approved by Michael T. Stock
 Asst. County Executive Officer/
 Human Resources Director

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

FORM 11: Acceptance of a Grant Award from the California Office of Traffic Safety and the Adoption of Resolution 440-8980, All Districts. [\$1,732,500 – 100% Federal Funding]

DATE: 08/28/14

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3. Amend Ordinance No. 440 pursuant to Resolution No. 440-8980 herewith. Per the resolution add the following positions:

<u>Ord. 440</u>	<u>Class Code</u>	<u>+/-</u>	<u>Class Title</u>	<u>Salary Plan</u>	<u>Grade</u>	<u>Salary</u>
2500200000	74106	+1	Administrative Services Analyst II	SEU	416	\$46,264-\$69,144
2500200000	15916	+1	Accounting Technician II	SEU	320	\$40,219-\$61,717

4. Approve and direct the Auditor-Controller to make the budget adjustments on the attached Schedule A.

BACKGROUND:

Summary

The California Office of Traffic Safety's (OTS) mission is to effectively administer traffic safety grants to reduce traffic deaths, injuries and economic losses. Annually, as required by Section 2900 of the State Vehicle Code, OTS develops a plan to reduce traffic collisions, known as the Highway Safety Plan. This plan serves as California's application to the National Highway Traffic Safety Administration (NHTSA) for federal funds available to states.

Last year OTS, per a NHTSA directive, informed the Sheriff's Department that it would no longer award grants to the contract cities. Sheriff's Grants staff will administer the grant projects. Since NHTSA will only reimburse for actual overtime worked, as identified by employee name, the Sheriff's Department will submit claims for the County for grant reimbursements. On November 5, 2013, the Board accepted grant funding for the California Department of Office & Traffic Safety programs from October 1, 2013 through September 30, 2014.

In response to the County's application for grant year 14-15, the California Office of Traffic Safety awarded the Sheriff's Department \$1,732,500. With Board approval, the Sheriff's Department will handle the administration for the twelve OTS grant projects totaling \$1,732,500, awarded under California Office of Traffic Safety Selective Traffic Enforcement Program (STEP) grant. The grant will fund two full-time positions within the Sheriff's Grants Unit to administer the grant. Funded OTS STEP grant operations may include: DUI checkpoints, DUI saturation patrols; patrols focusing on pedestrian safety, traffic enforcement, distracted driving, seat belt enforcement, and special enforcement operations encouraging motorcycle safety. Additional grant funded operations may also include: warrant service operations, stakeout operations, a "HOT Sheet" program, educational presentations, and court stings.

Schedule A details budget adjustments in the amount of \$1,293,831. The grant project term is from October 1, 2014 to September 30, 2015. County Counsel has approved the OTS STEP grant agreement as to form.

Impact on Citizens and Businesses

These grant projects, through focused enforcement activities, help to reduce highway deaths, injuries and economic losses. The Sheriff's Department does not in any way want these crucial traffic safety efforts to be curtailed.

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

FORM 11: Acceptance of a Grant Award from the California Office of Traffic Safety and the Adoption of Resolution 440-8980, All Districts. [\$1,732,500 – 100% Federal Funding]

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Schedule A

Administrative Operations

Increase Appropriations:

10000-2500200000-510040	Regular Salaries	98,523
10000-2500200000-518100	Budgeted Benefits	45,145
10000-2500200000-510420	Overtime	2,419
10000-2500200000-523640	Computer Equipment-Non-Fixed Asset	6,000
10000-2500200000-523700	Office Supplies	2,000
10000-2500200000-528900	Air Transportation	1,800
10000-2500200000-529040	Private Mileage Reimbursement	600
10000-2500200000-528960	Lodging	2,700
10000-2500200000-528980	Meals	900
	TOTAL	\$160,087

Field Operations

Increase Appropriations:

10000-2500300000-510420	Overtime	891,227
10000-2500300000-518080	Other Budgeted Benefits	103,685
10000-2500300000-525440	Professional Services	2,500
10000-2500300000-526910	Field Equipment-Non Assets	34,332
10000-2500300000-546020	Equipment-Automotive	54,000
10000-2500300000-528900	Air Transportation	25,400
10000-2500300000-529040	Private Mileage Reimbursement	1,000
10000-2500300000-528960	Lodging	16,200
10000-2500300000-528980	Meals	5,400
	TOTAL	\$1,133,744
	TOTAL (Administrative & Field)	\$1,293,831

Increase Estimated Revenues:

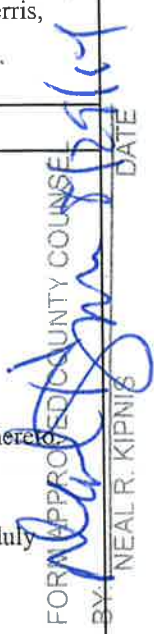
10000-2500200000-767450	Federal-OTS Grants	\$160,087
10000-2500300000-767450	Federal-OTS Grants	\$1,133,744
	TOTAL	\$1,293,831

RESOLUTION NO. 440-8980

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on _____, 2014, that pursuant to Section 4(a)(ii) of Ordinance No. 440, the Sheriff/Coroner/Public Administrator is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
15916	+ 1	2500200000	Accounting Technician II
74106	+ 1	2500200000	Administrative Services Analyst II

1. GRANT TITLE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)	
2. NAME OF APPLICANT AGENCY COUNTY OF RIVERSIDE	4. GRANT PERIOD From: 10/1/14 To: 9/30/15
3. AGENCY UNIT TO HANDLE GRANT RIVERSIDE COUNTY SHERIFF'S DEPARTMENT	
5. GRANT DESCRIPTION To reduce the number of persons killed and injured in crashes involving alcohol and other primary collision factors, "best practice" strategies will be conducted. The funded strategies may include: DUI checkpoints, DUI saturation patrols, warrant service operations, stakeouts operations, a "HOT Sheet" program, educational presentations, and court stings. The program may also concentrate on speed, distracted driving, seat belt enforcement, operations at intersections with disproportionate numbers of traffic crashes, and special enforcement operations encouraging motorcycle safety. These strategies are designed to earn media attention thus enhancing the overall deterrent effect. Operations will be conducted within the following contract cities: Moreno Valley, Temecula, Perris, Meindorf, Lake Elsinore, Eastvale, San Jacinto, Coachella, La Quinta, Palm Desert, Jurupa Valley and Norco.	
6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$ 1,732,500.00	
7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: <ul style="list-style-type: none"> • Schedule A (OTS-38b) – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B (OTS-38d) – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 (OTS-38f) – Budget Narrative and Sub-Budget Narrative (if applicable) • Exhibit A –Certifications and Assurances • Exhibit B* - OTS Grant Program Manual <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.</p> <p>We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.</p> <p>IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
8. APPROVAL SIGNATURES	
A. GRANT DIRECTOR NAME: Joann Roberts PHONE: 951 955-2718 TITLE: Grant Manager FAX: 951 955-2171 ADDRESS: 4095 Lemon Street, 1 st Floor Riverside, CA 92501-3600 E-MAIL: jgrobert@riversidesheriff.org _____ (Signature) (Date)	B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY NAME: Stan Sniff PHONE: 951 955-2400 TITLE: Sheriff-Coroner-PA FAX: 951 955-2428 ADDRESS: 4095 Lemon Street, 2 nd Floor Riverside, CA 92501-3600 E-MAIL: ssniff@riversidesheriff.org _____ (Signature) (Date)
C. FISCAL OR ACCOUNTING OFFICIAL NAME: Antonio Saldana PHONE: 951 955-2709 TITLE: Finance Director FAX: 951 955-2720 ADDRESS: 4095 Lemon Street, 3 rd Floor Riverside, CA 92501-3600 E-MAIL: asaldana@riversidesheriff.org _____ (Signature) (Date)	D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS NAME: Sheriff's Accounts Receivables, 3 rd Floor ADDRESS: PO Box 512 Riverside, CA 92501-0512 9. DUNS NUMBER DUNS #: 6024108880000 REGISTERED 4095 Lemon Street, 2 nd Floor ADDRESS & Riverside, CA 92501-3600 ZIP:

FOR APPROVED COUNTY COUNSEL
 BY: 
 DATE

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1. PROBLEM STATEMENT

Fatal driving under the influence (DUI) collisions reveals that DUI incidents are typically at their highest during the winter holiday period (Christmas and New Years'), the end of summer vacation/Labor Day period, and also Memorial Day and Independence Day weekends. Other times with high incidence of DUI crimes and collisions include Halloween, Super Bowl Sunday, Cinco de Mayo and local festivals/events with identified DUI problems.

Significant progress has been made in reducing the frequency of fatal DUI collisions when law enforcement agencies coordinate awareness campaigns and enforcement efforts with local, regional and national efforts. Nationwide, traffic deaths have declined dramatically; however, DUI deaths have not dropped at the same rate which indicates the need to continue to coordinate efforts between law enforcement, community-based-organizations, and media outreach.

In order to reduce the incidence of DUI related traffic collisions, each city has outlined the primary traffic problems facing their community.

Moreno Valley

Between October 1, 2012 and September 30, 2013, our city had a total of 589 injury and fatal traffic collisions. During this same time period, our deputies wrote a total of 9,932 citations. Our enforcement index is 16.8%. Our enforcement index in 2011 was 21.3%, giving us over a 5% drop in that time period.

The City of Moreno Valley's Traffic Division actively participates in the AVOID DUI Campaigns conducting DUI/Driver's License Checkpoints and Saturation Patrols. Currently, the Moreno Valley Police Department has 162 sworn personnel. All of the sworn deputies in the Traffic Division have attended the NHTSA Standardized Field Sobriety Test Training (SFST), the Advanced Roadside Impaired Driving Enforcement Training (ARIDE), and the Cavanaugh & Associates DUI Training. We are in the process of sending patrol deputies to these classes.

During the Federal Fiscal Year, October 1, 2012 to September 30, 2013, deputies in the Moreno Valley Police Department arrested 935 individuals for driving under the influence. Of those 935 DUI arrests, 171 (18.8%) were taken out of collision where the primary collision factor was driving under the influence. Our 2011 percentage of traffic collision DUI arrests was 14.9 which give us over a 4% rise in DUI collision related arrests.

The Moreno Valley Police Department also actively participates in the "Click It or Ticket" occupant restraint campaign and the statewide "Distracted Driving" campaign.

Temecula

The City of Temecula has seen a steady increase in fatality collisions from 2011 to 2013, doubling from 4 fatalities in 2011 to 8 fatalities in 2013. An aggressive traffic safety campaign would be launched to address the vehicle code violations known to contribute to collisions, both injury and non-injury.

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Perris

Perris, California measures 31.5 square miles, and is home to 68,386 people. According to local collision data, the Perris Police Department wrote 2,017 collision reports from January 1, 2011 to December 31, 2013. This equates to more than 84 written collision reports each month. Nine people were killed and 492 others were injured in these collisions. Alcohol or drug use was a factor in 47 collisions. That is a rate of almost 10%. 68 of these collisions involved pedestrians or bicyclists resulting in 64 injuries. During this time, Officers of the Perris Police Department arrested 368 drivers for driving while impaired by alcohol or drugs. This is an average of 10 per month.

The top three primary collision factors were unsafe speed, improper turning movements, and right of way violations. These three collision factor categories were determined to be the primary collision factor in 1,034 of the 2,017 collisions in which written reports were generated. These collision factors are commonly associated with distracted drivers, and distracted driving is believed to be an associated factor in many of these collisions. Perris Police Officers have written 2,125 distracted driving citations since January of 2011.

Meniffee

Officers of the Meniffee Police Department arrested 392 drivers for driving while impaired by alcohol or drugs. This is an average of 11 per month. The top three primary collision factors were unsafe speed, improper turning movements, and right of way violations. These three collision factor categories were determined to be the primary collision factor in 782 of the 1479 collisions in which written reports were generated. These collision factors are commonly associated with distracted drivers, and distracted driving is believed to be an associated factor in many of these collisions. Meniffee Police Officers have written 552 distracted driving citations since January.

Lake Elsinore

The City continues to experience a high level of suspended and unlicensed drivers, as well as DUI collisions and arrest. During the fiscal difficulties of 2008, the City of Lake Elsinore reduced its Traffic Enforcement Team from 4 motor officers to 2. This level of enforcement was maintained throughout 2008 until early in 2013 when 2 additional motor officers were added to the traffic team. This reduced the number of collisions and victims in regard to injury. This added enforcement also allowed the Traffic Team to conduct grant funded enforcement operations in the form of Office of Traffic Safety DUI check points and saturation patrols in conjunction with AVOID the 30. This elevated level of enforcement resulted in a drop in both injury collisions and fatalities. The City however, experiencing an elevated level of collisions as a result of speeding, DUI and suspended drivers.

Eastvale

Over the past 2 ½ years, Eastvale has seen a steady growth in traffic collisions. From 2012 to 2013 the city has been consistent in traffic collisions during the nighttime hours. This grant will enable the City of Eastvale to educate officers in DUI investigations, allowing for increased DUI arrests and lowering DUI related traffic collisions. It will support the city's efforts to reduce DUI driving and traffic collisions and increase community awareness through the use of DUI checkpoints. The city will also strive to educate the community in pedestrian safety as well as equine safety.

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Coachella

The City of Coachella currently faces 5-7 traffic fatalities yearly due to impaired drivers. The City of Coachella also sees roughly fifty percent of all injury collisions attributed to unsafe speed. This grant would provide additional focused enforcement for these problem violation areas and would reduce the risk to those motorists who travel in and through the City of Coachella.

Jurupa Valley

Over the past two years, Jurupa Valley has seen a steady and significant growth in fatal traffic collisions involving DUI's (66.6% increase in 2013 over 2012). From 2012 to 2013 the city has seen a growth (52.6% increase) in traffic collisions during the nighttime hours. Also, the city has seen a 500% increase in fatal traffic collisions occurring throughout the nighttime hours. This grant will enable the City of Jurupa Valley to educate officers in DUI investigations, allowing for increased DUI arrests and lowering DUI related traffic collisions. It will support the city's efforts to reduce DUI driving and traffic collisions and increase community awareness through the use of DUI checkpoints. The city will also strive to educate the community in pedestrian safety as well as equine safety.

LaQuinta

The City of La Quinta currently faces 1-2 traffic fatalities yearly due to impaired drivers. The City of La Quinta also sees roughly fifty percent of all injury collisions attributed to unsafe speed. This grant would provide additional focused enforcement for these problem violation and areas and would reduce the risk to those motorists who would travel in and through the City of La Quinta.

Norco

The City of Norco has seen a gradual, but steady increase in fatal traffic collisions since the elimination of the traffic division as a result of budget cuts from the economy downturn. In 2009, three of six civilian community service officers and one of four sworn motor officers were eliminated due to budget constraints. In December 2010, the last three motor officers and a fourth community service officer were also eliminated. In July 2011, two more deputy positions were eliminated and the last two remaining traffic deputies were eliminated; therefore, ending our proactive traffic program. This appears to directly correspond with the steady increase in fatal traffic collisions

The City's reputation as "Horsetown USA" comes in part from reports that there are more horses in Norco than people. Many Norco residents and visitors model their lives after the "cowboy" lifestyle which includes consumption of alcohol. This contributes to the excessive drinking and driving problem in Norco. Alcohol involved injury and fatal collisions increased from 42 in 2011 to 48 in 2013. Additionally, fatal collisions increased from 0 in 2009 and 2010 to 5 with 6 victims from 2011 through 2013. Driving under the influence arrests decreased from 310 in 2009 to 200 in 2013 (RSD Data Warehouse program).

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Driving Under the Influence checkpoints and DUI saturation patrols will be conducted in areas within the city that have had numerous reports of suspected drunk and drugged drivers. These areas include the two main roadway access points from other cities that enter into Norco and have a high rate of DUI related traffic collisions. The affected areas have statistical collision data that support the need for DUI checkpoints and DUI saturation patrols.

Multiple Norco residents have outstanding warrants for drunk and drugged driving. Because of the AB109 bill that releases inmates early from county jail because no jail space is available in state prison, several of these repeat offenders fail to appear for their court dates. It has been our experience that habitual offenders that ignore court appearances ignore the laws governing DUI. Therefore, deputies will be directed to conduct operations to arrest those with outstanding warrants related to DUI violations.

Several habitual drunk and drugged drivers reside in Norco. These same habitual offenders have been rearrested multiple times, including a habitual DUI driver who has been arrested and charged with the felony DUI section after her sixth arrest with five previous convictions. The Norco Sheriff's Office will continue to participate in the DUI "Hot Sheet" program used to identify habitual offenders with revoked or suspended drivers licenses. As a result, officers will conduct stakeout operations to identify and apprehend those in violation.

The City of Norco hosts several city events that attract thousands of motorists to the area. These events include rodeos, fairs, concerts and other seasonal events where alcoholic beverages are provided. Many of the event visitors and participants are not familiar with the city traffic laws and therefore exceed the posted speed limits and negotiate unlawful turning movements. Traffic and speed enforcement is needed to prevent collisions.

As a result of the vehicle collisions in and around the Norco College, High school and other areas within the community, distracted driving enforcement directed toward vehicle operators that use handheld devices, such as cellular phones, while driving a vehicle will be conducted. The enforcement actions will take place in areas where vehicle collisions have occurred with an associate collision factor including inattention, handheld device or texting.

The Norco Sheriff's Office will participate with community projects to educate the public on the dangers of DUI and traffic safety and continue to participate with the United Norconians for Life Over Alcohol and Drugs (UNLOAD), a community based organization. This program is a collaborative coalition between the Norco Sheriff's Office, City of Norco, Corona-Norco Unified School District and community members/businesses with a mission to educate the public on traffic safety and the consequences of under-age drinking.

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Palm Desert

Palm Desert, California, measuring 27.1 square miles is home to 50,000 permanent residents and an additional 32000 seasonal residents. According to our Crossroads Collision Data system, the Palm Desert Police Department wrote 1912 collision reports from January 01, 2011 to December 31, 2013. This equates to more than 53 written collision reports each month. In these collisions, 4 people were killed and 824 others sustained injury. Impaired driving (Alcohol or drugs) was a significant factor in 11.5% (167 DUI crashes) of those collisions. That is a rate of almost 11.5%. 79 collisions involved pedestrians or bicyclist resulting in 80 injuries. During this time, officers of the Palm Desert Police Department arrested 448 drivers for driving while impaired by alcohol or drugs. This is an average of 12.4 per month.

The top three primary collision factors in the calendar year of 2013 were unsafe speed, traffic signal right of way violations, and improper turning movements. These three collision factor categories were determined to be the primary collision factor in 300 of the 1912 collisions that occurred during the calendar year of 2013 and caused 140 injuries and 1 fatality. These collision factors are commonly associated with distracted drivers and distracted driving which is believed to be an associated factor in many of these collisions. Distracted driving continues to be an ongoing problem in the City of Palm Desert with 1064 citations in 2011, 1618 citations in 2012 and 940 citations in 2013 for distracted driving.

San Jacinto

San Jacinto, California measures 26.1 square miles, and is home to 44,199 people. According to local collision data, the San Jacinto Police Department wrote 1,236 collision reports from January 1, 2011 to December 31, 2013. This equates to more than 30 written collision reports each month. Nine people were killed and 455 others were injured in these collisions. Alcohol or drug use was a factor in 283 collisions. That is a rate of almost 23%. Seventy of these collisions involved pedestrians or bicyclists resulting in 58 injuries. During this period, officers of the San Jacinto Police Department arrested 456 drivers for driving while impaired by alcohol or drugs. This is an average of 12 per month.

The top three primary collision factors were unsafe speed, improper turning movements, and right of way violations. These three collision factor categories were determined to be the primary collision factor in 555 of the 1,236 collisions that occurred. These collision factors are commonly associated with distracted drivers, and distracted driving is believed to be an associated factor in many of these. Distracted driving citations have risen steadily from 160 in 2011 to 195 in 2013 in San Jacinto.

2. PERFORMANCE MEASURES

A. Goals:

- 1) To reduce the number of persons killed in traffic collisions.
- 2) To reduce the number of persons injured in traffic collisions.
- 3) To reduce the number of persons killed in alcohol-involved collisions.

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- 4) To reduce the number of persons injured in alcohol-involved collisions.
- 5) To reduce the number of persons killed in drug-involved collisions.
- 6) To reduce the number of persons injured in drug-involved collisions.
- 7) To reduce the number of motorcyclists killed in traffic collisions.
- 8) To reduce the number of motorcyclists injured in traffic collisions.
- 9) To reduce the number of motorcyclists killed in alcohol-involved collisions.
- 10) To reduce the number of motorcyclists injured in alcohol-involved collisions.
- 11) To reduce hit & run fatal collisions.
- 12) To reduce hit & run injury collisions.
- 13) To reduce nighttime (2100 - 0259 hours) fatal collisions.
- 14) To reduce nighttime (2100 - 0259 hours) injury collisions.
- 15) To reduce the number of bicyclists killed in traffic collisions.
- 16) To reduce the number of bicyclists injured in traffic collisions.
- 17) To reduce the number of pedestrians killed in traffic collisions.
- 18) To reduce the number of pedestrians injured in traffic collisions.

B. Objectives:

- 1) To develop (by December 31) and/or maintain a "HOT Sheet" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated HOT sheets should be distributed to patrol and traffic officers monthly.
- 2) To send 45 law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hour) POST-certified training.
- 3) To send 44 law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.

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- 4) To send 24 law enforcement personnel to the IACP Drug Recognition Expert (DRE) training.
- 5) To conduct 72 DUI/DL Checkpoints. *Note: A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the NHTSA Summer Mobilization.*
- 6) To conduct 101 DUI Saturation Patrol operation(s).
- 7) To conduct 1 Court Sting operation(s) to cite individuals driving from court after having their driver's license suspended or revoked.
- 8) To conduct 22 Warrant Service operation(s) targeting DUI offenders who fail to appear in court.
- 9) To conduct 6 Stakeout operation(s) that employ police officers to observe the "worst of the worst" repeat DUI offender probationers with suspended or revoked driver licenses.
- 10) To conduct 1 highly publicized Motorcycle Safety DUI Saturation Patrol operation(s) in areas or during events with motorcycle incidents or collisions resulting from DUI drivers/motorcyclists.
- 11) To conduct 51 Traffic Enforcement operation(s), including but not limited to, primary collision factor violations.
- 12) To conduct 48 Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.
- 13) To conduct 19 highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or collisions resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary collision factor violations by motorcyclists and other drivers.
- 14) To conduct 24 night-time (2100 - 0259 hours) Click It or Ticket enforcement operations.
- 15) To conduct 15 Traffic Safety educational presentations impacting 4,100 community members. *Note: Presentations may include topics such as distracted driving, DUI, speed, bicycle & pedestrian safety, seatbelts and child passenger safety.*
- 16) To conduct 40 bicycle and pedestrian enforcement operations in identified areas of high bicycle and pedestrian traffic.
- 17) To participate in the National Distracted Driving Awareness Month in April.
- 18) To participate in the NHTSA Click It or Ticket mobilization period in May.

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19) To collaborate with the county's Avoid Lead Agency by: participating in planning/scheduling meetings and MADD/Avoid DUI Seminars; providing your agency's schedule of operations that occur during any Avoid campaign; and reporting your agency's DUI arrests & DUI fatality information during any Avoid campaign.

20) To collect and report DUI enforcement data for the NHTSA Winter and Summer Mobilizations.

NOTE: Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular police officer issue a specified or predetermined number of citations in pursuance of the goals and objectives hereunder.

NOTE: To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release for each checkpoint operation. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoint operations should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoint operations that begin prior to 1800 hours.

3. METHOD OF PROCEDURE

A. Phase 1 - Program Preparation, Training and Implementation (1st Quarter of Grant Year)

- The sheriff's department will develop operational plans to implement the "best practice" strategies outlined in the objectives section.
- All training needed to implement the program should be conducted this quarter.
- All grant related purchases needed to implement the program should be made this quarter.
- In order to develop/maintain the "Hot Sheets," research will be conducted to identify the "worst of the worst" repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The Hot Sheets may include the driver's name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. Hot Sheets should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high collision locations.

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Media Requirements

- Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.

B. Phase 2 - Program Operations (Throughout Grant Year)

- The sheriff's department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

Media Requirements

- Send all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at pio@ots.ca.gov, with a copy to your OTS Coordinator.
 - a) If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed, a draft press release should first be sent to the OTS PIO for approval. Optimum lead time would be 10-20 days prior to the release date to ensure adequate turn-around time.
 - b) Press releases reporting the results of grant activities such as enforcement operations are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.
 - c) Activities such as warrant or probation sweeps and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.
- Use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval 14 days prior to the production or duplication.

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- Include the OTS logo, space permitting, on grant-funded print materials; consult your OTS Coordinator for specifics.

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

- Agencies are required to collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Statistical data relating to the grant goals and objectives will be collected, analyzed, and incorporated in Quarterly Performance Reports (QPRs). QPRs for the quarter ending September 30 will include year-to-date comparisons of goals and objectives. If required, a separate quarterly data reporting form will be completed each quarter and submitted as part of the QPR.
- Reports will compare actual grant accomplishments with the planned accomplishments. They will include information concerning changes made by the Grant Director in planning and guiding the grant efforts.
- Reports shall be completed and submitted in accordance with OTS requirements as specified in the Grant Program Manual.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant’s accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

This program has full support of Riverside County. Every effort will be made to continue the activities after the grant conclusion.

DETAILED BUDGET ESTIMATE
GRANT NO. PT15130
Riverside County Contracts - Admin.

Fund Number	Program Title	CFDA #
164 AL	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608
402 PT	State and Community Highway Safety	20.600
COST CATEGORY		10/1/14 - 9/30/15
A. PERSONNEL COSTS		CFDA
Positions and Salaries		
Full-Time		
Administrative Services Analyst		
1 x 12 mos @	\$5,784 x 70.93%	20.608 \$ 49,231.00
Benefits @	44.800%	20.608 \$ 22,056.00
Administrative Services Analyst		
1 x 12 mos @	\$5,784 x 29.07%	20.600 \$ 20,177.00
Benefits @	44.800%	20.600 \$ 9,039.00
Total		\$ 100,503.00
Accounting Technician		
1 x 12 mos @	\$5,163 x 70.93%	20.608 \$ 43,945.00
Benefits @	46.360%	20.608 \$ 20,373.00
Accounting Technician		
1 x 12 mos @	\$5,163 x 29.07%	20.600 \$ 18,011.00
Benefits @	46.360%	20.600 \$ 8,350.00
Total		\$ 90,679.00
Grant Management OT		
Overtime		20.608 \$ 2,275.00
Benefits @	12.373%	20.608 \$ 280.00
Overtime		20.600 \$ 932.00
Benefits @	12.373%	20.600 \$ 113.00
Total		\$ 3,600.00
Overtime Operations		
Alcohol Related Operations		20.608 \$ 1,134,556.00
Total		20.608 \$ 1,134,556.00
Traffic Enforcement Operations		20.600 \$ 245,865.00
Total		20.600 \$ 245,865.00
Category Sub-Total		\$1,575,203.00

B. TRAVEL EXPENSE		
In-State (Admin)	20.600	\$ 6,000.00
In-State	20.600	\$ 48,000.00
Category Sub-Total		\$ 54,000.00
C. CONTRACTUAL SERVICES		
None		\$ -
Category Sub-Total		\$ -
D. EQUIPMENT		
Changeable Message Signs	20.600	\$ 54,000.00
Category Sub-Total		\$ 54,000.00
E. OTHER DIRECT COSTS		
Computers	20.600	\$ 4,000.00
Laptop	20.600	\$ 2,000.00
Office Supplies	20.600	\$ 2,000.00
Traffic Counters	20.600	\$ 3,050.00
Radar Units	20.600	\$ 3,050.00
DUI Checkpoint Supplies	20.608	\$ 24,997.00
Phlebotomist	20.608	\$ 4,500.00
PAS Devices	20.608	\$ 5,700.00
Category Sub-Total		\$49,297.00
F. INDIRECT COSTS		
None		
Category Sub-Total		\$ -
GRANT TOTAL		\$1,732,500.00

BUDGET NARRATIVE

PERSONNEL COSTS

Full-Time Positions

Administrative Services Analyst

The Administrative Services Analyst will act as liaison between the Riverside County Sheriff's Department, contract cities, and OTS, working directly on OTS grant-funded projects.

Accounting Technician

The Accounting Technician will process all expenses and preparing fiscal claims, working directly on OTS grant-funded duties. This position will assist the Analyst with budget projections and running expense queries.

Full Time Benefit Rates - Analyst

Unemployment Insurance	.540%
Social Security/FICA (OASDI)	6.200%
Medicare	1.450%
Short-Term Disability	.980%
Life Insurance	.100%
Health Insurance	16.050%
Retirement	19.050%
Pension Plan	.040%
Training Fund	.390%
TOTAL BENEFIT RATE	44.800%

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BUDGET NARRATIVE

Full Time Benefit Rates – Accounting Technician

Unemployment Insurance	.540%
Social Security/FICA (OASDI)	6.200%
Medicare	1.450%
Long-Term Disability	.600%
Life Insurance	.110%
Health Insurance	17.470%
Health Subsidy	.470%
Retirement	19.050%
Pension Plan	.040%
Training Fund	.430%
TOTAL BENEFIT RATE	46.360%

Full-time positions may include wages, salaries, special compensations, or authorized absences such as annual leave and sick leave provided the cost for the individual employee is (a) reasonable for the services rendered, and (b) follows an appointment made in accordance with state or local laws and rules and meets federal requirements. Funding is provided to pay 100% of each position. The salary category represents base salary plus the following established benefits.

Salaries:

Salaries may include wages, special compensations, or authorized absences such as annual leave and sick leave, provided the cost for the individual employee is (a) reasonable for the services rendered, and (b) follows an appointment made in accordance with state or local laws and rules and meets federal requirements.

Supplanting Statement

Any non-grant funded vacancies created by reassignment to a grant-funded position must be filled at the expense of the grantee agency.

Overtime

Overtime for grant funded educational presentations and community events may be conducted by personnel such as Deputies, Community Services Officer, Dispatcher, etc., depending on the titles used by the agency and the grantees overtime policy. Personnel will be deployed as needed to accomplish the grant goals and objectives.

Costs are estimated based on an overtime hourly rate range of \$ 16.66/hour to \$ 112.91/hour.

SCHEDULE B-1

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BUDGET NARRATIVE

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Overtime reimbursement will reflect actual costs of the personnel conducting the appropriate operation up to the maximum range specified.

Overtime Benefit Rates – Non Sworn

Unemployment Insurance	.543%
Social Security/FICA (OASDI)	6.200%
Workers Compensation	2.740%
Medicare	1.450%
State Disability/SDI	1.440%
TOTAL BENEFIT RATE	12.373%

Overtime Benefit Rates - Sworn

Unemployment Insurance	.543%
Social Security/FICA (OASDI)	6.200%
Workers Compensation	2.001%
Medicare	1.450%
State Disability/SDI	1.440%
TOTAL BENEFIT RATE	11.634%

TRAVEL EXPENSE

In-State

Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the Drug Impaired Driving Seminar for Law Enforcement & Prosecution Professionals.

All conferences, seminars or training not specifically identified in the Schedule B-1 (Budget Narrative) must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.

CONTRACTUAL SERVICES

None

SCHEDULE B-1

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BUDGET NARRATIVE

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EQUIPMENT

3 Changeable Message Sign Trailer with Radar(s) - fully equipped changeable message sign trailer(s) with a radar device and digital display that is portable and fully programmable and will determine and display the speed of vehicles or post traffic safety information and messages during OTS funded operations.

OTHER DIRECT COSTS

2 Desktop Computer(s) - for use in tracking grant activities and producing required reports. Costs may include monitor, printer, software and accessories.

1 Laptop Computer(s) - for use in tracking grant activities and producing required reports (excludes iPads, electronic tablets and electronic notebooks). Costs may include a printer and accessories.

Office Supplies - used for standard office supplies to support grant related activities, grant monitoring and reporting. Costs may include paper, toner, ink cartridges, CDs/DVDs and desk top supplies such as calculators, pens, pencils, binders, folders, flip charts, easels and clips. Excludes office furnishings and fixtures such as but not limited to the following: desk, chair, table, shelving, coat rack, credenza, book, filing cabinet, floor covering, office planter, storage cabinet, portable partition, picture, wall clock, draperies and hardware, and fixed lighting/lamp.

Phlebotomist: To draw and collect blood samples from suspected DUI drivers on scene as evidence in support of DUI convictions in a court of law.

DUI Checkpoint Supplies - on-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS device supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. *Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.*

3 Traffic Counters – Used to count, classify, and/or measure the speed of vehicular traffic passing through the checkpoint, along a given roadway.

1 Radar Device(s) - to measure the speed of motor vehicles for speed enforcement.

8 PAS Device/Calibration Supplies - preliminary alcohol screening devices to detect the presence of alcohol in a person's breath and calibration supplies to ensure accuracy. Costs may include mouth pieces, gas and accessories.

BUDGET NARRATIVE

INDIRECT COSTS

None

PROGRAM INCOME

There will be no program income generated from this grant.