

# San Mateo County **CAL-ID** **REMOTE ACCESS NETWORK BOARD** **INTER-AGENCY CORRESPONDENCE**



Date: June 13, 2001  
Hearing Date: June 26, 2001

**TO:** Honorable Board of Supervisors  
**FROM:** Frank Hedley, Chair, CAL-ID RAN Board  
**SUBJECT:** FY 2001-02 CAL-ID System Budget

**RECOMMENDATION:** Adopt a Resolution approving the FY 2001-02 CAL-ID Budget, as recommended by the CAL-ID RAN Board.

### Background

The California Fingerprint Identification System (known as CAL-ID) was established by statute in 1985. Through its computerized Remote Access Network (RAN), CAL-ID collects and distributes automated fingerprint identification information through the state. CAL-ID is used for positive fingerprint identification of persons arrested and admitted into County jail or Juvenile Hall; for identification of crime suspects through the analysis of latent fingerprints present at crime scenes; and most recently for statutorily mandated criminal records checks of applicants for employment in the schools and other specified job categories. The CAL-ID System is governed by a seven-member RAN Board comprised of County Supervisor Mike Nevin, Sheriff Don Horsley, District Attorney Jim Fox, Mayor Franzella of San Bruno, Police Chiefs Gary Missel and Gary McLane, and myself, representing the City Managers. Staffing is provided by various personnel in the Sheriff's Office, and under system maintenance contracts for hardware and software support.

The CAL-ID RAN Board meets on a quarterly basis. As one of its functions, the RAN Board reviews and approves the annual CAL-ID Budget, which is then presented to your Board for formal adoption. The FY 2000-01 CAL-ID Budget was presented to and adopted by the RAN Board at its fourth quarter meeting on April 27, 2001. It is now presented to your Board for adoption.

### CAL-ID Major Functions & Activities

The annual CAL-ID Budget supports four major functions of the CAL-ID System: Criminal fingerprinting and ID verification; Forensic Specialist latent print investigation; CAL-ID Equipment & Network administration; and Program administration. The RAN Board also has policy oversight for one additional function - applicant fingerprinting services - although this function has been financially supported directly through State equipment grants and local fees,

rather than through the County CAL-ID budget.

Three full-time Identification Technicians process approximately 12,000 criminal ID's annually, as part of the main jail booking process. About 8,000 of these cases involve re-verification of persons already known, or believed to be known to San Mateo County law enforcement. About 4,000 cases represent ID screenings of persons not previously recorded in CAL-ID - about 1,100 of this group require a full CAL-ID statewide systems search. Implementation of LiveScan automated fingerprinting has shortened the length of time required for the searches to a matter of days, instead of weeks or months, but has also increased the workload for maintenance of ID records, in that so much information now comes back from LiveScan searches. While much of the records searching is now electronic, the human analysis factor is still critical in distinguishing similar prints and matching them to a list of real names and aliases, often taking into account other identifying physical characteristics. The DOJ also maintains records on the relative "error rate" in print transmissions & accompanying data sent from California counties. We are pleased to report that an April, 2001 inquiry to our assigned State CAL-ID representative regarding San Mateo County's error rate over the last year elicited the response that San Mateo County's error rate was "negligible - so low it was barely worth reporting."

Two Forensic Specialists stationed at the County Forensic Laboratory process about 600 latent fingerprint service requests from county law enforcement agencies. Useable prints typically are obtained on about 300-330 submittals, of which approximately 100-125 are of sufficient quality to be fully researched independently (the remainder are not of sufficient legibility to be searched without comparison prints from a specific suspect, which can, however, frequently surface at a later time.) Successful "hits" are obtained on about 15-18% of these cases, which compares favorably to a statewide norm of 12-14%. Many of these hits have resulted in the identification and arrest of crime suspects, and sometimes are the critical piece of evidence in solving major crimes.

Applicant fingerprinting services are also overseen by the RAN Board at a high level, although these services are performed by individual agency personnel or volunteers, with costs offset by local agency fees. In addition to serving individual County citizens, this service is increasingly in demand by a wide variety of public and non-profit agencies, school districts, and many of the County's private sector employers, due to statutory requirements. During 2000-01 and 2001-02, several new LiveScan TP2600 units will be installed in the County - at Redwood City PD, Burlingame PD, Daly City PD, the South San Francisco Northern Superior Courts, the Sheriff's Moss Beach Substation, and possibly San Bruno PD. The software in these newer machines is capable of handling both criminal and job applicant fingerprinting, unlike existing older models which can perform only one or the other function. The RAN Board is considering a proposal to help support the criminal fingerprinting portion of ongoing maintenance for these units. Training will be provided by Sheriff's Office personnel.

### **FY 2001-02 CAL-ID Budget**

To accomplish these functions, the budget supports a total of five full-time technical personnel, and partial reimbursement for the salary & benefit costs of an additional four personnel, at a cost of \$427,801. All of these staff are located in the Sheriff's Office, which is the lead agency for the CAL-ID system. Additionally, system operating costs of \$101,775 include contract hardware and software maintenance, line transmission costs throughout the County and to/from the

Department of Justice in Sacramento, printing and computer supplies, business travel and employee training, and equipment repairs or replacement. An annual allocation of \$110,000 is set aside for replacement of existing workstations, including the additional TP2600 units.

In August, 2000, your Board approved a contract with Atomic Tangerine, funded through the CAL-ID Budget for development of a plan and "blueprint" for a comprehensive CAL-ID-based law enforcement network which will ultimately connect all County law enforcement agencies and provide secured access to CAL-ID and other State and local law enforcement databases. That plan was completed, and an RFP was developed for its implementation. A contract with the vendor selected by the RAN Board through the RFP is being presented to your Board for approval, under separate cover. The FY 2001-02 CAL-ID Budget includes a one-time implementation cost of \$296,910 for installation of this network. Ongoing operating costs for the network will be funded primarily through the Message Switch Budget, since the new infrastructure will replace portions of the existing Message Switch network.

The 2001-02 basic annual operating budget for the CAL-ID system is \$652,076, representing an increase of \$36,983 over 2000-01. Of this increase, \$30,000 represents an increased annual contribution to equipment replacement amortization, directed by the RAN Board to recognize the new LiveScan units being added, with the remaining operating budget increasing only \$6,983, or 1.1%

The total FY 2001-02 proposed budget, including the one-time network installation expense, is \$948,986. Annual revenues to cover this expense are estimated at \$840,000, with the difference for the network project coming from reserves set aside for this purpose. Annual revenues are derived from a \$1.00 surcharge on County vehicle registrations, and from penalty assessments levied on designated Court fines. The CAL-ID System operation is fully financed by these dedicated revenues and CAL-ID Fund earnings. There is no cost to the County General Fund. Reimbursements for existing Sheriff's Office personnel who service the system are included within the Sheriff's FY 2001-02 Recommended budget.

cc CAL-ID RAN Board Members

RESOLUTION NO. \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION APPROVING AND ADOPTING THE FY 2001-02 CAL-ID SYSTEM BUDGET**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that:

**WHEREAS**, there exists within the County of San Mateo a countywide CAL-ID System dedicated to the positive fingerprint identification of criminal suspects, ongoing support of which is important for the solution of crimes and effective administration of justice; and

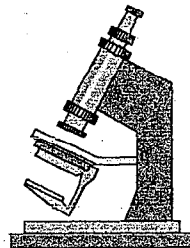
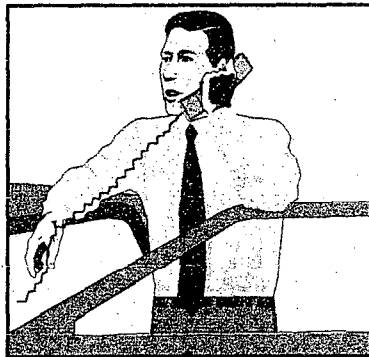
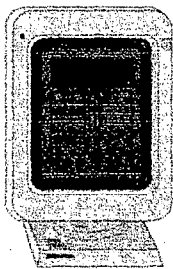
**WHEREAS**, the San Mateo County CAL-ID Random Access Network (RAN) Board, a duly constituted advisory board for the San Mateo County CAL-ID System, did review, approve, and recommend to this Board of Supervisors for adoption the annual operating budget for the CAL-ID System for Fiscal 2001-02; and

**WHEREAS**, this Board finds that it is necessary and desirable that the FY 2001-02 Budget for the CAL-ID System be adopted to ensure the continuation of effective law enforcement services:

**NOW, THEREFORE, BE IT RESOLVED THAT:** the FY 2001-02 CAL-ID Budget is hereby Adopted in all particulars by this Board of Supervisors, as attested by this Resolution.

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# ***CAL-ID Remote Access Network***



## ***FY 2001-02 RECOMMENDED BUDGET***

Prepared By: San Mateo County Sheriffs Office  
April, 2001

## **CAL-ID SERVICES FY 2001-02**

### **Criminal Fingerprinting & ID Verification**

Three CAL-ID Technicians are fully funded through the CAL-ID Program. These staff process about 12,000 criminal arrestee's annually, who are apprehended by all participating law enforcement agencies and booked through the County Jail System. Of these approximately 12,000 cases, approximately 8,000 involve re-identification of the identity of persons known, or believed to be known, to San Mateo County law enforcement. The remaining 4,000 cases represent identity screening for persons not previously known to law enforcement; of these, about 1,100 per year require a full CAL-ID system search. Implementation of DOJ LiveScan has considerably shortened the length of time required for the searches, but has also increased the workload for maintenance of ID records, in that so much information now comes back from LiveScan searches.

### **Forensic Latent Print Identification**

Two Forensic Specialists stationed at the County Forensic Laboratory are fully funded through the CAL-ID Program. These staff process approximately 600 service requests from County law enforcement agencies for latent print identification. Of these 600 submittals, about 300-330 useable prints are obtained, and from there about 110-125 prints are submitted for a full system search (the remaining fingerprints are of insufficient quality to be searchable without comparison prints from a specific suspect.) Successful hits, or print identifications through CAL-ID, are generally obtained on about 15% to 18% of these submittals.

### **CAL-ID Equipment & Network**

One information Technology Manager and one Information Technology Analyst are both funded at 15% FTE through the CAL-ID Program. These staff maintain, coordinate repair/replacement of all CAL-ID end-user workstations, printers, high-speed fax machines, the CAL-ID Store-and-Forward primary computer, and all CAL-ID network equipment. The Store-and-Forward computer was replaced with a Y2K-compliant model in 2000-01.

In 1999-00, the RAN Board approved a consultant study for development of an integrated CAL-ID countywide network plan. This study was completed during 2000-01, and subsequently an RFP was released for build-out of the proposed comprehensive new CAL-ID network. Funding for the one-time build-out costs (\$296,910) are included within the FY 2001-02 Recommended CAL-ID Budget, subject to contract approval by the RAN Board and County Board of Supervisors. Ongoing maintenance and operating costs (\$137,584) for the new network are proposed to be funded through the County Message Switch Budget, as displayed in a table within the budget document. (The operating costs are not all new - some LawNet expenses, such as PacBell line charges, will replace existing Message Switch transmission mode costs. The net increase will be only about \$68,000 per year.)

### **CAL-ID Administration & Supervision**

Overall CAL-ID administration & staff supervision is provided by one Sheriffs Captain, funded at 10% FTE, and one Lead ID Technician, funded at 15% FTE through the CAL-ID Program. These staff, along with other staff within the Sheriffs Office, provide supervision of CAL-ID functions, staff support to the RAN Board, and general CAL-ID financial services.

### **Amortization of Replacement Equipment**

By direction of the RAN Board, the annual budget includes an appropriation of \$110,000 as a contribution to Reserves, set aside for eventual CAL-ID equipment replacement or enhancement.

# CAL-ID REMOTE ACCESS NETWORK FY 2001-02 RECOMMENDED BUDGET

04/23/01

For Consideration By the CAL-ID Random Access Board for FY 2001-02

Item Description	FY 1999-00 Adopted	FY 2000-01 Adopted	FY 2000-01 Projected	FY 2001-02 Proposed	Change From 00-01 Budget
<b>I. PROJECTED REVENUES</b>					
A. Fines & Forfeitures	\$200,000	\$205,000	\$198,674	\$200,000	(\$5,000)
B. Interest	\$65,000	\$75,000	\$60,185	\$60,000	(\$15,000)
C. SB-720 DMV \$1.00 Surcharge * (Five-Year Sunset)	\$637,400	\$542,330	\$578,842	\$680,000	\$37,670
D. AB 1610/12 Fingerprinting/Misc. Revenue	\$0	\$0	\$0	\$0	\$0
Subtotal: Revenues	\$902,400	\$822,330	\$837,701	\$840,000	\$17,670
E. Fund Balance Used to Balance Budget:	\$586,395	\$902,446	\$952,222	\$823,991	(\$78,755)
<b>Total Financing:</b>	<b>\$1,488,795</b>	<b>\$1,724,776</b>	<b>\$1,789,923</b>	<b>\$1,663,691</b>	<b>(\$61,085)</b>
<p>* A full year of SB-720 funds were received in 1999 from a loan from DMV approved in the State Budget. This loan is now being re-paid via an offset to quarterly SB-720 deposits, totalling \$125,476 annually. This repayment reduces FY 2000-01 budgeted revenue (gross = \$667,800) However, monies received from loan now earning interest.</p>					
<b>II. OPERATING BUDGET</b>					
<b>Personnel Costs</b>					
F. One CAL-ID Technician @ 100% FTE (J. Carr)	\$60,545	\$64,647	\$64,647	\$66,323	\$1,878
G. One CAL-ID Technician @ 100% FTE (J. Hebenstreich)	\$63,913	\$54,711	\$54,711	\$57,531	\$2,820
H. One CAL-ID Technician @ 100% FTE (R. Wong)	\$63,913	\$56,903	\$56,903	\$66,404	\$9,501
I. One Forensic Technician @ 100% FTE (J. Del Bene)	\$73,238	\$78,186	\$78,186	\$80,056	\$1,870
J. One Forensic Technician @ 100% FTE (N. Ferguson)	\$75,619	\$80,885	\$80,885	\$83,917	\$3,032
K. One Lieutenant/Captain @ 10% FTE (D. O'Keefe) **	\$33,765	\$14,761	\$14,761	\$15,499	\$738
L. One Lead ID Tech @ 15% FTE (W. Yee) **	\$0	\$11,021	\$11,021	\$11,596	\$575
M. One Information Tech. Mgr @ 15% FTE (S. Barretta)	\$16,153	\$16,558	\$16,558	\$17,386	\$828
N. One IT Analyst @ 15% FTE (D. Callari)	\$12,916	\$14,101	\$14,101	\$14,620	\$519
O. Partial On-Call & Overtime Pay for CAL-ID Staff	\$13,000	\$13,780	\$13,780	\$14,469	\$689
Subtotal Personnel Costs:	\$413,062	\$405,553	\$405,553	\$427,801	\$22,248
<p>** A change was approved in 2000-01 to move from one Captain @ 25% to a Captain @ 10% and Lead ID Technician (Warren Yee) @ 15%. This more accurately reflects support costs, and resulted in a savings of \$11,121 annually to the CAL-ID Program.</p>					
<b>Services &amp; Supplies</b>					
P. NEC Contract Maintenance	\$55,000	\$25,000	\$7,669	\$10,000	(\$15,000)
Q. IDENTIX Maintenance	\$30,000	\$50,000	\$46,525	\$50,000	\$0
R. Telephone/Data Line Costs (through SMC-ISD)	\$15,750	\$16,690	\$16,690	\$17,525	\$835
S. Crimcon Film, Faxing Expenses & Misc Supplies	\$6,400	\$12,000	\$7,030	\$8,500	(\$3,500)
T. Printing Expense	\$1,250	\$600	\$578	\$600	\$0
U. Membership Expense	\$600	\$600	\$585	\$650	\$50
V. Training & Business Travel	\$12,150	\$12,150	\$7,326	\$9,500	(\$2,650)
W. Computer Equip/Room Maint/Repairs	\$12,500	\$12,500	\$12,729	\$5,000	(\$7,500)
Subtotal Services & Supplies:	\$133,650	\$129,540	\$99,132	\$101,775	(\$27,765)
<b>Equipment Purchases</b>					
X. New Identix Machines - Security Cabinetry (\$2,500 x 5)	\$10,000	\$0	\$0	\$12,500	\$12,500
Y. 5-Year Plan Equipment Replacement **	\$0	\$0	\$0	\$0	\$0
Subtotal Equipment:	\$10,000	\$0	\$0	\$12,500	\$12,500
<p>** It was determined by the RAN Board to hold off on continuation of 5-Year Plan equipment acquisitions until after the network design consulting work is completed, and the resulting network plan is approved by the Board.</p>					

# CAL-ID REMOTE ACCESS NETWORK FY 2001-02 RECOMMENDED BUDGET

04/23/01

For Consideration By the CAL-ID Remote Access Board for FY 2001-02

Item Description	FY 1999-00 Adopted	FY 2000-01 Adopted	FY 2000-01 Projected	FY 2001-02 Proposed	Change From 00-01 Budget
<b><u>CAL-ID Network Expenditures</u></b>					
Z. Network Installation Cost - One-Time *	\$0	\$0	\$0	\$280,110	\$280,110
AA. One-Time PACBELL Line Installation Costs *				\$36,800	\$36,800
BB. Network Maintenance - See Statement Below	\$0	\$0	\$0	1st Yr included; MSS thereafter	\$0
* Based on RFP results, funds are appropriated for one-time build-out of the network. The contract includes first year maintenance. 2nd Year and ongoing contract maintenance & transmission expenses (PacBell charges) are proposed to be allocated through the Message Switch Budget. (See Table below)					
CC. CAL-ID Network Design Consultant (one-time expense for hiring of a consultant to design an updated CAL-ID network configuration.) FY 1999-00 funds were unspent due to timing, and were re-budgeted & expended in FY 2000-01. The Plan was completed, and an RFP for installation was developed. There is no further expense in this category.	\$150,000	\$164,560	\$164,560	\$0	(\$164,560)
Total CAL-ID Network Expenditures:	\$150,000	\$164,560	\$164,560	\$296,910	\$132,350
<b><u>Sinking Fund Reserve For Replacement</u></b>					
DD. Annual Replacement Contribution (Reserves) *	\$80,000	\$80,000	\$80,000	\$110,000	\$30,000
* Reserves contribution is increased by \$30,000 to provide for amortization of the five new LiveScan units (\$60,000 replacement x 5 units / 10-year lifespan = \$30,000/year)					
<b>TOTAL CAL-ID BUDGET APPROPRIATION:</b>	<b>\$786,712</b>	<b>\$779,653</b>	<b>\$749,245</b>	<b>\$948,986</b>	<b>\$169,333</b>
<b>III. FUND SUMMARY</b>					
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Variance</b>
Projected Opening Fund Balance July 1:	\$586,395	\$902,446	\$952,222	\$960,678	\$58,232
Add: Anticipated Revenues During Year:	\$977,237	\$822,330	\$837,701	\$840,000	\$17,670
Less: Projected Expenses During Year	\$531,410	\$779,653	\$749,245	\$948,986	\$169,333
Less: Year-End Encumbrances/Accounts Payable	\$83,043		\$80,000		
<b>Projected Unreserved Closing Fund Balance June 30:</b>	<b>\$949,179</b>	<b>\$945,123</b>	<b>\$960,678</b>	<b>\$851,692</b>	<b>(\$93,431)</b>
Accumulated Reserves - CAL-ID Replacement Fund	\$400,000	\$480,000	\$480,000	\$580,000	\$80,000
Encumbrance Reserve/Carry Over Funds	\$195,070		\$8,630		
Projected Closing Fund Balance including Reserves/Encumbrances:	\$1,544,249	\$1,425,123	\$1,449,308	\$1,411,692	(\$13,431)