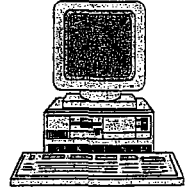


San Mateo County CAL-ID

REMOTE ACCESS NETWORK BOARD

INTER-AGENCY CORRESPONDENCE



Date: May 9, 2002

Hearing Date: June 4, 2002

TO: Honorable Board of Supervisors

FROM: Frank Hedley, Chair, CAL-ID RAN Board *FH*

SUBJECT: **FY 2002-03 CAL-ID System Budget**

RECOMMENDATION: Adopt a Resolution approving the FY 2002-03 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. CAL-ID is a Joint Powers Authority; 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 2001-02 CAL-ID Budget was presented to and approved by the RAN Board at its fourth quarter meeting on May 2, 2002. 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.

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 2001-02 and 2002-03, 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 San Bruno PD. These new machines can handle both criminal and job applicant fingerprinting services.

In the Spring of 2001, your Board approved a contract with Telecommunications Engineering Associates, a contractor selected through a rigorous RFP process to construct a secure law enforcement intranet system, funded through the CAL-ID Budget, under the concept design developed by the 2000 SRI-Atomic Tangerine design study. The system, called LawNet is a CAL-ID-based law enforcement network which connects all County law enforcement agencies and provides secured access to CAL-ID and a large variety of other State and local law enforcement databases. The LawNet network is now very close to completion. 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.

FY 2002-03 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 \$467,465. 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 \$117,970 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.

The 2001-02 annual operating budget for the CAL-ID system is \$728,935, representing a decrease of \$245,051 over 2000-01. The decrease primarily results from elimination of the one-time LawNet implementation contract of \$285,110 budgeted in FY 2001-02. The remaining operating budget increases by \$40,059, or 5.8%, which reflects an increase in various service & supply expenses; negotiated increases for existing staff; as well as increased technical support hours required for support of the expanded CAL-ID network.

Annual revenues to cover this expense are estimated at \$805,000. CAL-ID revenues are derived from a \$1.00 surcharge on County vehicle registrations; from penalty assessments levied on designated Court fines; and about \$60,000 in interest on the fund balance. The budget assumes passage of AB 879, which lifts the present December, 2002 sunset clause for the \$1.00 surcharge. AB 879 has six bi-partisan sponsors in the Legislature and is expected to be adopted and signed by the Governor. 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.

Pursuant to your Board's desire to identify the contribution of various action items towards the goals and objectives outlined in the countywide Shared Vision 2010 report, the CAL-ID Joint Powers Authority; it's common purpose and this annual budget, contribute towards several Partnership goals, which reflect local city and County governments - and their leadership - working together collaboratively towards common purposes and objectives.

cc CAL-ID RAN Board Members

RESOLUTION NO. _____

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

RESOLUTION APPROVING AND ADOPTING THE FY 2002-03 CAL-ID SYSTEM BUDGET

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

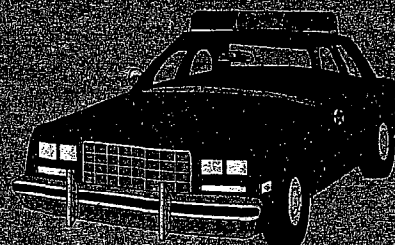
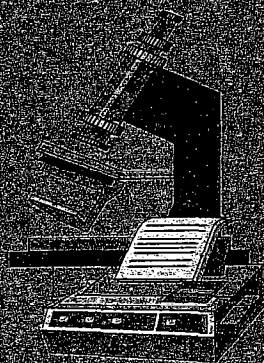
WHEREAS, there exists within the County of San Mateo a countywide CAL-ID System dedicated to the positive fingerprint identification of criminal suspects, ongoing support of which is important for the solution of crimes and effective administration of justice; and

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 2002-03; and

WHEREAS, this Board finds that it is necessary and desirable that the FY 2002-03 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 2002-03 CAL-ID Budget is hereby Adopted in all particulars by this Board of Supervisors, as attested by this Resolution.

San Mateo County CAL-ID
RANDOM ACCESS NETWORK
(RAN) BOARD



FY 2002-03

Recommended Budget



CAL-ID SERVICES FY 2002-03

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 is funded at 25%, and one Information Technology Analyst is 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 an RFP was released for build-out of the proposed comprehensive new CAL-ID network, called LawNet. A contract was subsequently approved by the the Board of Supervisors for the one-time build-out costs (\$296,910), which work was largely completed during 2001-02. Ongoing maintenance and net operating costs (about \$85,000 annually) for the new network is funded through a combination of the County Message Switch Budget and this CAL-ID Budget.

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

4/23/02

For Consideration By the CAL-ID Random Access Board for FY 2002-03

Item Description	FY 2000-01 Adopted	FY 2001-02 Adopted	FY 2001-02 Projected	FY 2002-03 Proposed	Change From 01-02 Budget
I. PROJECTED REVENUES					
A. Fines & Forfeitures *	\$205,000	\$200,000	\$154,751	\$170,000	-\$30,000
B. Interest	\$75,000	\$60,000	\$67,349	\$60,000	\$0
C. SB-720 DMV \$1.00 Surcharge **	\$542,330	\$575,000	\$563,853	\$575,000	\$0
Subtotal: Revenues	\$822,330	\$835,000	\$795,553	\$805,000	-\$30,000
E. Fund Balance B/F	\$902,446	\$1,112,543	\$1,112,543	\$995,609	-\$116,934
F. Reserves - Sinking Fund	\$480,000	\$590,000	\$590,000	\$700,000	\$110,000
Total Financing:	\$2,204,776	\$2,537,543	\$2,498,495	\$2,500,609	-\$36,934
* Fines & forfeitures are declining, reflective of a general trend in Court fines & forfeitures ** Initial CAL-ID Loan repayment = \$125,476 annually; so budgeted revenue would otherwise be about \$690,000. An assumption is made that AB879 will be enacted which lifts the current December, 2002 sunset for the CAL-ID surcharge.					
II. OPERATING BUDGET					
Personnel Costs					
G. One CAL-ID Technician @ 100% FTE (S. Begg)	\$64,647	\$66,323	\$66,323	\$69,912	\$3,589
H. One CAL-ID Technician @ 100% FTE (J. Hebenstreich)	\$54,711	\$57,531	\$57,531	\$66,000	\$8,469
I. One CAL-ID Technician @ 100% FTE (R. Wong)	\$56,903	\$66,404	\$66,404	\$70,329	\$3,725
J. One Forensic Technician @ 100% FTE (J. Del Bene)	\$78,186	\$80,056	\$80,056	\$84,121	\$4,065
K. One Forensic Technician @ 100% FTE (N. Ferguson)	\$80,885	\$83,917	\$83,917	\$88,813	\$4,896
L. One Lieutenant/Captain @ 10% FTE (D. O'Keefe)	\$14,761	\$15,499	\$15,499	\$16,207	\$708
M. One Lead ID Tech @ 15% FTE (W. Yee) **	\$11,021	\$11,596	\$11,596	\$12,229	\$633
N. One Information Tech.Mgr @ 25% FTE (S. Barretta) *	\$16,558	\$17,386	\$17,386	\$30,969	\$13,583
O. One IT Analyst @ 15% FTE (E. Paras)	\$14,101	\$14,620	\$14,620	\$14,486	-\$154
P. Partial On-Call & Overtime Pay for CAL-ID Staff	\$13,780	\$14,469	\$14,469	\$14,619	\$150
Subtotal Personnel Costs:	\$405,553	\$427,801	\$427,901	\$467,465	\$39,664
* Due to the growing size & complexity of the San Mateo County CAL-ID network, and it's inter-relation with LawNet, the time expended by the IT Manager has increased by 10% (was previously budgeted at 15%, now 25% of manager's time is required at meetings, network planning, ordering & maintenance of lines, equipment & communication with other agencies. ** As additional LiveScan units come on-line (5 units in 2002 alone), the workload impact on CAL-ID technicians will need to be monitored; it is possible additional time for the Lead ID Tech and possibly additional ID Tech staff time will be required in the future. However, there is NO increase in these costs for the 2002-03 budget.					
Services & Supplies					
Q. NEC Contract Maintenance	\$25,000	\$10,000	\$11,475	\$12,000	\$2,000
R. IDENTIX Maintenance - (CPU & 10 stations expected)	\$50,000	\$50,000	\$32,296	\$55,000	\$5,000
S. Telephone/Data Line Costs (through SMC-ISD) *	\$16,690	\$17,525	\$17,525	\$28,750	\$11,225
T. Crimcon Film, Faxing Expenses & Misc Supplies	\$12,000	\$8,500	\$3,714	\$6,000	-\$2,500
U. Printing Expense	\$600	\$600	\$0	\$600	\$0
V. Membership Expense	\$600	\$650	\$85	\$650	\$0
W. Training & Business Travel	\$12,150	\$9,500	\$4,089	\$9,500	\$0
X. Computer Equip/Room Maint/Repairs	\$12,500	\$5,000	\$428	\$5,000	\$0
Y. IFAS Charges				\$470	\$470
Subtotal Services & Supplies:	\$129,540	\$101,775	\$69,552	\$117,970	\$16,195
* Increased due to additional number of LiveScan unit installations with associated line costs.					

CAL-ID REMOTE ACCESS NETWORK

FY 2001-02 RECOMMENDED BUDGET

4/23/02

For Consideration By the CAL-ID Random Access Board for FY 2002-03

Item Description	FY 2000-01 Adopted	FY 2001-02 Adopted	FY 2001-02 Projected	FY 2002-03 Proposed	Change From 01-02 Budget
<u>Equipment Purchases</u>					
Z. Applicant Fingerprinting Workstations - Cabinetry	\$0	\$12,500	\$12,500	\$15,000	\$2,500
AA. 5-Year Plan Equipment Replacement **	\$0	\$0	\$0	\$0	\$0
Subtotal Equipment:	\$0	\$12,500	\$12,500	\$15,000	\$2,500
** It was determined by the RAN Board to hold off on continuation of 5-Year Plan equipment acquisitions until after the LawNet network was completed.					
<u>CAL-ID Network Expenditures</u>					
BB. 1) Network Installation Cost - One-Time * (T.E.A - Telecommunications Engineering Asso.)	\$0	\$285,110	\$285,110	\$0	-\$285,110
2) PACBELL Line Installation Costs	\$0	\$36,800	\$36,800	\$18,500	-\$18,300
* 3 payments made on TEA LawNet Installation Contract. One final payment of \$26,011 remains to be paid upon final acceptance of LawNet system by RAN Board. The contingency of \$25,000 to cover for any unforeseen expenses has been used.					
3) CAL-ID Network Design Consultant (one-time expense. Hire consultant to design an updated CAL-ID network configuration.) FY 1999-00 funds not spent due to timing. This was re-budgeted & expended in FY00-01. The plan was completed, and an RFP for installation was developed and issued. There is no further expense in this category.	\$164,500				
Total CAL-ID Network Expenditures:	\$164,500	\$321,910	\$318,820	\$18,500	-\$303,410
<u>Sinking Fund Reserve For Replacement</u>					
CC. Annual Replacement Contribution (Reserves)*	\$80,000	\$110,000	\$110,000	\$110,000	\$0
* 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) Effective FY2001/02					
TOTAL CAL-ID BUDGET APPROPRIATION:	\$779,593	\$973,986	\$938,676	\$728,935	-\$245,051
Projected Ending Fund Balance	\$1,425,183	\$1,563,557	\$1,559,820	\$1,771,674	\$208,117
III. FUND SUMMARY					
Projected Opening Fund Balance July 1:	\$902,446	\$1,112,543	\$1,112,543	\$995,609	-\$116,934
Add: Anticipated Revenues During Year:	\$980,000	\$835,000	\$795,953	\$805,000	-\$30,000
Less: Projected Expenses/Encumbrances During Year:	\$779,653	\$973,986	\$938,676	\$728,935	-\$245,051
Projected Unreserved Closing Fund Balance June 30:	\$1,102,793	\$973,557	\$969,820	\$1,071,674	\$98,117
Accumulated Reserves - CAL-ID Replacement Fund	\$480,000	\$590,000	\$590,000	\$700,000	\$110,000
Encumbrance For Replcmnt AFIS mainframe & workstations	\$0				\$0
Reserves for SB-720 5-Year Equipment Plan	\$0				\$0
Projected Closing Fund Balance Including Reserves:	\$1,582,793	\$1,563,557	\$1,559,820	\$1,771,674	\$208,117