

DISTRICT ATTORNEY



COUNTY OF SANTA CRUZ

**KATHRYN A. CANLIS
ACTING DISTRICT ATTORNEY**

January 13, 1999

BOARD AGENDA: January 26, 1999

The Honorable Jeffrey Almquist, Chairperson
and Members of the Board of Supervisors
Governmental Center
701 Ocean Street, Room 500
Santa Cruz, California 95060

RE: DRUG ENDANGERED CHILDREN RESPONSE TEAM GRANT APPLICATION

Dear Chairperson Almquist and Members of the Board:

This is to request that your Board adopt the attached Resolution authorizing the District Attorney's Office application to the State Office of Criminal Justice Planning (OCJP) for second year Drug Endangered Children (DEC) Response Team grant funding for the period of November 1, 1998 through October 31, 1999. The grant application in the amount of \$225,000 will provide continuation funding for an investigator, social worker, .63 attorney, and a .5 paralegal. The appropriations and revenues for the second year grant extension have been included in the 1998-99 Final County Budget. OCJP does not require a County match for the DEC program.

Based upon a review of the first year operations for the DEC grant the District Attorney's Office has been evaluating the need for long term funding in this area. In this regard, we have discussed with OCJP a phase-out of the second year grant prior to the end of the grant period. This would require the reassignment of staff to non-grant funded positions to avoid any adverse personnel actions. We are currently in the process of identifying vacancies for this purpose. In addition, grant activities performed from November 1, 1998 would be financed through the second year DEC funds to avoid any adverse impact on the County's General Fund. Your Board's approval of the Resolution is necessary to assure the receipt of this revenue for the 1998-99 grant activities. The deadline for the receipt of the second year grant application is February 1, 1999.

Funding for the DEC Program is made available under the Federal Edward J. Byrne Memorial State and Local Law Enforcement Assistance Program authorized by the Omnibus Crime Control

SANTA CRUZ OFFICE

P.O. BOX 1159
701 OCEAN STREET

(831) 454-2400 CA 95061
(831) 454-2227 FAX

WATSONVILLE OFFICE

P.O. BOX 228
FREEDOM, CA 95019

WATSONVILLE, CA 95076
(831) 763-8120

FAMILY SUPPORT DIVISION

P.O. BOX 1841
420 MAY AVENUE

(831) 454-3700 CA 95061
(831) 454-3752 FAX

44.1

2

Honorable Jeffrey Almquist, Chairperson
and Members of the Board of Supervisors
January 13, 1999
Page 2


and Safe Streets Act, Public Law 90-351, as amended. The Edward J. Byrne Formula Grant was established to respond aggressively and effectively to violent crime, and to reduce drug trafficking and abuse. Consistent with the intent of the Byrne Formula Grant Program, the DEC Program offers an innovative approach to enhance local government service delivery systems to intervene on behalf of children exposed to toxic chemicals used in the production of methamphetamine.

A copy of our approved grant application will be placed on file for your review with the Clerk of the Board. Please note that the accompanying financial documents provide for the proper accounting of prior and current year DEC grant funding in accordance with Auditor-Controller recommendations.

IT IS THEREFORE RECOMMENDED that your Board:

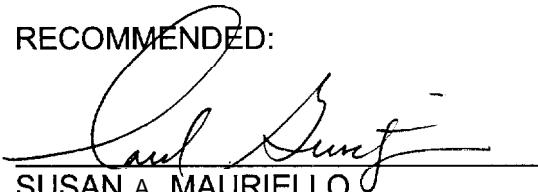
1. Adopt a Resolution authorizing the District Attorney to apply to the State Office of Criminal Justice Planning for funding in the amount of \$225,000 to continue support for the Drug Endangered Children Response Team Program in Santa Cruz County during grant year November 1, 1998 - October 31, 1999; and
2. Adopt the related Resolutions accepting unanticipated revenue and the budget transfer within the District Attorney's budget to allow for the indirect costs.

Sincerely,



KATHRYN A. CANLIS
ACTING DISTRICT ATTORNEY

RECOMMENDED:

for 
SUSAN A. MAURIELLO
COUNTY ADMINISTRATIVE OFFICER

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3

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO.

On the motion of Supervisor
duly seconded by Supervisor
the following resolution is adopted

RESOLUTION RATIFYING THE DISTRICT ATTORNEY'S APPLICATION FOR FUNDS DURING FISCAL YEAR 1998-1999 FOR A DRUG ENDANGERED CHILDREN RESPONSE TEAM PROGRAM ADMINISTERED BY THE OFFICE OF CRIMINAL JUSTICE PLANNING

WHEREAS, the Board of Supervisors of Santa Cruz County desires to undertake a certain project designated the Drug Endangered Children Response Team Program, to be funded in part from funds made available through the Drug Endangered Children Response Team Program administered by the Office of Criminal Justice Planning (hereafter referred to as OCJP).

NOW, THEREFORE, THE BOARD OF SUPERVISORS RESOLVES AND ORDERS that the District Attorney of the County of Santa Cruz is authorized, on its behalf to submit an application for state funds for a Drug Endangered Children Response Team Program to the Office of Criminal Justice Planning and is authorized to execute on behalf of the Board of Supervisors of Santa Cruz County the attached Grant Award Agreement, including any extensions or amendments thereof.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body;

IT IS AGREED that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and OCJP disclaim responsibility for any such liability.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____ 1999, by the following vote:

VOTE.

AYES:
NOES:
ABSENT:
ABSTAIN:

JEFFREY ALMQUIST
CHAIRPERSON OF THE BOARD

ATTEST: _____
Clerk of Said Board

APPROVED AS TO FORM:

D. McRae 1-19-99
Assistant County Counsel

DISTRIBUTION: District Attorney
County Counsel
Auditor, CAO

4

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is a recipient of funds from OFFICE OF CRIMINAL JUSTICE PLANNING ~~for program and~~ PROSECUTION

WHEREAS, the County is recipient of funds in the amount of \$ 17,236 which are: either in excess of those anticipated or are not specifically set forth in the current fiscal year budget of the County; and

WHEREAS; pursuant to Government Code Section 29130(c)/29064(b), such funds may be made available for specific appropriation by a four-fifths vote of the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller accept funds in the amount of \$ 17,236 in t o

Department DISTRICT ATTORNEY'S OFFICE

T/C	Index Number	Revenue Subject Number	Account Name	Amount
0 0 1	272100	0782	ST-CRIMINAL JUSTICE	17,236

and that such funds be and are hereby appropriated as follows:

T / C	Index Number	Expenditure Subject Number	PRJ/UCD	Account Name	Amount
021	272100	3622	D00018	HRA Services	17,236'

DEPARTMENT HEAD hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) (will be) received within the current fiscal year.

By [Signature]
Department Head

Date JANUARY 19, 1999

COUNTY. ADMINISTRATIVE OFFICER

Recommended to Board

Not Recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____ 19____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

N O E S : SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

[Signature]

County Counsel

APPROVED AS TO ACCOUNTING DETAIL:

[Signature] 1999

Auditor-Controller

Distribution:

- Auditor-Controller
- County Council..
- County Administrative Officer
- Originating Department

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6

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is a recipient of funds from OFFICE OF _____
CRIMINAL JUSTICE PLANNING for CRIMINAL PROSECUTION _____ program; - and

WHEREAS, the County is recipient of funds in the amount of \$ 43,091 .
which are either in excess of those anticipated or are not specifically set
forth in the current fiscal year budget of the County; and

WHEREAS; pursuant to Government Code Section 29130(c)/29064(b), such funds
may be made available for specific appropriation by a four-fifths vote of
the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED-that the Santa Cruz County
Auditor-Controller accept funds in the amount of \$ 43,091 in t o

Department DISTRICT ATTORNEY'S OFFICE

<u>T/C</u>	<u>Index Number</u>	<u>Revenue Subject Number</u>	<u>Account Name</u>	<u>Amount</u>
001	272100	0782	ST CRIMINAL JUSTICE	43,091

and that such funds be and are hereby appropriated as follows:

<u>T / C</u>	<u>Index Number</u>	<u>Expenditure Subject Number</u>	<u>PRJ/UCD</u>	<u>Account Name</u>	<u>Amount</u>
021	232100	3622	D00018	HRA Services	43,091

DEPARTMENT HEAD hereby certify that the fiscal provisions have been
researched and that the Revenue(s) (has been) (will be) received within the
current fiscal year.

BY [Signature]
Department Head

Date JANUARY 19, 1999

COUNTY. ADMINISTRATIVE OFFICER

/I Recommended to Board

/ Not Recommended to Board

'PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____ 19____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

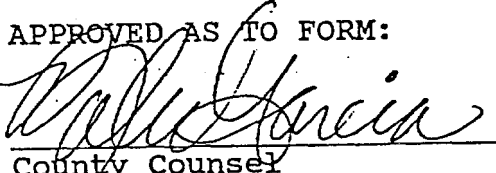
ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

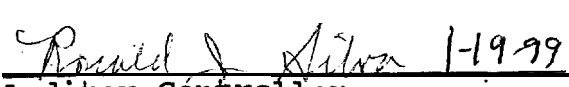
Clerk of the Board.

APPROVED AS TO FORM:



County Counsel

APPROVED AS TO ACCOUNTING DETAIL:



Auditor-Controller

Distribution:

Auditor-Controller
County Council..
County Administrative Officer
Originating Department

44.1

COUNTY OF SANTA CRUZ

REQUEST FOR TRANSFER OR REVISION OF BUDGET APPROPRIATIONS AND/OR FUNDS

Department: District Attorney

Date: 1-13-99

TO: Board of Supervisors / County Administrative Officer / District Board


I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending June 30, 1999

AUDITORS USE ONLY				
DOCUMENT #	AMOUNT	L/N	T/C HASH	
JE 6				

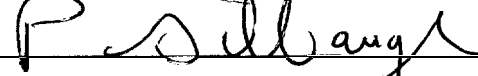
BATCH #	
DATE	Keyed By:

		T/C	INDEX	SUBJECT	USER CODE	AMOUNT	ACCOUNT DESCRIPTION *
T R A N S F E R	T O	0,2,1	272100	3550	D00018	15,693.00	County Overhead
	F R O M	0,2,2	272100	3545	-----	15,693.00	Consulting & Mgt

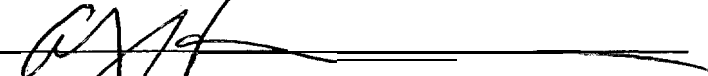
Explanation:

Name  Title ACTING DISTRICT ATTORNEY
KATHRYN A. CANLIS

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated above.

Auditor-Controller, by , Deputy Date 1-19-99

County Administrative Officer's Action: Recommended to Board Approved Not Recommended or Approved

County Administrative Officer  Date 1/20/99

State of California } As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for
 County of Santa Cruz } ss. transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order
 duly entered in the minutes of said Board on

_____, 19____ By _____, Deputy Clerk

(A-C)* Desc: _____ # _____ - Budget Transfer

Distribution: BRD.NAME AGENDA DATE ITEM NO.
 White-Board of Supervisors Green-County Administrative Officer Goldenrod-Departmental Control Copy
 Yellow-Auditor-Controller Pink-Originating Department

A-C Review		

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2. IMPLEMENTATION

a. Organizational Chart

Following Narrative section.

b. Operational Agreements

Following Narrative section.

c. Quarterly Timeline Describing the Implementation of the DEC Program

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Implement DEC Protocols	<u>XXXX</u>			
Provide interventions as indicated by DEC protocols	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>
Monitor/Revise Protocols as Required	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>
Submit Progress Report		<u>XXXX</u>		<u>XXXX</u>
Conduct DEC Irea m and steering Corn Meetings	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>
Attend LA Training Session	<u>XXXX</u>			
Attend San IDiego Training Session		<u>XXXX</u>		
Attend Santa Cruz Training Session			<u>XXXX</u>	
Attend Los Angeles Training Session				<u>XXXX</u>
Collect and Provide Statistical Data	<u>XXXX</u>	<u>XXXX</u>	<u>XXXX</u>	<u>XXXX</u>
Develop Local Funding Plan				<u>XXXX</u> (Continues into following Year)
Program Financial Audit				Following Year

d. Baseline Data for the First Year Implementation Including Total Number of Methamphetamine Levels Identified with or without Children

During this first grant year of November 1, 1997 to October 31, 1998, the DEC Investigator referred fourteen cases to the Project Attorney which were ultimately accepted into the DEC program. Of these, ten involved manufacturing methamphetamine under Level I guidelines. One of these cases involved a large-scale methamphetamine lab with six multiple defendants; one defendant's charges were dropped later for insufficient evidence. Although children's toys were found at that site, no children were present. Another case involved two defendants, a husband and wife, with a six year old daughter at the scene. The other two cases which involve children and methamphetamine production are in a pending status while they continue to be investigated. Regarding Level II cases definitions, there were seven cases involving sales or use of methamphetamine during the grant time period.

Regarding case disposition, all DEC defendants have pled guilty, with one withdrawing his plea at a later date. The average state prison sentence handed down by the courts was four years. Formal probation was granted for an average of three years, with most defendants subject to drug testing, and search and seizure conditions.

There were fifteen children contacted by the DEC CPS worker during this time period, which resulted in twelve filed petitions. Three of these children were given medical assessments, with one testing positive for toxins. (The statistical portion of the Second Progress Report (5/31/98 to 10/31/98) is attached for reference).

Clandestine methamphetamine labs continue to exist in Santa Cruz County, as evidenced by recent dump sites and chemical residues left by the side of the road. The DEC Investigator, Agent Steve Davies, who has participated in over 200 clandestine laboratory investigations and is a qualified expert in State and Federal court, has been

working on building a network of informants and strategies to locate labs where children may be present and are endangered. The Santa Cruz DEC personnel will continue to work together to intervene on behalf of children who are exposed to toxic chemicals produced by rriethamphetamine and its precursors, as a multi-agency team.

ATTACHMENT - Statistical Portion of Second Proaress Report (6/01/98 to 10131198)

PROJECT ACTIVITY - LAW ENFORCEMENT

If grant is funding a district attorney investigator or Bureau of Narcotics agent, this person should consult with the Task Force to complete this page. If no district attorney investigator is grant funded, the project director or designated staff member is responsible to obtain required data from the task force. See attachment B for definition of a DEC case

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
1. New DEC cases investigated this reporting period.	11	7	18
2. DEC cases pending further investigation.	2	4	6
3. Cases referred to DA.	9	5	14

Identify location of drug seizure:
Indicate # of children identified in each location:

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to date
1. House	7	6	13
2. Apartment	4	2	6
3. Trailer	0	0	0
4. Abandoned Building	0	0	0
5. Mobile Lab	0	0	0
6. Dump Site	0	0	0
7. Specify additional sites	1- automobile	N/A	1

Indicate the number of times child protective services was notified of drug seizure when children were known to be present.

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
# of notifications	9	3	12

Indicate the number of times child protective services were not notified and children were present at drug seizure.

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
# of notifications	3	1	4

If children were not taken into custody by child protective services, indicate what happened to the children.

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
1. with non-offending parent	0	1	1
2. relative	1	0	1
3. neighbor	0	0	0
4. emergency shelter	0	0	0
5. Other (specify)	2-Juvenile Hall	N/A	2

PROSECUTION ACTIVITY - PROSECUTION

Enter number of defendants with cases during this reporting period: (*Note: pending cases may carry-over through different reporting time periods)

1. Referred by grant task force:	5	5 - (*1 case is pending /carried over)	10
2. Referred by others:	9	2	11
3. Not Accepted:	3	0	3
4. Accepted:	7#	7- (2 are in pending status)	14

Note that a DEC case must also include child endangerment charges.

Identify the methamphetamine related for each DEC case: (#Note: Four cases are pending evaluation. Some cases pursued before endangerment guidelines were clarified. Also note not all cases retain endangerment charges; some are dropped by the judge or attorney as the situation warrants.)

	*November 1, 1997- May 31, 1998	June 1, 1998 - October 31, 1998	Total to Date
Manufacturing	9	1 (pending)	10
Distribution	5	3	8
Transportation	1	3	4
Possession	7	3	10

5: Disposition of child endangerment charges:

a. Convictions	0	3	3
b. Acquittals	0	0	0
c. Plead	2- (Note:Pled guilty per PC 1000)	3	5
d. Dismissal	1- (case not filed)	0	1

PROJECT ACTIVITY - PROSECUTION (continued)

Indicate how many cases where the child endangerment charges were dismissed and the DEC case no longer included child endangerment charges.

November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
2	0	2

SENTENCING OF DEC CASE

	November 1, 1997- May 31, 1998		June 1, 1997 - October 31, 1998		Total to Date #	Average Sentence - Cumulative to date
	# Defendants	Avg. Sentence	#	Avg. Sentence		
Prison	None yet	N/A	6	4 years	6	4
Jail	1	1 year	4	1 ½ years	5	2 ½ yrs.
Probation	None yet	None yet	5	3 years	5	3 yrs.
Search and No Drugs	N/A	N/A	5	N/A	5	N/A
Parenting Class	N/A	N/A	4	N/A	4	N/A
Other	N/A	N/A	0	N/A	0	N/A
	2 for	N/A	1- (rehab.)	N/A	3	N/A

PROJECT ACTIVITY - SOCIAL SERVICE WORKERS (*Note: 48 children have been assessed due to referrals received by CPS alleging neglect or abuse due to the parents being involved with meth. Not all cases then become DEC cases)

Upon notification of social service response, did the children go to:

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
1. Non-offending Parent	4	2	6
2. Relative	2	1	3
3. Neighbor	0	0	0
4. Emergency Shelter	5	1	6
5. Other	0	0	0

Indicate # of children receiving medical assessment:

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
	3	0	3
Results:	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
1. Positive Toxin Screen	1	0	1
2. Negative	1	0	1
3. Other	0	0	0

PROJECT ACTIVITIES - SOCIAL SERVICE WORKERS

Indicate if a follow-up was completed by social worker after:

	November 1, 1997- May 31, 1998	June 1, 1998 - October 31, 1998	Total to Date
1. 1-2 Week	11	2	13
2. 2-4 Week	11	1	12
3. 3 months	8	1	9
4. 6 months	8	0	8
5. 12 months	0	0	0

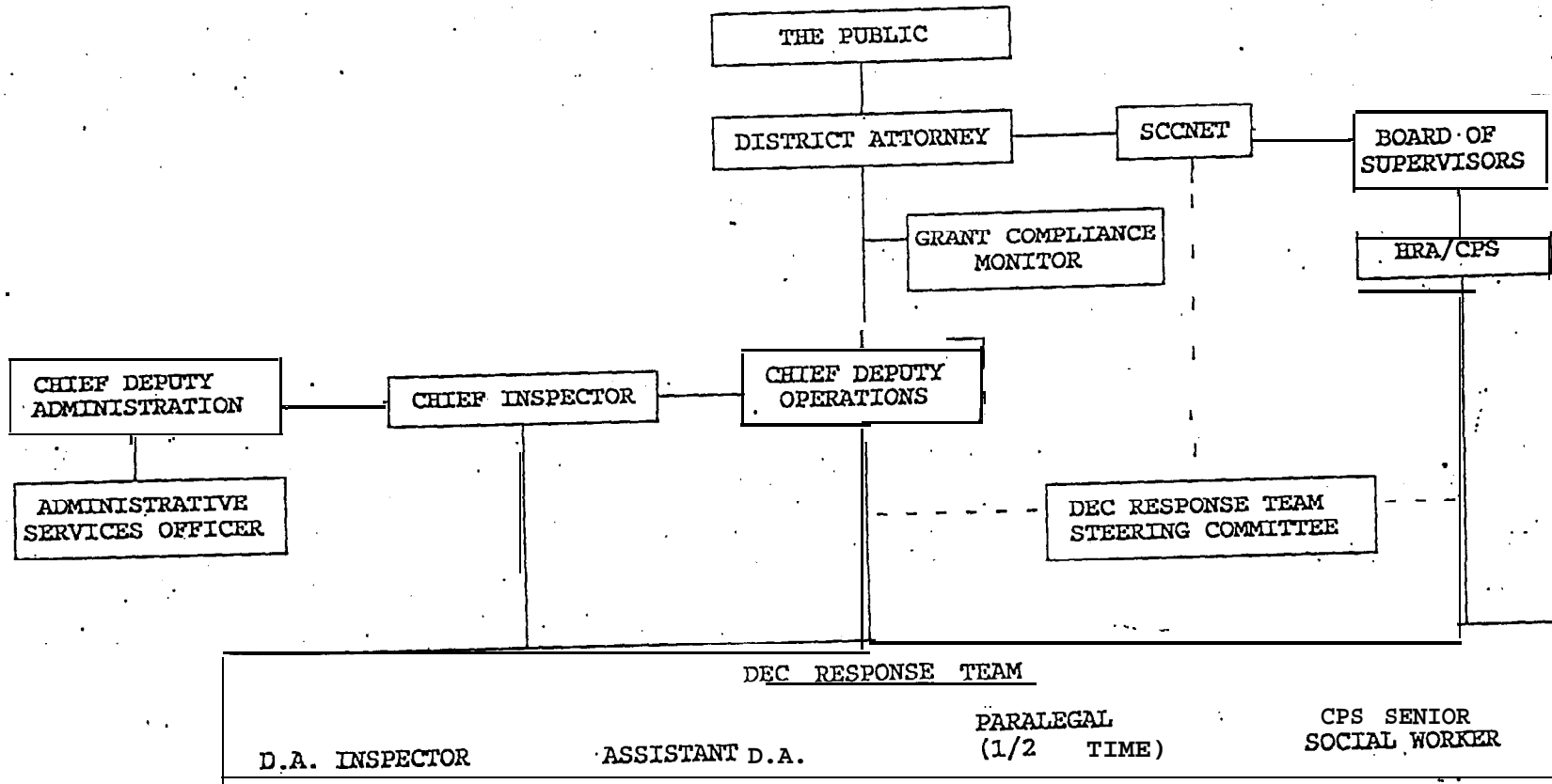
indicate the number of dependency orders filed:

	November 1, 1997 - May 31, 1998	June 1, 1998 - October 31, 1998	Total to Date
Petition filed	8	4	12
Petition dismissed	3	0	3

If dependency case filed, indicate the following:

	November 1, 1997- May 31, 1998	June 1, 1998- October 31, 1998	Total to Date
Family Reunification	0	2	2
Family Maintenance	2	2	4
Placement	0	0	0
Adoption	0	0	0

SANTA CRUZ COUNTY DRUG ENDANGERED CHILDREN RESPONSE TEAM
 FY 1998 - 1999



**Santa Cruz County Drug Endangered Children Response Team
Operational Agreement
FY 1998-1999**

This Operational Agreement stands as evidence that the Santa Cruz County District Attorney's Office and the Scotts Valley Police Department intend to work together toward the mutual goal of intervening on behalf of the health and safety of children who are or who might otherwise become adversely affected by activities related to clandestine drug manufacturing, sales or possession. Both agencies believe that implementation of the Drug Endangered Children Response Team proposal, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating and/or providing the following services.

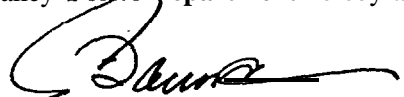
1. **The Santa Cruz County District Attorney's Office will:**

- a. Implement and serve as the responsible administrative agency for operation of Santa Cruz County's Drug endangered Children Program
- b. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Program.
- c. Provide liaison and direct services to the various agencies and jurisdictions involved in enforcement actions related to clandestine drug manufacturing, sales or possession.
- d. Conduct and/or assist in conducting investigations involving clandestine drug manufacturing, sales or possession, as well as review and prosecute all appropriate cases where children are exposed to health or safety risks in such cases.

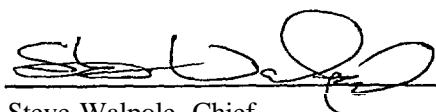
2. **The Scotts Valley Police Department will:**

- a. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Drug Endangered Children Program.
- b. Participate in program related enforcement actions, provide to the District Attorney's Office information relevant for case review and prosecution, and maintain data to support evaluation efforts.
- c. Provide to Santa Cruz County Child Protective Services appropriate information and lead time when possible to allow a timely evaluation and intervention by that agency when circumstances are encountered which suggest that the health and/or welfare of a child may be at risk due to the presence of clandestine drug manufacturing, sales or possession.

We the undersigned, as authorized representatives of the Santa Cruz County District Attorney's Office and the Scotts Valley Police Department hereby approve this document for the FY 1998/FY 1999 time frame.



Arthur Danner III
Santa Cruz County District Attorney



Steve Walpole, Chief
Scotts Valley Police Department

Dated: 12/1/98

Date: 12/1/98

**Santa Cruz County Drug Endangered Children Response Team
Operational Agreement
FY 1998-1999**

This Operational Agreement stands as evidence that the **Santa Cruz County District Attorney's Office** and the **Capitola Police Department** intend to work together **toward the** mutual goal of intervening on behalf of the health and safety of children **who** are or who might otherwise become adversely affected by activities related to clandestine drug manufacturing, sales or possession. Both agencies believe **that** implementation of the **Drug Endangered Children Response Team** proposal, as described herein, will **further** this goal. To this end, each agency agrees to participate in the program, if selected for **funding**, by coordinating **and/or** providing the following services.

1. The Santa Cruz County District Attorney's Office will:

- a. Implement and serve as the responsible administrative agency for operation of Santa Cruz County's Drug endangered Children Program
- b. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Program.
- c. Provide liaison and direct services to the various agencies and jurisdictions involved in enforcement actions related to clandestine drug manufacturing, sales or possession.
- d. Conduct and/or assist in conducting investigations involving clandestine drug manufacturing, sales or possession, as **well** as review and prosecute all appropriate cases where children are exposed to health or safety risks in such cases.

2. The Capitola Police Department will:

- a. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Drug Endangered Children Program.
- b. Participate in program related **enforcement** actions, provide to the District Attorney's Office information relevant for case review and prosecution, and maintain data to support evaluation efforts.
- c. Provide to Santa Cruz County Child Protective Services appropriate information and lead time when possible to allow a timely evaluation and intervention by that agency when circumstances are encountered which suggest that the health and/or welfare of a child may be at risk due to the presence of clandestine drug manufacturing, sales or possession.

We the undersigned, as authorized representatives of the **Santa Cruz County District Attorney's Office** and the **Capitola Polite Department** hereby approve this document for the FY 1998/FY 1999 time frame.



Arthur Danner III
Santa Cruz County District Attorney



Don Braunton, Chief
Capitola Police Department

Dated: 12/8/98

Date: 11-19-98

**Santa Cruz County Drug Endangered Children Response Team
Operational Agreement
FY 1998-1999**

This Operational Agreement stands as evidence that the **Santa Cruz County District Attorney's Office** and the **Santa Cruz County Narcotics Enforcement Team Council** intend to work together toward the mutual goal of intervening on behalf of the health and safety of children who are or who might otherwise become adversely affected by activities related to clandestine drug manufacturing, sales or possession. Both agencies believe that implementation of the Drug Endangered Children Response Team proposal, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating and/or providing the following services.

1. **The Santa Cruz County District Attorney's Office will:**

- a. Implement and serve as the responsible administrative agency for operation of Santa Cruz County's Drug endangered Children Program
- b. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Program.
- c. Provide liaison and direct services to the various agencies and jurisdictions involved in enforcement actions related to clandestine drug manufacturing, sales or possession.
- d. Conduct and/or assist in conducting investigations involving clandestine drug manufacturing, sales or possession, as well as review and prosecute all appropriate cases where children are exposed to health or safety risks in such cases.

2. **The Santa Cruz County Narcotics Enforcement Team Council will:**

- a. Participate in regularly scheduled, bimonthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Drug Endangered Children Program.
- b. Participate in program related enforcement actions, provide to the District Attorney's Office information relevant for case review and prosecution, and maintain data to support evaluation efforts.
- c. Provide to Santa Cruz County Child Protective Services appropriate information and lead time when possible to allow a timely evaluation and intervention by that agency when circumstances are encountered which suggest that the health and/or welfare of a child may be at risk due to the presence of clandestine drug manufacturing, sales or possession.

We the undersigned, as authorized representatives of the **Santa Cruz County District Attorney's Office** and the **Santa Cruz County Narcotics Enforcement Team Council** hereby approve this document for the FY 1998/FY 1999 time frame.



Arthur Danner III
Santa Cruz County District Attorney



Mark Tracy, Chair
Santa Cruz County Narcotics Enforcement Team Council

Date: 12/8/98

Date: 11 23/98

**Santa Cruz County Drug Endangered Children Response Team
Operational Agreement
FY 1998-1999**

This Operational Agreement stands as evidence that the **Santa Cruz County District Attorney's Office** and the **Santa Cruz County Sheriffs Office** intend to work together toward the mutual goal of intervening on behalf of the health and safety of children who are or who might otherwise become adversely affected by activities related to clandestine drug **manufacturing**, sales or possession. Both agencies believe that implementation of the Drug Endangered Children Response Team proposal, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating and/or providing the following services.

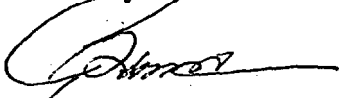
1. The Santa Cruz County District Attorney's Office will:

- a. Implement and serve as the responsible administrative agency for operation of Santa Cruz County's Drug endangered **Children Program**
- b. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and **social** service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Program.
- c. Provide liaison and direct **services** to the various agencies and jurisdictions involved in enforcement actions related to clandestine **drug** manufacturing, sales or possession.
- d. Conduct and/or assist in conducting investigations involving **clandestine** drug manufacturing, sales or possession, as well as review and prosecute all appropriate cases where children are exposed to health or safety risks in such cases.

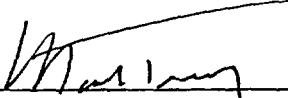
2. The Santa Cruz County Sheriffs Office will:

- a. Participate in regularly scheduled, bimonthly meetings with law enforcement, **prosecution** and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of **services** under the Drug Endangered Children Program.
- b. Participate in program related enforcement actions, provide to the District Attorney's **Office** information relevant for case review and prosecution, and maintain data to support evaluation efforts.
- c. Provide to Santa Cruz County Child Protective Services appropriate information **and** lead time when possible to allow a timely evaluation **and** intervention by that agency when circumstances are encountered which suggest that the health and/or welfare of a child may be at risk due to the presence of clandestine drug manufacturing, sales or possession.

We the undersigned, as authorized representatives of the **Santa Cruz County District Attorney's Office** and the **Santa Cruz County Sheriff's Office** hereby approve this document for the N 1998/FY 1999 time frame.



Arthur Danner III
Santa Cruz County District Attorney



Mark Tracy, Chair
Santa Cruz County Sheriff-Coroner

Dated: 12/8/98

Date: 11/23/98

**Santa Cruz County Drug Endangered Children Response Team
Operational Agreement
FY 1998-1999**

This Operational Agreement **stands** as evidence that the Santa Cruz County **District Attorney's Office** and the **Watsonville Police Department** intend to work together toward the mutual goal of intervening on behalf of the health and safety of children who are or who might otherwise become adversely affected by activities related to clandestine drug manufacturing, sales or possession. Both agencies believe that implementation of the Drug Endangered Children Response Team proposal, as described herein, will further this goal. To this end, each agency **agrees** to participate in the program, if selected for funding, by coordinating **and/or** providing the following services.


1. **The Santa Cruz County District Attorney's Office will:**

- a. Implement and serve as the **responsible** administrative agency for operation of Santa Cruz County's Drug endangered Children Program
- b. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Program.
- c. Provide liaison and direct services to **the** various agencies and jurisdictions involved in enforcement actions related to clandestine drug manufacturing, sales or possession.
- d. Conduct and/or assist in conducting investigations **involving** clandestine drug manufacturing, sales or possession, as well as review and prosecute all appropriate cases where children are exposed to health or safety risks in such cases.


2. **The Watsonville Police Department will:**

- a. **Participate** in regularly scheduled, bi-monthly meetings with law enforcement, **prosecution** and social service program managers to develop a county-wide protocol, discuss strategies, **time** tables and the implementation of services under the Drug Endangered Children Program.
- b. Participate in program related enforcement actions, provide to the District Attorney's **Office** information relevant for case review and prosecution, and maintain data to support evaluation efforts.
- c. Provide to Santa **Cruz** County Child Protective Services appropriate information and lead time when possible to allow a timely evaluation and intervention by that agency when circumstances are encountered which suggest that **the** health and/or welfare of a child may be at risk due to the presence of clandestine drug manufacturing, sales or possession.

We the undersigned, as authorized representatives of the **Santa Cruz County District Attorney's Office** and the **Watsonville Police Department** hereby approve this document for the N 1998/FY 1999 time frame..



Arthur Danner III
Santa Cruz County District Attorney



Terry Medina, Chief
Watsonville Police Department

Dated: 12/8/98

Date: NOVEMBER 25, 1998

**Santa Cruz County Drug Endangered Children Response Team
Operational Agreement
FY 1998-1999**

This Operational Agreement stands as evidence that the **Santa Cruz County District Attorney's Office and the Santa Cruz Police Department** intend to work together toward the mutual goal of intervening on behalf of the health and safety of children who are or who might otherwise become adversely affected by activities related to clandestine drug manufacturing, sales or possession. Both agencies believe that implementation of the Drug Endangered Children Response Team proposal, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating and/or providing the following services.

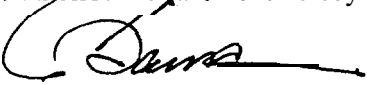
1. **The Santa Cruz County District Attorney's Office** will:

- a. Implement and serve as the responsible administrative agency for operation of Santa Cruz County's Drug endangered Children Program
- b. Participate in regularly scheduled, bimonthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Program.
- c. Provide liaison and direct services to the various agencies and jurisdictions involved in enforcement actions related to clandestine drug manufacturing, sales or possession.
- d. Conduct and/or assist in conducting investigations involving clandestine drug manufacturing, sales or possession, as well as review and prosecute all appropriate cases where children are exposed to health or safety risks in such cases.


2. **The Santa Cruz Police Department** will:

- a. Participate in regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social service -program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Drug Endangered Children Program.
- b. Participate in program related enforcement actions, provide to the District Attorney's Office information relevant for case review and prosecution, and maintain data to support evaluation efforts.
- c. Provide to Santa Cruz County Child Protective Services appropriate information and lead time when possible to allow a timely evaluation and intervention by that agency when circumstances are encountered which suggest that the health and/or welfare of a child may be at risk due to the presence of clandestine drug manufacturing, sales or possession.

We the undersigned, as authorized representatives of the **Santa Cruz County District Attorney's Office** and the **Santa Cruz Police Department** hereby approve this document for the FY 1998/FY 1999 time frame.



Arthur Danner III
Santa Cruz County District Attorney



Steve Belcher, Chief
Santa Cruz Police Department

Dated: 12/8/98

Date: 11-23-98

**Santa Cruz County Drug Endangered Children Response Team
Operational Agreement
FY 1998-1999**

This Operational Agreement stands as evidence that the **Santa Cruz County District Attorney's Office and the Santa Cruz County Adult, Family and Children's Service** (commonly known as Child Protective Services) intend to work **together** toward the mutual goal of intervening on behalf of the health and safety of children who are or who might otherwise become adversely affected by activities related to clandestine drug manufacturing, sales or possession. Both agencies believe that implementation of the Drug Endangered Children Response Team proposal, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating and/or providing the following services.

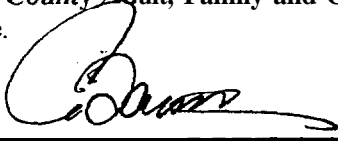
1. **The Santa Cruz County District Attorney's Office will:**

- a. Implement and serve ~~as~~ the responsible administrative agency for operation of Santa Cruz County's Drug endangered Children Program
- b. Participate ~~in~~ regularly scheduled, bi-monthly meetings with law enforcement, prosecution and social ~~service~~ program managers to develop a county-wide protocol, discuss strategies, time tables ~~and~~ the implementation of services ~~under~~ the Program.
- c. Provide liaison and direct services to the various agencies and jurisdictions involved in enforcement actions related to clandestine ~~drug~~ manufacturing, sales or possession.
- d. Conduct and/or assist in conducting investigations involving clandestine drug manufacturing, sales or ~~possession~~, as well as review and prosecute all appropriate cases where children are exposed to health or safety risks in such cases.

2. **The Santa Cruz County Adult, Family and Children's Service will:**

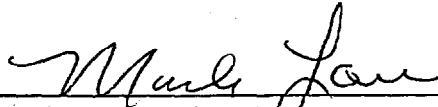
- a. Participate in regularly scheduled, bimonthly meetings with law enforcement, prosecution and social service program managers to develop a county-wide protocol, discuss strategies, time tables and the implementation of services under the Program.
- b. Conduct timely evaluations-and interventions when circumstances are encountered which suggest that the health and/or welfare of a child may be at risk due to the presence of clandestine drug manufacturing, sales or possession, and provide to the District Attorney's ~~Office~~ information relevant for case review and prosecution, and maintain data to support ~~evaluation~~ efforts.

We the undersigned, as authorized representatives of the **Santa Cruz County District Attorney's Office and the Santa Cruz County Adult, Family and Children's Service** do hereby approve this document for the FY 1998/FY 1999 time frame.



Arthur Danner III
Santa Cruz County District Attorney

Dated: 12/8/98



Mark Lane, Division Director
Santa Cruz County Adult, Family and Children's Service

Date: 12/4/98

SANTA CRUZ COUNTY DRUG ENDANGERED CHILDREN PROGRAM

PROJECT NARRATIVE

1. PLAN

- A. Describe how the applicant will implement the revised Goals, Objectives and Activities. Describe in detail how the team will achieve each objective. Use a separate page for each objective.

Objective # 1: Implement the newly established protocols which were required in Year One for each of the required DEC components. Activities will include, but not be limited to, actively identifying, investigating, prosecuting and treating drug endangered children.

The Santa Cruz County DEC Response Team will continue to address the problem of methamphetamine use and the dangerous effects it has on the health and safety of children in our county. In the first grant year (November 1, 1997 to October 31, 1998) a DEC county-wide protocol was written which laid out the procedures for each facet of the multi-disciplinary DEC team, including law enforcement, child welfare, and prosecution. The protocol was presented to the DEC Steering Committee and was approved on September 17, 1998. The protocol defines the responsibilities and procedures to be followed when dealing with drug exposed children. It is written so that various agencies personnel who may come in contact with this type of situation may understand and identify potential DEC cases (classified as either Level I or Level II), referring them to DEC as the situation warrants.

Accordingly, The Santa Cruz County DEC Team will continue to implement the newly established Protocol. The DEC Investigator will actively identify methamphetamine cases where children are present or are nearby which may lead to a true (by definition) DEC case. The Investigator is, and has been, working on building a confidential informant network and is creating strategies to locate clandestine methamphetamine labs where children may be present. He works directly with the CPS worker in the field visiting homes and places where children may be endangered by methamphetamine. He also works closely with the local narcotics enforcement team (SCCNET) so that cases that may be potential DEC cases will be evaluated and turned over to DEC. As laid out in the Protocol, the DEC Investigator will take over the responsibility of the

scene when a DEC case is discovered. He will decide if a child has been contaminated by methamphetamine or precursor chemicals, noting all pertinent facts relating to child endangerment. The DEC Investigator will evaluate, assess and investigate child endangerment issues.

The DEC Project Attorney will be responsible for vertically prosecuting all DEC defendants (including probation violation candidates) from preliminary arraignment through sentencing and post-adjudication proceedings. In addition, he will be assessing and following through in the filing of child endangerment charges (PC 273a).

Per the Protocol, the Project Attorney will coordinate with other team members and agencies in aggressively pursuing cases where a child has been endangered.

The DEC Child Protective Services Worker will have the closest primary contact with the drug endangered children by visiting the homes or places where endangered children are present, making child risk assessments, custody determinations, and submitting court petitions. In accordance with Protocol guidelines, she will provide clean clothing to contaminated children at a lab scene, take custody of the child or children affected, and attempt to get a signed release from the parent or guardian for medical care and toxicology testing. She will transport the child to a medical center if needed, arranging for additional medical care in the future (which may include mental health support), if required. She has been, and will continue to, work closely with members of the local medical community in establishing a medical protocol that can be used by the DEC team and the local hospitals when a meth-exposed child is brought there.

Objective #2: Provide a mechanism in which to revise and update the protocols when anticipated changes occur. Anticipate changes in adding protocols for the newly developing forensic and treatment model, as well as any possible changes resulting from the dealing with DEC cases.

The implementation of protocols will be continuously monitored by the DEC team and will be a regular item on the agenda of the DEC team's meetings. Any team member who becomes aware of a potential need to update or revise a protocol will present that information to the rest of the team at the following team meeting.

The Team Leader will be responsible for briefing the DEC steering committee on the need to revise and/or update a protocol. He or she will provide the DEC steering committee with an explanation as to why the protocol should be updated or revised, as well as the team's recommendation on the protocol's new form or content.

The DEC team's Senior Social Worker will serve as the lead team member in working with members of the health care community to develop and implement protocols related to the newly developing forensic and treatment model. Other team members will provide input and assistance to that process as necessary. The Senior Social Worker and the DEC Team Leader will provide the DEC steering committee with regular updates on the status of the forensic and treatment model. Any protocol developed in response to that model will be approved by the DEC steering committee before it is implemented. In the event of conflicts with non-DEC agencies over the form or content of any of new protocol, the DEC Team Leader, other DEC team members and appropriate members of the DEC steering committee shall work with all involved parties to effect a resolution that is consistent with the objectives of the DEC program.

Objective #3: Identify the continuation of care made by the criminal justice (includes prosecution and law enforcement) system, social services, and mental health practitioners after a child(ren) has been identified at the scene of a drug laboratory. Activities will include, but not be limited to, identifying what types of intervention will occur at the crime scene.

When a child is found at a clandestine drug laboratory, each member of the DEC Team will play a part in extending the care given to that child.

The DEC Investigator will take the responsibility of determining whether a child found in a lab area has in fact been contaminated with methamphetamine chemicals or waste products. He will arrange for alternative clothing to be provided for the child, either by himself or the DEC Senior Social Worker, thereby reducing or eliminating further risk of toxic chemical exposure to the child (or anyone else in close proximity).

The Senior Social Worker, who is trained in handling traumatic and frightening situations such as this, will also be there to take custody of the child(ren) and transport him or her to a medical center for examination. The Senior Social Worker will remain with the child during testing to provide comfort and reassurance. Medical center options are either Dominican Hospital or Watsonville Community Hospital. Each Hospital has a special de-toxification area as part of their Emergency Room facilities.

With implementation of medical protocols being created currently by DEC with the local hospitals, these entities will be prepared and ready to deal with children who come to them drug exposed and traumatized. If ongoing medical care is required, the Senior Social Worker will arrange for such care. The Senior Social Worker will initiate all appropriate procedures to ensure the welfare of the child and will locate an appropriate foster care home or placement situation with the best welfare of the child in mind. The Senior Social Worker will monitor each individual situation as established by the

guidelines of the CPS Agency. She will help in securing counseling for the child if needed, and will explore different ways of obtaining funding through agencies such as Medi-Cruz (locally administered by SHOW) or Victim/Witness.

The DEC prosecutor will play his part in the continuation of care of a drug-exposed child by aggressively filing and prosecuting criminal and child abuse charges in DEC cases. This includes vertically prosecuting cases, and following them through any procedures that follow, such as future probation violations.

Objective #4: Identify services from each component (listed in Objective 3) provided to DEC identified child(ren) after initial placement (temporary or permanent) of a DEC child. Activities will include, but not be limited to, describing how the team will provide services to children after there has been an intervention at the crime scene.

After a child has been taken from the home or dangerous living situation, if not already done so, the Senior Social Worker will assess the situation to see if medical examination or testing may be necessary. As part of her duties, the Senior Social worker will also perform a psycho-social assessment on the child. The purpose for this assessment is to see if the child will need a referral to the Children's Mental Health portion of the local county Health Services Agency for counseling or guidance.

The Senior Social Worker will initiate procedures to ensure the welfare of the child and will locate an appropriate foster care home where the child/children will be placed. The worker will begin the Dependency process in Juvenile Court in order to establish jurisdiction of the children and make him or her dependents of the Court.

The Senior Social Worker will see that follow-up treatment is made by the foster parent or dependency situation, if warranted. She will monitor all aspects of the dependency system under the guidelines of the child welfare laws which may include family reunification, permanent placement, or adoption. Should family reunification occur the Senior Social Worker will monitor the situation to see that the parents are abiding by the rules of court, such as completing mandated drug rehabilitation or mental health programs. The future well-being of the child is the primary the goal of the Senior Social Worker and the rest of the DEC Team.

The Senior Social Worker will update the Project Attorney regarding the status of the placed children and will forward all available information regarding the status of these children to both the DEC Investigator and the Project Attorney.

The Project Attorney will handle the prosecution of the parents or guardians of the affected child victim. This shall include post-conviction proceedings and legal actions related to court-ordered drug programs pursuant to probation grants or guilty pleas. under deferred entries of judgement.

Objective #5: Identify all members, both justice and non-justice, of the DEC Team and their respective roles dealing with drug endangered children. Activities will include, but not be limited to, describing how the DEC Response, adjunct members and non-justice staff will interact for the protection of drug endangered children.

The primary core of the Santa Cruz County DEC Team consists of an Assistant District Attorney (Project Attorney), law enforcement Investigator, Senior Social Worker, and a Paralegal. In addition, there are several adjunct affiliates with whom the core team interacts with the overall purpose of protection of drug endangered children.

Project Attorney, Merle Frank: The DEC prosecutor participates in all the legal aspects of each DEC case. This includes providing legal support to in-progress investigations, reviewing and assisting with search warrant requests, analyzing case referrals, and vertically prosecuting DEC defendants from preliminary arraignment through sentencing and post-adjudication proceedings. As DEC team leader, the Project Attorney is also responsible for helping to coordinate project activities and develop project initiatives. The Project Attorney also participates in regular meetings with other team members, attends training sessions, and contributes to protocols. The Project Attorney attends Steering Committee meetings as a representative of the DEC program.

DEC Investigator, Steve Davies: The peace officer assigned to DEC investigates information which may lead to DEC cases, works on building a confidential informant network and strategies to locate clandestine methamphetamine labs where children may be present, works directly with the DEC CPS person in the field visiting homes and places where children may be endangered by methamphetamine, and serves as liaison between SCCNET and local law enforcement agencies. In addition, the investigator is involved in organizing technical “recognition trainings” for various community members on the effects of methamphetamine, and Roll Call briefings with local police

departments. The investigator also attends local team and DEC conference meetings, and contributes to DEC protocols

CPS Senior Social Worker, Sandy Neveras: The DEC Senior Social Worker maintains close daily liaison with the DEC Investigator and has the closest primary contact with the DEC case children. She visits homes or places where endangered children may be present, making child risk assessments, custody determinations, and submitting court petitions. The Senior Social Worker attends DEC conference meetings as well as local team meetings and works closely with her CPS supervisor and program manager to clarify the DEC role in CPS agency involvement. She contributes to DEC protocols, attends training seminars offered specifically on recognition of dysfunctions of families or drug endangered children, and takes classes to further her knowledge and expertise in dealing with drug endangered children and their families. She has established relationships with local hospitals and introduced DEC objectives to local medical personnel, so that when an exposed and traumatized child is taken there they will be oriented to that situation.

Paraleaal. Linda Wolf-Campbell: The DEC Paralegal is primarily responsible for keeping the team's statistics, preparing reports and documents required by OCJP and the DEC Training Center, complying with program-related information requests, and supporting coordination with the state-wide DEC initiative. She also assists the Project Attorney/Team Leader and provides support to the other Team members in furtherance of DEC goals. She is the part-time evaluator and will work with the program Evaluator in the gathering of baseline statistics, when that process is ready and in place.

In addition to the above core group of DEC members there are several adjunct and non-justice people who will have roles in dealing with drug endangered children. In the

area of prosecution, the DEC Response Team is supervised by the Office's Chief Deputy for Operations, who oversees all of the Office's criminal prosecutions. The Chief Deputy reports directly to the District Attorney, who serves as Project Director. The DEC Response Team Steering Committee, which meets bi-monthly, addresses emerging enforcement issues, discusses strategies, fine-tunes timetables and develops plans for implementing law enforcement strategies. The Steering Committee is composed of management level staff from the District Attorney's Office, the county-wide narcotics enforcement team (SCCNET) and Child Protective Services (CPS). The District Attorney's Byrne-grant-funded narcotics task force, and the SCCNET Council, which consists of law enforcement chiefs from each law enforcement jurisdiction, assures program quality, as will the Team's Investigator by the District Attorney's Chief Inspector, and of the Teams CPS Senior Social Worker by the CPS Division Director (a unit of the county's Human Resources Agency, or HRA).

The Project's administrative support is provided by the District Attorney's Administrative Services Officer, who reports to the Project Director through his Chief Deputy. Finally, the District Attorney's Grant Compliance 'Monitor assures overall quality control and compliance with OCJP directives.

All of the area's law enforcement agencies provide resources and support to the Santa Cruz County Narcotics Enforcement Team (SCCNET). SCCNET conducts drug enforcement at all levels; its efforts complement the anti-drug activities conducted by each of the various agencies within their respective jurisdictions. Policy direction and oversight is provided by the SCCNET Council, a governing body which meets monthly and is composed of law enforcement chiefs from each participating agency.' The SCCNET Council also serves as Steering Committee for the County's Byrne grant-

'funded multi-jurisdictional Narcotics Task Force. The Sheriff-Coroner is the current SCCNET Council Chair.

County-wide child protective services are provided by the Santa Cruz County Human Resources Agency, Division of Adult, Family and Children's Service (commonly known as Child Protective Services). That agency is responsible for investigating instances of child abuse or neglect, for taking appropriate action to preserve the health and/or safety of endangered children, for filing appropriate custody petitions with the court, and for working with the District Attorney's Office in cases where criminal conduct may be involved. The Division Director, Mark Lane, and the direct supervisor to the DEC Senior Social Worker, Candace Leverenz, are actively committed to the DEC Team by offering guidance and ideas, and attending DEC meetings, both local and regional, whenever possible.

Agency heads from each of the above organizations discussed above have agreed to participate in and support Santa Cruz County's DEC Response Team Project. Operational agreements between the District Attorney's Office and each of the other agencies have been signed and are appended to this application.

In addition to the various agencies mentioned above, the DEC Team has established a relationship with members of the local medical community, with the end goal being creating a working medical protocol that outlines procedures in dealing with drug endangered children. The protocol is currently being developed and will be forwarded to the cognizant OCJP Program Specials as soon as it is completed and approved. Medical representatives include Chris Terry, R.N., from Dominican Hospital, Lisa Angel, E.R. Nurse, from Watsonville Community Hospital, Betsy McCarty, R.N., Administrator of the Santa Cruz County Health Services Agency, Ruth McKinney, Public Health R.N.,

**Santa Cruz County Human Resources Agency, and Candace Leverenz, Supervisor,
Santa Cruz County Child Protective Services.**

In addition to the above the District Attorney's Victim/Witness Assistance Program may be a source of State reimbursement for medical toxicology or mental health counseling. In areas of health care, services in the County are provided through Medi-Cruz (locally administered SHOW program), Medi-Cal, private physicians and clinics, and private Health Maintenance Organizations.

Objective # 6: Continue to provide statistical data to OCJP, the Trainina Center, and the Evaluator for training and evaluation purposes. Activities will include, but not be limited to, coordinating with the OCJP Evaluator to provide data for trainina and evaluation. Baseline data to be provided on Level One cases for fiscal years 1996/97 and 1997198..

The Santa Cruz DEC Team has created and uses various forms for statistical and data gathering purposes. The Team uses a Defendant Data Log which contains individual information and details about the prosecution of each case, from arraignment to adjudication. Information on the drug endangered children in each case includes testing for exposure to toxic chemicals, possible abuse, and placement status. The Case Filing Log table includes information on each DEC case, tracking it from start to finish. In addition, the Senior Social Worker keeps a facesheet of' data of CPS/DEC cases that she is involved in which serves as a link to data coordination between DEC members, and the DEC Investigator keeps his own case files. Overall statistical information is kept by the Paralegal who includes it in the Progress Reports or provides it upon request to OCJP or the Training Center.

In the second grant year the Paralegal will be working with the OCJP Program Evaluator and Training Center on collecting baseline data for Level One cases for fiscal years 1996/97 and 1997198. The data will be child-centered and will track the impact of the DEC multi-disciplinary concept statewide, before and after implementation. ACCESS computer training information is to be provided to the DEC Paralegal by the Training Center for this purpose. There will be a DEC all-county team meeting in January of 1999 which will have an ACCESS training component that the Paralegal will attend and which will provide more details on implementing this phase of the grant.

Objective #7: Develop a plan to maintain DEC Response Team's are of operations within an individual county, utilizing localized funding.

Subject to satisfactory program results, it is our intention to continue operations of the Santa Cruz County DEC Response Team with local funding after expiration of the OCJP grant cycle. To accomplish that objective, team members will work throughout the program's funding cycle to engender support within the community, within the law enforcement agencies, within the social service agencies and within the health care system. Specific efforts will include outreach to individuals within those groups to explain the purpose and value of the DEC initiative, as well as to enlist their efforts in the team's activities where appropriate.

Once secure in that support — and armed with a history of program success — the District Attorney's Office will request funding and approval from the Santa Cruz County Board of Supervisors and/or other funding agencies as appropriate.

B. Describe how the DEC Team will focus on cases where there is production of methamphetamine, when children are present, i.e., Level One cases.

The DEC Team will focus on Level One cases by carefully targeting its investigative and intake procedures. The DEC investigator will concentrate his efforts on smaller “Mom & Pop” labs which are more likely to have children present than the larger Mexican National. clandestine lab operations. In addition to cultivating an informant network that is knowledgeable about the activities of such perpetrators, the DEC investigator will also systematically search records produced and maintained under authority of the Bureau of Narcotics Enforcement’s Precursor Compliance Program for Santa Cruz County residents or Santa Cruz County vehicle registration addresses. Individuals thus identified will then be investigated to determine if they are clandestine lab operators with children present.

In addition to the above, the DEC investigator and DEC prosecutor will monitor certain Internet sites frequented by individuals who post messages requesting or providing information about methamphetamine manufacture. In some instances, individuals using the Internet will provide enough information to identify and location. Investigative leads thus obtained will be pursued using more traditional surveillance, interviewing and evidence gathering techniques.

The CPS intake will continue to evaluate each referral for indicia which might suggest the presence of a methamphetamine lab. Intakes which present such indicia will be promptly referred to the DEC investigator and DEC Senior Social Worker for follow-up.

The DEC team will also continue its public education efforts during the upcoming grant year. Referrals from other agencies or members of the public will, when appropriate,

receive an immediate law enforcement response with prompt follow-up by the DEC team.

The DEC prosecutor will evaluate all case referrals to determine if they meet Level One case filing thresholds (i.e. methamphetamine manufacturing and at least one child endangerment charge). Cases meeting that threshold will be vertically prosecuted through completion, and the continuum of health care, counseling, and general welfare follow-up services will be provided to child victims through Child Protective Service and others as appropriate. Cases not meeting Level One criteria will be referred for handling by other prosecutors in the District 'Attorney's Office.

Describe the duties and responsibilities of the DEC Team staff. Describe how they will achieve the DEC education, experience and training standards.

The DEC Project Attorney is an experienced trial lawyer with a high degree of technical expertise in the areas of methamphetamine manufacture, distribution and use. His role includes early involvement and vertical prosecution of project cases, liaison with participating social service and law enforcement agencies, and advising the project Steering Committee on strategies, time tables, and protocols. He provides legal support to in-progress investigations, reviews and assists with search warrant requests, and analyzes case referrals. As DEC team leader, the Project Attorney is also responsible for helping to coordinate project activities and develop project initiatives. The Project Attorney also participates in regular meetings with other team members, attends training sessions, and contributes to operational protocols.

The DEC Investigator has extensive experience and technical expertise in the areas of methamphetamine manufacture, distribution, and use. He is a widely known methamphetamine expert who has personally investigated over 200 clandestine laboratories. He is a qualified expert in State and Federal court and has taught on the subject for the California Department of Justice Bureau of Forensic Services and the Santa Clara County Criminalistics Laboratory. He participates directly in planning and execution of project enforcement actions and serves as principal liaison with the County Narcotics Enforcement Team, city police, and the Sheriff's Office. He gathers and assesses information which may lead to DEC cases, works on building a confidential informant network and strategies to locate clandestine methamphetamine labs where children may be present, and works directly with the DEC CPS person in the field visiting homes and places where children may be endangered by methamphetamine. The investigator attends all local team and DEC county-wide conferences.

The DEC CPS worker is a Senior Social Worker with many years combined experience in the criminal justice and social work fields. She takes a lead role in cases which involve the health and safety of drug endangered children. This includes making child risk assessments, custody determinations, and initiating the court petition process whenever it is warranted. She maintains close contact with the DEC investigator regarding DEC cases involving drug endangered children. In addition, the CPS worker attends DEC conference meetings as well as local team meetings and works closely with her CPS supervisor and program manager to clarify the DEC role in CPS agency involvement.

The certified DEC Paralegal has knowledge of the criminal justice system through related work experience, and has a background in legal research. She is primarily responsible for keeping the team's statistics, preparing reports and documents required by OCJP and the DEC Training Center, complying with program-related information requests, and supporting coordination with the state-wide DEC initiative. She also helps create program protocols and procedures with input from the other DEC members and participates in DEC community awareness activities. The Paralegal also attends the DEC all-county conferences, along with other special meetings that may be called. The Paralegal will work with the Program Evaluator in gathering baseline statistics which will help measure the effectiveness of the DEC program overall.

All DEC Team core members attend all mandatory DEC Training Center and DEC all-county conferences. The Santa Cruz DEC Team has weekly or bi-monthly meetings which enhance the strength of the overall program. In addition, individual members attend classes or seminars in their own particular area in order to supplement knowledge of their particular field.

D. Describe the duties of the part-time evaluator and how this position will interact primarily with the OCJP Evaluator.

The Paralegal for the Santa Cruz DEC team will be the part-time evaluator and will interact with the OCJP Evaluator and the Training Center when the Evaluation portion of the baseline data gathering mechanism is fully established and in place. Future duties will include data collection and maintaining a database on methamphetamine endangered children in Santa Cruz County.

The primary focus will be on child assessment, with a goal of measuring DEC Grant effectiveness. It is anticipated that in the future the data will be standardized between all four DEC Grant counties by the use of ACCESS computer training for data gathering and case management. The primary focus of all information gathering will be on tracking child victims, and not on the defendant statistics.

Santa Cruz County's DEC Paralegal is trained in research, has experience in data collection, and is familiar with the legal and criminal justice system. She has been compiling data and statistics for each Quarterly Progress Report during the first Grant year implementation.

- E. Describe how the DEC Team will plan and coordinate various countywide meetinas. Mandatory meetings include: DEC Advisory and/or Steering Committee Meetinas; DEC Team meetinas: and DEC Team meetings including auxiliary DEC members. Include a description of all other meetings in which the DEC members are involved. Minutes and agendas of meetinas must be included in the DEC Progress Report or upon reouest.

The DEC paralegal will be primarily responsible for scheduling and coordinating DEC team meetings and meetings with auxiliary parties (such as health care providers). Meeting schedules will be worked out and notices will be provided to all attendees in advance of each meeting. Weekly DEC team meetings are preferred, but in any event will occur at least once every two weeks. Supervisory personnel from the Child Protective Services Agency shall be invited to all DEC Team meetings. Meetings with auxiliary parties will be scheduled by the DEC paralegal as appropriate. The DEC paralegal will maintain written agendas and minutes of all DEC team meetings and meetings with auxiliary parties.

The DEC Steering Committee generally meets bi-monthly. Its members include each of the county's law enforcement chiefs, the District Attorney, the Sheriff-Coroner, the Commander of the Santa Cruz County Narcotics Enforcement Team, the Chief Probation Officer and the Director of Child Protective Services. A DEC progress report will be presented (by either the DEC Team Leader or another DEC team member) to the DEC Steering Committee at each of its meetings. Agendas and minutes of all DEC Steering Committee meetings will be maintained by the DEC paralegal.

The minutes and agendas of all meetings will be included in the DEC Progress Report or provided upon request.

OFFICE OF CRIMINAL JUSTICE PLANNING
GRANT AWARD FACE SHEET

OCJP A301

The Office of Criminal Justice Planning, hereafter designated OCJP, hereby makes a grant award of funds to the following Administrative Agency (1) COUNTY OF SANTA CRUZ

hereafter designated Grantee, in the amount and for the purpose and duration set forth in this grant award.

(2) Implementing Agency Name SANTA CRUZ COUNTY DISTRICT ATTORNEY

Contact ARTHUR DANNER III Address 701 Ocean Street, Room 200, Santa Cruz, CA 95060

Telephone (831) 454-2400

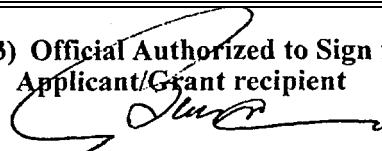
(3) Project Title (60 characters maximum) SANTA CRUZ COUNTY DRUG ENDANGERED CHILDREN RESPONSE TEAM	(6) Award No. DG97010440
(4) Project Director (Name, Title, Address, Telephone) (four lines maximum) ARTHUR DANNER III, District Attorney 701 Ocean Street, Room 200 Santa Cruz, California 95060 (831) 454-2400	(7) Grant Period November 1, 1997 to October 31, 1999 (8) Federal Amount (9) State Amount -0-
(5) Financial Officer (Name, title, Address, Telephone) (four lines maximum) Gloria Quintero, Financial Officer 701 Ocean Street, Room 200 Santa Cruz, California 95060 , 1) 454-2400	(10) Cash Match -0- (11) In-kind Match -0- (12) Total Project Cost \$225,000

This grant award consists of this title page, the proposal for the grant which is attached and made a part hereof, and the Assurance of Compliance forms which are being submitted. The grant recipient signifies acceptance of this grant award and agrees to administer the grant project in accordance with the statute(s), the Program Guidelines, this Request-for-Proposal (RFP) and the OCJP Grantee Handbook.

FOR OCJP USE ONLY

Item:
Chapter:
Project No.:
Amount:
Split Fund:
Split Encumber:
Year: Fed. Cat. #:
Match Requirement
Program:
ad:
Program:
Region:

(13) Official Authorized to Sign for Applicant/Grant recipient



Name: ARTHUR DANNER III
Title: DISTRICT ATTORNEY
Address: 701 Ocean Street, Room 200
Santa Cruz, CA 95060
Telephone: (831) 454-2400
Date:

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

Fiscal Officer, OCJP Date

Executive Officer, OCJP Date

44.1

ADDITIONAL SIGNATURE AUTHORIZATION

Grant Award #: DG97010440

Applicant: Santa Cruz County District Attorney's Office

Project Title: Drug Endangered Children Response Team Program

Grant Period: November 1, 1998 through October 31, 1999

The following persons are authorized to sign for:

Project Director

Financial Officer

Kathryn Canlis
Signature

Signature

Kathryn Canlis Date: 12/8/98
Name

Name

Signature

Signature

Name

Name

Signature

Signature

Name

Name

Signature

Signature

Name

Name

APPROVED BY:

Project Director: _____

Date

Financial Officer: _____

Date

Regional/Local
Planning Director: _____

Date

Resolution of the Governing Board

**Due to time constraints, a resolution cannot
be submitted with this application.**

**The applicant will submit a resolution of the Governing Board
during the month of January, 1999.**

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO.

On the motion of Supervisor
duly seconded by Supervisor
the following resolution is adopted

RESOLUTION RATIFYING THE DISTRICT ATTORNEY'S APPLICATION FOR FUNDS DURING FISCAL YEAR 1998-1999 FOR A DRUG ENDANGERED CHILDREN RESPONSE TEAM PROGRAM ADMINISTERED BY THE OFFICE OF CRIMINAL JUSTICE PLANNING

WHEREAS, the Board of Supervisors of Santa Cruz County desires to undertake a certain project designated the Drug Endangered Children Response Team Program, to be funded in part from funds made available through the Drug Endangered Children Response Team Program administered by the Office of Criminal Justice Planning (hereafter referred to as OCJP).

NOW, THEREFORE, THE BOARD OF SUPERVISORS RESOLVES AND ORDERS that the District Attorney of the County of Santa Cruz is authorized, on its behalf to submit an application for state funds for a Drug Endangered Children Response Team Program to the Office of Criminal Justice Planning and is authorized to execute on behalf of the Board of Supervisors of Santa Cruz County the attached Grant Award Agreement, including any extensions or amendments thereof.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body;

IT IS AGREED that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and OCJP disclaim responsibility for any such liability.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this ____ day of _____ 1998, by the following vote:

VOTE.

AYES:
NOES:
ABSENT:
ABSTAIN:

JAN BEAUTZ
CHAIRPERSON OF THE BOARD

ATTEST: _____
Clerk of Said Board

APPROVED AS TO FORM:

Assistant County Counsel

DISTRIBUTION: District Attorney
County Counsel
Auditor, CAO

PROGRAM CONTACT FORM

Applicant: COUNTY OF SANTA CRUZ

Implementing Agency (if applicable): DISTRICT ATTORNEY'S OFFICE

Project Title: DRUG ENDANGERED CHILDREN RESPONSE TEAM PROGRAM

Grant Number (to be added by OCJP): _____

Provide the name, title, address and telephone number for the project contact persons below. If a section does not apply to your project, either "N/A."

1. The person having day-to-day responsibility for the project:

Name: Merle Frank
Title: Assistant District Attorney
Address: 701 Ocean Street, Room 200
Santa Cruz, California 95060

Telephone Number: (831) 454-2400

Fax Number: (831) 454-2227

2. The person to whom the person listed in #1 is accountable:

Name: Kathryn Canlis
Title: Chief Deputy District Attorney
Address: 701 Ocean Street, Room 200
Santa Cruz, California 95060

Telephone Number : (831) 454-2400

Fax Number: (831) 454-2227

3. The executive director of a nonprofit organization or the chief executive officer (e.g., chief of police, superintendent of schools) of the implementing agency:

Name: Arthur Danner III
T i t l e : District Attorney
Address: 701 Ocean Street, Room 500
Santa Cruz, California 95060

Telephone Number: (831) 454-2200

Fax Number: (831) 454-3262

4. The chair of the governing body of the implementing agency: (Provide address and telephone number other than that of the implementing agency.)

Name: Jan Beautz
Title: Chairperson, Board of Supervisors
Address: 701 Ocean Street, Room 500
Santa Cruz, California 95060

Telephone Number: (831) 454-2200

Fax Number: (831) 454-3262

5. The person responsible for the project from the applicant agency, if different than #1:

Name:
Title:
Address:

Telephone Number:

Fax Number:

CERTIFICATION OF ASSURANCE OF COMPLIANCE

Note: There are different requirements for state and federal funds. (Those affecting only federally funded projects are identified.)

I, ARTHUR DANNER III, hereby certify that:
(official authorized to sign grant award; same person as line 13 on Grant Award Face Sheet)

GRANTEE: COUNTY OF SANTA CRUZ

IMPLEMENTING AGENCY: SANTA CRUZ COUNTY DISTRICT ATTORNEY'S OFFICE

PROJECT TITLE: DRUG ENDANGERED CHILDREN RESPONSE TEAM PROGRAM

will adhere to all of the Grant Award Agreement requirements (state and/or federal) as directed by the Office of Criminal Justice Planning including, but not limited to, the following areas:

- I. Equal Employment Opportunity**
- II. Drug-Free Workplace Act of 199.0**
- III. California Environmental Quality Act (CEQA)**
- IV. Lobbying**
- V. Debarment, Suspension, and Other Responsibility Matters**
- VI. Other OCJP Certifications as Applicable**

I. EQUAL EMPLOYMENT OPPORTUNITY (EEO)

A. General EEO Rules and Regulations (State and Federal)

The applicant selected for funding acknowledge& awareness of, and the responsibility to comply with, the following Equal Employment Opportunity requirements by signing the Grant Award Face Sheet (OCJP A301), including this Certification of Assurance of Compliance, and submitting the application to the Office of Criminal Justice Planning (OCJP).

- 1. California Fair Employment and Housing Act (FEHA) and Implementing Regulations, California Administrative Code, Title 2, Division 4, Fair Employment and Housing Commission.**
- 2. California Government Code Article 9.5, Sections 11135-11139.5 and Implementing Regulations, California Administrative Code, Title 22, Sections 98000-98413.**
- 3. Title VI of the Civil Rights Act of 1964.**
- 4. Title V, Section 504 of the Rehabilitation Act of 1973 (29 USCS Section 974) and Federal Department Regulations on its implementation; Government Code Section 4450, et. seq.**

5. Subtitle A, Title II of the Americans with Disabilities Act (ADA), 42 USC Sections 12131-12134 and U.S. Department of Justice implementing regulations, 28 CFR, Part 35.
6. U.S. Department of Justice Regulations, 28 CFR, Part 42, Equal Employment Opportunity, Policies and Procedures -- applies to federally funded grants only.

Federal and state agencies have the legal right to seek enforcement of the above items of this assurance of compliance.

All appropriate documentation must be maintained on file by the project and available for OCJP or public scrutiny upon request. Violation of these provisions may result in withholding of grant funds by OCJP.

B. The following apply to federally funded grants only:

Note: Effective Fiscal Year 1992-93, the Federal criteria and requirements apply to the “implementing agency” responsible for the day-today operation of the project (e.g., Probation Department, District Attorney, Sheriff).

1. Criteria for Federal EEO Program Requirements for Grants in the Amount of \$25,000-\$499,999. (Does not apply to community-based organizations).

Federal regulations require qualified recipient agencies of federal financial assistance to prepare an Equal Employment Opportunity Program (EEOP) upon meeting all of the following criteria:

- a. Grantee has 50 or more employees.
- b. Grantee has received a total of \$25,000 or more in grants or subgrants since 1968.
- c. Grantee has a service population of 3% minority representation (If less than 3% minority population, the EEOP must be prepared to focus on women).

The EEOP must be developed for the implementing agency responsible for the day-today operations of the program.

2. Assurance of EEOP for Federal Grants of \$25,000-\$499,999

This implementing agency has formulated, or will formulate, implement and maintain an EEOP within 60 calendar days of the date the Grant Award Face Sheet (OCJP A301) is signed by the Executive Director of OCJP. I also certify that the EEOP is/will be on file in the following Affirmative Action (A.A.) Office:

A.A.Officer: Ana Ventura-Phares

Title: A f f i r m a t i v e

Address: 701 Ocean Street. Room 310

Phone: 83 1.454.2600

The EEOP is available for review or audit by officials of OCJP or the Federal Government, as required by relevant laws and regulations. Additionally, I agree to submit a copy of said EOP to OCJP (Attention: EEO Compliance Officer) within 60 calendar days of the Executive Director's signature on the OCJP A301.

3. Federal Grants of \$500,000 and Above

All applicants for federal grant funds of \$500,000 or more will submit a copy of their EEOP (developed for the implementing agency), or federal letter of compliance, to OCJP with the second stage application forms.

4. EEOP Updates for Continuing Federal Grants

Projects who have previously received a total of \$25,000 or more in federal grants, or a' single award in the amount of \$500,000 or more, and have an approved EEOP on file with OCJP, are required to submit an annual update of their EEOP if funds are continued. The time frame for EEOP updates is the same as identified in Section I, C and D above.

C. The following apply to all OCJP grantees:

1. In addition to this Certification, all OCJP grantees must have a current EEO Policy Statement, established by their agency, posted in a prominent place accessible to employees and applicants; and
2. The poster entitled "Harassment or Discrimination in Employment is Prohibited by Law" also must be posted in a conspicuous location accessible to employees and applicants. This poster may be obtained from the local office of the Department of Fair Employment and Housing.

II. CALIFORNIA DRUG-FREE WORKPLACE ACT OF 1990 AND FEDERAL DRUG-FREE WORKPLACE ACT OF 1988 REQUIREMENTS

The above-named organization(s) will comply with the California Drug-Free Workplace Act of 1990 of California Government Code Section 8355, et. seq., and the Federal Drug-Free Workplace Act of 1988, and implemented as 28 CFR, Part 67, Subpart F, for grantees, as defined in 28 CFR, Part 67, Sections 67.615 and 67.620 by:

- A. Publishing a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required in Government Code Section 8355(a).**
- B. Establishing a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:**
 - 1. The dangers of drug abuse in the workplace;**
 - 2. The organization's policy of maintaining a drug-free workplace;**
 - 3. Any available counseling, rehabilitation and employee assistance programs;**
and
 - 4. Penalties that may be imposed upon employees for drug abuse violations.**
- c. Providing as required by Government Code Section 8355(c) that every employee who works on the proposed grant:**
 - 1. Will receive a copy of the company's drug-free policy statement; and**
 - 2. Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant.**
- D. Notifying the employee in the statement required that, as a condition of employment under the grant, the employee will:**
 - 1. Abide by the terms of the statement; and**
 - 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.**
- E. Notifying the agency, in writing, within 10 calendar days after receiving notice as required above from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position, title to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, DC 20531. Notice shall include the identification number(s) of each affected grant.**

- F. Taking one of the following actions, within 30 calendar days of receiving notice, with respect to any employee who is so convicted:
1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
- G. Making a good faith effort to continue to maintain a drug-free workplace through implementation of the above requirements.

III. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The above-named organization(s)/individual(s) will comply with the California Environmental Quality Act (CEQA) requirements as stated in the Public Resources Code, Division 13, Section 21000 et. seq. and all other applicable rules and regulations.

All appropriate documentation will be maintained on file by the project and available for OCJP or public review upon request.

IV. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented as 28 CFR, Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR, Part 69, the applicant certifies that:

- A. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- C. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers' [including subgrants, contracts under grants and cooperative agreements and subcontract(s)] and that all subrecipients shall certify and disclose accordingly.

V. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (applies to federally funded grants only)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR, Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR, Part 67, Section 67.510, the applicant certifies that it and its principals:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a State or Federal Court, or voluntarily excluded from covered transactions by any federal department or agency.
- B. Have not, within a three-year period preceding this application, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- C. Are not presently indicted for, or otherwise criminally, or civilly, charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated above.
- D. Have not, within a three-year period preceding this application, had one or more public transactions (federal, state, or local) terminated for cause or default.

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

VI. OTHER OCJP CERTIFICATIONS AS APPLICABLE

Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the grantee may be ineligible for award of any future grants if the Office of Criminal Justice Planning (OCJP) determines that any of the following has occurred: (1) the grantee has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Award Agreement [line 13 on Grant Award Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Official's Signature: 

Official's Typed Name: ARTHUR DANNER III

Official's Title: DISTRICT ATTORNEY

Date Executed: December 7, 1998

Federal ID Number: _____

Executed in the County of: SANTA CRUZ

BUDGET CATEGORY AND LINE ITEM DETAIL

BUDGET CATEGORY AND LINE-ITEM DETAIL		
A. Personal services - Salaries/Employee Benefits		COST
<u>GRANT YEAR 1997/1998:</u>		
1 .00 FTE Assistant District Attorney (Level III)		
21 Pay periods: 80 hrs. @ \$28.26	\$ 47,476.80	
Administrative Pay: 80 hrs. @ \$28.26	\$ 2,260.80	
On-call pay: 492 hrs. @ \$1.00	\$ 492.00	\$50,230
PERS Retirement @ 12.915%		\$ 6,487
OASDI @ 7.650%		\$ 3,843
Employee Insurance/annual rate per MOU		\$ 3,913
State Bar dues		\$ 78
1997/1998 TOTAL	\$ 64,551.00	
<u>FOR GRANT YEAR 1998/1999:</u>		
0.63 FTE Assistant District Attorney (Level III)		
26 Pay periods: 80 hrs. @ \$28.26	\$ 58,780.80	
Administrative pay: 80 hrs. @ \$28.26	\$ 2,260.80	
On-call pay: 492 hrs. @ \$1.00	\$ 492.00	\$38,766
PERS Retirement @ 12.915%		\$ 5,007
OASDI @ 7.650%		\$ 2,966
Employee Insurance/Annual rate per MOU		\$ 2,360
1998/1999 TOTAL	\$ 49,098.60	
TOTAL PROJECT ATTORNEY'S SALARY AND BENEFITS	\$113,649.90	
TOTAL		

BUDGET CATEGORY AND LINE ITEM DETAIL

BUDGET CATEGORY AND LINE-ITEM DETAIL		
A. Personal services - Salaries/Employee Benefits		COST
FOR GRANT YEAR 1997/1998:		
1.00 FTE District Attorney Inspector (Level II)		
06 Pay periods: 80 hrs. @ \$24.69	\$ 11,851 .00	
17 Pay periods: 80 hrs. @ \$25.68	\$ 34,924.80	
POST Differential Pay: 2080 hrs. @ \$1 .00	\$ 2,080.00	\$48,856
Monthly auto allowance @ \$380/month		\$ 4,560
PERS Retirement @ 20.772%		\$10,575
Medicare @ 1.450%		\$ 738
Employee Insurance/Annual rate per MOU		\$ 4,315
1997/1998 TOTAL	\$ 69,043.80	
FOR GRANT YEAR 1998/1999:		
1 .00 FTE District Attorney Inspector (Level II)		
26 Pay periods: 80 hrs. @ \$26.71	\$55,556.80	
POST Differential pay: 2080 hrs. @ \$1 .00	\$ 2,080.00	\$57,637
Auto allowance @ \$380/month x 6 mos.		\$ 2,280
PERS Retirement @ 20.772%		\$11,972
Medicare @ 1.450%		\$ 836
Employee Insurance/Annual rate per MOU		\$ 4,315
1998/1999 TOTAL	\$77,039.85	
TOTAL DA INSPECTOR'S SALARY AND BENEFITS	\$146,083.85	
TOTAL		

BUDGET CATEGORY AND LINE ITEM DETAIL

BUDGET CATEGORY AND LINE-ITEM DETAIL		
A. Personal services - Salaries/Employee Benefits		COST
<u>FOR GRANT YEAR 1997/1998:</u>		
1.00 FTE Senior Social Worker		
7 Pay periods: 80 hrs. @ \$21.57	\$12,079.20	
10 Pay periods: 80 hrs. @ \$22.01	\$17,608.00	\$29,687
PERS Retirement @ 14.503%		\$ 4,306
OASDI @ 7.65%		\$ 2,271
Employee Insurance/Annual rate per MOU		\$ 3,225
1997/1 998 TOTAL .	\$39,489.00	
<u>FOR GRANT YEAR 199811999</u>		
1.00 FTE Senior Social Worker		
26 Pay periods: 80 hrs. @ \$22.01	\$45,780.80	\$45,781
PERS Retirement @ 14.503%		\$ 6,640
OASDI @ 7.65%		\$ 3,502
Employee Insurance/Annual rate per MOU		\$ 3,225
1998/1 999 TOTAL	\$59,147.62	
TOTAL SOCIAL WORKER'S SALARY AND BENEFITS	\$98,636.62	
TOTAL		

OCJP-A303b
Office of Criminal Justice Planning

BUDGET CATEGORY AND LINE ITEM DETAIL

BUDGET CATEGORY AND LINE-ITEM DETAIL		
A. Personal services - Salaries/Employee Benefits		COST
<u>FOR GRANT YEAR 1997/1998:</u>		
0.50 FTE Paralegal		
3.5 Pay periods: 40 hrs @ \$13.90	\$ 1,946.00	
8.5 Pay periods: 40 hrs. @ \$14.18	\$ 4,821.20	\$6,767
PERS Retirement @ 14.503%		\$ 981
OASDI @ 7.650%		\$ 518
Employee Insurance/Annual rate per MOU		\$2,100
1997/1998 TOTAL	\$10,366.20	
<u>FOR GRANT YEAR 1998/1999:</u>		
0.50 FTE Paralegal		
26 Pay periods: 40 hrs. @ \$14.18	\$14,747.20	\$ 14,727
PERS Retirement @ 14.503%		\$ 2,139
OASDI @ 7.650%		\$1,128
Employee Insurance/Annual rate per MOU		\$2,100
1998/1999 TOTAL	\$20,114.15	
TOTAL PROJECT PARALEGAL'S SALARY AND BENEFITS	\$30,480.35	
CATEGORY TOTAL		\$388,850

BUDGET CATEGORY AND LINE ITEM DETAIL		COST
8. Operating Expenses		
<u>FOR GRANT YEAR 1997/1998:</u>		
1. Travel and Training Requirements		
<p>OCJP Programmatic Instructions for the DEC Program Response Team Component require grant applicants to budget \$15,00 for "Travel and Training" needs for the line staff having direct impact on the implementing this grant (refer: Specific Budget Instructions, pg. RTD-9)</p>		
OCJP mandated DEC Training Conference for one Asst. D.A., one D.A. Inspector, one Senior Social Worker, and one Paralegal		
A. Registration @ \$100 x 4 staff	\$ 400.00	
B. Lodging x 4 days @ \$1 10/day x 4 staff	\$ 440.00	
C. Flight costs @ \$121 x 4 staff	\$ 484.00	
D. Per diem @ \$34/day x 5 days x 4 staff	\$ 680.00	\$2,004
OCJP sponsored DEC Training Conference for one Asst. D.A., one D.A. Inspector, one Senior Social Worker and one Paralegal		
A. Registration @ \$115 x 4 staff	\$ 460.00	
B. Lodging x 3 days @ \$1 10/day x 4 staff	\$1,320.00	
C. Flight costs @ \$121 x 4 staff	\$ 484.00	
D. Per diem @ \$34/day x 4 days x 4 staff	\$ 544.00	\$2,808
Drug Endangered Children Prevention Response Team Training for one Asst. D.A., one D.A. Inspector, one senior Social Worker, and one Paralegal		
A. Registration @ \$95 x 4 staff	\$ 380.00	
B. Lodging x 4 days @ \$121 x 4 staff	\$1,760.00	
C. Flight costs @ \$121 x 4 staff	\$ 484.00	
D. Per diem @ \$34/day x 5 days x 4 staff	\$ 680.00	\$3,304
? Social worker Certification in Alcohol and Drug Studies		\$3,500
<p>A 15 unit study program offered by the UCSC Extension Program including 4 core classes and several electives offered each quarter. NOTE: The curriculum outline and OCJP memo are attached.</p> <p>The requested funds are to finance the substance abuse certification program to be completed by the DEC grant's CPS Social Worker as indicated in the project application. This item has been programmatically approved by the OCJP Program Specialist assigned to the grant, and a copy of the Specialist's approval memo is attached. Included in the amount requested are funds for the cost of the classes and estimated cost of travel and lodging.</p>		
3. Provision for Miscellaneous Travel Needed for Operational and Case Needs		\$3,384
4. Audit Costs per the County Auditor-Controller		\$1,500
TOTAL 1997/1998 PROJECT TRAINING, TRAVEL AND AUDIT COSTS	\$16,500.00	
TOTAL		

OCJP-A303b

BUDGET CATEGORY AND LINE ITEM DETAIL		COST
B. Operating Expenses		
<u>FOR GRANT YEAR 1998/1999</u>		
1. Travel and Training Reuirements		
<p>OCJP Programmatic Instructions for the DEC Program Response Team Component require grant applicants to budget for four 2-day mandatory DEC meetings to be held in San Diego, Santa Cruz, Orange and Los Angeles.</p> <p>OCJP mandated DEC Training Conference for one Asst. D.A., one D.A. Inspector, one Senior Social Worker, one Paralegal, and one Victims Services Rep.</p>		
A. Registration @ \$100 for 5 staff		
B. Lodging x 2 days @ \$100/day x 5 staff	\$ 5 0 0	0 0
C. Flight costs @ \$138 x 5 staff	\$1 ,000.00	
D. Per diem @ \$34 x 3 days x 5 staff	\$ 690.00	
	\$ 510.00	\$2,700
<p>OCJP mandated DEC training Conference for one Asst. D.A., one D.A. Inspector, one Senior Social Worker, one Paralegal and one Victim Services Rep.</p>		
A. Registration @ \$100 x 5 staff	\$ 500.00	
B. Lodging x 2 days @ \$100/day x 5 staff	\$1 ,000.00	
C. Flight costs @ \$138 x 5 staff	\$ 690.00	
D. Per diem @ \$34 x 3 days x 5 staff	\$ 510.00	\$2,700
<p>OCJP mandated DEC training Conference for one Asst. D.A., one D.A. Inspector, one Senior Social Worker, one Paralegal and one Victim Services Rep.</p>		
A. Registration @ \$100 x 5 staff	\$ 500.00	
B. Lodging x 2 days @ \$100/day x 5 staff	\$1 ,000.00	
C. Flight costs @ \$138 x 5 staff	\$ 690.00	
D. Per diem @ \$34 x 3 days x 5 staff	\$ 510.00	\$2,700
2. AUDIT COSTS PER THE COUNTY AUDITOR-CONTROLLER		\$1,500
TOTAL 199811999 PROJECT TRAINING, TRAVEL AND AUDIT COSTS	\$9,600	
TOTAL		

BUDGET CATEGORY AND LINE ITEM DETAIL		COST
B. Operating Expenses		
FOR GRANT YEAR 199711998		
Three cellular phones with carrying case, adapter and battery	\$ 175.00	\$ 525
Monthly use fee @ \$25 for 3 phones plus .36/minute	\$ 491.67	61,475
Three AirTouch® Pagers Lease	\$ 40.00	\$ 120
The requested cellular telephones and pagers are needed to maintain communication among the program staff members, law enforcement communication dispatchers and personnel at the headquarters office. In addition, these devices will be particularly valuable for contacting victims and witnesses, for scheduling purposes and to obtain other pertinent information, when project staff is working in the field.		
Sony 8mm Video Handycam® recorder		\$ 900
One case of video tapes		\$ 140
The requested recording equipment and supplies are needed for use by the program's D.A. Inspector to create evidentiary video tapes of methamphetamine lab sites, as well as the conditions and environment under which endangered children are encountered during the program's field operations.		
1. Nikon N70 Still Camera	\$ 450.00	
Nikon SB-28 Autofocus Speed Light Flash Attachment	\$ 300.00	
Nikon Zoom Lens, 35-200mm, f3.5-4.5	\$ 450.00	
Hardbody Carrying Case	\$ 100.00	
Battery	\$ 20.00	
One case of Assorted Speed Kodak 35mm Film	\$ 300.00	\$1,620
The requested photography equipment and supplies are needed for use by the D.A. Inspector to create evidentiary still photos of methamphetamine lab sites, as well as the conditions and environment under which endangered children are encountered during the program's field operations.		
1. Miscellaneous Equipment for the Comfort and Safety of Children		
The following requested items would be assigned to the program's CPS Social Worker. They are all emergency care items to be used to help promote the comfort and safety of children removed from hazardous field locations pursuant to the program's operations.		
A. Two Infant/Toddler Carseats @ \$150 each	\$ 300.00	
B. Transitional clothing (in several sizes) such as bunny suits, sweat suits for toddlers, etc.	\$ 500.00	
C. Disposable Diapers (in 2 sizes)	\$ 100.00	
D. Thongs/sandals	\$ 100.00	
E. 10 blankets @ \$20 each	\$ 200.00	
F. Food snacks (i.e., juice boxes, crackers, etc.)	\$ 200.00	
G. Miscellaneous health and safety items: latex gloves, transitional suits for the Social Worker, lice treatment, antiseptic wipes, disposable sheeting, decontaminants, antiseptics, antibacterials, etc.	\$1 ,000.00	\$2,400
TOTAL EQUIPMENT UNDER \$1000	\$7,180.00	
CATEGORY TOTAL		\$33,280

BUDGET CATEGORY AND LINE ITEM DETAIL		COST
C. Equipment		
<u>FOR GRANT YEAR 199711998:</u>		
1. Two IBM Thinkpad® computers and two docking stations for the laptop computer packages	\$3,615.00	\$ 7,230
2. IBM 15" color monitor, monitor stand, keyboard and mouse for the D.A. Inspector's docking station		\$ 1,000
3. One HP portable printer, carrying case, 2 battery packs, 60 pp sheet feeder and color kit		\$ 1,000
<p>The program's D.A. Inspector and the CPS Social Worker each critically require a laptop computer. The D.A. Inspector also requires a portable printer. For the Inspector, the laptop and printer will enable him to draft investigative reports in the field. The printer will enable him to produce hardcopy statements which he can ask witnesses to sign, as well as search warrants for the prosecutor's review and magistrate's signature. Please note that many of these warrants are issued after hours and the reviewing prosecutors and magistrates often require changes or clarifications in the warrants and supporting affidavits. The printer would enable the Inspector to modify these documents without having to go back and forth between the field, the narcotics task force office, the prosecutor's location, and the issuing magistrate's location. The CPS Social Worker has similar needs to draft investigative reports and interview summaries and statements in the field. She must also be able to transport her data between the narcotics task force office and the CPS facility. The requested laptops will allow both the Inspector and the CPS Social Worker access to the District Attorney's mainframe-based tracking system through the terminal emulation capability built into each machine.</p>		
4. IBM PC Computer with Pentium® processor and HP Color Laser Printer (Ordered and received prior to this modification)		\$ 8,640
<u>FOR GRANT YEAR 199811999:</u>		
1. OCJP Mandated Treatment and/or Medical Related Services		\$ 10,000
CATEGORY TOTAL		\$27,870
PROJECT TOTAL		\$450,000

OCJPA303b
Office of Criminal Justice Planning

BUDGET CATEGORY AND LINE ITEM DETAIL				COST
C. Equipment				COST
N/A				
CATEGORY TOTAL				
PROJECT TOTAL				\$450,000
FUND DISTRIBUTION	FEDERAL	STATE	CASH MATCH	IN-KIND MATCH
1. Amount of funds	\$225,000			
2. Percentage of funds	100%			

OCJP A303b
Office of Criminal Justice Planning

Santa Cruz County Drug Endangered Children Team

Budget Narrative

The resources requested in this application will provide direct support to project operations during the second DEC program year. The budget will directly support the objectives and activities discussed in this application by financing the program's staffing and operational costs. Administrative costs are negligible and the requested resources are overwhelmingly allocated to direct services. Aside from required audit costs, the only operating expenses requested for the second DEC year are for OCJP-mandated training requirements and OCJP-mandated treatment and/or medical services.

Funding is requested to support four positions. These include the DEC prosecutor, the DEC investigator, the DEC Senior Social Worker (a CPS employee) and the DEC paralegal. The requested funding will finance 100% of the personnel costs for DEC investigator and Social Worker. One-half time funding is requested for the DEC paralegal. As indicated in the attached budget pages, the funding request for the DEC prosecutor has been reduced below the full-time level.

The DEC paralegal is this team's DEC evaluation position. As indicated in the Program Plan, the incumbent filling that position will interact with the OCJP Program Specialist, the OCJP Evaluator and the DEC Training Center to respond to data requests, as well as to gather emerging and baseline data. Future duties will include continued data collection and maintaining a database on drug endangered children in Santa Cruz County. The DEC paralegal will focus on child assessment, with the specific objective to measure the DEC Grant's effectiveness. It is anticipated that in the future the data will be standardized between all four DEC Grant counties by the use of ACCESS computer

training for data gathering and case management. The primary focus of all information gathering will be on tracking child victims.

As required in the Augmentation and Extension Application Instructions, \$10,000 has been budgeted for treatment and/or medical related services. The Santa Cruz County DEC Team understands that those services are currently being developed and will await further direction relating to the expenditure of those funds.