ABBREVIATED CONSENT CALENDAR FORMAT

Memorandum Date: April 25, 2024

Order Date: May 14, 2024

TO:	Board of County Commissioners
DEPARTMENT:	Sheriff's Office
PRESENTED BY:	DJ Mann, Captain
AGENDA ITEM TITLE:	ORDER/IN THE MATTER OF ACCEPTING AN AMENDMENT TO THE ILLEGAL MARIJUANA MARKET ENFORCEMENT GRANT THROUGH THE OREGON CRIMINAL JUSTICE COMMISSION IN THE AMOUNT OF $975,880 AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO EXECUTE THE AMENDMENT

I. MOTION

Move approval to accept an amendment to the Illegal Marijuana Market Enforcement Grant Program (IMMEGP) administered through the Oregon Criminal Justice Commission (OCJC) in the amount of $975,880.00 and delegate authority to the County Administrator to execute the amendment. There is no change to the grant period, which ends on December 31, 2025.

II. DISCUSSION

A. Background Analysis

In July 2022, the Board of Commissioners approved a grant award from the OCJC for the IMMEGP in the amount of $1,927,601.08. The OCJC was granted additional funding for the program and made it available to current grantees to extend their programs through the end of the grant period, December 31, 2025.

The program in Lane County has been successful, but the grant funding would not have been sufficient to carry the program through the full grant period. This additional funding will allow this to occur.

The additional award will cover the personnel costs for the 1.0 FTE sergeant,

2.0 FTE deputy sheriffs and partially funds an assistant district attorney. This addition ensures that all expenses of the program are fully funded and includes equipment that has been determined to be necessary to enhance the abilities of the team to perform the investigations and dismantle illegal grow sites.

B. Health Implications

Illegal growing operations often create numerous health and safety issues. These include unsafe working conditions for workers who are not protected by regulations of their working environments. Water is often stolen from the community, trash is dumped on public lands and dangerous chemicals are used improperly. Fire hazards are created by dangerous wiring and overloaded electrical systems. Butane Hash Oil (BHO) labs use volatile chemicals that create a significant explosion and fire hazard to anyone in the vicinity.

III. RECOMMENDATION

It is recommended that the Board approve the amendment to the Illegal Marijuana Market Enforcement Grant award in Lane County to continue the work of the team through December 31, 2025.

IV. ATTACHMENTS

Board Order

IMME Grant Amendment Request

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 24-05-14-05

In the Matter of ACCEPTING AN AMENDMENT TO THE ILLEGAL MARIJUANA MARKET ENFORCEMENT GRANT THROUGH THE OREGON CRIMINAL JUSTICE COMMISSION IN THE AMOUNT OF $975,880 AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO EXECUTE THE AMENDMENT

WHEREAS, the Board of Commissioners approved the acceptance of a grant award from the Oregon Criminal Justice Commission's Illegal Marijuana Market Enforcement Grant program on order 22-07-19-04; and

WHEREAS, the Oregon Criminal Justice Commission solicited applications for additional grant funding for the program; and

WHEREAS, the Sheriff's Office submitted a request and was approved for an additional $975,880 to fund the program through its end date of December 31, 2025; and

WHEREAS, per Lane Manual, the Board of Commissioners approves all grants and amendments in excess of $150,000.

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. Approve the amendment for the Illegal Marijuana Market Enforcement Grant through the Oregon Criminal Justice Commission in the amount of $975,880.00.

2. Delegate authority to the County Administrator to execute the amendment.

ADOPTED this 14th day of May, 2024.

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Laurie Trieger, Chair
Lane County Board of Commissioners

2023 - 2025 BUDGET Carryover Request - IMMEGP GRANT: January 1, 2024 - December 31, 2025

Carryover Funding: Funds disbursed to the grantee during the 2021-2023 grant cycles that to date have not been spent

Directions:

Include in this section the total amount of unspent IMMEGP funds from the 2021-2023 regular grant cycle & 2022 special one-time funding award, as of 12/31/2023

Total IMMEGP Award:	$	1,927,601.08
Expenditures as of 12/31/2023	$	935,525.39
Carryover Funding Total:	$	992,075.69

Personnel: Salaries, wages and fringe benefits costs for all grant-funded personnel (in whole or in part)

Directions:

In the "Monthly Rate" field, combine salary/wages and fringe benefits for a single month

In the "# Months Employed" field, indicate the number of months the position is expected to be funded during the grant period

In the "% Time per Month" field, use whole numbers to show percentage of position's time decicated to grant-related work. Example: a half-time case manager = **50**

	Position Title	Employing Organization	New or Existing Position	Full Time Equivalent (FTE)	Monthly Rate (Wages + Fringe)	# Months Employed	% Time per Month	Total Amount Requested
1	Detectives & Detective Sgt	Sheriff's Office	Existing	3.00	25,000.00	24.0	100	1,275,783.59
2	Sr. Prosecutor	DA's Office	Existing	0.50				162,058.08
3	Overtime	Sheriff's Office	Select Option					195,755.89
4			Select Option					0.00
5			Select Option					0.00
							Personnel Total:	**1,633,597.56**

Narrative:

For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

1	The current grant has a budget for 2 Detectives and 1 Detective Sergeant, but the funding is not sufficient to complete the full grant period. This is the amount needed in salary and benefits for these three positions.
2	A prosecutor has been assigned and this is additional funding estimated for the remainder of the grant period
3	Overtime-benefits not covered by DEA grant and OT above the DEA cap
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Contractual Services: An individual or organization providing a service or programmatic aspect of the work that is not provided by the grantee

Directions:

In the "Contract Purpose" field, identify what services the contract provides

In the "Organization Served" field, identify the entity that is contracting for the services

	Contract Purpose	Organization Served	Contract Category	Unit Type	Price per Unit	# Units Required	Total Amount Requested	
1	Intrepretation Services	Sheriff's Office	Services	Yearly	2,000.00	1.0	2,000.00	
2			Select Option	Select Option			0.00	
3			Select Option	Select Option			0.00	
4			Select Option	Select Option			0.00	
5			Select Option	Select Option			0.00	
						Contractual Total:	**2,000.00**	

Narrative:
For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

1	Intrepretation Services will be utilized as needed to aid in communications with suspects and/or victims encountered
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Equipment: Permanent or non-expendable equipment with a purchase price of $5,000 or more, or a useable life of two or more years, for a single item

Directions:
In the "Item Description" field, identify the name/type of equipment to be purchased
In the "Organization Served" field, identify the entity that will own and operate the equipment
In the "# of Units Required" field, indicate the number of individual items to be purchased

	Item Description	Organization Served	Price per Unit	# Units Required	Total Amount Requested			
1	Equipment Truck	LCSO	40,000.00	1.0	40,000.00			
2	Pre-owned vehicle for surveillance		8,908.62	1.0	8,908.62			
3	Dump Trailer		10,000.00	1.0	10,000.00			
4	Pole Camera Package		5,000.00	1.0	5,000.00			
5	Drone			1.0	0.00			
6	Radios	Sheriff's Office	46,400.00	1.0	46,400.00			
				Equipment Total:	**110,308.62**			

Narrative:
For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

1	A truck is needed to carry tools and other equipment used in the dismantling of the marijuana grows.
2	The team would like to purchase a used vehicle to be used for surveillance. It would be something that could be equipped with camera equipment and parked at a location to record.
3	A dump trailer would be used along with the equipment truck to haul equipment out to search warrants.

4	The team currently has one pole camera set-up but would like to purchase an additional one to be used in mobile surveliance.
5	If allowable, the team would like to purchase a drone to be used with search warrant approval. Currently, a department drone is deployed taking assests away from being avaiable to the program they were purchased to support.
6	Radio funds are carried forward from original grant.

Supplies: Consumable materials or supplies, including the cost of small items of equipment that do not meet the threshold for the "Equipment" category

Directions:
In the "Item Description" field, identify the name/type of supplies to be purchased
In the "Organization Served" field, identify the entity that will use the supplies
In the "# of Units Required" field, indicate the number of individual items to be purchased

	Item Description	Organization Served	Price per Unit	# Units Required	Total Amount Requested			
1	Food	LCSO	5,422.80	1.0	5,422.80			
2	Vehicle Maintenance		9,000.04	1.0	9,000.04			
3	Fuel		42,048.70	1.0	42,048.70			
4	K9 Supplies		4,000.00	1.0	4,000.00			
5	Office Supplies		17,613.33	1.0	17,613.33			
				Supplies Total:	**78,084.87**			

Narrative:
For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

1	Water and food provided during search warrant execution.
2	Maintenance on undercover vehicles to include oil changes and tires as needed.
3	Fuel to support the undercover vehicles.
4	K9 Supplies such as food for the drug detection dog purchased through forfeiture funds.
5	Supplies for the donated office space used by the team.

Travel/Training: Eligible expenses for transporation, lodging, per diem, and registrations for trainings that support grant purposes

Directions:
Each item should be dedicated to a single training and all associated expenses
All travel expenses must follow state DAS and federal GSA regulations; luxury expenses are not allowed (e.g. first-class seating)
In the "Organization(s) Served" field, list the entity(ies) that will have personnel attend the training
In the "Registration Costs" field, input the estimated total registation costs for all attendees combined
In the "Travel Costs" field, input the estimated total travel costs for all attendees combined

	Training Title	Organization(s) Served	Location of	# Individuals	Registration	Travel Costs	Total Amount	
1	Unknown	Sheriff's Office		4			20,261.13	
2							0.00	
3							0.00	
4							0.00	

5							0.00	
						Travel/Training Total:	**20,261.13**	

Narrative:
For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

1	Carryforward of travel budget from original grant. Will be used for training specific to the MJ grant
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Rent/Utilities: Office space and related utilities necessary to provide grant-funded personnel space to complete program work

Directions:
In the "Item Description" field, identify the space/utilities covered
In the "Organization Served" field, identify the entity that will use the space/utilities

	Item Description	Organization Served	Price per Month	# Months	Total Amount			
1	Cell phone plans		700.00	20.0	17,813.33			
2	Starlink subscription		24.00	120.0	2,880.00			
3	Radio Fees	Sheriff's Office			23,727.14			
4					0.00			
5					0.00			
				Rent/Utilities Total:	**44,420.47**			

Narrative:
For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

1	Cell phone plans and SIM cards for toughbooks
2	A Starlink package was purchased to provide internet services at the donated office space the team operates out of.
3	Radio fees are collected annually for the cost of replacement and for the use of the shared network.
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Other: Other grant-related allowable expenses that do not fall into any other category

Directions:
In the "Item Description" field, identify the name/type of item(s)/service(s)
In the "Organization Served" field, identify the entity that will utilize the item(s)/service(s)
In the "# of Units Required" field, indicate the number of individual items to be purchased

	Item Description	Organization Served	Price per Unit	# Units Required	Total Amount Requested			
1					0.00			

2					0.00				
3					0.00				
4					0.00				
5					0.00				
				Other Total:	**0.00**				

Narrative:
For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

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Administrative/Indirect Costs: Activities associated with administering the grant such as purchasing, budgeting, payroll, accounting and staff services

Directions:
Total Administrative/Indirect Costs may not exceed 10% of grant funds, unless an exception is granted by the CJC
In the "Item Description" field, identify the specific activities to be conducted
In the "Organization" field, identify the entity that will be conducting the administrative activities

	Item Description	Organization	Total Amount Requested					
1	Indirect Costs		60,000.00					
2	Carryforward		19,283.04					
3			0.00					
4			0.00					
5			0.00					
		Administrative/Indirect Costs Total:	**79,283.04**					

Narrative:
For each requested item above provide a **brief** justification as to how it meets or fulfills the purpose/intent of the program

1	Indirect costs include processing of payroll, accounts payable, board orders, purchasing and replacement on technology equipment as well as shared county resources charged to each department.
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Budget Request Totals: This section will be automatically calculated based on the information provided above

Budget Request Totals: This section will be automatically calculated based on the information provided above

Budget Categories	Category Totals
Personnel	$ 1,633,597.56
Contractual Services	$ 2,000.00
Equipment	$ 110,308.62
Supplies	$ 78,084.87
Travel/Training	$ 20,261.13
Rent/Utilities	$ 44,420.47
Other	$ -
Subtotal	*$ 1,888,672.65*

Administrative/Indirect Costs	Total	% of Total Request	
All Items	$ 79,283.04	4.03%	*No more than 10% without exception request

Proposed 2024-2025 Budget	$ 1,967,955.69
2021-2023 Carryover Funding	$ 992,075.69
2023-2025 Budget Request Total	**$ 975,880.00**

Budget Expansion: If the 2023-2025 Budget Request Total is greater than zero, please indicate whether the additional funds are to maintain or expand the current IMMEGP program.

Maintain Current Program ☑ Expand Current Program ☐