

This document is an extract of a larger publication.

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Rec'd 9/27/11



David L. Snowden, Chief of Police
Beverly Hills Police Department

September 15, 2011

Presiding Judge Lee S. Edmon
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street,
Eleventh Floor, Room 11-506
Los Angeles, California 90012-3210

Re: Implementation of the E-Subpoena program.

Dear Honorable Lee S. Edmon:

Please accept this letter as the official response of the Beverly Hills Police Department to the 2010-2011 Civil Grand Jury report related to *E-Subpoena: One Way to End the Paper Chase*, pursuant to California Penal code §933(c). According to the report, the Beverly Hills Police Department is required to respond only to Recommendation #1.

Recommendation #1: *Implement e-Subpoena as a cost saving and operational efficiency measure for local law enforcement agencies receiving at least one hundred fifty (150) DA subpoenas quarterly.*

Response: The recommendation requires further analysis by the Beverly Hills Police Department. We have initiated preliminary research efforts in order to better understand the e-Subpoena project and the affects an implementation would have on the Beverly Hills Police Department. As of this writing we have contacted both the Los Angeles County District Attorney's Office and a third-party software vendor and received documentation from both entities. We have also entered into preliminary discussions with our Information Technology department to determine the feasibility of implementing this project. Within six months we expect to either, 1) have begun implementation or 2) have established sufficient grounds for non-implementation if it is determined unreasonable.

Sincerely,

A handwritten signature in black ink, appearing to read "David L. Snowden", written over a horizontal line.

David L. Snowden
Chief of Police

Rec'd 9/27/11



September 15, 2011

Presiding Judge Lee S. Edmon
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple St.
Eleventh Floor, Room 11-506
Los Angeles, Ca. 90012-3210

RE: City of Beverly Hills High Tech Forensics and Cyber Security Crime Fighting in the Digital Age.

Dear Honorable Lee S. Edmon:

Pursuant to California Penal Code Section 933.05(b), the Beverly Hills Police Department hereby responds to the County of Los Angeles Civil Grand Jury recommendations with respect to High Tech Forensics and Cyber Security Crime Fighting in the Digital Age.

The Grand Jury made several recommendations, each of which will be separately discussed below:

- a. Establish a "High Tech Forensics Bureau." This will facilitate:
 - i. Promotions and career opportunities for those who are trained and skilled in this area without having to leave the discipline
 - ii. Succession planning and transfer of high tech expertise, preserving the investment made in creating the expertise

The Beverly Hills Police Department is the host for the West Side High Tech Task Force. Although the task force is not formally called a High Tech Bureau, the scope, size and capabilities are commensurate with the intent of creating a High Tech Bureau. This task force comprises investigators from the Beverly Hills, Santa Monica, Culver City Police Departments; as well as the Los Angeles County Sherriff's Department, the United States Secret Service and Immigrations and Customs Enforcement.

We also provide one Detective Supervisor to run and manage the task force. Working in conjunction with the task force, our investigator is able to facilitate all of our high tech investigative needs. We have a well developed succession plan and training program for High Tech Investigators which the department has already exercised successfully.

- b. Update regular law enforcement recruit and detective training to include orientation, procedures, protocol, and other training with respect to digital evidence
- c. Include training in digital evidence collection, analysis and use in "roll call" training

Our High Tech investigators from all participating agencies have in-house training materials that address all of the above recommendations. Roll call training and other High Tech issues are provided and addressed by our high tech investigators. We have access to High Tech training through the Internet Crimes against Children (ICAC) task force, Southern California High Tech Task Force (SCHTTF), and Electronic Crimes Task Force (ECTF) as needed. As a department, we regularly budget and send officers and investigators to formal High Tech training courses provided by POST and other training sources.

- d. Take steps to acquire POST certification for High Tech training courses for forensic examiners and cyber investigators to allow for reimbursement of the costs

Although our department has hosted POST approved high tech training, we do not have any POST approved trainers or training courses. This is an area that the West Side High Tech Task Force can leverage and help improve training in nearby jurisdictions. We will work to use our current experts for future regional training.

Sincerely,



David L. Snowden

Chief of Police



BELL GARDENS
POLICE DEPARTMENT

7100 So. Garfield Avenue
Bell Gardens, California 90201-3293
Telephone (562) 806-7600

February 22, 2012

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street,
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Presiding Judge of the Superior Court:

Please accept my sincere apology for the lateness of this response to the recommendations in the Grand Jury Report released on June 30, 2011.

The Bell Gardens Police Department did in fact receive and review the Grand Jury Report regarding the recommendation for the police department to implement the Los Angeles County e-Subpoena system. Prior to receiving the report we were actively researching the feasibility of implementing the e-Subpoena system and continued to do so after receiving the Grand Jury Report.

Although I strongly support this program, our research revealed that the initial start-up costs associated with implementing the e-Subpoena system at the Bell Gardens Police Department would be in excess of \$10,000.00, and the yearly maintenance costs would be nearly \$1,500.00. Given the current fiscal crisis, the City of Bell Gardens has been forced to make drastic cuts to programs and services. Unfortunately we do not have sufficient funds in our budget to cover the costs for this program and therefore are unable to implement the e-Subpoena system during this fiscal year. We will, however, continue to explore the possibility of setting aside appropriate funds in the future to implement the e-Subpoena system.

Please feel free to contact me at (562) 806-7691 with any questions or concerns that you may have about this response.

Sincerely,

Robert E. Barnes
Chief of Police

Rec'd 9/8/11



POLICE DEPARTMENT
200 North Third Street, Burbank, California 91510
www.burbankusa.com

September 8, 2011

Lee Smalley Edmon, Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

Re: RESPONSE TO 2010-2011 CIVIL GRAND JURY REPORT'S
RECOMMENDATION TO IMPLEMENT E-SUBPOENA SYSTEM

Dear Judge Edmon:

This letter is to acknowledge that the Burbank Police Department has received a copy of the Los Angeles County Civil Grand Jury's 2010/2011 Final Report. We have reviewed the Report's recommendation to implement the e-Subpoena system and agree its implementation may be beneficial.

The Burbank Police Department has conducted a preliminary review of the system, including an on-site demonstration by the vendor. Although the system will require local oversight and administration, we agree that it may benefit both the District Attorney's Office and the Burbank Police Department. We will also encourage the Burbank City Attorney's Office to consider using the system for their cases.

We are in the process of securing funding and anticipate implementing the e-Subpoena system during the first quarter of 2012. We foresee a few challenges: (1) ensuring timely notifications in a compressed work schedule environment, (2) changing a paper-based culture, and (3) dealing with last minute subpoenas and cancellations.

Despite the challenges, the Burbank Police Department recognizes the need to keep abreast of technology and hopes that the e-Subpoena system will achieve operational efficiency and reduce court overtime costs.

Sincerely,

A handwritten signature in black ink that reads 'Scott LaChasse'.

Scott LaChasse
Chief of Police

THE CELEBRATION OF A CENTURY

ad

rec'd 11/28/11



CITY OF COVINA

444 North Citrus Avenue • Covina, California 91723-2065 • (626) 331-3391

POLICE DEPARTMENT
Kim J. Raney
Chief of Police

November 17, 2011

Joe Safier, Foreperson
2010-2011 Los Angeles County
Civil Grand Jury
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Mr. Safier:

The Covina Police Department agrees with the 2010-2011 Los Angeles County Civil Grand Jury findings related to the benefits of the e-Subpoena system.

The City of Covina Police Department has recently implemented a new automated system provided by Webiplex LLC named DocuPeak. This system is being used to automate review of parking citation administrative review requests and includes import of online requests from the public. This same system can be configured to add an application for Subpoena Management that includes e-delivery of subpoenas from the Los Angeles County District Attorney's Office. We are in the process of reviewing our business processes and discussing with other Police Departments their experience with this system and converting to a paperless process. We anticipate replacing our manual, paper-based subpoena process with an electronic image-based workflow system during the 4th quarter of 2011.

Sincerely,

Kim J. Raney
Chief of Police

JC:dq

The Honorable Lee Smalley Edmon
Alf Schonbach, Foreperson
November 17, 2011
Page 2

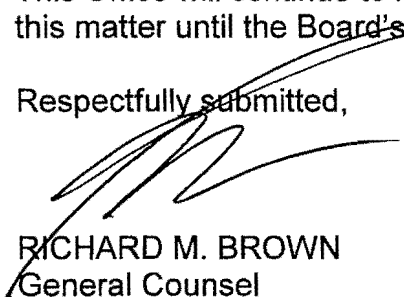
In a letter of November 1, 2011, this Office indicated that it would keep the Court and the Grand Jury advised of the progress of this matter until the response of the Board of Water and Power Commissioners was filed.

We can report that the Board considered a preliminary draft prepared by staff at its regular meeting on November 15, 2011. While it had been anticipated that all Board members would be present, only three (but still a quorum) were present. The draft response was discussed by the members present, but no action was taken at that time to approve a response.

The Board will require additional time to consider its response and have the matter before the Board when more members are present. In consideration of the Holidays, the Board meets only once in December. The Board deferred consideration until a meeting in January.

This Office will continue to keep the Court and the Grand Jury advised of the progress of this matter until the Board's response is filed.

Respectfully submitted,



RICHARD M. BROWN
General Counsel
Department of Water and Power

cc: Thomas S. Sayles
President
Board of Water and Power Commissioners

Ronald O. Nichols
General Manager
Department of Water and Power



POLICE DEPARTMENT
CITY OF CULVER CITY

INVESTIGATIONS
BUREAU

(310) 253-6300
FAX (310) 253-6115

DONALD PEDERSEN
Chief of Police

August 9, 2011

Presiding Judge Lance Ito
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple St.,
Eleventh Floor, Room 11-506
Los Angeles, Ca. 90012-3210

RE: City of Culver City High Tech Forensics and Cyber Security Crime Fighting in the Digital Age

Dear Honorable Lance Ito:

Pursuant to California Penal Code Section 933.05(b), the Culver City Police Department hereby responds to the County of Los Angeles Civil Grand Jury recommendations with respect to High Tech Forensics and Cyber Security Crime Fighting in the Digital Age.

The Grand Jury made several recommendations, each of which will be separately discussed below:

- a. Establish a "High Tech Forensics Bureau." This will facilitate:
 - i. Promotions and career opportunities for those who are trained and skilled in this area without having to leave the discipline
 - ii. Succession planning and transfer of high tech expertise, preserving the investment made in creating the expertise

The Culver City Police Department is a participating agency in the West Side Regional High Tech Task Force. This task force is hosted by the Beverly Hills Police Department



DONALD PEDERSEN
Chief of Police

POLICE DEPARTMENT
CITY OF CULVER CITY

INVESTIGATIONS
BUREAU

(310) 253-6300
FAX (310) 253-6115

and is made up of investigators from the Beverly Hills, Santa Monica, and Culver City Police Departments; as well as the Los Angeles County Sherriff's Department and the United States Secret Service. We provide one Culver City investigator to the task force who works in such capacity on a part-time basis. Working in conjunction with the task force, our investigator is able to facilitate all of our high tech investigative needs. Because of this, and in light of our current fiscal situation, the establishment of a High Tech Forensics Bureau would be neither reasonable nor responsible.

- b. Update regular law enforcement recruit and detective training to include orientation, procedures, protocol, and other training with respect to digital evidence
- c. Include training in digital evidence collection, analysis and use in "roll call" training

Our High Tech investigator is currently creating in-house training materials that, when completed, will address all of the above recommendations. Roll call training and other High Tech issues are provided and addressed by our investigator. We also have access to High Tech training through the West Side Regional High Tech Task Force as needed. As a department, we regularly send officers and investigators to formal High Tech training courses provided by POST and other training sources.

- d. Take steps to acquire POST certification for High Tech training courses for forensic examiners and cyber investigators to allow for reimbursement of the costs

Being as we have accesses to the aforementioned training opportunities, the Culver City Police Department does not provide formal High Tech training.

Feel free to contact the undersigned if you have any questions.

Sincerely,

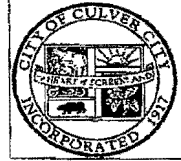
Scott Pixby
FOR Scott Pixby

Assistant Chief of Police

SB/JW/js



CITY OF CULVER CITY CULVER CITY POLICE DEPARTMENT



FAX TRANSMISSION COVER SHEET

Date: **01/31/12**

To:

Name **Natalie**

Organization **Civil Grand Jury**

Location..... _____

Fax #..... **(213) 229-2595**

From:

Name **Sgt. J. Sims #836**

Organization **Culver City Police Department**

Location..... **Culver City, California 90232**

Fax #..... **(310) 253-6115 Detectives**

Return Phone # **(310) 253-6306**

Number of pages: (including cover sheet)

Special Instructions

Culver City Police Department
 4040 Duquesne Avenue
 Culver City, CA 90232
 Telephone (310) 837-1221
 Fax (310) 253-6115 - Detectives
 Fax (310) 253-6117 - Records



City of Downey

MAILED
9-13-11
FUTURE UNLIMITED

July 20, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street,
Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

Your Honor,

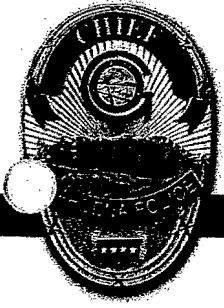
In June, 2011, The Downey Police Department received a copy of the County of Los Angeles Civil Grand Jury report detailing their investigation into the "High Tech Forensics and Cyber Security Crime Fighting in the Digital Age" within Los Angeles County. Per California Penal Code section 933, The City of Downey and The Downey Police Department are responding to the report.

Upon reviewing the grand jury's investigation, we conclude the following sections applied directly to The Downey Police Department; 2a, 2b, 2c, and section 2d. We concur with the findings of the Grand Jury in these specific sections.

Sincerely,

Rick Esteves, Chief of Police
Downey Police Department
562-904-2301

Luis H. Marquez, Mayor
City of Downey
562-904-7274



GARDENA POLICE DEPARTMENT

1718 W. 162nd Street • Gardena, CA 90247

Phone (310) 217-9600 • Fax (310) 217-9638

Rec'd 9/8/11

Edward Medrano, Chief of Police

August 31, 2011

REF: 11-176

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Presiding Judge:

The Gardena Police Department has reviewed the e-Subpoena material provided to the Department by the Los Angeles County Civil Grand Jury. As the respondent, we agree with the Grand Jury Reports and will establish a timeline for e-Subpoena implementation. A study of our current procedures showed execution of the system would be both feasible and beneficial to the Department.

Currently, the District Attorney's Office and the Public Defender use paper printed subpoenas. The subpoenas are picked up at the Torrance Court and brought back to the Department for logging, and distribution to our personnel and witnesses. There are some instances where we receive subpoenas via FAX or U.S. mail. These subpoenas are also logged in by our subpoena control police assistant, and then physically distributed to our personnel and civil witnesses.

The use of the e-Subpoena system would greatly enhance our ability to get our personnel served in a timelier manner. The system also provides a greater amount of accountability in the proof of service, by complete logging of delivery and receipt.

Once in use, the e-Subpoena system would eliminate the need for our subpoena control police assistant to track and deliver court summons to our officers. The subpoena control police assistant would still be needed for the tracking and the delivery of printed subpoenas to civilian witnesses and victims.

The system does require some interfacing with current IT systems. We spoke with representatives of the Inglewood Police Department and the Culver City Police Department; both agencies are currently using the system. In both instances they spoke very highly of the system and the ease of implementation through an outside vendor, WEBIPLEX in Newport Beach, CA.

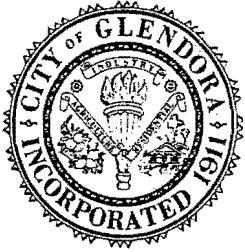
"Service with Pride and Professionalism."

Should you require further information, please contact Sergeant Russ Temple, Gardena Police Department Detective Bureau, at (310) 217-9636.

Sincerely,

A handwritten signature in black ink, appearing to read "Edward Medrano". The signature is fluid and cursive, with the first name "Edward" being more prominent and the last name "Medrano" following in a similar style.

Edward Medrano
Chief of Police



CITY OF GLENDORA

150 SOUTH GLENDORA AVE.,
GLENDORA, CALIFORNIA 91741-3498
ROBERT M. CASTRO, CHIEF OF POLICE

POLICE DEPARTMENT

(626) 914-8250
FAX # (626) 963-2154

June 27, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

To Whom It May Concern:

This letter serves as the Glendora Police Department's response to the 2010-2011 Civil Grand Jury report for "eSubpoena".

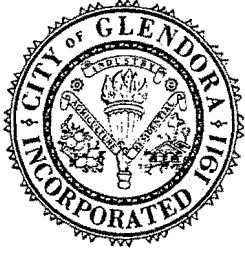
As to recommendation #1, "Implement e-Subpoena as a cost-saving and operational efficiency measure for local law enforcement agencies receiving at least one hundred fifty (150) DA subpoenas quarterly."

We agree with the finding. The recommendation has not yet been implemented, but will be implemented in the future. Since the Glendora Police Department is a small department without dedicated subpoena control officers on staff, we will coordinate with the LA DA office to develop an e-subpoena application in-house, rather than incurring the additional software purchase and maintenance costs associated with a third-party solution which may offset the benefit of the recommendation. Our timeframe for implementation is within 1 year from the date of this mailing.

Please contact me at 626-914-8262 with any questions.

Sincerely,

Robert M. Castro
Chief of Police



CITY OF GLENDORA

150 SOUTH GLENDORA AVE.,
GLENDORA, CALIFORNIA 91741-3498
ROBERT M. CASTRO, CHIEF OF POLICE

POLICE DEPARTMENT

(626) 914-8250
FAX # (626) 963-2154

June 27, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

To Whom It May Concern:

This letter serves as the Glendora Police Department's response to the 2010-2011 Civil Grand Jury report for "eSubpoena".

As to recommendation #1, "Implement e-Subpoena as a cost-saving and operational efficiency measure for local law enforcement agencies receiving at least one hundred fifty (150) DA subpoenas quarterly."

We agree with the finding. The recommendation has not yet been implemented, but will be implemented in the future. Since the Glendora Police Department is a small department without dedicated subpoena control officers on staff, we will coordinate with the LA DA office to develop an e-subpoena application in-house, rather than incurring the additional software purchase and maintenance costs associated with a third-party solution which may offset the benefit of the recommendation. Our timeframe for implementation is within 1 year from the date of this mailing.

Please contact me at 626-914-8262 with any questions.

Sincerely,

Robert M. Castro
Chief of Police

Rec'd 12/2/11



CITY OF GLENDALE, CALIFORNIA
Police Department
Office of the Chief of Police

131 North Isabel Street
Glendale, California 91206-4382
(818) 548-3140
www.ci.glendale.ca.us

November 23, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street,
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

RE: 2010-2011 Civil Grand Jury Recommendations

Dear Presiding Judge,

On June 23, 2011, the 2010-2011 Civil Grand Jury made the following recommendations to the Glendale Police Department: 1) Implement e-Subpoena as a cost saving and operational efficiency measure, and 2) Establish a High Tech Forensics Bureau. I have considered these recommendations. I understand the need in law enforcement to provide prosecutorial and defense agencies with an automated means to serve law enforcement officers and I also recognize the value to crime fighting of training our personnel in high tech forensics.

Presently, our ability to implement e-Subpoena and create a High Tech Forensics Bureau is hampered by dramatic cuts over the last three years in the City of Glendale Police Department's budget, along with a significant reduction in our staffing of sworn positions. As a result, we are fiscally unable to consider implementing these recommendations at this time absent a funding source.

Sincerely,

A handwritten signature in black ink, appearing to read "R. DePompa", written over a white background.

Ronald L. DePompa
Chief of Police

RLD: rsb

C: Mr. Bob Cremer, Chairperson, Continuity Committee
2011-2012 Los Angeles County Civil Grand Jury

Rec'd 12/2/11



CITY OF INGLEWOOD

One W. Manchester Boulevard, Suite 860, Inglewood, CA 90301-1750

Office of the City Attorney

Cal P. Saunders
City Attorney

Tel: (310) 412-8672
Fax: (310) 412-8865
www.cityofinglewood.org

November 29, 2011

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street,
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: E-Subpoena

Dear Presiding Judge:

Pursuant to California Penal Code Section 933.05(b), the City of Inglewood, City Attorney's Office hereby responds to the County of Los Angeles Civil Grand Jury's recommendation with respect to the use of e-subpoenas.

The Grand Jury was encouraging the City Attorney/City Prosecutor to use the system (e-subpoena) where the Police Department is using e-subpoena.

The Inglewood City Attorney's Office is committed to using e-subpoena within the confines of the City's current budgetary constraints. The City Attorney's Office expects to be able to use e-subpoena in the early part of 2012.

Sincerely,

Kenneth R. Campos
Chief Assistant City Attorney

Rec'd 8/11/11

LOS ANGELES POLICE DEPARTMENT

CHARLIE BECK
Chief of Police



ANTONIO R. VILLARAIGOSA
Mayor

P. O. Box 30158
Los Angeles, CA 90030
Telephone: (213) 486-0150
TDD: (877) 275-5273
Ref #: 1.14

August 5, 2011

The Honorable Lee Smalley Edmon
Presiding Judge, Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, California 90012-3210

Dear Judge Edmon:

In the County of Los Angeles Civil Grand Jury final report dated June 30, 2011, the Civil Grand Jury provided three recommendations for the Los Angeles Police Department (LAPD or Department) to implement E-Subpoenas, Hi-Tech Forensics and Jails. The following is LAPD's response to the recommendations:

E-Subpoenas

Recommendation 3. LASD and LAPD evaluate electronically transmitting other documents such as police reports and probable cause determinations among law enforcement agencies, prosecutors and the Court.

LAPD's Response: The Department agrees with the finding. The recommendation has not yet been implemented. The recommendation requires changes in the long standing procedures at the courts, Los Angeles County Sheriff's Department and LAPD. The Department is presently investigating the possibility of providing more services in six to twelve months to the public and other law enforcement agencies electronically. These include electronic filing and requesting of police reports, electronic case filing with the Offices of the District Attorney and City Attorney and systems to notify detectives of results from fingerprint and other forensic investigations. These projects are in the early stages of development and in many cases will require cooperation or joint development with various agencies and municipalities. Documents such as Probable Cause Determinations cannot be electronically distributed since the Courts require the original report.

Hi-Tech Forensics

Recommendation 2a. Establish a "High Tech Forensics Bureau." This will facilitate:

- i. Promotions and career opportunities for those who are trained and skilled in this area without having to leave the discipline.*
- ii. Succession planning and transfer of high tech expertise, preserving the investment made in creating the expertise.*

LAPD's Response: The Department agrees with the finding that a "High Tech Forensics Bureau" should be established to facilitate the aforementioned advantages. The Department already has a Scientific Investigation Division (SID) whose areas of responsibility include the collection and analysis of forensic evidence, staffed by highly trained civilian employees. Therefore, the recommendation to establish a bureau will be considered as implemented.

Recommendation 2b. Update regular law enforcement recruit and detective training to include orientation, procedures, protocols and other training with respect to digital evidence.

LAPD's Response: The Department agrees with the finding and has implemented the recommendation. In November 2010, the Recruit Lesson Plan was updated to include orientation, procedures, protocols and other training with respect to digital evidence. In December 2010, Special Order No. 34 was published, delineating the procedures for the retrieval and booking of audio and video evidence. This order was issued to all LAPD employees via the Learning Management System.

Recommendation 2c. Include training in digital evidence collection, analysis and use in "roll call" training.

LAPD's Response: The Department partially agrees with the finding and has implemented part of the recommendation. From January 2011 through June 2011, SID provided roll call training to employees assigned to Office of Operations and Detective Bureau on the digital multimedia evidence retrieval. The analysis of digital evidence remains the responsibility of SID and therefore the analysis of digital training was not provided.

Recommendation 2d. Take steps to acquire the POST certification for High Tech training courses for forensic examiners and cyber investigators to allow for reimbursement of the costs.

LAPD's Response: The Department does not agree with the finding and will not implement the recommendation. Scientific Investigation Division staff requires significant technical training and continuing education to develop and maintain their expertise. To fulfill this need, the Narcotics Analysis Laboratory Trust Fund (NALTF) was created in the late 1990's to fund narcotics related analysis and equipment, in addition to training opportunities for all members of SID. Approximately \$150,000 is available through NALTF for training each fiscal year. Furthermore, SID staff also attends training and continuing education events funded through State and federal grants.

The Honorable Lee Smalley Edmon

Page 3

1.14

Technical training is also available through the California Criminalistic Institute, State of California Department of Justice, and Peace Officer Standards and Training (POST) Robert Presley Institute of Criminal Investigations at no cost to POST supported or State of California based law enforcement agencies. Since there are sufficient funding available for SID personnel and non-SID personnel to attend high technology courses, the recommendation will not be implemented.

Jails Committee

Recommendation 3a. West Los Angeles Police Department – To establish continuous training for the staff:

- i. To ensure they are informed of the results of the previous Correctional Standards Report*
- ii. To ensure that staff adhere to the recommendations made in the previous Correctional Standards Report*

Recommendation 3b. Establish a central location for safety gear.

LAPD's Response: The Department does not agree with the finding and Recommendations 3a and 3b. The Civil Grand Jury visited West Los Angeles Area Community Police Station (WLA CPS) to inspect their jail for housing conditions, medical needs, food, staff training, safety and fire procedures, administrative processes and guidelines, as well as inmate living needs. West Los Angeles Area Community Police Station did not have a jail and had informed the Civil Grand Jury accordingly. However, the Civil Grand Jury continued their inspection and found WLA CPS staff not well versed in the existing jail policies and procedures. Since WLA CPS did not have a jail, the employees were neither expected to know nor responsible for knowing jail policies and procedures such as housing conditions, medical needs, food, staff training, safety and fire procedures, administrative processes and guidelines, as well as inmate living needs. Therefore, LAPD will not implement Recommendations 3a and 3b.

Note: The report referred to WLA CPS as West Los Angeles Police Department. West Los Angeles Area Community Police Station personnel confirmed that an inspection was conducted by the Civil Grand Jury. There is no West Los Angeles Police Department.

Should you have any questions or require further information, please have a member of your staff contact Police Administrator Gerald L. Chaleff, Special Assistant for Constitutional Policing, at (213) 486-8730.

Very truly yours,


CHARLIE BECK
Chief of Police

Rec'd 8/5/11



POLICE DEPARTMENT
City of Manhattan Beach

420 15th Street
MANHATTAN BEACH, CALIFORNIA 90266
(310) 802-5103 FAX (310) 802-5101

EVE R. IRVINE
CHIEF OF POLICE



August 4, 2011

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, Ca. 90012

Dear Presiding Judge:

We recently received the 2010-2011 Los Angeles County Civil Grand Jury Report. The report makes the recommendation that the City of Manhattan Beach Police Department implement e-Subpoena as a cost saving and operational efficiency measure. In addition, the report recommends the City Attorney / City Prosecutor utilize the e-Subpoena system in locations wherein the police department is using the system.

I have reviewed the report and agree that the e-Subpoena system could benefit our Department in the area of cost savings and improved efficiency.

As a result of the Grand Jury recommendation, I have instructed my staff to begin an analysis of the e-Subpoena program to determine whether we should implement the program here at the Manhattan Beach Police Department. I have asked that the review be completed within six months of the date of the Grand Jury report. This analysis and implementation review is to be completed by December 30, 2011.

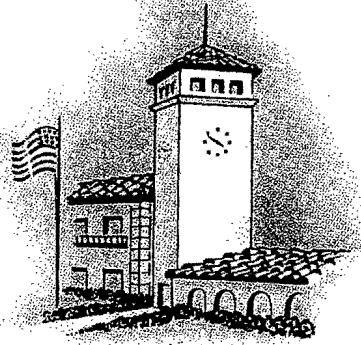
I want to thank you for bringing this new e-Subpoena program to my attention and I will be anxiously awaiting the results of our analysis of this program.

Thank you,

EVE R. IRVINE
CHIEF OF POLICE

"Policing through Partnerships"

rec'd 8/5/11



City of
HUNTINGTON PARK California
POLICE DEPARTMENT

6542 MILES AVENUE, HUNTINGTON PARK, CALIFORNIA 90255-4386
TEL. (323) 826-6629 • FAX (323) 826-6680

JORGE CISNEROS
CHIEF OF POLICE

August 3, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortage Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, California 90012-3210

**Re: Response to Recommendations by the 2010-2011 Los Angeles County Civil
Grand Jury**

To Whom it May Concern:

On June 30, 2010, the Huntington Park Police Department received a portion of the 2010-2011 Los Angeles County Civil Grand Jury Report that affects this agency.

The Huntington Park Police Department is responding to recommendation number one; *Implement e-subpoena as a cost saving and operational efficiency measure for local law enforcement agencies receiving at least one hundred fifty (150) DA subpoenas quarterly.*

The Huntington Park Police Department agrees with the 2010-2011 Los Angeles County Civil Grand Jury recommendations in regards to recommendation number one, in fact we were in the process of evaluating the e-subpoena system prior to the recommendations and are supportive of this efficiency measure.

The Huntington Park Police Department is currently working with a third party vendor to implement the e-subpoena system. We anticipate this system to be fully functional within the next 90 days and will notify you once the program has been fully implemented.

If we can be of any further assistance please contact Lieutenant Anthony Porter at (323)826-6641

Sincerely,

A handwritten signature in black ink, appearing to read 'Jorge Cisneros', written over a horizontal line.

Jorge Cisneros
Chief of Police

JC/AP
laccgjresp

RECEIVED
9/16/2011

CITY OF LOS ANGELES
CALIFORNIA

Jaime de la Vega
GENERAL MANAGER



DEPARTMENT OF TRANSPORTATION
100 S. Main St., 10th Floor
LOS ANGELES, CA 90012

(213) 972-8480
FAX (866) 530-3154

ANTONIO R. VILLARAIGOSA
MAYOR

September 28, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Court
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, California 90012-3210

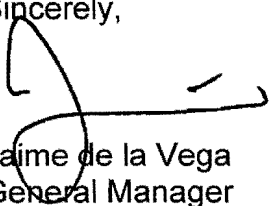
Subject: **Response to "Final Report, 2010-2011 Civil Grand Jury, County of Los Angeles", June 30, 2011 re: Preferential Parking**

Your Honor:

The Los Angeles Department of Transportation's response to the Civil Grand Jury's (CGJ) findings and recommendations are attached.

Feel free to contact me at (213) 972-8448 or jaime.delavega@lacity.org or Assistant General Manager Amir Sedadi at (213) 972-8422 or amir.sedadi@lacity.org if you have any questions or need additional information.

Sincerely,



Jaime de la Vega
General Manager

Enclosure

cc: Amir Sedadi, Assistant General Manager
Tamara Martin, Parking Permits Division

Los Angeles Department of Transportation (LADOT) Response to "Final Report, 2010-2011 Civil Grand Jury, County of Los Angeles", June 30, 2011 re: Preferential Parking

For purposes of the following responses, LADOT assumed that the term "PPD" refers to temporary preferential parking district 130 and petition activity surrounding sign posting on the 1600 block of Hi-Point Street.

Finding 1

LADOT agrees with the finding.

Note that the issue reviewed by the CGJ focused on whether or not signs should be posted in an existing temporary preferential parking district.

Finding 2a

LADOT agrees with the finding, as it relates to the department received an incomplete petition in 2008.

Finding 2b

LADOT agrees with the finding, as it relates to a request to post signs, not "installation of a PPD".

Finding 2c

LADOT agrees with the finding, as it relates to sign posting, not "establishment of a PPD".

Finding 3

LADOT has no position on the finding. LADOT has no record of the stated "attempts by residents to get the reasons for rescindment [of the request for sign posting]".

Finding 4

LADOT agrees with the finding, as it relates to canceling the July 29, 2010 approval of sign posting. LADOT notified all the affected residents in writing that the sign posting was imminent, but did not notify the affected residents when a counter-petition opposing sign posting was verified and the sign posting canceled. LADOT agrees that residents should have been informed.

Recommendation 1

LADOT agrees with the conclusion, but the reason for the waiting period is explained below. The particular case reviewed by the CGJ involved a dormant file, originally submitted (albeit incomplete) in 2008. One of the two blocks was verified in 2009 after a complete application was received and LADOT delayed implementation of both blocks pending verification of the second block. When the second block could not be verified, sign installation for the first block was approved in 2010 and all affected residents were notified. A counter-petition was received and verified before signs were installed, therefore the installation was cancelled.

Recommendation 2

LADOT agrees with the recommendation, but will not implement in the foreseeable future due to budgetary and staff constraints.

#

**BOARD OF FIRE
COMMISSIONERS**

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PRESIDENT

CASIMIRO U. TOLENTINO
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CITY OF LOS ANGELES
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

Rec'd 10/4/11
FIRE DEPARTMENT

BRIAN L. CUMMINGS
FIRE CHIEF

200 NORTH MAIN STREET
LOS ANGELES, CA 90012

(213) 978-3800
FAX: (213) 978-3815

[HTTP://WWW.LAFD.ORG](http://www.lafd.org)

September 27, 2011

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street,
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

**Subject: RESPONSE TO THE FINAL 2010-2011 CIVIL GRAND JURY REPORT
RECOMMENDATIONS (e-Subpoena)**

The Final Report of the 2010-2011 Civil Grand Jury Report puts forth a number of recommendations related to the implementation of a computerized automated system (e-Subpoena) to manage the issuance and tracking of subpoenas issued by the Los Angeles County District Attorney's office to law enforcement agencies throughout the county of Los Angeles.

The Final Report of the 2010-2011 Civil Grand Jury Report identifies the Los Angeles Fire Department (LAFD) as one of the agencies required to provide a written response to Recommendation number one (1) of the 2010-2011 Civil Grand Jury Report.

Recommendation number one (1) reads as follows:

"Implement e-Subpoena as a cost saving and operational efficiency measure for local law enforcement agencies receiving at least one hundred fifty (150) DA subpoenas quarterly."

The finding of an internal LAFD assessment of the implementation of the e-Subpoena program suggest that the implementation of the e-Subpoena program is not feasible at this time due to limited financial resources and additional staffing requirements.

The LAFD estimated the following financial expenditures in order to implement e-Subpoena:

1. Roughly \$75,000 to \$100,000 is required to procure new hardware, software and network equipment to operate an in-house e-Subpoena application.
2. Approximately \$80,000 to \$90,000 would also be required to procure the additional Microsoft Active Directory (AD) licenses to provide e-mail licenses to LAFD members who do not have a department issued e-mail account.
3. Two to three additional positions would be needed to meet the minimum staffing needs required to manage and support the e-Subpoena program.

Although the LAFD cannot implement the e-Subpoena program at this time due to the current fiscal constraints, it recognizes the value and efficiencies derived from the use of a program such as e-Subpoena and will look into the implementation and deployment of e-Subpoena in the near future.

Sincerely,

A handwritten signature in black ink, appearing to read 'BRIAN L. CUMMINGS', written over a printed name and title.

BRIAN L. CUMMINGS
Fire Chief

Rec'd 10/11/11



LEROY D. BACA, SHERIFF

County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169



September 30, 2011

The Honorable Lee Smalley Edmond
Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, California 90012-3210

Dear Judge Edmond:

2010-2011 GRAND JURY RECOMMENDATIONS FOR ELECTRONIC LEGAL SERVICE AND LEGAL DOCUMENT DELIVERY

This is in response to your memorandum dated July 18, 2011, directing a written response to Recommendations 3 and 4 of the 2010-2011 Grand Jury report entitled "E-Subpoena One Way to End the Paper Chase." These recommendations pertain to the utilization of electronic means to accomplish legal service transactions and delivery of legal documents between justice agencies and the courts.

RECOMMENDATION NO. 3

Los Angeles County Sheriff's Department and Los Angeles Police Department evaluate electronically transmitting documents such as police reports and probable cause determinations among law enforcement agencies, prosecutors and the Court.

RESPONSE

The Information Systems Advisory Body (ISAB) of the Countywide Criminal Justice Coordination Committee, which represents a number of County agencies including the Sheriff, Judges, District Attorney and Public Defender, is in the process of implementing this recommendation. ISAB has identified several electronic Probable Cause Determination (ePCD) service and delivery system implementation options including development of a system utilizing a private vendor; development of a system utilizing in-house LASD information technology; or, adoption of an existing system. ISAB solicited and received an estimate from an existing County IT vendor (Global 360) for the cost of developing a custom ePCD solution, and is also closely evaluating an existing ePCD system developed by the Los Angeles County Superior Court,

A Tradition of Service

ISAB estimates that a best option will be selected and an ePCD solution will be implemented within one to two years.

Regarding the electronic delivery of police reports, LASD currently has a small scale, ad-hoc implementation with expansion efforts underway. LASD crime/incident reports are usually completed manually, on paper forms and then partially converted into digital form at the station level. Some report information is inputted into the Los Angeles Regional Crime Information System (LARCIS) during processing. The paper form is also converted to a digital image capable of being electronically transmitted, but this process can take as long as six months.

Technical obstacles to full implementation of digital police report delivery are in the process of being addressed. The Sheriff's Integrated Records Retrieval and Assembly System (SIRRAS) is being replaced by the Sheriff's Electronic Criminal Documents Archive (SECDA) which uses a universal imaging format. LASD is also replacing equipment in its patrol vehicles to more capable mobile data computers. In conjunction with this replacement effort, is the development of a Field Based Incident Reporting System (FIBRS). Upon completion of these two technology upgrade initiatives, LASD will have the infrastructure in place to create, archive and transmit police reports in electronic form. LASD also intends to replace its obsolete records management system (LARCIS) with a more modern system (iNets) that will give LASD the capability to implement a completely electronic, "paperless" records system.

In conclusion, planning and implementation are underway, by ISAB and LASD, to electronically create, store and transmit Probable Cause Determination and police reports internally and externally to other criminal justice agencies.

RECOMMENDATION NO. 4

LASD to expand implementation of filing Pitchess motions electronically. A Pitchess motion defines those portions of a deputy's personnel file which may be made available to defense counsel.

RESPONSE

Electronic filing of Pitchess motions has been implemented among LASD, Public Defender's Office and Office of the County Counsel. The system will soon be utilized by more justice agencies within the County. A plan to add additional functions and capabilities has also been established.

The idea of electronic delivery of Pitchess motions was conceived and brought to fruition by the LASD Risk Management Bureau's Discovery Unit in collaboration with the Public Defender's Office, Office of the County Counsel, Alternate Public Defender's Office, and the Civil Service Commission. Following a successful pilot program in 2009 at the Compton Courthouse, the Sheriff and Public Defender applied for and were awarded a \$75,000 grant from the County's Quality and Productivity Commission. This grant provided funding for the hardware and

software resources needed to put the system, named ePitchess, into production at the fourteen busiest courthouses throughout the County. Since the initial deployment, this innovative system has achieved significant operating efficiencies among all participating entities in the form of time and resource savings and much better accountability and tracking.

The ePitchess system was expanded to include the Alternate Public Defender and the county Civil Service Commission. Justice agencies outside county government are also adopting ePitchess; the Los Angeles Police Department and the Los Angeles City Attorney currently have a pre-production pilot program in progress.

A four-phase program plan has been established to guide the ePitchess system to a future "build-out" state: Phase I implements Pitchess motion document creation, filing and receipt acknowledgement capabilities; Phase II adds opposition document creation and filing; Phase III adds compliance report creation and filing; Phase IV adds scheduling information and services. Current production systems encompass Phases I and II. Future expansion, which will occur as organization sponsors emerge and resources become available, will successively add Phases III and IV capabilities.

In conclusion, the electronic filing of Pitchess Motions has been implemented among the Los Angeles County Sheriff's Department, Public Defender's Office and Office of the County Counsel. The inclusion of the Alternate Public Defender, Los Angeles Police Department and Los Angeles City Attorney's office is imminent. A program plan has been established to enhance the impressive efficiencies of ePitchess by adding further capabilities and functions in the future.

Sincerely,



LEROY D. BACA
SHERIFF

LDB:DB:JG:ES:llr

c: DSB
DSB File
(2011GJRecommendation092211)



425 S. Palos Verdes Street Post Office Box 151 San Pedro, CA 90733-0151 TEL/TDD 310 SEA-PORT www.portoflosangeles.org

Antonio R. Villaraigosa

Mayor, City of Los Angeles

Board of Harbor
Commissioners

Cindy Miskowski
President

David Arian
Vice President

Robin M. Kramer

Douglas P. Krause

Sung Won Sohn, Ph.D.

Geraldine Knatz, Ph.D.

Executive Director

September 12, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

Dear Judge:

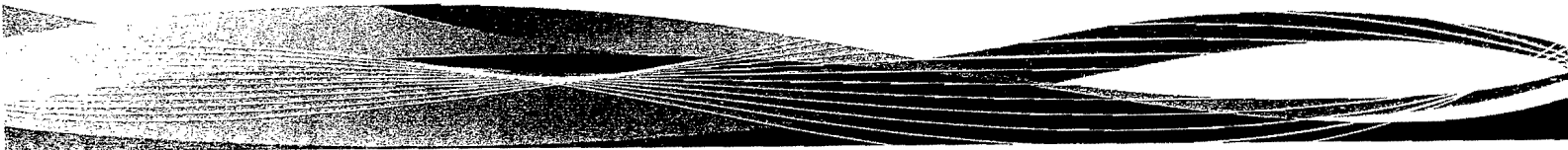
We have received the audit report from the Los Angeles County Civil Grand Jury (LACCGJ) related to the Harbor Department and appreciate the efforts undertaken in your review of the Port of Los Angeles. We would like to respond to the recommendations therein.

Recommendation 1 – Board of Harbor Commission (BOHC) to restructure the Port Community Advisory Committee (PCAC), improving its efficiency and effectiveness, and refocusing its mission.

We agree that the organization and governance over the Port by the Board of Harbor Commissioners (BOHC) can be improved. With regard to the specific PCAC recommendations, we will consider these as part of our review and initiate discussions with the members of PCAC in a collaborative manner to help us achieve the goal set forth in this recommendation.

Recommendation 2 – Revisit the Plan to ensure that all particulate matter, not just DPM, is being tracked and those reduction goals are included for PM2.5 and PM10.

First, we disagree with the associated Grand Jury findings that suggest the CAAP “is not analytically sound.” Quite the contrary, the CAAP received detailed technical review from the Ports, industry, and key regulatory agencies, including the USEPA, SCAQMD, and the CARB. All reviewers offered comments and participated in development and refinement of the document. The result is a CAAP that is well documented, and certainly technically and analytically sound as validated by these partner and regulatory authorities. Second, regarding the recommendation that the CAAP “ensure that all



particulate matter, not just DPM, is being tracked and those reduction goals are included for PM2.5 and PM10", our annual emissions inventory and our port air quality monitoring stations currently track PM2.5 and PM10. This information can be found on the Port's website. As indicated, our PM2.5 and PM10 tracking data shows a general decline in these values since 2005, and starting in 2008 the California PM2.5 standard has been met at all four of our air monitoring stations. Further, our tracking data has also shown steady declines in PM10, and we are happy to report that in 2010 the Wilmington air monitoring station for the first time showed compliance with the California annual PM10 standard. It should be noted that our CAAP control measures are designed to produce reductions in PM emissions, not just DPM, though DPM makes up a significant proportion of the PM produced by port-related sources. Given the substantial reductions seen for DPM, PM2.5 and PM10 based on our tracking data, we see no reason to alter CAAP goals and standards at this time. We have included an attachment that provides further explanation of this topic.

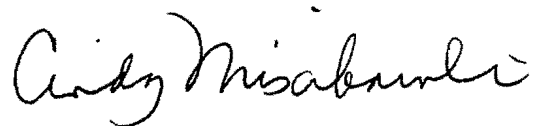
Recommendation 3– BOHC to propose to the City of Long Beach an independent study of the costs and benefits of a consolidated Port Authority in San Pedro Bay.

We will forward this recommendation to the appropriate authorities in both the City of Los Angeles and City of Long Beach for their consideration. An initiation of this recommendation is not within the Port's authority to undertake. Notwithstanding this comment, the Ports of Los Angeles and Long Beach have initiated a number of efforts to have the two ports act in concert as one San Pedro Bay Port complex to achieve consistency, economy and regional competitiveness on the national and global scale. These efforts are demonstrated in the areas of air quality, water quality, and mutual aid in security. We will continue to pursue such progress in a mutually beneficial and cooperative collaboration.

The Port of Los Angeles and its security team particularly appreciate the validation by this audit of its efforts to provide the highest level of security at the Port both by our own forces and collaborating with multiple other agencies to assure the safety at our Port complex to our customers, our community and the general public.

We support the efforts of the LACCGJ. Should you have any further questions or concerns, you may contact me at 310-571-2980 or by email to cindy@theringgroup.com. Another point of contact is Jim Olds, the Port's Audit Manager, who may be reached at 310-732-3562 or by email to jolds@portla.org.

Sincerely,

A handwritten signature in black ink that reads "Cindy Miscikowski". The signature is written in a cursive, flowing style.

CINDY MISCIKOWSKI
President, Board of Harbor Commissioners

Attachment

cc: G. Knatz, Executive Director, Harbor Department
M. Campbell, Deputy Executive Director, Harbor Department
K. Pan, Chief Financial Officer, Harbor Department
Board of Harbor Commissioners

Rec'd 9/20/11



OF LOS ANGELES
ANTONIO R. VILLARAIGOSA
Mayor

BOARD OF
ADMINISTRATION

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President

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Vice-President

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JEFFREY PENICHER

KEN SPIKER

EXECUTIVE STAFF

THOMAS MOUTES
General Manager

LI HSI
Assistant General Manager

LITA PAYNE
Assistant General Manager

360 East Second Street
2nd Floor
Los Angeles, CA
90012-4207

www.LACERS.org

(800) 779-8328
(888) 349-3996 TDD
(213) 687-4174 Fax

September 20, 2011

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: 2010-2011 Civil Grand Jury's Report Recommendations Regarding
the Los Angeles Department of Water & Power Employee Retirement Plan

Honorable Presiding Judge:

The purpose of this letter is to respond to the recommendations regarding
Los Angeles Department of Water & Power Employee Retirement Plan
(WPERP) as requested in the 2010-11 Civil Grand Jury Report. In that
report, the Board of Administration of the Los Angeles City Employees'
Retirement System (LACERS) was requested to respond to three
recommendations. Following are the recommendations provided and our
responses.

Recommendation #2:

*The DWP Board of Commissioners advise the new Ratepayer Advocate
and the City Council of the decision by DWP management to accelerate
payment of the Retiree Health Benefit Fund ARC in each of the past three
fiscal years to ensure that the prepayments are fully considered when the
DWP seeks future rate increases or indicates that it is unable to make
revenue transfers to the General Fund.*

LACERS Response:

This recommendation is not relevant to LACERS and would be more
appropriately addressed by the City, as the sponsor of LACERS retirement
plan.

Recommendation #3:

*Los Angeles City Council, the DWP Board of Commissioners and the
LACERS Board of Administrators (sic) need to expedite reaching an
agreement regarding transferring funds to WPERP to cover the cost of an
increased UAAL imposed on DWP, estimated by actuaries to equal as
much as \$183 million for the 6-year period between 2004 and 2010, due to
Los Angeles City employees who have moved from City departments to
DWP so that the burden is not imposed on ratepayers.*

LACERS Response:

Pursuant to California Constitution [Article 16, Section 17(a)] and Los Angeles City Charter [Section 1106(a)], LACERS Board is charged with having the "sole and exclusive responsibility to **administer** (emphasis added)" its system. As system administrator, the LACERS Board has no authority to negotiate retirement benefits, including, but not limited to reciprocity benefits with WPERP.

The California Constitution further states, "The assets of a public pension or retirement system are trust funds and shall be held for the exclusive purposes of providing benefits to participants in the pension or retirement system and their beneficiaries and defraying reasonable expenses of administering the system." Any use of LACERS trust fund other than for the purposes provided for in the Constitution (including transferring additional funds to DWP not required under the existing reciprocity agreement) would be a breach of LACERS Board's legally-mandated fiduciary duties.

Recommendation #4

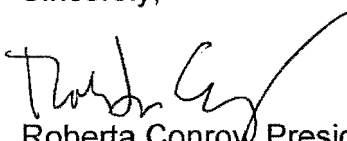
Los Angeles City Council, the DWP Board of Commissioners and LACERS Board of Administrators need to amend the reciprocity agreement between LACERS and WPERP with regard to the transfer of employer pension contributions in order to prevent such inequity in the future.

LACERS Response:

As stated in the answer to Recommendation #3, as system administrator, the LACERS Board has no authority to negotiate retirement benefits, including but not limited to reciprocity benefits with WPERP.

If you have any questions or require further information, please do not hesitate to contact Tom Moutes, LACERS General Manager at 213-473-7280.

Sincerely,


Roberta Conroy, President
Board of Administration

RC:TM:bc
2011-0902-072

C: Eric Garcetti, City Council President
Gerry F. Miller, Chief Legislative Analyst
Miguel A. Santana, City Administrative Officer
Matthew Rudnick, Mayor's Office
LACERS Board of Administration



Rec'd 9/14/11

OFFICE OF THE MAYOR
ANTONIO R. VILLARAIGOSA

September 12, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

Dear Judge:

We have received the audit report from the Los Angeles County Civil Grand Jury (LACCGJ) related to the Harbor Department and appreciate the efforts undertaken in your review of the Port of Los Angeles. Our office concurs with Board of Harbor Commission President Cindy Miscikowski's responses to the recommendations in the report. We would like to respond additionally to recommendation 3.

Recommendation 3 – BOHC to propose to the City of Long Beach an independent study of the costs and benefits of a consolidated Port Authority in San Pedro Bay.

A decision by the Cities of Long Beach and Los Angeles to combine port operations would require a long political process with an uncertain outcome. At a minimum it would necessitate City charter amendments and either state legislation or appropriate consents from the State Lands Commission. The Ports of Los Angeles and Long Beach are already coordinating closely to maintain regional competitiveness, improve security, and mitigate effects on the environment. We are confident that we will continue to work well together to maintain the Ports of Los Angeles and Long Beach as the premier trade gateway in North America.

Sincerely,

Matthew Karatz





OFFICE OF THE MAYOR
ANTONIO R. VILLARAIGOSA

Deputy Mayor for Economic and Business Policy
Office of the Mayor Antonio R. Villaraigosa

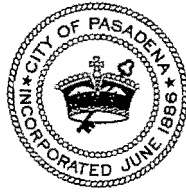
MK:dr

Attachment

cc: G. Knatz, Executive Director, Harbor Department
M. Campbell, Deputy Executive Director, Harbor Department
K. Pan, Chief Financial Officer, Harbor Department
Board of Harbor Commissioners



Rec'd 9/22/11



OFFICE OF THE MAYOR

September 21, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple St., 11th Fl., Rm. 11-506
Los Angeles, CA 90012-3210

Your Honor:

The City of Pasadena is now able to provide responses to the recommendations that were received from the Los Angeles County Civil Grand Jury in its 2010-2011 Annual Report. We appreciate the attention that has been given to the programs that are the subject of these recommendations, and we believe that our responses are helpful and in the public interest.

The Grand Jury made three recommendations, as set forth below. Our response to each is set forth below, following each respective recommendation, as follows:

Grand Jury Recommendation 1 – The City Council endorse the recommendations being made by management staff regarding actuarial assumptions, cost stabilization, administrative restructuring and funding for the FPRS.

Response: The City of Pasadena agrees with the recommendation. On March 28th the City Council unanimously approved the recommendation of City staff and the FPRS Task Force regarding actuarial assumptions, cost stabilization, administrative restructuring and funding for the FPRS. Specifically, the Council directed staff to:

- 1) Initiate the issuance of not to exceed \$65 million in pension obligation bonds to fund the Fire and Police Retirement System at 85% of its Actuarially Accrued Liability provided such issuance can be achieved at a maximum “all in” interest rate on the bonds not to exceed 7.5%;
- 2) Approve in concept the future refinancing of approximately \$81 million of existing pension obligation bonds, 1999 and 2004 issues;

- 3) Negotiate changes to Contribution Agreement 16,900 and Settlement and Release Agreement 18,550 between the City of Pasadena and the Fire and Police Retirement System including:
 - a. removing references to other pension systems operating under the County Employees Retirement Law of 1937;
 - b. providing for annual investment return and inflation rate assumptions for the Fire and Police Retirement System to be set annually by mutual agreement between the City and the System's Board.

It is anticipated that items 1 and 3 will be completed prior to the end of calendar year, however, it must be recognized that this action is contingent upon approval of the FPRS Board, which pursuant to Article XVI, Section 17 of the California Constitution, has authority and fiduciary responsibility for the administration of the Fire and Police Retirement System. Item 2 will be completed prior to the mandatory tender associated with the 1999 and 2004 Pension Obligation Bonds, in 2015.

Grand Jury Recommendation 2 - The City Council direct the City Manager to negotiate reductions in the amount of employee contribution picked up by the City for its CalPERS pension plans, up to the full amount of 8% for Miscellaneous and 9% for Safety employees.

Response: The City of Pasadena agrees with the recommendation. Currently all non-safety personnel reimburse the City at least 3.6% towards the employee portion of CalPERS retirement rates. Recent amendments to two bargaining units covering more than 1/3 of full-time employees increases this amount to the full 8% during the term of their current contract terms. This trend is expected to continue for other bargaining units as contracts come up for renewal and renegotiation.

Additionally, the City Council has explored various options in regard to pension reform. However, it should be noted that over the course of the past few years the City's efforts have focused on controlling overall personnel costs including salary and benefit costs, as opposed to just the pension component, and has reached agreement with labor groups to forgo salary increases, in some cases, for multiple years in a row, as well as restructuring benefits, resulting in actual cost reductions for personnel. In addition to easing current budgetary pressure, by controlling salary growth, Pasadena is reducing future pension liabilities as well.

Grand Jury Recommendation 3 - The City Council adopt a policy to fully fund the OPEB (Other Post-Employment Benefits) actuarially determined Annual Required Contribution

Presiding Judge
Los Angeles Superior Court
Page 3 of 3

(ARC) each year, to build reserves toward future benefit obligations and earn investment income that can reduce the amount of the ARC in future years.

Response: The City of Pasadena agrees with the recommendation. The issue of OPEB liability has been monitored closely by the City as well as its outside auditors and the City has been in compliance with all applicable standards issued by the Governmental Accounting Standards Board. The Civil Grand Jury's inquiry did not reveal any new information.

On August 15, 2011 the City Council adopted a Fund Reserve Policy which addresses the OPEB issue raised by the Grand Jury. The Policy sets forth City Council intentions to begin funding the actuarially determined Annual Required Contribution (ARC) each year over a period of time and to build reserves toward future benefit obligations as well as reducing the existing OPEB obligation per requirements of GASB 43 and GASB 45.

If any questions are raised by the foregoing responses, please do not hesitate to communicate with Assistant City Manager Steve Mermell at smermell@cityofpasadena.net, or myself at bbogaard@cityofpasadena.net.

Sincerely,



BILL BOGAARD
Mayor

BB:jls



STEVE COOLEY
LOS ANGELES COUNTY DISTRICT ATTORNEY

18000 CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER
210 WEST TEMPLE STREET LOS ANGELES, CA 90012-3210 (213) 974-3501

August 19, 2011

TO: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM:  Steve Cooley
District Attorney

SUBJECT: **RESPONSE TO THE 2010-11 LOS ANGELES COUNTY CIVIL GRAND
JURY FINAL REPORT**

Attached is my Department's response to the recommendations contained in the following sections of the 2010-11 Los Angeles County Civil Grand Jury Final Report:

E-Subpoena – One Way to End the Paper Chase
High Tech Forensics and Cyber Security - Crime Fighting in the Digital Age

Your staff may contact Lynn Vodden, Director of the Bureau of Administrative Services at (213) 202-7616, if they have any questions or require additional information.

lv

Attachments

c: William T Fujioka
Chief Executive Officer

RESPONSE TO THE GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – DISTRICT ATTORNEY'S OFFICE

SUBJECT: 2010-2011 GRAND JURY RECOMMENDATIONS FOR
E-SUBPOENA PROGRAM

RECOMMENDATION NO. 5: The DA staff is encouraged to conduct an E-Subpoena training class for court liaison/subpoena control officers and encourage departments still receiving paper subpoenas to implement E-Subpoena.

RESPONSE:

The District Attorney's Office has and will continue to actively encourage all Los Angeles County law enforcement agencies to participate in the E-Subpoena program. Since launching the E-Subpoena program with LAPD only three years ago, over 30 additional agencies have been provided with information regarding the District Attorney's E-Subpoena program. Currently over 75% of subpoenas are sent electronically to law enforcement agencies. Santa Monica Police Department began receiving electronic subpoenas on August 15, 2011 and several other agencies are close to implementation.

Additional training for law enforcement court liaison/subpoena control officers continues to be available. In June, 2011, a representative of the District Attorney's Office provided training in Alhambra to several law enforcement agencies regarding best practices for implementing an e-subpoena program. Additionally, representatives from the District Attorney's Office are available to provide technical and non-technical assistance post-implementation. The District Attorney's Office remains committed to providing assistance to all interested law enforcement agencies.

RESPONSE TO THE GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – DISTRICT ATTORNEY

SUBJECT: 2010-11 GRAND JURY RECOMMENDATIONS

SECTION: HIGH TECH FORENSICS AND CYBER SECURITY CRIME FIGHTING IN THE DIGITAL AGE

RECOMMENDATION NO. 1. a.

The District Attorney should establish and keep up to date a list of all State, Federal, and private training related to high tech and forensics examination, and cyber investigation and security.

RESPONSE

The District Attorney's Office currently receives notices of training opportunities from the following organizations: California District Attorney's Association; National Computer Forensics Institute; Peace Officers Standards and Training; High Tech Crime Investigator's Association; International Association of Financial Crime Investigators; National District Attorney's Association; and LA Clear. Though the office does not have the resources to monitor all training opportunities offered in the private sector, it continues to post all such training notices on the Criminal Justice Institute website, which serves as a central clearinghouse for this type of information.

RECOMMENDATION NO. 1.b.

The District Attorney should provide outreach to all police departments and the sheriff on a regular basis regarding the value of training in high tech forensics in crime fighting in Los Angeles County through seminars for groups of law enforcement agencies and "roll-call" training for individual law enforcement agencies.

RESPONSE

The District Attorney's Office currently provides the following training seminars, available to all law enforcement agencies in Los Angeles County: identity theft; access card fraud; high tech crimes; digital evidence; and cell phone forensics. The Office is in the process of creating and implementing "roll-call" training on the topic of cell phone forensics to these agencies as well.

RECOMMENDATION NO. 1. c.

The District Attorney should keep a log of the use of digital evidence in the prosecution of all types of cases. This log should indicate the nature of the evidence and its significance in each case. The District Attorney should encourage municipal agencies to track this information on misdemeanors as well.

RESPONSE

The District Attorney's Office currently keeps statistics on cases involving identity theft, access card fraud, network intrusion, intellectual property theft, and child exploitation. Unfortunately, the Office does not have adequate staffing to track all cases in which some form of digital evidence is used, given the increasing involvement of digital evidence in criminal investigations.

RECOMMENDATION NO. 1. d.

The District Attorney should establish a program for all Deputy District Attorneys to acquire the basic knowledge and skills necessary to develop their cases using digital evidence in an effective manner.

RESPONSE

The District Attorney's Office conducts ongoing training for deputies on a variety of legal topics, including those related to high tech crime and forensics. All deputies are encouraged to attend regularly held Saturday Seminars where such training is offered. In February 2010, the Office held a Saturday Seminar on high tech crime and forensics. Another Saturday Seminar on the same topic will be held in January 2010. The Office is also prepared to include basic training on the use of cell phone forensic evidence for the next class of newly hired deputies. For more experienced prosecutors, the Office will hold a two-day Digital Evidence College in March of 2012.

Recommendation NO. 1. e.

The District Attorney should develop and conduct seminars to educate judges in the use of digital evidence in the criminal justice system.

RESPONSE

The District Attorney's Office has been in contact with Judge Beverly O'Connell, of the Los Angeles County Superior Court Office of Judicial Education's Planning and Research Department, regarding our assistance with an upcoming training on digital evidence for judges, prosecutors, and defense attorneys. The Office is helping to identify pertinent topics and experts for use at the training.

Rec'd 12/13/11



STEVE COOLEY
LOS ANGELES COUNTY DISTRICT ATTORNEY

18000 CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER
210 WEST TEMPLE STREET LOS ANGELES, CA 90012-3210 (213) 974-3501

December 7, 2011

Bob Cremer, Chairperson, Continuity Committee
Alf Schonbach, Foreperson
2011-2012 Los Angeles County Civil Grand Jury
210 West Temple Street, Room 11-506
Los Angeles, California 90012

Dear Mr. Cremer and Mr. Schonbach:

**DISTRICT ATTORNEY RESPONSE TO THE
2010-11 LOS ANGELES COUNTY CIVIL GRAND JURY FINAL REPORT**

This is in response to your November 18, 2011 letter regarding my department's response to the above-mentioned report.

In your letter you cite that Penal Code Section 933 requires elected officials to respond to the recommendations provided in the Final Report within sixty days and no longer than ninety days for public agencies. Heretofore, this Office has operated under instructions from the Chief Executive Office (CEO) to submit departmental responses directly to their office for inclusion in the County's consolidated response. Accordingly, our response to the recommendations contained in the 2010-2011 Los Angeles County Civil Grand Jury Final Report (see attached) was submitted to the CEO on August 19, 2011.

We have informed CEO staff of this overlooked provision requiring a different deadline for elected officials. In the future, we will ensure that all responses to Final Reports are submitted based on the timeframe established pursuant to Penal Code §933.

We appreciate you bringing this to our attention. Any questions regarding this material may be directed to Lynn Vodden, Director of the Bureau of Administrative Services, at (213) 202-7616.

Very truly yours,


STEVE COOLEY
District Attorney

lv

Attachment

c: William T Fujioka



County of Los Angeles CIVIL GRAND JURY

CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER
210 WEST TEMPLE STREET • ELEVENTH FLOOR • ROOM 11-506 • LOS ANGELES, CALIFORNIA 90012
TELEPHONE (213) 893-1047 • FAX (213) 229-2595
<http://www.grandjury.co.la.ca.us/>

November 18, 2011

Steve Cooley, District Attorney
Los Angeles County District Attorney Office
210 West Temple Street, 18-709
Los Angeles, California 90012

Dear Mr. Cooley:

Pursuant to Penal Code §933, all Agencies cited in the 2010-2011 Los Angeles County Civil Grand Jury Final Report are required to respond to the recommendations provided in the Final Report within sixty days for elected officials and no longer than ninety days for public agencies.

Please note, as of today's date the Los Angeles County Civil Grand Jury has not received the required responses from your agency.

If you have already responded to the recommendation(s) in the Final Report, please disregard this notice.

Thank you for your cooperation.

Sincerely,

Handwritten signature of Bob Cremer in cursive.

Bob Cremer, Chairperson, Continuity Committee
2011-2012 Los Angeles County Civil Grand Jury

Handwritten signature of Alf Schonbach in cursive.

Alf Schonbach, Foreperson
2011-2012 Los Angeles County Civil Grand Jury



CITY OF LONG BEACH

OFFICE OF THE CITY MANAGER

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802 • (562) 570-8711 • FAX (562) 570-6583

PATRICK H. WEST
CITY MANAGER

September 26, 2011

VIA U.S. MAIL

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, California 90012-3210

RE: City of Long Beach Response to County of Los Angeles Civil Grand Jury
Report 2010

Dear Presiding Judge:

Pursuant to California Penal Code section 933.05, the City of Long Beach hereby responds to the County of Los Angeles Civil Grand Jury's recommendation.

The Civil Grand Jury made nine findings. Pursuant to Penal Code section 933.05(a), the City responds to each of the findings as follows:

- (1) In the Complainant's 2009-2010 CGJ filings, he was given an initial hearing date by the 2009-2010 CGJ of December 17, 2009. The meeting was scheduled to be held at the Long Beach 911 facility.

The City agrees.

- (2) Less than an hour before the meeting with the 2009-2010 CGJ, the LBPD arrived and served the Complainant with a REORGANIZATION memo. The CGJ found that this memo was inconsistent with the standard practice of LBPD, in that personnel affected by reassignment memos are normally afforded a two-week notice and do not include a threat of discipline.

The City disagrees. Mr. Mawn was not reassigned. Absent a reassignment, the City is not required to provide an employee with any notice.

- (3) After being removed from original duties, the LBDP met with the Complainant's staff and gave specific instructions to limit contact with him. The staff objected to these directions, and the LBDP rescinded some of them.

The City disagrees. The staff was directed to report to the Lieutenant based on the departmental reorganization.

- (4) Prior to the Complainant's 2009-2010 CGJ filing, there was never any discussion or planning relative to a REORGANIZATION of Police Communication. In addition, it is questionable that LBDP would consider a REORGANIZATION of a particular unit without the unit leader having knowledge of the effort in advance.

The City disagrees. Mr. Mawn is a classified employee, not a management employee. An employee working in Mr. Mawn's classification would not be involved in management's discussion or planning about department reorganization.

- (5) In the REORGANIZATION efforts, the CGJ found that the City had previously conducted three (3) CONSOLIDATION studies and never removed the Communication Center Coordinator from the position as head of Police Communications. In addition, CM published a long-term plan for CONSOLIDATING City services, but the dispatch CONSOLIDATION never appeared in this plan. It was also found that approximately seven (7) months were required for the Complainant to facilitate a meeting with the FD after repeated requests were made via his chain of command. Also, the first contact with the FD occurred after the initial project due date had passed.

The City disagrees. Mr. Mawn was not removed from his position. The City did not require Mr. Mawn spend seven months to facilitate a meeting with the Fire Department. Mr. Mawn failed to perform the duties assigned to him.

- (6) The CGJ then found that the REORGANIZATION efforts were inconsistent with the City's current budget efforts to reduce cost through civilianizing police-sworn positions with civilian positions. The current CONSOLIDATION effort was also noted to consist of Complainant and the FD only, whereas the previous efforts involved:

- a. A team of high-level experts specific to this field
- b. An outside consulting firm with CONSOLIDATION expertise
- c. Project Management provided by the CM's office

The City disagrees. The consolidation effort was consistent with the City's budgetary challenges. The study assigned to Mr. Mawn was the first step in the City's renewed effort to consolidate its police and fire dispatch centers. He was expected to use information from the existing studies and update the information, as he was the City's subject matter expert. Mr. Mawn was well connected with other dispatch centers and had worked on this type of project in the past. He had existing relationships with individuals in the field and a depth of knowledge about dispatch practices. The study was in the infancy stages and Mr. Mawn was tasked with analyzing best practices.

(7) In addition, it was noted that in the City's FY 2010 Plan, the associated Government Reform, FY 11 Proposed Budget, and the LBPD issuance of REORGANIZATION memo lacked:

- a. A budget item for the "special CONSOLIDATION project"
- b. A schedule with milestones for the project
- c. A staff (other than Complainant) to perform this project. This is reflected by the importance and high profile that the project was characterized to be by CM and the LBPD.

The City agrees. Notably, the City's budget does not utilize line item details as referenced in the findings. In addition, project milestones are not included in budget documents.

(8) It was also found that after the Complainant's 2009-2010 CGJ filing, the City of Long Beach assigned the LBPD to investigate the Complainant's concerns. This was found to be the same person whom the Complainant alleged was involved in the 2009-2010 CGJ filing.

The City disagrees. The Department reviewed Mr. Mawn's allegations and the City hired an outside investigator to investigate Mr. Mawn's complaints.

(9) The Complainant alleges that the HR Department met with him and offered to broker a meeting with the LBPD to discuss the possibility of returning the Complainant to his normal duties as the Head of Police Communication. The Complainant states that HR specifically asked, "... if they were to return him to his regular position, would he discontinue current activities and involvement with the 2009-2010 CGJ"? After his refusal to accept this offer, the meeting to discuss his return to previous duties was canceled.

The City disagrees. Director Mills did not offer to broker any meeting between Mr. Mawn and the Police Department, nor did she ask if he would discontinue his activities with the Civil Grand Jury if he was returned to his position. Director Mills met with members of the Civil Grand Jury and informed the members as such. It is clear that the members disregarded her statements, and she adamantly denied engaging in the alleged activity. In fact, Director Mills informed the members of the Grand Jury that during her meeting with Mr. Mawn she informed him that he needed to finish his assigned project.

The Grand Jury made four recommendations. Pursuant to Penal Code section 933.05(b), the City responds to each of the recommendations as follows:

- (1) Update existing City of Long Beach Human Resource complaint procedures to include addressing protection afforded an employee who discloses information to a government agency where the employee has reasonable cause to believe that information discloses noncompliance with Federal, State and local rules and regulations.

The City has existing complaint procedures designed to protect employees who disclose information where the employee has reasonable cause to believe that information discloses noncompliance with Federal, State and local rules and regulations. The City will review its complaint procedures to determine if updates are warranted, and if they are, the City will abide by the Meyers-Millias-Brown Act prior to making any change that would affect represented employees' terms and conditions of employment.

- (2) Provide training of HR personnel to ensure these procedures are followed.

The City provides training to its personnel with respect to employee complaints and investigations and will continue to do so.

- (3) Ensure that City employees are aware of these policies and procedures and have access to them.

City employees are made aware of policies and procedures and have access to them. The City will continue to make employees aware and provide employee access to policies and procedures.

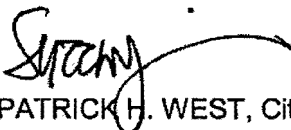
- (4) Establish a process for complaints submitted to HR that ensures no person or entity referenced in a complaint is involved in the resolution of same.

The City already has an established process for the submission of complaints. Employees are not required to submit complaints to any person or entity referenced in the complaint.

I anticipate this adequately responds to the Civil Grand Jury's report.

CITY OF LONG BEACH

By


PATRICK H. WEST, City Manager

PHW:CLC:kjm
A10-03244
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cc: Robert E. Shannon, City Attorney
Jim McDonnell, Chief of Police
Debbie Mills, Director of Human Resources

Rec'd 10/6/11

City of Hermosa Beach



Civic Center, 1315 Valley Drive, Hermosa Beach, CA 90254-3885

September 29, 2011

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Honorable Presiding Judge and Grand Jury:

Pursuant to Penal Code Sections 933(c) and 933.05, attached is the written response of the City of Hermosa Beach ("City") to the Findings and Recommendations pertaining to the City contained in the Grand Jury report entitled "Whoa! The State of Public Pensions in Los Angeles County" ("Report"). At its regular meeting of September 27, 2011, the City Council approved and authorized the City Manager to submit on its behalf the responses to the Findings and Recommendations as set out in the shaded boxes inserted following each respective Finding and Recommendation excerpted from the Report.

Also included in the City's response are technical responses prepared by City staff in consultation with the City's independent actuarial consultant to various factual assertions contained in the Report. These responses, also set out in the shaded boxes inserted into the text of the excerpted pages from the Report, identify and correct what the City believes are inaccuracies and misconceptions contained in the Report.

The City appreciates the dedication of the Grand Jury and the input given in the report.

Sincerely,

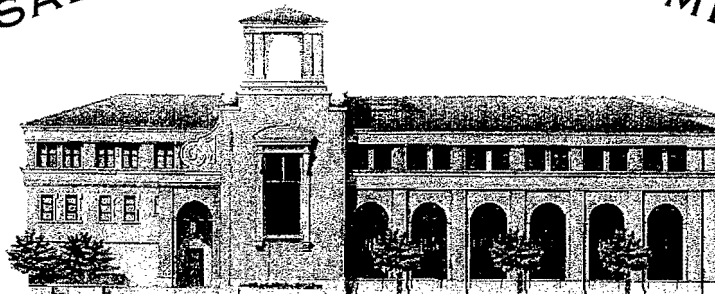
A handwritten signature in black ink, appearing to read 'S. Burrell'.

Steven Burrell

City Manager

Rec'd 9/23/11

PASADENA POLICE DEPARTMENT



PHILLIP L. SANCHEZ
CHIEF OF POLICE

207 N. GARFIELD AVENUE
PASADENA, CA 91101
(626) 744-4501

August 22, 2011

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Flotz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Please note the following responses to the 2010-2011 Los Angeles County Civil Grand Jury analysis, findings and recommendations concerning the e-subpoena system.

Responses to the 2010-2011 Los Angeles County Civil Grand Jury's Findings¹:

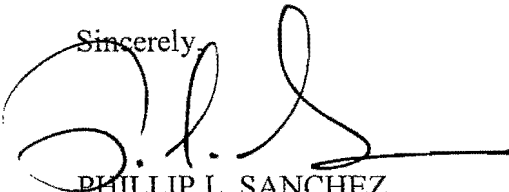
1. The respondent agrees with the finding.
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19. The respondent agrees with the finding.
20. The respondent agrees with the finding.

Responses to the 2010-2011 Los Angeles County Civil Grand Jury's Recommendations:

1. The recommendation requires further analysis.
 - a. The Pasadena Police Department consistently attempts to harness the power of technology. The e-Subpoena system has the potential to reduce costs associated with court appearances by streamlining the subpoena process. Based on the information provided it appears the e-Subpoena system would also benefit police employees² by allowing advance notice concerning their presence in court.
2. The recommendation requires further analysis.
 - a. As the Pasadena Police Department considers the use of e-Subpoena discussion with the Pasadena City Attorney/City Prosecutor would be necessary to ensure a common understanding of the system and expected outcomes.
3. The recommendation does not impact the Pasadena Police Department.
 - a. The Pasadena Police Department is an independent, full-service, law enforcement agency not associated with the Los Angeles Police Department or the Los Angeles County Sheriff's Department. The agencies do not share geographic law enforcement responsibilities.
4. The recommendation does not impact the Pasadena Police Department.
 - a. The Pasadena Police Department is an independent, full-service, law enforcement agency not associated with the Los Angeles Police Department or the Los Angeles County Sheriff's Department. The agencies do not share geographic law enforcement responsibilities.
5. The recommendation requires further analysis.
 - a. However, if the Pasadena Police Department implemented the e-Subpoena system training from the Los Angeles District Attorney's Office would be necessary and invaluable to ensure the court liaison officer had a comprehensive understanding of the system and knowledge to resolve problems/conflicts raised by judicial officers, the Los Angeles District Attorney's Office, the Public Defender's Office, the individual employee, or labor unions representing the concerned employees.

Should you have questions concerning my responses, please feel free to contact me at (626) 744-4545 or electronic communication at Psanchez@cityofpasadena.net.

Sincerely,



PHILLIP L. SANCHEZ
Chief of Police

¹ Concordances with the assertions listed in the findings and recommendations are based on information provide in the 2010-2011 Los Angeles County Civil Grand Jury report, analysis, and/or site visit. The respondent has no personal knowledge the law enforcement agencies listed in the report are experiencing significant reduction in cost associated, staff hours, or other potential benefits with the e-Subpoena system.

² Includes sworn police officers and civilian employees.

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896
www.ci.monterey-park.ca.us



Jim Smith
Chief of Police

February 21, 2012

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

Re: Civil Grand Jury Findings and Recommendations

Your Honor:

I sent you a letter in November of 2011 explaining that the Monterey Park Police Department agreed with the findings of the CGJ regarding the need to improve the subpoena process for Law Enforcement Agencies. We also concurred that the e-subpoena system appears to be a viable solution. After analyzing the e-subpoena implementation process and the possible cost savings we believed that implementation of the e-subpoena system would benefit our agency. We presented our findings to the Monterey Park City Council who concurred and approved funding for the project. We are currently in the process of implementing the system with our personnel

If you have any questions regarding this matter, please contact me at (626) 307-1222 or at JSmith@montereypark.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to be "Jim Smith", is written over a circular stamp or seal.

Jim Smith
Chief of Police

Rec'd 12/6/11

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2696
www.ci.monterey-park.ca.us



Jim Smith
Chief of Police

November 28, 2011

Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012-3210

Re: Civil Grand Jury Findings and Recommendations

Your Honor:

The Monterey Park Police Department agrees with the findings of the CGJ regarding the need to improve the subpoena process for Law Enforcement Agencies. We also concur that the e-subpoena system appears to be a viable solution. The area of concern for our department lies in the underlying and ongoing cost of the software and implementation of the program vs. the benefit in cost savings and workload for the subpoena control unit of the department. Since we are a smaller department (72 sworn officers), subpoena control has not been seen in the past as a major workload issue.

We are continuing to analyze this issue and expect to complete this process within the next 30 days. The person assigned to our subpoena control duties has recently returned from several months of medical leave. Our supervisory personnel that were analyzing the viability of the e-subpoena system needed this person's input to accurately assess the program. That is currently being done. We also have an e-subpoena software company scheduled to present a demonstration of their product and its capabilities with our personnel as well as our I.T. contractor. Once this is completed and we receive a quote from the vendor for the cost and maintenance of the software we will be able to make an informed decision on whether or not to implement the program. I will notify you in writing of that decision.

I apologize for the delay in this response. If you have any questions regarding this matter, please contact me at (626) 307-1222 or at JSmith@montereypark.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to be "Jim Smith".

Jim Smith
Chief of Police

Rec'd 10/12/11



City of Monterey Park

320 W. Newmark Avenue Monterey Park CA 91754-2896
www.ci.monterey-park.ca.us

CITY COUNCIL
Betty Tom Chu
Mitchell Ing
David T. Lau
Teresa Real Sebastian
Anthony Wong

CITY CLERK
David Barron

CITY TREASURER
Joseph Leon

October 7, 2011

The Honorable Lee Smalley Edmon
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

**RE: GRAND JURY REPORT
COVER LETTER DATED JUNE 23, 2011**

Dear Judge Edmon:

The City received a copy of the undated Grand Jury Report entitled "Whoa! The State of Public Pensions in Los Angeles County" at the end of June 2011 (the "Report"). The Report requested that the City respond to two recommendations:

"1. [That] Monterey Park's City Council adopt policies to fully fund the ARC for both the MMRP and OPEB retirement benefit plans for employees in order to ensure future funding of benefits and earn investment income which would discount the annual required contributions.

2. [That] Monterey Park's City Council direct its City management to explore alternatives for reducing retirement benefit costs, including possible additional revisions to the amount of the employee contribution pick up paid by the City and alternative employee cost sharing arrangements for retiree health benefits."

This letter responds to these recommendations in accordance with Penal Code § 933(c)(d).

Please note that the City identified many factual errors in the Report pertaining to Monterey Park. While the City respectfully declines to identify each of these, it does acknowledge that (like most cities in California) the City must continue acting to address the ever expanding retirement obligations incurred by the City. As you are aware, these obligations were generally negotiated between the City and its public employees over the course of many years. While these obligations continue to increase in cost, the economic downturn – and resulting decrease in public revenue – threatens the ability of every public agency in California to pay for such obligations.

Long before the Grand Jury issued the Report, the City Council recognized that the City must decrease its expenses as to public benefits. Consequently, it directed the City Manager to take a number of austerity measures to help balance the competing demands of public employee benefits with taxpayer interests of improving the community.

Toward that goal, the City Council negotiated several issues with its employees. Listed below are several matters the City has negotiated with three of the five bargaining units that took effect on October 1st (the Police and Fire units do not come due until June 30, 2012).


Steps taken:

- 1) Created a second tier of retirement. Lowering the 2.7% @ 55 to 2.5% @ 55 for new non-safety employees.
- 2) Requiring all non-safety employees to pick up 100% of the employee's portion of the PERS contribution. (Currently 8%)
- 3) Eliminating OPEB benefits for all new hires, and investigative studies of a VEBA or 115 Trust account for both current employees and new hires.
- 4) Lowering of caps of sick time, vacation time and administrative leave time on all employees. Also agreeing to forgo any cash outs during the next 12 months of the new MOUs.
- 5) Adding an additional \$500,000 annually towards the OPEB ARC.

While these actions do not completely cure the problem, they are certainly a step in the right direction. In a difficult economy, all sides mutually worked together to find solutions to the City's long term structural obligations.

Should you have any further questions or follow up, please do not hesitate to contact me.

Sincerely,



David T. Lau
Mayor



POLICE DEPARTMENT
City of Manhattan Beach

copy
manhattan beach

420 15th Street
MANHATTAN BEACH, CALIFORNIA 90266
(310) 802-5103 FAX (310) 802-5101

EVE R. IRVINE
CHIEF OF POLICE

August 4, 2011

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, Ca. 90012

Dear Presiding Judge:

We recently received the 2010-2011 Los Angeles County Civil Grand Jury Report. The report makes the recommendation that the City of Manhattan Beach Police Department implement e-Subpoena as a cost saving and operational efficiency measure. In addition, the report recommends the City Attorney / City Prosecutor utilize the e-Subpoena system in locations wherein the police department is using the system.

I have reviewed the report and agree that the e-Subpoena system could benefit our Department in the area of cost savings and improved efficiency.

As a result of the Grand Jury recommendation, I have instructed my staff to begin an analysis of the e-Subpoena program to determine whether we should implement the program here at the Manhattan Beach Police Department. I have asked that the review be completed within six months of the date of the Grand Jury report. This analysis and implementation review is to be completed by December 30, 2011.

I want to thank you for bringing this new e-Subpoena program to my attention and I will be anxiously awaiting the results of our analysis of this program.

Thank you,

EVE R. IRVINE
CHIEF OF POLICE

"Policing through Partnerships"

City of Manhattan Beach Web Site: www.citymb.info



POLICE DEPARTMENT
City of Manhattan Beach

420 15th Street
MANHATTAN BEACH, CALIFORNIA 90266
(310) 802-5103 FAX (310) 802-5101

EVE R. IRVINE
CHIEF OF POLICE

January 31, 2012

Los Angeles County Civil Grand Jury
Alf Schonbach, Foreperson
Clara Shortridge-Foltz Criminal Justice Center
210 West Temple Street, Room 11-506
Los Angeles, California 90012

Dear Los Angeles County Civil Grand Jury:

We received your request for a copy of our response to the recommendations of the 2010-2011 Civil Grand Jury Report. We reviewed our file and determined that we had sent the response to the Presiding Judge of the Los Angeles County Superior Court on August 4, 2011, as instructed in the original request from the Civil Grand Jury. Apparently the response never made it to you.

I am including a copy of the original response that was mailed last August 2011. If you need anything further please don't hesitate to ask.

Thank you,

EVE R. IRVINE
CHIEF OF POLICE

"Policing through Partnerships"

City of Manhattan Beach Web Site: www.citymb.info