

Department of Laboratories & Research

# 52302

Date: June 23, 2016

To: Board of Acquisition and Contract

From: Kunjulata Ashar, M.D.  
Acting Pathologist/Medical Examiner

**Re: Request for authority to enter into agreement with the State of New York, acting by and through the New York State Division of Criminal Justice Services, to accept a grant in the amount of \$90,000.00 for the Department of Laboratories and Research to participate in the Aid to Crime Labs-Toxicology Program for the period from 7/1/16 through 6/30/17.**

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Authority is requested for the County of Westchester, acting by and through the Department of Laboratories & Research (the "Department"), to enter into an agreement with the State of New York, acting by and through the New York State Division of Criminal Justice Services, to accept a grant in the amount of \$90,000 for the Department to participate in the Aid to Crime Labs-Toxicology Program for the period from July 1, 2016 through June 30, 2017.

The Aid to Crime Labs-Toxicology Program supports salaries, training and equipment to enhance the standard Aid to Labs Program. The \$90,000 in State funds will enable the Department to purchase personnel, overtime, laboratory equipment, supplies and accreditation-related travel. No County funds are required for the operation of this program.

The contract has the public purpose of promoting public safety to the residents of Westchester County by enhancing the processing of evidence submissions to laboratories, thus expediting criminal case processing.

Entering into this agreement will provide the Westchester County Medical Examiner, Law Enforcement and Hospital community with timely and quality scientific results from the evidence submitted to the Division of Forensic Toxicology. The analyses include Postmortem, Human Performance (used for DWI/DWAI caps) DWI/DWAI, Drug Facilitated Sexual Assault (DFSA) and Hospital casework. Timely analyses are extremely important for prosecution. The Human Performance results for DWI/DWAI cases provide the citizens of Westchester County a higher degree of public safety. For Medical Examiner cases, toxicological results are important in determining the cause of death and impact on various criminal and liability cases affecting the community as well as the relatives of the deceased. Funding from this program provides for the mandated laboratory accreditation inspection by ABFT (American Board of Forensic

Toxicology) and the interim accreditation fee for ASCLD/LAB (American Society of Crime Laboratory Directors/Laboratory Accreditation Board). A large portion of the funding will purchase drug standards, quality controls, reagents and supplies necessary to cover the increased workload experienced in Toxicology. The overtime money for personnel will allow the laboratory to continue methods development to improve methods so that the turnaround time will improve. It will also continue to decrease the backlog of cases in the laboratory. Funds from this grant used for training and seminars will allow analysts to learn how to operate the new equipment purchased with earlier grants. The training funds will also be used for discussing trends, problems and solutions that other toxicology laboratories encounter, through user group meetings. The measure of this program's goals is the continuation of quality toxicological services provided by the Division of Forensic Toxicology to our Medical Examiners', Law Enforcement Agencies and District Attorney's Offices as well as special requests from local police departments and hospitals.

I certify that my Department, a) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

The goals and objectives will be tracked and monitored by the Toxicology Division which submits quarterly reports on the New York State Department of Criminal Justice Services' (DCJS) Grant Management System.

The proposed grant agreement is not a procurement and is therefore not subject to the Westchester County Procurement Policy.

An appropriate resolution is herewith attached for your Honorable Board's consideration.

## RESOLUTION

Upon a communication from the Pathologist/Medical Examiner, be it hereby:

**RESOLVED**, that the County of Westchester, acting by and through the Department of Laboratories & Research, is authorized to enter into an Agreement with the State of New York, acting by and through the New York State Division of Criminal Justice Services, to accept a grant in the amount of \$90,000 for the Department to participate in the Aid to Crime Labs-Toxicology Program for the period from July 1, 2016 through June 30, 2017; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
	263	31	821R	9854		90,000.00

Budget Funding Year(s) Current Start Date July 1, 2016\_\_ End Date June 30, 2017\_\_  
(must match resolution)

Funding Source

\_\$90,000.00 \_\_\_\_  
(must match resolution)

Tax Dollars \_\_\_\_\_  
State Aid \$90,000.00 \_\_\_\_\_  
Federal Aid \_\_\_\_\_  
Other \_\_\_\_\_