



2021 Budget Presentation

Forensic Services Agency

Agency Overview

Firearms Section

Despite an increase in the Firearms Section backlog and case processing, as the effects of a laboratory shutdown due to COVID-19 measures occurred in late March, the Firearms Section has focused its efforts on reducing the number of expedited requests to catch up with the expedited NIBIN program and slowly return to our 16th in the nation rank for turn around times. Projections indicate the number of NIBIN leads will be greater than years past, as the continued relationship with the National Correlation Center reviewing our NIBIN entries has proven successful. With the focus of the Firearms Section's mission continuing to put Expedited NIBIN in the forefront of casework, the retention of employees has been critical. Our NIBIN technician, in 2019 made over 4,300 acquisitions of the over 4,900 total acquisitions, allowing additional time for firearms examiners to focus on other duties. With the continued success of the NIBIN Program, the Firearms Section has been able to complete an increased number of rush case analyses deemed urgent by the investigators or prosecutors due to greater availability of Firearms Examiners. The Firearms Section acquired a new LEEDS comparison microscope with advanced imaging and software, making casework comparisons faster. The laboratory is looking to purchase two additional microscopes in 2021 as the budget allows.

Processing of NIBIN requests:

2019: 3,650

2020: 1,332 (January to June)

Entries of NIBIN eligible evidence:

2019: 4,971

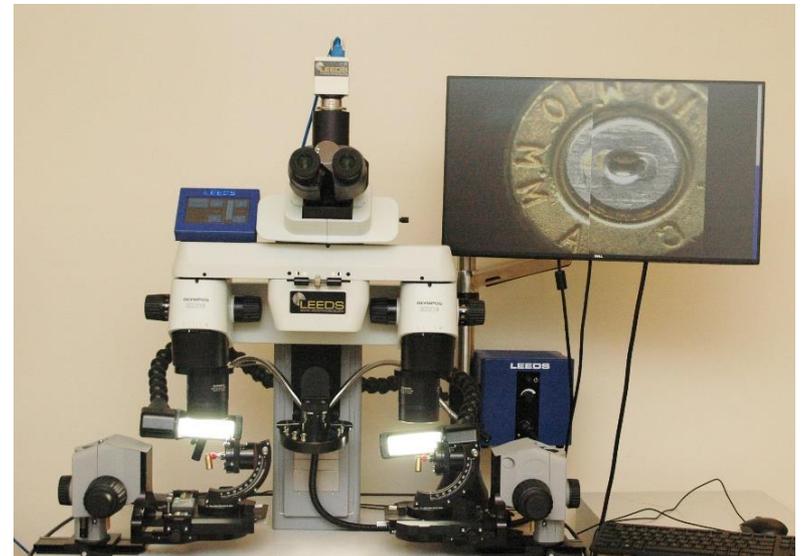
2020: 1,930 (January to June)

NIBIN Leads:

2019: 919 leads

2020: 347 leads (January to June)

NIBIN Backlog – current = 644



Agency Overview

Crime Scene and Forensic Evidence Technician Units

Through support of our agency budget, we were able to purchase 23 new Nikon D500 cameras for \$74,000 out of the county general fund through the year's savings. These cameras replace the Crime Scene Unit's ten year old cameras and has assisted in more efficient and better quality documentation of crime scenes. We were also able to purchase a new Crime Scene Response Vehicle for \$34,000, replacing a ten year old van. With continued support of our budget, our goal is to replace a response van each year for the next three years.

From the beginning of the year, the Crime Scene Unit was at a critical staffing level. Support of our budget made it possible to hire seven new Crime Scene Specialists in January. Their training was halted for a period of two months due to the COVID-19 pandemic. However, the Crime Scene Unit remained full time and staffed 24/7, responding to an increase of cases throughout that period. From January 1, 2020 to July 1, 2020, the Crime Scene Unit responded to 308 scenes with ten full time Crime Scene Specialists through February, and eight full time Crime Scene Specialists through July. This is an increase of 40 scene over the same time period in 2019, where twelve full time Crime Scene Specialists were available to respond. With the completion of training of the newly hired employees, the Crime Scene Unit is currently staffed with fifteen full time employees, assisting in backlog reduction for the unit.



Agency Overview

Chemistry Unit (Seized Drugs and Trace)

A new Forensic Scientist has begun training in the Seized Drugs Section, which will take approximately five to six months to complete. The departure of another Forensic Scientist will necessitate the hiring of a replacement staff member in the coming year. Each member of the Seized Drug Section has been able to attend at least one training event this past year. Having the budget to do so over the past 12 months has been extremely beneficial, as much of the unit personnel is quite new. When in-person meetings and training opportunities resume, a continued budget to attend trainings will be important for our newer analysts, as well as for the opportunity for continuing education for the more experienced analysts. This year we were able to purchase preventative maintenance contracts for our instrumentation, as well as upgrading one of our FTIR instruments used in the identification of drugs. With your continued budgetary support, we can continue these contracts, as well as work towards the replacement of the oldest GC/MS instrument in the section. As the trend of complex and highly potent drug samples continues, personal protective equipment remains highly important, and has been compounded by the COVID-19 pandemic. With budgetary support for personal protective equipment, the analysts in the laboratory can remain as safe as possible when analyzing evidence.



In the Trace Chemistry Section, we will have completely new blood alcohol analysis instruments in 2020. One GC instrument for blood alcohol analysis was replaced, and a second GC has been purchased to replace another instrument. Having the budget for this change was crucial for lowering case turnaround time, increasing instrument reliability, and minimizing maintenance going forward. In the past year, a paperless case workflow was instituted in the section, which has resulted in greater efficiency, as well as reduced paper consumption and filing by administrative staff. Two blood alcohol analysts began initial cross-training in fire debris analysis, which will lead to greater versatility within the section. Thanks to available funding for 2020, multiple blood alcohol analysts will take part in important trainings related to new instrumentation, as well as a premier training in blood alcohol topics. However, one Trace Chemistry position became open in early in the year with an employee leaving to join the Indiana State Police laboratory.

Agency Overview

Latent Prints and Questioned Document Sections

The Latent Prints Section continues to keep a manageable backlog, both in processing cases and examination cases. This year, the latent print section implemented a new Full Spectrum Imaging System which allows for prints developed on curved surfaces to be photographed in one shot instead of multiple images, a time saver on many items of evidence. The Latent Print Examiners have also assisted in helping reduce the backlog of IMPD Latent Print Examination cases with the retirement of two of their examiners. Many of these cases involved a large number of print images for comparison. In cooperation with IMPD, we will be upgrading the AFIS (Automated Fingerprint Identification System) computer system.

The Questioned Document (QD) Section at the lab also maintains a manageable backlog, working closely with the Indiana State Police Examiners for both case reviews and verification. The QD Examiner also assists working cases in latent print processing, which also helps with the backlog reduction. A new camera was purchased this year to aid the scientist with their documentation of the evidence.

Biology Unit (Serology and DNA)

In 2020, a new analyst was released for supervised casework in Serology. The backlogs remained consistently low with a reduction of 47% (170 to 89) for DNA cases and 54% (126 to 60) for Serology from January 2019 to March 2020. From the beginning of 2019 to March 2020 (pre COVID-19 restrictions), the average time to complete a request for analysis decreased by 53% (90.3 days to 42.5 days) for DNA and 24% (124.1 to 94.1) for Serology.

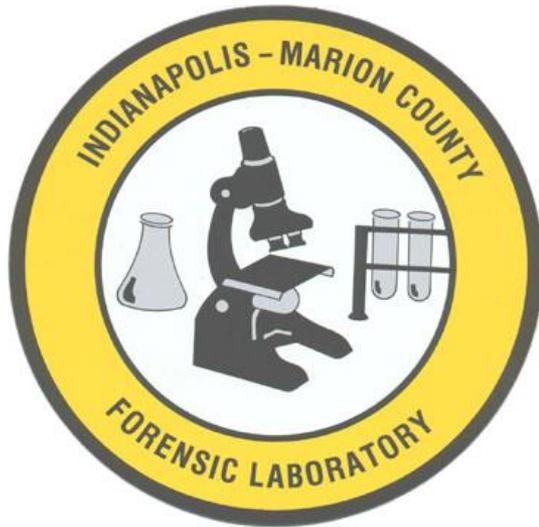
In cooperation with the Marion County Prosecutor's Office, as well as submitting agencies, a streamlined method of Sexual Assault Evidence Collection Kits was developed and validated, thus reducing the turn around time. The DNA Section is currently implementing a form of DNA interpretation (Probabilistic Genotyping) which will allow the interpretation of complex mixtures. Because this system has previously been implemented by the Indiana State Police Crime Laboratory, the court system in Indiana has accepted this type of analysis for testimony.

Agency Overview

Overall Agency

In cooperation with the Mayor's Office and the City County Council, our agency was able hire seven new Crime Scene Specialists this year. While the agency did see a rise in evidence requests, employees at the agency are working diligently to reduce the backlog, in light of being closed for two months due to the COVID-19 pandemic.

With your continued support of our agency budget, we replaced two (2) vehicles this year, a Crime Scene van and a passenger van. Our Crime Scene vans used at scenes are 10 years old and the passenger van is a 1997 model.



Budget Breakdown - Total

Total Agency Budget request is \$9, 304,769.67

- County General – \$7,158,276.92
- Federal Grants – \$2,081,492.75
- Cumulative Capital Improvement - \$65,000.00
 - County General was reduced by \$58,650.05 from 2020 but will be found in planned reserves
 - Federal Grants increased \$620,411 in grant submissions for 2021 along with carry over projections due to the COVID-19 Training cancelations.
 - Cumulative Capital increased by \$40,000.00 to purchase replacement of a lab instrument.

Budget Breakdown – Character 1

- County General – \$5,869,401.92
- Federal Grants - \$802,454.00
 - County General CH01 remained flat for 2021 compared to 2020
 - Federal Grant CH01 was increased by \$421,227.00 to help offset general backlog but also backlog carried forward created by COVID-19.

Budget Breakdown – Character 2

- County General - \$270,720.00
- Federal Grants - \$702,859.00
 - County General CH02 reduced by \$48,668.00 by savings realized.
 - Federal Grant CH02 increased by \$327,151.00 based on grant submissions for 2021

Budget Breakdown – Character 3

- County General - \$823,655.00
- Federal Grants - \$131,030.00
 - County General CH03 increased by \$25,620 due to increased number of service maintenance contracts for new equipment.
 - Federal Grant CH03 decreased by \$324,584.00 based on grant submissions for 2021. The bulk of the 2020 budget was the Probabilistic Software purchase which falls under Character 3.

Budget Breakdown – Character 4

- County General - \$194,500.00
- Federal Grants - \$445,150.00
- Cumulative Capital Imp. - \$65,000.00
 - County General Ch 04 decreased by \$35,602.00 Money transferred to Ch 03 for service maintenance contracts.
 - Federal Grants CH04 increased by \$196,617.00 based on grant submissions for 2021.
 - Cumulative Capital Imp increase of \$40,000.00 for Test Instrument purchase.

Budgeting for Equity

- In what ways does your proposed 2021 budget advance racial equity, both in the community and within your own department?
 - The Indianapolis-Marion Forensic Services Agency continually looks for way to bring on new vendors of all demographics.
 - As for supplies, much of that too is restrictive to vendors that are scientific companies.
 - Our business is reactive, and although we can make a calculated guess on the number and type of cases based on trending data, we will never be 100% accurate. However, working with the City/County Human Resources will hopefully enable the agency to reach a more diverse applicant pool, as well as provide equity training to our current staff.
 - In the Forensic Industry, there are limited number of xbe vendors who can supply materials that meet the standards of our ANAB Accreditation.
 - The Forensic Services Agency is one of only 2,500 laboratories that accredited worldwide by ANAB, and we take our accreditation and compliance very seriously.

Budgeting for Equity

- In the context of your Department, how would you define “success” in advancing racial equity?
 - Success for our agency would be to find a new xbe vendor who is willing to work with the Instrument Manufacturers to provide supplies that meet their requirements at a cost that is the lowest responsible responsive quote received.
 - We will also see success with hiring a more diverse background as the NIJ (National Institute of Justice) sees a better implementation of the STEM (Science, Technology, Engineering and Math) program. Additionally, Hispanics and African Americans represent only 6 percent and 5 percent respectively of science and engineering fields. Once these barriers have been broken, the forensic community could realize more equity throughout the science.
- What are the areas/programs where your Department has had some success or has significant potential to succeed in building racial equity? What are the areas/programs that present a challenge in terms of equity?
 - The Indianapolis-Marion County Forensic Services Agency has worked with many xbe vendors to identify products that we purchase in their commodity lines to help them become responsive to our quotes. A few of these vendors have risen to the challenge and have earned our business. The agency continues to seek out bright new talent as well.
 - The Forensic Services Agency struggles to find Certified Scientific Vendors, Low Prices and their ability to deliver products/services while meeting the goals of the City of Indianapolis.

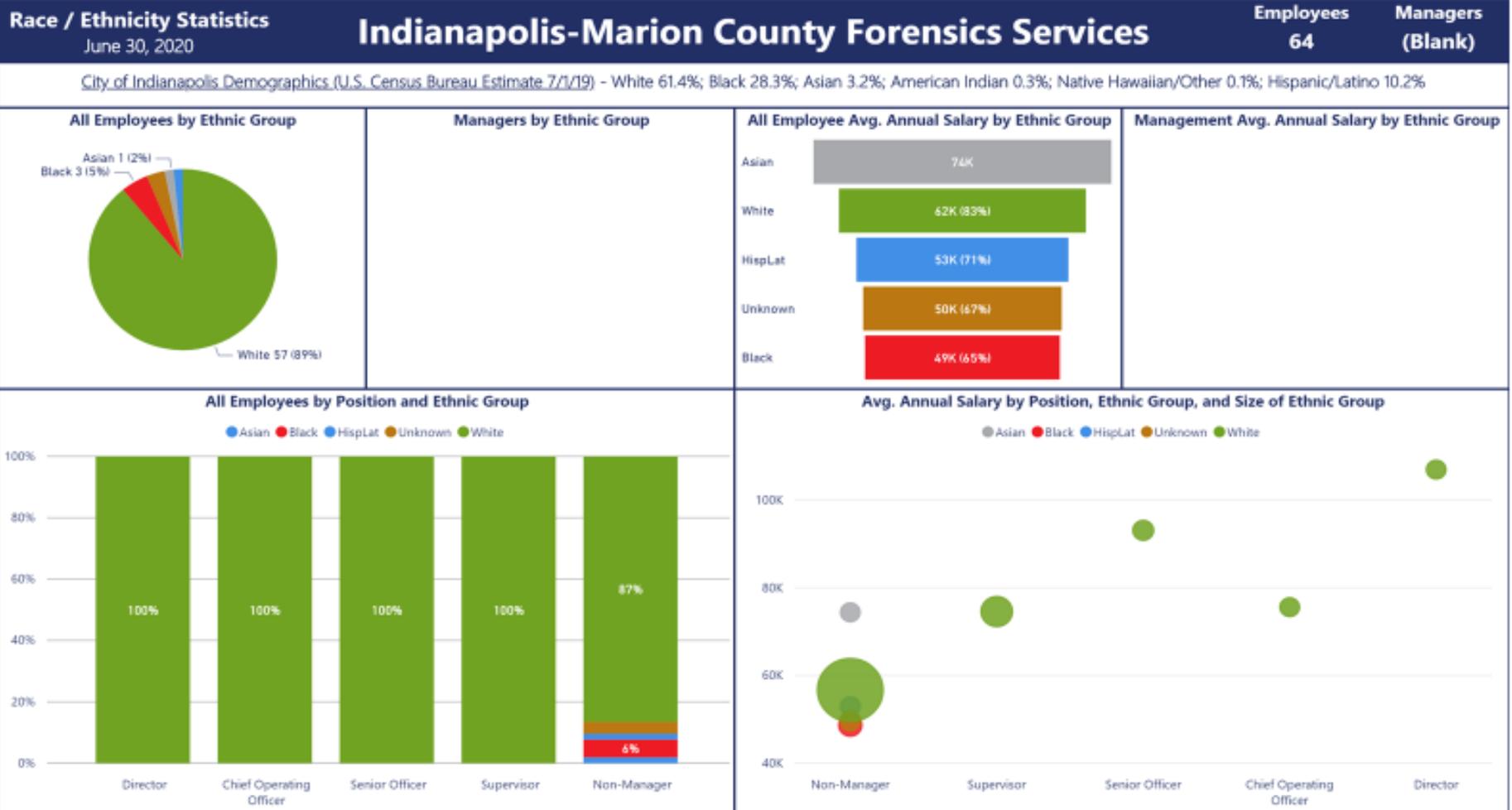
Budgeting for Equity—Using Data

- Specify the disaggregated demographic data will your Department collect, track, and evaluate to assess equity impacts and inform your future budget decisions
 - Our agency performs a reactive service for Marion County and its residents, responding to crimes within Marion County, so our interactions with the public are limited. The Forensic Services Agency continues to track expenditures and report them to the OMWBE Office. We are constantly on the lookout for new vendors that can supply the specific needs of the agency. The database used for reporting by the laboratory can track types of crime, as well as volume of analytical requests and other specifics for statistical information purposes.
 - The laboratory uses five certified vendors in the Medical Supplies and Janitorial Supplies industry.
 - There is only one certified in Medical Equipment and they do not carry the equipment required by the Forensic Services Agency. A second certified vendor is a retailer of medical equipment and can supply equipment required by the Crime Lab, but all warranty and service contracts would be with the equipment manufacturer.
 - Some City-Wide contracts preclude us from finding alternative sources for supplies and services or receive credit for the departmental spend.
- Specify the metrics you will use to measure progress.
 - We currently track and report xbe spending to the OMWBE Office. We would like to thank the tax payers of Indianapolis-Marion County and assure them they are benefiting from our diligence to obtain the lowest responsive and responsible prices, with one caveat, and that is who can deliver on time.

Budgeting for Equity—Staffing

- Describe the racial makeup of your Department's overall staff.
- Describe the racial makeup of your management team.
- What is the breakdown of compensation and level of authority by race, gender, and educational attainment?
 - The Forensic Services Agency employees are 58% are female, 42% are male, with a 10% ethnicity amongst the entire staff.
 - Our agency is seeing a definite turn away from traditional male roles in the Forensic Science community toward a greater female presence in the forensic laboratory workplace. This is reinforced by the number of forensic science programs having more female graduates.
 - Compensation for forensic employees is based upon pay grades set by City/County Human Resources, as well as being driven by performance based reviews.

Budgeting for Equity—Staffing



Budgeting for Equity—Staffing

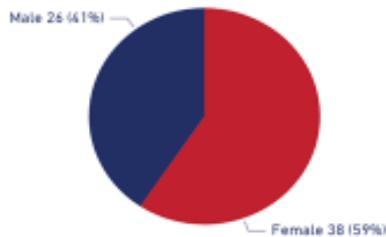
Gender Statistics
June 30, 2020

Indianapolis-Marion County Forensics Services

Employees
64 Managers
(Blank)

City of Indianapolis Demographics (U.S. Census Bureau Estimate 7/1/19) - Women 51.8%

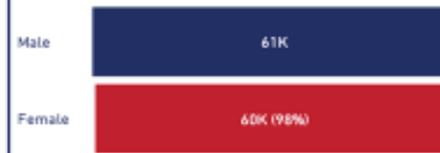
All Employees by Gender



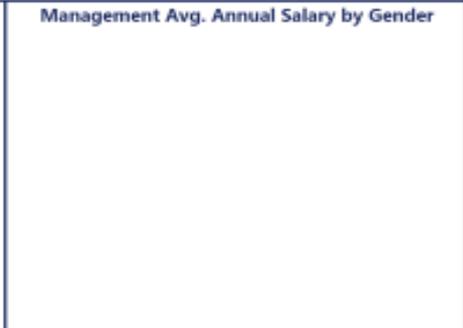
Managers by Gender



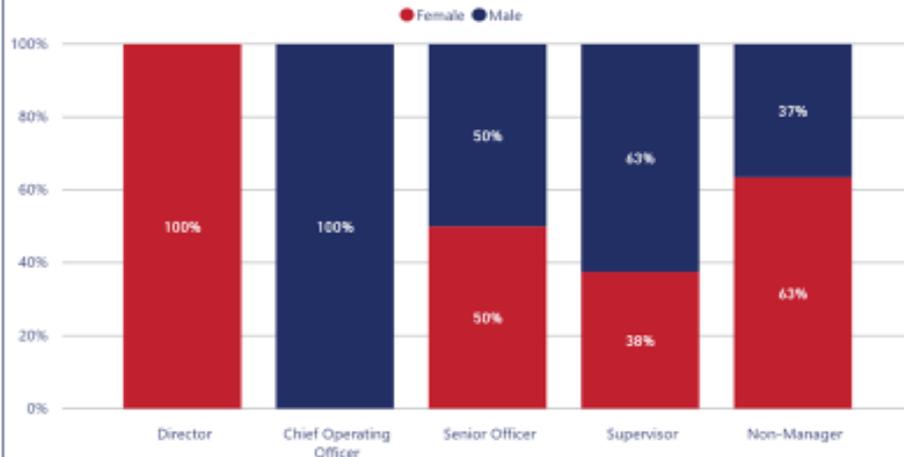
All Employee Avg. Annual Salary by Gender



Management Avg. Annual Salary by Gender



All Employees by Position and Gender



Avg. Annual Salary by Position, Gender, and Size of Gender Group



Budgeting for Equity—Staffing

- What is your plan to recruit diverse candidates for future vacancies? If applicable, how will these efforts differ from years past?
 - The Forensic Services Agency advertises for vacancies within the Forensic Science Community Network to acquire the most qualified applicants possible. We post open positions with a link to career opportunities listed on the Indy.gov website to the following organizations as applicable: AAFS (American Academy of Forensic Sciences), AFTE (Association of Firearm and Toolmark Examiners), ASCLD (American Society of Crime Laboratory Directors), MAFS (Midwest Association of Forensic Scientists) [list not all inclusive].
 - We will be incorporating adjusted interview questions to seek out the best candidates for the Forensic Services Agency. The Forensic Services Agency would like to include Bias Training with newly hired employees, in cooperation with Human Resources, once on board.

Budgeting for Equity—Spending

- How does your current spending reflect efforts to address equity (procurement/contracting/etc.)?
 - The spend plan of the Crime Lab is established on the requirements of the need. Forecasting to establish a budget was based on a multiple year trend of spend. Much of the purchases are through our Scientific Laboratory Suppliers where the standards are set by our accreditation and standards of the industry. For supplies that are not deemed critical by our accreditation, we look for local vendors with a primary focus on OMBWE certifications, but strive to get competitive quotes, while maintaining the standards set forth by our accreditation.
- If you have engaged the Office of Minority & Women’s Business Development to establish and meet contracting goals, please describe that effort and/or your progress.
 - The laboratory has reached out a few times to set up meetings, but there have been events that have postponed our meetings. We have also submitted names of vendors who would qualify for the State requirement, but because some reside outside of Marion County, they do not qualify for the City of Indianapolis. Once such vendor is Plymate out of Shelbyville, IN.
 - Julie Bebe and I exchanged emails in January and was going to do a tour of the Crime Lab in February but so far, we are on hold due to the COVID pandemic.
 - Xbe Reports are submitted faithfully monthly.

Budgeting for Equity—Spending

- If applicable, what steps will you take to build capacity of minority-owned firms to participate in procurement or contracting with your Department?
 - The Forensic Services Agency is always on the lookout for new opportunities to work with a new xbe vendor. Purchasing is quick to share information if they know of a new vendor opportunity. We are generally quick to bring the new vendors in and talk through our needs versus items/services they offer. Additionally, we receive calls directly from vendors and if their line of goods/services align with ours, they are invited to discuss our needs versus their supply.

Budgeting for Equity— Engagement

- Describe how community members, including communities of color and low-income communities, will be engaged/consulted to identify programming and/or service needs for your Department.
 - Our staff is constantly on the lookout for new vendor opportunities, but we have a very narrow list of supplies that we can purchase through any non-Laboratory supplier and that is not on a current City-Wide contract already.
 - The laboratory participates in many community days in conjunction with IMPD. We also speak to schools, colleges and universities throughout the year, engaging with Forensic Science students. The community is encouraged to attend these events, and their input is welcomed and valued.
 - Working with City/County Human Resources to solicit prospective employees will aide in the diversity of the agency for a better approach to Forensic Science needs.



Questions?